



NAVARRO COLLEGE BOARD OF TRUSTEES
September 22, 2022 MEETING
MINUTES

On September 22, 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 Kim C. Wyatt, and Trustee Loran Seely.

Trustee Billy Todd McGraw was absent.

Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President, Finance
Ms. Sina Ruiz	Vice President, Student Success
Ms. Marcy Ballew	Vice President, Operations
Dr. Jeanetta Johnson	Vice President, Academic Affairs
Ms. Stacie Sipes	Director, Marketing and Public Information
Richey Cutrer	Executive Director Navarro College Foundation
Mr. Michael Landers	Executive Director of Student Services and Athletics
Ms. Christina Mims	Dean of Mexia Campus
Dr. Richard Phillips	Dean of Academics and Safety Planning
Ms. Susan Womack	Director of Institutional Research
Dr. Tara Peters	Executive Director of Workforce, Career and Technical Education

Additional staff and guests were also present.

Call to Order

The governing body met in the Bulldog Board Room to conduct their regular monthly meeting. Chairman Judson called the meeting to order at 7:04 p.m. and asked Trustee Seely begin with a prayer.

Board Announcements

There were no announcements.

Open Forum Time

None

Consent Calendar

- a. Minutes – August 25, 2022 Board of Trustees Meeting
- b. Title IX Report – September 1, 2021 through August 31, 2022

Trustee Seely moved to approve the Consent Calendar and Trustee Atkeisson seconded the motion. The decision was unanimous.

Update on Enrollment

VP Sina Ruiz presented 3 updates to share for this month's enrollment report.

Recap of key take aways for Spring 2022 we are down overall 8% in headcount, with 6% decline in semester credit hours and a 4% decline in contact hours. Dual credit remained flat when it comes to semester credit hours, but we are down 9% in semester credit hours. In housing our goal for spring semester were 543 and the goal was missed by 30 students but looking back to Fall 2021 we exceeded our goal by 45 students.

Our projection for dual credit students did decline by 244 and our returning students by 313, So we really need to work on the retention of students even though we are enrolling new students. For Spring 2022 we ended with 6,206 students, when compared to the fall it is 359 students less, but part time students were up about 4%. There was a slight increase of dual credit by 24 students and CTE students increased by 145 students from Fall to Spring. In our housing area it did decline but we met our annual goal. When we talk about our housing population and retention initiatives, what we can do for our student's success is what we need to continue to focus on.

With Spring data in addition to the Continuing Education quarter 4 we have a total population of 11,309 students our college serves. Exciting news for Fall 2022, looking at census data compared to last year we did decline headcount by 4% but since Fall 2021 we are flat when it comes to our semester credit hours and down 1% when it comes to our contact hours. This concludes my enrollment report.

Review Preliminary August 2022 Financial Statement

VP Teresa Thomas presented the August 2022 financial statement.

For general information, last year figures are audited compared to this year and in August we had some budget adjustments, mainly rolling all our grants from one fiscal year to the next.

The Bookstore & Beautique increased its sales for excess sales, which totaled \$467,000 dollars. When you look at our financials and sources of funds for the preliminary through August, we have received a little over 88% of our student income. In overall sources in the General Fund, we received about 85.39%, and auxiliary 99.6% of our revenue. If you look at the disbursements, we are higher from last year in August by 6.9 million dollars but once again a little over \$9 million dollars is HERFF Funds. If you take the HERFF funds out, we are to the good with little over \$2 million dollars that we spent less in resources allocations from this time last year. Looking at the Auxiliary, it is higher than last year by \$1.2 million dollars, but we have been spending a lot of the lost revenue on projects in housing, dining services and bookstore and it is accounting for the increase because we were not doing those projects at this time last year. Looking at our cash to cash as of August before HERFF funds you can see there is a \$2.6 million dollar decrease. Enrollment is down over \$1 million dollars and local appropriations are up and our state funding was cut from this time 2 years ago. On our expenditures, the General Institutional is up but we are spending a lot of HERFF lost revenue funds that are being moved into these accounts, Our total expenditures are still down by \$192,000 dollars and we are showing \$454,000 to the good in total income.

Consider Action on Investment Report for Quarter Ended August 31, 2022

One CD matured at 2.4% and was renewed during this quarter. The book value is \$2.475 million dollars and with accrual value it makes our market value at \$2.9 million dollars. The total deposits were about \$37 million dollars.

Trustee Aldama moved to approve the Investment Report for Quarter Ended August 31, 2022 and the motion was seconded by Trustee Boyd. All in favor and none opposed.

Update on Personnel Actions

VP Marcy Ballew presented a report on personnel activity since the last Board meeting.

The following appointments were announced:

- Mindy Anderson – Dual Credit Coordinator – Waxahachie
- Jennifer Harper Powell – Catering & Café Coordinator
- Tammy Britton – Graphic Designer
- Kirsten Hope Wood – Administrative Assistant – Public Safety
- Kelly Puckett – Account Clerk – College Stores
- Mariel Olvera – TRIO Retention Specialist
- Amanda Burke – Financial Aid Specialist
- Alan Vitters – Maintenance Worker -Housing
- Jacob Manchester – Head Coach E-Sports
- James Tolliver – Dining Service Associate
- Jarrett Girard – Campus Police Officer
- Yolanda Riley – Dining Services Associate
- Melissa O’Sullivan – Chief Accountant (10/01/2022)
- Neely Jock – Campus Police Officer (10/01/2022)

The following exits were announced:

Resignations:

- Ana Garcia – Annual Retraining Instructor
- Roshunda Walker – Financial Aid Success Coach
- Elizabeth Hiller – Administrative Assistant – Public Safety
- Johnny Williams – Dining Services Associate
- Caressa DeLara – Testing Coordinator – Waxahachie

Retirement:

- Susan Piercy – Administrative Assistant – Higher Education Center Midlothian (12/31/2022)

Vice President Ballew concluded her report.

District President's Report

President Fegan reviewed highlights of upcoming events on the Board Calendar including

- Brilliance Ellis County's got Talent – October 1, 2022 at Waxahachie Civic Center @ 6 p.m.
- Midlothian 2nd Annual Fall Festival – October 4, 2022
- Homecoming Court Presentation – Week of October 10, 2022
- Choir 1st performance for Fall – October 13, 2022
- Homecoming Black Light Pep Rally – October 13, 2022
- Football vs TVCC – Homecoming on October 15th at 3 pm at CNB&T Stadium
- Mexia Fall Festival – October 18, 2022
- Operation Bulldog Serve – October 20, 2022
- Board of Trustees Meeting October 27, 2022 will be held at Midlothian Campus and Dean Underwood is working on the location for the dinner.

Dr. Fegan shared an update on the Master Planning Meeting with CEI/Mammoth and the visit on September 28 on Corsicana Campus and September 29 on Waxahachie Campus. Trustee Seely asked what the purpose of the planning was for. The purpose for the planning is for drawings, videos, and more information and shared that the opportunities will not be just for new facilities, but how current facilities could be repurposed. The goal for the plan is to have final work to us by end of December.

Dr. Fegan asked Dr. Johnson to give an update on the BSN Program. The BSN Program Application was received on September 12th and is on the schedule for the December meeting and then after that is the ACEN. After January 1, 2023 we should be able to start marketing for the fall semester.

Dr. Fegan spoke on the latest updates from the Community College Finance Commission. After giving the updates he made the announcement that Navarro College won the United Way Award again for the second year in a row. Dr. Fegan concluded his report and thanked the Board.

Announcement and Adjournment

Chairman Judson announced the next Board of Trustees meeting will be held on October 27, 2022 @ 7:00 p.m. at the Midlothian Campus and requested a motion to adjourn the meeting.

Trustee Atkeisson made a motion to adjourn the meeting and it was seconded by Trustee Boyd.
The meeting was adjourned at 8:04 p.m.

Respectfully submitted,



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