



NAVARRO COLLEGE BOARD OF TRUSTEES
FEBRUARY 23, 2023 MEETING
MINUTES

On February 23, 2023, the governing body of Navarro College gathered on the Mexia Campus located at 901 N. MLK Jr. Hwy., Mexia, Texas 76667 to conduct the regular monthly meeting. Trustees in attendance included: Chairman Phil Judson, Vice Chairman Billy Todd McGraw, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, Trustee Faith Boyd, Trustee Kim Wyatt, and Trustee Loran Seely.

Others in attendance included:

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| Dr. Kevin G. Fegan | District President |
| Ms. Marcy Ballew | Vice President of Operations |
| Ms. Sina Ruiz | Vice President of Student Success |
| Ms. Teresa Thomas | Vice President, Finance |
| Dr. Jeanetta Johnson | Vice President of Academic Affairs |
| Mr. Richey Cutrer | Executive Director Navarro College Foundation |
| Dr. Tara Peters | Executive Director of Workforce, Career and Technical Education |
| Dr. Richard Phillips | Dean of Academics and Safety Planning |
| Ms. Stacie Sipes | Director of Marketing |
| Mr. Guy Featherston | Dean, Waxahachie Campus, and Health Professions |
| Ms. Karen Simons | Executive Assistant to the District President |
| Ms. Susan Womack | Director of Institutional Research |

Additional staff and guests were also present.

Call to Order

Chairman Phil Judson called the meeting to order at 7:09 p.m. and asked Trustee Atkeisson to begin the meeting with a prayer. After the prayer Chairman Phil Judson welcomed Mr. Dickey Flatt to the meeting and thanked Mr. Flatt for continued support of the college and the community.

Board Announcements

No announcements

Open Forum Time

None

Consent Calendar

- a. Minutes – January 26, 2023 Meeting

Chairman Judson asked for a motion to approve the Consent Calendar.
Trustee Seely made motion to approve the Consent Calendar and Trustee McGraw second the motion. All in favor.

Enrollment

VP Sina Ruiz presented the enrollment update semester credit hours for Spring as of February 2nd.

The Spring 16-week semester credit hours declined by 3.35%, but an increase in our Spring first 8 weeks of 14.12%. Overall, we are down 3.54% semester credit hours. Our headcount on three cohorts are down, CTE by 56 students, Dual credit by 270 and we continue with a E2 population of 425. Athletics, Fine Arts and Health Professions increase in headcount. In the housing area we have 498 and because of single rooms of 137 we made a profit of \$7,700 for Spring Semester. Overall, we are up \$37,684.00 in housing for the year. Chairman Judson stated that the increase amount in housing will automatically go into auxiliary fund (room and board).

Finance and Operations

VP Teresa Thomas presented the January 2023 Financial Statement

As of January 2023 we received 72.08% of student income budgeted for 2022-23, 42.85% of local appropriations and 48.66% of total General Operating budget (this takes into consideration the HEERF funds budgeted but not drawn down). The Auxiliary fund earned 54.92% of the revised budget as of January 2023. The total year to date expenses for the Education and General Fund are lower than January 2022 by a little over \$7 million. Federal, State and Local grants were \$9 million lower in January 2023 from January 2022 as a result of HEERF funds being almost completed. Other expenditures increased in total from the same time last year by \$2.6 million. Total educational & general resources allocations increased by \$2.8 million and the auxiliary net income from this same time in January 2022 decreased \$1.3 million. In the general operating fund, the increase of \$626,877 was for appropriations to the debt service fund to pay for bonds in November 2022 and the appropriation was made for the entire year in November. General Institutional includes technology which has increased for the ERP system, Plant and Maintenance due to projects on buildings, insurance costs and deductibles being paid for damage to facilities. The auxiliary expenses increased \$471,793 from January 2022. These increases were due to renovations to the deli, housing, and bookstore expenditures. Also, in September 2022 \$1.4 million was allocated from the fund balance to pay for technology and police cars, this accounts for some of the increases from fiscal year 2022 to 2023.

For the comparison of the month to date revenue budget for January 2023 to the actual month to date revenue shows a decrease of \$2.4 million in revenue and \$1.3 million less in resource allocations from budgeted amounts through January 2023 for a net general operating decrease of a little over \$1 million from budgeted. The amounts in actuals that are being paid for from lost revenue would not have been in the budgeted amounts. The auxiliary revenue shows a \$1.5 million decrease over budgeted amounts through January 2023 and \$3.1 million less in resource allocations over budgeted amounts through January 2023 giving a combined auxiliary net gain of \$1.6 million over amended budget. Net income for both funds shows \$613,801 more over budgeted amounts through January 2023. Trustee Atkeisson asked when the HEERF funds will be finalized, and VP Teresa Thomas replied June 2023.

Trustee Atkeisson made motion to approve and second by Trustee Wyatt. All in favor.

Instruction / Student Services / Athletics

Dean Mims presented update on the Mexia Campus.

The campus had events recently which included Career Launch Academy, Mini Explore CTE, and Veterans Day Program. The career launch academy second cohort is starting this month with 18 students. The Mexia campus enrollment has increased in dual credit students. In the Fall a CNA class was started along with a Certified Medical Program. Chairman Judson thanked Dean Mims for reaching out to the community with new programs opportunity for online with ISD's and partnering with community leaders.

Update on Personnel Actions

VP Marcy Ballew presented update on personnel actions.

The following appointments were made during the period from January 26, 2023 to February 23, 2023.

- Randall Crouch – Assistant Football Coach/Offensive Coordinator
- Allison McKinney – Student Financial Aid Success Coach
- Patricia Duckworth – Contact Center Agent
- Hope Sanchez – Dining Services Associate – Cook
- Jacob Brooks- Campus Police Officer (3/1/2023)

The following exits were announced during the period from January 26, 2023, to February 23, 2023:

Resignations:

- Thelma Johnson – Adult Education/Program Specialist
- Lavonna Phillips -Adult Education/Program Specialist
- Frank McClellan – Assistant Professor – Licensed Vocational Nursing
- Dustin Smith – Staff Instructor – Continuing Education

Retirements:

- Sheri Bayes – Administrative Assistant Counseling Student Services (4/30/23)
- Dairy Johnson – Coordinator of Student Success Academic Success & Retention (5/31/23)

District President's Report

Dr. Fegan shared upcoming events and an update on Community College Finance. He shared thank you notes from elected officials from Navarro College visit to Community College Day in Austin. Dr. Fegan shared with the Board and attendees that Dr. O'Neil will be producing her 85th performance with Navarro College. Dr. Fegan congratulated Chairman Judson and Trustee Wyatt on their re-elections to the Board.

Announcement and Adjournment

Chairman Judson announced the Board of Trustees Enrollment Workshop will be March 21 at 10 a.m. in the Bulldog Board Room and the Board of Trustees Meeting on March 30, 2023 at 7 p.m. on the Corsicana Campus in the Bulldog Board Room.

Meeting adjourned at 7:58 p.m. Motion to adjourn by Trustee Aldama and second by Trustee Boyd.



Richard L. Aldama, Secretary-Treasurer
Navarro College Board of Trustees