



*Photo: Jason Ordaz*

# Institute of American Indian and Alaska Native Culture and Arts Development



Board of Trustees Meeting  
November 9 -10, 2018

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**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**BOARD OF TRUSTEES MEETING**

**NOVEMBER 2018**

<b>Travel Days: Wednesday, November 7<sup>th</sup> or Thursday, November 8<sup>th</sup> and Saturday, November 10<sup>th</sup> (<i>afternoon</i>) or Sunday November 11<sup>th</sup></b>
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**Thursday, November 8, 2018  
2:00 pm – 6:00 pm**

<b>IAIA Open House</b>	<b>2:00 p.m. - 6:00 p.m.</b>
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**Friday, November 9, 2018  
9:00 am - 4:00 pm**

**COMMITTEE MEETINGS  
LKN Welcome Center Boardroom**

<b>Finance Committee JoAnn Balzer, Chair</b>	<b>9:00 AM – 10:30 PM</b>
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- I. Budget to Actuals – Year to Date
- II. Resolution #012 Gift Acceptance
- III. Resolution #014 SFI Alcohol Exception
- IV. Human Resources
- V. Facilities
- VI. Book Store/Museum Shop

<b>Institutional Advancement Brenda Kingery, Chair</b>	<b>10:45 AM - 12:00 PM</b>
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- I. 2018 IAIA Gala Update
- II. Planning Study
- III. IAIA Alumni
- IV. IAIA Foundation
- V. Resolution #011 Modification to Gift Acceptance Policy
- VI. Resolution #013 Revised Memorandum of Understanding

<b>Luncheon: Board Panel Discussion with IAIA Community CLE Commons</b>	<b>12:00 PM – 1:00 PM</b>
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<b>Museum Committee Beverly Morris, Chair</b>	<b>1:15 PM - 2:30 PM</b>
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- I. Museum Accreditation

**Academic Affairs**  
**Debby Goodman, Chair**

**2:45 PM – 4:00 PM**

- I. Academic Division
- II. Enrollment Management
- III. Student Life Division

**Board Dinner**  
**The Shed - 113 ½ East Palace**

**6:30 p.m. – 9:00 p.m.**

**Saturday, November 10, 2018**  
**General Session**  
**IAIA Board of**  
**Lloyd Kiva New Welcome Center Boardroom**  
**9:00 am – 12:00 pm**

- I. Call to order – Loren Kieve, Chair
- II. Invocation
- III. Determination of a Quorum
- IV. Approval of the agenda
- V. Approval of minutes
- VI. President's Report
- VII. Plan 22 Discussion
- VIII. ASG President's Report
- IX. Finance Committee – JoAnn Balzer, Chair
  - Resolution 12 Gift Acceptance
  - Resolution 14 SFI Alcohol Exception
- X. Institutional Advancement Committee – Brenda Kingery, Chair
  - Foundation MOU
  - Resolution 11 Modification to Gift Acceptance Policy Modification
  - Resolution 13 Revised Memorandum of Understanding
- XI. Museum Committee – Beverly Morris, Chair
- XII. Audit Committee – Bidtah Becker, Chair
- XIII. Academic Affairs – Dr. Deborah Goodman, Chair
- XIV. New Board Business
- XV. Executive Session (if necessary)
- XVI. Adjourn



## IAIA Board of Trustees 2018 - 2019 Schedule of Meetings

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<b>February 14, 2019</b>	<b>Thursday</b>	Scholarship Awards Dinner	5:30 p.m. – 7:30 p.m.
<b>February 15, 2019</b>	<b>Friday</b>	Committee Meetings	9:00 a.m. – 4:00 p.m.
<b>February 16, 2019</b>	<b>Saturday</b>	General Session	9:00 a.m. – 12:00 p.m.

*\*Travel Days: Wednesday, February 13<sup>th</sup> or Thursday, February 14<sup>th</sup> and Saturday, February 16<sup>th</sup> (late afternoon) or Sunday, February 17<sup>th</sup>*

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<b>May 16, 2019</b>	<b>Thursday</b>	Committee Meetings	10:00 a.m. – 4:00 p.m.
<b>May 17, 2019</b>	<b>Friday</b>	Committee Meetings	9:00 a.m. – 10:30 p.m.
<b>May 17, 2019</b>	<b>Friday</b>	General Session	10:30 a.m. – 3:30 p.m.
<b>May 18, 2019</b>	<b>Saturday</b>	Commencement	11:00 a.m. – 1:00 p.m.

*\*Travel Days: Wednesday, May 15<sup>th</sup> and Saturday, May 18<sup>th</sup> (late afternoon) or Sunday, May 19<sup>th</sup>*

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<b>August 14, 2019</b>	<b>Wednesday</b>	IAIA Gala	5:30 p.m. – 9:00 p.m.
<b>August 15, 2019</b>	<b>Thursday</b>	Board Retreat/General Session	9:00 a.m. – 4:00 p.m.
<b>August 17-18, 2019</b>	<b>Sat/Sun</b>	Indian Market	

*\*Travel Days: Tuesday, August 13<sup>th</sup> or Wednesday, August 14<sup>th</sup> and Friday, August 16<sup>th</sup>*

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<b>November 7, 2019</b>	<b>Thursday</b>	Open House	3:00 p.m. – 6:00 p.m.
<b>November 8, 2019</b>	<b>Friday</b>	Committee Meetings	9:00 a.m. – 4:00 p.m.
<b>November 9, 2019</b>	<b>Saturday</b>	General Session	9:00 a.m. – 12:00 p.m.

*\*Travel Days: Wednesday, November 6<sup>th</sup> or Thursday, November 7<sup>th</sup> and Saturday, November 9<sup>th</sup> (afternoon) or Sunday, November 10<sup>th</sup>*

**Monday, November 11, 2019 – Veterans Day (IAIA will be closed)**

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# IAIA Board of Trustees Committees and Liaisons

November 2018

<b>Executive Committee</b> Dr. Robert Martin, President  Loren Kieve, Chair Brenda Kingery, Vice Chair JoAnn Balzer, Treasurer Debby Goodman, Secretary Andrea Sanders, Member at Large	<b>Academic Affairs Committee</b> Char Teeters, Dean  Debby Goodman, Chair Ann Marie Downes Princess Johnson Brenda Kingery Larry Rogers Matt Snipp Littlebear Sanchez, ASG President
<b>Finance Committee</b> Lawrence Mirabal, CFO  JoAnn Balzer, Chair Ann Marie Downes Charlie Galbraith Debby Goodman	<b>Institutional Advancement Committee</b> Judith Pepper, Director  Brenda Kingery, Chair JoAnn Balzer Barbara Ells Charlie Galbraith Beverly Morris
<b>Museum Committee</b> Patsy Phillips, Director  Beverly Morris, Chair Bidtah Becker Barbara Ells Charlie Galbraith Princess Johnson Larry Roberts Andrea Sanders Matt Snipp Littlebear Sanchez, ASG President	<b>Audit Committee</b> Lawrence Mirabal, CFO  Bidtah Becker, Chair Barbara Ells Charlie Galbraith
<b>Accreditation Liaisons</b> Bill Sayre, Director, Office of Institutional Research  Ann Marie Downes, Chair Debby Goodman Barbara Ells Andrea Sanders Matt Snipp	<b>President Martin's Annual Evaluation</b> Loren Kieve, Board Chair  Larry Roberts, Chair Debby Goodman Ann Marie Downes Beverly Morris
<b>Gala Board Liaisons</b> Judith Pepper, Director, Institutional Advancement Chee Brossy, Alumni and Constituent Relations Manager IAIA Alumni Association President  JoAnn Balzer Barbara Ells Beverly Morris	<b>Honorary Doctorate Board Representatives</b> Dr. Robert Martin, President  Ann Marie Downes Charlie Galbraith Andrea Sanders  <b>Foundation Board Liaisons</b> Judith Pepper, Director, Institutional Advancement  Barbara Ells Beverly Morris

## **2018 - 2019 BOARD GOALS**

1. Participation and approval of the strategic plan.
  - Planning process should include the Board and all IAIA community stakeholders.
2. Continue our interaction and dialogue with the Foundation Board.
  - The Board agreed to invite the Foundation Board to attend regularly scheduled Board meetings. The Foundation Board will also invite the Board members or liaisons to the Foundation meetings.
3. Continue interaction with students including an annual Trustee/Student forum.
  - Continue to have students engage with Trustees at forums and donors, in addition to events.
4. Be available as needed and as appropriate for advancement and outreach efforts.
  - Build more relationships with alumni
  - Seek support from other potential donors.
  - Providing timely thank-you notes.
  - Grow enrollment and update facilities.
5. Support efforts to build our national visibility and outreach.
  - More traveling exhibits nationally and internationally.
  - Marketing of IAIA and more visibility in Indian Market.
  - Advertise IAIA in the Albuquerque and Santa Fe Airports.
6. How do we support the Office of Institutional Advancement? Regular updates and discussions at each meeting.
  - Part of the strategic planning process is to determine IAIA's specific needs.
7. Continue with Board training opportunities.
  - Identify other Board training opportunities.
8. Review Board goals at every meeting.

**INSTITUTE OF AMERICAN INDIAN ARTS**  
**2018 BOARD OF TRUSTEES RETREAT AND MEETING**  
**GENERAL SESSION**

**Thursday, August 16, 2017**  
**LKN Welcome Center**  
**(1:15 PM 3:00 PM)**

**Board Members:**

Loren Kieve, Chair  
Dr. Robert Martin  
Biddah Becker  
Princess Johnson\*  
Dr. Deborah Goodman\*  
Beverly Morris  
JoAnn Balzer  
Brenda Kingery  
Dr. Matthew Snipp\*  
Charles Galbraith  
Tiffany Adams  
Lawrence Roberts\*  
Barbara Ells  
Ann Marie Downes\*  
Andrea Sanders (via zoom) \*

**Staff:**

Angie Brown  
Dr. William Sayre  
Larry Mirabal  
Nena Martinez-Anaya  
Rachael  
Eric Davis  
Toby Martinez  
Patsy Phillips  
Charlene Teters  
Todd Spilman

**Guests:**

Kevin Harper  
Phillip Strickland  
Phil Newhart

**Not in attendance:**

Carmen Henan  
Littlebear Sanchez

\*Committee Members

**I. Call to Order**

Loren Kieve, Chair, called the meeting to order at 1:08 PM. (MST).

**II. Invocation**

Dean Charlene Teters provided the invocation.

**III. Determination of a Quorum**

Loren Kieve determined a quorum was present.



#### IV. **Approval of Agenda**

A motion to approve the agenda, was made by Loren Kieve and seconded by Bidtah Becker. The vote was unanimous. Motion carried.

#### V. **Approval of the Minutes**

A motion to approve the minutes of the August 2018 meeting was made by Loren Kieve and seconded by Princess Johnson. The vote was unanimous.

#### VI. **Cabinet Reports:**

##### Finance & Accounting

Larry Mirabal, Chief Financial Officer, provided a summary of the financials.

- Expenditures are 2% under budget
- Approximately 27% of the budgets remain
- \$2 million plus is in reserve fund at the end of FY18
- The College's operational revenue has increased more than \$300,000 as compared to last year
- Several positions from the Title III Grant Funding were absorbed into the FY 18 Budget. This freed-up grant money can fund other priorities, i.e. capital improvements, such as the Academic Building renovation.
- The Museum Shop and Campus bookstore sales continue to increase.

##### Academics

Char Teters, Academic Dean, shared that most of the projects are complete and mentioned that the degree audit has been implemented and training was conducted during in service. Dean Teters was especially pleased the fall registration has really gone smoothly.

The Business and Entrepreneur Certificate Program has been experiencing low enrollments. The decision has been made to incorporate it into the Museum Studies Program and merge the Business and Student Gallery Director positions together to create a new faculty position. This will entail taking the curriculum in the Business Program and linking it with Gallery Management and the Artists in Residence to make it more attractive to students.

##### Enrollment Management

Nena Martinez Anaya announced that orientation is underway. Financial Aid workshops are scheduled in the student union with ASG's assistance.

The Mentorship Program will be implemented this fall. Mentors and mentees must complete the on-line application and mentors must complete training.

English classes will require their students to write a scholarship essay to increase full-time scholarship applications. This is one of the Scholarship Ad hoc recommendations.

Ms. Anaya will track the 15 to Finish Program as freshmen apply. She will also oversee the Veteran Services Program.

The Emergency Aid and Paid Internship Program reports are complete.

Learning Labs will be open on Saturdays at the request of students.

#### IAIA Museum

Patsy Phillips has been working with Suzan Harjo to organize a symposium in which NMAI will partner with IAIA. NMAI will host the symposium to honor Ms. Harjo in Washington, D.C. next year during their 15<sup>th</sup> anniversary celebration. During the next Native Museum Directors meeting, the group will discuss obtaining sponsorships from Eiteljog, the Autry and the Heard. Ms. Phillips goal is to offer 20 to 25 scholarships for IAIA students to attend the symposium.

Ms. Phillips announced that the “Action Abstraction Redefined” exhibit is in its second year and will begin traveling. She asked the Board if there were any museums in their areas that would be interested in the exhibit. Loren Kieve stated that he is aware of a Curator at the Canto Art Museum in Stanford who has expressed interest in having a Contemporary Native American Art Exhibit at the Cantor. Ms. Phillips will follow up with a prospectus and the Chair will contact the curator.

There are two more exhibits still on tour; the Intuit Exhibit has been traveling for two years and is currently in the Armory in LA and will be moved to a small museum in Flagstaff. The other is Desert Art Lab with a fourth to follow.

Beverly Morris commended Ms. Phillips on her ten years of service as the IAIA Museum Director. She and her staff were recognized for 76 curated shows.

#### Institutional Advancement

Approximately \$350,000 was raised in the live auction; the paddle call raised approximately \$40,000 within a few seconds. Overall the IAIA Gala exceeded expectations.

Judith Pepper commended the professionalism of the students who volunteered during the auction in guiding guests and providing information on each artist piece in the silent auction.

The Board agreed that they enjoyed conversing with the students and getting to know where they were from. They also agreed to include the Alumni Association in Philanthropy initiatives.

### Marketing & Communications

IAIA's national profile has been raised this year because of two MFA graduates who are on the New York Times Best Seller list – Tommy Orange and Terese Mailhot.

E-commerce is about to be launched for the Museum Shop and Campus Book Store. The website is ready and once merchandise and banking issues have been finalized, items will be available on-line.

### Land Grant Program

Charlene Carr, Land Grants Programs Director, shared that IAIA hosted an United States Department of Agricultural Farm Bill Consultation Hearing. Sonny Perdue, USDA Secretary, was present to consult with Tribal Leaders throughout the U.S. The group was able to bring up concerns about the disparity between the 1862 and 1994 (Tribal College and Universities) land grant institutions.

Ms. Carr is developing A Youth Masters Gardeners Program as part of IAIA's Extension Program. The program will start with IAIA students and then expanding into the Santa Fe and local tribal communities.

Land Grant Program Research Students will share their poster presentations at September's Community Gathering regarding the work they have completed over the summer.

### Sponsored Programs

Laurie Logan Brayshaw, Director of Sponsored Programs, announced that with the help of Jonathon Breaker and Anita Gavin they were able to get the online registration and payment system up and running in Empower for Continuing Education Courses.

Eugene Brave Rock, who is an Actor in Hollywood, agreed to teach a stunt workshop. A grant proposal is being prepared to submit to the New Mexico Film Office to fund part of the workshop. This is open to IAIA students and the general community.

The Stage Coach Foundation would like us to recruit our students to work on their productions. They plan to continue to schedule free workshops for our students and the community. The intent is to create jobs in the film industry that are of interest to our students.

A proposal was submitted to the Mellon Foundation for one year, but they responded they are more interested in long-term relationship. Based on their response a new proposal was developed for multiple years.

Ms. Brayshaw encouraged people to vote on the Bond D Grant. If voters approve it in November, \$800,000 would go towards completing the replacement of the H-VAC system in Academic Building and for campus ADA compliance.

### Human Recourses

Todd Spillman, Director Human Resources, shared that the grievances and complaints received have been resolved informally and at the lowest level without any legal ramifications.

The following staff changes have occurred:

- Paul Moore has been hired as the new Register and is doing well in this role.
- John Davis retired and Jennifer Foerster, an IAIA alumni who holds a Ph.D. from the University of Denver, has stepped in as interim Director of IAIA's MFA Program. A job description is being developed to post the position. Dr. Forrester will look at processes to determine where they can be streamlined for efficiency. She will also be this year's convocation speaker.
- Rose Simpson resigned as a faculty member. Daisy Quesada is the new adjunct faculty and holds a BFA from Santa Fe University Art and Design and an MFA from the University of Delaware
- Dana Gallegos is the new Fitness Director. She worked at the Genoveva Chavez Community Center and has taught at the Santa Fe Community College.
- Craig Tomkins, Studio Arts faculty member, will be on sabbatical in the Fall.
- Laura Evans, the Associate Dean, will be on sabbatical in the Spring.
- Val Nye, Library Director, and Belin Tsinnajinnie, Math Instructor, have accepted positions with Santa Fe Community College.
- Miguel Reyes, who is on the staff of the Universidad Intercultural Estado de Mexico (UIEM), is a Fulbright Scholar in residence at IAIA for this academic year.
- Both Amber Dawn Bear Robe's and Jennifer Love's positions have been converted from Visiting Professor to Core Faculty status.

### Office of Institutional Research

Dr. Bill Sayre, Director Office of Institutional Research, has been working on the Assurance Argument this last quarter and it has been submitted to the Higher Learning Commission. Dr. Martin thanked both Dr. Sayre and Ms. Valarie Nye for their efforts.

## **VII. First Citizens Wealth Management – IAIA Investment Overview**

Larry Mirabel introduced Kevin Harper, Phillip Strickland, Manager of Institutional Trust, and Phil Newhart, Manager of Institutional Portfolio from First Citizens Wealth Management.

The group shared that the Investment performance has been strong for both the endowment and the temporarily restricted accounts. The endowment account has been with First Citizens since May 2017 and since its inception return has been 9.19% and over the last 12 months is up 7.6%. Even with the recent volatility, stocks over the last 12 months also have done very well. The more aggressive portfolios are outperforming the more conservative.

## **VIII. New Business**

Dr. Deborah Goodman moved to accept Resolution 2018 – 008 – FY'2019, Tuition Fee Schedule:

Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves to adopt the FY'2019 Tuition and Fee Schedule.

Second: Brenda Kingery

Outcome: Passed by unanimous approval

Loren Kieve moved to accept Resolution 2018 – 009 - FY2019, Budget:

IAIA Anticipates our Federal Appropriation in FY19 to be \$9,960,000; and

IAIA Anticipates other revenues, such as tuition and fees, room and board, auxiliary revenue and fundraising, of \$4,071,071; and

Be it resolved that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the balanced FY 2019 Operations Budget in the amount of \$14,031,071 in total revenue and expenditures.

Second: Charles Galbraith

Outcome: Passed by unanimous approval.

Larry Kieve moved to accept Resolution 2018 – 010 - FY2019, Third Quarter Gift Acceptance

President of the Institute of American Indian Arts has reviewed and recommends the acceptance of the gift donations to the IAIA Trust from April 1, 2018 through June 30, 2018, which are listed below:

3rd Quarter (April 1 – June 30, 2018)

Gifts of \$167,134

\$1,974 Scholarships & Endowments

\$10,300 General Donations & Gifts in Kind

\$154,860 Grant Proceeds & Temporarily Restricted Gifts

Second: Deborah Goodman

Outcome: Passed by unanimous approval.

JoAnne Balzer moved to accept Resolution 2018 – 011, Gift Acceptance Policy Addendum

President of the Institute of American Indian Arts has reviewed and recommends approval and adoption of this Gift Acceptance Policy; therefore

Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves Gift Acceptance Policy addendum and approves.

Second: Brenda Kingery

Outcome: Passed by unanimous approval.

## **IX. Executive Session**

Began at 2.55 PM (MST)

## **X. Adjourned**

Bidtah Becker moved and Brenda Kingery seconded the motion to adjourn at 3:30 PM (MST).

# **INSTITUTE OF AMERICAN INDIAN ARTS**

## **2018 BOARD OF TRUSTEES RETREAT MEETING MINUTES**

**Thursday, August 16, 2018  
LKN Welcome Center Boardroom  
(9:00 AM – 12:00 PM)**

### **Board Members:**

Loren Kieve  
Dr. Robert Martin  
Biddah Becker  
Princess Johnson  
Dr. Deborah Goodman  
Beverly Morris  
JoAnn Balzer  
Brenda Kingery  
Dr. Matthew Snipp  
Charles Galbraith  
Lawrence Roberts  
Barbara Ells  
Ann Marie Downes

### **Staff:**

Angie Brown  
Dr. William Sayre

### **Guests:**

Sonya Kelliher-Combs

### **Not in attendance:**

Andrea Sanders  
Littlebear Sanchez

#### **I. Call to Order:**

Loren Kieve, Chair, called the Board of Trustees Retreat to order at 9:00 am

#### **II. Tour of Renovated Studios in Academic Building**

Tour of the studios was led by Larry Mirabal and Peter Romero

#### **III. Review of Board Goals for 2017- 2018**

The Trustees reviewed and commented on the 2017 – 2018 Board Goals.

1. Receive more training on fiduciary responsibilities.
  - The BOT has been receiving periodic training sessions as well as receiving information on budget oversight.
2. Use Survey Monkey for acquiring survey results to insure anonymity.
  - Survey Monkey was not used in last assessment, the BOT agreed that it will be utilized in the future.
3. Increase the length of meetings and determine if Committees should meet more often.

- JoAnn Balzer suggested that the Board should interact more with students, faculty and staff. Loren Kieve recommended holding a panel discussion so that the campus community can interact with the Board Members. Dr. Deborah Goodman would like to see more student art and film productions.
4. Have more discussion about the strategic plan for IAIA.
- Bidtah Becker wanted to hear Dr. Martin's thoughts regarding the ways in which the Board can provide support in the upcoming academic year. Dr. Martin identified two initiatives that he would like the Board's input; the first is the need to update the Strategic Plan. The Planning Study will inform, as well as other planning documents, the strategic plan in establishing Advancement goals for fundraising. The Institution's priorities for programming and program expansion will be identified during the Strategic Planning Process. With limited resources, decisions will be made in allocating resources for maintaining programs and program expansion. A priority should be to establish a graduate program in Studio Arts, which is the largest program in terms of alumni and current student enrollment. The Strategic Plan will inform the Campus Facilities Master Plan, which hasn't been updated since 2010. An RFP will be published to solicit proposals from architectural firms to assist in guiding the process with a charrette and providing architectural renderings for the Campus Facilities Master Plan.
  - Loren Kieve requested if the Board could receive a template or framework of what a low-residency MFA would look like for Studio Arts. Dr. Martin responded that he and the Dean have explored the University of Vermont model in which student's work is critiqued during their residency. They would be, however, required to have access to studios where they reside and would be assigned to work with Master Artists in their major disciplines.
  - Loren Kieve asked if additional dormitory living or residential space is part of the plan as the student population rises. Dr. Martin responded that it will be on the horizon down the line. Residential living is expensive, and it's a challenge to raise funds for a residence center because most state and federal program funds cannot be used. The focus will be on low-residential graduate programs, online and off campus programs when considering enrollment growth. Residential living requirements will be evaluated in the strategic planning process and later in the Campus Facilities Master Plan. Dyrion Murphy Architects assisted with the development of the 2010 Campus Master Plan. We will be going out to the bid. Dr. Martin will provide the Board with a timeline for this this comprehensive planning effort.

## **Establish Board Goals for 2018 – 2019**

The Trustees discussed and agreed on the following Board Goals for 2018 – 2019:

1. Participation and approval of the strategic plan.
  - Planning process should include the Board and all IAIA community stakeholders.
2. Continue our interaction and dialogue with the Foundation Board.
  - The Board agreed to invite the Foundation Board to attend regularly scheduled Board meetings. The Foundation Board will also invite the Board members or liaisons to the Foundation meetings.
3. Continue interaction with students including an annual Trustee/Student forum.
  - Continue to have students engage with Trustees at forums and donors, in addition to events.
4. Be available as needed and as appropriate for advancement and outreach efforts.
  - Build more relationships with alumni
  - Seek support from other potential donors.
  - Providing timely thank-you notes.
  - Grow enrollment and update facilities.
5. Support efforts to build our national visibility and outreach.
  - More traveling exhibits nationally and internationally.
  - Marketing of IAIA and more visibility in Indian Market.
  - Advertise IAIA in the Albuquerque and Santa Fe Airports.
6. How do we support the Office of Institutional Advancement? Regular updates and discussions at each meeting.
  - Part of the strategic planning process is to determine IAIA's specific needs.
7. Continue with Board training opportunities.
  - Identify other Board training opportunities.
8. Review Board goals at every meeting.

The Chairman adjourned the BOT Retreat at 12:00 PM (MST)



**INSTITUTE OF AMERICAN INDIAN ARTS**

**2018 BOARD OF TRUSTEES MEETING  
FINAL PLANNING STUDY REPORT**

**Thursday, August 16, 2017  
CLE COMMNS  
(12:00 PM – 1:00 PM)**

Michell Buchanan – Dini Spheris – Philanthropic Planning Final Report

Judith Pepper introduced Michelle Buchanan, CFRE, Principal of Dina Spheris, Fundraising Consultancy Group, who presented the results of IAIA's planning study. The study included perceptions of IAIA's current standing in the philanthropic community and recommendations to building capacity in fundraising.

The presentation was attended by members of the Board of Trustees, the Foundation Board of Directors and Cabinet members.

**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**RESOLUTION # 2018 - 011**

**November 9, 2018**

**Whereas**, the Board of Trustees of IAIA recognizes their oversight and approval for acceptance of gifts as a “best practice” in their role as the governing body of the Institute; and

**Whereas**, the Board has previously adopted a formal Gift Acceptance Policy; and

**Whereas**, the Office of Institutional Advancement, with outside consultation, recommends revising the IAIA Gift Acceptance Policy; and

**Whereas**, GAP section 10. G ‘Signage Considerations’ shall be amended with the following statements;

At least 50% of a donor’s pledge for a named gift shall be paid before visual recognition of the donor’s gift can be installed on a facility or furnishing. However, the acceleration of the formal naming recognition could be advanced upon Board approval.

‘Pledge Payout Period’

The normal pledge payment period for gifts to capital, endowment, and major gifts projects will be from one year to three years. The Board can make exceptions for a period not to exceed five years.

**Whereas**, the IAIA President recommends approval and adoption of this Gift Acceptance Policy; therefore

**Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves Gift Acceptance Policy addendum and approves.

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote:                      Aye \_\_\_\_\_                      Nay \_\_\_\_\_

Attachments:              Yes \_\_\_\_\_                      No \_\_\_\_\_

\_\_\_\_\_  
Board Secretary, Deborah Goodman

\_\_\_\_\_  
Date

**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**RESOLUTION # 2018 – 012**

**November 9, 2018**

**Whereas**, the President of the Institute of American Indian Arts has reviewed and recommends the acceptance of the gift donations to the IAIA Trust from March 1, 2018 through September 30, 2018, which are listed below:

FY2018 End of Year (March 1 – September 30, 2018)

Gifts of \$ 907,637

\$ 520,397	Scholarships & Endowments;
\$ 29,843	General Donations & Museum Memberships;
\$ 357,396	Grant Proceeds and Temporarily Restricted Gifts

**Now Therefore Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the President and accepts said gifts.

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote:                      Aye \_\_\_\_\_                      Nay \_\_\_\_\_

Attachments:              Yes     X                          No \_\_\_\_\_

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Deborah Goodman, Secretary

**SCHEDULE OF GIFT REVENUE**  
**For the Fiscal Year Ending September 30, 2018**

<b>FISCAL YEAR 2018</b>	<b>IAIA</b>								<b>EOY</b>
<b>Gift/Donor</b>	<b>Fund</b>	<b>Mar-18</b>	<b>Apr-18</b>	<b>May-18</b>	<b>Jun-18</b>	<b>Jul-18</b>	<b>Aug-18</b>	<b>Sep-18</b>	<b>Total</b>
Jerome Tiger Memorial Endowed Scholarship	1308							\$ 300	\$ 300
Kim Denise Willeto Rstrctd Scholarship	1387				1,300				1,300
IAIA Board of Trustees Endwd Schlrsip	1388				695				695
Permanent Endowment	1390							4,058	4,058
Emergency Student Fund	3002				559			2,018	2,578
Restricted Various Scholarship	3003							4,000	4,000
Andrew Krusko, Sr Memorial Scholarship Fund	3011							2,350	2,350
General Scholarships	3101				15,431			296,017	311,448
American Indian College Fund	3104							60,918	60,918
Johnson Scholarship Foundation Entrepreneurship	3134 D							18,250	18,250
IAIA BOT Scholarship Fund	3142				1,100				1,100
MFA Scholarship Fund	3155				500			950	1,450
Allan Houser Scholarship	3156				5,100			24,650	29,750
Katharine Scallan Scholarship	3159				50,000				50,000
Kim Denise Willeto Scholarship	3160							5,000	5,000
Jeri Ah-be-hill Scholarship	3162							4,700	4,700
NM State Committee of the National Museum of Women	3163							2,500	2,500
Loren G. Lipson MD Scholarship	3167				5,000			10,000	15,000
Stock Colt Scholarship	3168							5,000	5,000
<b>TOTAL SCHOLARSHIPS/AWARDS</b>		\$ -	\$ -	\$ -	\$ 79,686	\$ -	\$ -	\$ 440,711	\$ 520,397
General Donations	5001			\$ (2,500)	\$ 6,211			\$ 4,852	\$ 8,563
Museum Membership	5004	4,240	2,125		3,809	3,311	6,896	900	21,281
<b>TOTAL - UNRESTRICTED</b>		\$ 4,240	\$ 2,125	\$ (2,500)	\$ 10,019	\$ 3,311	\$ 6,896	\$ 5,752	\$ 29,843
USDA Tribal Colleges Endowment Program	4013			\$ 86,090					\$ 86,090
Center for Arts & Cultural Studies-Restricted	4100				776			295	1,071
Full Dome Development Interactive Training	4152					28,146	12,648		40,794
Museum Restricted	4200							9,079	9,079
Multi-Purpose Building Capital Campaign - Trust	6171				1,500			18,001	19,501
Performing Arts Department - Restricted	4100/179							1,000	1,000
Library Restricted	4100/181					430			430
MFA Creative Writing Program	4100/187							5,510	5,510
USDOE Title III - Institutional Advancement Alumni	4430/03				7,707	11,173	7,707		26,587
USDOE Title III - Academics Visiting Faculty Program	4430/05					6,685	4,820		11,505
USDOE Title III - Fitness and Wellness Program	4430/11					478			478
USDOE Title III - Development Ed Coordinator	4430/12				4,352	7,150	73		11,575
USDOE Title III - Fiber Optic Cabling	4430/13				3,109	11,094	30		14,233
USDOE Title III - EMSI Analyst & Alumni Insight Data	4430/14				5,000				5,000
USDOE Title III - Academic Building Renovation	4542/02					732	18,319		19,052
USDA Edctonl Wrkshps & Summer Youth Camps Yr3	4924/03			555	28				583
USDA Edctonl Wrkshps & Summer Youth Camps Yr4	4924/04			8,830	15,078				23,909
USDA - IAIA Seed Library Project Year 4	4925/04				63,830	24,385			88,215
USDA (belongs in IAIA not Trust)	4926/01	(7,216)							(7,216)
<b>TOTAL - RESTRICTED</b>		\$ (7,216)	\$ -	\$ 95,476	\$ 101,380	\$ 90,274	\$ 43,597	\$ 33,885	\$ 357,396
<b>GRAND TOTAL</b>		\$ (2,976)	\$ 2,125	\$ 92,976	\$ 191,086	\$ 93,585	\$ 50,493	\$ 480,348	\$ 907,637

**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**RESOLUTION # 2018 - 013**

**November 9, 2018**

**Whereas**, the Board of Trustees of IAIA places great value in the work of the IAIA Foundation and its Board members in their fund-raising role for the institution; and

**Whereas**, the Board of Trustees has previously adopted a formal Memorandum of Understanding (MOU) with the IAIA Foundation in 2010; and

**Whereas**, the Foundation Board formed an Ad Hoc Committee to review the 2010 MOU and found several instances where improvements in the language would clarify responsibilities of the Foundation and the Board of Trustees; and

**Whereas**, legal counsel to the Foundation Board reviewed and suggested several improvements as well; and

**Whereas**, the IAIA Office of Institutional Advancement has reviewed and concurs with the changes; and

**Whereas**, the President recommends approval and adoption; and

**Whereas**, if the modifications that the Board of Trustees have made to the MOU are found to be acceptable by the Foundation Board at its November 13, 2018, meeting, the Board of Trustees Chair and the President will apply their signatures to the MOU at that time; therefore

**Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development adopts the revised Memorandum of Understanding with the IAIA Foundation.

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote:                      Aye \_\_\_\_\_                      Nay \_\_\_\_\_

Attachments:              Yes \_\_\_\_\_                      No \_\_\_\_\_

\_\_\_\_\_  
Board Secretary, Deborah Goodman

\_\_\_\_\_  
Date

AMENDED MEMORANDUM OF UNDERSTANDINGS BETWEEN  
THE INSTITUTE OF AMERICAN INDIAN ARTS AND  
THE INSTITUTE OF AMERICAN INDIAN ARTS FOUNDATION

THIS AGREEMENT, entered as of this 13th day of November 2018 by and between the Institute of American Indian Arts (hereinafter called “IAIA”) and the Institute of American Indian Arts Foundation (hereinafter called “Foundation”).

The Foundation is a not-for-profit 501 (c) (3) corporation responsible for encouraging and administering private gifts made to further IAIA’s mission. Although the Foundation is a separate legal entity from IAIA, the Foundation’s sole reason for existence is to promote the interest and welfare of IAIA.

In serving as the official private gift-procurement arm of IAIA, the Foundation, in partnership with IAIA, develops fundraising programs and makes known the opportunities where private support can assist in fulfilling IAIA’s goals.

The Foundation is responsible for identifying and nurturing relationships with potential donors and other friends of IAIA; soliciting cash, securities, real and intellectual property, and other private resources for the support of IAIA; and acknowledging and stewarding such gifts in accordance with donor intent and its fiduciary responsibilities.

Furthermore, in connection with its fund-raising and asset-management activities, IAIA provides to the Foundation personnel experienced in planning for and managing private contributions and works together to assist and advise in such activities.

In consideration of the mutual commitments herein contained, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

## **I. Foundation Name, Seal and Logotype**

Consistent with its mission to help to advance the plans and objectives of IAIA, the Foundation is granted the use of the name, the Institute of American Indian Arts; however, the Foundation will operate under its own seal and logotype.

## **II. IAIA Governance**

The Board of Trustees of IAIA is responsible for overseeing the mission, leadership, and operations of the institution.

## **III. The Foundation's Relationship to IAIA**

A. The Foundation is a separately incorporated 501 (c) (3) nonprofit organization created to raise, manage, distribute, and steward private resources to support the various missions of IAIA.

B. The Foundation Board of Directors is responsible for the control and management of all assets of the Foundation, including the prudent management of all gifts consistent with donor intent.

C. The Foundation is responsible for the performance and oversight of all aspects of its operations based on a comprehensive set of bylaws that clearly address the Board of Director's fiduciary responsibilities, including expectations of individual board members based upon ethical guidelines and policies.

D. The Foundation may earmark a portion of its unrestricted funds to a discretionary fund for the President of IAIA and will either transfer a percentage of those funds annually to the institution in compliance with state law and IAIA policies or reimburse appropriate presidential expenditures.

#### **IV. IAIA's Relationship to the Foundation**

A. The President of IAIA is responsible for communicating IAIA priorities and long-term plans, as approved by the Board of Trustees, to the Foundation.

B. The President of IAIA and other IAIA administrative leadership will work, in conjunction with the Foundation, to identify, cultivate, and solicit prospects for private gifts.

C. IAIA recognizes that the Foundation is a private corporation with the authority to keep all records and data confidential consistent with the law.

D. Pursuant to the Foundation's bylaws, the Board of Trustees chair, or designee, is an *ex officio*, non-voting member of the Foundation Board of Directors and standing committees.

E. IAIA may include the Foundation as an active and prominent participant in the strategic planning for the institution.

F. Pursuant to the Foundation's bylaws, IAIA's President is an *ex-officio* non-voting member of the Foundation Board of Directors and standing committees. In addition, IAIA's President shall assume a prominent role in the Foundation's fund-raising activities.

G. In consideration of Foundation services, IAIA will also provide in-kind support including staff, office space, and technology.

H. IAIA Counsel serves as legal counsel to the Foundation and its Board of Directors unless a conflict exists requiring the Foundation or its Board of Directors to engage independent legal counsel.

I. IAIA shall establish and enforce policies that support the Foundation's ability to respect the privacy and confidentiality of donor records.



## **V. Shared Responsibilities**

A. IAIA and the Foundation shall create an environment conducive to increasing levels of private support for the mission and priorities of IAIA.

B. In partnership, IAIA leadership and Foundation leadership are responsible for planning and executing comprehensive fund-raising and donor-acquisition programs in support of IAIA's mission. These programs include annual giving, principal and major gifts, planned gifts, corporate and foundation philanthropic support, special projects, and campaigns as appropriate.

C. IAIA and the Foundation shall be responsible for ensuring the appropriate recognition and stewardship of all gifts.

## **VI. Foundation Responsibilities**

### **A. Fund-Raising and Stewardship**

1. The Foundation shall create an environment conducive to increasing levels of private support for the mission and priorities of IAIA.

2. The Foundation in consultation with IAIA's President, reviews the planning and executing comprehensive fund-raising and donor-acquisition programs in support of IAIA's mission. These programs include annual giving, major gifts, planned gifts, special projects, and campaigns as appropriate.

3. The Foundation will establish, adhere to, and periodically assess its gift-management and acceptance policies. It will promptly acknowledge and issue receipts for all gifts on behalf of the foundation and IAIA and provide appropriate recognition and stewardship of such gifts.

4. IAIA and the Foundation are responsible for fund-raising. IAIA representatives will coordinate fund-raising initiatives including major gifts solicitations with the Foundation.

5. The IAIA President will work in conjunction with the leadership of the Foundation Board of Directors and the Foundation Executive Director to identify, cultivate, and solicit prospects for private gifts.

6. The Foundation shall not accept grants from state or federal agencies, except in special circumstances that are approved by the Foundation Board of Directors and the governmental agency.

7. The Foundation shall establish and enforce policies to protect donor confidentiality and rights.

#### B. Asset Management

1. The Foundation will establish asset-allocation, disbursement, and spending policies that adhere to applicable federal and state laws including the Uniform Prudent Investor Act (UPIA) and the Uniform Management of Institutional Funds Act (UMIFA).

2. The Foundation will receive, hold, manage and disperse contributions of cash, securities, patents, copyrights, and other forms of property, including immediately vesting gifts and deferred gifts that are contributed in the form of planned and deferred-gift instruments.

3. The Foundation will engage an independent accounting firm annually to conduct an audit of the foundation's financial and operational records and will provide IAIA with a copy of the annual audited financial statements, including management letters.

#### C. Institutional Flexibility

1. The Foundation will explore current opportunities, including custody of real estate on behalf of IAIA for future allocation, transfer, or use.

2. The Foundation may serve as an instrument for entrepreneurial activities for IAIA. It also may hold licensing agreements and other forms of intellectual property, borrow or guarantee debt issued by third parties, or engage in other activities to increase Foundation revenue.

3. When distributing gift funds to IAIA, the Foundation will disclose any terms, conditions, or limitations imposed by donor or legal determination on the gift. IAIA may or may not abide by such restrictions and provide appropriate documentation.

#### D. Transfer of Funds

1. The Foundation is the primary depository of private gifts and will transfer funds to the designated entity within IAIA in compliance with applicable laws, IAIA policies, and gift agreements.

2. The Foundation's disbursements on behalf of IAIA must be reasonable business expenses that support the institution, are consistent with donor intent, and do not conflict with the law.

#### E. Foundation Funding and Administration

1. The Foundation is responsible for establishing a financial plan to underwrite the cost of Foundation programs, operations, and services.

2. The Foundation has the right to use a reasonable percentage of the annual unrestricted funds, assess fees for services, or impose gift taxes, to support its operations in addition to payments received, whether direct or in-kind:

3. The Foundation, at its own expense, will provide contractual consultants, meeting costs, annual audit and Foundation stationery. IAIA will provide personnel, office space, technology, utilities, office supplies and other services necessary to fulfill the Foundation's responsibilities and obligations.

IAIA owns and maintains the operating system server and all records on the server. IAIA gifts-in-kind are reported in the Raiser's Edge Database.

4. The Foundation will provide access to data and records to IAIA on a need-to-know basis in accordance with applicable laws, Foundation policies, and guidelines. The Foundation will provide copies of any information that may be publicly released.

## **VII. Terms of the Memorandum of Understanding (MOU)**

This Memorandum of Understanding, made this 13<sup>th</sup> day of November 2018 by and between the board of the Institute of American Indian Arts and the Institute of American Indian Arts Foundation (an Internal Revenue Code §501 (c) (3) nonprofit corporation), is intended to set forth policies and procedures that will contribute to the coordination of their mutual activities.

To ensure effective achievement of the items of the agreement, IAIA and Foundation officers and board representatives shall hold periodic meetings to foster and maintain productive relationships and to ensure open and continuing communications and alignment of priorities.

Either party may, upon 90 days prior written notice to the other, terminate this agreement. Notwithstanding the foregoing, either party may terminate this MOU in the event the other party defaults in the performance of its obligations and fails to cure the default within a reasonable time after receiving written show cause notice.

Should IAIA choose to terminate this agreement the Foundation may require IAIA to pay, within 180 days of written notice, all debt incurred by the Foundation on IAIA's behalf including, but not limited to, lease payments, advanced funds, and funds borrowed for specific initiatives. Should the Foundation choose to terminate this agreement IAIA may require the Foundation to pay debt it holds on behalf of the Foundation in like manner.

Consistent with provisions appearing in the Foundation's Bylaws and its Articles of Incorporation, should the Foundation cease to exist or cease to be an Internal Revenue Code §501(c)(3) organization, the Foundation will transfer its assets and property to IAIA, to a reincorporated successor foundation, or to the state or federal government for public purposes, in accordance with the law and donor intent.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed by their duly authorized officers as of the day and date first above written.

\_\_\_\_\_

Chair

Board of the Institute of American Indian Arts

Date: \_\_\_\_\_

\_\_\_\_\_

Chair

Board of the Institute of American Indian Arts Foundation

Date: \_\_\_\_\_

\_\_\_\_\_

President, The Institute of American Indian Arts

Date \_\_\_\_\_

# INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE CULTURE AND ARTS DEVELOPMENT

## RESOLUTION # 2018 - 14

November 10, 2018

**Whereas**, the IAIA hosted the Santa Fe Institute's (SFI) Complex Systems Summer School, an intensive 4-week introduction to complex behavior in mathematical, physical, living, and social systems, taught by the faculty from the Santa Fe Institute (SFI) and other leading educators and scholars.

**Whereas**, it is recognized that the partnership between SFI and IAIA will continue to expand beyond the lucrative summer conference rental on the IAIA campus, into shared learning opportunities for the college community.

**Whereas**, SFI has expressed interest in allowing their Summer School attendees to consume alcohol in the designated spaces of the Residential Center rooms, common areas, and the adjoining patio outside the south entrance to the Residential Center.

**Whereas**, IAIA staff will ensure that IAIA students are not residing or present in the Residential Center common areas, rooms, or patio area while alcohol consumption is permitted.

**Now Therefore Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the President and Conference Services Director and will allow this singular exception to the alcohol prohibition on campus, for the purpose of accommodating the college's partners at SFI.

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Attachments: Yes \_\_\_\_\_ No   X  

\_\_\_\_\_  
Deborah Goodman, Secretary

To: IAIA Board of Trustees  
From: Robert Martin, President  
Date: November 2018  
Subj: President's Quarterly Report

### **Mission Objective 1: Improve Student Success**

#### **1.1 Increase involvement of all IAIA stakeholders in student success**

- The “Pathways: Completing the Circle” student success initiative has accomplished the following relative to its campus engagement plan:
  - Dr. Jessie Ryker-Crawford and Jennifer Love, Pathways Council co-chairs, have presented on the topic of student success at the 2018 President's Convocation ceremony, the September Community Gathering and at Faculty and Staff Council monthly meetings. They also led a moderated meeting in September with students and departmental representatives.
  - Student success was the theme for the 2018 Art Rush.
  - A Pathways: Completing the Circle portal is now accessible on our website.
  - The first monthly moderated meeting with departmental representatives and students was held on September 25, 2018.
- Heidi Brandow, Student Success Center Retention Specialist, has implemented a mentoring program for the 2018 Fall Semester. A peer mentoring component will recruit returning students as mentors and another is designed to enlist faculty, staff and alumni volunteers to serve as mentors.
- Under the leadership of Heidi Brandow, the IAIA Community Pantry has outgrown its current location. As a result, it is being relocated from the Student Success Center to a much larger area in the Student Union Building. Fresh produce grown in our green house and community garden also will be donated to the pantry, requiring the acquisition of a refrigerator.

#### **1.2 Increase enrollment; improve retention and completion**

- The 2018 Fall Semester student enrollment is 495 FTE as compared to 517 FTE for the 2017 Fall Semester, representing a 4% decrease. IAIA's on-campus student full-time equivalent enrollment (FTE) is 369 as compared to 380 FTE for the 2017 Fall Semester, a 3 percent decrease. In general, student enrollments are decreasing at colleges and universities in New Mexico and across the nation, but this is the first time in years that we have experienced a drop. We are conducting a review of our recruitment strategies to ascertain what changes can be implemented to ensure this is an anomaly.
- Sixty first-year students signed a contract for the “15 to Finish Program”, which was launched last year. Only twenty students signed the contract during the initial year of this incentive program. Nena Anaya, Student Success Center Director, emphasized the program during new student orientation.

- The 2018 Fall Semester Scholarship Awards Night Reception and Dance was held on Thursday, September 13, in the Performing Arts and Fitness Center gymnasium. Emily White Hat, American Indian College Fund staff, delivered an inspiring keynote address to the students. More than 500 scholarships were awarded to 300 students for approximately \$530,000, including American Indian College Fund, CIB and Merit Scholar, Named and Endowed, Johnson Foundation and MFA Scholarships.

Scholarship Applications have increased from 87 in the Fall Semester of 2016 to 154 for this Fall Semester and our goal is to continue this upward trend.

## 1.2 Develop student leadership skills

- Students are represented on the following IAIA governance committees:
  - Institutional Standing Committees, i.e. Finance and Administration, Student Life, Museum and Advancement
  - The Plan 22 Council
  - The Board of Trustees
  - Student Success Pathways Council
  - Strategic Priorities Budget Committee
- Seven students have been placed in paid internships for the 2018 Fall Semester at various sites in Santa Fe and New Mexico

## **Mission Objective 2: Strengthen Academic Programs**

- The Substantive Change Application for our proposed AFA and BFA programs in Performing Arts was submitted in September to the Higher Learning Commission (HLC). We are pleased that HLC staff expedited the process by immediately approving our application and forwarding it to the Institutional Actions Committee. We expect to receive approval in the next sixty days. If the normal process would have been followed, our application would have been sent to a review panel, which could have taken several additional months.
- The college has received the draft of IAIA's year 4 assurance review team's evaluation report from the Higher Learning Commission (HLC). We are extremely pleased all core components were met and the HLC review team's consensus is that IAIA has demonstrated strong continuous improvement since beginning the current review cycle. After we review the draft document for errors of fact and receive the official report from HLC, it will be shared with the Board. Congratulations to the writers, Bill Sayre and Valerie Nye, and the IAIA team – including faculty, staff, Board of Trustees and students – whose commitment and diligent efforts resulted in success.



- Miguel Reyes Contreras, Fulbright Scholar-in-Residence from the Intercultural University of the State of Mexico, is teaching Spanish and cultural classes both for credit and in the continuing education program.

### **Mission Objective 3: Build College Community**

#### **3.6 Implement an internal and external marketing and communications plan**

- In collaboration with the Council of International Relations, IAIA brought Jenni Monet, an investigative journalist from Laguna Pueblo, to campus in September. Jenni spoke about her experiences in reporting from the Dakota Access pipeline demonstrations at Standing Rock, receiving top journalism honors for works produced for the Center for Investigative Reporting, PBS NewsHour and Indian Country Today. Jenni also spoke about her current work investigating the extreme rate at which Native American women, girls, and transgender people experience violence, sexual assault and murder in the United States.
- I Attended the American Indian Higher Education Consortium (AIHEC) President's Meeting, October 8-11, in Hartford, Connecticut. We were welcomed by Bruce Two Dogs Bozsum, a ceremonial pipe carrier for the Mohegan Tribe. The Mohegan Tribe and Mr. Bozsum also hosted gatherings at their Tribal and Cultural Building and the Mohegan Sun Casino with its 48 restaurants and 34 shops.

IAIA will host the 2019 AIHEC President's Summer Meeting.

Judith Pepper, Director of Institutional Advancement, and I also took the opportunity to have dinner with a donor prospect in Hartford.

- Plan 2020 is in the process of being updated. The first Plan 22 Council retreat was held on September 28, facilitated by Dr. Susan Murphy. Representatives of stakeholder groups were invited to participate, including IAIA faculty, staff and students, the Alumni Council, IAIA Foundation Board of Directors and the Board of Trustees, represented by JoAnn Balzer. The work produced at the retreat will be presented to stakeholder focus groups that will have an opportunity to provide their input. This phase of the process will be completed in November and December. The Plan 22 draft then will be submitted to the Board for approval at the February meeting and will be used as the basis for updating the Campus Master Plan.
- Anda Union, a Mongolian musical group, performed in IAIA's Blackbox Theatre, October 19. The group unites tribal and music traditions from all over Inner Mongolia, including a wide range of musical instrument, vocal styles and throat singing. Anda Union came to IAIA through our partnership with the Lensic Performing Arts Center.

- IAIA's Annual Open House is scheduled for 2 pm – 6 pm, November 8. The open house provides a wonderful opportunity for the public to visit IAIA's beautiful campus and discover more about our mission, programs and the creative talents of our amazing faculty and students. The Open House will include open studios and classrooms featuring exhibitions and demonstrations throughout the campus.

### 3.7 Grow and maximize resources for college programs

- IAIA's FY 19 appropriation is included in the Continuing Resolution scheduled to expire on December 7. As you may recall, both the House and Senate Subcommittee on Interior Appropriations mark-up for IAIA is \$9,960,000, representing a 1.3% increase above our FY 18 level. Since we are now forward funded, we have not been adversely impacted by the lack of enacted budget for FY 19.
- IAIA's \$800,000 funding request is contained in the 2018 New Mexico Higher Education General Obligation Bond D that will be on the November ballot. If approved by the voters, the funds would be available during the summer of 2019 to pay for phase II of the renovation project to replace the Academic Building's HVAC system and to bring our facilities in compliance with the Americans with Disabilities Act (ADA).
- Received \$1.67 million in USDA Department of Education Title III funding for FY 19.
- The Scholarship Dinner and Auction was the most successful ever in grossing more than \$370,000 and earning a net of approximately \$286,000 for student scholarships.
- George RR Martin announced on the IAIA campus his plans to establish scholarships in his name. He has committed one full-ride scholarship for \$15,000 and two \$5,000 scholarships that will cover tuition and fees.

## **Mission Objective 4: Advance contemporary Native arts and cultures**

### 4.2 Advance scholarship and dialogue on Indigenous arts and culture

- A \$434,200 proposal for grant funding was submitted to Mellon Foundation to establish a Research Center for study, training, and publications in contemporary Native arts and culture.
- IAIA is partnering with the National Museum of the American Indian to sponsor a Symposium and publication in September 2019 to honor Suzan Harjo's contributions to American Indian law and policy, education and religion.

## **Mission Objective 5: Expand capacity as a 1994 Land Grant institution**

### **5.1 Communicate IAIA's role as a Land Grant Institution**

- IAIA's Extension grant program will focus on building agricultural capacity among our youth by developing a Junior Master Gardener Program. This program will provide positive learning experiences for youth that will enhance their leadership, responsibility and community pride through organized gardening activities.

To: Dr. Robert Martin, President  
From: Dr. Bill Sayre, Director, Institutional Research  
Date: October 16, 2018  
Subj: Quarterly Board Report

### **Mission Objective 1: Improve Student Success**

#### **A. Increase involvement of all IAIA stakeholders in student success**

Project: Prepare the Higher Learning Commission (HLC) Assurance Argument. 100%. The peer review team only had one request during their review of our assurance argument where they asked for more information about our co-curricular programs. Cabinet members assisted me in preparing a lengthy list of all the things that students are doing outside the classroom, along with a collection of policies that apply to co-curricular activities. The review team finished their work in early September, but we haven't received any formal feedback yet from the HLC. However, we have learned informally that the team accepted the embedded interim monitoring report on assessment which is one area we have been working on diligently since the 2014 self-study.

Project: Creation of annual/semester Fact Book. 70% complete. Institutional Research has acquired licenses for Tableau Online, a software platform that we plan on using to develop an interactive data visualization on the IAIA website. This project will continue in 2018-2019.

Other: Institutional Research is reviewing the results of the National Survey of Student Engagement.

#### **B. Increase enrollment; improve retention and completion**

Project: Develop new skills in statistical analysis and predictive modeling. This is a student success project. 70%. The office participated in training sessions this quarter on Tableau, statistical methods, research methods, and predictive modeling. This project will continue in 2018-2019.

Other: A substantive change application was submitted to the Higher Learning Commission to gain approval for the AFA and BFA in Performing Arts. It was acted on quickly. Instead of being sent to a change panel, a process that can take 2 or 3 months, it received immediate staff approval and has been forwarded to the Institutional Actions Committee for final approval. We hope that they will act at their October 22-23 meeting, with notification coming a few weeks later. The fast track approval process is a result of the extensive work the institution has done in preparing the infrastructure for the new program and to the completeness of the application. Drs. Sheila Rocha and Jonah Winn-Lenetsky have worked hard on getting all aspects of the new program off the ground.

Other: Our IR contractor, Jesse Morris, is working on a predictive model of first-year retention of new freshmen using demographic information and responses to the UCLA Freshman survey administered during orientation.

E. Develop student leadership skills

Project: Teach a continuing education course in Data Literacy. 100%. In consultation with the Continuing Education manager, we decided to teach a more general course on research methods rather than the more focused data literacy course. Anita Gavin, Jesse Morris, and I delivered the course in early October. Four individuals participated, some of whom are either currently doing research or planning to do so soon. In the assessment, they indicated they particularly liked the section we presented on how to develop a research question. We will offer a data literacy course in 2018-2019.

**Mission Objective 2: Strengthen Academic Programs**

A. Develop and promote an indigenous assessment model

Project: Institutional effectiveness plan. 55%. No activity this quarter. This project will continue in 2018-2019.

Other: I attended the annual conference of the National Association of Schools of Art and Design in early October and participated in 2 days of training for visiting evaluators. This will help us become even more familiar with NASAD guidelines which are more voluminous and more detailed than HLC criteria for accreditation. Serving as an evaluator will also provide me with the opportunity to serve the arts higher education community. I continue to serve as an HLC reviewer and will participate in a comprehensive site visit of Columbia College Chicago in early November.

**Mission Objective 3: Build College Community**

B. Update the Campus Master Plan including land use

Other: We have begun efforts to update the strategic plan, Plan 2020. Dr. Martin assembled a planning council; JoAnn Balzer is a member. Dr. Susan Murphy, our accreditation and planning consultant, led its first meeting on September 28. The group reviewed current trends in higher education and then discussed the institution's efforts in fulfilling Plan 2020 institutional priorities. They assembled a new draft list of mission objectives and institutional priorities which appears at the end of this report. Institutional Research will now conduct focus group discussions with students, faculty, and staff to gain feedback and insights. The Board will discuss the draft plan during the November meeting as well. The planning council will finalize its recommendations to the President in mid-November.

C. Implement a faculty and staff professional development plan

Project: Collect baseline data on faculty and staff development to date. 10%. No activity this quarter. This project will continue in 2018-2019.

Other: Reports and datasets generated by Institutional Research this quarter:

- Non-Financial Indicators report to the Higher Learning Commission
- National Student Clearinghouse (NSC) monthly enrollment reports

- National Student Loan Data System report
- NM Higher Education Department (NMHED) summer enrollment report
- NMHED degree file
- NMHED financial aid report
- NMHED Census Report
- IPEDS institutional characteristics, enrollment and completions report
- New student account creation and reporting to Information Technology
- New employee account creation and reporting to Information Technology
- Students in Empower who never enrolled for Information Technology
- EFAST reports on textbook adoptions
- Comparisons of instructional costs for Dr. Martin
- Dual Credit report for Admissions
- Enrollment report for Financial Aid for FISAP
- Enrollment report for Admissions
- Enrollment report for Facilities
- US Department of Education National Post-Secondary Student Aid Study, part 1
- Enrollment/Demographic Report for Prevention Specialist
- Fall 2018 enrollment report
- Responded to 50 plus requests for assistance with Empower student information system

#### **Mission Objective 4: Advance contemporary Native arts and cultures**

E. Engage with indigenous communities world-wide.

Project: IAIA alumni employment patterns. 20%. No activity this quarter. This project will continue in 2018-2019.

## **PLAN 22—September 28, 2018 draft**

**VISION:** To be the premier educational institution for Native arts and cultures

**MISSION STATEMENT:** To empower creativity and leadership in Native arts and cultures through higher education, lifelong learning and outreach

### **MISSION OBJECTIVES**

- I. Improve student success
- II. Strengthen academic programs
- III. Build college community
- IV. Advance contemporary Native arts and culture
- V. Achieve financial stability

### **CORE VALUES**

- Collaboration: Joining together for student success
- Excellence: Upholding high standards for students, faculty and staff
- Creativity: Encouraging fearless expression in art and life
- Respect: Fostering an understanding of cultures, perspectives and identities
- Integrity: Demanding honesty, accountability and responsibility to one's community, oneself and the world at large
- Sustainability: Being effective stewards of IAIA's financial, human, physical, and natural resources in ways that minimize impact on the environment and ensure the future viability of IAIA

### **MISSION OBJECTIVES AND INSTITUTIONAL PRIORITIES**

- I. Improve student success
  - A. Increase involvement of all IAIA stakeholders in student success
  - B. Increase enrollment; improve retention and completion
  - C. Increase scholarship funds
  - D. Track student success after college
  - E. Develop student leadership skills
  - F. Strengthen student life services to promote retention
  - G. Expand indigenous leadership locally and nationally
  - H. Strengthen retention programs
  - I. Develop Native leadership
  - J. Improve retention with student life activities: basketball teams, volleyball teams, cross country, build track, grass field for sports
  - K. Advance technology to grow enrollment
  - L. Reliable transportation to and from Rail Runner
  - M. Expand student services
  - N. Improve retention within academic departments
  - O. Incorporate more leadership initiatives for students
  - P. Increase student email engagement
  - Q. Increase safety awareness
- II. Strengthen academic programs
  - A. Assess the feasibility of adding undergraduate and graduate programs in several fields of study

- B. Offer more courses in Science, Mathematics, and Computer Science that meet the needs of our students
  - C. Raise academic/studio standards for student work
  - D. Expand Native leadership opportunities and internships
  - E. Increase students' business of art skills
  - F. Increase academic faculty participation in student success
  - G. Expand technology in academic programs
  - H. Expand senior art studios
  - I. Build IAIA's technical capabilities
  - J. Add state-of-the-art technology to serve students
  - K. Health and nutrition courses
  - L. Market IAIA nationally
- III. Build college community
- A. Implement the Climate Action Plan with campus-wide involvement
  - B. Update the Campus Master Plan including land use
  - C. Implement a faculty and staff professional development plan
  - D. Bring students, faculty, and staff together in campus-centric activities
  - E. Promote health, wellness, and safety for all members of the campus community
  - F. Grow and maximize resources for college programs
  - G. Expand community health and well-being
  - H. Foster indigenous knowledge and practice
  - I. Build on student and family housing
  - J. Campus security
  - K. Better/more recycling knowledge/awareness
  - L. Improve and support the health and wellness of NM Native communities
  - M. Improve communication among students, faculty, staff, and external stakeholders through technology
  - N. Improve campus wide technology capacity
  - O. Community gardens
- IV. Advance contemporary Native arts and cultures
- A. Expand collaboration between the Museum, academic and student support programs
  - B. Advance scholarship and dialogue on indigenous arts and culture
  - C. Engage with indigenous communities world-wide
  - D. Strengthen the connection between the College, its Museum, and the larger Santa Fe community.
  - E. Increase traveling exhibitions
  - F. Get funding for Native research center
  - G. Faculty exhibitions or participation at the Museum
  - H. Increase student travel
  - I. Expand outreach efforts to alumni
  - J. Build collaborations with institutions and communities
  - K. Promote and support agriculture in NM Native communities
  - L. Expand continuing education classes in Native arts
  - M. Increase internships and apprenticeship opportunities
  - N. More \$\$ for professional development
  - O. More promotion as the premier educational institution for Native arts and culture
- V. Achieve financial sustainability
- A. Establish and maintain IAIA as a financially and organizationally healthy institution



- B. Increase awareness within the IAIA community about how the college's finances work
- C. Ensure IAIA's long term sustainability and long term financial security
- D. Advance college technology
- E. Philanthropy
- F. Campus facilities maintenance
- G. Marketing and branding
- H. Regulatory compliance to assure government funding
- I. Resource management plan
- J. Implement an internal and external marketing and communication plan

To: Dr. Robert Martin  
From: Eric Davis  
CC: Bill Sayre, Angie Brown  
Date: October 17, 2018  
Subj: Quarterly Board Report

## **Mission Objective 1: Improve Student Success**

### **A. Increase involvement of all IAIA Stakeholders in Student Success**

**Project:** Whenever possible include expanded student representation in both on and off campus event execution and marketing activities. Access student internships with sponsored events.

MarCom will continue to pursue internships for students with **KSFR, SFIFF, AHA Festival, Ortega's on the Plaza, AMP concerts, Santa Fe Bandstand, Santa Fe Reporter, Hutton Broadcasting**, and others in conjunction with Karen Gomez, Internship and Career Director. Encourage ASG PR person to become more involved with Marketing and Communications Department.

% completed - 95%

**Other:** MarCom produced a new **Public Service Announcement** for the Comcast Cable system and a short **Recruitment Video** for use by Admissions. Our student worker, LeRoy Grafe was given expanded duties in the MarCom department, photographing events and making social media posts for the school, along with updating the website, and shooting and editing the videos.

% completed - 100%

**Other:** The IAIA weekly radio program on KSFR continues to receive good response from the local audience. We have developed regular features with appearances by artists in the IAIA Artists-in-Residence program, graduating seniors, and alumni -- and will continue to expand the guest list with a more national focus, including high-profile guests such as **Billy Mills, Daystar Rosalie Jones, Ty Defoe, Joely Proudfit, Anne Hillerman, Suzan Harjo, and LaDonna Harris**. We have done several shows with the principals of Project Indigene -- a program comprising 8 Santa Fe Native cultural institutions and 16 renowned artists, including **Charlene Teters, Frank Buffalo Hyde, Nocona Burgess, and Cannupa Hanska Luger**.

% completed - 100%

**Other:** MarCom has met with the ATD/Pathways committee members to discuss communication objectives and plans. We have also attended some of their presentations. We will continue to interface with the committee as requested to assist them in communication with students, faculty, staff, etc., and in any way that we can.

% completed -- 50%

B. Increase enrollment

**Project:** Utilize paid advertising and social media to drive potential students to the redesigned IAIA Web site. Redesign Recruitment/Branding ad.

MarCom continues to place advertising more closely in conjunction with Admissions and Recruitment, targeting traditional and on-line media outlets relevant to potential students. After focusing on the **Santa Fe** Area, we have expanded our media buys to cover **Albuquerque** and its suburbs, **Taos**, and the **Gallup** area, covering the reservations that surround it, as directed by Recruitment Director. We are currently utilizing the “Students” ad creative. (See sample at end of report.) We are in the process of developing a new “Alumni/Student Success” ad for future use that will feature 4 alumni per ad. Each ad will focus on a specific degree plan and rotate on a semi-yearly basis. We are also looking to test billboard advertising and possibly airport advertising in this fiscal year.

**We also executed an on-line specific campaign which resulted in an increase in on-line students for this semester.**

Additionally, by expanding the number of publications that we’ve utilized for advertising, and increasing our on-line advertising, the number of students applying for admission to IAIA increased this semester. This is only one of the factors that may have impacted these numbers, but as we increase the number of targeted publications we utilize, I expect the numbers to continue to increase in future semesters.

We will also continue to increase IAIA’s event and overall exposure on-line utilizing social media (primarily **Facebook**) and paid advertising. We are in the process of developing a strategy for **Instagram** to feature alumni artworks. The current number of “likes” for our main Facebook page is almost 22,000. We will strive to increase engagement with our audience through both the various pages (School, Bookstore, Alumni, Museum, Performing Arts, MFA) and event pages and postings. A recent live-stream of the Scholarship Dinner and Auction event that reached over 1930 people, had 145 engagements, and 381 clicks. We have requested a new live stream camera for the department so that we can expand the number of events that we post live on the internet.

% completed – 80%

**Other:** We have been recording **testimonials** for all the degree programs for use on our website and social media. The MFA, Business Program, ILS, and Cinematic Arts and Technology programs are complete. Dean Teters is next. It will be mostly the department chairs in the videos, although we used student testimonials for the Business Program.

% completed - 70%

**Other:** Although delayed for a variety of technical and personnel issues, the **E-Commerce** will soon launch on the IAIA Website. Selling merchandise from both the Museum Store and Bookstore, we hope to not only drive additional traffic to the website, but also drive some incremental revenue.

% completed – 90%

E. Develop Student Leadership Skills

**Other:** Will continue to meet faculty and staff (and students) on an ad hoc basis, to discuss their needs from MarCom. Will continue to examine past activities to develop needs list and improvements to existing processes. Will expand webpages for numerous groups. Will use best efforts to expand our presence and continue to develop consistency with our Facebook communications. **Continuing Education** and **Land Grant** continue to be priorities.

% completed - 70%

**Other:** The MarCom department will continue to participate in student activities such as film shoots, exhibition openings, activities, club events, etc. I feel as a member of the President's Cabinet it helps improve the students' perception of accessibility to the administration and shows an interest in their development. Our webmaster/social media specialist will continue teaching an IAIA photography class next semester and has already taught a **CE** class this semester. Additionally, I have been asked to teach a CE class in November

% completed - 75%

**Mission Objective 3: Build College Community**

F. Implement an internal and external marketing and communications plan

**Project:** Develop plan after reviewing previous plans and determining effectiveness. External plan will be in conjunction with Admissions and Museum. Internal plan will revolve around regular email communications, website announcements, and Facebook exposure.

Will continue to review past media and sponsorship investment/returns to prioritize Media Outlets and other channels for sharing information with the public -- especially potential students. The plan will continue to remain "soft" to take advantage of last-minute deals and other opportunities. Have utilized a few new outlets this year, (expanding into **Albuquerque, Taos, and the Navajo/Hopi/Zuni reservation** areas.) And as noted above, will continue to expand our online presence. Internally, we have reduced the number of emails sent to students and attempted to make the **Newsletter** more appealing

and easier to read by shortening all articles and utilizing weblinks to stories as opposed to including them in the body of the newsletter.

% completed – 75%

**Other:** Develop Policy and Procedure Manuals.

The process to update the **IAIA Style Guide** is continuing. The Editorial Guide will become part of this new document. The new Style Guide will address approval procedures, logo usage, faculty/staff/student Facebook and other social media behaviors, etc. All work will be done in-house. First set of revisions made, but this has taken a back-seat due to other priorities.

% completed – 45%

**Other:** Will expand relationships with key external media personnel. Will meet with key area journalists to discuss IAIA and new strategies for stories and features. Have had great meetings and/or conversations with reporters from **Santa Fe New Mexican, the Reporter, and the Journal North**: Including **Robert Nott, Megan Bennett, and Alex DeVore**.

% completed - 85%

**Other:** Expand and revise Media Lists. The IAIA Email List has over **13,000** names currently -- through expanded media contacts, inclusion of the campus community, and expanded input from IA. Our new website has provided additional opportunities for consumers to join our mailing list. The website has generated over 1600 names from visitors.

% completed – 85%

**Other:** Will continue to collect copies of news stories and other examples of IAIA in various media for archival and other purposes.

% completed - 85%

#### **Mission Objective 4: Advance Contemporary Native Arts and Culture**

F. Strengthen the connection between the College, its Museum, and the larger Santa Fe Community

**Project:** Consistent communication to public utilizing full name of museum: IAIA Museum of Contemporary Native Arts.

All Museum-developed communications pieces will continue to be reviewed by MarCom department to insure consistent messaging. KSFR radio shows and appropriate advertising efforts will continue to **reinforce connection between school and museum**.

Monthly newsletter will expand coverage of museum exhibitions and events. A two versions of a joint school/museum advertisement have been developed and will continue to be utilized where appropriate.

% completed - 100%

**Other:** Continue to utilize Event Sponsorship to strengthen IAIA's connection to the community. We have continued our promotional partnerships with **Santa Fe Bandstand, Santa Fe Independent Film Festival, and the AHA Festival of Progressive Arts** (cancelled for 2018), which have added to our local visibility. New this year is sponsorship of the **New Mexico Film and Media Industry Conference**. Will continue to expand the program as the MarCom budget will allow. Have recently begun to strengthen our ties to **SWAIA, MIAC**, and other Native institutions through sponsorship and joint collaborative programs. Project Indigine, referenced previously, which ran throughout this summer, (funded by a city grant), is a collaboration between **IAIA, MoCNA, MIAC, MOIFA, SWAIA, SAR, Wheelright, Coe, and the Native Treasures Market** – addressing Appropriation, Authenticity, Activism, and Art & Identity in Native arts.

% completed - 90%

#### **Mission Objective 5: Expand Capacity as a 1994 Land Grant Institution**

A. Expand communication regarding IAIA's role as a 1994 Land Grant Institution

Will continue to revise and expand **Land Grant** information on Website and social media. Have begun taking more photographs of their activities and including them in various promotional pieces.

% completed - 65%

**Project:** Will continue to examine developing Feature Stories for media. Will continue to issue press releases as appropriate. Next up is a story on our relationship with Disney and the students who have interned with **Zsolt Hormay**, our connection to the program. Also coming is a lengthy Press Release on the Fulbright Scholar who is teaching at IAIA for the next two semesters, **Miguel Reyes Contreras**.

% completed - 75%

# WE ARE IAIA



## STUDENTS

We come from all over the country and all over the world. We are serious about our art.

We study Studio Arts, Creative Writing, Museum Studies, Cinematic Arts and Technology, Indigenous Liberal Studies, Performing Arts, Native American Art History, and Business and Entrepreneurship.

We create. We learn. We grow. We are empowered. We have fun. We succeed. We are leaders. We are role models. We are part of a community. The IAIA Community.



### What will YOU do when you are IAIA?

The Institute of American Indian Arts provides a world-class arts education to Native American and non-native students alike. We offer certificates, undergraduate, and graduate degrees. IAIA is accredited by the Higher Learning Commission and the National Association of Schools of Art and Design.

For more information please call 505.424.2325 or visit [iaia.edu](http://iaia.edu).

**IAIA**  
INSTITUTE OF  
AMERICAN INDIAN ARTS

83 Avan Nu Po Road  
Santa Fe, NM 87508-1300

To: Dr. Robert Martin  
From: Laurie Brayshaw  
Date: October 17, 2018  
Subj: Quarterly Board Report

## **Strategic Theme I. Improve Student Success**

### **B. Increase enrollment; improve retention and completion**

Percentage complete 100%

#### Continuing Education

Project: Increase the number of IAIA students and members of the outside community that enroll in Continuing Education courses and workshops.

## **Strategic Theme I. Improve Student Success**

### **B. Increase enrollment; improve retention and completion**

Percentage complete 50%

#### Continuing Education (CE)

Project: Increase the number of IAIA students and members of the outside community that enroll in CE courses and workshops.

#### Activities/Courses Offered

### **Fall 2018 - Summary of CE Enrollment (*as of October 17*)**

CE Courses Offered	16
CE Students Registered	73

### **All Fall 2018 - Courses Offered**

- Film and Television
  - Stunt Workshop – Instructor Eugene Brave Rock
  - The Secret Art of Sound Editing on Hollywood Movies – Instructor Ken Fischer
- Professional Development
  - Make a Website Now – Instructor Jennifer Nevarez
  - Social Media Marketing Basics – Instructor Jennifer Nevarez
  - Blogging, Podcasting, and Broadcasting: How to Communicate with the World – Instructor Eric Davis
  - Native American Entrepreneurial Empower Workshop – Training by Redwind
  - How to Conduct Research – Instructors Bill Sayre, Anita Gavin and Jesse Morris
- Personal Enrichment
  - Deaf Awareness in Native Communities, Instructors Terry Vinson and James Wooden Legs



- Mexican Modern History and Culture Through Music – Instructor Miguel Reyes Contreras
  - The Soul Kitchen Feeding Train – Instructor Miguel Reyes Contreras
  - Linguistics and Onomastics: A Way of Learning About Language and Culture – Instructor Miguel Reyes Contreras
- Writing
  - Oulipo for Written Creation – Instructor Miguel Reyes Contreras
- Personal Finance
  - Financial Literacy – Instructor Joannie Romero
- Educational Excursion
  - Trip to Creative Studio (of Meow Wolf) – Organized in partnership with NM Tech Works
- Computer Science and Technology
  - Tech Panel: Dialogue with Leaders of Technology and Media - Organized in partnership with NM Tech Works
  - Python Programming for the Arts – Instructor Eric Streeper

The Fall 2018 CE Course Schedule offers a wide range of courses that continue to respond to the needs of the IAIA community, tribal students and communities. This includes courses that promote professional development and personal enrichment that are core to the IAIA Vision and Mandate. This Fall, CE was fortunate that Eugene Brave Rock was available to teach an introductory course on stunts in October for those interested to pursue a below-the-line career in stunt performance and acting. In addition, instructors were hired to provide information promoting Deaf awareness in tribal communities to create more inclusive communities for the Deaf and Hard-of-Hearing. Also, a Financial Literacy workshop will be held to help participants become more skilled decision-makers for future financial planning. This coincides with efforts to address financial literacy as part of the objectives of the IAIA Pathways: Completing the Circle.

CE expanded the semester's course schedule to include other courses in Film and Television, Writing, Personal Finance and Computer Science and Technology. CE has been fortunate to offer free courses through partnerships with organizations such as Redwind, New Mexico Tech Works and Xerb TV. Free courses were also offered by volunteer instructors, including those from the IAIA community: Miguel Reyes Contreras, Bill Sayre, Anita Gavin, Jesse Morris and Ken Fischer.

The Spring 2019 Course Schedule will continue to offer a range of diverse courses. Some ideas include offering a workshop working with drone technology, course on illustration, course on Indigenous Peoples in Mexico and a course helping participants apply for residencies and fellowships.

## **Partnership Development and Outreach**

Jonathan Breaker, Continuing Education Manager, has continued to promote the CE program with tribal communities and students. Frosley Fowler, IAIA Cinematic Arts alum, was contracted to produce a two minute video promo that has been posted to the IAIA website to provide CE information, promote CEUs/digital badges and opportunities for those interested to suggest or teach CE courses. Frosley was also hired to record Summer 2018, and now Fall 2018 courses,

that can be available as a year-round learning resource. The selected courses will be posted this Fall on an online platform to be publicly available to potential CE students.

Also, Jonathan promoted CE by assisting Admissions to host an IAIA information table at the Indigenous People Day celebration on the Santa Fe plaza. He also promoted the CE Course schedule through the publication of the Fall 2018 CE Brochure and participating in IAIA radio show segment on KSFR 1010.1 “Through our Eyes”. The CE courses are also advertised where possible in print and social media, Constant Contact and through flyers on-campus.

Jonathan presented on CE to the regional meeting of the Tribal Education Department National Assembly meeting in Santa Ana in August and recently at the National Indian Education Association National Convention in Hartford, CT in October. Jonathan is also working on hosting a meeting with NM tribal education representatives in November along with other tribal colleges (SIPI, Haskell, Dine College and Navajo Tech) to provide college information and programming. The objective is be better informed of NM tribal student needs and share information on latest opportunities at tribal colleges.

## **Empower**

Since the implementation of Empower Student Information System for CE programming, CE continues to work with Institutional Research to enhance and improve Empower for the needs of CE students. This work includes troubleshooting and enhancing Empower to better reflect course length and the better outline steps in the registration process. The IAIA Continuing Education Empower website and registration page remain to be the main source of CE information, but registration can still be done in person, by phone or email to the Continuing Education Manager to accommodate CE students that do not have access to online registration.

Jonathan is participating in LERN online training from September to November 2018 geared towards providing CE program development training. LERN is an international organization designed to build capacity and training for institutions that offer continuing education programming. Jonathan will attend the LERN national conference in November to learn more about best practices and innovation in the CE field.

## **Strategic Theme III: Build College Community**

### **I. Grow and maximize resources for college programs**

Percentage complete 100%

#### Sponsored Programs

Project: Use the information about IAIA needs and interests to identify potential funding for these areas.

The USDA Equity grant for “Southwest Plant Collection and Identification” was **awarded** for \$101,147. The grant will allow Tom Antonio to integrate artists from the Artist-in-Residence programs into the science courses. The one-year extension for the 2017-2018 grant was also approved.

The USDA notified us that our Indirect Cost Agreement is old and needs to be updated. Finance is working to submit a new set of forms to DHHS so that IAIA can have a newly determined Indirect Cost Agreement.

The USDA Extension grant to develop and deliver the Junior Master Gardener Program for Native American youth, ages 3-17, in Santa Fe and on the IAIA campus was **awarded** for \$125,000.

The USDA Rural Development grant for was **awarded** for \$129,000. The proposal requested funding to install an array of solar panels and the appropriate connections to take the greenhouse off of the grid. The greenhouse would then use solar power for all heating, cooling, and lighting. All of the related forms have also been completed and submitted.

The Santa Fe Arts Commission grant for marketing was **awarded** for \$14,000. The award will supply funds for marketing campaigns for the Museum exhibits, the Readers Gathering, the Artist-in-Residence program, and the Pow-Wow/MusicFest.

With Steve Wall, the final report was submitted for the NARCH proposal. The grant came through AIHEC and allowed for two student research projects along with their presentations to other NARCH recipients in Seattle.

I worked with Lara Evans to complete and submit the proposal and corresponding budget to the Mellon Foundation. The proposal requests \$434,200 to develop and begin implementation of a strategic plan to create a Native Arts Research Center. If funded, the grant would begin in January 2019.

Assisted Ryan Flahive with a proposal to the McCune Foundation. The \$25,000 request would assist with the development of an informal educational program for the Printmaking exhibit that will be at the Museum from August 2019 – July 2021.

A proposal to the State of New Mexico for the Research & Public Service Project (RPSP) for FY20 was completed and submitted. IAIA is requesting \$158,250 for three projects; 1) an additional Summer Bridge program; 2) 10 additional Dual Credit courses; and 3) a College Readiness Conference for NM Tribal Educators, Tribal Leaders, and parents. Larry Mirabal, Jennifer Love, and I presented the proposed program to the NMHED Commission and they were positive about the projects. The proposal should now go to the state legislature for final review and potential approval.

The 2018-2019 US Department of Education Title III award was distributed. IAIA received a total of \$1,670,023.

To: Dr. Robert Martin, President  
From: Charlene Teters, Academic Dean  
Date: October 2018  
Subj: Quarterly Board Report  
With input from Library Director; and Department Chairs

### **Mission Objective 1: Improve Student Success**

A. Increase involvement of all IAIA stakeholders in student success

#### Project I – Library Personal Relationship Project

To create a personal relationship with students in order to better anticipate their needs and decrease library anxiety, the personal librarian project will host a series of events, coordinate with other IAIA stakeholders, email resources, conduct reference hours in a different place on campus, and hand out a research notebook. The pilot is only geared towards transfer students with the intent on full implementation with freshman. Completion date: May 2019

B. Increase enrollment; improve retention and completion

#### Project I – Carnegie Math Pilot course

IAIA will participate in Carnegie Quantway Math Instructional systems which is part of the **Achieving the Dream support projects**. One instructional faculty member has been identified to pilot one section of Quantway this Fall 2018 and Spring 2019. Faculty will participate in support programs and TCU Network events ongoing throughout the academic year including assessment of the program. Completion date: May 2019

C. Increase scholarship funds

#### Project I – Cinematic Arts Scholarships

The Cinematic Arts & Technology department has been contacted by representatives from the nonprofit organization of a very high-profile figure in the entertainment business in exploring collaborations. The idea has been pitched to ask this well-known figure if he would lend his name to a film and television scholarship, much in the same way Robert Redford let his name be used for a scholarship for the film program at the now defunct Santa Fe University of Art and Design. Once the well-known figure gives his permission, the Advancement Office will be able to use his name to raise money for the scholarship fund. It is hoped that an eventual film and television scholarship at IAIA with the highly recognizable name attached will help increase awareness of the Cinematic Arts department as well as improve enrollment, retention and completion. Completion date: August 2019

E. Develop student leadership skills

#### Project I –Pathway Council, Student Leadership Initiative

The Academic Dean and the Pathways: Completing the Circle Council (**Achieving the Dream**), created two paid student representative seats on the Pathways Council. The student voice is imperative to addressing student success. The two student leaders, Charmaine Kinale and Jacob Frye are now members of the core team where 15 members gather to discuss specific goals, accomplishments, and future action items for this institutional initiative. Completion date: May 2019.

## **Mission Objective 2: Strengthen Academic Programs**

- A. Develop and promote an indigenous assessment model

### Project I – MFA Program Assessment:

The Interim Director will evaluate past assessment efforts and reports. Develop a sustainable process to measure and track the effectiveness of the Creative Writing MFA Program using the Indigenous assessment model. Completion date: May 2019

### Project II – Department Learning outcomes assessment

All departments will conduct an indigenous assessment of one student learning, department & course outcomes in the Fall and in the Spring.

- B. Implement an academic strategic plan that will address Plan 2020 institutional priorities and future growth

### Project I - Dual Credit Course Evaluations.

To enhance the process of using technology (Survey Monkey) to conduct course evaluations in the participating high schools. Course evaluations will be conducted in FA18 and SP19. Completion date: May 2019.

- D. Assess the feasibility of adding undergraduate and graduate programs in several fields of study

### Project I – Museum Studies Plan to adapt Business Program

Develop a plan for the absorption and adaptation of the BUSN certificate into an Arts Management minor. Communicate and request information about existing BUSN certificate, meet with Studio Arts Chair, communicate with faculty developers, curriculum committee, faculty council, registrar, and catalogue editor. Seek internal approvals. Communicate new program to curriculum committee, faculty council, registrar, catalogue designer, admissions, and marketing dept. Completion date: May 2019

### Project III - Assess the feasibility of adding a Low-Residency MFA in Studio Arts

Second stage development for an MFA designed for serious artists. The Vermont College of Art Low-Residency is our model. We will also meet with Evergreen College to explore collaborations on the MFA Studio Arts residency. We are involving Studio Arts faculty in next steps. Continued from last years project. Revised completion May 2019

## **Mission Objective 3: Build College Community**

- D. Bring students, faculty, and staff together in campus-centric activities

### Project I: Diversity Dialogue

Develop a Speaker series on topics celebrating our diversity in collaboration with student leaders and IAIA departments. This series of speakers, workshops and events will provide a structured forum for the IAIA community to become more aware of and celebrate our diversity. April 2019

#### Project II: Beyond Performance.

Expand on the Performing Arts initiative- "Beyond Performance" allowing students to dine with visiting artists to informally visit and query. Continue the concerts and workshops endeavor to engage and motivate current & potential performing arts minors to observe and learn varying crafts in the field. On-going: planning procedures for implementing the coffee house and purchasing needed equipment consisting of patio tables & chairs. Gather student input and the designs of PA student workers to develop format for days and times. May 2019

E. Promote health, wellness, and safety for all members of the campus community

#### Project I – Community trainings.

The Environmental, Health and Safety committee will promote training and activities to improve awareness and the safety of instructional processes. Completion date: May 2019

### **Mission Objective 4: Advance Contemporary Native Arts and Culture**

C. Advance scholarship and dialogue on indigenous arts and culture

#### Project I: Database Migration:

Archivists Toolkit to Archives Space Increased patron access; improved internal management. New public database for archival research; new web-based database implementation Completion date: December 2018

E. Engage with indigenous communities world-wide

#### Project I – Indigenous Liberal Studies Exchange Program

In the Spring of 2019 IAIA will host three students from UIEM. A successful exchange will indicate to UIEM that we are reciprocating with the student exchanges and that a successful semester exchange can be leveraged to attract funding from other sources for continuation and expansion of the exchange program between IAIA and UIEM. Completion: May 2019

#### **Other news:**

##### **Charlene Teters, Academic Dean**

Chancellor's office at the University of Illinois will be recognizing October 8<sup>th</sup>, 2018 as the first Inaugural Indigenous People's Day. I have been invited to be the keynote speaker for this event.

I was also named as one of the Frederick Douglass 200 honorees by the Frederick Douglass Family Initiatives. A tentative schedule includes a February 14th gala at the Library of Congress for the honorees.

**Lara M. Evans, Associate Dean of Academics**, was accepted as a Higher Learning Commission Peer Reviewer and begins Peer Review Training this October. Upcoming publications include: a chapter in the IAIA MoCNA exhibition catalog *Action / Abstraction Redefined* artist and curator Edna Massey (Cherokee), expected to be published in October/November, and a short essay about Andy Warhol's Native American themed prints for an exhibition catalog published by Tacoma Art Museum in 2019.

##### **Associate Professor and Chair of Creative Writing, Evelina Lucero.**

Minneapolis Institute of Art will present the first major thematic exhibition, *Hearts of Our People: Native Women Artists*, exploring the artistic achievements of Native women. An excerpt from my novel, *Night*

*Sky, Morning Star*, will be included in the exhibition of more than 115 works and in an exhibition catalog with other writers. *Hearts of Our People* will travel national from May 2019-September 2020.

**Performing Arts Assistant Professor, Jonah Winn-Lenetsky**, received a grant of \$3,900 from the NM Arts Commission and a matching grant from the organization Creativity for Peace to develop original performance with IAIA students and other community members, beginning this fall and culminating in performances next April.

#### **Achieving the Dream news:**

The Art Rush "What Does Student Success Mean to You?" theme was more fruitful than ever imagined!

72 art pieces from students, faculty, staff and students' children directly addressed the theme. Which began discussions within the classrooms - the topic is now on everyone's radar!

Five students were awarded \$50 each, including those who are well deserving of recognition but may not have ever received it, and all four children that participated - who received \$10 each.

Here are two quotes that came out of the Art Rush event:

"It takes a lot of fails and mistakes to be successful. Without them, we wouldn't be able to reach our goals. Even if it causes a bit of white hair. That's just our wisdom coming out." - Mollyanna Sabori

Student success is often enabled by the support of those around the student, including family, friends, the school community, and the institution itself. I am glad to be part of a community that encourages students to embrace their indigenous heritage." - Neebinnaukzhik Southall

#### **News from the IAIA MFA in Creative Writing**

Publications, Awards, & Recognitions

**Rowena Alegria (2018)** has the following recent publications: Tribal College Journal, short story "Down and Out in Pueblo," Fall 2018; and Mississippi Review, short story "Janet Cramer, Class Whore," June 2018. Rowena is the Winner of the Tribal College Journal Writing Competition for Fiction 2018, and Finalist for the Mississippi Review Prize in Fiction 2018. She has also been awarded fellowships to the Macondo Writers Workshop, Writing by Writers Workshop, and Vermont Studio Center/ IAIA Creative Writing Fellowship. Rowena was a finalist for the Sundress Academy for the Arts' VIDA Fellowship.

**Brendan Basham (2018)** received a fellowship to attend the Sierra Nevada College Low-Residency MFA in Creative Writing as a 2018 Summer Residency Visiting Artist. He has also recently been hired as Adjunct Faculty at Guttman Community College in NYC.

**Trevino Brings Plenty (2018)** has poems anthologized in *New Poets of Native Nations*, edited by Heid Erdrich, Graywolf Press. His work appeared in the June 2018 issue of POETRY.

**Gordon Johnson (current student, Screenwriting)**, is releasing a book of short stories and essays, *Bird Songs Don't Lie: Writings from the Rez*, from Heyday Books, November 1, 2018.

**Lemanuel Loley (2018)** has been awarded a fellowship to attend a Writing by Writers Workshop in November in Tahoe City.

**Matthew Jake Skeets (2018)** is a winner for the **2018 National Poetry Series Open Competition** with his manuscript, *Eyes Bottle Dark with a Mouthful of Flowers*, forthcoming from Milkweed Press, 2019. He also received the 2018 "Discovery"/Boston Review Poetry Prize. Since last January, he has presented at the Arizona Social Justice and Writing Conference, Hozho'o Halne' Writing Conference, Emerging Diné Writers Institute, and Northern Arizona Book Festival. Matthew Jake Skeets has been hired on the English Faculty in the School of Arts, Humanities, and English at Diné College.

**Ginger Gaffney (2017)** received a Fellowship to attend the 2019 Tin House Winter Writing Workshop. Her novel, *Half Broke*, is forthcoming with W.W. Norton.

**Barbara Robidoux (2017)** is releasing her book of poetry, *The Storm Left No Flowers*, this Fall 2018 from Finishing Line Press.

**Beatrice Szymowiak (2017)** has her first chapbook of poetry, *Red Zone*, coming out this Fall from Finishing Line Press. Pre-orders are available October 19, 2018. Her recent and forthcoming journal publications include:

- "Yangtze Baiji Expedition Log, November-December 2006," in *OmniVerse* #82, July 2018
- Broadside "Yangtze Baiji Expedition Log, November-December 2006," *Omnidawn/Littoral Press*, Fall 2018
- "To hold a Grenade" in *Borderlands Texas Poetry Review*, January 2018.

Beatrice is the Winner of the 2017 Omnidawn Broadside Single Poem Broadside Poetry Contest judged by Craig Santos Perez for "Yangtze Baiji Expedition Log, November-December 2006," and the recipient of the Chancellor Graduate Student Award, conferred by the University of Wisconsin-Milwaukee. She started a PhD in Creative Writing at the University of Wisconsin-Milwaukee in Fall 2018, and works as a teaching assistant for the university.

**Angie Trudell Vasquez (2017)** was a finalist for the New Woman's Voices Chapbook Competition for her manuscript, "In Light, Always Light." Her manuscript will be published by Finishing Line Press.

**Dara Elerath (2016)** has a poem forthcoming in *Poet Lore* and has written a book review forthcoming in *Tupelo Quarterly*. She was a Semi-Finalist for a 2018 Provincetown Fine Arts Works Center Writing Fellowship.

**Charlotte Gullick (2016)** published the following essays since January 2018:

- "Caught Between the Cow and the Buoy," *Full Grown People*, April 2018
- "I Could Feel the Poverty," *The Millions*, May 2018
- "All These Miles," *Pembroke Magazine*, January 2018

She was also selected as Finalist for the Montana Prize for Creative Nonfiction, May 2018

**Mary Kancewicz (Mar Ka) (2016)** has published the following interview online: *Poetic Conversation/Alaska Poet Mary Kancewicz Interviews Lithuanian Poet Marius Burokas* <http://49writers.org/2018/08/interview-kancewicz-burokas.html>. University of Alaska Press will be releasing Mar Ka's poetry collection, *Be-hooved*, on February 15, 2019.

**Crisosto Apache (2015)** released his poetry collection, *Genesis*, in 2018 from Lost Alphabet Press.

**Jeffrey Carnett (2015)** has released his novel, *The Flute Player from Urumqi*, from Partridge Publishing in 2018.



**Sherwin Bitsui**, Faculty Mentor, is releasing his third book of poetry this Fall: *Dissolve*, Copper Canyon Press, 2018.

**Jennifer Foerster**, Interim Director, published her second book of poetry, *Bright Raft in the Afterweather*, in February 2018 with University of Arizona Press. Her poems have been published recently in POETRY (June 2018) and anthologized in *New Poets of Native Nations*, edited by Heid Erdrich, Graywolf Press.

**Santee Frazier**, Faculty Mentor, will be releasing his second book of poetry, *AURUM*, with University of Arizona Press in Fall 2019.

**Joan Kane**, Faculty Mentor, won the 2017 Open Chapbook contest from Finishing Line Press for *Sublingual*.

**Chip Livingston, Faculty Mentor**, published the following poems in Spring/Summer 2018:

- "The Magicians' Twins," poetry, print, Poet Lore, Spring 2018
- "Seed Beed," poetry, print, The Journal, Spring 2018
- "San Benito," poetry, online, Academy of American Poets, POEM A DAY, June 2018,

The following publications are forthcoming:

- "The One Who Is," short story, 2018 Short Story Advent Calendar, Dec. 2018
- "I Remember Joe Brainard's Cock Pics," lyric essay, Punctuate, online, Oct./Nov. 2018
- "The Alphabet of the Republic," lyric essay, Carve, print, Oct./Nov. 2018
- "San Joaquín, The Keeper"; "Los Santos de la Republica"; "San Cono," 3poems, INVERTED SYNTAX, Online/Print, Nov. 2018.
- "Iemanjá," poem, Confiado a un amplio aire: Poemas de Uruguay (Trusting on the Wide Air: Poems of Uruguay anthology), Yaugáru Editorial, January 2019.

**Terese Marie Mailhout (Class of '16 and Faculty Mentor)** is a Finalist for this year's Hilary Weston Writers' Trust Prize for Nonfiction for her memoir, *Heart Berries*, published with Doubleday Canada.

**Tommy Orange (Class of '16 and Faculty Mentor)** is on the Longlist for the National Book Awards for Fiction for his novel, *There There*, published by Alfred A. Knopf/Penguin Random House.

**Sherwin Bitsui (Faculty Mentor)** is presenting at Poets House, NYC: Epic Voices: Contemporary Diné Poetry & The Epic Tradition, October 16, 7 pm.

<https://www.poetshouse.org/programs-and-events/readings-and-conversations/epic-voices-contemporary-din%C3%A9-poetry-epic-tradition>

To: Dr. Robert Martin, President  
From: Littlebear Sanchez, President, Associated Student Government (ASG)  
Date: October 17, 2018  
Subj: ASG Report

### **August / September Reports**

During the past two months ASG has moved into the office in the Sub building and purchased tables and chairs. Along with new desk for the office. We have held a couple of scholarship study pizza night events collaborating with SSC. We have had our club drive on September the 7th, with over 10 clubs.

### **October reports**

ASG is still in the process of renovating the Office and lounge space. We have been consistent with our Tuesday club meetings. The ASG space has been used for faculty events and student film events. ASG has held small events for students to be able to have donuts and coffee for the midterm week. We are currently in the process of creating a harvest day event and a Halloween event for IAIA students.

To: Dr. Robert Martin  
 From: Nena Martinez Anaya  
 Date: October 17, 2017  
 Subj: 4th Quarter Board Report

## Strategic Theme 1: Improve Student Success

### 1.2 Increase enrollment; improve retention and completion

The charts below include On Campus Enrollment; Full-time Enrollment and Head-Count Enrollment. Enrollment has declined slightly after several years of enrollment increases. We decreased On Campus by 1.8%; FTE decreased by 4.3% and Head Count decreased by 4.4%.

Fall	On Campus
2013	267
2014	289
2015	288
2016	341
2017	346
2018	340
2019	
2020	

Fall	FTE Goal	FTE Actual
2013	350	344
2014	400	393
2015	500	422
2016	500	474
2017	550	517
2018	600	495
2019	650	
2020	700	

Fall	Head Count Goal	Actual
2013	440	446
2014	480	531
2015	500	524
2016	580	593
2017	630	657
2018	680	629
2019	730	
2020	780	

I immediately began to review the Admissions processes and data and determined the following to be factors with the new student decrease in enrollment:

- (1.) Admissions Fee Waiver is being abused and students were applying and becoming accepted when the student had no actual intention of attending IAIA. We discovered that several New Mexico high school students were applying to IAIA to help address their "Competency Component" for HS Graduation under 6.19.7.8 General Requirements for Demonstration of competency, hoping a college letter of acceptance would suffice and we suspect it did in some cases. Also, the electronic application system was set up with a "waiver button" without a process to determine if there was a true financial need. We have remedied this situation by removing the "waiver button" and will require all students applying to IAIA to pay the \$25.00 fee. If the student has a financial situation that is truly hindering their application, we will determine "financial need" through the FAFSA application (free) where we can see the students (Estimated Family Contribution) EFC and determine if a fee-waiver is applicable. The admissions fee is important commitment by the student as it shows the student is serious about attending IAIA.
- (2.) The Admissions Counselors are not fully operating the Empower system through the Admissions Module. The Empower (SIS Database) Timeline Tool was not being utilized by the Admissions Counselors. This tool is essential with tracking students and enables the Admissions Counselors to maintain constant contact with potential and admitted students. Also, I discovered there is a gap in communication from the time the student is admitted and the time the student begins Orientation. Admissions Counselors will be required to track their accepted students until they arrive on campus. They will be given a quota of students and assist these students as the primary contact for IAIA. We have scheduled training with the Counselors and will move forward with the new process. We have two Admissions Counselors, one has been here a little over a year and the other approximately six-months. The Admissions Director was also on intermittent FML and then maternity leave during this critical time of matriculation.

Also, we are implanting two new recruitment strategies to improve enrollment for the Fall 2019 semester.

- (1.) Open House Recruitment Scholarships- The Scallen Foundation has awarded IAIA \$50,000 for recruitment and retention. We are asking our dual credit schools and local high school students to bring their art work to be critiqued and meet with faculty who will in turn award \$1,000 scholarships for the Fall 2019 semester.

- (2.) Shadow Day in Spring 2019- We are working on this pilot project to bring a small amount of high school students to campus during their Spring Break to experience campus life with our students. The high school students will live with the college students in the dorms and attend classes with them. We will pay the College Students a stipend and train them on hosting. We hope to grow this program every Spring semester and recruit these students to the Summer Bridge Program and then as new freshmen for the Fall semester.

We are moving forward with improving the Admissions systems to increase new enrollment for Fall 2019. Local colleges/universities have seen enrollment decreases for the past several years including this semester. The University of New Mexico decreased FTE by: 7.91% with a five-year drop of 12.93%. Also, UNM decreased Head Count by 7.17% with a five year drop of 12.54%. The Santa Fe Community College has not posted Fall 2018 enrollment but is also on a five-year decrease with Head Count, listing Fall 2014 at 6,501 to Fall 2017 with 5,844, a 14.5% decrease.

#### Admissions

<u>Spring 2019</u>	Total Applications	Accepted	<u>Fall 2019</u>	Total Applications	Accepted
New Freshmen	44	15	New Freshmen	99	14
Transfer	21	5	Transfer	6	1
Graduate	3	1	Graduate	16	10
International	0	0	International	0	0
Readmit	8	2	Readmit	0	0
Certificate	3	2	Certificate	0	0
Non-Degree	1	1	Non-Degree		0
Total	80	29 (12 SP18) 17% increase	Total	121	25 (6 FA18) 19% increase

#### Dual Credit Program

For the Fall 2018 semester, we have 16 courses with 243 students enrolled. We are currently working with the following high schools: Albuquerque Public Schools, Academy for Technology C, Bernalillo High School, Jemez Valley Independent Schools; Native American Community Academy; New Mexico School for the Arts; Rio Rancho Public Schools, Santa Fe Indian School, Shiprock High School and Walatowa Charter High School. Native Language and Art courses are primarily what the dual credit students are registered for.

#### Recruitment Report

<b>DATES</b>	<b>EVENT</b>
July 26-28	Chickasaw Arts Academy
July 26	Santa Ana Pueblo Feast Day
Aug 3-4	TEDNA Regional Conference, Santa Ana Casino
Aug 4	Santo Domingo Pueblo Feast Day
Aug 9	Santa Fe Bandstand
Aug 18-19	Indian Market
Sept. 4-7	NM College Days NE Area (Santa Fe, Las Vegas, Albuquerque) & NM Local Recruitment
Sept 5	SIPI College Fair, Albuquerque
Sept 6	Navajo Nation Kids Day, Window Rock, AZ & NM College Days (Moriarity)
Sept 10-14	NM College Days NW Area (Grants, Gallup, Farmington area, Dulce, Taos, Los Alamos)
Sept 12	NM State Fair, Albuquerque & Career and Early College Open House
Sept 13	CNM Tabling Main Campus & Montoya Campus
Sept 15	Santa Fe Indian Center American Indian Day & Native American College Fair, AZ
Sept. 17-21	Montana Area & Phoenix Area
Sept 18-19	Arizona Indian Education Summit, Scottsdale AZ
Sept 19	Native Pathways Virtual College Fair
Sept. 22	College Connection Day, Albuquerque

Sept 24-28	Idaho Area & NM College Days Albuquerque, NM Area
Oct 1-5	Portland, OR Area
Oct 1-5	Washington, OR Area
Oct 1	NACAC Performing Visual Arts College Fair, Portland OR
Oct 2	NACAC Performing Visual Arts College Fair, Seattle WA
Oct 6-7	Indigenous People's Day, Santa Fe
Oct 8-12	ATLAM/ Prior Lake, MN
Oct 8-13	NIEA, Hartford, CT
Oct 14	NACAC Performing Visual Arts College Fair, Phoenix AZ
Oct 15-19	Elder & Youth Conference/Alaska Area
Oct 15-19	Northern Arizona Area
Oct 22-26	Phoenix/Tucson, AZ Area & OK Area
Oct 22	Mesa College Night
Oct 23	Tucson College Night
Oct 24	Indigenous Scholars Day, Riverside Indian School, OK
Oct 25	Northern Arizona College Night
Oct 25-27	Dine Studies Conference, Tsale, AZ

#### Campus Tour Report

Individual Tours: 37 potential students with their families.

#### Group Tours: 3

August 7 - Fort McDermitt High School

September 13 – Native American Community Academy

October 5 - San Juan College

### **1.2 Increase enrollment; improve retention and completion**

#### **PROJECT SUCCESS INITIATIVES-PATHWAYS**

**Paid Internship Program:** The goal of this program is to provide students with real-life job experience through the field of their major while earning college credit and an hourly wage. Students are paid \$10.00 per hour for up to 20 hours a week and earn college credit.

<b>Fall 2018 Internship Sites</b>	<b>Major</b>
IAIA Museum Studies Art History Teaching Assistant	Studio Arts
Ralph T Coe Center for the Arts	Museum Studies
Wheelwright Museum	Indigenous Liberal Studies
Poeh Cultural Center	Museum Studies
Stagecoach Foundation	Studio Arts
New Mexico Film Office	Cinematic Arts & Technology
New Mexico Film Office	Cinematic Arts & Technology

The Internship/Career Director created and disseminated an online evaluation to site supervisors who hosted interns during Fall 2017 and Spring 2018. A 60% response rate indicated a favorable and successful internship program in its first two semesters of launching. Response options ranged from *Strongly Agree* to *Strongly Disagree*.

<b>Questions</b>	<b>Response</b>
Having a student intern from IAIA was an asset to my company/business/organization.	100% Strongly Agreed
The process to get an intern was a smooth process.	83% Strongly Agreed; 16% Agreed
IAIA Student Intern met his/her learning goals.	66% Strongly Agreed; 33% Agreed

My intern was prepared with interpersonal skills (motivation, responsibility, team-work, active listening, leadership, responsibility).	66% Strongly Agreed; 33% Agreed
My intern had the knowledge and the abilities required for the position.	66% Strongly Agreed; 33% Agreed
I would hire the intern for employment if my funding allowed.	66% Strongly Agreed; 33% Agreed
What story would you like to share with our funders?	<p>"Our intern was so valuable with organizing information and implementing a major project...Without the assistance of the intern we would never have gotten this highly visible project off the ground."</p> <p>"Our intern fit in perfectly to what the position demanded. She came in prepared to work in our database inventorying a large donation of artworks...Our hope is to continue her position as a paid intern through private funding, and ideally be able to find enough funding to hire her on as an employee."</p>

**IAIA Scholarship Application Process:** An ad hoc committee met continuously during the Summer to develop strategies to increase the number of applicants and was successful as indicated by the statistics below. Our goal is to: *Improve the transparency of the application process and to increase the number of students applying for the IAIA; AICF scholarships.*

- 2016-(FA) 87 applications
- 2017 (SP) 126 applications
- 2017 (FA) 128 applications
- 2018 (SP) 140 applications
- 2018 (FA) 154 applications

**Scholarship Awards Night Reception/Dance** was held on Thursday, September 13, 2018 and involved the new "Campus-Wide Planning Committee" and work began Summer with student input. Information can be found on our webpage: <https://iaia.edu/event/2018-fall-scholarship-awards-night/>. The student satisfaction survey indicated that students were very satisfied with the event.

**Financial Literacy Program-**Grad Ready- usage has been up 28% since last spring (116 to 148). Most of that growth has come from first year freshman (69 to 97), a 29% increase. Students take quizzes to test their knowledge of the money management material. The number of quizzes taken has increased 22% (210 to 256) compared to last spring. The majority of student setting up a Grad Ready account are freshman (87.5%)

**Emergency Aid Funding-**Great Lakes Program- IAIA has awarded \$15,671.14 since the inception of the program. Housing, Food, Vehicle, Utility, Medical and Gas are the top funding reasons.

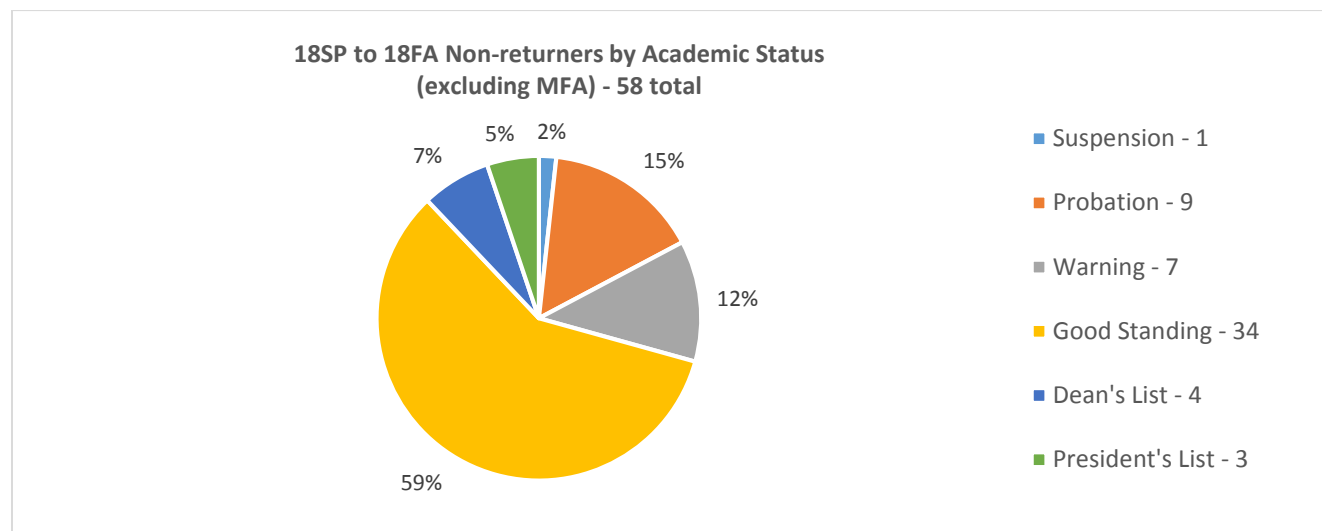
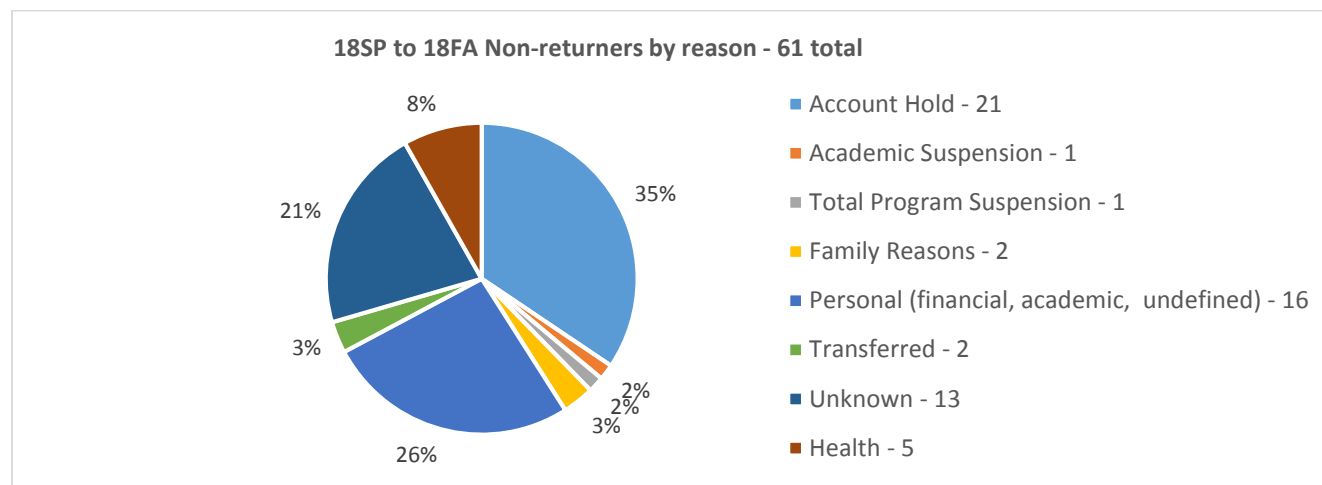
**IAIA Orientation Program** We held a campus-wide debrief session regarding the Fall 2018 Orientation to gather input and information from all departments. We also reviewed the student surveys and found that students are very satisfied with the three-day program. We will move forward to formally change Orientation from a full 5 days to the 3-day program that has been piloted for the past two semesters. The schedules for the Spring 2019 and Fall 2019 Orientation for First Year and Transfer students are posted on the website.

**IAIA Community Pantry** The pantry is currently located in the Student Success Center Closet. We are moving the Pantry to the Student Union Building. Currently waiting on mild-facilities renovations. New additions to the Student Pantry also include incorporating perishable, fresh campus-grown produce accessible to IAIA community members. We will ask ASG to purchase a refrigerator for the space as well.

**15 to Finish Program** Nena Martinez Anaya presented information to all New Freshmen during Orientation and the majority have signed the contract for the program. Contact will be made with students throughout the semester to keep students engaged with the planning process, 60 new freshmen are enrolled for the program.

**Early Alert/Attendance Program:** The Retention Specialist presented attendance data to the Pathways Committee and as a result, the Academic Department has agreed to play a stronger role in addressing attendance issues. Through inter-departmental collaboration at the meeting, the Academic Department has proposed creating a petition-system that goes in to effect after a student's 4<sup>th</sup> absence. At which point, a student will need to petition to remain in the course otherwise will agree to be withdrawn. This new process will be implemented by Spring 2019.

**Retention** the Retention Director provided the following data to show the reasons students did not return from the Spring 2018 semester to the Fall 2018 semester. The first graph shows "account hold" as the top reason students do not return. We are continuing to work with students on Financial Literacy education through the Great Lakes program. The second graph shows the Academic Standing of students who did not return where 68% of students were either in Good Standing, on the Dean's List or on the President's List.



**1.4 Track Student Success After College:** The office is preparing to send out a survey during the Fall 2018 semester to alumni to begin to input data into Empower to track the success after college. Also, IAIA's annual Graduate School Day event is scheduled for Friday, November 2, 2018. Over thirty colleges/ universities have been invited. With assistance of a newly formed Graduate School Day Committee, the Committee is planning a three-hour agenda to motivate students to return to campus on a day classes are not held. Advertising is currently underway throughout campus and through social media.

Project Two: Improve Career Readiness. "Stop-In" services are provided to students for career readiness and include: employment searches, graduate school searches, LinkedIn creation, and Internship searches. The Internship/Career Director implemented in-classroom presentations to both full-time faculty and adjunct faculty. Six faculty have requested a presentation for their classes this semester. This office also manages the campus-wide work-study program and reports a record hiring of 93 students for Fall 2018 which helps prepare students for real-world job application process, hiring and maintain satisfactory progress within a job.

**1.5 Develop student leadership skills** Project One: Mentorship Program: The Mentorship Program is underway, and the first training module is being added to Canvas. We are also planning out the rest of the semester with three group meeting and events to be held in October, November and December. The Retention Specialist also completed the mentor/mentee survey that is accessible online, as well as mentor/mentee pairings.

**3.3 Implement a faculty and staff professional development plan** Retention Staff Training and Professional Development: Professional development and training continues to be a priority, so our staff can serve students.

Nena Martinez Anaya, Chief Enrollment/Retention Officer

9/20/18-American Indian Education Fall Summit, UNM Continuing Education Center

10/10/18-ADA Training; Behavior in the Classroom

Mary Silentwalker, Director of Admissions

10/3/18- Admissions Funnel Reports (Empower Training Webinars)

10/3/18- Admissions Queries & Reports (Empower Training Webinars)

10/10/18- Counselor Training for Web Portal (Empower Training Webinars)

Melanie Buchleiter, Dual Credit Coordinator

8/1/18- IAIA Adjunct Faculty Orientation (IAIA Campus)

10/1/18- Developing a Learning Mindset Webinar (LinkedIn)

10/3/18- Writing a Teaching Philosophy (Center for Educational Innovation)

Jeminie Shell, Retention Director

9/27/18-9/28/18 – ADA Coordinator Certification program, in-person training, Santa Fe, NM

Scott Whitaker, Director of Financial Aid and Student Accounts

7/18/18 – Empower Training (Basics of Empower) – Webinar

10/5/18 – Johnson Foundation meeting/training

10/19/18 – NMAAFA Fall Training (Federal and State updates)

Karen Gomez, Internship and Career Director

9/27/18 – Attended Brown Bag Luncheon IAIA Registrar's Registration Overview, on campus.

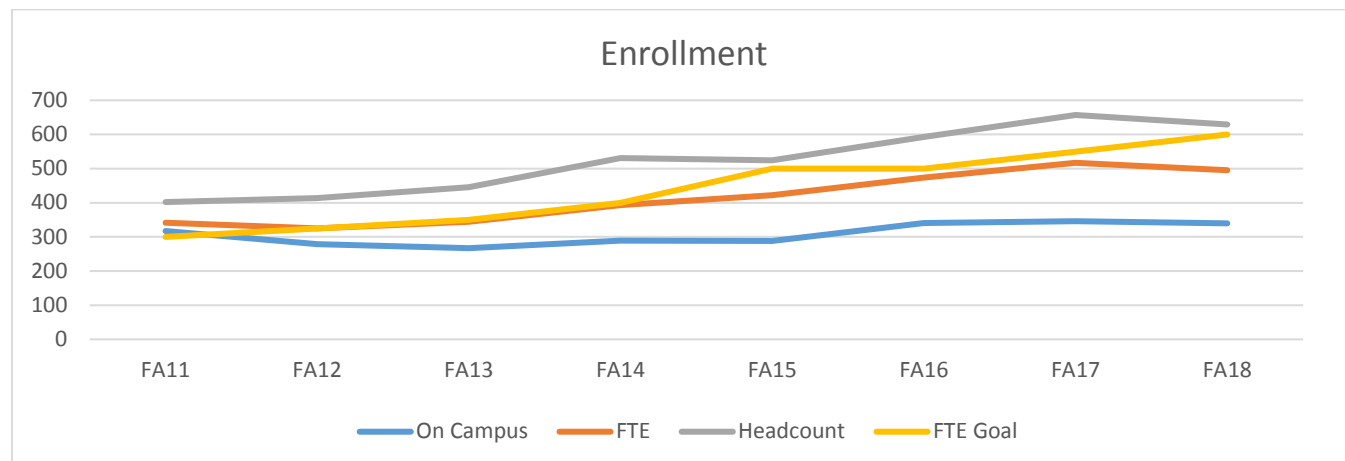
10/10/18-ADA Training; Behavior in the Classroom



The Enrollment Report includes student registration sorted by category of admittance for the semester. On-Campus Enrollment is the number of students during the regular 16-week semester who are taking classes on campus and excludes: Graduate students and Dual Credit students. The FTE (full-time enrollment) is calculated by the total number of credits divided by full-time status of 12 credits. When calculating FTE for Graduate students, 9 credits is considered a full-time status and calculated as such. Head-Count is calculated by all students who are registered for credit coursework and includes all student categories for the semester. Demographics and Ethnicity of all students are also listed below.

<b><u>Enrollment</u></b> On-Campus-340 FTE -495 Head-Count -629 Total Credits-5761 New Freshmen-67 Transfers-37 Re-Admitted-13 Full-Time-333 Part-Time-296 Continuing-210 Degree Seeking-373 Non-Degree-13 (Non-dual credit; non-MFA)  <b><u>Continuing Education</u></b> (Not included in Enrollment) Head-Count-17 CEU's-4.90	<b><u>Graduate</u></b> Full-time -45 Part-time -1 Graduate FTE-60 Average Age-37  <b><u>Dual Credit</u></b> FTE-66 Head-Count-243 Average Age-15  <b><u>IAIA Employees</u></b> FTE -1 Head-Count-8  <b><u>Online-Undergraduate</u></b> # Classes-16 # all enrolled online-106 # on-line only-27	<b><u>Demographics</u></b> Male -255 Female -374 1 <sup>st</sup> Generation-269 Disability-27 Veterans-4 Tribes Represented-96 States Represented-35 Average Age-26 Mode Age-17  <b><u>Ethnicity</u></b> American Indian/Alaska-412 Black/African American-4 Hispanic of any race-52 Asian-8 White/Caucasian-77 Native Hawaiian/Pacific Islander-1 Two or more Races-11 Non-Resident Alien-1 Unknown-63
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The graph below shows the history of IAIA's enrollment with On-Campus; FTE; Head-Count and FTE Goals. The FTE Goal for Fall 2020 is 700.



The chart below lists the IAIA students by Class, FTE, Head-Count and total credits enrolled. The second section lists the number of students in a major field of study including: certificate, associate, bachelor and graduate programs. Studio Arts is the largest with a total of 177 students declared in this major.

<b>Class: FTE; Head-Count &amp; Credits</b>	<b>FTE</b>	<b>Head- Count</b>	<b>Enrolled Credit hours</b>	
Freshman	138	122	1653	
Sophomores	94	81	1122	
Juniors	77	67	920	
Seniors	47	44	564	
Certificate	12	17	141	
Graduate	60	46	542	
Non-Degree	1	9	23	
Dual Credit	66	243	796	
<b>Total</b>	<b>495</b>	<b>629</b>	<b>5761</b>	
<b>Major Field of Study</b>	<b>Certificate</b>	<b>AA/AFA</b>	<b>BA/BFA</b>	<b>MFA</b>
Museum Studies	12	3	23	-
Native American Art History (certificate)	7	-	-	-
Creative Writing	-	0	25	46
Studio Arts	-	33	144	-
Cinematic Arts/Technology	-	9	46	-
Native American Studies	-	2	-	--
Indigenous Liberal Studies		-	18	-
Business/Ent. (only) & Certificate w/a major	4 17 21-total	-	-	-

The chart below lists the tribes represented by the IAIA students. The number to the right indicates the total from that associated tribe. Included in the chart are those students who have submitted a CIB document to the Admissions Office. This semester the IAIA student-body represents 96 tribes. The Navajo Nation is the largest with 68 students, followed by the Sac and Fox Nation of Oklahoma with 15 students and the following tribes all have 7 students represented in each: Hopi Tribe of Arizona; Oglala Sioux Tribe; San Carlos Apache Tribe and Tohono O'odham Nation.

Tribe		Tribe	
Acoma Pueblo	5	Oglala Sioux Tribe	7
Alaskan Native	3	Ohkay Owingeh Pueblo	2
Assiniboine and Sioux Tribes of the Fort Peck Indian Reservation	2	Omaha Tribe of Nebraska	1
Athabaskan 1st Nation	2	Oneida Nation	1
Bay Mills Indian Community	1		
Big Sandy Rancheria of Western Mono Indians Of California	1	Otoe-Missouria Tribe of Indians	1
Bishop Paiute Tribe	2	Pascua Yaqui Tribe	1
Blackfeet Tribe of the Blackfeet Indian Reservation of Montana	2	Peepeekisis 1st Nation	1
Caddo Nation of Oklahoma	1	Pojoaque Pueblo	1
Central Council Tlingit- Haida	1	Potawatomi	1
Chemehuevi Indian Tribe of the Chemehuevi Reservation	2	Prairie Band Potawatomi Nation	2
Cherokee Nation	3	Pyramid Lake Paiute Tribe	1
Cheyenne River Sioux Tribe	2	Qawalangin Tribe (of Unalaska)	1
Cheyenne and Arapaho Tribe	5	Quechan Tribe of the Fort Yuma Indian Reservation	1
Chippewa	2	Rosebud Sioux Tribe	1
Chippewa Cree Tribe	1	Sac and Fox Nation of Oklahoma	1
			5
Choctaw Nation of Oklahoma	3	Sac and Fox of the Mississippi	3
Cochiti Pueblo	4	Salt River Pima-Maricopa Indians	1
Colorado River Indian Tribe	4	San Carlos Apache Tribe	7
Comanche Nation	3	San Felipe Pueblo	1
Confederated - Colville Reservation	1	Sandia Pueblo	1
Crow Tribe of Montana	2	Santa Ana Pueblo	1
Eskimo-Alaska Native	1	Santa Clara Pueblo	1
Fort Alexander Indian Band	1	Santa Domingo Pueblo	3
Gila River Indian Tribe	2	Santa Ynez Band of Chumash Mission Indians	1
Ho-Chunk Nation of Wisconsin	2	Seminole Tribe of Florida	3
Hopi Tribe of Arizona	7	Seneca Nation of Indians	1
Isleta Pueblo	1	Shoshone-Bannock Tribes of the Fort Hall Reservation	2
Jemez Pueblo	5	Sisseton-Wahpeton Oyate of the Lake Traverse Reservation	1
Jicarilla Apache Nation	2	Sitka Tribe of Alaska (IRA)	1
Kasigluk Traditional Elders Council	1	St Regis Mohawk Tribe	1
Kickapoo Nation of Kansas	1	Standing Rock Sioux Tribe of North & South Dakota	1
Kiowa Indian Tribe of Oklahoma	5	Swinomish Indian Tribal Community	1

La Courte Oreilles Band of Lake Superior Chippewa Indians of Wisconsin	1	Taos Pueblo	3
Laguna Pueblo	3	Te-Moak Tribe of Western Shoshone	1
Lummi Tribe of the Lummi Reservation	1	Tesuque Pueblo	2
Mesa Grande Band of Diegueno Mission Indians of Mesa Grande	1	Three Affiliated Tribes	1
Mescalero Apache Tribe of the Mescalero Reservation	6	Tlingit-Alaskan Native	2
Mississippi Band of Choctaw Indians	1	Tohono O'odham Nation	7
Mohawk	1	Ute Indian Tribe	4
Naotkamegwaning First Nation	1	Walker River Paiute Tribe	1
Navajo Nation	68	Walpole Island First Nation	1
Nez Perce Tribe	2	White Mountain Apache Tribe	3
Nisqually Indian Tribe	1	Winnebago Tribe of Nebraska	3
Nooksack Indian Tribe	1	Yankton Sioux Tribe	1
Northern Cheyenne Tribe of the Northern Cheyenne Indian Reservation	1	Ysleta Del Sur Pueblo	1
The Chickasaw Nation	2	Zia Pueblo	2
The Muscogee (Creek) Nation	6	Zuni Pueblo	6
The Osage Nation	4		

The chart below lists the IAIA student population according to state. IAIA has representation from 35 states and 4 foreign countries this semester with New Mexico (429), Arizona (51), Oklahoma (21), California (16), Washington (14) and Alaska (13) being the top 6 represented states.

State/Country	Number	State/Country	Number	State/Country	Number
AK	13	MI	1	TX	6
AZ	51	MN	2	UT	4
CA	16	MO	1	VA	2
CO	6	MT	7	WA	14
FL	3	NC	2	WI	5
GA	1	ND	2	South Korea	1
HI	3	NE	4	Germany	1
IA	2	NM	429	Japan	1
ID	2	NV	1	Canada	4
IL	1	NY	4	<b>Total</b>	<b>629</b>
KS	3	OH	1		
KY	3	OK	21		
LA	1	OR	1		
MA	1	SD	7		
MD	1	TN	1		

To: Dr. Robert Martin  
From: Lawrence T. Mirabal, CFO  
Date: October 17, 2018  
Subj: Quarterly Board Report for Finance, HR, IT, Facilities, Bookstore and Museum Store

### **Mission Objective 1: Improve Student Success**

#### Inst. Priority “C” - Increase scholarship funds

**Project:** Implement an endowment management system that is capable of unitizing funds.

In collaboration with the Advancement office, will identify, procure, and implement software that tracks endowment investments and is capable of unitizing funds on an individual level. This will provide for more accurate apportioning of individual gifts over time and will allow the Advancement office to produce improved reporting on the endowment to external stakeholders.

**Update** – A suitable vendor was identified (“Fundriver”) and an exploratory session was scheduled, with both Finance and Advancement staff. Fundriver offered a turn-key, web-based solution for endowment tracking and unitization. After a satisfactory experience with the exploratory session, the decision was made to go forward with Fundriver. Payment details were worked out between departments and an implementation schedule was set. The implementation was successful and IAIA recently went live with Fundriver. Thus far, the system has performed well and to specification. The college now can track the endowment at the individual fund level and to unitize those funds.

**This project is 100% complete.**

#### Inst. Priority “A” - Increase involvement of all IAIA stakeholders in student success

**Project:** Develop an online help knowledge database that can be used college-wide.

Academic Technology will develop and launch an online database that can share critical information with students, faculty, and staff. The database will include information on the college’s learning management systems, the Empower system, online conferencing, and other systems.

**Update** – Online resource maps have been fully developed and deployed, for student and faculty databases. Final subject matter experts are being interviewed and the last enhancements to the staff database will be completed very shortly. Links to all help maps have been developed, carrying visual branding, so that they are easily recognizable. The help maps will be a constantly evolving database, but the initial development effort has been completed

**This project is 100% complete.**

Inst. Priority “B” – Increase enrollment

**Project:** Develop a new course for online faculty.

Academic Technology will create and deliver a new course, specifically designed to assist online faculty with developing and teaching classes in an online environment. The focus of this course is primarily on the mechanical details of creating online course materials, assignments, and discussions. This course makes use of our ScreenSteps knowledge database to provide step-by-step instruction and reference materials.

**Update** – The course has been developed and deployed, in time for the start of the fall semester.

**This project is 100% complete.**

**Mission Objective 3: Build college community**

Inst. Priority “D” – Bring students, faculty, and staff together in campus-centric activities

**Project:** Convert the vacated fitness center into a student union/student study space.

The project will be led by the CFO and the Facilities Director. A committee of campus stakeholders will be assembled to assess needs and wants for the new space. Based on input from these campus representatives, a renovation plan will be developed, to re-design and renovate the space. A budget will be developed, and work should commence.

**Update** – Based on input from the ASG and Student Life area, the student union was repainted, and existing shelves, mirrors, and other remnants of the old fitness center were removed. Additionally, the ASG office was relocated to new office space, within the student union. Finally, furniture was purchased and delivered to the space, so that it is usable for ASG business. Going forward, the purchase of more comfortable furniture may add to the scope of the project, so that the students have a lounging space to relax.

This project is 90% complete.

Inst. Priority “H” – Build college community

**Project:** Implement an IT deferred maintenance and equipment replacement schedule.

The IT department will develop an inventory of all computing equipment currently in use. This inventory will then be cross checked against dates that the equipment was placed into service. Base on this assessment, IT will then distribute equipment information to campus departments, for replacement planning.

**Update** – The IT dept. has purchased new inventory database software that is more efficient than the old, manual database. The new software is complex and because of this, there is a

need for training before the project can continue forward. IT has contacted the software vendor to schedule training and hopes to have the project complete within the next quarter.

This project is 55% complete

Inst. Priority “I” – Grow and maximize resources for college programs

**Project:** The Finance office will perform an audit of all forms required for submission

To promote greater efficiency for college business operations, the Finance office will assess all forms that it currently requires for tasks, ranging from contract execution to requesting checks. Finance staff will identify ways that required paperwork can be reduced and redundancies can be eliminated. The result will be fewer forms that are simpler to use, along with a reduction in the number of steps required to conduct business at the college.

**Update** – The Finance office completed its review and edit of all required forms. A sampling of the newly designed forms was submitted to a limited number of high-volume users for testing and feedback. Based on responses from this group, some of the forms were further edited. With the piloting period complete, the new forms are now being uploaded to the portal for campus-wide use.

**This project is 100% complete.**

Inst. Priority “I” – Grow and maximize resources for college programs

**Project:** A comprehensive renovation project will be initiated and branded, to refurbish the studio spaces and faculty offices, within the academic building.

The CFO will assemble a committee comprised of faculty, students, academic leadership, and facilities staff to assess studios and office space, in the academic building. Based on this assessment, a budget will be formulated, and a timetable will be established, for work to be completed. The focus of the project will be on renewing academic spaces and replacing essential equipment that is at the end of its service life. Suppliers and contractors will be selected, and work will commence during spring break, with the most intrusive work to be completed over the summer break.

**Update** – All construction, lighting, flooring, and painting work is complete. Several pieces of equipment are on backorder but should be on campus soon. Once these equipment items arrive, the project will be completely finished. The initiative included over 80 separate projects, with a total cost just under \$350,000. The project began on schedule and expanded in scope, having an even greater positive impact.

This project is 95% complete.

## **Mission Objective 4: Advance Contemporary Native Arts and Culture**

Inst. Priority “F” - Strengthen the connection between the college, its museum, and the larger Santa Fe community

**Project:** Develop a searchable database at the Museum store for all books available for sale

The Museum store will develop a searchable database of all books currently in inventory. This database will make searching for individual titles much easier for patrons and store staff. All inventory will need to be organized, sorted, and logged, prior to establishing the database. This will ensure that the items and counts included in the database are accurate and reliable.

**Update** – Under new leadership at the Museum store, other priorities have taken precedence over this initiative. It may be revisited at a later date, but for now, should be considered tabled indefinitely.

This project is 0% complete.

### **Departmental Reports:**

#### **Finance/Office of the CFO:**

- The HR director and the CFO completed a difficult and exhaustive health insurance renewal process, in October. The college’s broker conducted a thorough bid solicitation process, which yielded much better numbers than were originally proposed in the renewal.
- The Finance office has established deadline dates for concluding business on fiscal year ’18, to close out the year and prepare for the yearly audit.
- The CFO continues to work closely with stakeholders on projects to re-establish daycare and a student health clinic, on the IAIA campus.

#### **HR:**

- The transition to the college’s payroll, human resources management, benefits administration system is still underway. The first and most crucial step, transition to the new payroll system has been completed. Feedback from students and staff has been very positive.
- The IAIA Employee Wellness Program is on-going. The Wellness Council has started campaigns to encourage employees to get flu shots and to get their preventive check-ups. Employees who do one or the other or both are entered for prizes.
- Turnover data continues to be collected and analyzed on an on-going basis, to provide senior leadership with information to help improve retention. Highlighted below is the turnover data the reporting period of **July 2018-October 2018**
  - 2 Staff members left IAIA voluntarily.
    - The Health and Wellness Director left due to personal reasons.
    - The Library Director left due to personal reasons.



- On the promotion and recruitment side, the following 6 positions were filled during this reporting period:
  - IAIA Prevention Specialist and Native
  - IAIA Prevention Project Assistant and Native
  - Public Services and Cataloging Librarian and non-Native
  - IAIA IT Specialist and Native
- Student Housing Director and Native

### **Facilities:**

- Santa Fe institute has announced to IAIA that they will return to IAIA for their annual conference in summer 2019.
- Advanced placement New Mexico (AP New Mexico) will be returning to IAIA in summer 2019 after a 2-year absence.
- Current security provider G4S corporate office proposed a 3% increase in service. After conversations with the local office, IAIA was able to keep the current rate. This work avoided a significant increase to expenditures for the 2018-19 budget.
- The facilities team received 904 work orders since 1/1/18 to 10/01/18. 897 have been completed and closed out. This is an average of 4.95 work orders per day.
- Our long standing security supervisor Mo Artega has left IAIA for a new opportunity. The new Security supervisor is Sam Sena. Sam, like Mo, is a retired state police officer. Sam has a wealth of experience and was trained by Mo prior to his departure. Sam lives in Santa Fe, within 10 minutes of the IAIA campus.
- An amateur boxing event was held in the new performing art fitness center in August, as a facility rental. The event was well attended, with approximately 400 in attendance. IAIA students operated the concession stand and event was managed by the facilities team.

### **IT and Academic Technology:**

- IT continues to work with the Academic Dept. on several of their projects, including Mobile device management and re-configuration of lab spaces.

### **IAIA Stores:**

- Over the past year the IAIA Stores have gone through an organizational transition.
- As of Spring 2018 the Stores are being managed by one manager and assistant manager. Labor force is fluid between the stores and decisions are made with the big picture in mind.
- The Stores reorganization has demonstrated benefits for both Stores. The stores have been able to fill in labor shortages, inform each other's product mix's, and support student success through engagement and mentorship.
- Both the Campus Bookstore and the Museum Store have made strides in the efficiency of the inventory process through the use of student workers and teamwork.
- Sales growth has been substantial in the first three quarters of FY18 and leveled off in Q4 for both stores.

*The Campus Bookstore FY18:*

- The Campus Bookstore continues to collaborate with e-Campus to provide textbooks with no out of pocket costs to IAIA students.
- The Campus Bookstore has seen a 23.4% increase in sales for FY18 when compared to the total sales for FY17.
- With the Store's reorganization in the Spring, the day to day management of the Bookstore has passed from Rachel Machovec to Colin Fraser (Assistant Manager of Stores).

**Campus Bookstore Numbers for FY18 (Oct. 1<sup>st</sup> 2017 – Sep. 30<sup>th</sup>, 2018)**

	Total Sales	Percent increase in sales to previous year.	Profit Margin	#of Tickets
In Store Sales Counterpoint FY18	\$92,666	23.4%	31.8%	9,951
Special Event Sales Offsite Paypal FY18	\$3,288	NA	NA	221
Counterpoint FY17	\$75,088	NA	27.7%	6,706

*The Campus Bookstore FY18 Q4:*

- The Campus Bookstore had a refreshingly smooth Fall Book Distribution. The lines were short and moved quickly. This is due to: Adequate staffing, well trained student workers, and better-informed students.
- E-Campus struggled with some backordered book titles, but overall things went well.
- Sales in the Bookstore were down 14% compared to FY17, though because the profit margin increased 21.75%, we see increased profits even with lower sales.
- Though sales were down, staff rang up 46 more tickets compared to Q4 in FY17. The Bookstore had a higher volume of lower price point sales with a higher profit margin.

**Campus Bookstore Numbers for FY18 Q4 (July 1<sup>st</sup>, 2018 – Sep. 30<sup>th</sup>, 2018)**

	Total Sales	Percent increase in sales to previous year.	Profit Margin	#of Tickets
In Store Sales Counterpoint FY18	\$23,205	-14.05%	32.6%	2,384
Indian Market Art Park Sales at MoCNA Paypal FY18	\$1,283	NA	NA	15
Counterpoint FY17	\$26,999	NA	23%	2,338

*The Museum Store FY18:*

- During FY18 the Museum store has produced a variety of pop up shops and store events engaging artists, students, and the community.
- Intertwined collaboration with the Campus Bookstore has strengthened the Museum Store's connection with IAIA Students, Campus Staff, and the mission of IAIA.
- The Museum Store had a 16.23% increase in the overall sales during FY18 compared to FY17.
- Museum Store sales in merchandise alone have increased 14.34% during FY18 compared to FY17 (This number subtracts the sales from museum admissions).

**Museum Store Numbers for FY18 (Oct. 1<sup>st</sup> 2017 – Sep. 30<sup>th</sup>, 2018)**

	Total Sales	Merchandise Sales	Admissions Sales	Profit Margin For Total Sales	# of Register Tickets
FY18	\$419,103 (16.23% increase)	\$285,810 (14.34% increase)	\$133,293	60.9%	19,959
FY17	\$360,567	\$249,956	\$110,611	61.1	18,200

*The Museum Store FY18 Q4:*

- During Indian Market week the Museum Store hosted pop up shops with Trickster Company, Native Realities, Heidi Brandow, and Tammy Rahr. The Lloyd Kiva New Gallery featured an artist talk with Terran Last Gun. The Museum Store experimented with the setup of a table in the Art Park for one afternoon to sell books and IAIA merchandise outside.
- Though Indian Market sales stayed flat this is seen as a success in the context of decreased museum attendance for Indian Market compared to last year.
- The anatomy of Indian Market sales was different compared to last year. Though the overall number of visitors to the museum was down, the number of tickets rung up at the register increased by 15%. This means we sold a higher volume of lower price point items.
- Museum Store Staff were able to aid the Campus Bookstore with textbook distribution.
- Some Campus Bookstore student workers have been trained to help at the Museum Store. This is great professional development for those students and a useful fallback for the Museum Store when extra labor needs arise (such as inventory).
- Museum Store sales overall in FY18 Q4 increased 2.9% compared to FY17.
- Museum Store sales for merchandise only, subtracting sales from admissions, increased 2.2%

**Museum Store Numbers for FY18 Q4 (July 1<sup>st</sup>, 2018 – Sep. 30<sup>th</sup>, 2018)**

	Total Sales	Merchandise Sales	Admissions Sales	Profit Margin For Total Sales	# of Register Tickets
FY18	\$124,740 (2.91% increase)	\$90,705 (2.45% increase)	\$34,035	58.7%	5,644
FY17	\$121,205	\$88,713	\$32,492	59.6	5,949

**Quarterly Report to the Board of Trustees  
Institute of American Indian Arts  
November 2018**

**Presented by Lawrence Mirabal, CFO  
Aimee Balthazar, Controller**

**FINANCIAL STATEMENTS  
As of August 31, 2018**

**BUDGET TO ACTUAL - SUMMARIZED**  
**IAIA & AUXILIARY**  
For the Eleven Month Period Ending August 31, 2018

	<b>TOTAL BUDGET</b>	<b>TOTAL ACTUAL EXPENDITURES</b>	<b>TOTAL BUDGET REMAINING</b>	<b>% REMAINING</b>
<b>EXPENDITURES BY CATEGORY</b>				
COST OF SALES	\$ 176,883	\$ 321,949	\$ (145,066)	-82%
SALARIES & FRINGE BENEFITS	8,177,936	7,197,053	980,883	12%
OPERATING EXPENSES	1,106,672	870,575	236,098	21%
FOOD & CATERING	775,659	628,877	146,782	19%
PROFESSIONAL SERVICES	794,295	651,515	142,780	18%
SCHOLARSHIPS & FELLOWSHIPS	3,000	1,675	1,325	44%
M&R, UTILITIES & OTHER	1,434,502	1,403,127	31,375	2%
TRAVEL	312,895	235,953	76,942	25%
TRAINING	60,578	32,657	27,921	46%
VEHICLES	66,090	48,985	17,105	26%
NON-BUDGETED AUX. REVENUES	0	-435	435	
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,908,511</b>	<b>\$ 11,391,931</b>	<b>\$ 1,516,580</b>	<b>12%</b>

**EXPENDITURES BY DEPARTMENTS**

BOARD OF TRUSTEES	\$ 82,886	\$ 70,738	\$ 12,148	15%
OFFICE OF THE PRESIDENT	904,338	737,179	167,159	18%
INSTITUTIONAL RESEARCH	294,837	241,481	53,356	18%
INSTITUTIONAL ADVANCEMENT	382,441	316,839	65,602	17%
FINANCIAL SERVICES	709,719	638,329	71,390	10%
INFORMATION TECHNOLOGY	706,596	554,503	152,093	22%
CENTER FOR STUDENT LIFE	464,787	375,663	89,124	19%
ADMISSIONS & RECRUITMENT	340,264	253,314	86,950	26%
FACILITIES MANAGEMENT	1,475,678	1,594,378	-118,700	-8%
MUSEUM	998,288	898,147	100,141	10%
ACADEMIC DIVISION	2,945,779	2,556,095	389,684	13%
STUDENT SUCCESS CENTER	752,826	555,780	197,046	26%
LIBRARY	419,830	351,692	68,138	16%
MFA CREATIVE WRITING PROGRAM	619,579	570,001	49,578	8%
MUSEUM SHOP	289,103	348,575	-59,472	-21%
CAMPUS BOOKSTORE	169,794	228,717	-58,923	-35%
STUDENT HOUSING	1,047,654	853,395	194,259	19%
CONFERENCE SERVICES	106,318	87,684	18,634	18%
STRATEGIC PRIORITIES PROJECTS	197,793	159,858	37,935	19%
NON-BUDGETED AUX. INITIATIVES (Net)	0	-435	435	
<b>TOTAL EXPENDITURES BY DEPARTMENTS</b>	<b>\$ 12,908,511</b>	<b>\$ 11,391,931</b>	<b>\$ 1,516,580</b>	<b>12%</b>

**EXPENSES NOT ALLOCATED TO DEPARTMENTS**

Unemployment Insurance	\$ 30,000
IAIA Advocacy Fund	75,000
Interest on Debt - Residence Ctr NMFA Loan (3.4%) + fees	261,790
Residence Center NMFA Loan	212,835
Reserve Addition	507,309
Set Aside for Strategic Priorities Projects	2,205
	<b>\$ 13,997,649</b>

**STATEMENT OF REVENUES - COMPARATIVE**  
**IAIA & AUXILIARY**  
**Fourth Quarter Comparison - FY18 & FY17**

	FY18			FY17	Variance Between FY 18 & FY17 YTD Actual Positive/(Negative)
	Projected Annual Revenues	Actual 11 Months To 8/31/2018	% of Projected Achieved YTD	Actual 11 Months Ending 8/31/2017	
<b>REVENUES</b>					
Federal Appropriation	\$ 9,835,000	\$ 9,835,000	100.0%	\$ 9,835,000	\$ -
<i>Forward funding received prior year</i>		<i>7,377,000</i>		<i>2,000,000</i>	
<i>Forward funding received current year</i>		<i>2,458,000</i>			
Tuition & fees	\$ 1,227,194	\$ 1,388,594	113.2%	\$ 1,224,155	\$ 164,439
Distance Learning/Academic Tech.	128,285	120,266	93.7%	137,826	(17,560)
MFA Creative Writing Program	605,233	519,870	85.9%	534,030	(14,160)
Student Fitness Center	14,500	20,664	142.5%	19,194	1,470
Residence Hall	502,537	505,305	100.6%	502,383	2,922
Family Housing Rentals	180,300	217,410	120.6%	197,594	19,816
Meal Plan	466,988	577,740	123.7%	568,486	9,254
Conference Services	115,000	178,383	155.1%	18,654	159,730
Museum Admissions	81,034	117,872	145.5%	95,058	22,814
Museum Shop Sales	205,759	268,593	130.5%	232,285	36,308
Campus bookstore sales	77,380	154,980	200.3%	136,821	18,158
Museum memberships	42,000	49,305	117.4%	33,064	16,241
Museum Contributions (temp restricted)	5,000	6,447	128.9%	4,774	1,673
General Contributions (unrestricted)	165,631	65,870	39.8%	70,846	(4,976)
Scholarship, Education Donations	440,229	661,953	150.4%	681,604	(19,651)
Trust Endowment Draw	155,000	172,862	111.5%	171,244	1,618
Miscellaneous Income/Indirect Revenue	75,000	98,915	131.9%	101,933	(3,018)
<b>REVENUES EXCLUDING FEDERAL APPROPRIATION</b>	<b>\$ 4,487,070</b>	<b>\$ 5,125,028</b>	<b>114.2%</b>	<b>\$ 4,729,951</b>	<b>\$ 395,077</b>
Estimated reduction for:					
Uncollectible Student Accounts	(124,422)				
Excess Institutional Scholarships	(200,000)				
Museum Gift Shop	(289,103)				
Campus Bookstore	(99,794)				
<b>TOTAL REVENUES</b>	<b>\$ 13,608,751</b>	<b>\$ 14,960,028</b>	<b>109.9%</b>	<b>\$ 14,564,951</b>	<b>\$ 395,077</b>

**SCHEDULE OF REVENUES AND EXPENDITURES**  
**IAIA & AUXILIARY**  
**11 Months Comparison - FY18 & FY17**

	<b>FY18</b> <b>Unaudited</b> 11 Months Ending August 31, 2018	<b>FY17</b> <b>Audited</b> 11 Months Ending August 31, 2017	<b>Variance</b> <b>Favorable or</b> <b>(Unfavorable)</b>
<b>REVENUES</b>			
Federal Appropriation	\$ 9,835,000	\$ 9,835,000	\$ -
Tuition & Fees	\$ 2,049,394	\$ 1,915,205	134,189
Residence Hall/Family Housing	722,715	699,978	22,737
Meal Plan	577,740	568,486	9,254
Museum Shop	386,465	327,343	59,122
Campus Bookstore Sales	154,980	136,821	18,158
Conference Services	178,383	18,654	159,730
Unrestricted Contributions	115,175	103,910	11,265
Temporarily Restricted Contributions	668,399	686,377	(17,978)
Trust Endowment Draw	172,862	171,244	1,618
Miscellaneous Income	98,915	101,933	(3,018)
<b>TOTAL REVENUES</b>	<b>\$ 14,960,028</b>	<b>\$ 14,564,951</b>	<b>\$ 395,077</b>
<b>EXPENDITURES</b>			
Cost of Sales	\$ 321,949	\$ 240,068	\$ (81,881)
Salaries & Fringe Benefits	7,197,053	6,705,188	(491,864)
Operating Expenses	870,575	892,164	21,589
Food & Catering	628,877	574,220	(54,656)
Professional Services	651,515	607,984	(43,531)
Scholarships & Fellowships	1,675	8,709	7,034
M&R, Utilities & Other	1,403,127	1,300,993	(102,133)
Travel	235,953	245,493	9,539
Training	32,657	40,270	7,612
Vehicles	48,985	50,115	\$ 1,130
Total Costs General & Administrative	\$ 11,392,365	\$ 10,665,204	\$ (727,161)
NON-BUDGETED AUX. INITIATIVES (Revenue)	(435)	(13,256)	(12,821)
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,391,931</b>	<b>\$ 10,651,949</b>	<b>\$ (739,982)</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 3,568,097</b>	<b>\$ 3,913,002</b>	<b>\$ (344,905)</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**INSTITUTIONAL ADVANCEMENT**  
**11 month Comparison - FY18 & FY17**

	<b>FY18</b>	<b>FY17</b>	
	<b>Unaudited</b>	<b>Audited</b>	
	11 Months	11 Months	
	Ending	Ending	
	August 31, 2018	August 31, 2017	<b>Favorable or (Unfavorable) Change</b>
<b>REVENUES</b>			
Donations:			
Endowed Scholarship Donations	\$ 17,802	\$ 6,918	\$ 10,885
Permanent/Chair Endowment Donations	4,747	4,815	(68)
General Donations	68,370	70,846	(2,476)
Scholarships Donations	661,953	681,604	(19,651)
<b>TOTAL REVENUES</b>	<b>\$ 752,872</b>	<b>\$ 764,183</b>	<b>\$ (11,310)</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries - staff	\$ 198,689	\$ 203,834	\$ 5,145
Student Workers - temporary, non-WorkStudy	2,096	3,491	1,395
Social security	15,066	15,347	281
Retirement savings benefit	8,788	10,659	1,871
Insurance benefit	22,461	20,997	(1,465)
Nontaxable Fringe Benefits (Fitness)	450	150	(300)
Total Personnel Expenditures	\$ 247,551	\$ 254,478	\$ 6,927
Operating Expenditures			
Student Activities	\$ 27	\$ -	\$ (27)
Advertising	3,968.26	\$0.00	(3,968)
Bank Charges	60	120	60
Contributions, gifts & awards	2,241	2,477	235
Copier supplies & charges	0	2,053	2,053
Dues & Memberships	860	700	(160)
Exhibit costs	860	-	(860)
Food & catering	1,372	1,787	414
Instructional Supplies	2,500	95	(2,405)
Insurance - general liability	0	50	50
Licenses & permits	0	554	554
Meeting costs	2,229	656	(1,573)
Office supplies	2,843	2,883	40
Personnel search - advertising	110	0	(110)
Postage, freight & delivery	628	1,979	1,351
Printing	5,352	11,622	6,270
Receptions & shows	601	206	(395)
Solicitation & Cultivation	458	729	270
Stipends & Honoraria	725	1,640	915
Subscriptions & Publications	551	242	(309)
Visiting artists/lecturers - accommodations and	650	0	(650)
Computer equip & software under \$5,000	7,900	1,458	(6,442)
Equipment & Furniture under \$5,000	1,139	-	(1,139)
Maintenance - equipment & software	15,618	8,363	(7,256)
Consultants/Professional Services	12,039	12,988	949
Legal	2,760	0	(2,760)
Training	49	1,552	1,503
Travel	2,779	3,204	425
Utilities	933	521	(412)
Vehicles (IAIA) - fuel & lubricants	36	0	(36)
Total Operating Expenditures	\$ 69,288	\$ 55,876	\$ (13,412)
<b>TOTAL EXPENDITURES</b>	<b>\$ 316,839</b>	<b>\$ 310,354</b>	<b>\$ (6,485)</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 436,033</b>	<b>\$ 453,829</b>	<b>\$ (17,795)</b>



**SCHEDULE OF REVENUE AND EXPENDITURES**  
**MUSEUM SHOP**  
**11 Month Comparison - FY18 & FY17**

	FY18 Unaudited 11 Months Ended August 31, 2018	FY17 Audited 11 Months Ended August 31, 2017	Favorable or (Unfavorable) Change
<b>SALES</b>			
Sales less Discounts	\$ 269,404	\$ 232,263	\$ 37,141
Shipping & Packing	986	1,157	(171)
Refunds	(1,796)	(1,135)	(661)
	<u>\$ 268,593</u>	<u>\$ 232,285</u>	<u>\$ 36,309</u>
Cost of Goods Sold		\$ -	
Cost of Sales	\$ 156,528	\$ 129,296	\$ (27,232)
Gross Profit on Sales	\$ 112,065	\$ 102,989	\$ 9,076
GP %	41.72%	44.34%	-2.61%
<b>OTHER INCOME</b>			
Admissions	\$ 117,872	\$ 95,058	\$ 22,814
<b>INCOME BEFORE OPERATIONAL EXPENSES</b>	<b>\$ 229,937</b>	<b>\$ 198,047</b>	<b>\$ 31,890</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries	\$ 127,607	\$ 113,837	\$ (13,769)
Payroll Taxes	9,581	8,516	(1,064)
Savings Plan	3,147	2,694	(453)
Insurance	21,781	19,774	(2,007)
Total Personnel Expenditures	<u>\$ 162,116</u>	<u>\$ 144,822</u>	<u>\$ (17,294)</u>
Personnel costs as % of sales + admissions	41.95%	44.24%	2.29%
Operating Expenditures			
Advertising - promotional	\$ 2,526	\$ 1,895	\$ (631)
Bank charges	9,424	9,921	497
Cash (over)/short	95	214	119
Contributions, gifts & awards	-	261	261
Copier supplies & charges	-	40	40
Dues & Memberships	310	105	(204)
Exhibit costs	809	2,170	1,362
Food & catering	456	608	152
Licenses & permits	1,447	1,760	314
Meeting Costs	1,404	790	(614)
Office supplies	5,780	5,902	122
Personnel search - advertising	130	-	(130)
Postage, freight & delivery	1,468	1,730	262
Printing	36	593	557
Receptions & shows	448	874	426
Stipends & honoraria	260	-	(260)
Subscriptions & Publications	45	34	(11)
Visiting artists/lecturers - fees/honoraria	700	300	(400)
Computer equip & software under \$5,000	-	5,242	5,242
Equipment & Furniture under \$5,000	1,594	5,837	4,243
Leasing - equipment	1,812	1,519	(293)
Maintenance - equipment & software	895	1,209	314
Consultants/Professional Services	270	207	(63)
Training - fees & materials	-	199	199
Travel - transportation	24	-	(24)
Total Operating Expenditures	<u>\$ 29,931</u>	<u>\$ 41,411</u>	<u>\$ 11,480</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 192,047</b>	<b>\$ 186,233</b>	<b>\$ (5,814)</b>
INCOME/(LOSS) Before Notional Rent	\$ 37,890	\$ 11,815	\$ 26,076
Notional Rent	<u>41,067</u>	<u>41,067</u>	<u>-</u>
<b>NET INCOME/(LOSS)</b>	<b>\$ (3,176)</b>	<b>\$ (29,252)</b>	<b>\$ 26,076</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**CAMPUS BOOKSTORE**  
**11 Month Comparison - FY18 & FY17**

	<b>FY18</b> <b>Unaudited</b> <b>11 Months Ended</b> <b>August 31, 2018</b>	<b>FY17</b> <b>Audited</b> <b>11 Months Ended</b> <b>August 31, 2017</b>	<b>Favorable or</b> <b>(Unfavorable)</b> <b>Change</b>
<b>SALES</b>			
Sales less Discounts	\$ 155,451	\$ 137,437	\$ 18,014
Sales Returns & Refunds	(471)	(616)	145
	<u>\$ 154,980</u>	<u>\$ 136,821</u>	<u>\$ 18,158</u>
<b>Cost of Goods Sold</b>			
Cost of Sales	\$ 58,804	\$ 45,750	\$ (13,053)
<b>Gross Profit on Sales</b>	<u>\$ 96,176</u>	<u>\$ 91,071</u>	<u>\$ 5,105</u>
<b>GP %</b>	<b>62%</b>	<b>67%</b>	<b>-5%</b>
<b>Income Before General &amp; Administrative</b>	<u>\$ 96,176</u>	<u>\$ 91,071</u>	<u>\$ 5,105</u>
<b>General &amp; Administrative Expenditures</b>			
Personnel			
Salaries - staff	\$ 35,911	\$ 32,103	\$ (3,808)
Student Workers - temporary, non-WorkStudy	7,734	1,535	(6,199)
Social security	2,682	2,392	(290)
Retirement savings benefit	1,930	1,209	(721)
Insurance benefit	7,736	6,591	(1,145)
	<u>55,993</u>	<u>43,830</u>	<u>(12,163)</u>
Advertising - promotional	(20)	11	31
Bank charges	2,944	3,209	265
Cash (over)/short	(35)	(256)	(221)
Contributions, gifts & awards	50	265	215
Dues & Memberships	52	63	11
Exhibit costs	20	-	(20)
Food & catering	25	-	(25)
Meeting costs	18	24	6
Office supplies	600	647	47
Postage, freight & delivery	527	189	(337)
Computer equip & software under \$5,000	-	1,686	1,686
Equipment & Furniture under \$5,000	2,558	1,709	(849)
Maintenance - equipment & software	447	591	144
Consultants/Professional Services	117	848	731
Textbook Program expense	106,617	65,022	(41,595)
<b>Total General &amp; Administrative Expenditures</b>	<u>\$ 169,913</u>	<u>\$ 117,839</u>	<u>\$ (52,074)</u>
<b>NET INCOME/(LOSS)</b>	<u>\$ (73,737)</u>	<u>\$ (26,768)</u>	<u>\$ (46,969)</u>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**CONFERENCE SERVICES**  
**11 Month Comparison - FY18 & FY17**

	<b>FY18</b> <b>Unaudited</b> 11 Months Ended August 31, 2018	<b>FY17</b> <b>Audited</b> 11 Months Ended August 31, 2017	<b>Favorable or (Unfavorable) Change</b>
<b>REVENUE</b>			
Facilities Rentals	\$ 170,110	\$ 13,500	\$ 156,610
Catering Revenue	8,273	5,154	\$ 3,120
<b>INCOME BEFORE OPERATIONAL EXPENSE</b>	<b>\$ 178,383</b>	<b>\$ 18,654</b>	<b>\$ 159,730</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries	\$ 49,781	\$ 48,304	\$ (1,476)
Payroll Taxes	3,230	3,118	(112)
Savings Plan	2,953	2,898	(55)
Insurance	7,822	6,961	(860)
	<b>\$ 63,786</b>	<b>\$ 61,282</b>	<b>\$ (2,504)</b>
Personnel costs as % of Revenue	36%	329%	293%
Operating Expenditures			
Bank charges	\$ 133	\$ 658	\$ 526
Dues & Memberships	52	47	(5)
Food & catering	12,232	7,356	(4,876)
Office supplies	94	41	(53)
Printing	177	-	(177)
Stipends & honoraria	9,290	-	(9,290)
Equipment & Furniture under \$5,000	139	-	(139)
Training - fees & materials	270	-	(270)
Travel - transportation	1,446	-	(1,446)
Utilities - telephone	66	-	(66)
<b>TOTAL EXPENDITURES</b>	<b>\$ 87,684</b>	<b>\$ 69,383</b>	<b>\$ (18,300)</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 90,699</b>	<b>\$ (50,730)</b>	<b>\$ 141,429</b>

**PERMANENT ENDOWMENTS**  
**Twelve Months Ending September 30, 2018**

	Program Enhancement				Quasi		Scholarship Endowments		General & Faculty Endowments			
1st Quarter Fiscal Year 2018												
Equities Gain / (Loss)	\$	76,512	2.96%	\$	8,316	2.95%	\$	33,158	2.95%	\$	40,162	2.97%
Dividend & Interest		18,616	0.72%		1,882	0.67%		8,083	0.72%		9,776	0.72%
Fees		(2,558)	-0.10%		(278)	-0.10%		(1,108)	-0.10%		(1,343)	-0.10%
Total 1st Quarter	\$	92,570	3.58%	\$	9,920	3.52%	\$	40,133	3.57%	\$	48,594	3.60%
Average Monthly Account Balance	\$	2,588,971		\$	281,472		\$	1,125,388		\$	1,351,569	
2nd Quarter Fiscal Year 2018												
Equities Gain / (Loss)	\$	(25,697)	-0.97%	\$	(2,798)	-0.98%	\$	(11,155)	-0.97%	\$	(13,493)	-0.97%
Dividend & Interest		11,408	0.43%		1,241	0.43%		4,960	0.43%		5,998	0.43%
Fees		(2,644)	-0.10%		(287)	-0.10%		(1,151)	-0.10%		(1,391)	-0.10%
Total 2nd Quarter	\$	(16,933)	-0.64%	\$	(1,844)	-0.64%	\$	(7,346)	-0.64%	\$	(8,886)	-0.64%
Average Monthly Account Balance	\$	2,637,996		\$	286,800		\$	1,149,437		\$	1,388,147	
3rd Quarter Fiscal Year 2018												
Equities Gain / (Loss)	\$	(9,135)	-0.35%	\$	(1,012)	-0.36%	\$	(3,971)	-0.35%	\$	(4,801)	-0.35%
Dividend & Interest		18,344	0.71%		1,990	0.71%		8,007	0.71%		9,658	0.71%
Fees		(2,548)	-0.10%		(277)	-0.10%		(1,112)	-0.10%		(1,341)	-0.10%
Total 3rd Quarter	\$	6,661	0.26%	\$	701	0.25%	\$	2,924	0.26%	\$	3,516	0.26%
Average Monthly Account Balance	\$	2,598,995		\$	282,284		\$	1,133,712		\$	1,367,817	
4th Quarter Fiscal Year 2018												
Equities Gain / (Loss)	\$	65,814	2.57%	\$	7,137	2.57%	\$	28,719	2.57%	\$	34,645	2.57%
Dividend & Interest		10,421	0.41%		1,130	0.41%		4,551	0.41%		5,485	0.41%
Fees		(2,565)	-0.10%		(279)	-0.10%		(1,120)	-0.10%		(1,350)	-0.10%
Total 4th Quarter	\$	73,670	2.88%	\$	7,989	2.88%	\$	32,150	2.88%	\$	38,780	2.88%
Average Monthly Account Balance	\$	2,559,993		\$	277,767		\$	1,117,987		\$	1,347,487	

To: Dr. Robert Martin  
From: Judith Pepper  
Date: November 9, 2018  
Subj: 4th Quarter Board Report

### **Mission Objective 1: Improve Student Success**

#### **1. A. Increase involvement of all IAIA stakeholders in student success**

##### **1.1. Project: IAIA Foundation Board**

- The Foundation Board comprised of twenty-one (21) community members, 7 of whom are Native American and of these, 5 are IAIA Alumni. There are three active committees: Development, Finance and Nominating / Governance.
- FY 2019 Slate of Executive Officers (to be presented for election on November 13, 2018 at the Foundation Board Meeting) Stock Colt, Chair; Kelly Huddleston, Vice Chair; Brad Fluetsch, Treasurer; Dorothy Bracey, Secretary.
- The Foundation Board is actively engaged with fund raising, event planning, college strategic planning, prospective donor cultivation, and foundation oversight.
- Memorandum of Understanding between IAIA and IAIA Foundation  
A Foundation Board Ad Hoc Committee reviewed the 2010 MOU and recommended the several edits to clarify responsibilities of the two entities. This requires discussion by the Board of Trustees and if approved, signature by the Board of Trustees Chair. The MOU edits will be voted on at the Foundation Board Nov 13 Meeting and if approved, signature by the Foundation Chair and Dr. Martin.  
*(This Project is 100% complete.)*

##### **1.2 Project: Build Organizational Culture of Philanthropy**

- Office of Advancement meets regularly with Marketing to discuss best practices in communication via social media, print and film. Marketing consistently updates the IAIA Philanthropy webpages with current information and photos.
- Meetings with Financial Aid, Student Success, Continuing Education, Academics, Student Government are scheduled as needed:
  - Works closely with Financial Aid and Finance during scholarship application and awards process including committee membership on the Scholarships Award Ceremony on September 13.
  - Student Success Advising Director works with Advancement in scheduling campus tours, matching donors with student interaction, and building community relationships.
- MFA Creative Writing – assisted the MFA Department succeed with a \$25,000 matching grant from The Tom Merit Hancock Family Fund for Fall MFA scholarships. \$14,460 in personal donations and \$43,036 from the Scholarship Dinner & Auction MFA allocation.
- Thirty-two alumni donated art to the 2018 Scholarship Dinner and Auction to make it the most successful such IAIA event to date. The live auction items included the Alumni Treasure Box (featuring 9 alumni), and Roxanne Swentzell's bronze sculpture "Freedom."
- Scholarship Dinner & Auction Volunteer Coordinator enlisted over 50 students and IAIA staff to assist with the Annual Event including art auction curating, hosting and welcoming guests, assisting with art sales and showcasing live auction items.

- Scholarship Dinner & Auction Sponsors of \$5000 tables were offered lunch with 2 students during the months of October and November. One sponsor/student lunch was held with three others scheduled for November.

*(This Project is 100% Complete.)*

### 1.3 **Project:** Identify New Donors

Increase President's Circle to 144 members.

- President's Circle Membership – 161 members with 34 new members just from the Scholarship Dinner & Auction Event – representing \$94,000 in donations and purchases
- Office of Advancement: 13 Campus tours with 25 guests over the four quarters.

*(This Project is 100% Complete)*

### 1.4 **Project:** Alumni Relations

- Alumni Association
  - 25 Alumni ID cards created for free access to IAIA Fitness Center and Library.
- Alumni Luncheon held on August 17, 2018 at IAIA Museum of Contemporary Native Art.
  - 70+ Alumni and 20 guests attended the event.
  - Event Program – Alumni in Leadership Panel
    - Deleana OtherBull '06 (Crow) Executive Director, Coalition to Stop Violence Against Native Women, Karl Duncan '09 (San Carlos Apache) Executive Director, Poeh Cultural Center, Melvin Sarracino '09 (Laguna Pueblo) Museum Specialist, Haak'u Museum at Acoma.
- Distinguished Alumni Award in association with SWAIA awarded to Shane Hendren (Navajo) '91 for his jewelry entry into the August SWAIA show. (Shane is the foremost MC of the annual IAIA Scholarship Dinner & Auction!)
- Over 95 alumni participated in the 2018 SWAIA Indian Market.
- Produced the 2018 Fall/Winter Alumni Magazine. Mailed to 2,100 alumni. 70 alumni featured in the magazine. It features an inspiring story on Melissa Shaginoff (Ahtna Athabascan/Paiute) '15 by Christine Trudeau (Prairie Band Potawatomi) '14, as well as a story on sign language interpreter Tash Terry (Diné) '91. Also, a comic by student Jacob Tyndall (Omaha) '19 on pitching a film idea. Plus, more alumni news. Anecdotal feedback on the magazine from alumni and IAIA community members has been very positive.

*(This Project is 100% Complete)*

### 1.5 **Project:** Alumni Council

- Alumni Council Meeting held on August 17, 2018 following the Alumni Luncheon. President Heidi Brandow, Vice President Tahnee Growingthunder, Linley Logan, and Rose Simpson in attendance
- Council discussed ideas for more satellite alumni meetups hosted by Council Members
- Next Meeting scheduled for November 7, 2018.

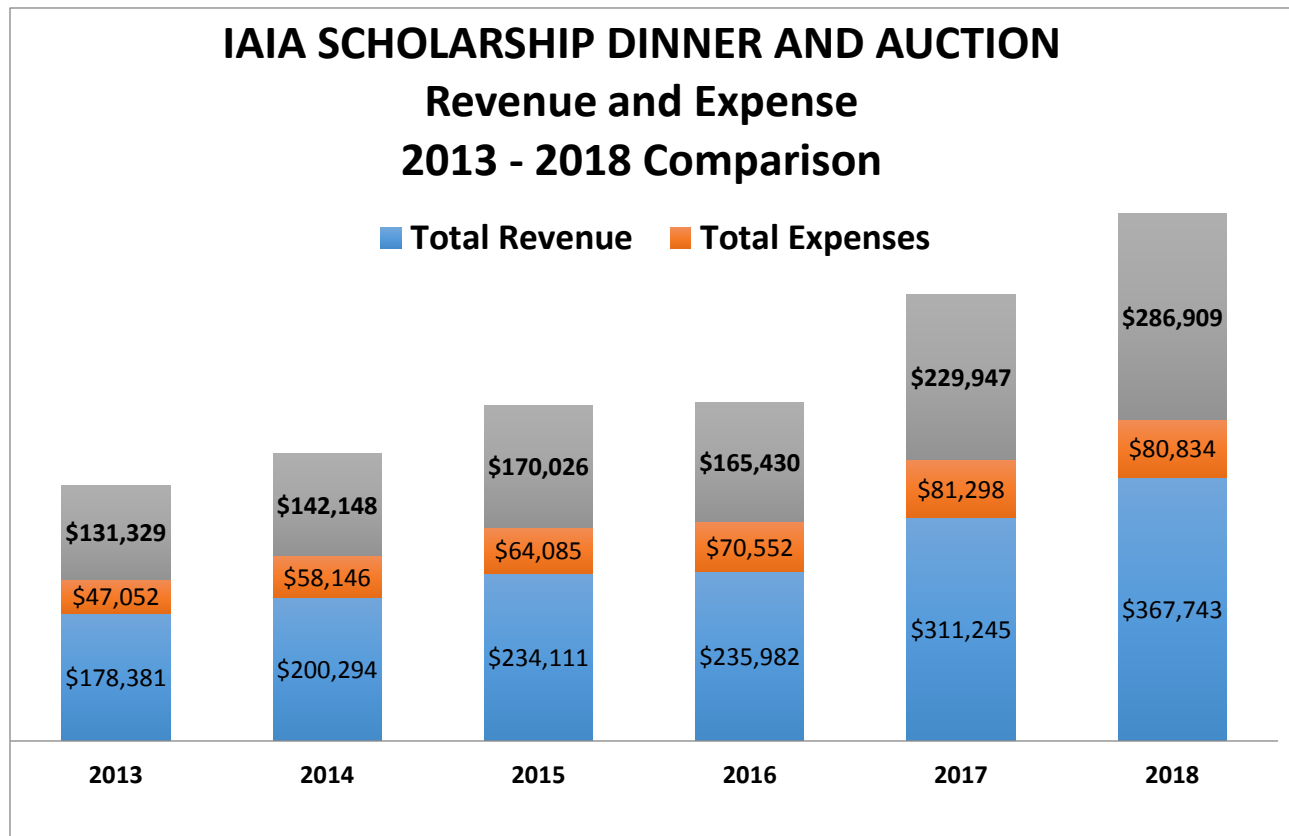
*(This Project is 70% Complete.)*

## 1. C. **Increase Scholarship Funds**

### 1.1. **Project:** Raise \$700,000 net in scholarship donations.

- Net Income - \$798,910 in Donations
- Advancement Scholarship Dinner & Auction
  - The Event Committee's Goal was to raise Net \$230,000 and it was exceeded by \$56,909.

Gross Revenue - \$367,743  
 Expenses - 80,834  
 Net Revenue - \$286,909 –



- Advancement Communications includes monthly e-blasts with brief articles and online giving options for scholarship donations.
  - 10 e-blasts sent June 1 – Sept 30.
  - Ave # of Recipients – 2918
  - Ave Open Rate – 32% (30% is considered top-tier score by Constant Contact)
 (This Project is 100% Complete)

## 1. E. Develop Student Leadership Skills

### 1.1. Project: Engage students with Office of Advancement and Alumni Relations

- Student Worker managed the Fall 2018 Scholarship Thank You Note Gathering and received 118 hand-written thank-you notes to send the scholarship donors. (The most ever student thank-you notes!)
- 35+ Student Volunteers with the Scholarship Dinner & Auction including managing the are inventory, curating and packaging. Students met Alumni art donors, event attendees and donors. (This Project is 100% Complete)

## Mission Objective 3: Build College Community

## 3. D. Bring students, faculty, and staff together in campus-centric activities

### 3.1 Project: Introduce current students to Alumni Relations/Alumni Association

- Co-sponsored the Second Annual Alumni Journalists Lecture and Conversation on September 20 at the IAIA Auditorium with Creative Writing department. Tristan Ahtone (Kiowa) '06 and Christine Trudeau (Prairie Band Potawatomi) '14 were guests. There were 45 attendees, a mix of students, faculty, staff, alumni and outside guests. Chee Brossy moderated the event.  
*(This Project is 50% Complete)*

### **3. E. Grow and Maximize Resources for College Programs**

#### **3.1 Project: Endowment and Campus Campaign**

- Dini Spheris conducted and presented Planning Study final report on August 16, 2018 to the Board of Trustees and the Foundation Board.
- Forthcoming Campaign Funding Objectives yet to be determined.  
*(This Project is 100% Complete)*

#### **3.2 Project: Raise \$83,000 unrestricted donations**

Unrestricted donations for FY18 were \$270,308.

- Annual Solicitation and Communications  
Constant Contact Analytics
  - 18 e-blasts sent
  - Average # of recipients: 2847 per email
  - Average open rate: 27.73% (Avg. across all industries: 24.79%)
  - Average click-through rate: 7.83% (Avg. across all industries: 4.19%)
  - Philanthropy sections of website received 6753-page views during this period
  - 74 people made contributions totaling \$17,795 using website donation portal  
*(This Project is 100% Complete)*

#### **3.3 Project: Gift Acceptance Policy**

- After reviewing the IAIA Gift Acceptance Policy as part of the Philanthropic Planning Study, Dini Spheris Fundraising Group recommended two edits for consideration and approval. The resolution is included for approval.  
*(This Project is 100% Complete)*

#### **3.4. Project: Tribal Governments – Relationship Building – to name a few.**

- Eight Northern Pueblo Council
- All Indian Pueblo Cultural Center
- Laguna Development Corporation
- American Indian Alaska Tourism Association
- Yocha De He Winton Nation
- Chickasaw Nation
- Choctaw Nation
- Cow Creek Band of Umpqua Indians
- Agua Caliente Indians
- Taos Pueblo
- Picuris Pueblo
- Tesuque Pueblo
- Santa Clara Pueblo

*(Project ongoing)*



To: Dr. Robert Martin  
From: Charlene Carr  
CC: Bill Sayre  
Date: October 17, 2018  
Subj: Quarterly Board Report

## **Strategic Theme 1: Improve Student Success**

### **1.5 Develop student leadership skills**

*Project Narrative:* The Land Grant Programs is committed to providing leadership opportunities for students during the academic and summer semesters. In an effort to improve IAIA student's success, the Land Grant Program is taking a step to incorporate life-skills, leadership trainings, and cultural awareness. The proposed programming will enhance students' critical thinking and awareness.

1. *Student Trainings:* The past 2018 summer students participated in hands-on instruction coordinated by the Land Grant staff in cooperation with Karen Gomez, Internship & Career Director, to incorporate Great Lakes programming. Assessing the end of the program evaluations provided insight on how satisfied they were with trainings, how these experiences improved their skills that would impact their college success.

A total of 15 trainings were provided throughout the summer programming. Evaluations indicated students were satisfied with 38% of the trainings and the remainder 62% of trainings were reported as very satisfactory. Some student testimonies are provided: "My experience with the Land Grant Programs was a little intimidating at first, but it was also very exciting. My knowledge of gardening was very minimal but as soon as I got to see how hands on the position is, made me want to peruse more on gardening." "We were also lucky enough to have other things we wanted to know about outside the garden. Such as credit, budgeting and how to be independent. This gave me knowledge that I had trouble with before and now I'm thankful that I have a better understanding." "The Land Grant Program helped me better understand my own strengths and weakness. It also showed me that while things may look daunting, they can be done in a timely matter when properly planned and applied with effort." "The activities themselves have helped me a lot in how to prepare for my future." "When attending workshops, I always came away with a greater understanding of the subject matter as they were setup specifically for us, as a group, which I was not expecting."

Students who completed the 2018 summer program gained knowledge and skills to make critical decisions for their immediate needs to successfully complete their college education. In an effort to prepare students for the upcoming semester, students completed 15 trainings and 6 out of the 7 students went on to attend the Fall semester. One of the 6 returning students had mentioned they were not sure if they were going to attend but after taking trainings received the assistance needed to return. Staff followed up with the one student who did not return for this fall semester in which the student indicated that while finances was an issue they are planning on attending Spring of 2019.

Summer students Debon Victor, William Friend, Robyn Tsinnajinnie, Mia Olsen continued with the Fall student internship program; Kyle Kootswatewa and Tiara Folsom returned for Fall internships and Melverna Aguilar was hired in September. The success of the first training sessions will be offered in Fall 2018 and Spring 2019. Further assessments will be needed to provide staff with further insight if trainings provide adequate assistance to meet the immediate needs of student interns and determine if trainings impacted their skills/knowledge leading them to a successful graduation at IAIA. (Percent Complete: 25%)

2. *Native American Heritage Committee (NAHC):* The purpose of the committee is to provide education and awareness focusing on Indigenous heritages throughout the year to the IAIA community. The committee has recruited a total of four students who have served on the committee since its inception in 2017. Kyle Kootswatewa has continued to serve and students

Bryson Meyers and Dal' Suhu Not-Afraid are serving for 2018. Students have attended planning meetings, provided valuable input, and co-developed the Respect for Diversity Policy for the committee. Student will actively be recruited for annual NAHC activities.

The committee currently attends planning meetings in preparation for the 2018 Native American Heritage activities scheduled for the month of November. (Percent Complete: 90%)

## **Strategic Theme 5: Expand Capacity as a 1994 Land Grant Institution**

### **5.1 Communicate IAIA's role as a Land Grant institution**

*Project Narrative:* The Director oversees the Land Grant Extension and Research programs. Educational and technical assistance through outreach focusing on Land Grant initiatives (strengthening: agriculture and natural resources, Native youth programs, small agricultural business, and health and wellness programs) to target audiences (IAIA constituents, New Mexico's 22 tribal communities, farmers/ranchers, and sister land grant institutions) increases IAIA's exposure as a 1994 land grant institution.

1. *Standing Land Grant Advisory Committee Meetings:* The Advisory Committee includes Pueblo Tribal community members, farmers and ranchers, USDA and sister land grant institution representatives. The committee provides input on land grant program direction and relevant programming that are culturally appropriate to meet the agricultural education, outreach and research needs of New Mexico producers.

In a USDA focus group of Tribal leaders that was held on the IAIA campus on May 14, 2018, there was a request for more youth programming that focused on agriculture, health and wellness. In an effort to support the new Tribal College Extension grant program that IAIA received in September 2018, the IAIA Junior Master Gardener, action plans will need to be developed. The Land Grant Advisory Committee will focus on strategic planning to build IAIA's capacity to provide educational and technical assistance. The overall goal for IAIA would provide assistance to the surrounding Native communities in an effort to build their capacity to support their internal youth programs. Please section 5.3 for further details regarding the current youth program project. (Percent Complete: 10%)

2. *Building Tribal Relations with New Mexico Communities:* The Tribal Relations group purpose is to promote engagement and support for IAIA among indigenous communities' worldwide. The Director will complete strategic plans with the Southern and Northern Pueblo communities through listening session(s) and strategic planning workshops. (Percentage Complete: 75%)
3. The Director serves on the FALCON Board, is a council member on the Western Extension Risk Management Education Center (ERMC), and a member of the Advisory Committee Western Sustainable Agriculture Research and Education (WSARE) Professional Development Program. The Director is currently co-coordinating the 2018 November FALCON conference; attended the summer WERMC summer meeting; and coordinating the winter conference with SARE. The Director serves throughout the year on conference calls and planning meetings in an effort to build resources and capacities for farmers and ranchers in the southwest region. The Director will attend the ERMC Winter meeting, January 2019. (Percentage Complete: 85%)

### **5.2 Promote and support agriculture and natural resources in New Mexico Native communities**

*Project Narrative:* The Director provides outreach under agricultural extension, research and teaching programs to target audiences. Program areas include but are not limited to the following: small garden and crop production (vegetable and fruit production), greenhouse management, raised bed gardening, agricultural youth programs, access to USDA opportunities and other related areas of interest through the IAIA Land Grant Programs. Efforts will allow farmers and ranchers to gain the skills and knowledge necessary to achieve their agricultural endeavors.

1. *New Mexico Beginning Farmer and Rancher Program*: IAIA in cooperation with NMSU provides the New Mexico's Pueblo beginning farmers and ranchers (BFR's) outreach programming through educational and technical assistance to meet the individual production, marketing and financing needs of Native American BFR's. The Director attends BFR team meetings, provided one-on-one technical assistance, workshops, and trainings in coordination with NMSU agents.
  - a. The BFR team has coordinated and implemented the following workshops and assistance: the Acoma Agricultural Resource Fair at Acoma Pueblo (topics included alfalfa/pasture production, cattle pregnancy trouble shooting demonstration, stress management, horse care, ACGA updates and USDA panel); co-coordinated the BFR Project Director's conference in Albuquerque, NM (providing registration assistance, participated as a panel member regarding outreach to socially disadvantage producers, and provide a tour to the Los Lunas ASC and the Veterinary Diagnostic Laboratories) The Director also took soil samples for BFR participant Ray Vicente from Acoma Pueblo. [A summary list and photos of activities has been provided at the end of this report.] (Percentage Complete: 75%)
2. The Director coordinated the 2018 Walking Farm Tour on August 15, 2018 at Tesuque Pueblo, NM in coordination with SARE members, Governor Richard Vigil, Farm Manager Emigdio Ballon, and Farm Technician Gaily Morgan. A total of 50 participants attend the event and subject matter presentations focused on sustainable agriculture showcasing the farm's greenhouse and solar heating system, composting, water catchment system, and importance of a seed bank. The next SARE event the Director is co-coordinating is the winter conference on December 12, 2018. (Percentage Complete: 90%)
3. The Director also provided the following activities: coordinates 7 Fall student interns which included interviewing 3 students and hiring 1 new student for the 2018 Fall semester; coordinated the meal prep student training; staff participated in the IAIA student orientation event; co-coordinating the 2018 November FALCON conference; will serve as a reviewer for WERMC RFAs; and co-coordinating the winter conference with SARE; will serve as a reviewer for USDA NIFA RFAs; coordinates the Native American Heritage planning committee and November activities; serves on the IAIA Wellness council; and provides assistance to the Open House planning committee. A total of 450 participants attended or participated in outreach activities mentioned above. [A summary list and photos of activities has been provided at the end of this report.]
4. To provide educational and technical outreach, the Director worked with HR and the President to start the process of hiring an Extension Associate. The hiring of an Extension Associate will build continuity of outreach to meet the immediate needs of Native Stakeholders The Extension Associate will act as an agricultural agent and provide educational and technical assistance through field outreach, coordination of workshops/trainings/conferences, assist with the Junior Master Gardener program and provide outreach to the Beginning Farmer and Rancher program. The incumbent's position is grant funded. (Percent Complete: 50%)

### 5.3 Provide programming to Native youth

*Project Narrative*: Extension and research programs through IAIA will develop youth programing in collaborations with New Mexico's 22 tribal communities to increase their critical thinking skills, exposure to agricultural, environmental, natural resources, and research opportunities in agriculture to increase interest and access to higher education.

1. As mentioned in 5.1 a USDA focus group of Tribal leaders requested for more youth programming that focused on agriculture, health and wellness. The Land Grant Advisory Committee will focus on strategic planning to build IAIA's capacity to provide educational and technical assistance. The committee will develop action plans to build resources and educational programming to meet the immediate needs of Native youth and their families. (Percent Complete: 5%)

2. The IAIA Land Grant Program was awarded the 2018-2022 proposal from USDA TCU Extension Program focused the development of the IAIA Junior Master Gardeners (JMG) Program. The Director will develop the IAIA JMG program using the Texas A&M AgriLife Extension curriculum as a guide; identify and recruit JMG participants; and collaborate with partners and surrounding Pueblos to bring the JMG to their youth and communities through a train-the-trainer program. Year 1 plan will focus on recruiting IAIA youth to participate in the JMG program. Year 2 plan will focus on connecting with the Santa Fe public schools and surrounding Pueblos to participate in a train the trainer program. Year 3-4 plan will focus on implementing the JMG program in some of the Santa Fe public schools and surrounding Pueblos. (Percent Complete: 10%)

#### 5.4 Improve and support the health and wellness of New Mexico Native communities

*Project Narrative:* Health and wellness programs are a component of extension programs. The Director in cooperation with tribal communities will identify areas of need and provide stakeholders with educational assistance to increase their health and wellbeing to be thriving community members.

1. The Land Grant Advisory Committee will focus on strategic planning to build IAIA's capacity to provide educational and technical assistance regarding health and wellness. The committee will develop action plans to build resources and educational programming to meet the immediate needs of Native communities and their members. (Percent Complete: 5%)
2. The Director will co-coordinate with the IAIA Wellness Council to coordinate the annual IAIA Food Day event on Oct. 31th 2018 in collaboration with Student Life's Community Gathering. (Percent Complete: 90%)
3. The Director will support the Master Gardener Youth Program with the inclusion of nutrition & physical activities. The director is seeking external nutrition specialists and experts for collaboration including the Santa Fe Master Gardeners and NMSU youth coordinators. (Percent Complete: 10%)
4. The Director serves as a member on the IAIA Wellness Council and tentatively the council will coordinate the Fall 2018 walking challenge and co-coordinate the Rock Your Mocs Walk. (Percent Complete: 85%)

#### 5.5 Provide training and support for New Mexico Native and Tribally-owned small agricultural businesses

*Project Narrative:* The small agricultural business program is a component of extension programs. The Director has developed strategic planning sessions with input from the Land Grant Advisory Committee. The Director also provides opportunities to access USDA programs and provides technical assistance with USDA application processes. Agricultural producers and Tribal programs will gain skills and knowledge to make decision making strategies for their farm/ranch operations.

1. *Land Grant Advisory Committee Focuses on 5.5 Land Grant Priority:* The Director and committee members will be completing the development of a small agricultural business program. Currently the Director and contractor, Ellen Shapiro, will complete curriculum specific to agricultural producers under financial business management and marketing.
2. Ellen Shapiro provides Part I and Part II business planning and developing a business plan workshops at local Pueblo communities.(Percentage Complete: 75%)
3. The Director is seeking input from the Advisory Committee to develop the following programs: agricultural and resource policy education, local food systems economic development, marketing education and risk management education. (Percent Complete: 50%)

## Land Grant Programs Summary of Activities

### I. BFR Exclusive Activities:

- 8/2/18 Acoma Resource Day; topics included alfalfa/pasture production, cattle pregnancy trouble shooting demonstration, stress management, horse care, ACGA updates and USDA panel; Acoma Pueblo; 106 participants
- 8/6/18 BFR Team Meeting to report on July's activities, upcoming workshops and tours, and submit letter of request for on-farm demonstrations; Alcalde, NM; 5 team members
- 8/8/18 Producer Phone Call: Ray Vicente; request for soil sample
- 8/9/18 Soil Sample for Ray Vicente; Acoma Pueblo; 3 fields
- 9/4/18 BFR Team Meeting; Planning meeting for September Project Director's Meeting; Alcalde, NM; 5 team members
- 9/18/18 BFR Team Meeting; Planning Meeting at venue; Albuquerque, NM; 5 members
- 9/24-9/27 BFR Project Director's Meeting; Charlene and Stephanie provide registration, Charlene participated as a panel member on 9/26/18 regarding outreach to socially disadvantage producers, and provide a tour to the Los Lunas ASC and the Veterinary Diagnostic Laboratories; 170 participants
- 10/8/18 BFR Team Meeting; debriefing of PD Conference; planning next cycle's activities; Alcalde, NM; 5 team members

### BFR Pictures:



Acoma Pueblo Resource Day. Photos by C. Carr.



Project Directors BFR USDA-NIFA conference, poster and agricultural tours. Photos by C. Carr.

### II. IAIA Exclusive Outreach Activities:

- 8/1/18 Student Training: meal prep with garden produce by T.Quintana; IAIA; 7 students
- 8/6/18 Santa Fe County Extension Meeting with Tom Dominguez, Santa Fe County Extension Agent; Collaboration discussion; Santa Fe, NM
- 8/10/18 Land Grant Tour & Discussion with Jim Allen, Northern AZ University; IAIA
- 8/15/18 Western SARE Farm Walking Tour at Tesuque Farms; Tesuque Pueblo, NM; Tour focused on sustainable agriculture (greenhouse/solar heating system, composting, water catchment system, and saving seeds); 50 participants
- 8/15/18 IAIA Student Orientation provided by Teresa Quintana & Stephanie Martinez; IAIA, Santa Fe, NM; Land Grant staff provided overview of LG Programs & provide hands-on cool season planting session; 60 students
- 8/17/18 Student evaluation of the 2018 program; IAIA; 7 students
- 8/21- 8/24 WERMEC Summer Meeting to make recommendations for the 2018 RFA content and ERME program improvements; Anacortes, WA; 12 members

- 8/28/18 FALCON Conference Call to review draft agenda and make final preparations for the 2018 Conference; 11 planning members
- 8/29/18 Native American Heritage Planning Committee meeting to plan draft agenda for 2018 Native American Month activities.
- 9/4-9/28 Received Junior Master Gardener program curriculum; reviewed curriculum, and planning for recruitment and spring implementation
- 9/17/18 Student Interview with Melverna Aguilar; IAIA
- 9/21/18 Wellness Council Meeting for 2018-2019 activities; IAIA; 4 members
- 9/28/18 Wellness Council Meeting for Fall walking challenge; IAIA; 5 members
- 10/2/18 Open House Planning Meeting; departments proposed activities and Land Grant will provide a raised bed demonstration and education booth at the gardens; IAIA; 7 members
- 10/3/18 Native American Heritage Committee (NAHC) planning meeting; members scheduled activities for the month of November
- 10/9/18 Open House Planning Meeting; confirming proposed activities by departments and Land Grant will recruit student clubs to provide dances for the open house; IAIA; 3 members
- 10/16/18 NAHC planning meetings; approved the Respect for Diversity policy for activities, confirm and review activities; IAIA; 8 members

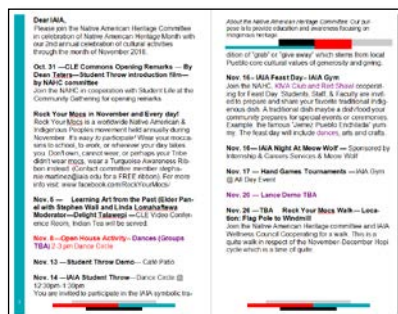
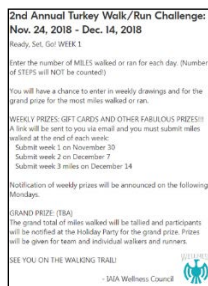
### Extension Pictures:



Student Trainings: Meal Preparation with produce from the garden. Photos by C. Carr.



SARE Farm Walk in Tesuque Pueblo. Photos by C. Carr.



### Draft Walking Challenge announcement; Junior Master Gardener curriculum; NAHC Draft Agenda

#### III. Research Activities:

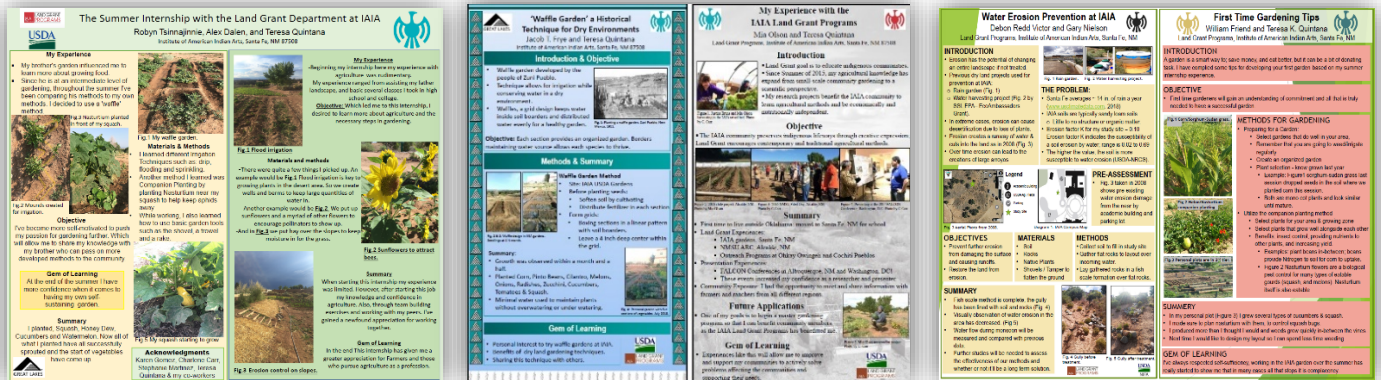
- 8/1-8/17 Student research poster reviews; 6 students turned in drafts of his/her posters in preparation for 9/18/18 Community Gathering
- 8/17/18 Student evaluation of the 2018 program; IAIA; 7 students
- 8/20-8/30 Student interviews; Noah L. Pino, Daniel Yazzie Natonabah, and Brennan Avans; and 6 previous Land Grant students (Kyle Kootswatewa, Tiara Folsom, Robyn Tsinnajinnie, Mia Olsen, and Debon Victor)



- 9/19/18 Students provided their research poster for the Community Gathering; IAIA 5 students
- 10/1-10/16 Students met with their respective mentors to review progress on research projects; Kyle Kootswatwa and Tiara Folsom are preparing their posters for the 2018 FALCON Conference; 4 research students

## Research Pictures:

### Summer 2018 Student Intern Posters.



### Student interns presented posters during the Sept. Community Gathering 2018.



Photos by Stephanie Martinez.

## IV. Equity: Please note Dr. Thomas Antonio oversees the equity portion of the Land Grant Teaching mission.

To: Dr. Robert Martin, IAIA President  
From: Patsy Phillips, Director IAIA Museum of Contemporary Native Arts (MoCNA)  
Date: October 17, 2018  
Subj: August 20 to November 11, 2018  
Staff included: Manuela Well-Off-Man, Chief Curator; Tatiana Lomahaftewa-Singer, Curator of Collections; Andrea Hanley, Program and Membership Manager; Mattie Reynolds, Preparator and Exhibition Coordinator; Eric Wimmer, Collections Registrar; and Sallie Wesaw-Sloan, Graphic Designer

## Strategic Theme 1: Improve Student Success

### 1.1 Increase involvement of all IAIA stakeholders in student success

Reynolds participates in Museum Club meetings. She also served as a driver and chaperon for the Museum Club's field trip to Marfa, TX. Reynolds participates in the IAIA mentorship program *Achieving the Dream* overseen by Heidi Brandow.

Well-Off-Man and Reynolds gave presentations about the role and responsibilities of museum curators and preparators to Felipe Colon's museum studies class (Museum 291).

Well-Off-Man gave a tour of the exhibition *Meeting the Clouds Halfway: Terrol Dew Johnson and Aranda\ Lasch* to Amber-Dawn Bear Robe's art history class.

IAIA Students in Museum Studies classes were assigned to interview or conduct research papers using the collections. Lomahaftewa and Wimmer have been meeting with students weekly since the week of August 27.

Lomahaftewa, Wimmer and Jason Ordaz provided a two-hour photography documentation workshop for e-portfolio students on September 14.

This fall Lomahaftewa attended the Pathways to Success Summits, monthly Presidents Advisory Council meetings, Museum Studies Departmental meetings, and IAIA Open House planning meetings. Lomahaftewa and Wimmer attended the Presidents Convocation on August 30 where Wimmer introduced himself to the community.

### 1.5 Develop student leadership skills

German student studying at IAIA this year Erika Knecht met with Phillips for advice about the field of contemporary native arts. Phillips agreed to counsel her.

MoCNA commissioned IAIA students Austin Big Crow and Robyn J Tsinnajinnie to paint a new mural for the 2<sup>nd</sup> floor Hallway Gallery. The mural painting allows MoCNA to present art that is not sensitive to light exposure in this space.

The Collection's department re-hired IAIA Student Austin Big Crow (Lakota) for Student Worker position. Austin is curating an exhibition for the Robert & Barbara Ells Collection Gallery out of the collection (working title "Fear").

Lomahaftewa signed on to another year to sponsor the IAIA Museum Club. First club meeting was held on September 13 with new officers confirmed: Stephanie Hall, Club President; Delaney Keshena, Vice President; Lorenza Marcais, Treasurer; Dawna Walters, Secretary.



The IAIA Museum Club raised \$2,270 from booth sales at their annual fundraiser, IAIA Student & Recent Graduate art market on Aug 18-19. Seventeen current students and recent graduates participated in the market. Everyone did well selling their work and received positive feedback and encouragement from the public. The IAIA Museum Club will use most of these funds raised to travel to Marfa, TX on November 9-11 to look at art. Partnering with the IAIA Sculpture Club, students and their sponsors collaborated on an itinerary of special collection viewings, along with looking at public art installations and exposure to other contemporary art forms and installations. Lomahaftewa and Reynolds helped to drive the students to Marfa.

### Strategic Theme 3: Build College Community

#### **3.3 Implement a faculty and staff professional development plan**

Newly hired Collections Registrar, Eric Wimmer, began full-time on August 20. He hit the ground running attending to loan requests to Crystal Bridges Museum of Art, the National Veterans Art Museum, Museum of Indian Arts and Culture, and the Minneapolis Museum of Art. In addition, Wimmer has processed and received new acquisitions, Rights and Reproduction Requests, created agenda items for the fall acquisitions committee, and has helped facilitate student researchers for their fall assignments.

Through a scholarship award, Lomahaftewa attended the Association of Tribal Archives, Libraries and Museums (ATALM) conference in Minneapolis, MN from October 8-12. Lomahaftewa co-chaired the ATALM Mentorship program with Ryan Flahive and attended a Risk Evaluation and Emergency Planning for Tribal Cultural Institutions pre-conference workshop.

Lomahaftewa and Wimmer attended the annual New Mexico Association of Museums (NMAM) annual conference in Taos, NM, October 24-16.

#### **3.4 Bring students, faculty, and staff together in campus-centric activities**

Reynolds develops social media strategies with IAIA Marketing Specialist Jason Ordaz.

#### **3.5 Promote health, wellness, and safety for all members of the campus community**

Lomahaftewa attended Wellness Council meetings this fall to plan events for the academic year for all employed faculty and staff. An after-Thanksgiving Walking Challenge with prizes is planned for individuals and groups. Other small activities such as a silent walk and health check incentive program were discussed and will be implemented this fall.

### Strategic Theme 4: Advance Contemporary Native Arts and Culture

#### **4.1 Expand collaboration between the Museum, academic and student support programs**

MoCNA continues to support the IAIA Artist in Residence program. Hanley organized a presentation by IAIA Artist-in-Residence (A-i-R) artist Lillian Pitt, (Warm Springs Wasco/Yakama) who discussed her art practice on September 25. Pitt known internationally for her masks of clay, bronze, and cast glass, along with her sculpture, jewelry, and prints -- which honor her ancestors from the Columbia River Gorge. Pitt was the lead teacher for the Culture Bearers for the Confluence Project but has retired to head up the Lillian Pitt Education Fund.

## **4.2 Implement Museum Docent and Volunteer programs**

Well-Off-Man continues to participate in the training of museum docents through exhibition walk-throughs and presentations on contemporary Native art history.

Hanley continues to direct the Docent + Volunteer program by participating in meetings, creating and gathering relevant materials on contemporary Native arts, as well as upcoming MoCNA exhibition information. Currently Hanley has organized four months of programming for the upcoming Volunteer and Docent Training program to begin in October 16<sup>th</sup> through January of 2019. There are fourteen new trainees who have signed up to meet twice a month until January.

## **4.3 Advance scholarship and dialogue on indigenous arts and culture**

At the request of Ellen Boozer, Phillips submitted a proposal to Mike Daly and Ellen Boozer's family foundation to fund a publication of Suzan Shown Harjo's donation to the museum. The proposal was funded at \$19,400.

Phillips submitted a proposal to Kevin Gover at the National Museum of the American Indian to fund and publish the Suzan Shown Harjo Symposium. Gover has agreed to fund the symposium and publication. The symposium will be held in Washington, D.C., September 20, 2019 in conjunction with the NMAI's 15<sup>th</sup> Mall Anniversary which will be September 21, 2019. Following are the confirmed presenters: Philip J. Deloria, Jodi Archambault Gillette, Kevin Gover, Duke Ray Harjo II, Tina Kuchkahn-Miller, Robert G. Martin, Michael D. McNally, Mary Kathryn Nagle, Patsy Phillips, Wilson Pipestem, James Riding In, Gabrielle Tayac, Mark Trahant and W. Richard West, Jr.

Phillips serves as an advisor to ATALM, Association of Tribal, Archives, Libraries and Museums. This year the conference was held at the Shakopee Reservation in Mystic Lake, Minnesota, October 8 to 12, 2019. Phillips presented on a panel titled, *The Original Social Media: Authentic Relationships in Your Face-to-Face Network* organized by the Peabody Essex.

Well-Off-Man contributed essays to the exhibition catalog *Visual Voices: Contemporary Chickasaw Art*, which was published in October. MoCNA will host the exhibition in August 2019.

Well-Off-Man co-curated *Art for a New Understanding: Native Voices 1950 to Now*, a national traveling exhibition organized by Crystal Bridges Museum of American Art. She submitted and received an Art Bridges grant (\$88,440) to bring the exhibition to MoCNA (January 25 - July 19, 2019) to cover the exhibition fees and shipping. Well-Off-Man attended the opening reception at Crystal Bridges in Arkansas, participated in the press preview and gave gallery tours to train staff and volunteers. She presented at a panel discussion as part of the public programs for this exhibition. More than 700 guests attended the Directors Reception, among them delegations from the Osage and Quapaw Nations, NEH Chairman Jon Parrish Peede, Paul Connors, Consulate General of Canada, as well as museum directors and curators (Bruce Hartman, director at Nerman Museum; Heather Ahtone, senior curator American Indian Cultural Center and Museum; Kathleen Ash Milby, curator NMAI; Christina Burke, curator Philbrook Museum etc.). Well-Off-Man is one of the co-authors for the exhibition catalog which was published in October. Among the authors are Heather Ahtone; Candice Hopkins; Paul Chaat Smith; Richard William Hill; and others.

MoCNA's exhibition catalog *Action/Abstraction Redefined* was submitted to the printer. The catalog and exhibition analyze modern Native American art, inspired by Abstract Expressionism, Color Field and Hard-edge Painting and created from the mid-1940s through the 1970s. Among the authors are Native American Studies prof. Shanna Ketchum-Heap of Birds, University of Oklahoma; IAIA faculty members Stephen Wall and Lara Evans; IAIA archivist

Ryan Flahive; as well as MoCNA curator Lomahaftewa. Dr. Martin and Phillips contributed a Foreword and Introduction as well.

MoCNA's application proposal was accepted by the American Alliance of Museums and museum staff is currently working on the next step: the museum self-study. We are on our way to accreditation.

Phillips gave a welcome and Well-Off-Man gave museum tours to the director and board members of the Museum of Contemporary Art, Tucson, AZ; the Palm Springs Art Museum's Western Art Council and curator Christine Giles; as well as to Jennifer Scanlan, curatorial and exhibitions director at Oklahoma Contemporary Arts Center.

Lomahaftewa and Well-Off-Man gave a tour of the museum's exhibitions and collections to prof. Birgit Daewes, chair of the English and American Language and Literature dept., Europa-Universitaet Flensburg, Germany.

Lomahaftewa and Well-Off-Man collaborated with Lara Evans, Ryan Flahive and Laurie Logan on a Mellon Foundation grant proposal to establish a Research Center as well as a fellowship and internship program.

Hanley is working on the 2<sup>nd</sup> year funding from the Andy Warhol Foundation for the Visual Arts for the museum's Social Engagement Art Residency for spring 2019 to bring in four new residents.

Phillips and Hanley submitted a proposal to the Native Arts and Cultures Foundation to support the Social Engagement Art Residency after the Warhol grant is finished. NACF awarded MoCNA \$10,000 for fall 2019 Social Engagement residents.

Hanley curated *Mq'ii/Coyote Narratives / Or fast-talker, comic, commentator, space cowboy, gangster of love, and Maurice* films starting November 1 – January 24 in Helen Hardin Media Gallery. This series features a documentary and animation shorts from the 1970's. *Coyote Stories*, a set of five animated shorts, made entirely in the Navajo language, stand the test of time as a vehicle for learning the Navajo language, and for understanding traditional core cultural values. They were created for Navajo children and adults but have a universal appeal and can be enjoyed by many different audiences. Based on traditional Navajo stories which have been told and passed along generations are an integral part of Navajo oral tradition. Navajo cultural observances for coyote stories are intended for winter story-telling season specifically October through February. The films represent a significant slice of film history and Native American animation history. This is a collaboration between the museum and the San Juan School District, Blanding Utah.

#### **4.4 Grow the IAIA collection**

Phillips contracted with Joanna Bigfeather to serve as a curatorial consultant for James Luna's estate donation to the museum. Luna did not have a will but had verbally said he wanted IAIA to receive all his archival material and select art work. Bigfeather will survey, document and deliver all archival material and artwork to IAIA on or before November 30, 2018.

The following gift of 33 works from the Vadheim family (California) was formalized and delivered on September 26, 2018 (Note: this gift was reviewed by the Acquisitions Committee at a special meeting on December 4, 2017):

1. Roger Tsabetsaye, Silver Ring with Turquoise, n.d., 1 x 1.25 x 1 in
2. Steven Sockyma, Silver Migration Bracelet, n.d., 2.5 x 2 x 1 in
3. Richard Begay, Silver Sandcast Bracelet, n.d., 2.5 x 1.88 x 0.75 in
4. Ray Tracey, Narrow Silver Bracelet with Angel Skin Coral and Sugilite, n.d., 2.63 x 2 x 0.25 in

5. Ray Tracey, Bracelet with Angel Skin Coral and Sugilite, n.d., 2.88 x 2 x 0.75 in
6. Ray Tracey, Silver Ring with Inlaid Coral & Sugilite, n.d., 0.88 x 1 x 1.25 in
7. Abraham Begay, Silver Ring with Coral & Sugilite, n.d., 1 x 1 x 1.25 in
8. Richard J. Tsosie, Silver Sandcast Bolo Tie with Turquoise and Coral, n.d., 21 x 1.88 x 3.25 in
9. Victor Beck, Gold Bolo Tie with Turquoise, Coral and Pearl, n.d., 20.75 x 1.38 x 1.88 in
10. Ray Tracey, Bead Necklace with Angel Coral and Sugilite, n.d., 15 in
11. Harrison Begay, Untitled, n.d., lithograph, 6 x 5.25 in
12. Jose Rey Toledo, Untitled, 1987, watercolor on paper, 7 x 13.25 in
13. Quincy Tahoma, Untitled, 1953, watercolor on paper, 8.5 x 11.25 in
14. J.D. Roybal, Untitled, n.d., miniature painting, 3.75 x 2.63 in
15. Jose Rey Toledo, *Summoning the Deer*, 1982, watercolor on paper, 13.75 x 9.88 in
16. Fred Beaver, *Appeal to the Great Spirit*, 1971, gouache on illustration board, 8.25 x 10.25 in
17. Beatien Yazz, Untitled, n.d., offset print, 5.63 x 6.75 in
18. Woodrow Crumbo, Untitled, n.d., serigraph, 10.63 x 13.75 in
19. Woodrow Crumbo, *The Buffalo Dancer*, n.d., serigraph, 9 x 12 in
20. Harrison Begay, *Navajo Medicine Man Teaching Sand Painting*, 1977, watercolor on paper, 17 x 24.5 in
21. Benjamin Harjo Jr., *Buttons and Bows*, 1987, gouache on paper, 7.5 x 27.5 in
22. Corn Moquino, Black Bowl with Red and Green Mud Kachina, n.d., pottery, 5 x 5 x 6 in
23. Rupert Angea, *Truce Pot*, n.d., pottery, 7 x 7 x 6.5 in
24. Maria Martinez, Black Polished Bowl, n.d., pottery, 4 x 4 x 4.75 in
25. Wilson Okoomealingok, Two Polar Bears, 1995, ivory, 4.5 x 1.75 x 2.38 in
26. Pat Dixon, Black Mini Totem, Ed. 5/92, n.d., argillite, 1.88 x 1.38 x 4.5 in
27. Garner Moody, Haida Eagle Mini Totem, 1986, argillite, 1.75 x 1.5 x 7 in
28. Lance Joseph, *Wild Man*, n.d, wood and human hair, 7.5 x 4.5 x 9.25 in
29. Randall Chitto, *Turtle Storyteller*, n.d., bronze, 8.25 x 9 x 11.5 in
30. Fred Ortiz, Bronze Bowl, ed. 49/100, 1982, bronze, 4 x 4.25 x 3.75 in
31. Randall Chitto, *Miniature Turtle Storyteller*, n.d., ceramic, 1.38 x 1.13 x 2 in
32. Linda Nez, Animal Pictorial, n.d., wool and dyes textile, 60.5 x 38.25 in
33. Mary Fast Horse, Coming to the Pow-Wow, n.d., wool and dyes textile, 92.5 x 44 in

The following items were reviewed and accepted at the Collections Acquisition Committee Meeting held on October 17, 2018:

1. Donation Proposal Accepted for the Permanent Collection: Gift of Joanna Bigfeather - James Luna, *Petroglyphs In Motion*, 2000, four black and white photos, 8 x 10 in. each (Paperwork pending)
2. Donation Proposal Accepted for the Permanent Collection: Gift of the Artist Ian Kual'i'l –Untitled mural sketch, 2018, stencil out of paper (Paperwork pending)
3. Bequest Proposal was Accepted: Donation to be written into the will of Gerald Polis, private collection:
  1. Dan Namingha, *Corn Kachina*, ed. 5/12, 1978, bronze, 17 x 3 x 1.5 in
  2. Dan Namingha, *Tewa Maidens*, 1976, acrylic on canvas, no dimensions
  3. Dan Namingha, *Lead Dancer*, 1976, acrylic on canvas, no dimensions
  4. Dan Namingha, *Summer Sky*, ed. 38/50, n.d., lithograph, 28 x 22.5 in
  5. Dan Namingha, *Eagle Dancer*, ed. 71/75, n.d., lithograph, n.d., 26 x 40 in
  6. Dan Namingha, *Ancient Images*, ed. ??, n.d., lithograph, 15 x 22.5 in
  7. Dan Namingha, *Images from my Past*, ed. 38/125, 1978, lithograph, 19 x 25 in
  8. Dan Namingha, *Dusk*, ed. 38/125, 1978, lithograph, 19 x 25 in
  9. Dan Namingha, *Hopi*, ed. 38/125, 1978, lithograph, 19 x 25 in
  10. Dan Namingha, *Untitled*, 1976, collage/mixed media on paper, no dimensions

11. Dan Namingha, *Maiden Singers*, ed. 38/125, n.d., lithograph, 30 x 21.75 in
12. Dan Namingha, *Pahlik Mana*, ed. 35/100, n.d., lithograph, 10 x 12 in
13. Dan Namingha, *Hemis Figure*, ed. 35/100, n.d., lithograph, 10 x 12 in
14. Dan Namingha, *Night Pueblo*, ed. 79/100, n.d., lithograph, no dimensions
15. Dan Namingha, *Chanters*, ed. 35/100, n.d., lithograph, 20 x 15 in
16. Dan Namingha, *Mask Assemblage*, ed. 35/100, n.d., lithograph, 20 x 15 in
17. Allan Houser, *Shelling Corn*, ed. 15/20, 1985, bronze, 9.5 x 7.5 x 10 in
18. Allan Houser, *War Song*, ed. AC/20, 1987, bronze, 11 x 9 x 5 in
19. Allan Houser, *Respite*, ed. 40/100, 1985, bronze, 7.5 x 9 x 6.5 in
20. R.C. Gorman, *Spider Woman*, 1976, lithograph, 22 x 30 in
21. R.C. Gorman, *Woman with Concho*, 1976, lithograph, 29 x 22 in
22. R.C. Gorman, *Anita (State I)*, 1977, lithograph, 21 x 26 in
23. R.C. Gorman, *Striped Blanket (State II)*, 1980, lithograph, 30 x 22 in
24. Amado Maurilio Pena Jr., *Paseo de Ocho*, 1984, lithograph, 26 x 40 in
25. Amado Maurilio Pena Jr., *Olla Bonita*, 1983, lithograph, 26 x 18 in
4. Donation Proposal Accepted for Permanent Collection: Gift of Rob Reider – Darren Vigil Gray, *Being of Thunder #3*, acrylic on canvas, n.d., 40 x 60 in. (Paperwork pending)

#### **4.5 Engage with indigenous communities world-wide**

Hanley has curated two exhibitions which have shown at MoCNA and are now traveling nationally. She is actively involved in the management of both exhibitions traveling to other institutions. 1) *Akunnittinni: A Kinngait Family Portrait* is currently on display to the end of 2018 at Armory Center for the Arts in Pasadena, California. Next venue TBD. 2) *Desert ArtLAB: Ecologies of Resistance* is on view thru January 13, 2019 at The Fine Arts Center at Colorado College in Colorado Springs, CO. This exhibition will then be displayed at the Northern Museum of Arizona, date to be confirmed.

#### **4.6 Strengthen the connection between the College, its Museum, and the larger Santa Fe community**

Phillips continues to develop relationships with donors, supporters and members. This period, Phillips had lunches or dinners with The Andy Warhol Foundation representatives, Charmay Allred, Jane Colman, Paula Sabloff, Dr. Lynn Bickley, Shelley Thompson, Robbie Firestone, Edwina Milner, and Joanna Bigfeather.

MoCNA provided hands-on training to Coe Foundation student curators. Phillips welcomed the students, Well-Off-Man worked with the student curators to develop layouts for their exhibition, and Reynolds gave a “behind the scene tour” of her working area, wood-shop etc. as well as a presentation of the tasks and responsibilities of a preparator and exhibition coordinator.

Presented at Indian Market 2018, Hanley’s public program Contemporary Indigenous Discourse Series in partnership with the Association of Tribal Archives Libraries and Museums and Creative Santa Fe, *Native Arts and Policy: Resilience and Rights* aimed to recognize cultural community and arts within a national and international platform. Francene Blythe from the Native Arts and Cultures Foundation representative attended the panel. She recently met with Phillips and Hanley to consider repeating this panel discussion at their regional Foundation meetings in 2019.

To: Dr. Robert Martin  
From: Carmen Henan  
Date: October 17, 2018  
Subj: Quarterly Board Report

### **Mission Objective 1: Improving Student Success**

#### **A. Increase involvement of all IAIA stakeholders in student success**

Project 1: Create focus groups to address preventative topics within the IAIA community.

- The Prevention Office has scheduled a meeting with their Core Team to review the data collected by the Community Survey administered last April as a focus group to assess the data for possible prevention projects for our campus. Following this focus group, the prevention staff will schedule a focus group with the Housing Director, Security and Facilities for their input on the data results and their input on prevention projects as well.
- A monthly prevention campaign is being promoted each month, which began with September's campaign addressing Suicide Prevention and educational material was sent to the IAIA community. A Prevention Bulletin Board is posted outside the cafeteria that highlights the monthly campaigns. October's prevention campaign is on Preventing Domestic Violence and Bullying.
- The Prevention Office has submitted a research proposal to the IAIA Institutional Research Board (IRB) to administer the Student Lifestyle Survey to gather additional data on student use of alcohol and other drugs for additional information in making decisions on projects to implement to reduce underage drinking, opioid abuse and other substance abuse among our student body.

This project is in the beginning stages and is approximately 5% of being completed.

Other: Student Life has hired Toney Johnson, Navajo, as the Prevention Specialist for our Prevention Program which is funded by a sub-ward from the University of New Mexico. The funding comes from a New Mexico Health Department Office of Substance Abuse Prevention (OSAP) grant. Toney holds a B.A. in Health from New Mexico Highlands University and a A.A. in Psychology from the Santa Fe Community College. In addition, Jacquelyn Gutierrez, Santa Clara Pueblo, was hired part-time as the Prevention Assistant. She has an Associate Degree in Applied Science, Electronics Engineering Technology from ITT Technical Institute in Albuquerque, NM.

#### **E. Develop student leadership skills**

Project 1: Resident Assistant (RA) Training in preventive informed care.

- RA training in leadership for the 2018-19 academic year took place during August 7-10, 2018. This year the housing department will be focused on preventive informed care. The Prevention Office staff is working with the Housing Director, housing staff, and resident assistants with prevention education sessions. These sessions will correspond with the monthly campaigns, so housing residents will receive the information during floor meetings and RA programming.

The project is 5% completed.

Other: The ASG began the fall semester with two officer vacancies on their team. As of October 15, 2018, they are starting with all positions being filled, the officers are: Littlebear Sanchez, ASG President; Christopher Stallings, Vice-President; Joshua Dixon, Secretary; Nakesha Edwards, Treasurer; and Tiffany Adams, Public Relations Officer. In addition, two new advisors are working with the ASG, they are Toney Johnson, Prevention Specialist, and Eliza Combs, Counselor, along with the Dean of Students.

### **Mission Objective 3: Building College Community**

#### **C. Implement a staff professional development plan**

##### **Project 1: Staff professional development**

- The Dean of Students attended the following this quarter:
  - Training on Civil Rights Investigation and Certification with the Association of Title IX Administrators (ATIXA) on July 9-10, 2018.
  - Attended the American Indian Higher Education Consortium's (AIHEC) Fall Meeting during October 8-11, 2018 in Hartford, CT, along with IAIA student, Caleigh Benally, AIHEC Student Congress (ASC) Southwest Regional Representative.
- Eliza Combs, Counselor:
  - September 5-6, 8-9 Level 1 Basic Tools and Methods
  - Level 2 Symbolic Integration and Theory through Sandtray Training Institute in Corrales, NM
  - Free Motivational Interviewing I Training in Ohkay Owingeh from NM State Targeted Response Opioid Initiative through Behavioral Health Services Division
  - Sensorimotor Art Therapy Approach to Bilateral Body Mapping on November 5-6, 2018 at the Ghost Ranch, NM.
  - Level 3 & 4 Clinical Skills & Theory, Advance Clinical Skills- Sandtray Training Institute on 7-11, 2018 in Corrales, NM.
- Natascha Holmes:
  - Dialogues on Pornography on September 7-9, 2018.
  - Culture, Ethics, and Ecology in 2018: The Destructive Power of Unmitigated Agency CG Jung Institute during September 14-15, 2018.
- Leslie "JR" Romero, Housing Director:
  - Federal Emergency Management Agency (FEMA) L0363 Multi-Hazard Emergency Management Course for Higher Education Training during September 11-13, 2018 in Oklahoma City, OK.

This project is 40% complete for this year.

##### Other:

- Leslie "JR" Romero, Hidatsa & Cochiti Pueblo, was hired as Housing Director in September. Mr. Romero has been an IAIA Housing Area Coordinator for 2.5 years and the Residential Area & Conference Coordinator for 1.5 years. The housing department currently has an opening for a Residential Area & Conference Coordinator and a search is in place to fill this need position.

## Counseling Report

Academic Year 2018-2019	Totals	By Counselor	
		Natascha	Eliza
Number of Different Clients Seen	61	29	32
Counseling sessions by hour	233	101	135
Clients dealing with trauma	61	29	32
Clients dealing with suicidal ideation (disclosed)	23	11	12
Substance Abuse Violation Referrals	12	6	6
Psychiatric hospitalizations	2		2
Mental Health ER visit	1		1
Other hospitalization visit	2		2
Clients assisted to get inpatient substance abuse treatment	1		1
Clients starting school being discharged from psychiatric hospitalization	1		1
Estimated hour spent with students in hospital (not included in counseling session hours)	67		67

- Counseling activities during this quarter included the following:
  - Collaboration with new Prevention Specialist
  - Eliza advising ASG
  - Proposal written to work with Dr. Ruby Gibson in Master Class on Generational Trauma
  - Online training with Bonnie Duran through the Coalition to Stop Violence Against Native Women (CSANW)
  - Researching and Updating Policies & Procedures for Counseling
  - Research through Indigenous Wellness Research Institute on Substance Use Treatment, Suicide Prevention, Mindfulness
  - Attend an AIR planning meeting to network with visiting artists in counseling and promote well-being on campus
  - Collaborate with Coalition to Stop Violence Against Native Women for two Campus Tabling Events on consent, boundaries and stalking October 12 & 26<sup>th</sup>.

### D. Bring students, faculty, and staff together in campus-centric activities.

Project 1: Implement weekly or twice weekly community expressive arts group in the dorms or sub.

- Collaborate with ASG, Prevention Specialist, student clubs and AIR artists to build community, have fun, leadership and a place to discuss and practice well-being on campus. The project is beginning for this academic year and there is no progress to report.

Project 2: Establish a traditional native event for the onset of the fall semester for the IAIA community with local tribal communities.

- Student Life is partnering with the Native American Heritage Planning Committee, chaired by Charlene Carr, Land Grants Program Director, and IAIA student, LeOreal Wall on a Traditional Hand Game



Tournament to be held on campus for one day, November 17, 2017. Ms. Wall is taking on the leadership for this event and she's inviting neighboring tribal colleges in New Mexico as well as Haskell Indian Nations University in Lawrence, KS. The Native American Heritage Planning Committee and the Student Activities Office will assist Ms. Wall with the planning and hosting the tournament.

**E. Promote health, wellness, and safety for all members of the campus community**

Project 1: Develop a deck of 78-108 cards sharing and documenting well-being practices.

- The IAIA community will be invited to create an image on one side and a well-being practice related to the image on other side to promote wellness. This project will identify well-being practices and collect stories from community. The project is beginning for this academic year and there is no progress to report.

Project 2: Create a monthly prevention newsletter

- The prevention newsletter will address a preventative topic with resources, events, and educational information. The prevention program will pick a prevention topic for the month to be addressed and a campus wide email will be sent out to ALL staff, faculty, and students. Flyers will also be created and posted on campus bulletins boards about the monthly prevention topic. The newsletter will be completed by the 25<sup>th</sup> of every month, edited by the 30<sup>th</sup> & distributed to the community by the 5<sup>th</sup> of every month. The project is beginning for this academic year and there is no progress to report.

Project 3: Develop a plan for procuring playground equipment in Family Housing.

- Family Housing students have brought to our attention the need for new playground equipment for all age groups in the family housing area. Student Life will collaborate with the ASG, family housing students, and Facilities in developing a plan to purchase playground equipment after equipment research for the project. The project is beginning this semester and will continue through the academic year, so there is no progress to report at this time.

**F. Building respect, diversity, equity and inclusiveness**

Project 1: Provide one IAIA Community Brown Bag session per semester on respect, diversity, equity and inclusiveness.

- Student Life will be researching for facilitators with expertise on respect, diversity, equity and inclusiveness, especially Native American facilitators on the topic. Students will be involved in the selection and an invitation will be sent to confirm the presenters for these two sessions. Again, this is a new project and no progress has been made at this time.

**C. Advance scholarship and dialogue on indigenous arts and culture**

Project 1: Develop two Artist RoundTable discussions per semester.

- The Student Activities Office is researching for four artists to invite on campus for the roundtable discussions on their journey as an artist, opportunities they took advantage to move their careers forward, and challenges they encountered as an artist in their craft. The project is beginning for this academic year and there is no progress to report.

Other: On-campus housing numbers as of October 17, 2018:

	RESIDENCE CENTER (154 Beds Max Capacity)	FAMILY HOUSING (24 Casitas)	TOTALS
New Students FALL 2018	56	3	59
Returning from SPRING 2018	67	37	104
Readmits	8	2	10
Transfers	9	0	9
From Off-Campus	N/A	N/A	N/A
Total Students	140	42	182
<ul style="list-style-type: none"> <li>Student Capacity Percentage</li> <li>[Number of Actual Students to Number of Max Beds]</li> </ul>	90.3%	N/A  (No Capacity Metric)	90.3%
<ul style="list-style-type: none"> <li>Room Usage Percentage</li> </ul> [Number of Rooms/Casitas Occupied to Number of Total Rooms/Casitas)	97.4%	95.8%	96.6%
<b>BEHAVIORAL/SITUATIONAL</b>			
Total Program Suspension	2	0	2
Student Housing Suspension	0	0	0
Move Off-Campus – Personal	1	1	2
Moved Off-Campus – Dropped Below Min. Hours	0	0	0
Semester Withdrawal	3	0	3
On-Campus Removal Totals – October 17, 2018	6	1	7