



**NAVARRO COLLEGE BOARD OF TRUSTEES
JUNE 23, 2022 MEETING MINUTES**

On June 23, 2022, the governing body of Navarro College gathered in the Bulldog Board Room located in Walker Dining Hall on the Corsicana Campus to conduct the FY 2022-2023 Budget Workshop and 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 Holt, and Trustee Loran Seely.

Trustee Kim C. Wyatt was absent. Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President, Finance
Ms. Sina Ruiz	Vice President, Student Services
Ms. Marcy Ballew	Vice President, Operations
Dr. Jeanetta Johnson	Interim Vice President, Academic Affairs
Ms. Stacie Sipes	Director, Marketing and Public Information
Mr. Michael Landers	Athletic Director
Ms. Susan Womack	Director of Institutional Research and Effectiveness
Mr. Guy Featherston	Dean of Waxahachie Campus and Health Professions
Ms. Jeanette Underwood	Dean of Midlothian Campus and Dual Credit
Ms. Leslie Smith	Executive Assistant to the District President
Mr. Bud Black	Chief Appraiser, Navarro Central Appraisal District

Additional staff and guests were also present.

FY 2022-203 Budget Workshop

The Board of Trustees met in the Bulldog Board Room at 4:00 p.m. to conduct the FY 2022-2023 Budget Workshop. During the workshop, the following presentation were heard:

- Understanding Property Tax Abatements and their impact presented by Mr. Bud Black, Chief Appraiser, Navarro Central Appraisal District;
- Enrollment Projections for 2022-2023 presented by Ms. Sina Ruiz, Vice President of Student Success;
- Proposed Budget FY 2022-2023 presented by Ms. Teresa Thomas, Vice President of Finance;
- Higher Education Emergency Relief Funds (HEERF) by Ms. Sina Ruiz, Vice President of Student Success; and
- Community College Finance presented by Dr. Kevin Fegan, District President

The workshop was for informational purposes only and no decisions or action was taken. The workshop ended at approximately 6:00 p.m. and the Board recessed for dinner in the President's Dining Room with members of the Leadership Team.

Call to Order

Following dinner, the governing body relocated to the Bulldog Board Room to conduct their regular monthly meeting. Chairman Judson called the meeting to order at 7:00 p.m.; Trustee McGraw was asked to begin the meeting with a prayer.

Board Announcements

There were no announcements.

Open Forum Time

There were no requests to address the Board.

Consent Calendar - Minutes – May 26, 2022 Meeting

Trustee Atkeisson made a motion to approve the Consent Calendar that was seconded by Trustee McGraw. The decision was unanimous.

Update on Enrollment

Vice President Ruiz reported the cumulative unduplicated headcount of students being served including credit, dual credit, continuing education through the third quarter, and Adult Education students totaled 10,022 students. She continued with an update on enrollment stating Summer 1 headcount enrollment totaling 1,880 was down 387 students compared to 2021. She noted the use of V-tel equipment made it possible to use one teacher to teach several courses and reduce expenses. Summer 2 headcount enrollment of 1,658 students as of June 21, 2022 was up 106 students compared to 2021 enrollment.

As of June 21st, Fall 2022 headcount enrollment was down 155 students with credit enrollment up 52 students and dual credit enrollment down 207 students. Vice President Ruiz shared additional data regarding enrollment by programs and cohort groups including E2 students which are being closely monitored.

At the conclusion of Vice President Ruiz's presentation, Chairman Judson thanked her. Dr. Fegan noted although Fall headcount enrollment is down, contact hour enrollment is actually up because students are enrolling in more semester credit hours.

Consider Action on May 2022 Financial Statement

Vice President Teresa Thomas presented the May 2022 financial statement for approval. Budget adjustments recognizing cosmetology revenues in the amount of \$767 and correcting the Capital Expense Budget by moving \$27,645 from "HEERF ARP" to "HEERF CRRSA" resulted in a decrease of \$26,878 in the FY 2021-2022 budget for a revised total of \$104, 227,488 as of May 31, 2022.

Including HEERF funds, approximately 74% of budgeted revenues had been earned as of May 31, 2022. E&G expenditures including HEERF Grant Funds increased \$5,908,252 compared to May 2021. Vice President Thomas noted without HEERF Funds, E&G expenditures actually decreased \$1,763,595.

A review of the Comparative Summary of Sources and Disbursements showed Educational & General Funds and Auxiliary Funds combined net income totaled \$6,789,715 for the period ending May 31, 2022. Vice President Thomas reviewed the comparison of Budget Month to Date to Actual Month to Date revenue and resource allocations which indicated a total net of \$4,5436,199. Contingencies decreased \$18,600 for a total of \$363, 258 including additional tax revenues not included in the budget.

Trustee Seely made a motion to approve the May 2022 Financial Statement and Trustee Aldama seconded the motion. The motion passed by a unanimous vote.

Consider Action on Quarterly Investment Report for Quarter Ended May 31, 2022

Vice President Thomas continued with presenting the Quarterly Investment Report for quarter ended May 31, 2022. The book value of investments at May 31, 2022 was \$2,475,000 with a market value of \$2,481,136. Vice President Thomas reported one Certificate of Deposit (CD) in the amount of \$230,000 matured during the third quarter and was reinvested in a CD at Citizens State Bank in Dawson at an interest rate of .80%. Cash deposits totaling \$28,294,234 are secured by FDIC Insurance in the amount of \$1,250,000 and pledged collateral in the form of mortgage-backed securities and government agency issues in the amount of \$39,841,422.

Trustee Atkeisson moved to approve the Quarterly Investment Report for the Quarter Ended May 31, 2022. Trustee Holt seconded the motion and the decision was unanimous.

400. Instruction / Student Services / Athletics

N.A.

Update on Personnel Actions

Vice President Marcy Ballew presented update on personnel. She announced the following appointments were made during the period May 26, 2022 through June 23, 2022:

- Charlie Vo – Maintenance Technician
- Caleb Steveson – IT/AV Specialist
- Geoff Terry – Assistant Football Coach
- Mark Gibson – Assistant Football Coach
- Aspen Douglas – Director of Grants (7/5/2022)
- Richard Cutrer Jr. – Executive Director of NC Foundation (7/5/2022)

She continued stating the following exits were announced:

- Dr. Randy Jackson – Dean of Online Instruction
- Lilliana Palacios – Admissions Specialist
- Iris Rangel – Admissions Specialist/Recruiter
- Leslie Smith – Executive Assistant District President (Retiring August 31, 2022)
- Vanalta Nelson -Area Housing Coordinator

Vice President Ballew concluded her report and was thanked by Chairman Judson.

District President's Report

Board Calendar

Dr. Fegan reviewed highlights of upcoming events on the Board Calendar including the July 28, 2022 Board of Trustees Meeting, He noted during their August 25th meeting, the Board will be required to indicate their intent to set the ad valorem tax rate and at the September 22nd meeting vote on setting the rate. LVN Pinning and Graduation will take place on August 5th and AEL graduation celebration on August 6th in the SEC.

Update on BSN Approval Process

Dr. Fegan called on Dean Guy Featherston to give an update on the BSN Approval process. Dean Featherston was pleased to announce approval has been received from the Texas Board of Nursing to offer the BSN program. Texas Board of Nursing is the governing body that approves nursing education programs and certifies licensure for all nurses in the state of Texas. They are writing a letter to the Texas Higher Education Coordinating Board stating Navarro College meets all perimeters for offering a BSN Program. THECB approval of Navarro College's application has been pending receipt of an approval letter from the Texas Board of Nursing. The letter will also go to the Board of Nursing and will be placed on the executive board's consent calendar for approval at their July meeting.

The next step is the application SACSCOC to go from a 2-year associate degree awarding institution to a 4-year baccalaureate awarding institution. Dean Featherston stated at this time all but four out of 30 standards have been completed. The goal is to be on SACSCOC's December agenda for approval. ACEN will be the last step after SACSCOC approval is received. Dean Featherston stated the report to ACEN will be ready to go immediately.

Workforce Education Grants Announcement

Dr. Fegan thanked Dean Featherston and called on Dr. Peters to share information about new grant awards. Dr. Peters announced Navarro College has been awarded two additional grants: the Texas Reskilling and Upskilling Grant in the amount of \$530,000 will fund a virtual lab on the Waxahachie campus and a mobile lab to enhance the health professions program. The virtual and augmented reality lab will distinguish Navarro College from other community Colleges. The grant will also fund equipment, including a mobile lab, to enhance the allied health program. Another grant was received as a part of a consortium including Navarro College, Dallas Community College, Hill College and Amarillo College. Navarro College will receive \$250,000 of the \$1 million grant. Dr. Peters stated the funds will allow Navarro College to offer electrical programming through Continuing Education and will also fund another 24 ft trailer to provide immersive training for business and industry. Dr. Peters was applauded.

Dr. Fegan commended Dr. Peters and her staff for their work. He stated he and Dean Featherston shared these opportunities during a recent presentation to the Waxahachie Chamber of Commerce's Strategic Planning Committee and has gained support from those who weren't "on board" previously.

Turf Field

Dr. Fegan stated during the last Board meeting approval for the turf field was received. He continued stating the earliest the project can start is in mid-November after football playoffs conclude which will allow time to go through the regular bid process. Coach Landers has found an organization to help prepare the field this year at a minimal cost to get through this season. Dr. Fegan expressed appreciation for the Board's support and stated he will continue to update the Board on the traditional bid process

Dr. Fegan concluded his report.

Announcement and Adjournment

Chairman Judson expressed appreciation for the opportunities being taken to share information and being transparent with the community. He announced the next Board of Trustees meeting will be held on July 28, 2022 at 7:00 p.m. in the Bulldog Board Room and requested a motion to adjourn the meeting.

Trustee Aldama moved to adjourn the meeting and Trustee Atkeisson seconded the motion. The decision was unanimous and the meeting adjourned at 7:41 p.m.

Respectfully submitted,



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