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NAVAJO TECHNICAL UNIVERSITY

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Department Chairs Meeting Minutes	Attendees: <ul style="list-style-type: none"> ✓ Dr. Dianna Dekelaita-Mullet, Assistant Professor of Counseling ✓ Dr. Franklin Sage, Assistant Professor of Diné Studies ✓ Christine Reidhead, Assistant Professor of Business ✓ Dr. Irene Ane-Anyangwe, Professor of Biology ✓ Virgil House, Technical Instructor of Electrical Trades ✓ Dr. Frank Stomp, Associate Professor of Computer Science ✓ Tsosie Schneider, Assistant Professor of Information Technology ✓ Shasha Han, Assistant Professor of Mathematics ✓ Prince Boahene, Student Learning Coordinator ✓ Arlena Benallie, Director of Chinle Site ✓ Stephanie Arthur, Coordinator of Kirtland Site ✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies
Date:	February 2, 2024
Start Time:	10:03 a.m.
End Time:	10:55 a.m.
Location:	Zoom

I. Call to Order

Dr. Agbaraji called the meeting to order at 10:03 a.m.

II. Approval of Agenda

Dr. Ane-Anyangwe moved to approve the agenda. Shasha seconded the motion.

III. Approval of Meeting Minutes

A. January 9, 2024

Shasha moved to accept the meeting minutes of January 9, 2024, seconded by Virgil.

IV. Enrollment Update

A. Spring Semester 2024

B. Spring Intersession 2024

V. Due Date for Course Request Forms, March 8, 2024

A. Spring intersession 2024

B. Summer 2024

C. Fall 2024

D. Spring 2025

VI. Student Learning for 2023-2024 Academic Year

A. Program Assessment

B. Gen Ed. Assessment

C. Co-curricular Assessment

D. Rubric for Gen Ed. Assessment Award

Dr. Mullet presented the program assessment update for the 2023-2024 academic year. The School of Arts and Humanities had the highest completion rate of 67%, while the School of Science had the lowest completion rate of 16%.

Dr. Stomp requested having read access to all access reports on Google Drive. Dr. Mullet pointed out the everyone already has read access to the shared drive.

Prince presented the Gen Ed and co-curricular assessment update. As of February 2, 2024, only 15 students participated in c0-curricular assessment, i.e., four for research, seven students for civic engagement, and four students for service learning.

Prince further presented the program and Gen Ed assessment award criteria.

1st place: \$100.00

2nd place: \$75.00

3rd place: \$50.00

It'll be individual awards, so if there are more than one program advisor, each person will receive a full amount for the awards.

Dr. Sage pointed out that the master's degree and doctoral degree programs in Diné Studies needs to hire more faculty to teach the courses. He further expressed that last semester when they moved all Diné Studies courses online the students' performance decreased, but when they moved it back to in-person instruction, students' performance improved.

VII. Program Review for 2023-2024

Dr. Mullet provided the program review update. The program review hearings were scheduled for February 8-9, 2024.

VIII. Recruitment and Retention Policy

IX. Course Substitution Policy & Prerequisite Policy

X. Departmental Reports

A. Due Dates: 3/1/2024 and 5/3/2024

XI. Next Meeting Date

The next meeting is scheduled for March 1, 2024.

XII. Adjournment

Dr. Mullet moved to adjourn the meeting at 10:55 a.m. Dr. Sage seconded the motion.