

**Board of Regents (BOR) Quarterly Meeting
Southwestern Indian Polytechnic Institute (SIPI)
February 17, 2021
1:00 PM – 4:00 PM (MT)**

Minutes

A. Call the Meeting to Order

Chair Muniz called the meeting to order at 1:02 pm.

B. Welcome and Invocation

Chair Muniz welcome meeting attendees. Vice Chair Begaye provided an invocation.

C. Roll Call

Esther Peterson called the roll. The following Board members were present:

Ms. Haeyalyn Muniz, Chair, Jicarilla Apache Nation
Mr. Adam J. Begay, Vice Chair, Navajo Nation-New Mexico
Ms. Esther Peterson, Secretary/Treasurer, Navajo Nation-Arizona
Dr. John Bush, Member, Inter-Tribal Council of Arizona-South
Dr. Curtis Chavez, Southern Pueblos Council
Mr. Darrell Flyingman, Vice-Chair, Oklahoma Tribes
Mr. Francis Tafoya, Eight Northern Pueblos
Ms. Jaymie Killsfirst, President, Student Government Association, SIPI
Dr. Sherry Allison, Ex-Officio member, President, SIPI

Absent:

Dr. Damon Clarke, Member, Inter-Tribal Council of Arizona-North

In attendance: Mr. Anthony Mendez, Mescalero Apache Tribe, Incoming Board member

A quorum was established.

D. Approval of the Agenda

Dr. Allison reviewed the agenda with Board members. Vice Chair Begay requested that Mr. Anthony Mendez be taken off the roll call and letterhead as his Board membership has not been confirmed. Vice Chair Begay also noted that “Dr.” need to be added to President Allison on H.5. of the agenda.

Jaymie Killsfirst motioned to approve the agenda with noted changes. Seconded by Esther Peterson. Call for questions. Motion APPROVED.

E. Approval of the Meeting Minutes

1. November 19, 2020

Secretary Esther Peterson reported she reviewed draft minutes of November 19, 2020 and they are inclusive of the Board’s actions and discussion.

Dr. Curtis Chavez motion to approve minutes for November 19, 2020. Seconded by Darrell Flyingman. Call for questions. Motion APPROVED.

F. Confirmation of New Regent

1. Mr. Anthony Mendez, Mescalero Apache Tribe

Chair Muniz read a letter dated February 10, 2021 from the Mescalero Apache Tribe informing the Board that Anthony Mendez was appointed as their new representative for the SIPI Board of Regents. She then

read the approved Tribal Council resolution of January 20, 2021 confirming Mr. Mendez's appointment.

Mr. Mendez was having technical difficulties and could not provide an introduction.

Darrell Flyingman motion to confirm Mr. Anthony Mendez as a Board of Regents members representing the Mescalero Apache Tribe. Seconded by Dr. Curtis Chavez. Call for questions. Motion APPROVED.

G. Reports (Action)

1a. SIPI Quarterly Report-Overview

Dr. Allison welcomed new Board member, Mr. Mendez, and thanked Larry Brusuelas for his Board service. She noted a thank you letter will be sent to Mr. Brusuelas acknowledging his service. Dr. Allison will have call and orientation with Mr. Mendez.

Dr. Allison noted her written report included a narrative, enrollment and financial reports. She highlighted the following items from her report:

- Spring 2021 trimester: SIPI campus remains closed, classes continue online and/remotely, staff continue to telework, all student fees were waived, and hotspots and/or laptops were provided to students in need. Staff are engaging student via workshops and social media.
- In early April, 13 Vision Care students and instructors will be on campus for hands-on learning. They will not stay in residential halls. Vision Care program is preparing for re-accreditation. Sam Henderson plans to retire but has committed to stay until a new instructor is hired. A vision care instructor recently passed away, an adjunct instructors is teaching classes.
- Staff faltered on program reviews and assessments. Edward Hummingbird is the only staff in the Institutional Research and Effectiveness department due to staff retirement and end of terms. The vacant positions were advertised and staff will be on board soon.
- Student support:
 - \$239K CARES and \$5,700 AICF funding were used to provide students emergency funding.
 - Student Services developed a schedule of programs to engage students and families for the Spring trimester.
 - SIPI will work with the Union to bring College Resident Assistants back to campus to begin with reopening preparations.
 - SIPI's "One Stop Shop" or "Student Success Center" will open in May 2021.
- Commencement Committee is planning a virtual ceremony to be held on April 16, 2021. U.S Representative Debra Haaland was invited to serve as the keynote speaker and Michael King, President of the San Juan Southern Paiute Tribe and SIPI and Haskell Alumni will be an honorary speaker.

Renee Allen provided a quick updated of facilities projects.

1b. Appropriated Funds

Monte Monteith provided an overview. He reminded Board members that SIPI is now forward funded with the exception of the facilities department. Currently, the facilities department has not received funding, it has been awarded but has not reached SIPI yet.

1c. CARES funds

Monte Monteith reviewed the various CARES funding accounts. He reported SIPI used CARES funding to hire an environmental firm to complete a campus assessment. The firm submitted their recommendations and CARES funding will be used to address those recommendations. These funds will be used for HVAC upgrades, the purchase of air purifiers and personal protective equipment, as well as, facility and classroom modifications.

1d. Grant Funds

Karen Coffey reviewed grant funds and balances along with the grant purposes.

As part of the college report, Dr. Allison informed the Board of the following:

- She sent a draft Memorandum of Understanding (MOU) between SIPI and the SIPI Board, to the Bureau of Indian Education (BIE) central office for submission to the Office of Solicitor for review. She reminded the Board the MOU delineates support SIPI (federal) provides to the Board, such as equipment, furniture, office space, phone lines etc.
- SIPI will issue a memo on the Summer 2021 trimester once the plan for hybrid classes is solidified.
- Haskell recently raised a question on enrollment of students from state recognized tribes without a Certificate of Indian Blood (CIB) and/or not enrolled in a federally recognized tribe. The Office of the Solicitor provided their opinion in 2016. To Dr. Allison's knowledge, SIPI has only enrolled students from federally recognized tribes.

2. Board of Regents Development Office

William Lohr reported the office is continuing to build relationships with faculty and staff. Abby Webb is continuing to work on grant management and is available to assist faculty and staff with grants. She is currently working on a Rockefeller Foundation grant to provide Fine Arts courses; working with facilities for additional grant funding for Building 103; and is working on the Board history to highlight past Board activities as a means for grant funding. Marvin Brown continues to work on the Alumni Association. Marvin recently sent an email to students near graduation to encourage them to sign up for the association.

William Lohr reviewed the website performance and reported the development office entered into a fundraising contract with United Consulting Group. They will receive a small monthly stipend/bonus for funds raised.

Mr. Lohr asked the Board and SIPI staff to encourage SIPI alumni to share their SIPI stories on the Board's alumni website. Dr. Allison informed Mr. Lohr that several alumni testimonies were filmed several years back and she will connect him with Waylon Plenty Holes or Donavon Barney for video access.

3. Student Government Association (SGA)

Jaymie Killfirst reported the SGA hosts bi-weekly meetings for students, staff, and guest speakers. Michael King, President of the San Juan Southern Paiute Tribe, and SIPI Alumni was a recent guest speaker. The SGA created Facebook and Instagram pages to better communicate with students. They also created a committee to help encourage students to use SIPI Eaglemail for communication.

Chair Muniz asked Board members if there were any questions regarding the reports. Dr. Chavez questioned whether enrollment was affected by the pandemic and going online. Dr. Allison indicated enrollment has been steady despite not having a dedicated recruitment officer nor the funding to hire recruitment staff. Staff do the best they can to make SIPI a presence online and in the past staff went to recruitment events in the community. Valerie Montoya reported the trend indicates a 19% drop in community college enrollment due to a demographic shift of more adult learners entering higher education. SIPI could see a possible downward shift in enrollment and will need to position for adult learners.

Dr. Curtis Chavez motioned to accept the following reports as presented: SIPI Quarterly, the Board of Regents Development Office and the Student Government Association. Seconded by Darrell Flyingman. Call for questions. Motion APPROVED.

H. Old Business

1. Action: 2020-21 Addendum to the Strategic Plan

Edward Hummingbird reviewed the 2020-21 Addendum to the Strategic Plan and proposed strategic initiatives. He discussed Strategic Initiative four (4) and transfer issues. He indicated the high school graduation data indicates declines which mean SIPI many need to begin focusing on adult learners. He further reported on the upgrade of STARS (Student Information System) to enable development of a student portal.

Darrell Flyingman motion to approve the 2020-21 Addendum to the Strategic Plan. Seconded by Francis Tafoya. Call for questions. Motion APPROVED.

2. Action: SIPI Organization Chart

Dr. Allison thoroughly reviewed the new organization chart with Board members and noted changes. She reported the chart includes positions that are not yet funded but are needed. She also informed the Board the new chart better addresses student needs. The leadership team did the work and conferred with BIE Human Resources to ensure current employees were not harmed. The Union was also notified of the updated organization chart because in some instances staff, eligible bargaining union members, were moved to a different supervisor. This is a change in working condition. If the Board concurs, the new organization chart will be forwarded to Director Dearman on February 26, she will request for approval.

Board members questioned what it would take to fully fund all the positions listed but not filled, on the chart. Dr. Allison indicated it would cost near \$2.2 million for salaries and benefits. She also noted that if SIPI had the money they would move the term positions to permanent positions since they are currently funded by soft funding (Title III); and most of these positions are located in the Division of Student Services directly affecting the students.

Darrell Flyingman motion to approve the SIPI Organizational Chart as presented. Seconded by Vice Chair Begay. Call for questions. Motion APPROVED.

3. Update: Name Change

Dr. Allison stated she has assigned this task to Alena Chalan. Ms. Chalan informed the Board she recently met with Carrie Billy, President & CEO of the American Indian Higher Education Consortium (AIHEC). Ms. Billy and AIHEC are willing to assist SIPI with the name change process. Ms. Billy believes SIPI is only Federally Chartered like IAIA and she will look at the authorizing legislation creating SIPI. SIPI will need to determine if it is chartered in New Mexico. There are two possible ways for Congressional approval: (1) via an amendment to the original Legislation for inclusion on the Appropriations Bill or (2) a technical amendment to any bill. Ms. Billy prefers the inclusion to the Appropriation Bill as Congress must review and act on this bill. After the bill is passed, the name change is official, and SIPI will need to notify agencies, such as the Department of Education, Higher Learning Commission, etc., via a submission of the approved amendment and an approved Board resolution.

Ms. Billy and AIHEC are willing to assist SIPI by working with the NM Congressional delegates to get the name change on the bill. They will also work on an amendment to the Farm Bill (in 2023 or 2024) on change to the name on the bill for land grant institutions.

4. Action: Board Resolution

Title: *In Full Support of Continued Online Courses and Student Support Services at Southwestern Indian Polytechnic Institute (SIPI) for the Summer 2021 Trimester and Delivery of Hybrid Courses for Students Requiring Experiential Learning Classes*

Dr. Allison noted the resolution is essentially the same as the Fall 2020 resolution but with minor changes reflecting Summer 2021. The resolution is in support of SIPI's plans for the Summer 2021 trimester.

Dr. Bush inquired of the status to potentially a change from a trimester to semester system. Dr. Allison indicated that Valerie Montoya and the academic staff were weighing the option but not much movement had taken place due to the work overload and the pandemic.

Dr. Bush motioned to approve Board resolution entitled *In Full Support of Continued Online Courses and Student Support Services at Southwestern Indian Polytechnic Institute (SIPI) for the Summer 2021 Trimester and Delivery of Hybrid Courses for Students Requiring Experiential Learning Classes*. Seconded by Darrell Flyingman. Call for questions and vote. Motion did not pass as Vice Chair Begay called for an amendment to change the resolution date to 17th of February 2021. Vice Chair Begay motioned to rescind previous votes and approved the resolution as amended with noted date change. Seconded by Dr. Curtis Chavez. Call for questions. Motion APPROVED.

5. Retirement of President Dr. Allison

Dr. Allison informed the Board she submitted retirement paperwork in December 2020 and is scheduled to depart at the end of April 2021. She will tie up loose ends in March and begin using accumulated leave in April but will work as needed. BIE-HR will handle all the advertisement, paperwork for the new President. The position will be advertised as a GS-15 and will be posted for 21-days. She also informed the Board that staff requested to be involved in interview/selection of the president and she does not see an issue as Haskell staff have always been involved.

I. Introduction of New Business

1. Reports Institutional Research

- a. 2020 Graduation Report rate
- b. 2020 Transfer Report
- c. 2020 Retention/Persistence Report

Edward Hummingbird reviewed the 2020 Graduation, Transfer and Retention/Persistence Reports. He reported the key performance indicators are submitted to the Department of Education every February.

- The 2020 Graduation Report indicates a slight decline to 20%.
- Transfer Report indicated SIPI does not transfer students well and has a transfer rate of 16.5%. SIPI needs to manage the education transition from SIPI to a four-year university.
- The Retention and Persistence report is a predictor of things to come. Retention is the completion of courses. The retention (or course completion rate) is 88%, with 12% withdraw or drop-out of courses.

2. Action: Board Resolution

Title: *Intent to remove Northern Plains Tribe from Board of Regents and add President Emeritus (immediate past SIPI President), as voting member of SIPI Board of Regents*

Chair Muniz proposed to table the proposed resolution to allow for more research and additional feedback. Dr. Allison informed the Board that she would like to research the federal side to see whether there is anything that would prohibit the President Emeritus from serving as a voting member of the Board. She shared the resolution with SIPI leadership team and Dr. Andrew Lootens-White, SIPI's HLC Liaison who stated there is not a conflict with the potential service on the Board and noted that other past Presidents, at other colleges, have served in similar capacities.

Francis Tafoya motioned to table resolution entitled *Intent to remove Northern Plains Tribe from Board of Regents and add President Emeritus (immediate past SIPI President), a voting member of SIPI Board of Regents*. Seconded by Darrell Flyingman. Call for questions. Motion APPROVED

3. Board Committees

- a. Governance
- b. Fundraising
- c. Student Recruitment

Vice Chair Begay asked Board members to consider joining one of the Board committees as an investment in their services. He briefly explained the function of the Governance, Fundraising and Student Recruitment committees and will send information to Board members.

Dr. Allison stated the Board has the authority to create any committees it needs. Previous committees unfortunately did not get off the ground.

Board members initially selected the following committees:

Governance: Dr. Allison

Fundraising: Esther Peterson

Student Recruitment: Darrell Flyingman, Dr. John Bush, Anthony Mendez

J. Public Comments

No public comments.

K. Future Meeting Schedule/Calendar

- 1. March 29 or 30, 2021: Special Meeting
 - a. Academic Year Calendar 2021-22
 - b. Policies
- 2. April, May, June, 2021
 - a. Recommend: Week of April 19th or 26th
- 3. July, August, September, 2021
- 4. October, November, December, 2021

Chair Muniz asked William Lohr to poll the board for a March date and to follow up to establish dates for the remainder of the year.

L. Adjournment

Chair Muniz called for adjournment.

Darrell Flyingman motion to adjourn. Seconded by Vice Chair Begay. Call for questions. Motion APPROVED.

Meeting adjourned at 4:08 p.m.

Footnote: BOR meeting was originally scheduled for 2/16/21; however, due to a conflict with SIPI employees scheduled to receive vaccinations, the meeting was held on 2/17/21.

Meeting Recorder: Alena Chalan

Edit: Dr. Allison