



Department Chairs' Meeting Minutes	Attendees: <ul style="list-style-type: none">✓ Dr. Dianna Dekelaita-Mullet, Associate Professor of Counseling✓ 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✓ Eugene Hult, Assistant Professor of Creative Writing✓ Shasha Han, Assistant Professor of Mathematics✓ Jerlynn Henry, Dean of Student Services✓ Dr. Delores Becenti, Director of Enrollment✓ Kelly Dineyazhe-Hunter, ECME Program Director✓ Prince Boahene, Student Learning Coordinator✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies
Date:	September 6, 2024
Start Time:	10:01 a.m.
End Time:	10:49 a.m.
Location:	Zoom

I. Call to Order

Dr. Agbaraji called the meeting to order at 10:01 a.m.

II. Approval of Agenda

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

III. Approval of Meeting Minutes

A. August 6, 2024

Prince Boahene moved to accept the meeting minutes of August 6, 2024, seconded by Ane-Anyangwe.

IV. Class Scheduling Template

Dr. Mullet recommended that the faculty should go directly to the registrar to submit their class schedules without getting approval from the department chairs to ensure that every faculty member follows the standard class schedule template.

V. Grade Inflation

VI. Enrollment Update

- A. Fall 2024
- B. Winter 2024 Intersession
- C. Spring 2025
- D. Spring 2025 Intersession

Wanda Jimmie provided the enrollment update. As of September 6, 2024, the fall enrollment was 1,633.

Dr. Stomp noted that some faculty have been going to recruit, but the dormitories are full. He asked what NTU is doing to address the student housing issue.

Dr. Becenti stated that the Navajo Housing Authority may not be able to fund the entire project, so she encourages faculty to recruit more online and commuting students to temporarily address the housing shortage. She further stated that Dr. J. Arviso is the best person to provide an update regarding the status of the student housing. Dr. Agbaraji said he will invite Dr. J. Arviso to the next department chairs meeting to provide an update on the student housing.

VII. Student Learning for 2024-2025 Academic Year

- A. Program Assessment (in-person and online programs)
- B. Gen Ed. Assessment
- C. Co-curricular Assessment
- D. Online Education Assessment
- E. Changes made based on assessment (Continuous Improvement)
- F. Student Learning Report Template
- G. Student Learning Guide

Prince Boahene printed the revised student learning guide (SLG) and the student learning reporting template. The department chairs voted and approved both the SLG and the reporting template.

VIII. Program Review for 2024-2025

- A. Automotive Technology (Cert & A.A.S.)
- B. Administrative Office Assistant (Cert & A.A.S.)
- C. Computer Science (A.S. & B.S.)
- D. Diné Culture, Lang, & Leadership (B.A., M.A., & Ph.D.)
- E. Early Childhood & Multicultural Education (A.S. & B.S.)
- F. General Studies (A.A.)
- G. Professional Baking (cert & A.A.S.)
- H. Veterinary Technology (A.A.S.)

IX. Skyhawk for Success (Early Alert)

- A. <https://www.navajotech.edu/skyhawk-for-success/>
- B. 3rd Week: September 6, 2024
- C. 6th Week: September 27, 2024
- D. 9th Week: October 18, 2024
- E. 12th Week: November 8, 2024

Kim Peshlakai presented the Skyhawk for Success referrals, and she received six (6) referrals this fall. Most of the referrals are from online classes, especially students who do not log into Blackboard to do their assignments. She has contacted the students via email and phone calls. Sometimes, she refers the students to the tutoring center. According to Kim Peshlakai, new students prefer hard copy textbooks, while senior students prefer eBooks.

Virgil House stated that some students register late, and it takes about three weeks before they get their books. Students need to register on time.

X. Departmental Reports

- A. Due Dates: 10/4/2024 and 12/6/2024

XI. Next Meeting Date

The next meeting is scheduled for October 4, 2024, at 10 a.m.

XII. Adjournment

Virgil House moved to adjourn the meeting at 10:49 a.m. Dr. Ane-Anyangwe seconded the motion.