

Institute of American Indian Arts

President's Cabinet Meeting

LKN Welcome Center – Boardroom

Wednesday, November 29, 2017
10:00 a.m. – 11:00 a.m.

MEETING MINUTES

PRESENT: Laurie Logan Brayshaw Carmen Henan Judith Pepper
Dr. Bill Sayre Charlene Teters Eric Davis
Aimee Balthazar Patsy Phillips Mary Silentwalker
Dr. Robert Martin Melanie M. Lopez

Mary Silentwalker reported on behalf of Nena Martinez-Anaya.
Aimee Balthazar reported on behalf of Larry Mirabal.

1. **Opening:** Judith Pepper opened with a petition for a moment of silence.
2. **Opening Positive Note:** Judith Pepper announced that it was Dr. Martin's birthday on November 28th. Time was taken out to celebrate with cake and ice cream.
3. **Approval of Cabinet Meeting Minutes – October 18, 2017**

Motion to Approve Meeting Minutes:

Dr. William Sayre made the motion to approve the meeting minutes from October 18th Cabinet Meeting

Second: Judith Pepper

Outcome: Passed by unanimous vocal approval.

4. **Trustee Actions:** Dr. Robert Martin
 - Flagpole and plaque dedicated to James Mason, former Facilities Director, is in the process of being installed.
 - The Gift Acceptance Policy was approved.
 - Judith Pepper offered a copy of the Gift Acceptance Policy to all the Cabinet members and mentioned how beneficial it is to now have a detailed and comprehensive policy as a reference.
 - Gift Acceptance Resolution was approved.
 - The Board of Trustees completed Dr. Martin's evaluation. Dr. Martin thanked the cabinet for their contribution to his success.
 - Dr. Martin reported that the ASG President, Tiffany Adams, brought it to the Board of Trustees' attention that the students would like more transparency in the process of awarding scholarships and increasing the number of students receiving scholarships.
 - The discussion on that topic led to the formation of an ad hoc Board Scholarship Committee.

- Board of Trustees members on the ad hoc committee are Ann Marie Downes, Bidtah Becker and Larry Roberts.
- Judith Pepper mentioned that Office of Institutional Advancement (OIA) began a project of reviewing every named, donor scholarship, originating within the last 10 years. In looking at the process of other colleges for named scholarships, OIA has discovered that the colleges provide a way to apply specifically for the named scholarships because there are very specific eligibility requirements. She added that OIA is considering offering that same process to the students at IAIA. In the future, these scholarships will be listed on the IAIA website along with the list of eligibility requirements.
- Dr. Martin emphasized that the impact on student success should be carefully considered before any new policies are established.
- Board of Trustees meeting IAIA students:
 - As the result of Tiffany Adams, ASG President, expressing that she would like to learn more about leadership at IAIA, specifically the BO. Loren Kieve (BOT Chair) asked that an opportunity for the BOT members to present as a panel to IAIA be incorporated into the next BOT meeting agenda.
 - As a result, at the February 2018 BOT meeting, the trustees will meet with during a luncheon community gathering in the CLE Commons.
 - Dr. Martin mentioned that this will be a great opportunity for the IAIA community to learn about quality of experience represented by the IAIA Board of Trustees.
 - Patsy Phillips mentioned that there is already a program established at IAIA known as the “Mentorship Program”, whereby students are offered the opportunity to shadow staff members in key positions.
 - Dr. Martin asked Cabinet members if anyone would be opposed to re-establishing this program. Everyone was supportive of establishing the mentorship program.
 - Dr. Martin stated that he will find a way to incorporate it into cabinet work plans.

5. ATD Update: Dr. William Sayre and Dean Teters

- Dr. William Sayre submitted a report. (See Report)
- Dr. Sayre mentioned that today’s meeting discussion will be on placement scores and method of placement and the committee will continue to work on a communication plan to get more institutional involvement.
- Dean Teters mentioned that there has been some resistance to participate from a number of the faculty.
- Dr. Martin suggested that we get the leadership of the Faculty Council on board with the mission of ATD to facilitate.

6. Spring 2018 Admissions Report: Mary Silentwalker (See Report)

- The Admissions Report is distributed on a weekly basis.

7. Holiday Market – December 9, 2017: Judith Pepper

- We are adding 15 additional booths to this year’s Holiday Market because of the growth.
- Judith asked for volunteer help during the Holiday Market.

- Dr. Martin asked that we extend the move-out date for student housing to be on the Sunday following the Holiday Market. Carmen Henan agreed to changing the date for the students who are participating in the Holiday Market.

8. Year-End Appeal: Judith Pepper

- IAIA's year-end appeal will be done by on-line donations.
- George RR Martin's video will be used to advertise philanthropy programs at IAIA by encouraging donations for support of students from Native American cultures.
- OIA put an ad on Face Book at a cost of \$100. The statistics are as follows: 14,000 people reached through the ad, 4300 people watched the video, and there were 202 likes and 75 shares.
- OIA wants to begin using social media more for fundraising events.
- November 28th was giving Tuesday. Bill Gates will match every dollar for registered participants. We are not participating this year.

9. Contacts on Website: Eric Davis (See Report)

- Eric Davis asked that the Cabinet members review the contact list on the IAIA website to confirm that all the information listed is correct and complete.
- Mr. Davis introduced the need for policies now that the new Performing Arts and Fitness Center will be opening. The use by outside entities, gym memberships, etc. will require that we have some policies in place. He suggests that we use the Museum membership program as a template.

10. Announcements: Patsy Phillips & Carmen Henan

- Patsy Phillips made the following Museum announcements:
 - Museum is having a workshop on Friday, 10:00-12:00, Friday December 8th – Brown Bag with IAIA Artists in Residence.
 - Saturday, December 9th – IAIA Museum Member Event
 - Joanne Shenandoah will be performing on December 9th.
- Carmen Henan made the following announcement:
 - Today's Community Gathering – Documenta Germany/Marist College Venice Biennale students will be presenting.
 - A youth group from Santa Ana Pueblo for Native American Heritage will be performing.
 - The Land Grant Student Research posters are going to be at the Holiday Community Lunch.

11. Closing Positive Note: Dean Charlene Teters

- Dean Teters announced that Jessie Riker Crawford has completed all requirements for her PH.D studies and is now Dr. Jessie Riker Crawford.