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**NAVAJO TECHNICAL UNIVERSITY**

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<b>Department Chairs Meeting Minutes</b>	<b>Attendees:</b> <ul style="list-style-type: none"><li>✓ Dr. Dianna Dekelaita-Mullet, Assistant Professor of Counseling</li><li>✓ Dr. Franklin Sage, Assistant Professor of Diné Studies</li><li>✓ Christine Reidhead, Assistant Professor of Business</li><li>✓ Dr. Irene Ane-Anyangwe, Professor of Biology</li><li>✓ Virgil House, Technical Instructor of Electrical Trades</li><li>✓ Dr. Cheryl Tom, Assistant Professor of Early Childhood</li><li>✓ Dr. Frank Stomp, Associate Professor of Computer Science</li><li>✓ Shasha Han, Assistant Professor of Mathematics</li><li>✓ Dr. Colleen W. Bowman, Provost</li><li>✓ Dr. Delores Becenti, Director of Enrollment</li><li>✓ Dr. Reynelle Lowsayatee, Director of Academics &amp; Applied Indigenous Studies, Zuni Site</li><li>✓ Jerlynn Henry, Dean of Student Services</li><li>✓ Kami Morgan, Bookstore Assistant</li><li>✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies</li></ul>
<b>Date:</b>	September 1, 2023
<b>Start Time:</b>	10:05 a.m.
<b>End Time:</b>	10:25 a.m.
<b>Location:</b>	Zoom

**I. Call to Order**

Dr. Agbaraji called the meeting to order at 10:05 a.m.

**II. Approval of Agenda**

Dr. Mullet moved to approve the agenda. Christine seconded the motion.

**III. Approval of Meeting Minutes**

A. August 8, 2023

Dr. Ane-Anyangwe moved to accept the meeting minutes of August 8, 2023, seconded by Virgil.

**IV. Construction and Maintenance Update**

**V. Book Orders Update**

Kami mentioned that five students' books were damaged while being delivered to the bookstore but retrieving of access code has been better than last semester. She will be sending an email to faculty during the week of September 4 for winter 2023 and spring 2024 book orders. Kami requested faculty to send her their syllabi to her, so she can use them to order books.

Dr. Becenti said that the marketing department needs to start advertising for the winter intersession.

Dr. Mullet recommended that the department chairs will need to review the credentials of adjunct faculty that will be teaching during the regular semester as well as the intersessions.

**VI. Enrollment for Fall 2023**

- A. Crownpoint Campus
- B. Chinle Site
- C. Kirtland Site
- D. Teec Nos Pos Site
- E. Zuni Site
- F. Online
- G. Dual Credit, NM
- H. Dual Credit AZ

Kelly stated that as of September 1, 2023, the enrollment for the fall was 1,407.

**VII. Student Learning for 2023-2024 Academic Year**

- A. Program
- B. Gen Ed.
- C. Co-curricular Assessment
- D. Approval of Student Learning Guide

**VIII. Program Review Update for 2023-2024**

Dr. Mullet presented 2023.2024 assessment guide.

Motion: Dr. Sage moved to approve the assessment guile.

Vote: The motion passed unanimously.

**IX. Departmental Reports**

- A. Due Dates: 10/6/2023 and 12/1/2023

**X. Next Meeting Date**

The next meeting is scheduled for October 6, 2023, at 10:00 a.m.

**XI. Adjournment**

Dr. Ane-Anyangwe moved to adjourn the meeting at 10:25 a.m. Christine seconded the motion.