



IT Advisory Board Meeting Minutes	Attendees: <ul style="list-style-type: none">✓ Marla Meehl, University Corporation for Atmospheric Research, Boulder, CO✓ John Hernandez, University Corporation for Atmospheric Research, Boulder, CO✓ Dr. Gil Gonzales✓ Lavern Moore, Gallup Indian Medical Center, NM✓ Jim Stewart, Utah Education Network (UEN)✓ Mohammad Reza Ali, Assistant Professor of Information Technology✓ Duwayne Thomas, Teaching Assistant Professor of Information Technology✓ Delila Nakaidinae, Administrative Assistant for Instructional Services✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies
Date:	Wednesday, January 22, 2025
Start Time:	10:24 a.m.
End Time:	10:45 a.m.
Location:	Zoom

I. Call to Order

The meeting was called to order by Dr. Gonzales at 10:24 a.m.

II. Roll Call

Dr. Gonzales took the roll call. Five members were present and four were absent. A quorum was present via Zoom.

III. Approval of Agenda

Motion: Marla Meehl made a motion to modify the agenda to add “Reduce the composition of the advisory board members.” John Hernandez seconded the motion.

Vote: The motion passed unanimously.

IV. Approval of Meeting Minutes

A. September 14, 2023

Motion: Marla Meehl moved to approve the meeting minutes of September 14, 2023, seconded by Jim Stewart.

Vote: The motion passed unanimously.

V. Composition of Advisory Board Members

Motion: Marla Meehl made a motion to reduce the number of the advisory board members in the bylaws from nine (9) to five (5) members and a maximum of seven (7) members because nine is too many for form a quorum. Lavern Moore seconded the motion.

Vote: The motion passed unanimously.

VI. ABET Accreditation Report

A. Program Weakness: Criterion 6, Faculty. Course teaching assignments of five (5) to ten (10) courses per semester place an unusually heavy load on faculty members,

impacting the faculty's ability to maintain continuity, stability, oversight, student interaction, and advising in teaching.

B. A Focused Report is due on January 31, 2025.

VII. Bios and Photos for IT Advisory Board

A. <http://www.navajotech.edu/about/information-technology-advisory-board>

VIII. Next Meeting Date

The next meeting is scheduled for Wednesday, September 24, 2025, at 9 a.m.

Vote: The motion passed unanimously.

IX. Adjournment

Motion: John Hernandez moved to adjourn the meeting at 10:45 a.m. Marla Meehl seconded the motion.

Vote: Motion carried.