



Instructional Sites Meeting Minutes	Attendees: <ul style="list-style-type: none"> ✓ Dr. Reynelle Lowsayatee, Director of Academics & Applied Indigenous Studies, Zuni Site ✓ Dr. Frank Todacheeny, Coordinator of Teec Nos Pos Site ✓ Arlena Benallie, Director of Chinle Site ✓ Dr. Vangee Nez, Coordinator of Kirtland Site ✓ Sherietta Martinez-Brown, First Year Experience Career Academic Advisor ✓ Jerlynn Henry, Dean of Student Services ✓ Dr. Cheryl Tom, Assistant Professor of Early Childhood ✓ Brenda Yazzie, Recruiter ✓ Jarvis Draper, Recruiter for Chinle Site ✓ Dr. Luis Rile, Dean of Student Services for Zuni Site ✓ Kyle Arviso, Academic Advisor ✓ Clinton Desiderio, Director of Communications ✓ Cuyler Frank, Radio Station Manager ✓ Dr. Casmir Agbaraji, Dean of Undergraduate Studies
Date:	Wednesday, February 16, 2022
Start Time:	10:07 a.m.
End Time:	11:04 a.m.
Location:	Zoom

I. Call to Order

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

II. Approval of Agenda

Dr. Nez motioned to approve the agenda, seconded by Dr. Tom.

III. Approval of Meeting Minutes

A. January 19, 2022

Dr. Tom motioned to approve the meeting minutes of January 19, 2022, and seconded Dr. Luis.

IV Marketing and Recruitment

A. Advertisement

B. Recruitment

Clinton mentioned that he has gotten the NTU trademark approved by the state of New Mexico.

Dr. Agbaraji said that the overview brochure needs to be updated and shared with the group by the next meeting in March.

Brenda suggested that faculty should do their own travel authorization for recruitment events. Arlena recommended that virtual tour should be very visible on NTU website.

Kyle asked if NTU will be offering a half tuition discount for summer and fall 2022.

V. Enrollment

- A. Spring Semester 2022
- B. Spring Intersession 2022
- C. Book Orders – Akademos

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 indicated that some students withdrew because they're falling behind in their classes. Arlena asked if there are some instructors dropping students without going through the Skyhawk for Success. Sherietta stated that there is no policy that says that an instructor has to go through the Skyhawk for Success before dropping students.

VII. Project Success - Achieving the Dream (ATD)

- A. Emergency Aid
- B. Paid Internship
- C. GradReady

Emergency aid will open by Friday, February 18, 2022, and it'll be issued every Friday up to \$100 per student.

Dean Henry stated that fifteen (15) interns are placed both on-campus and off-campus. The goal is to have more students to be placed off-campus, so they can gain real-world experience that prepare them for professional careers or advanced studies in graduate programs upon graduation.

VIII. Next Meeting Date

The next meeting is scheduled for March 16, 2022, at 10 a.m.

IX. Adjournment

Sherietta motioned to adjourn the meeting at 11:04 a.m. and seconded by Brenda.