



SIPI BOARD
OF REGENTS

Board of Regents (BOR) Quarterly Meeting
Southwestern Indian Polytechnic Institute (SIPI)

October 2, 2020

9:00 am – 12 Noon (MDT)

Teleconference Minutes

Haeyalyn Muniz
Chair
Jicarilla Apache
Nation

Darrell Flyingman
Vice Chair
Oklahoma Tribes

Esther Peterson
Secretary/Treasurer
Navajo Nation
Arizona

Adam Begaye
Board Member
Navajo Nation
New Mexico

Larry Brusuelas, Jr
Board Member
Mescalero Apache
Tribe

Dr. John Bush
Board Member
Inter-Tribal Council
of Arizona (South)

Dr. Curtis Chavez
Board Member
Southern Pueblos
Council

Dr. Damon Clark
Board Member
Inter-Tribal Council
of Arizona (North)

Francis Tafoya
Board Member
Eight Northern
Pueblos

Bobbie Thomas
Board Member
SIPI Student Govt

VACANT
Board Member
Northern Plains
Tribes

A. Call to order

Chair Muniz called the meeting to order at 9:05 am.

B. Welcome and Invocation

Chair Muniz welcomed Board members and attendees. Dr. John Bush provided the invocation/prayer.

C. Roll Call

Dr. Allison called rolled. The following were in attendance:

- Haeyalyn Muniz, Chair, Jicarilla Apache Nation**
- Mr. Darrell Flyingman, Vice Chair, Oklahoma Tribes**
- Ms. Esther Peterson, Secretary/Treasurer, Navajo Nation- Arizona**
- Mr. Adam J. Begaye, Member, Navajo Nation – New Mexico**
- Mr. Larry Brusuelas, Mescalero Apache Tribe**
- Dr. John Bush, Member, Inter-Tribal Council of Arizona – South**
- Dr. Curtis Chavez, Southern Pueblos Council**
- Dr. Damon Clarke, Member, Inter-Tribal Council of Arizona – North**
- Ms. Jaymie Killsfirst for Ms. Bobbie Thomas, President, Student Government Association, SIPI**
- Dr. Sherry Allison, Ex-Officio Member, President, SIPI**

Absent:

Mr. Francis Tafoya, Eight Northern Pueblos

A quorum of the Board members was established.

D. Approval of Agenda

Dr. Allison reviewed the agenda. There were no recommended changes.

Dr. Clarke motioned to approve the agenda; seconded by Esther Peterson. Call for questions. Motion unanimously APPROVED.

E. Approval of the Minutes

1) February 11-12, 2020

Dr. Allison and Chair Muniz reported the February 2020 minutes were taken by a former temporary employee; they are taken but cannot be located. Bill Lohr is working

with the former employee to locate.

Dr. John Bush motioned to table the minutes; seconded by Larry Brusuelas. Call for questions. Motion APPROVED.

2) June 22, 2020

Chair Muniz and Dr. Allison reviewed the minutes. Dr. Allison is confident the minutes are accurate.

Larry Brusuelas motioned to accept the minutes; seconded by Darrell Flyingman. Call for questions. Dr. Clarke abstained due to not being at the meeting. Motion APPROVED.

F. Reports (Action)

1) SIPI Quarterly Report

a) Overview

Dr. Allison apologized for the unorganized delivery of meeting materials. Her office is currently short staffed and will work with Mr. Lohr to improve delivery of the materials for the next meeting. Reviewing the written report, she informed Board members the BIE is still on a travel restriction and until it is lifted all meetings must take place via teleconference or virtually. Dr. Allison reported on the Summer 2020 trimester: 156 classes were offered to 290 students, no student fees were charged to students and laptops and hotspots provided to students who self-identified a need. Laptops and hotspots were provided as an incentive for students to remain in school and were purchased with Title III and WK Kellogg grant funds. SIPI did not experience a decline in enrollment. Donovan Barney, SIPI IT, is on-call using a government issued cell phone to provide students assistance. SIPI has assisted over 500 students with financial and other needs during the pandemic from various funding sources. The CARES Act awarded SIPI a total of \$587,278 (\$293,639 for the student relief funds and \$293,639 for institutional funds). AICF awarded approximately \$46,000 for student aide. The WK Kellogg and SIPI Access programs are assisting students with necessities, e.g....food, baby diapers, school supplies, etc; 160 care packages being prepared to send to students in need.

b) Appropriated Funds

Bella Lujan reported as of July 1, 2020. SIPI began a new fiscal year and was funded \$11,341,566 and has expended 31% to date, resulting in a balance of \$7,862,349. SIPI's fiscal year is July 1- June 30, while the fiscal year for the Facilities department is October 1 – September 30. SIPI has not received an updated Financial Distribution Document (FDD) which should be received by the next meeting. Housing, Student Government, Library, Culinary Arts and IT have \$25,202 in student fees that need to be expended quickly.

c) Grant Funds

Karen Coffey reviewed the handout on current grants awarded to SIPI. Two new accounts will be added on October 1st (1) New Mexico Higher Education Department, a State/Federal grant for the Adult Education Program, and (2) Dollar General/AICF grant for students attaining their high school diplomas.

d) CARES (Covid-19)

Monte Monteith reviewed the document for COVID funding that were received from the Bureau of Indian Education, American Indian College Fund, and U.S. Department of Education. SIPI must expend these funds from October 1, 2020 through September 30, 2021.

2) Board of Regents Development Office

a) New Employee - Grant Writer/Manager

Mr. William Lohr introduced new Board employee, Abigail Webb. Ms. Webb provided her background history. She will be working on grant writing and donor relations.

3) Student Government Association

Jaymie Killfirst reported Student Government Association (SGA) elections are upcoming; there are three seats currently filled with one vacancy. The SGA has been meeting and planning for fall activities, should the campus open. She also spoke of student concerns regarding the Fall scholarship opportunity, outreach to students who do not have SIPI emails addresses and students wondering if campus will be open for the Spring trimester.

Dr. Clarke motioned to accept all the reports; seconded by Dr. Chavez. Call for questions. Motion has unanimously APPROVED.

G. Old Business

1) Development Office-End of Year Activities Report

Karen Coffey reported on the Title III contract with the Board of Regents and reviewed the handout provided which included the contract financial report with expended and remaining balances. The remaining balances help determine the request for the next year starting on October 1st. William Lohr will get with the accountant to ensure the expended amounts are accounted for.

2) Background Checks for Board Members

Dawn Ami will consult with the BIE Human Resources regarding the best way to process background checks for Board members. Per the Board's prior request, Ms. Ami developed and presented a draft statement on background investigations for possible inclusion in the Board's Constitution and/or By-laws.

Dr. Bush questioned whether he needed to complete the background investigation since he is in the process with Haskell; and whether the same investigation can be used for SIPI. Dawn stated that is a BIE decision but she would submit the query and get back to the Board once answered.

3) SIPI Organizational Chart

Dr. Allison reviewed SIPI's current organizational chart (approved in 2012), she stated it took 9 months to complete and was developed in response to preparation for accreditation. Dr. Allison also shared the framework of SIPI's new organizational structure, referencing it as an "organizational tree", the boxes indicate the major divisions and departments within. Some new changes include (a) Human Resources will oversee the hiring of adjunct instructors, UNM currently holds a contracts for the recruitment and hiring, we do not plan to contract with UNM, the contract will end in a year (b) College Operations–Safety & Security will be its own department and no longer under Facilities

(c) Academic Programs—creation of new departments for Education and Human Services, Land Grant Office, and Center for the Advancement of Teaching and Learning. SIPI leadership team will meet to discuss new departments and check with BIE Human Resources. They are halfway to finalizing the draft. There are great need for staffing, however, Dr. Allison stated the major factor is whether or not there is sufficient funding as we are obligated to retain all current permanent employees.

4) Action: SIPI 2020-2025 Strategic Plan

Edward Hummingbird stated the plan was developed via a campus wide effort. Mr. Hummingbird reviewed the goals and responded to questions. He then requested approval of the SIPI 2020-2025 Strategic Plan

Dr. Curtis Chavez motioned for approval; seconded by Esther Peterson. Call for questions. Motion unanimously APPROVED.

H. Introduction of New Business

1) Board Officers

Chair Muniz informed members that Darrell Flyingman submitted his notice to step down as Vice Chair. Per the constitution, the position is now vacant and can be filled at this meeting. She asked for volunteers to serve as Vice Chair, there were none. Esther Peterson nominated Dr. Bush who declined due to his tribal council elections. Board members requested the item to be tabled until the next meeting.

Larry Brusuelas motioned to table until next meeting; seconded by Esther Peterson. Call for questions. Motion unanimously APPROVED.

2) Action Logo for Board of Regents

William Lohr requested the Board to officially adopt the new Board logo which will be placed on the Board of Regents website, official letterhead and other documents. The new logo is an eagle to keep with the SIPI eagle, however it is different by being a regal eagle which represents oversight, leadership and protection.

Larry Brusuelas motioned to approve logo; seconded by Dr. Bush. Call for questions.

3) COVID Response Team

Monte Monteith reported on the activities of SIPI's COVID Response Team. SIPI is currently a closed campus with most employees on telework status; there are a few essential employees on campus, however an employee can come to campus with valid reason, supervisor's concurrence and written prior approval. SIPI has a two-month supply of PPE on campus to be distributed to each department. The centralized PPE storage is handled by John David, Dr. Cometsevah and Me. Monteith. They are working on ordering a 6 month supply to keep on hand. On September 29, 2020 an order was completed for campus signage for all buildings. There are signs on all water faucets that only allow water bottle fills. Dr. Schaedla and Todd Nims are researching and examining "gating" criteria for re-opening of campus. The COVID team is looking at an app, Healthy Roster, which allows for self-assessment. This app was originally created for student-athletes but modified for all staff and students due to COVID19. It is FERPA and HIPPA compliant. A professional contractor was hired to conduct a campus assessment

for concerns and recommended modifications due to COVID-19. SIPI will receive a report from the engineering and environmental contractor.

Lastly SIPI, via a memorandum of understanding, will be a COVID-19 drive-thru test site for the Albuquerque Indian Health Service. Testing will take place on four separate Wednesdays from October to December at the residential hall parking lot.

4) Re-opening Plan

Dr. Allison reviewed the draft re-opening plan and noted SIPI is currently in phase 1 which indicates staff are on telework status except for a few employees who are deemed to be essential. Staff can make campus visits, however, it must be requested and given prior approval. Campus is closed to visitors and students; classes will remain online. When appropriate, SIPI will move forward to phase 2 in alignment with the Governor's orders and precautions will be taken. The plan for phase 2 will allow staff to work on campus on a rotating basis with limited interactions and adhere to guidelines. Campus will remain closed with online courses. Staff will use this time to prepare for re-opening of the campus. Due to the nature and status of the virus, it is undetermined when SIPI can move to phase 2; gating criteria will help to determine this.

5) 2020-2021 Budget

Monte Monteith reminded the Board of the timeframe of the new budget cycle (July 1 to June 30) for all departments except for facilities which remains on the old cycle. SIPI is officially in the new fiscal year 2020-2021. SIPI was allocated \$8.96 M in congressionally appropriated funds. CARES ACT funding for COVID-19 related expenses are used for the following: personal protective equipment, special salary for cleaning and any other justifiable COVID related expenses. Bella Lujan is working on a quarterly update schedule.

6) Action: Board Resolution – “Requesting A Name Change For Southwestern Indian Polytechnic Institute (SIPI)”

Dr. Bush presented a draft resolution and conveyed the reason he is proposing a name change is because the current name does not represent what the institution is - a liberal arts college that serves all federally recognized tribes. Dr. Bush suggests a name change that is more appropriate. Dr. Allison stated she requested guidance from the BIE for the past two years and has not received any. Dr. Allison then reached out to Dr. Robert Martin and Dr. John Tippeconnic who were involved in the name change for Haskell.

Dr. Clarke motioned to adopt Resolution 2020-3; seconded by Esther Peterson. Call for questions. Motion unanimously APPROVED.

AIHEC president, Carrie Billie is willing to assist. A cost analysis and survey for alumni, student body and staff will need to take place.

I. Public Comments

- 1) Karen Coffey provided a quick update on Building 101 which is in the final stage of completion and needs to undergo functional testing. After approval is received from the contractor, it will be submitted to BIE. Inspection was moved from November to December.
- 2) Dr. Clarke thanked everyone for their condolences in his time of loss.

- 3) Esther Peterson expressed her appreciation for the hard work of SIPI staff and welcomed all new members and staff.

J. Future Meetings

Chair Muniz will send possible dates after she meets with Bill Lohr.

K. Adjournment

Larry Brusuelas motioned to adjourn; seconded by Dr John Bush. Call for questions. Motion unanimously APPROVED. Meeting adjourned at 12:37pm

Minutes recorded by: KiAllen Gibson

Edited by: Alena Chalan 10/30/2020

Reviewed and edited by: Dr. Allison 11/9/2020