



<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. Siri Tuttle, Professor of Linguistics/Diné Studies</li> <li>✓ Christine Reidhead, Assistant Professor of Business</li> <li>✓ Dr. Irene Ane-Anyangwe, Associate Professor of Biology</li> <li>✓ Steven Kollas, Technical Instructor of Automotive Technology</li> <li>✓ Dr. Gholam Ehteshami, Professor of Chemical Engineering</li> <li>✓ Shasha Han, Assistant Professor of Mathematics</li> <li>✓ Dr. Cheryl Tom, Assistant Professor of Early Childhood</li> <li>✓ Dr. Colleen W. Bowman, Provost</li> <li>✓ Dr. Reynelle Lowsayatee, Director of Academics &amp; Applied Indigenous Studies, Zuni Site</li> <li>✓ Jerlynn Henry, Dean of Student Services</li> <li>✓ Arlena Benallie, Director for Chinle Site</li> <li>✓ Dr. Michelle Kahn-John, Nursing Director</li> <li>✓ Kelly Chiquito, Registrar</li> <li>✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies</li> </ul>
<b>Date:</b>	September 2, 2022
<b>Start Time:</b>	10:06 a.m.
<b>End Time:</b>	11:09 a.m.
<b>Location:</b>	Zoom

**I. Call to Order**

Dr. Agbaraji called the meeting to order at 10:06 a.m.

**II. Approval of Agenda**

Dr. Mullet motioned to approve the agenda and seconded by Dr. Ane-Anyangwe

**III. Approval of Meeting Minutes A. August 9, 2022**

Shasha motioned to approve the meeting minutes of August 9, 2022, seconded by Ane-Anyangwe.

**IV. Department Chairs for 2022-2023 Academic Year**

**V. Enrollment and Retention**

- A. Marketing
- B. Recruitment
- C. Fall Enrollment Update
- D. Retention Plan

Kelly presented enrollment update as of September 2, 2022. For the spring, Kelly said we need to offer more math and English courses during the day and evenings, to accommodate both online and in-person students. Faculty were asked to submit fall and spring schedules one year in advance as part of recruitment efforts.

**VI. Skyhawk for Success**

- A. <http://www.navajotech.edu/skyhawk-for-success>
- B. 1<sup>st</sup> Week: August 26, 2022
- C. 3<sup>rd</sup> Week: September 9, 2022
- D. 6<sup>th</sup> Week: September 30, 2022
- E. 9<sup>th</sup> Week: October 21, 2022
- F. 12<sup>th</sup> Week: November 10, 2022

Shasha suggested not to have Skyhawk referrals during the first week of school since this is the week of add/drop. Some faculty said their students have not yet received their access codes from Akademos and this has been an ongoing issue that needs to be addressed.

**VII. Student Learning for 2022-2023 Academic A.**

- Program
- B. Gen Ed.
- C. Co-curricular

**VIII. Program Review for 2022-2023**

- 1. Advanced Manufacturing Engineering Tech (BAS)
- 2. Animal Science (BS)
- 3. Business Administration (BA)
- 4. Culinary Arts (cert & AAS)
- 5. Geographic Info Tech (cert & AAS)
- 6. Hotel & Restaurant Administration (BAS)
- 7. Enviro Science & Nat Res (cert, AS, & BS)
- 8. Law Advocate & Legal Asst (cert & AAS)
- 9. Mathematics (cert & AS)

**IX. Subcommittee for Faculty Evaluation**

- A. Signature
- B. Performance-based Evaluation with Scores

Dr. Ane-Anyangwe said that the subcommittee will present the revised faculty evaluation forms during the next meeting in October.

**X. Start a Writing Center**

- A. Identify a Room
- B. Hire Student Editors for the Writing Center
- C. C. Faculty Volunteers

Dr. Agbaraji recommended having a writing center to help improve students' writing skills. Dr. Mullet said it'll be a good idea to have a writing center since NTU doesn't offer ENGL-098 anymore.

**XI. Committee Meeting Minutes - Upload to the Website**

- A. Assessment
- B. CIE
- C. Curriculum Committee
- D. Gen Ed.

**XII. Agenda and Meeting Minutes Template**

**XIII. Higher Education Questions for the NN Presidential and Vice-Presidential Debate  
scheduled for September 19, 2022**

Below are suggested questions regarding higher education on the Navajo Nation.

1. If you are elected the President (Vice President) of the Navajo Nation, what are your plans for the next four years to develop Diné College and Navajo Technical University, to attract more Navajo students who attend schools off the reservation to come to Diné College and NTU because those students believe that the two sister institutions lack adequate infrastructure?
2. If you are elected the President (Vice President) of the Navajo Nation, how would you ensure that Diné College and Navajo Technical University benefit from the infrastructure funding provided by the Biden Administration?
3. If you are elected the President (Vice President) of the Navajo Nation, how would you demonstrate financial commitment to promote Diné College and Navajo Technical University?

**XIV. HLC Site Visit for a Ph.D. in Diné Culture and Language Sustainability - Nov. 14 - 15, 2022**

**XV. Departmental Reports**

A. Due Dates: 10/7/2022 and 12/2/2022

**XVI. Next Meeting Date**

The next meeting is scheduled for October 7, 2022, at 10 a.m.

**XVII. Adjournment**

Shasha motioned to adjourn the meeting at 11:09 a.m.