

Cabinet Meeting – July 12, 2017 – 1:00 p.m. – 4:45 p.m.

Present: Juana Jose, Sylvia Hendricks, George Miguel, Joann Miguel, Mario Montes-Helu, Paul Robertson, Annabah Conn, Ben Jose.

Visitors to portion of meeting from 2:10-2:50 – Patrick Andrews, Tony Johnson, Roy Six Killer.

Subjects covered:

Presentation by IR Director Annabah Conn showing comparative data on retention among TCUs in the southwest, including Southwest Indian Polytechnic Institute (SIPI), Navajo Technical University (NTU), Dine College and TOCC. Ms. Conn worked with AIHEC AIMS' Katherine Page to secure this data set. The data will be presented again at leadership team meeting next week and at the BOT meeting on 20 July. She also presented a comparison of ratios of employees to students among colleges in the southwest. TOCC's ratio is circa 3.0 (one employee to 3 students). SIPI's is 4.0; NTU's is 6.0. These data will also be presented at leadership team meeting and again at BOT meeting as well as at an upcoming All Staff. Analysis of those data in relation to our strategic plan and priority-setting will begin at those sessions.

Visit of JEGOS Athletic Community Support group members to Cabinet – ca. 2:10 p.m. – 2:50 p.m.: Patrick Andrews, Tony Johnson, and Roy Six Killer addressed those present. They presented a gift at the outset and proceeded to describe their concerns and recommendations for TOCC athletic program.

Ben Jose, Institutional Research, is working to determine how those who sign up late (late registration) for TOCC courses do – what is their success rate compared to others who sign up in a timely fashion? The work is hampered because our data fails to clearly show late signers – this can be remedied by online registration which is functional now. Question to determine (Sylvia) – is online registration used regularly now by student services once students are advised? (Online registration is available to current students. It is also available for student service staff to register new students. This functionality is an important step that must be implemented fully prior to the start of the coming semester.

Note on Financial Aid: Novia James, Financial Aid Officer, successfully transmitted a Pell batch through to the business office – this is the first time that this functionality has been used at TOCC. Joann Miguel notes that this saves time in the business office. It also helps reduce possible errors that come about when the automated processes are not followed. Ms. James notes that NTU has been very helpful to her and has provided technical assistance pro-bono.

July 28 All Staff Retreat – mention made of the presenters to the meeting, including two for cultural portion scheduled for morning. All in support of this selection by the retreat committee. Board of Trustee members have been invited to attend the

dinner and entertainment portions on 28th. Thus far Libby Francisco and Bernard Siquieros indicated they will plan to attend at dinner.

Request from Education Division to approve request to submit a proposal to National Science Foundation (NSF) to strengthen STEM education at TOCC. Request was approved and Juana and Mario asked to have the science faculty submit an "Item Form" to Board Secretary Francina Francisco to be placed in the board packets (meeting is scheduled for Desert Diamond on July 20, 9:00 a.m.