



## NAVARRO COLLEGE BOARD OF TRUSTEES

September 28, 2023

### Meeting Minutes

On Thursday September 28, 2023, the Navarro College Board of Trustees gathered in the Bulldog Board Room located on the Corsicana Campus to conduct their 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 C. Wyatt.

Absent: Vice-Chairman Billy Todd McGraw

Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President of Finance
Dr. Jeanetta Johnson	Vice President of Academic Affairs
Ms. Marcy Ballew	Vice President of Operations
Ms. Sina Ruiz	Vice President of Student Success
Mr. Guy Featherston	Executive Dean, Waxahachie Campus, and Health Professions
Dr. Richard Phillips	Executive Dean of Academics Studies
Ms. Jeanette Underwood	Dean, Midlothian Campus, and Dual Credit
Dr. Tara Peters	Executive Director of Workforce, Career & Technical Education
Dr. Paul Benero	Dean of Workforce, Career & Technical Education
Mr. Richey Cutrer	Executive Director Navarro College Foundation
Ms. Susan Womack	Director of Institutional Research
Mr. Barry Sullivan	Director of Information Technology
Mr. Hank Bailey	Police Chief

Other staff and guests were also present.

#### Call to Order

Following dinner, the governing body relocated to the Bulldog Board Room to conduct their regular monthly meeting. Chairman Phil Judson called the meeting to order at 7:00 p.m. and Trustee Seely said a prayer to begin the meeting.

#### Board Announcements

No announcements

#### Open Forum Time

None requested

#### Consent Calendar

Minutes – August 15, 2023 HB 8 Workshop  
Minutes – August 17, 2023 Board Meeting  
Minutes – September 12, 2023 Public Hearing on Tax Rate  
Title IX Report – September 2, 2022 through August 31, 2023

*Trustee Wyatt made motion to approve the Consent Calendar and was seconded by Trustee Atkeisson.  
All in favor / none opposed.*

## **Board Recognition**

The Board of Trustees recognized Mr. John Dawley for being inducted into the Agriculture Teachers Hall of Fame. Dr. Fegan commented about how important Mr. Dawley is to the College and the program. Chairman Judson commented to Mr. Dawley; think about all the lives you have touched over the years with your teaching. The Board of Trustees, Dr. Fegan, Dr. Johnson and Dr. Peters recognized Mr. Dawley with a certificate and pictures were taken. Mr. Dawley commented that he is glad he chose to come to Navarro College and said it was the best decision he made and is honored to be inducted into the Agriculture Teachers Hall of Fame along with his brother and to be associated with the organization.

## **Update on Enrollment**

Vice President Sina Ruiz presented the update. No action is required.

For Fall 2023 census date of September 14, 2023 semester credit hours are 59,765 compared to Fall 2022 of 59,031 which is up by 1.24% or 734 semester credit hours. The 10-year headcount trend is up in all areas and dual credit is now 40% of enrollment and the highest in the last 10 years. The projected Fall 2023 total housing revenue is \$2,272,048 but the actual revenue is \$2,100,488 due to housing 603 students versus 651. The Spring 2024 enrollment update as of September 27, 2023 which includes Fall 2<sup>nd</sup> 8-week, Winter Mini, Spring 16-week, and Spring 1<sup>st</sup> 8-week is up 9.64%

## **Finance and Operations – Review Preliminary August 2023 Financial Statement**

Vice President Teresa Thomas presented the Preliminary August 2023 Financial Statement. No action is required

Budget amendments for August 2023 totaled \$377,233 which consisted of \$376,000 from fund balance for Waxahachie parking lots, and \$1,233 was moved to auxiliary for gift shop inventory increases.

As of August 2023, we have received 84.11% of the Academic student income budgeted for 2022-23, 115.15% of Continuing Education Student Income; 115.24% of local appropriations, and 78.66% of total General Operating and Grant Budgets. The Auxiliary fund earned 78.49% of the revised budget as of August 2023.

Total year to date expenses for the Education and General Fund are lower than August 2022 by \$5,068,586. State, Federal and Local grants were \$9,171,771 lower in August 2023 from August 2022 as a result of all the HEERF funds being almost completed. Other expenditures increased in total from the same time last year by \$5,163,378. Fund Balance appropriations of \$5,501,989 and lost revenue appropriations of \$2,493,129 account for increases in expenditures during 2023. Included in the fund balance appropriations are \$100,000 to TASB, \$81,560 to CEI, \$469,191 to Oracle, \$2,310,203 for turf, \$1,219,490 for IT, \$182,000 for police cars; \$935,895 for parking lots, \$45,000 for storage containers, \$68,650 for fencing around turf field, and lost revenue of \$2,493,129.14 for equipment and various construction projects.

As of August 2023, the total E&G revenue before HEERF dollars is lower by \$4,562,467 from the same time in August 2022. Academic Student Revenue is lower by \$157,835, Continuing Education is higher by \$36,717, local appropriations higher by \$665,482, and state appropriations are lower by \$724,668. The Federal revenue is lower by \$4,915,890, and State Grant revenue is higher by \$342,555 from August 2022.

A comparison of the year-to-date revenue budget for August 2023 to the actual month to date revenue for August 2023 shows that from our amended budget, we still have \$11,490,229 of revenue to collect, however, over \$7 million is in the budget for appropriations from fund balance and lost revenue and that will not be in actual dollars because those dollars were collected in previous years. Grant funds will be collected when they are drawn down, and state funds will get collected as we are paid by the state. Resource allocations for the general fund show that we have not spent \$6,442,815 of the revised budget in General Operating, and \$839,702 of the auxiliary budget. The net difference of income to expenses from E & G is 5,047,414 short of budget and \$1,355,940 short in auxiliary for a total between the two funds of \$6,403,354 short of budget as of August 2023.

### **Consider Action on Investment Report for Quarter Ended August 31, 2023**

Quarterly Investment Report for quarter ended August 31, 2023 shows one CD was renewed for \$500,000 with Citizens State Bank at 5.25%. The total book value was \$2,475,000 and market value of \$2,525,666. The investment report shows \$1,745,000 is in E&G fund, \$500,000 in Debt Service Fund, and \$230,00 in Student Financial Aid Fund. The pledged collateral report shows we had total deposits of \$25,831,100 and were collateralized with \$1,250,000 of FDIC coverage and \$38,796,377 of pledged mortgage backed securities.

*Trustee Aldama made motion to approve the Investment Report for Quarter Ended August 31, 2023 and second by Trustee Seely. All in favor / none opposed.*

### **Update on Personnel Actions**

Vice President Marcy Ballew presented the update on personnel. No action required.

The following appointments were made during the period from August 18, 2023, to September 28, 2023:

- Ginji Anderson – Associate Professor Licensed Vocational Nursing (8/22/2023)
- Darnell Brundage – Assistant Athletic Trainer (8/23/2023)
- Emily Fegan – College and Career Success Coach (8/24/2023)
- Dr. Richard Phillips – Executive Dean of Academic Studies (9/1/2023)
- Dr. Paul Benero – Dean of Workforce, Career & Technical Education (9/1/2023)
- Jill McHargue – Application Support Specialist (9/1/2023)
- Danielle Lee-Winston – Campus Police Officer (9/1/2023)
- Brock Garcia – Area Housing Coordinator (9/15/2023)
- Rachel Tew – Dining Services Associate (9/21/2023)

The following exits were announced during the period from August 18, 2023, to September 28, 2023:

#### Resignations:

- Tielar Richards – Assistant Volleyball Coach (8/19/2023)
- Tawana Benham – Assistant Professor – Associate Degree Nursing (8/19/2023)
- Megan Winters – Licensed Professional Counselor (8/31/2023)
- Holly Cook-Heines – Institutional Effectiveness Analyst (9/29/2023)
- David Craine – Dining Services Associate (9/18/2023)

#### Retirements:

- James Teeter – Associate Professor Math (8/31/2023)
- Harold Ward – Maintenance Supervisor (8/31/2023)

### **District President's Report**

President Fegan reviewed highlights of upcoming events on the Board Calendar for the month of October 2023.

Dr. Fegan also took a few minutes to recognize Dr. Johnson, Marcy Ballew, Sina Ruiz, and Teresa Thomas for their significant diverse portfolios and great talent.

### **Announcement and Adjournment**

Chairman Judson announced the next Board of Trustees Meeting will be October 19, 2023 at 7 p.m. on the Corsicana Campus and asked for a motion to adjourn the meeting.

*Trustee Atkeisson made motion at 7.54 p.m. to adjourn the meeting and second by Trustee Aldama*

Respectfully submitted,



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