



NITSÁHÁKEES

NÁHAT'Á

'IINÁ

SIIH HASIN

**NAVAJO TECHNICAL UNIVERSITY**

E S T A B L I S H E D 1 9 7 9

November 15, 2020

Dear NTU Students, Faculty and Staff,

Our university has done a phenomenal job to take on this pandemic. Each of you have been the warriors in the battle against this invisible enemy and we are going to make it through this last week of the semester. Our protocols for classrooms, labs and the campus have proven to be successful weapons.

While we respect the Navajo Nation Office of the President/Vice President's executive order to begin a shutdown for the reservation, the university is covered by the Navajo Nation Board of Education resolution allowing for us to put protocols in place to protect our students, staff and faculty. The work that we have designed and put into place for everyone has protected us and we will continue to follow our plan to get through the final week of the Fall Semester.

All instruction has been completed and this last week is set aside for final examinations. Finals will need to be completed no later than Thursday, November 19, 2020 as grades are due to the Registrar on Friday, November 20, 2020. Finals are to be conducted online. Testing can be proctored through Zoom as previously authorized. Trades and Labs requiring face-to-face skills finals will strictly follow the protocols to ensure safety. Trades will open all bay doors and windows to allow air flow into the learning spaces. If you can give the finals outdoors, please do so. The weather is expected to be pleasant this coming week. Make sure you wear layered clothing if you are going to use the outdoors for finals. We must be able to be flexible while maintaining the rigor and integrity of our programs.

**Bond Wilson Instructional Site.** This is the only campus closed in adherence of the public school's mandate. All finals will be conducted online. There are to be no face-to-face finals as the instructional site is not available to students, staff and administrators. **Dr. Vangee Nez** [vangee.nez@navajotech.edu](mailto:vangee.nez@navajotech.edu) **505.803.0159**

**Teec Nos Pos Instructional Site.** All finals are to be conducted online. Trades finals will be face-to-face with strict adherence to the safety protocols and conducted outside, weather permitting. Access to the internet is a constant challenge at this site and the site leader will be responsible for coordinating access for students and faculty at a connection point known to the community. **Dr. Frank Todacheeny** [ftodacheeny@navajotech.edu](mailto:ftodacheeny@navajotech.edu) **928.656.3600**

**Zuni Instructional Site.** All finals are to be conducted online. Trades finals will be face-to-face with strict adherence to the safety protocols and conducted outside, weather permitting. If the Pueblo Governor issues a full closure to the site, we will respect the order. The site coordinator will be responsible for notifying the main campus to coordinate the message to students and employees. **Reynelle Lowsayatee** [rlowsayatee@navajotech.edu](mailto:rlowsayatee@navajotech.edu) **505.782.6010.**

**Chinle Instructional Site.** All finals are to be conducted online. Trades finals will be face-to-face with strict adherence to the safety protocols and conducted outside, weather permitting. Arlena Benallie [abenallie@navajotech.edu](mailto:abenallie@navajotech.edu) 928.429.4111 (staff) and Dr. Jennifer Wheeler [jwheeler@navajotech.edu](mailto:jwheeler@navajotech.edu) 480.589.1758 (faculty & adjuncts)

All essential employees will continue to report to work. All non-essential employees are expected to telework and be readily available as we prepare for winter intersession and Spring 2021. All NTU services will continue to remain available virtually. Employees are to work directly with immediate supervisors for all questions during this time, including updated telework agreements.

Instructional site leaders are responsible to ensure finals week schedules are coordinated and shared with campus students and faculty. PPE and cleaning supplies are available through the site leaders.

If you are sick or have any of the virus symptoms, stay home. Inform your professor or your supervisor. Seek a COVID-19 test to ensure your health is not compromised. Reminder, if you are COVID-19 positive, you need to self-disclose using the documents on the website. HR Director Wanda Cooke will be your first contact to inform. We must stop the spread of this virus.

Please wear your face masks and face shields, social distance and wash your hands regularly whether you are at home or on campus. Be sure to wipe down all learning spaces before and after use. It doesn't take much time and it is to protect self and others. PPE and cleaning supplies are available through **Brooklyn Cooke** ([bcooke@navajotech.edu](mailto:bcooke@navajotech.edu)) 505.387.7408 if you need them for your face-to-face interactions. These are our weapons and have protected us against this virus.

The virus is real, not a political issue, it is a real health issue. The work each of you have done to make it through this semester is appreciated and we will get across the finish line together. We will celebrate our successful completion of Fall semester by honoring our Fall graduates on Saturday, November 21, 2020 in a virtual graduation ceremony.

With Respect,

**NAVAJO TECHNICAL UNIVERSITY**

A handwritten signature in blue ink, appearing to read "Elmer J. Guy".

Dr. Elmer J. Guy, President