



**Board of Regents (BOR) Quarter 4 Meeting  
Southwestern Indian Polytechnic Institute (SIPI)  
November 4, 2024  
Minutes**

- A. Chairperson Begaye called the meeting to order at 9:16 AM MST
- B. Welcome and invocation given by Regent Peterson
- C. Roll Call

Present

Mr. Adam J. Begaye, Chair, Navajo Nation-New Mexico  
Ms. Esther Peterson, Secretary/Treasurer, Navajo Nation-Arizona (Attended by Zoom)  
Ms. Pablita Chavez SGA President  
Mr. Raymond Gachupin, Southern Pueblos Council  
Mr. Timothy Harjo, SIPI Alumni  
Mr. Alfred LaPaz, Mescalero Apache Tribe  
Ms. Donna Montoya, Jicarilla Apache Nation  
Mr. Francis Tafoya, Eight Northern Pueblos  
Dr. Tamarah Pfeiffer, President, SIPI (Ex-Officio, non-voting member)

Absent

Dr. John Bush, Member, Inter-Tribal Council of Arizona-South  
Ms. Tanya Lewis, Vice Chair, Inter-Tribal Council of Arizona-North

Vacant

Oklahoma Tribes

- D. Approval of the Agenda  
**Dr. Pfeiffer motioned for approval; seconded by Regent Montoya 8 yes; 0 no. The agenda was approved.**
- E. Approval of the Q3 2024 Meeting Minutes  
The Q3 Minutes were reviewed by Regent Peterson. **Regent Harjo motioned for approval; seconded by Regent Montoya: 8 yes; 0 no. The Q3 Minutes were approved.**
- F. Introduction of New Employees
  - Melanie Bartholomew, Adult and Basic Education Department.
  - Dr. Lee Kerns, Adult and Basic Education Department.
  - Dr. Gloria Collins, Student Affairs
  - Bobby Brown, Dual Credit Coordinator

G. Special Guest Presentation by Mr. Watchman Interim CEO, Canoncito Band of Navajos Health Center

Mr. Watchman gave a presentation on potential health care partnerships. Discussions on the presentation followed.

Mr. Monte Monteith indicated that the Indian Health Service (IHS) partnership did not proceed. The proposed IHS facility was too large and access/egress to the site could not be accommodated.

Chairperson Begaye indicated that Bureau of Indian Education Director Dearman was in support of a potential SIPI/Canoncito Band of Navajo partnership.

President Pfeiffer indicated that agreements would need to go up through the Solicitors and asked questions on ambulance service and whether a separate entrance is required.

She also asked if there were service limitations to students from other tribes and/or those admitted through descendency, noting that the federal system does not want redundancy.

Mr. Watchman indicated primary service is to Navajos, with options and avenues to serve all students. The “big question” from their perspective is how to handle specialty services. Mr. Watchman indicated that they provide direct medical services.

Regent Harjo asked who gets to participate in the services offered, noting that there is a large population that lives off of tribal lands. He asked whether the partnership will include students and families— and asked for more clarity in the presentation on exactly who will be served.

Regent Gachupin asked how binding is the resolution? He indicated that SIPI is an ideal location and would like to take information back to his tribes.

Dr. Begaye indicated that partnerships could benefit SIPI’s Allied Health programs, such as training EMT’s and CNAs, as well as placement of optometry graduates.

Dr. Comsetsevah wondered how a partnership would work with our-of-state students, asking who covers ambulance costs, how does the partnership benefit students when emergency care is needed, and has there been consideration of student insurance?

Dr. Collins indicated Medicare, Medicaid, and private insurance is important to funding.

Dr. Yellowman indicated that there is a vast menu of services a 638 can offer, noting a lot of our students need behavioral healthcare.

She also noted that SIPI is a hub with a IHS Dental Clinic, Early Childhood Center, and can see this partnership building on a “one-stop shop.” She also encouraged the exploration of providing traditional native care.

Regent Peterson and Chairperson Begaye thanked Mr. Watchman for the presentation.

H. Action Items

1. Resolution #1 10-24: Partnership Explorations with the Canoncito Band of Navajo Health Center Corporation

The following motion as amended per discussions summarized below was discussed:

**Whereas**, the Southwestern Indian Polytechnic Institute (SIPI), a national Indian community college and land grant institution authorized by Congress in partial fulfillment of treaty and trust responsibilities, offers 19 career technical training and transfer degree programs and adult and basic education services to students from the nation's 574 federally recognized tribes; and

**Whereas**, The Bureau of Indian Education-BOR-SIPI March 2020 Memorandum of Understanding indicates that the BOR shall act as an advocate for SIPI, promote SIPI within Indian Country, and provide information about the programs and opportunities SIPI provides; and

**Whereas**, Chairperson Begaye convened a summer SIPI advocacy meeting with leadership from the Canoncito Band of Navajos to explore initial interest in developing and/or expanding allied health care programs, services, and facilities on the SIPI Campus to support student and tribal needs; and

**Whereas**, Presentation at today's Board of Regents meeting by the leadership of the Canoncito Band of Navajos expressed a strong commitment to partnership exploration with SIPI; and

**Whereas**, SIPI and the Canoncito Band of Navajos share strong commitments to student access and service to the Indian Nation.

**NOW THEREFORE BE IT RESOLVED**, that the SIPI Board of Regents charges the President of the Southwestern Indian Polytechnic Institute to work with colleagues from the Canoncito Band of Navajos to explore partnerships that develop and/or expand allied health care programs, services, and facilities on the SIPI Campus to support student success and meet all tribal needs; and

**BE IT FURTHER RESOLVED**, that the BOR requests quarterly updates on partnership explorations with the Canoncito Band of Navajos until agreements have been enacted.

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President Pfeiffer asked that the resolution be modified in the first therefore statement to read "to support student success and **meet all** tribal needs."

Regent Tafoya would like partnership updates on a monthly basis.

Regent Harjo would like Certification Statements to be included in future Board Resolutions.

**Regent Harjo motioned and Regent Montoya seconded the motion to approve the Resolution as amended: 8 yes; 0 no. The Resolution Passed.**

2. Resolution #2 10-24: SIPI Name Change

The following Resolution was discussed:

**Whereas**, SIPI is a federally operated community college established at the request of the 19 Pueblo tribes of New Mexico and other federally recognized tribes. SIPI was created in 1971 by the U.S. Congress in accordance with authorities contained at 25 USC 13 (The Snyder Act of November 02, 1921/ P.L. 67-85) to provide postsecondary opportunities to students who are enrolled in federally recognized tribes throughout the United States; and

**Whereas**, Southwestern Indian Polytechnic Institute is the original name given to the College in 1971, reflective of the program offerings at that time; and

**Whereas**, SIPI is a national Indian community college and land grant institution authorized by Congress in partial fulfillment of treaty and trust responsibilities, offering 19 career technical training and transfer degree programs and adult and basic education services to students from the nation's 574 federally recognized tribes; and

**Whereas**, SIPI Board of Regents approved Resolution #2023-1 strongly requested a new institutional name for the College that reflects four principles: (1) supports the mission of the College; (2) addresses the inclusiveness of the student population the College serves; (3) identifies the role of the College; and (4) is inclusive of stakeholders in the change process; and

**Whereas**, SIPI Board of Regents approved Resolution, #2023-1 requested that the President of SIPI determine the most appropriate process to advance this effort; and

**Whereas**, Following Resolution #2023-1, the President of the College held a Tribal Listening Session on Name Change at the National Indian Education Association Convention and Trade Show in Albuquerque, New Mexico in fall 2023 and conducted feedback sessions with students, faculty, and staff on name change thereafter; and

**Whereas**, The Development Office solicited and received feedback from alumni on the College name change; and

**Whereas,** A seven-member task force representing students, faculty, staff, and a consultant evaluated the most frequently recommended new names for the College following the four principles stated above; and,

**Whereas,** Presentation at February 5, 2024, Board of Regents meeting showed that the Task Force followed the four principles (stated above) for name change; and,

**Whereas,** Voting from the name change was tabled at the February 5 and July 29, 2024 Board of Regents meetings to allow new and current trustees to contemplate a name change and to give all trustees additional time to seek feedback on the name change from their constituencies; and

**Whereas,** The President of SIPI's Office has completed its due diligence regarding all state and federal notifications and approvals required before and after a name change is enacted.

**NOW THEREFORE BE IT RESOLVED,** that the SIPI Board of Regents strongly recommends changing the College's name from Southwestern Indian Polytechnic Institute (SIPI) to the National American Indian Community College; and

**BE IT FURTHER RESOLVED,** the SIPI Board of Regents calls upon the President of the College to provide oversight in achieving all state and federal approvals and notifications required before and after a name change is enacted, keeping the Board of Regents informed of progress and engaging the Development Office as appropriate; and

**BE IT FURTHER RESOLVED,** the Board of Regents calls upon the administration and the U.S. Department of Interior-Bureau of Indian Education to fully support the Board's request to change the College's name; and

**BE IT FURTHER RESOLVED,** the SIPI Board of Regents calls upon the President of the College to provide oversight of internal and engagement with external marketing and brand awareness campaigns associated with the College's name change and working with the Development Office, as appropriate.; and

**BE IT FURTHER RESOLVED** that this resolution shall be in effect until it is withdrawn or modified by subsequent resolution.

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Regent Tafoya said he was against the name change.

Regent Harjo was not in favor of the name change, indicating that it is too long from a marketing perspective,

Dr. Pfeiffer suggested that if the resolution does not pass, it should not be tabled for future discussion.

Regent La Paz: Asked for historic background on the name change. Chairperson Begaye indicated the previous Board requested a new name and Regent Peterson added that a new name has been talked about for 10 years.

Regent Montoya: Agreed with Dr. Pfeiffer's suggestion and indicated that her tribe was divided on the name change issue.

Regent La Paz indicated people identify with SIPI.

Regent Gachupin: Asked what will be the benefit of a name change? He noted that SIPI has historical connotation.

Dr. Harrington indicated that we are not an institute. We are a community college and to be named as such would help to drive enrollment.

**Regent Harjo motioned and Regent Gachupin seconded the Motion to proceed with the name change: 0 yes; 7 no; 1 abstain. The Resolution failed.**

3. Resolution #3 10-24: Substantive Change Request: Support for a Semester Calendar  
The following Resolution was discussed:

**Whereas**, the Southwestern Indian Polytechnic Institute (SIPI) provides 19 career technical training and transfer degree programs to students from the nation's 574 federally recognized tribes, in addition to offering competitive job training programs and awarding Associate of Applied Science, Associate of Arts and Associate of Science degrees; and

**Whereas**, SIPI serves students nationally and currently operates on trimester calendar, which is only used by 15% of colleges and universities in the nation; and

**Whereas**, previous SIPI Board of Regents Resolution charged the College, upon approval of the U.S. Department of Interior-Bureau of Indian Education with developing an academic year, semester schedule to:

1. Support the Mission and Vision of the College.
2. Address the inclusiveness of the student population the College serves.
3. Identify the role of the College; and
4. Is inclusive of stakeholders in the change process; and

**Whereas**, approval to proceed with received; and

**Whereas**, a semester schedule meets the first three criteria (stated above) by increasing educational access and opportunity. It provides timely access to higher education to students from New Mexico and across the nation by eliminating gap periods between trimester and semester schedules; and

**Whereas**, under the direction of the incoming President, a faculty task force was created to design a comprehensive semester system;

**Whereas**, SIPI maintains accreditation from the Higher Learning (HLC) and HLC Policy requires institutional submission of and Commission approval for a

Substantive Change Request before the transition from trimesters to semesters can occur.

**Whereas**, the President of SIPI has followed BOR parameters set forth in developing a semester schedule and is submitting a Change Request to the HLC.

**NOW THEREFORE BE IT RESOLVED**, that the SIPI Board of Regents calls upon the Higher Learning Commission and the U.S. Department of Interior-Bureau of Indian Education to fully support the College's Substantive Change Request to change from a trimester to a semester schedule; and

**BE IT FURTHER RESOLVED** that this resolution shall be in effect until it is withdrawn or modified by subsequent resolution

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President Pfeiffer indicated that the proposed Resolution, if passed, will be included in the College's Substantive Request to the Higher Learning Commission.

**President Pfeiffer motioned and Regent Harjo seconded approval of the Resolution: 8 yes; 0 no. The Resolution passed.**

4. Resolution #4 10-24: SIPI Donor Bill of Rights  
The Following Resolution was discussed:

**Whereas**, The SIPI Board of Regents (BOR) incorporated as a 501(c)3 non-profit Foundation in 1975; and

**Whereas**, the SIPI BOR works through its Development Office to raise awareness of and funding for the College in support of student success and the College's mission, goals, and priorities; and

**Whereas**, the SIPI BOR and its Development Office are committed to best practices, shared governance, transparency and accountability in all facets of work; and

**Whereas**, the American Association of Fund Raising Counsel, Association for Healthcare Philanthropy, the Council for Advancement and Support of Education, and the Association of Fundraising Professionals are long-standing leaders in postsecondary fundraising.

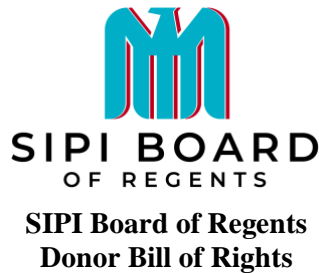
**NOW THEREFORE BE IT RESOLVED**, that the SIPI Board of Regents adopts the Donor Bill of Rights created by the aforementioned organizations; and

**BE IT FURTHER RESOLVED**, that successful execution of the Donor Bill of Rights under the leadership of the Executive Director of the Development Office, Mr. Bobby Wallace, ensures that the SIPI Board of Regents and its Development Office honor the investment and trust that every donor places in the College; and

**BE IT FURTHER RESOLVED**, that Board of Regents strongly commends Mr. Wallace for his passion, commitment, and diligence to serving the College, donors, alumni, and the Board.

Mr. Wallace indicated the Donor Bill of Rights serves as a marketing piece and is best practice in fundraising.

**Regent Montoya motioned approval and Regent Tafoya seconded: 8 yes; 0 no. The Resolution passed.**



The SIPI Board of Regents and its Development Office honor the investment and trust that every donor places in the College by upholding our *Donor Bill of Rights*<sup>1</sup>. Every person contributing to SIPI Foundation can expect:

- I. To be informed of the Foundation's and College's Missions, the way we intend to use donated resources, and the capacity to use donations effectively for the intended purposes.
- II. To be informed of the identity of those serving on the SIPI Board Regents, who will exercise prudent judgement in its stewardship responsibilities.
- III. To have access to the SIPI Foundation's most recent financial statements.
- IV. To be assured their gifts will be used for the purposes for which they were given.
- V. To receive appropriate acknowledgement and recognition.
- VI. To be assured that information about their donation is handled with respect and with confidentiality to the extent provided by law.
- VII. To expect that all relationships with individuals representing the College will be professional in nature.
- VIII. To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.
- IX. To have the opportunity for their names to be deleted from mailing lists that the Development Office may intend to share.
- X. To feel free to ask questions when making donation(s) and to receive prompt, truthful and forthright answers.

Donors with questions regarding the *Donor Bill of Rights* should contact the Executive Director of the Development Office at 505- 922-6512 or at [info@sipibor.com](mailto:info@sipibor.com)

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<sup>1</sup> The Donor Bill of Rights was developed by the American Association of Fund Raising Counsel, Association for Healthcare Philanthropy, the Council for Advancement and Support of Education, and the Association of Fundraising Professionals.



5. Resolution #5 10-24: Gift Acceptance Policy

Mr. Wallace indicated that the Gift Acceptance Policy codifies protocol.

The following Resolution as amended per Board member discussions (summarized below) was discussed:

**Whereas**, The SIPI Board of Regents (BOR) incorporated as a 501(c)3 non-profit Foundation in 1975; and

**Whereas**, the SIPI BOR works through its Development Office to raise awareness of and funding for the College in support of student success and the College's mission, goals, and priorities; and

**Whereas**, the SIPI BOR and its Development Office are committed to best practices, shared governance, transparency and accountability in all facets of work.

**NOW THEREFORE BE IT RESOLVED**, that the SIPI Board of Regents adopts the Gift Acceptance Policy to be followed by the BOR and the Development Office in cultivating, soliciting, and stewarding contributions to the College.

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Board members requested the following change (in bold text) to Guiding Principle #7:

The Executive Director of the Development Office is responsible for the reporting of contributions (gifts) **to the Board of Regents** as set forth in SIPI Board of Regents Policies and Procedures.

Board members also requested the following change to the Reporting Section:

The Executive Director of the Development Office is responsible for designing, implementing, and documenting Office procedures for providing gift recognitions and required reporting to the Internal Revenue Service, **required third parties**, and donors.

**Motion to approve the resolution as amended by Regent Harjo; seconded by Regent Gachupin: 8 yes; 0 no. The Resolution as amended passed.**

After passage, Regent Harjo would like resolutions to start with the authority of SIPI and the Board of Regents.



### **Gift Acceptance Policy**

The SIPI Board of Regents (BOR) incorporated as a 501(c)3 non-profit in 1975. It works through its Development Office to raise awareness of and funding for the College in support of student success and the College's mission, goals, and priorities. The SIPI Board of Regents welcomes restricted and unrestricted contributions in the form of:

- Artwork
- Bequests
- Cash
- Charitable Gift Annuities
- Charitable Lead Trusts
- Charitable Remainder Trusts
- Closely Held Securities
- Cryptocurrency
- Farm Property
- Gifts In Kind
- Life Estate Agreements
- Life Insurance
- Readily Marketable Securities
- Real Estate
- U.S. Savings Bonds

### **Guiding Principles**

1. The Executive Director of the Development Office has the responsibility to accept or reject gifts to the SIPI Board of Regents, contingent to Board of Regents review or concurrence as set forth in this document.
2. Only those gifts that advance the mission, goals, priorities, and/or operations of SIPI and/or the Development Office will be accepted.
3. Gifts that qualify under #2 (above) but generate more cost and/or liability than benefit will not be accepted.
4. Gift acceptance by the Executive Director of the Development Office does not suggest or imply that the College or the SIPI Board of Regents endorses or supports the donor's views, opinions, businesses, or other activities.
5. The SIPI Board of Regents and its Development Office will uphold the Donor's Bill of Rights promoted by the Council for Advancement and Support of Education.
6. Non-cash gifts will be sold as soon as feasible. Assets will not be held to speculate on market fluctuations.
7. The Executive Director of the Development Office is responsible for the reporting of contributions (gifts) to the Board of Regents as set forth in SIPI Board of Regents Policies and Procedures.

### **Separation of Duties**

1. The Executive Director has the first right of approval for all gifts to the SIPI Board of Regents. All potential gifts in excess of \$250,000 are subject to Board of Regents review and concurrence before gift request and/or acceptance per the Procedures Section stated below.

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2. During the cultivation process, donors should be encouraged to review their financial plans with their financial advisor(s) and/or attorney(s) prior to making a pledge or gift to the SIPI Board of Regents.
3. Each donor is responsible for ensuring that their gift(s) to the SIPI Board of Regents meets their philanthropic and fiscal goals.
4. No member of the SIPI Board of Regents or its staff shall act as personal representative, executor, or agent pursuant to a power of attorney for an estate or individual making a gift to the SIPI Board of Regents.
5. The Executive Director of the Development Office and Donors are separately responsible for knowing and following Internal Revenue Service rules regarding their gift reporting.
6. The SIPI BOR and its Development Office will not provide legal, fiscal, or tax advice to current and prospective donors.

### **Procedures**

1. Artwork; bequests; cash, check, cryptocurrency, and ETF payments; retirement plan and life insurance beneficiary designations, readily marketable securities can be accepted by the Development Executive Director without prior review by the Board of Regents, with the understanding:
  - a. The first 50% of an unrestricted gift or bequest (i.e., wills and revocable living trusts) received in any fiscal year to the SIPI Board of Regents will be applied to the respective budget and/or reserve funds as determined by the Executive Director of the Development Office in consultation with and approval by the Board of Regents.
  - b. The remaining 50% of an unrestricted gift or bequest shall be applied to the respective budget, reserve accounts, and/or endowment, as determined by the Executive Director of the Development Office.
  - c. Digital currency will be converted to cash upon acceptance.
  - d. Cryptocurrency is nonrefundable to the donor once it is transferred to the SIPI Board of Regents.
2. Charitable Gift Annuities will require the following for gift acceptance and dispensation:
  - a. Minimum contribution of \$10,000.
  - b. An annuity can be issued on one or two lives.
  - c. All annuitants must be at least 65 years old at the time payout begins.
  - d. Deferred annuities may be established at age 55. However, payments will not begin until at least age 65.
  - e. Terms and rates of payouts and acceptable assets for the account will be mutually agreed upon by the donor(s) and the Executive Director of the Development Office.
3. Charitable Remainder Trusts (CRT)
  - a. The SIPI Board of Regents will consider on an individual basis appointments as a trustee of a charitable remainder trust if the SIPI Board of Regents is named as the sole

## **DRAFT**

irrevocable beneficiary and the Board receives a positive recommendation to proceed from its legal counsel.

- b. The Board of Regents will also consider appointments of lower percentage interests. Decisions will be made in consultation with legal counsel.
- c. In either case (above), the minimums for CRT acceptance are \$250,000 with 100% designation to the College or SIPI Board of Regents.
- d. Acceptable CRT Assets include cash, certificates of deposit, marketable securities, unencumbered real estate, and U.S. Treasuries,
- e. Discretionary Assets including artwork, closely held C Corp stock, E and EE Bonds, Insurance Policies, and Limited Partnerships (FLPs, LLPs, LPs).
- f. Unacceptable Assets include automobiles, HH Bonds, Jewelry and other collectables, mineral rights, non-family Limited Partnerships, real estate with a mortgage, receivables, and S Corp. stock.

#### 4. Charitable Lead Trusts (CLT)

- a. The SIPI Board of Regents will consider appointments as a trustee of a CLT on an individual basis if the SIPI Board of Regents is named as the sole irrevocable beneficiary and the Board receives a recommendation to proceed from its legal counsel.
- b. The SIPI Board of Regents will consider appointments of lower percentage interests. Decisions will be made in consultation with legal counsel.
- c. In either case (above), minimums CLT acceptance are \$250,000, 100% designation to the SIPI Board of Regents, and minimum age of 18.

#### 5. Closely Held Securities. The SIPI Board of Regents and the Executive Director shall determine the acceptance or rejection of closely held securities, carefully considering:

- a. Restrictions on the security that would prevent the SIPI Board of Regents from converting assets to cash.
- b. Marketability of the security.
- c. Undesirable tax consequence to the SIPI Board of Regents.

#### 6. Gifts In Kind

- a. Those items that support the mission and/or operations of the SIPI Board of Regents or College will be accepted upon concurrence of the Executive Director of the Development Office.
- b. GIK can be retained or sold by the Development Office.

#### 7. Real Estate.

- a. Decisions regarding the acceptance or rejection of personal property will be evaluated and communicated to the Board of Regents by the Executive Director of the Development Office.
- b. The Executive Director's evaluation will be based on advancement of the College's and/or Board of Regents Missions and the availability of supporting resources (e.g., staff,

## **DRAFT**

revenue) if the property is retained or the Executive Director's evaluation will be based on market conditions and the ability to sell the property at or above the appraised valuation if the property is to be sold.

8. Life Insurance:

- a. Life Insurance will be accepted if the donor executed an irrevocable beneficiary election designation, and there is an irrevocable transfer of ownership to the SIPI Board of Regents

9. Gifts of U.S. Saving Bond(s) to the SIPI Board of Regents does not relieve the donor of income tax owed.

### **Receipts and IRS Reporting**

The Executive Director of the Development Office is responsible for designing, implementing, and documenting Office procedures for providing gift recognitions and required reporting to the Internal Revenue Service, required third parties, and donors.

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A break was convened from 12:07-12:12 PM.

6. Resolution #6 10-24: Endowment Investment, Distribution, and Spending Policy  
The following Resolution was presented to the Board:

**Whereas**, The SIPI Board of Regents (BOR) incorporated as a 501(c)3 non-profit Foundation in 1975; and

**Whereas**, the SIPI BOR works through its Development Office to raise awareness of and funding for the College in support of student success and the College's mission, goals, and priorities; and

**Whereas**, the SIPI BOR and its Development Office are committed to best practices, shared governance, transparency, and accountability in all facets of work.

**NOW THEREFORE BE IT RESOLVED**, that the SIPI Board of Regents adopts the Endowment Investment, Distribution, and Spending Policy to provide a predictable stream of funding to programs and other items supported by its endowment while seeking to maintain the purchasing power of the endowment.

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There were no Board questions on this Resolution.

**Motion to approve the Resolution by Regent Tafoya; seconded by Regent Montoya: 8 yes; 0 no. The Resolution was approved.**



### **Endowment Investment, Distribution, and Spending Policy**

The SIPI Board of Regents uses a Development Office to raise donations in order to raise awareness of and funding for the College. The Board of Regents represents a set of financial assets for which investment returns can be generated and used to support the operations of the College and further grow the endowment.

Following Financial Accounting Standards Board (FASB) Guidelines, the SIPI Board of Regents consists of three distinct subtypes of endowments:

#### **Term Endowment**

These are set up for a limited period of time, such as a fixed number of years or until a specific event such as the death of a donor takes place. After the term of the endowment expires, the contributed principal amount may be used to fund operations. Term endowments will include a written agreement between the donor and the Board of Regents, stating the agreement; the Board's *Investment, Distribution, and Spending Policy*; and any terms and conditions governing the liquidation of the donor's gift.

#### **True Endowment**

When a donor provides funds to the endowment, it will be specified that they are to be kept perpetually. True endowments will include a written agreement between the donor and the Board of Regents, stating the agreement; the Board's *Investment, Distribution, and Spending Policy*; and any terms and conditions governing the liquidation of the donor's gift.

#### **Quasi-Endowment**

The SIPI Board of Regents in its oversight of the Endowment may approve the use reserve funds, unrestricted gifts, or financial windfalls within the endowment fund. Such additions will be classified as quasi-endowments. All quasi-endowment expenditures will follow any restrictions made in the donor's gift.

The SIPI Board of Regents will seek to provide a predictable stream of funding to programs and other items supported by its endowment while seeking to maintain the purchasing power of the endowment.

Term and True Endowment assets will be invested in a manner that is intended to produce an average rate of return of approximately 4.5% annually over time, with the understanding that actual returns in any given year may vary from this amount. Disbursement of Endowment funds

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shall occur at the rolling three-year average rate of return, adjusted for the net income earned for the current and immediate two fiscal year prior fiscal years for the period of disbursement.

The SIPI Board of Regents delegates the budgeting, expenditure, and reporting of Board approved disbursements to the Executive Director of the Development Office.

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7. Resolution #7 10-24: Revenue and Expense Reporting Policy

The following Resolution was presented to the Board:

**Whereas**, The SIPI Board of Regents (BOR) incorporated as a 501(c)3 non-profit Foundation in 1975; and

**Whereas**, the SIPI BOR works through its Development Office to raise awareness of and funding for the College in support of student success and the College's mission, goals, and priorities; and

**Whereas**, the SIPI BOR and its Development Office are committed to best practices, shared governance, transparency and accountability in all facets of work.

**NOW THEREFORE BE IT RESOLVED**, that by valuing transparency and accountability, the SIPI Board of Regents adopts the Revenue and Expenditure Reporting for the Development Office.

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In response to Board member questions, Mr. Wallace indicated that information will be made public through audits with names redacted and that the Board of Regents approves unrestricted gifts.

**Motion to approve the Resolution by Regent Montoya; seconded by Regent Tafoya: 8 yes; 0 no. The Resolution was approved.**



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- **Revenue and Expenditure Reporting Policy**
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The SIPI Board of Regents receives revenue from donations and grants to raise awareness of and funding for the College and the Board's Development Office. Valuing transparency and accountability, the following policy shall be enacted for Board of Regents revenue and expenditure reporting.:

1. Revenue from external funds provided at quarterly Board meetings shall include:
    - a. Total revenue received for the previous fiscal along with quarterly and fiscal year-to-date totals.
    - b. Quarterly and year-to-date listing and totals for the number and dollar value of grants applied for and funding outcomes.
    - c. When engaged in a comprehensive campaign, quarterly, year-to-date, and cumulative totals by campaign priority.
  2. Expenditure of external funds provided at quarterly Board meetings shall include:
    - a. Requirements set forth by donors and agreed upon by the Executive Director of the Development Office.
    - b. Stipulations of entities awarding contracts and/or grants.
    - c. The outcomes for the donations and grants received.
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The agenda was reordered so Regent Chavez could make her Student Government Association (SGA) presentation before leaving for class. SGA activities during the last quarter included:

- Providing "Motivation Mondays" speakers;
- Attending SGA-AIHEC Informational Sessions;
- Offering five activities in October; and
- Planning Native American Month activities.

8. Concurrence/Approval: Academic Year 2025-2026 Calendar

The Academic Year 2025-2026 Calendar will be provided in the College's Substantive Change Request to the Higher Learning Commission, where SIPI is requesting HLC approval for the College to transition from a trimester to semester calendar.

**Regent Tafoya motioned approval; seconded by Regent Montoya: 7 yes; 0 no. The Motion passed.**

9. Concurrence/Approval: Post Pandemic Covid-19 Health and Safety Policy

There were no Board questions on this item.

**Regent Peterson motioned approval; seconded by Regent Harjo: 7 yes, 0 no. The Motion passed.**



## **DRAFT**

10. Concurrence/Approval: Organization Chart Update

President Pfeiffer indicated that adjuncts had been taken off the organization chart. The College has hired 27 faculty and staff, Human Resources is developing a hierarchical display of SIPI's Organizational Chart.

**Regent Montoya motioned; seconded by Regent Peterson: 7 yes; 0 no. The Motion passed.**

11. Concurrence/Approval: Addendum Strategic Plan

Mr. Edward Hummingbird overviewed a handout that identifies all of the active initiatives. Regent Harjo requested a copy of the Strategic Plan.

**Regent Peterson motioned approval; seconded by Regent Tafoya: 7 yes; 0 no. The motion passed.**

12. Concurrence/Approval: HiSet Students/College Courses Policy

President Pfeiffer tabled this item. Information was not provided in the Board Book.

The Board agreed to vote on Items #13-15 as a Consent Agent since the items are interrelated.

13. Concurrence/Approval: Modality Change in Online Courses Policy

It was noted that all courses must be consistent across all instructional modalities.

14. Concurrence/Approval: Testing for Adult Basic Education (TABE)

This allows for pre and post TABE testing.

15. Concurrence/Approval: Rolling Admissions Policy

This policy encourages students to apply, then can enroll when they are ready.

**Regent Tafoya motioned approval of Items #13-15; seconded by Regent Montoya: 7 yes; 0 no. The motion passed.**

16. Concurrence Academic Internship Handbook

Dr. Begaye overviewed the purposes of an Internship Handbook.

**Regent Tafoya motioned approval; seconded by Regent Peterson: 8 yes; 0 no. The motion passed.**

Regent Montoya left the meeting at 1:04 PM due to weather conditions.

17. Concurrence Student Affairs Master Plan

Dr. Comsetsevah overviewed the Plan. President Pfeiffer noted that various plans at SIPI roll up to form a College Plan. She asked for the highest priority of the Board to be helping SIPI find housing options for students.

**Regent Gachupin motioned approval; seconded by Regent Tafoya: 6 yes; 0 no. The Motion passed.**

### I. New Business

## **DRAFT**

1. Board of Regents Oklahoma Tribes Resignation

Chairperson Begaye indicated that Mr. Flyingman resigned from the Board. Neither Chairperson Begaye nor President Pfeiffer received a written letter of resignation from Mr. Flyingman.

**Regent Tafoya motioned to accept the resignation of Mr. Flyingman; seconded by Regent La Paz: 6 yes; 0 no. The motion passed.**

Regents La Paz and Tafoya left the meeting at 1:36 PM due to weather. The Board did not have a quorum for the remainder of the meeting. .

2. BIE-BOR-SIPI MOU

President Pfeiffer questions whether she had a redline copy of the MOU. Dr. Rives said he sent it and will send another copy. President Pfeiffer will send the revised MOU to the Solicitors for review.

3. Meeting Calendar for Calendar Year 2025

- i. Quarter 1: January 27
- ii. Quarter 2: April 17 and Commencement April 18
- iii. Quarter 3: July 7
- iv. Quarter 4: October 6

### J. Reports

1. College Overview

- i. President Pfeiffer reported:

The Task Force on Semesters was a six month process.

The HLC Monitoring Report due on September 1, 2025, needs to focus on implementation to increase persistence and completion rates, and including continuing with summer bridge, building a testing center, implementing integrated advising; and increasing staffing in Adult and Basic Education.

Enrollment is an outcome of the HLC report and that we need housing to increase our enrollment. Otherwise, we lose 250 students each semester. She indicated that this is a federal problem and we will never see our numbers go above 225 unless we have evening and weekend options. She asked the Board to help find housing options.

- ii. Appropriated Funds

Ms. Bella Lujan reviewed status of funds through 9.24, prior to the federal blackout period. Ms Lujan also reported on funding for the current fiscal year.

- iii. Grants

Dr. Servine reviewed the spreadsheet of grants. He noted that USDA reported lots of upcoming retirements and there might be opportunities for our students.

He also noted that there is going to be a grants coordinator hired to assist departments and principle investigators.

## **DRAFT**

Grants submitted include a Trio Grant for Student Support Services, Digital Equity Grant, and a Research and Public Services Grant for Allied Health Services.

He noted that Title III grant is about strengthening institutions and funds have been used to strengthen the distance education program and support SIPI staff. President Pfeiffer asked Dr. Servine to provide personnel costs for grants received.

### 2. Board of Regents Development Office

Mr. Bobby Wallace reported on the receipt of a new permanently restricted endowment gift: The Patricia A. and Donald H. Leinweber Endowment Fund. This is the first permanently restricted gift to the College, valued at \$77,000. Proceeds from the endowment will support student fees in times of need.

Note: Earlier in the meeting while there was quorum, Mr. Wallace noted that the FY23 Audit was a clean audit. **Regent La Paz motioned approval; Regent Tafoya seconded: 7 yes; 0 no. The motion passed.**

Mr. Wallace indicated that Grant Writer Abby Webb resigned. He has outsourced the grant writing function to XTen Marketing. He also reported hiring an Administrative Assistant, Ms. Laura Garcia who is a past AmeriCorps member and employee of SIPI.

### 3. Student Government Association

Ms. Pablita Chavez gave her report earlier in the meeting.

## K. Old Business

### 1. Dual Enrollment Students and Residential Eligibility

President Pfeiffer responded to a previous Board member question regarding age eligibility for dual enrollment and residency. For insurance purposes, students must be at least 18 years old.

President Pfeiffer also reported that dual enrollment will be piloted with Culinary and Liberal Arts on campus before proceeding to online offerings.

### 2. Accomplishments and Immediate Next Steps in HLC Monitoring Report

- i. Assessment of Student Learning
- ii. Program Review

Monte Monteith reported that both of these areas are going well.

### iii. Enrollment, Persistence, and Completion

Monte Monteith reported on college efforts which include Dual Enrollment, Direct Admission, and increased staffing and support in Adult and Basic Education. He also indicated that the College is looking at the lifecycle model, interventions, and continuous improvements.

## **DRAFT**

Monte Monteith noted an enrollment goal of 740 students to return to pre-COVID enrollment totals. He suggested that we will need new programs to help us meet this target and asked Board members to go to their constituents to help identify need areas. Regent Harjo recommended that the College help tribes with entrepreneurial studies.

3. Update on Explorations with Northern Arizona University

Dr. Begaye is looking at professional development partnerships for faculty and staff, including culturally appropriate education. President Pfeiffer received a Memorandum of Agreement and submitted changes. NAU is reviewing these changes.

4. List of Online Courses to Promote with the Tribes

Mr. Samudio shared a list of course offerings in fall 2024. Mr. Samudio and Dr. French are trained Quality Matters reviewers. They are developing trainings for instructors and an assessment process so instructors can document continuous improvements.

L. Public Comment

Regent Gachupin stood corrected that discussion occurs after a first and second to a motion.

M. Announcements

There is a Southern Pueblos Council (SPC) meeting tomorrow. President Pfeiffer indicated that we have a TIBEC Letter for SPC and it could be shared with Navajo Nation.

N. Motion to Adjourn

The meeting was adjourned at 2:52 PM MST.

Meeting Recorder: Dr. Joseph Rives