



**NAVARRO COLLEGE BOARD OF TRUSTEES**  
**AUGUST 25, 2022 MEETING**  
**MINUTES**

On August 25, 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 regular monthly meeting. Trustees in attendance included: Chairman Phil Judson, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, Trustee Faith Boyd, Trustee Loran Seely and Trustee Kim Wyatt

Vice Chairman Billy Todd McGraw was absent. Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Marcy Bellow	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

Additional staff and guests were also present.

#### **Call to Order**

Following dinner in the President's Dining Room, the governing body relocated to the Bulldog Board Room to conduct their regular monthly meeting. Chairman Judson called the meeting to order at 7 p.m. and asked Trustee Seely to begin with a prayer.

#### **Board Announcements**

Chairman Judson announced closed session following Item 601 and asked trustees if they have any announcements. No announcements were made.

#### **Open Forum Time**

Chairman Judson asked if there are any requests to address the Board. No requests were made.

#### **Consent Calendar**

- a. Minutes – July 28, 2022 Meeting
- b. Reaffirmation of Investment Policy and Strategy (Board Policy CAG)
- c. Reaffirmation of Inter-local Agreements with Current Purchasing Cooperatives
- d. Annual Security and Fire Safety Report 2021

Chairman Judson asked for a motion regarding the Consent Calendar. Trustee Atkeisson moved to approve the Consent Calendar and Trustee Seely seconded the motion.

## **Update on Enrollment**

Vice President Sina Ruiz presented an update on enrollment. The unduplicated headcount is at 11,232.

The fall semester credit hours are down by 1.62% from this time last year, contact hours are down 1.16%, and headcount down by 4.55%

Vice President Sina Ruiz announced that we have validated (payment of tuition and fees) more students this year than last year at this time. Trustee Wyatt asked what made the difference from last year and VP Sina Ruiz stated because of the validation process that is in place. The housing for Fall 2022 stands at 626, and the goal is 673.

## **Take Action on Adoption of 2022-2023 Fiscal Year Budget**

Vice President Teresa Thomas presented the 2022-2023 Fiscal Year Budget.

The 2022-2023 budget is based on enrollment being flat and amounts budgeted at actuals for 2021-2022. In the resource allocation, salaries make up the largest percent along with maintenance. Staff benefits stayed the same from last year.

The total proposed 2022-2023 budget amount is \$84 million. The general operating fund proposed budget amount is \$47 million, along with debt service fund, auxiliary fund, and student financial aid making up remaining amount.

Dr. Fegan acknowledged the teams involved and stated job well done.

Trustee Aldama moved to approve the 2022-2023 Fiscal Year Budget and Trustee Boyd seconded the motion.

The motion passed by a unanimous vote.

## **Declare Intent to Set Ad Valorem Tax Rate for 2022 (Fiscal Year 2022-23) and Set Date for Public Hearing (if applicable)**

Navarro College's proposed tax rate exceeds the no-new revenue tax rate, therefore only one public hearing is required.

Tax rate can be adopted after the public hearing but must be adopted within 7 days. The notice of public hearing is posted on Navarro College website.

## **Chairman Judson called on each Trustee to state if they are "For or "Against" the motion.**

Trustee Aldama	For
Trustee Atkeisson	For
Trustee Boyd	For
Trustee Judson	For
Trustee McGraw	Absent
Trustee Loran Seely	For
Trustee Kim Wyatt	For

Chairman Judson made motion and Trustee Boyd seconded the motion to declare intent to set the 2022 Ad Valorem Tax Rate at \$0.1072 per \$100 valuation and schedule a special meeting on September 20, 2022 at 10 A.M. in the Bulldog Board Room to conduct a public hearing and take action on setting the 2022 (FY 2023) tax rate.

## **Consider Action on July 2022 Financial Statement**

Vice President Teresa Thomas presented the July 2022 Financial Statement.

67% of General Operating funds and 28% of Auxiliary Funds are allocated to salaries.

Other operating expenses are 5.96% in General Operating which include Events, Recruiting, Advertising, Staff Development, etc. and 6.74% are for Maintenance and Utilities.

General Operating budget is \$47 million, this budget does not have all the grants budgeted and HEERF funds are only budgeted at \$3.7 million because remainder of funds will close during 2023.

Debt Service to cover bond payment is budgeted at \$2.1 million.

Total Auxiliary Fund is budgeted at \$9.8 million and Student Financial Aid is budgeted at \$25 million making a total proposed budget of \$84 million.

Chairman Judson asked for a motion to approve July 2022 Financial Statement.

Trustee Seely moved to approve the July 2022 Financial Statement and motion was seconded by Trustee Wyatt.

The motion passed by a unanimous vote.

## **Update on Personnel Actions**

Vice President Marcy Ballew presented a report on personnel activity since the last Board Meeting.

The following appointments were announced:

- Ron Brooks – Assistant Professor of Welding
- Cassee Strickland – Enrollment Services Manager
- Emily McMillan – Disability Services Specialist
- Deanna Hayes – Accounts Payable/Payroll Specialist
- Rodger Powell – Maintenance Worker – Housing
- Amber Denny – Administrative Assistant to the Executive Director of Student Services
- Jordan Carrillo – Athletic Training Assistant
- Marina Garza – Residence Life Specialist
- Rachel Dawson – Testing Assistant
- Misty Morris – Financial Aid Success Coach
- Johnny Williams – Dining Services Associate
- Jacob Manchester – Head Coach E-Sports (09/06/2022)
- Mindy Anderson – Dual Credit Coordinator – Waxahachie (09/01/2022)
- Jennifer Harper Powell – Catering & Café Coordinator – (09/01/2022)
- Tammy Britton – Graphic Designer (09/01/2022)
- Kirsten Wood – Administrative Assistant – Public Safety (09/01/2022)
- Kelly Puckett – Account Clerk – College Stores – Midlothian (08/28/2022)

The following exits were announced:

- Ayasha Eddins – Campus Police Officer
- James Jones – Dining Services Associate
- Ebrima Kalleh – Sr Tech/Jr Server Administrator
- Jessica Zuniga – Assistant Professor - Welding
- Richard Miller – Administrative Services Manager
- Christina Miller – Contact Center Manager
- Stuart Lamb – Campus Police Officer
- Precious Cephus – Success Coach Financial Aid
- Sheryl Rich – Dining Services Associate
- Anna Kantor – Professor of English

## **District President's Report**

President Fegan announced that tomorrow August 26, 2022, he will be the speaker at Breakfast of Champions benefitting Navarro County Boys and Girls Club held at the Cook Education Center.

President Fegan announced that the Navarro College Day Luncheon will be held on September 15, 2022 to recognize individuals with over 25 years.

Senator Bob Hall will visit Navarro College and join the Board of Trustees for dinner prior to the September 22, 2022 Board Meeting. The focus of the visit will be on Career and Workforce Programs.

President Fegan announced the Finance Crossover takes place August 25<sup>th</sup> – September 6<sup>th</sup>.

President Fegan announced the city is having their 175<sup>th</sup> Celebration Gala on February 25, 2023 at the Cook Education Center and Navarro College will have two tables reserved for the event.

President Fegan concluded his report and asked Dean Featherston and Dr. Peters to give updates on programs they have been working on.

Dean Featherston reported that on July 21 at 9 am The Texas Board of Nursing approved the nursing program. The application was sent to the Texas Coordinating Board and is awaiting approval from the Commissioner. The THECB Board Meeting is scheduled for October 27, 2022, Dean Featherston has been invited to be at the meeting. Dean Featherston reported that the SACSCOC application is completed and after SACSCOC approval we will be able to do marketing on the program.

Dr. Peters shared updates on CTE Grants, The Consortium Grant of \$250,000 and JET Grant of \$370,000 which will allow students to have simulated welding.

President Fegan thanked Dean Featherston and Dr. Peters for their updates and the work that has been done.

President Fegan mentioned that on September 12<sup>th</sup> TACC will present Community College Finance Recommendation to Texas state Legislature and concluded his President's Report.

## **Announcement and Adjournment**

Chairman Judson announced a special Board of Trustees meeting will be held on September 20, 2022 at 10:00 am in the Bulldog Board Room to conduct a Public Hearing and vote on the Ad Valorem Tax Rate.

Chairman Judson requested a motion to convene into closed session at 8:00 pm.

Trustee Atkeisson made the motion and Trustee Wyatt seconded the motion

Chairman Judson requested a motion to reconvene into Open Session and Adjourn the meeting.

Trustee Atkeisson made the motion and Trustee Wyatt seconded the motion

Meeting adjourned at 8:45 pm.

Respectfully submitted,



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