

**Program Review Committee  
Navajo Tech**

**Minutes**

<b>Attendees:</b> Sheena Begay, Twilia Chavez, Tilda Harrison-Woody, Daniel McLaughlin (co-chair), Anita Roastingear, Ragavanantham Shanmugam (co-chair), & Tsosie Schneider <b>Absent:</b> Franklin Elliott, Sharon Nelson, Chris Storer, Nabanita Saikia, & Brenda Tom	<b>Date:</b> Fri Nov 5 2021 <b>Start:</b> 11:30 am <b>End:</b> 12:10 pm <i>The meeting was held via Zoom: 890 1559 5908.</i>
Agenda items & notes	Action & persons responsible
<b>I. Approval of the agenda</b>	
Approved by consensus.	
<b>II. Previous minutes</b>	
Approved by consensus.	
<b>III. Reports</b>	
<p>1. Administrative units:</p> <p>A. Career Services: Andrew Wilson. She no longer works for NTU.</p> <p>B. Finance: Twilia Chavez. Has not entered program financials in the Reviews; was urged to complete the assignment ASAP prior to Nov 30 deadline.</p> <p>C. Human Resources: Brenda Tom. Did not attend.</p> <p>D. Institutional Research: Has not entered program financials in the Reviews; was urged to complete the assignment ASAP prior to Nov 30 deadline.</p> <p>2. Friday drop-in sessions: Dan Has offered assistance on Fridays, from 9-10 am. So far, Virgil House (Electrical Trades) and Rachel Pacheco (Nursing) have taken advantage. Several PRC members – Anita Roastingear and Henry Fowler – have also participated, observing and assisting with reviews. Anita mentioned the importance of enthusiasm in assisting faculty colleagues with the self-study reports.</p> <p>3. PRC member attendance: PRC co-chairs Extended conversation took place about how to promote better PRC participation? Several ideas were offered: ask members to participate; notify chairs and academic administration; report on PRC attendance to the Faculty Congress.</p>	Consider input from PRC members PRC attendance. Implement a strategy and report back at future PRC meeting: <b>PRC co-chairs</b>
<b>IV. Old business</b>	
None.	
<b>V. New business</b>	
None.	
<b>VI. Announcements</b>	
None.	
<b>Next PR meeting = Program Review Orientation 2022 Fri Dec 3 • starting at 11:30 pm • via Zoom ID 890 1559 5908</b>	