



**NAVARRO COLLEGE BOARD OF TRUSTEES
MEETING MINUTES
BOARD MEETING
JULY 25, 2024**

On Thursday, July 25, 2024, the governing body of Navarro College gathered at Navarro College – Corsicana 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 Loran Seely and Trustee Kim Wyatt.

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, and Health Professions
Dr. Richard Phillips	Executive Dean of Academic Studies
Mr. Richey Cutrer	Executive Director Navarro College Foundation
Ms. Stacie Sipes	Executive Director of Marketing
Dr. Tara Peters	Executive Director of WCTE
Mr. Hank Bailey	Police Chief
Ms. Christina Mims	Asst. Dean - Mexia
Ms. Susan Womack	Director of Institutional Research
Dr. Paul Benero	Dean of WCTE

Call to Order

Chairman Judson called the meeting to order at 7:00 p.m. and welcomed everyone. Trustee A.L. Atkeisson was asked to begin the meeting with a prayer.

Board Announcements

Chairman Judson asked the Trustees if they had any announcements they would like to make. Trustee Boyd made announcement that on Monday, July 29, 2024 at 7 pm a community prayer will be held at CISD Administration Building and the community is invited.

Open Forum Time

Chairman Judson asked if anyone requested to address the Board. No requests were made.

Consent Calendar

- a. Minutes – June 27, 2024, Budget Workshop and Board Meeting
- b. Updates to Board Policies
 - BBC – Board Members – Orientation and Training
 - FFC – Student Welfare – Student Support Services
 - FFD - Student Welfare – Freedom from Discrimination Harassment
 - FK – Student Rights and Responsibilities
 - FKC – Student Right and Responsibilities – Student Complaints and Grievances
- c. TxSSC Safety and Security Audit
- d. Reaffirmation of Investment Policy and Strategy (Board Policy CAG)
- e. Reaffirmation of Inter-Local Agreements with Current Purchasing Cooperatives
- f. Approval of Application for Participation in the Texas Short Term Asset Reserve Program (TexSTAR)

Chairman Judson asked for a motion and second to approve the consent calendar.

Trustee Loran Seely made a motion to approve the Consent Calendar and Trustee Todd McGraw second the motion. The motion passed unanimously.

Update on Enrollment

Vice President Sina Ruiz presented the enrollment update.

Enrollment for Summer I is up 4.85%, and Summer II is down 4.08%, but the overall projection exceeds the goal by 6%. Pre-registration enrollment for Fall 2024 is up 8.78% or 3,188 semester credit hours. As of July 24, 2024, we are at 67% of meeting semester credit hour goals. For the fourth quarter Continuing Education has achieved 33% of its goal.

Trustee Loran Seely asked why the FAFSA enrollment is down. It is due to the changes that students are needing to go to the Department of Education first. However, a program called Trellis should help with the process.

Finance and Operations

Vice President Teresa Thomas presented the June 2024 Financial Statement for approval.

For June 2024 the budget adjustments were \$409,000. Looking at E&G fund sources revenue we are about \$100,000 less than this time last year. Local income is up due to a large donation.

Source of Funds year to date ending June 2024 the percentage of budget earned is 88.2% academic, 81.2% Continuing Education, 112.21% local appropriations, 99.02% state funds and 88.2% in Auxiliary Fund. Disbursement of Funds as of June 2024 shows Education and General Fund other expenditures decreased by \$2.1 million compared to June 2023 and State, Federal, and Local Grant Projects were lower \$969 thousand than June 2023.

The Educational & General Fund and Grants year to date ending June 2024 revenue was higher by \$5.3 million than June 2023 and total expenses are down from same time last year. When you compare budget to actuals \$11 million in Education & General Fund, and \$2 million in Auxiliary Fund have not been spent.

Available Cash & Cash equivalents are Auxiliary \$943 thousand, Education & General Fund \$21.8 million, other cash accounts \$2 million, investments \$2.4 million as of June 20, 2024.

The average monthly expenditure budget covered by available cash as of June 30, 2024 is 3.73%

Trustee A.L. Atkeisson made a motion to approve the June 2024 Financial Statement and Trustee Faith Boyd second the motion. The motion passed unanimously.

Dr. Kevin Fegan presented construction delivery method options Construction Sealed Proposal (CSP) and Construction Manage-at-Risk (CMAR) for the new construction of the RV Tech Building. Included in his presentation were pros and cons of each method.

He then presented construction delivery method options Construction Manage-a-Risk (CMAR) and Job Order Contract (JOC) for the Waxahachie Building A-Cosmetology renovation along with the pros and cons. Both project delivery methods require payment and performance bonds, and a construction lawyer is recommended for both options, but only required for Construction Manager-At-Risk (CMAR) option.

Following his presentation, Chairman Judson asked Board Members if they had any questions. He then asked for a motion and a second to approve the construction delivery method for each project.

Trustee Aldama made motion to approve the CMAR method for the RV Tech – New Construction and second by Trustee Wyatt. The motion passed unanimously.

Trustee Seely made motion to approve the CMAR method for Waxahachie Building A – Cosmetology renovation and second by Trustee A.L. Atkeisson. The motion passed unanimously.

Update on Personnel Actions

Vice President Marcy Ballew presented an update on personnel.

The following appointments were made during the period from June 28, 2024, to July 25, 2024:

John Gaines – Head Athletic Trainer

Janet Jacobs – Associate Professor – History/Government – Mexia

James Childers – Assistant Coach II – Football - Corsicana

Brooklyn Bates – Contact Center Agent – Corsicana

Amparito Ramirez – Librarian – Waxahachie & Midlothian

The following exits were announced during the period from June 28, 2024, to July 25, 2024:

Resignation:

Christopher Castaneda – IT/AV Specialist

Ashley Dryden – Record & Communication Specialist

Ginji Anderson – Assistant Professor – Licensed Vocational Nursing

Jake Moore – IT/AV Specialist

District President's Report

Dr. Kevin Fegan presented to the Board upcoming events with dates and times. He mentioned there will be some upcoming special events. Starting with EMS Graduation, Thursday, August 15th, Summer & LVN Commencement, Friday August 16th, AEL-CE Completion, BSN Reception, and First Inaugural Bachelor of Science in Nursing Commencement on Saturday, August 17th.

Dr. Kevin Fegan asked Executive Dean Guy Featherston to share information with the Board about a grant the college was awarded. Executive Dean Featherston shared a grant of \$267,000 was awarded to Navarro College that will help to address a nursing shortage.

After Executive Dean Featherston shared the grant information Executive Director Dr. Tara Peters shared Navarro College received a JET grant (Industrial Maintenance Technology) of \$349,000 for equipment.

Announcement and Adjournment

Chairman Judson announced the next Board Meeting will be held on Thursday, August 22, 2024 at 7 p.m. In the Bulldog Board Room at Navarro College – Corsicana.

Chairman Judson asked for a motion and second to adjourn the meeting.

Trustee Aldama made a motion to adjourn the meeting and second by Trustee A.L. Atkeisson.

Respectfully submitted,



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