

Diné College President's Office
2015 Meeting Agenda/Minutes

Dine College Board of Regents Meeting		Date: August 17, 2015
Present:	Laurence Gishey, Loretta Draper, Fannie L. Atcitty, Theresa Hatathlie, Anderson Hoskie Dr. Tommy Lewis Jr Quorum of 6 is met.	<u>Location:</u> Board of Regent Conference Room 620-C Tsaile, AZ.
Absent:	Darrin Brown, Nelson S. BeGaye	<u>Time:</u> 9:00am
Guest:		

Agenda	Follow-Up Action:	Responsible POC:
8/17/15 Board of Regents Meeting Minutes were approved on 9/11/15 Motion: Regent Dennsion, Seconded: Regent Lewis, Vote: 7/0/0.		
1. Call to Order: <ul style="list-style-type: none"> ▪ By Regent Gishey at 9:22am 		
2. Roll Call: <ul style="list-style-type: none"> • Taken by Regent Draper. A quorum of 6. 		
3. Invocation: Given by Regent Hoskie		
4. Introduction of Guest and Staff: <ul style="list-style-type: none"> ▪ Merle Dayzie; Interim Director of Human Resources, Lafrenda Frank; Faculty of Fine Arts & Humanities, Don Whitesinger; Faculty of Fine Arts & Humanities, Anderson Hoskie; Eastern Agency Representative, Dr. Maggie L. George; College President, Anjeanette Lang; Executive Assistant Diné College Board of Regents, Laurence Gishey; President Board of Regents, Fannie Atcitty; Northern Agency Representative, Loretta Draper; Central Agency Representative, Theresa Hatathlie; Western Agency Representative, Dr. Tommy Lewis; Superintendent of Schools, Abraham Bitok; IVPSS, Cheryl Thompson; VP of Finance, Rosalind Smith; Diné College Controller, Leon Jackson; Chief Operating Officer, Dr. Martin Ahumada, Daryl Begay; Gov't & External Affairs officer, Cindy Yurth; Navajo Times. 		
5. Approval of Agenda <ul style="list-style-type: none"> ▪ Motion to adopt and approve August 17, 2015 board meeting agenda by Regent Atcitty, Seconded by Regent Lewis. Vote: 6/0/0. 		

<p>6. Approval of Board of Regents Meeting Minutes</p> <ul style="list-style-type: none"> ▪ July 2, 2015 Board of Regents Meeting <p><i>Motion by Regent Lewis to adopt & approve meeting minutes, seconded by Regent Atcity. Vote: 6/0/0.</i></p>		
<p>7. Reports: Oral Reports:</p> <p>1.) Dr. Maggie L. George, Diné College President</p> <ul style="list-style-type: none"> • The Cellular One Broad band was completed. The speed of the broad band has been doubled. Diné College now has a disaster data recovery that is included in the contract. Data priorities are in the discussion phase; student records, financial information, directories, email, and many others will need to be looked at and a determination will be made as to what to store and keep. • A meeting was held in Phoenix with the AZ Science Foundation in May to discuss possible partnerships. Dr. George is pleased to announce a partnership with the Code Talkers to Code Writers initiative. • Dr. George and Daryl traveled to Washington, DC to address the Diné College Act. Senator McCain is willing to sponsor this initiative. The Governor of Arizona is also willing to write a letter of support. • The college has been working on a partnership with the police force. An MOA will be established and the curriculum will be generated. • The dual credit process is still in working progress. There will be a meeting in Phoenix to address the promulgation of rules. • On the New Mexico side; a hearing was held in Albuquerque to address the Math Science building and road improvements to the Shiprock North campus. • \$200,000 was awarded for the dual credit funding. There are approximately 350 students enrolled in the dual credit program. As enrollment increases, funding will also increase. Currently data is being collected. When a report is produced, it will be shared with the Board. • Congressional; the Diné College Act of 2015 was introduced by Ann Kirk Patrick. There is work in progress to pursue Senator Flake to draft a bill on the senate side. There were funds for construction, which were never received. The college is still working to get this initiative situated. 		

- A briefing memo and the budget goals were presented to the Navajo Nation President. Some of the goals for the upcoming year are IT infrastructure, academic master plan, shovel ready projects, and retention goals.
- The AZ Compact Audit is up to date and the 2012, 2013, and 2014 audits have been completed.
- The HLC report has been received. 21 of the 23 criteria were met. The two areas that were met with concerns; assessment & retention and persistent. The next HLC visit will be in 18/19.
- The college had received \$386,000 from the TCU endowment this year. The Academic Administration and Land Grant are working on developing plans on how the funds will be used.
- The development of establishing a training program for students who are interested in science, technology, math, and engineering are on going.
- The title III grant will be closing on 9/30/15. The One Stop Shop is near completion. There will be a grand opening for the One Stop Shop and the Residence Life Family housing after Labor Day.
- Science labs are in renovation progress and should be completed in November.
- Dr. Herman Peterson was nominated and accepted as a peer evaluator.
- Dr. George was appointed a member of the Institutional Action Council.
 - The Navajo Community College Act name was changed to The Diné Act in 2008. There is a sunset clause that is currently being addressed. Both documents reference construction and eventually will be incorporated into the title II act.
 - There is a great need for highly qualified teachers. State standards are an issue and are affecting academics. Student recruitment needs to increase. There will be a meeting with Secretary Arnold Duncan to address Navajo Nation Department of Schools concerns.
 - All Head Start teachers will need to have a BA degree.
 - Academic programs that are in the development stages are Criminal Restorative, Digital Arts, and Navajo Leadership certificate.
 - Diné College will be conducting a data summit on 8/18/15. Data is being gathered and reports are being generated.

2.) Cheryl Thompson, Vice President of Finance

- 77 cost centers have been identified and the team is ensuring all information is tied into the prior year approved budgets.
- Working with Roslind on finance processes and making sure they are incorporated into the financial policies.
- Funding from the BIE has been received.
- The Navajo Nation is on track and the college presented their budget proposal on August 11, 2015.
- Working with Amada McNeil on all grants; this is 95% complete. All grants that are managed internally have been drawn down.
- The Jenzabar system is being analyzed to look at how each department can utilize the system. Quality data is also a goal not only for the finance department, but college wide.
- The financial report that is presented is as of June 30th. A balance sheet will be included in the next report. Deficiencies will be addressed and student balance will also be shared in upcoming reports.
- Upcoming audits will be addressed earlier than usual.
 - The new incoming commercial card has been incorporated into the policies. The financial policies is in working progress and will be resubmitted to the Leadership Council. The roll out is anticipated for January 2016.
 - The ebook store seems to be going smooth. There is a process to students obtaining books, scholarships, awards, etc.

3.) Dr. Martin Ahumada, Vice President of Academic Affairs

- Attended the AIHEC conference for senior academic administrators, along with Mr. Bitok, in Montana. Some of the topic that were shared and discussed were:
 - Strategic goals and how other TCU's are working on goals and objectives.
 - Meaningful research that showcase what each TCU represents.
 - Discussion on the importance of the development of teachers. Early childhood programs need to be addressed and a plan needs to be put in place.
 - The continuation of professional development and incorporating finance to open up more senior finance related positions.

<ul style="list-style-type: none"> ▪ Mr. Bitok was a keynote speaker at the AIHEC conference and received a standing ovation at the end of his presentation. Mr. Bitok was also invited by other TCU representative to give a presentation at their college. • The 2015/2016 Academic catalogs were completed. August 13, 2015 a new timeline was established for the upcoming 2016/2017 catalog. A catalog committee will be established the first week of September 2015. The catalog is anticipated to be completed by spring of 2016. • In reference to faculty evaluation and compensation taskforce. In June, a seven member committee was established. The goal is to look at best practices for evaluation and merit base increases. The goals for the committee are to examine faculty policy instruments, review research literature for best practices, determine dimensions that is appropriate for Diné College, and prepare a report on the findings and what is recommended. • Some of the institutions that were used to complete the faculty study were University of New Mexico, University of Arizona, Northern Arizona University, New Mexico Highlands, Navajo Technical University, Turtle Mountain Community College, Tyler Junior College, Austin Community College, Tohono O’odham Nation, and Evergreen State College. These colleges were creative, innovative, and had meaning in achievement of student learning outcomes using faculty evaluations. Comprehensive teaching portfolios were also used among the colleges to evaluate teaching performances. These colleges also utilize annual faculty goals and how they are accountable. They also use steps and methods to award faculty in career development. These colleges also offer two year contracts as a reward for faculty. • The Association of Colleges and University Educators are currently piloting 6 modules and have selected Diné College to participate. • The Polycom system pilot initiative has been extended throughout the fall semester. Chinle and Tsaile will be the participants. • The Land Grant department has participated in the budgeting process. The goal for the Land Grant office is to engage them into Academics programs. • The Museum and Archival will be awarded at the international level. More specifics will be forthcoming. 		
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- The Dual Credit policies and procedures are in working progress. Patrick is working with the Leadership Council’s recommendations. The Dual Credit program is growing and it is recommended to center directors to be dual credit designated liaisons.
- The Academic Master Plan will be worked on beginning Friday. More environmental scanning data is needed. The office of Institutional Effectiveness will be working closely with the committee to address the needs of producing the master plan. A determination will be made to sunset some programs and/or grow others. Cost analysis, salary, and benefits will also be looked at. Some programs may be costly but are essential. All these factors will be discussed to produce the Academic Master Plan.
 - A gphant chart is recommended to produce the college catalog. There is suggestions to make sure phone numbers listed in the catalog are working numbers.
 - When producing the Academic Master Plan, vital tools that are used should be selective and should be geared towards student achievement.
 - Faculty development, scholarships, and flex time should be given for faculty development.

Written Reports:

1.) Cameron K. Daines, Vice President of Institutional Advancement

- Cameron is not in attendance.

2.) Merle Dayzie, Interim Director of Human Resources

- August 3, 2015, Mr. Dayzie began his interim position with Department of Human Resources.
- There is continuous review of the 3PM.
- The Director of Human Resources will be announced once one is hired.
- Turnover rates and job vacancy announcements are being worked on.
- The Diné College Directory will be updated.
- Training for supervisors, managers, and directors on how to resolve disputes, conflicts, and remediation session within their departments will be forthcoming,
- The department will be reviewing recruitment strategies for unfilled

positions and benefits that are provided. There is also a huge need for housing.

- Regent Hatathlie requested 5-year historical trend on the turnover rates. Cheryl indicated Department of Human Resources does not have one centralized database that is managed by Human Resources. Currently DHR is working internally assessing what needs to be completed and to define short-term objectives.

3.) Abraham Bitok, Interim Vice President of Student Success

- Current enrollment for Diné College is 1,246 students; Chinle has 62, Crownpoint has 31, Shiprock has 161, Tuba City has 196, Tsaile has 714, Window Rock has 82. Part time students; Chinle has 34, Crownpoint has 16, Shiprock has 81, Tuba City has 105, Tsaile has 211, and Window Rock has 52. This does not include Dual Credit students.
- 355 students have been awarded through financial aid before the beginning of fall 2015. 1,470 students have qualified for FASFA.
- Summer Institute was completed with 33 students successfully completing the program.
- The college is waiting on Title III grant in the amount of 10 million dollars and FIPSE grant in the amount of 3 million dollars.
- Warlance Foster has been hired as the new Athletic Director.
- Farrah Begay has been hired as the new Cross Country coach. She is Diné College's first female coach.
- The college has been approved by the National Collegiate Rodeo to have their annual rodeo. The rodeo will take place September 18 & 19, 2015.
- 15 families have applied for the new residence life family housing and 221 students have applied to the dorms.
- New student orientation will be held on Wednesday, August 19, 2015.
- Customer Services is in working progress for all departments under student success.
- Tutoring will be expanded to all Diné College centers under the new title III grant. Directors and professional tutors will also be hire under the new grant.
- Software is being purchased for students with disabilities. The software will be used across all campuses.

- The college will be open on August 23rd to assist students with financial aid, and registration. Cashiers will also be open for services.
- Financial Aid services will be expanded to all campus centers. This will allow students to be assisted by a financial aid staff member.
- 23 cross-country students have moved into the dorms for pre-season training.

4.) Leon Jackson, Chief Operating Officer

- Support services have implemented the Konica Minolta copiers. There will be a meeting on Thursday to finalize this initiative.
- The Diné College Bookstore has moved under the direction of finance.
- Operation and Maintenance in Shiprock has been working on transporting modular units that were donated to the college.
- The Operation and Maintenance staff has been going through safety, first aid, and CPR training.
- One of the buildings at the Shiprock south campus had minor leaks within the roofing system, but is under warranty and will be repaired.
- The erosion, curb and gutter upgrade to the Tuba City center is being worked on and is near completion.
- The exterior stucco was repainted at the Crownpoint center.
- The roll over with Information Technology is 95% complete. There have been a few minor fiber optic glitches, but they are being addressed. Information Technology has served 836 people within the last month.
- The 32 unit Family Housing and the One Stop Shop are near completion.
- The GCB science classroom renovation is in working progress with the abatement process.
- The HVAC upgrade is currently in progress and about 95% complete.
- The President’s office carpet has been completed.

Regent Atcitty motion to accept & approve the entire oral and written reports, seconded by Regent Draper. Vote: 6/0/0.

Lunch Break: 12:01PM – Resume Meeting: 12:38PM

<p>8. Announcements:</p> <ul style="list-style-type: none"> • The Leadership Congress 2015 will be held October 13-17, 2015 in San Diego, CA. • The Fall 2015 AIHEC Board of Directors Meeting will take place October 15-16, 2015 in San Diego, CA. • The AIHEC 2016 Winter Meeting will be held February 8-11, 2016. • The AIHEC 2016 Spring Board Meeting will be held March 12-13, 2016 in Minneapolis, MN. • The AIHEC 2016 Student Conference will be held March 13-16, 2016 in Minneapolis, MN. • An Open House for the One Stop Shop and the Family Residence Life Housing will be sometimes after Labor Day. 	<p>Recommendation to invite the Navajo Nation President and Vice President to the Open House. It is recommended to make Diné College visible.</p>	
<p>9. Old Business There is no Old Business at this time.</p>		
<p>10. New Business</p> <p>Action Item “A” - <u>Authorizing and Approving the purchase of a modular complex owned by Eastern Style Builders, Inc. (ESB) for Diné College’s Tsaile Campus, in the amount of Three Hundred and Nineteen Thousand Six Hundred and Nineteen Dollars (\$319,619.00).</u></p> <p><i>Regent Draper read the resolution into record.</i></p> <p><i>Motion: Regent Atcitty, Seconded by Regent Hoskie, Vote: 6/0/0.</i></p> <ul style="list-style-type: none"> ○ There are two additional units that go with the current modular complex that is on campus. ○ The delivery chargers and transportation charges will be waived. ○ ESB is willing to redo the floors. ○ Currently there are shortages of office spaces in the Gorman Classroom Building. ○ There are other modular units that were donated to the college and Tuba City will receive four of the modular units. <p>Action Item “B” – <u>Authorizing and Approving the Federal Work Study Program Policy for Financial Aid.</u></p> <p><i>Regent Draper read the resolution into record.</i></p> <p><i>Motion: Regent Draper, Seconded by Regent Hoskie, Vote: 6/0/0.</i></p> <ul style="list-style-type: none"> ○ Compliance with federal regulation and is very important to 		

have in place.

Action Item “C” - Authorizing and Approving the Residential Life Student Handbook for Residence Life.

Regent Draper read the resolution into record.

Motion: Regent Atcitty, Seconded by Regent Draper, Vote: 6/0/0.

- The college has never had a housing policy. The policy previously used is called terms and conditions. This policy will assist with managing the dorms. This policy goes hand in hand with the student code of conduct.
- The Jenne Cleary Act and Violence against Women are also two different policies.

Action Item “D” - Authorizing and Approving the Monthly Rental Rates of Five Hundred Dollars (\$500.00) for the Two Bedroom and six Hundred Dollars (\$600.00) for the Three Bedroom for the New Family Housing Units in Tsaille Effective Fall 2015 Semester.

Regent Draper read the resolution into record.

Motion: Regent Hoskie, Seconded by Regent Draper, Vote: 6/0/0.

- Comparisons were done with NTU and NAU.
- Fully furnished and students do not pay utilities.
- Meters will be changed to monitor usage.
- The family housing tenants do not have to apply for a meal plan.
- Any tenants 18 and over are required to submit a criminal background check.
- Routine inspections will be completed and the tenants will be responsible for damages.

11. Executive Session

- Entered in at 1:25PM Motion by Regent Draper, Seconded by Regent Hoskie, Vote: 6/0/0.
- Exited out at 1:45PM Motion by Regent Draper, Seconded by Regent Atcitty, Vote: 6/0/0.
 - Motion by Regents Hatathlie to schedule President’s Performance Evaluation on September 11, 2015 in Window Rock at Diné College campus, seconded by Regent AticTTY. Dr. George will submit her goals in reference to the strategic plans in an email to all Regents by September 2,

<p>2015. The two departing Regents will be included in the president's performance evaluation and exit interview. Regent Gishey will put this directive in writing. Vote: 6/0/0</p>		
<p>12. Next Meeting</p> <ul style="list-style-type: none"> ▪ The next regular Board of Regents meeting will be on September 11, 2015 @ 9AM Window Rock, AZ. 		
<p>13. Adjournment</p> <ul style="list-style-type: none"> ▪ Motion: Regent Hatathlie, Seconded Regent Lewis, Vote: 6/0/0 @ 1:50pm. 		
<p><i>Meeting Minutes Respectfully Submitted by: Anjeanette Lang, Executive Assistant to Diné College Board of Regents</i></p>		