I. **Call to Order**
Dr. Agbaraji called the meeting to order at 10:0 a.m.

II. **Approval of Agenda**
Dean Jerlynn motioned to approve the agenda, seconded by Sherietta.

III. **Approval of Meeting Minutes**
A. October 20, 2021
Dean Jerlynn motioned to approve the meeting minutes of October 20, 2021 and seconded Brenda.

IV **Marketing and Recruitment**
A. Advertising
B. Recruitment
Clinton said he revising the general brochure. Arlena suggested announcing the on the radio that the mode of instruction for the first two weeks will be online.
V. Enrollment
   A. Spring Semester 2022
   B. Spring Intersession 2022
   C. Book Orders – Akademos

Kelly presented the enrollment numbers as of January 19, 2022, which as 854.

Dean Henry stated that old textbooks are out of stock and instructors need to start using the new books.

VI. Skyhawk for Success Referrals Due Updates for Spring 2022
   A. http://www.navajotech.edu/skyhawk-for-success
   B. 1st Week: January 21, 2022
   C. 3rd Week: February 4, 2022
   D. 6th Week: February 25, 2022
   E. 9th Week: March 18, 2022
   F. 12th Week: April 8, 2022

Sherietta mentioned that some students were upset because NTU went virtual for the first weeks of the semester; therefore, the students had to make last minute adjustments.

VII. Project Success - Achieving the Dream (ATD)
   A. Emergency Aid
   B. Paid Internship
   C. GradReady

Dean Henry mentioned that she has not received the emerging aid fund this semester from ATD, but she has some money in her budget to help students purchase hotspots. Shawna Begay is hired at the new Career Services Coordinator.

VIII. Next Meeting Date
The next meeting is scheduled for February 16, 2022, at 10 a.m.

IX. Adjournment
Sherietta motioned to adjourn the meeting at 11:16 a.m. and seconded by Dean Henry.