

**Board of Regents (BOR) Quarterly Meeting
Southwestern Indian Polytechnic Institute (SIPI)
June 22, 2020
1:06 PM– 4:32 PM**

Teleconference Meeting Minutes

A. Call the Meeting to Order

Chair Muniz called the meeting to order at 1:06pm

B. Welcome and Invocation

Chair Muniz provided a welcome. In lieu of an invocation, the Chair requested a moment of silence for all individuals affected by the COVID-19 virus.

C. Roll Call

Alena Chalan called roll the following Board members were in attendance:

Ms. Haeyalyn Muniz, Chair, Jicarilla Apache Nation
Mr. Darrell Flyingman, Vice-Chair, Oklahoma Tribes
Ms. Esther Peterson, Secretary/Treasurer, Navajo Nation-Arizona
Mr. Adam Begay, Member, Navajo Nation-New Mexico
Mr. Larry Brusuelas, Member, Mescalero Apache Tribe
Dr. John Bush, Member, Inter-Tribal Council of Arizona-South
Dr. Curtis Chavez, Member, Southern Pueblos Council
Mr. Francis Tafoya, Member, Eight Northern Pueblos (*1:50pm arrival*)
Ms. Jaime Killfirst, Treasurer, Student Government Association designee
Dr. Sherry Allison, Ex-Officio member, President, SIPI

Absent:

Dr. Damon Clarke, Member, Inter-Tribal Council of Arizona-North
Vacant, Northern Plains Tribes

Quorum was established.

D. Approval of the Agenda

Dr. Allison reviewed the agenda with board members. There were not any recommended changes.

Dr. John Bush motioned acceptance of the agenda as presented. Seconded by Dr. Curtis Chavez.
All in favor. Motion APPROVED.

E. Approval of the Minutes (February 11-12, 2020)

Chair Muniz informed the Board members that the prior program assistant took the minutes for this meeting. She is no longer with the Board office and Chair Muniz and Mr. Lohr are working to retrieve the laptop and minutes from her. Therefore she requested the minutes to be table until the next meeting.

Larry Brusuelas motioned to table the February 11-12, 2020 minutes. Seconded by Esther Peterson.
All in favor. Motion APPROVED.

F. Old Business

1. Introduction-William Lohr, Director

Chair Muniz introduced Mr. William Lohr, the newly hired Development Director, Board of Regents. Mr. Lohr provided board members with a brief history of his work and Board members introduced themselves.

2. Development Office

Karen Coffey provided updates on the Development Office grant through Title III-SIPI. She will submit for additional funding in the next grant cycle.

Dr. Allison reminded everyone that the Board approved the transfer of Board records to SIPI for archiving using the federal process and to ensure the safety of Board records. The Board office did not have a records or archiving plan in place.

Dr. Allison also reported that Esther Peterson, Board Secretary, does not have access to email, a computer or WiFi. She suggested the Board office lend a laptop and provide WiFi service to Ms. Peterson to ensure she is able to perform her Board duties. Mr. Lohr will follow-up.

3. Action: Reaffirm Mission, Vision and Value Statements

Edwards Hummingbird reviewed SIPI's current mission, vision and value statements with Board members; he requested the Board to consider re-affirming the mission, vision and value statements.

Discussions occurred on whether these statements are an accurate reflection of SIPI and what can be done to further expand SIPI's visions and values. Overall Board members felt that the mission was a good reflection of SIPI. Board members felt that the vision and value statements needed to be more reflective of indigenous culture and whether SIPI is preparing its students to return to their tribal communities. Dr. Allison noted the statements should align with the 2020-2025 Strategic Plan currently in development.

Further discussion ensued regarding what does SIPI aspire to be for students and tribal communities; and the need to have partnerships to help students. The overall mission is to educate native students. The current mission, vision and value statements are reflective of SIPI. A suggestion was made to reaffirm the mission, vision and values and have the board revisit within the coming year. The Board agreed to reevaluate and will hold a retreat specifically on this matter.

Francis Tafoya motioned to reaffirm SIP's mission, vision and values. Seconded by Dr. John Bush. All in favor. Motion APPROVED.

4. Background Checks for Board Members

Dawn Ami informed Board members e-mails were sent to them regarding background checks. Board members are required to complete a background check due to being on campus more than four days per year; and since there is a child care facility located on campus. Background checks can take up to four to five weeks. Background checks have not been conducted in person due to the COVID pandemic. Finger print cards will be mailed and Board members must have a valid email address for the E-QUIP invite. Dawn Ami and/or Bobbie Curtis will be in contact with Board members.

5. Background Check Policy

Chair Muniz informed the Board a policy for background checks needs to be created or a paragraph needs to be inserted into the Board Bylaws or Constitution. There is nothing that currently addresses background

checks. Adam Begay proposed the Board review the Bylaws and have a one day planning retreat to review the mission, vision and values.

Dr. Allison and Dawn Ami will work on verbiage to be inserted into the Bylaws and/or Constitution.

G. Introduction of New Business

**1. Action: Infrastructure Capital Improvement Plan-
SIPI's Five (5) Year Plan (2022-2026)**

Renee Allen reviewed SIPI's Capital Improvement Plan submitted to the State of New Mexico, 2020 Capital Outlay for hearing certification. Dr. Allison has reviewed the plan and it was presented and approved by the President's Cabinet. Renee Allen requested Board approval.

Dr. John Bush motioned to approve SIPI's 2022-2026 Infrastructure 5-year plan. Seconded by Larry Brusuelas. All in favor. Motion APPROVED.

2. Action: 2020-2021 Academic Calendar

Valerie Montoya requested Board approval of the 2020-2021 Academic Year Calendar. She reviewed the calendar with Board members and noted each trimester is fifteen weeks and incorporated a two week break between trimesters. She also reported faculty requested additional time for grade submissions and for the trimester to commence on a Wednesday rather than Thursday.

Dr. John Bush inquired about switching from a trimester to semester. Valerie Montoya informed the Board that SIPI used to be on a semester calendar in the early nineties which resulted in the faculty and staff to be furloughed during the summer and ineligible for unemployment benefits. SIPI moved to a trimester to address the hardship of the summer furloughs. She also reported that some faculty want to switch to a semester system to better align with high-school graduations. Currently the trimester system aligns with the New Mexico Community College enrollment system which allows SIPI students the flexibility to co-enroll. Should SIPI decide to move to a semester system in the future, SIPI will need to research semester system requirement for the Department of Education and the Higher Learning Commission. SIPI will also need to look at data for the learning needs of tribal students and what the student want. Jaymie Killfirst added that she personally prefers the trimester system as it helps keep her focused.

Ms. Montoya will ask a small task force to further review the semester versus trimester systems.

Larry Brusuelas motioned to approve the 2020-2021 Academic Calendar. Seconded by Esther Peterson. All approved with the exception of Dr. John Bush. No further discussion. Motion APPROVED.

3. Action: Resolution: *In Full Support of Continued Online Courses and Student Support Services at Southwestern Indian Polytechnic Institute (SIPI) for the Fall 2020 Trimester; and Potential Delivery of Hybrid Courses and Participation in the Residential Program for Students Requiring Experiential Learning Classes*

Dr. Allison read the resolution into the record. She provided background information that a letter was submitted to Director Dearman and a memo to Mark Cruz, Deputy Assistant Secretary for Policy and Economic Development, Office of the Assistant Secretary for Indian Affairs -Department of the Interior (DOI-ASIA), requesting for SIPI to remain online for the Fall 2020 trimester. Dr. Allison noted the approval of the resolution will further support the letter and memo submitted to BIE and DOI-ASIA. She

further noted that SIPI intends to waive Fall 2020 fees and will provide IT equipment to student who need these items.

Dr. Chavez motioned to approve Board Resolution 2020-2: *In Full Support of Continued Online Courses and Student Support Services at Southwestern Indian Polytechnic Institute (SIPI) for the Fall 2020 Trimester; and Potential Delivery of Hybrid Courses and Participation in the Residential Program for Students Requiring Experiential Learning Classes.* Seconded by Larry Brusuelas. All in favor. Motion APPROVED.

Chair Muniz will send to BIE Director Dearman on behalf of SIPI.

(Larry Brusuelas was excused from the meeting at 3:46 pm)

H. SIPI Quarterly Report

1. SIPI Overview

Dr. Allison noted her report was emailed to Board members and highlighted a couple of items. Handout provided.

2. SIPI Funding Report

Bella Lujan reviewed the financial reports and noted that SIPI is on target with expenditure of fund within the appropriate amount of time. Handout provided.

a. CARES (Covid-19)

Monte Monteith reviewed and summarized uses for the different streams of Covid-19 funding SIPI received. Handout provided.

b. CARES Act- Higher Education Emergency Relief Fund (HEERF)

Dr. Cometsevah provided updates and reviewed the document she provided on CARES funding for students for the Spring 2020 Trimester. Handout provided.

3. Student Government Association

Jaymie Killfirst provided an update on the Student Government Association (SGA). She reported SGA hosts bi-weekly meetings via zoom. They are open to the student body, however there is low attendance and SGA is looking at avenues for better advertisement of the meetings. SGA is working to develop a SGA Facebook page to post club activities, meeting and SIPI information. Lastly, SGA would like to establish an online store but they are not sure if they can utilize a Paypal account or a square device for payment. Monte Monteith, Alena Chalan and Dr. Allison will further discuss the proper procedure for payment.

I. Report: Board of Regents Development Office

Bill Lohr reported he is moving forward with development of a Board website. Two domains have been purchased: SIPI BOR.org and SIPIBOR.com. He is hoping to launch the site by August 1, 2020.

J. Public Comments

Chair Muniz asked for public comments:

- Dr. Allison announced SIPI has a small group working on virtual graduation for the Spring 2020 graduates. Request will be submitted to DC for media review and approval. She also noted that each graduate will receive a laptop as an incentive to continue their studies.
- Dr. Chavez thanked and commended SIPI staff for their continued hard work during these stressful times.

K. Future Meeting Schedule/Calendar

1. July, August, September, 2020
2. October, November, December, 2020

The next meeting will be held in September and will likely be a teleconference. Dr. Allison will send out possible meeting dates. The following meeting will occur in November, the date to be determined. Francis Tafoya suggested having a 2-hour meeting every other month.

Before adjourning, Dr. Allison announced her plans to retire in April 2021. There will be a national search and she is hoping that the Board of Regents and campus community to be involved in the search for a new SIPI President. The best scenario would be to have the new president work with her at least for one month (prior to her departure) to ensure a smooth transition. Before Dr. Allison retires, she hopes to accomplish the following; a new organization chart approved and implemented, eleven policies approved, and a name change for the college.

L. Adjourn

Chair Muniz called for a motion to adjourn.

Dr. John Bush motioned to adjourn. Seconded by Dr. Curtis Chavez. All in favor. Motion APPROVED.

Meeting adjourned at 4:32 pm.

Meeting recorded by: Alena Chalan

Minutes reviewed by: Dr. Allison