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# NAVAJO TECHNICAL UNIVERSITY

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<b>Instructional Sites Meeting Minutes</b>	<b>Attendees:</b> <ul style="list-style-type: none"><li>✓ Dr. Frank Todacheeny, Coordinator for Teec Nos Pos Site</li><li>✓ Arlena Benallie, Director for Chinle Site</li><li>✓ Cynthia Dayish, Interim Coordinator for Kirtland Site</li><li>✓ Dr. Reynelle Lowsayatee, Director of Academics &amp; Applied Indigenous Studies, Zuni Site</li><li>✓ Dr. Colleen W. Bowman, Provost</li><li>✓ Cuyler Frank, Radio Station Manager</li><li>✓ Brenda Yazzie, Recruiter</li><li>✓ Sheena Begay, Director of Institutional Data and Reporting</li><li>✓ Dr. Delores Becenti, Director of Enrollment</li><li>✓ Clinton Desiderio, Director of Communications</li><li>✓ Kelly Chiquito, Registrar</li><li>✓ Howard Kayaani, Assistant Registrar</li><li>✓ Gary Segay, Financial Aid Manager</li><li>✓ Wanda Jimmie, Data Technician</li><li>✓ Sherietta Martinez-Brown, First Year Experience Academic Advisor</li><li>✓ Angelita Darwin, Financial Aid Assistance for Zuni</li><li>✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies</li></ul>
Date:	Wednesday, September 21, 2022
Start Time:	10:07 a.m.
End Time:	11:06 a.m.
Location:	Zoom

## **I. Call to Order**

Dr. Agbaraji called the meeting to order at 10:07 a.m.

## **II. Approval of Agenda**

Sherietta motioned to approve the agenda and seconded by Sheena.

## **III. Approval of Meeting Minutes**

A. July 20, 2022

Dr. Becenti motioned to approve the meeting minutes of July 20, 2022, seconded by Dean Henry.

## **IV. Marketing and Recruitment**

A. NTU Decals

## **V. Enrollment and Registration**

- A. Fall 2022
- B. Winter Intersession 2022
- C. Spring 2023
- D. Spring Intersession 2023
- E. Book Orders: Akademos

Dr. Becenti said that there will be more campus tours this academic year instead of recruiters going out to recruit. Arlena recommended hiring four part-time recruiters for the Chinle site, to meet in-person with potential students because that will have a more positive impact.

#### **VI. Completion Support Program (formerly known as Payback Plan)**

#### **VII. Skyhawk for Success Referrals Updates**

- A. <http://www.navajotech.edu/skyhawk-for-success>
- B. Spring 2022
- C. Summer 2022
- D. 6<sup>th</sup> Week: September 30, 2022  
9<sup>th</sup> Week: October 21, 2022  
12<sup>th</sup> Week: November 10, 2022

Sherietta stated that she received 322 referrals in spring 2022 and will provide a breakdown of them during the next meeting. She didn't receive any referrals from the instructional sites last spring. Sherietta wants to start scheduling meetings with all instructional sites' advisors. Dr. Becenti suggested that Sherietta train faculty on how to mentor and advise students.

#### **VIII. Project Success - Achieving the Dream (ATD)**

- A. Emergency Aid
- B. Paid Internship
- C. GradReady
- D. Students' Performance for 15 to Finish

Dean Henry mentioned that she has some fuel cards to help students, and she will be sending an email to students to complete their six modules of GradReady.

Sherietta indicated that new students do not want to register more than twelve (12) credit hours during their first semester. Dr. Agbaraji pointed out that a student needs to enroll for fifteen (15) credit hours or more to be eligible for the New Mexico lottery and opportunity scholarships. Gary mentioned that if a student is full-time in the fall, he or she will be ineligible for Pell grant during the fall intersession, so he has to find other means to pay for the student's courses.

#### **IX. Next Meeting Date**

The next meeting is scheduled for October 19, 2022, at 10 a.m.

#### **X. Adjournment**

Dr. Bowman motioned to adjourn the meeting at 11:06 a.m. and seconded by Sheena.