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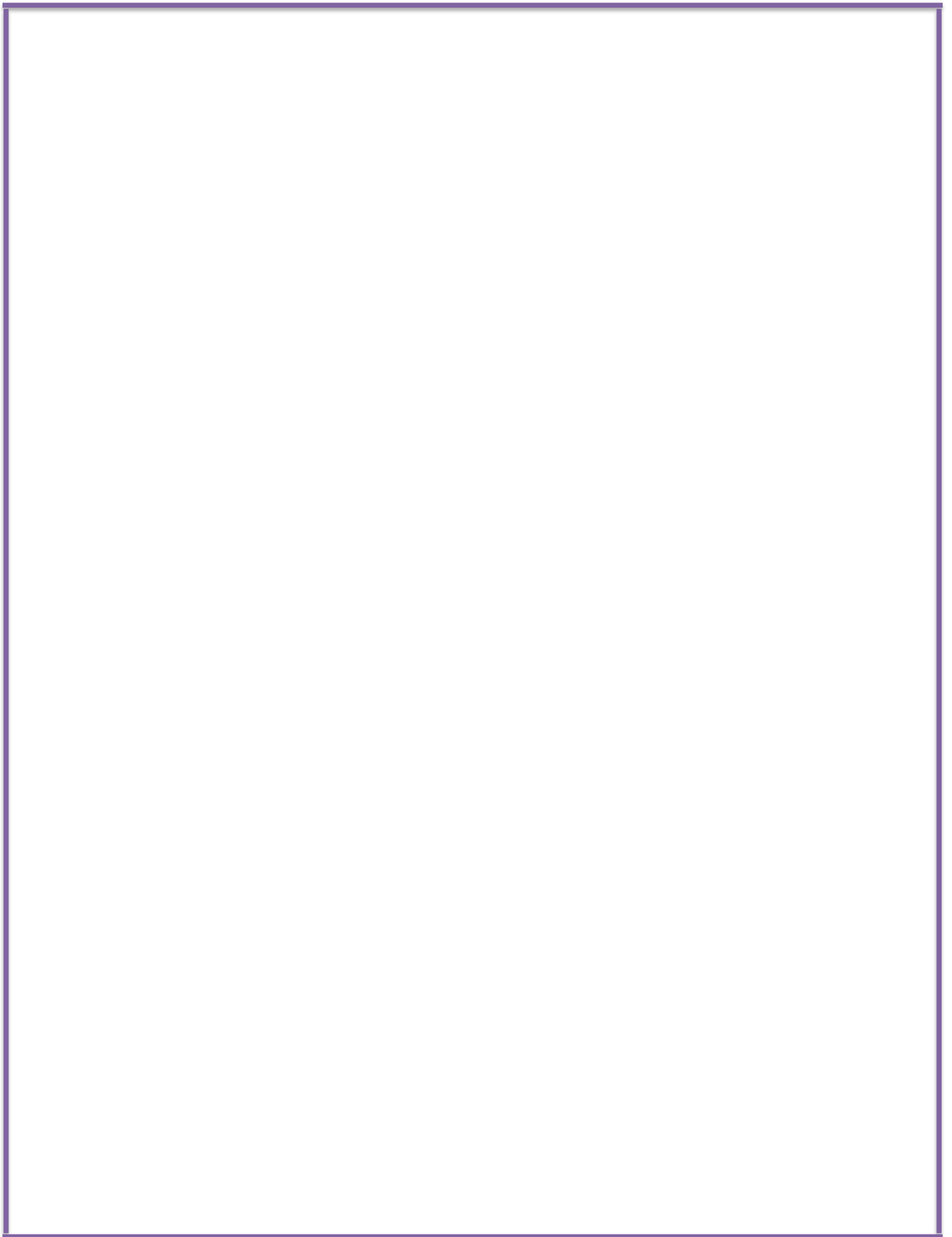
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# **NAVAJO TECHNICAL UNIVERSITY GRADUATE STUDIES**

## **VISION**

Navajo Technical University provides an excellent educational experience in a supportive, culturally diverse environment enabling all community members to grow intellectually, culturally, and economically.

## **PHILOSOPHY**

Through the teachings **ǫ́mítsáhákees** (thinking), Nahátá

## HISTORY

At its inception as the Navajo Skill Center in 1979, the institution was able to meet the immediate needs of a population. Students learn the rudiments of a trade, and join the workforce in and around the Navajo Nation. It soon became clear that students wanted more than knowledge

# **NAVAJO TECHNICAL UNIVERSITY GRADUATE CATALOG**

This catalog serves as a guide to Graduate School academic policies, procedures, regulations, and fees that govern graduate students attending Navajo Technical University.

# ADMISSION REQUIREMENTS

## GENERAL GRADUATE ADMISSIONS

1. Graduates of accredited colleges and universities with a baccalaureate degree, whose record shows evidence of ability to do graduate work as outlined below, may apply for admission. The baccalaureate degree must be earned before the start of the term in which the student is admitted for the master's degree program. The following documents must be received in the Admissions Office before the semester the student is to start classes.

A graduate committee will review completed applications. The Office of Admissions and Graduate Committee reserves the right to request the names and contact information of two persons, professional or academic, qualified to comment knowledgeably on the

- a. A completed and signed NTU graduate application with a **non-refundable \$50 application fee.**
- b. A Certificate of Indian Blood (CIB) or an official record



Immigration and Customs Enforcement (ICE).  
an I-20 form to the  
student, each International student must comply  
with the following:

1. Must be enrolled as a full-time student
  - a. May only take one three credit course online.
  - b. Must have current I-20, attend the school stated on I-20.
2. Must be enrolled in a program of study that results in a degree
3. Must be proficient in English
4. May not work off campus during the first-year academic year.
5. Students are responsible for locating suitable housing.
6. Students are responsible for providing transportation to and from the college.
7. Health Insurance.
8. Students must keep their mailing address updated and must report a new address within 10 days of address change.

Note: Any documents received by Navajo Technical University will not be returned to the applicant/student and cannot be issued to the

## **Master of Science in Industrial Engineering**

1. All requirements in General Admissions.
2. \*Bachelor's Degree in Industrial Engineering, Manufacturing Engineering, Systems Engineering, Mechanical Engineering, Engineering Management, Engineering Technology, or a closely related field. (GRE scores if applicant did not graduate with a four from an ABET accredited program. GRE required of all international students).
- 3.

# REGISTRATION POLICIES AND PROCEDURES

## REGISTRATION PROCEDURES

Each academic semester registration is held for all new, currently enrolled, degree-seeking, and non-degree-seeking students for the following term.

- x Once students register for classes they remain registered and are held responsible for fees and grades assessed for these classes
- x Students who register for classes late will be assessed a late registration fee.
- x Registration is available over the web using MyNTU at <http://ecampus.navajotech.edu/ics>

## ADVISEMENT

release of student transcript records or disclosure of its contents to any third party without the written consent of the student. Contact the Registrar's Office or NTU website for more information.

The Registrar may place a hold on transcripts when a student has an outstanding debt to the university.

### **CONFIDENTIALITY AND PRIVACY**

Student records are maintained confidentially in accordance with the Federal Family Educational Rights and Privacy Act (FERPA) of 1974. This law protects the privacy of a student's educational records by establishing the right of students to inspect their records and providing guidelines for the correction of inaccurate or misleading records. FERPA applies to all schools that receive funds under U.S. Department of Education programs.

NTU has adopted the following policies:

1. No document in a student's record or transcript will be released without the student's written authorization unless it is for NTU faculty and/or staff who have a need to know, comply with a judicial order, or for emergency health and/or safety purposes.
2. Before NTU can release information to employers or other institutions, the student must have a signed Release of Information form on file.
3. The following information, categorized by the law as directory information, may be released without the student's consent unless the student requests the information be withheld:
  - x Name
  - x Dates of attendance and graduation
  - x Program(s) enrolled in or graduated from
  - x Educational majors, awards, and certificates
  - x Videotapes or photos of students participating in NTU activities







consecutive semester on probation can result in suspension.

The student is



## FINANCIAL ASSISTANCE

Assistantship and fellowship appointments are possible and are set by the Office of the Vice President and the Office of the Graduate Dean. Students should consult and be familiar with campus policies set by the Human Resources Department when students are employed through their program of study when it pertains to assistantships and fellowships.

Shiprock Agency  
Email: [onnshiprock@navajo-nstg.gov](mailto:onnshiprock@navajo-nstg.gov)  
PO Box 1349  
Shiprock

### Other Funding Sources

- x Program
- x American Indian Graduate Center
- x Cobell Scholarship

### VA Educational Benefits

Navajo Technical University supports our Veterans who served by providing certificate and degree programs. Veterans considering applying for GI Bill benefits should go online: [gibill.va.gov](http://gibill.va.gov) to access the Veterans On Line Application (VONAPP) website to complete their VA form 22-1990. The NTU Financial Aid Officer will then certify those courses that are on the certificate or degree plan. Any questions regarding education benefits should be addressed to the call center at 1-800-983-0937. The Navajo Technical University Veterans certifying official is located in the Financial Aid Office, 505-786-4183.

### Navajo Nation Scholarship and Financial Assistance (ONNSFA)

For ONNSFA requirements, see ONNSFA Policies and Procedures online at [www.onnsfa.org](http://www.onnsfa.org). All applicants must apply at their respective agency.

#### Crownpoint Agency

Email: [onnscrownpoint@navajo-nstg.gov](mailto:onnscrownpoint@navajo-nstg.gov)  
PO Box 1080  
Crownpoint, NM 87313  
Toll Free: (866) 254-9913  
Fax Number: (505) 786-2178

#### Ft. Defiance Agency

Email: [onnscentral@navajo-nstg.gov](mailto:onnscentral@navajo-nstg.gov)  
PO Box 1870  
Window Rock, AZ 86515  
Toll Free: (800) 243-2956  
Fax Number: (928) 871-6561

## TUITION AND FEES

Tuition for each graduate credit hour \$276.00 per credit for students with Certificate of Indian Blood (CIB). The fee for students with no CIB \$52.00 per credit



### **Summer Tuition**

During the summer semester, a CIB graduate student can only carry a maximum of six (06) credit hours, which will be \$1,578.00 for tuition.

Non- \$3,156.00

During the summer only, the Technology and Library fees are applied.

#### **Miscellaneous Fees:**

One time- Application Fee	\$ 50.00
Key Replacement	\$ 25.00
I.D. Card Replacement	\$ 25.00
Official Transcripts (Each)	\$ 10.00

#### **Meals:**

Breakfast, Lunch and Dinner costs are as



the semester. Documentation verifying the type of disability will be required by a medical professional or a state-licensed diagnostician and must be made available to the specialist. To request accommodations, contact the special needs specialist at (505) 387-7396.

#### **LIBRARY SERVICES**

The Library is located on the main campus. There are tables for study and laptop use. Library users have access to 28 research computers in the library with printing capabilities. Wireless connectivity is available for most devices.

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insurance coverage. The U.S. Public Health  
( PHS/IHS) is  
available to all Native Americans for medical  
services and non-Native Americans for  
emergency medical services. For general  
healthcare (non

# GRADUATE DEGREE PROGRAMS

## MASTER OF ARTS DEGREE

### DINÉ CULTURE, LANGUAGE, AND LEADERSHIP

The purpose of the Diné Culture, Language, and Leadership program is to educate Navajo people and others who have been interested in Navajo related issues. The School of Graduate Studies

interests and needs to obtain their graduate degrees. In the process, students develop learning abilities to better themselves, their families, their communities and the Navajo Nation.

## MASTER OF SCIENCE DEGREE

### MANAGEMENT INFORMATION SYSTEM

MS in MIS provides students with competencies in three areas of concentration: **Information Systems:** (information assurance, data, information, and content management, sustainability, organizational change, information systems management, information systems strategy, infrastructure, and systems development, etc.), **Individual Foundational Competencies:** (critical thinking, creativity, teamwork, ethical analysis, leadership, problem solving, etc.), and **Domain of Practice:** (business, government, healthcare, law) etc.

provide needed education and career

centered on processes that include analytics and ethics, enterprise architecture and IT Infrastructure, information and data management, business foundations, and project management, which are integrated throughout individual

### DCLL Academic Research

Each graduate student in the School of Diné Studies is required to choose a research topic at the end of the first full semester. Emphasis is associated with a Navajo Nation need which will

Students are requested to identify his/her choice of emphases in the application to the Department. Any switching of research emphases after one year from the enrollment as a graduate student is disallowed. Please see <http://www.navajotech.edu/academics/institutional-review-board> for approval process of the research projects.

Semester THIRD		
MIS 535	Cloud Platform & App Builder	3
MIS 540	Managing Technology & People in the Organizations	3
MIS 545	Database & Content Management Systems	3
Semester FOUR Project		
Project Track		
MIS 555	Project Management	3
MIS 560	Digital Marketing and Commerce	3
MIS 565 OR MIS570	Capstone Course OR Internship	3
<b>TOTAL CREDIT HOURS REQUIRED</b>		<b>36</b>

### **ELECTRICAL ENGINEERING**

The Master of Science in Electrical Engineering (MSEE) program framed according to Indigenous worldview and application aims to provide students with a comprehensive understanding of the principles and practices of electrical engineering while incorporating Indigenous perspectives and ways of knowing. The program recognizes the importance of Indigenous knowledge and seeks to integrate this knowledge into the curriculum to foster a deeper appreciation for the relationship between technology and the environment, community, and culture.



<b>Master of Science Industrial Engineering</b>	
Semester	Credits
FIRST	

ENGR 501





## **INDUSTRIAL ENGINEERING**

### **ENGR 501 (3) Principles of Indigenous Engineering**

This course is focused on introducing students to the principles of indigenous and non-indigenous industrial engineering, while examining the history and foundation of engineering. Students will explore the industrial, manufacturing and system engineering profession; particularly the differences in subfields; career opportunities, including working in national laboratories; and become aware of the tools and resources used in industry.

### **ENGR 503 (1) Engineering Seminar**

This course is focused on presentations and discussions by faculty, guest speakers, and graduate students on current topics in industrial,

**IE 525 (3) Advanced Manufacturing Processes**

The students will learn the importance of advanced manufacturing and its huge role in global product development and innovation, and its processes capabilities, materials, and applications. You will learn various related software tools, processes, and techniques, such as 3D scanning, injection molding and casting. Explore a broad range of additive manufacturing applications, including biomedical, aerospace, and consumer products. Latest trends and opportunities in additive manufacturing processes:  
Pre Requisite: IE 343

**IE 527 (3) Advanced Manufacturing Systems**

This course will introduce students to overall pictures of modern manufacturing systems, and teamwork, design, planning and management to achieve more efficient production. Topics in lean manufacturing systems, nanotechnology, complex manufacturing systems, and cyber manufacturing systems are also will be covered.

**IE 543 (3) Systems Engineering Management**

Techniques and tools for systems engineering management. Topics include complex system planning and development, technical management, organizational environments, technical team structures, time and cost estimates, cost control, resource allocation and project management.

**IE 545 (3) Advanced Production and Inventory Control**

Study of theories and applications of production planning and inventory control systems including demand forecasting, master scheduling, materials requirements planning, job scheduling, assembly line balancing, aggregate planning, Inventory control with known/unknown demand and JIT. Prerequisite: IE 473

**IE 547 (3) Manufacturing Facilities Planning and Design**



related to the use, processing, storage, and transmission of information or data. It includes securing the systems and processes that house and manipulate the data as well. Students will learn how to identify applicable cybersecurity risk mitigation models and apply them in an organizational context. Students will develop the knowledge and skills needed to make recommendations related to the choice of risk mitigation security controls and to provide oversight for the implementation of those controls within information technology and business solutions.

### **MIS 535 (3 Credits) - Cloud Platform & App Builder**

This course offers a practical foundation in cloud computing and hands-on experience with the tools used in cloud computing and the architecture and security associated with cloud computing. The emphasis is placed on crucial development and design which lead to cloud computing adoption and issues associated with cloud computing governance. Additional topics will include the principal areas of cloud architectures, cloud security, cloud governance, cloud storage, cloud virtualization, and cloud capacity. This course will cover internet advancement that led to the cloud and how cloud applications revolutionized Web applications.

### **MIS 540 (3 Credits) - Managing Technology & People in the Organizations**

This course focuses on current information systems, and social and economic issues related to business needs. The course will include the foundations for designing, developing, and deploying large-scale management information systems. Students will investigate the role of information technology in an organization mainly the collection, storage, and distribution of information for operations, planning, and decisionmaking. Students will also cover  
text,

**PHD IN DINÉ CULTURE AND LANGUAGE  
SUSTAINABILITY**

**NAV 701 (1) Introduction to Graduate Studies**



**NAV 761 (3) Theoretical, Empirical & Analytical  
Research of Diné Culture**

Research methods used within the field of cultural studies focus on theories, empirical and analysis, including ethnography, the distinctive tool of the field, includes research design, data collection, and quantitative and qualitative analysis. Ethics and pragmatics of research are discussed, including research funding and proposal writing.

**NAV 771 (3) Diné Community Engaged Cultural  
Research**

In this course, each student will develop a local, cultural, and tribal appropriate protocol for conducting . Ethic3/(a)-3(l)-269h med ic3/(aTh-3(Is)-270will)5(-)-2/(an)-2(c)-3(lu)8-2desah-5(o)6(gw10(-)- TJ ET

## **ADMINISTRATION/FACULTY**

**Casmir I. Agbaraji, PhD**  
**Dean of Undergraduate Studies**  
Industrial Engineering  
University of Oklahoma

**Coleen Arviso, PhD**  
**E-Learning Director**  
E-Learning  
North Central University

**Jason Arviso, EdD**  
**Vice-President of Operations**  
Leadership for Change  
University of New Mexico