



NAVARRO COLLEGE BOARD OF TRUSTEES
January 25, 2024
Meeting Minutes

On Thursday January 25, 2024 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.

Vice-Chairman - Todd McGraw was absent

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
Mr. Richey Cutrer	Executive Director Navarro College Foundation
Ms. Susan Womack	Director of Institutional Research
Ms. Stacie Sipes	Executive Director of Marketing
Ms. T.A. Essex	Dean of Online Instruction
Mr. Hank Bailey	Police Chief
Ms. Megan Smith	Executive Administrative Assistant – Finance
Ms. Christina Mims	Asst. Dean of Mexia Campus
Ms. Aspen Douglas	Director of Grants
Mr. David Arnett	Lieutenant – Navarro College Police Department
Mr. Michael Landers	Executive Director of Student Services and Athletics
Dr. Diane Frost	Superintendent – Corsicana ISD
Mr. Scott Doring	Corsicana High School Principal
Ms. Leslie Hayes	Dean of Workforce Development & Continuing Education
Mr. Alan Eddins	Police Academy Coordinator
Mr. Steve Buchanan	Program Director – Fire
Tristan Whitten	Grand Prairie, TX
Kathy Whitten	Spokane, WA

Other staff and guests were also present.

Call to Order

Chairman Phil Judson called the meeting to order at 7:00 p.m. and Trustee Aldama began the meeting with prayer.

Board Announcements

Chairman Judson announced Closed Session *following Item 601 – President's Report* to discuss Property, Legal and Personnel Matters in accordance with government Codes 551.071 and 551.074.

No other announcements were made.

Open Forum Time

Tristan Whitten requested to address the Board.

Mr. Whitten addressed the Board with concerns regarding his academic advisement.

Board Recognition

Due to the MLK event being cancelled because of weather, students were recognized at the Board Meeting.

There was a total of 14 essays reviewed for the scholarships and out of them 4 students were awarded scholarships.

The students below were presented with the scholarships:

- \$1,500 - Alex Suaste, Frost ISD
- \$5,000 - Jakob Williams, Corsicana ISD
- \$1,500 - Denisse Monje Cruz, Corsicana ISD
- \$2,000 - Colton Stanford, Frost ISD

Richey Cutrer - Executive Director of Navarro College Foundation, Board Member Faith Boyd, and Dairy Johnson presented the students with scholarships, took pictures, and congratulated them.

Michael Landers – Executive Director of Student Services & Athletics, Board Chairman Phil Judson, and District President Dr. Kevin Fegan presented certificates to the following student athletes for their accomplishments:

- Football - SWJCFC All-Conference Team: Ty Marsh, Bryan Spotwood, Anfernee Crease, Jams Ingham, and Jaxxon Warren.
- Soccer – Constance Agyemang, Wakana Ose, and Alexandria Hughes
- Volleyball – Entire team for NJCAA Nationals 3rd place & Sportsmanship Award at Tournament
All-Americans - Hanna Tylska and Kalina Pylinska

Dr. Tara Peters – Executive Director of WCTE, Board Chairman Phil Judson, and District President Dr. Kevin Fegan presented certificates to the following students and faculty member for their accomplishments:

- AEL/Hospitality Management – Robert Collier began in AEL English Language Civics/Entrepreneurship Program while co-enrolled in Continuing Education. He then enrolled in the Hospitality Management program and will be completing his certificate program this semester.
- Continuing Education / Workforce / Phlebotomy – Jessenia Trejo completed the Phlebotomy program in Summer 2023 and passed the phlebotomy certification and certified through the American Society for Clinical Pathologists. She has gained employment at Methodist Medical Center – Mansfield as a phlebotomist in their laboratory department.
- Fire Science Program Director – Steve Buchanan was recognized for his leadership and entrepreneurial mindset in developing a hybrid Fire Academy program to serve our dual credit and non-dual credit students. He continues to support program expansion of the academy to serve additional students and to expand our dual credit partnerships. The Academy expects to serve approximately 40-50 dual credit.

Alan Eddins - Police Academy Coordinator addressed the Board Members to explain the significance of the challenge coin and that each cadet that graduates the Police Academy receives one. He also presented and acknowledged the individuals that received achievement awards.

- Police Academy – Ryan LaRue was awarded Jason Westmoreland Academic Achievement Award
James Smilie was awarded Brent Thompson Leadership Award
Hunter Starkey was awarded Dave Garrett Outstanding Achievement Award for Most Improvement

Mr Eddins then addressed the Board and said he was honored to present each Board member with a challenge coin.

Board Chairman Phil Judson and Board Members asked Dr. Kevin Fegan & Liz Fegan to join them at the front of the room. The Board presented Dr. Fegan with a 5-year pin to recognize his time at Navarro College and thanked both him and Liz for their commitment to Navarro College and the work that has been done over the last 5 years.

Consent Calendar

Minutes – December 14, 2023

Grant Management Procedures Manual Cal.1

2023 Racial Profiling Reports

Update Board Policies – CC, BAA, EBA, EBB, BA, BBC, BGA

Trustee A.L. Atkeisson made motion and second by Trustee Faith Boyd to approve the Consent Calendar.

All in favor / none opposed.

Update on Enrollment

Vice President Sina Ruiz presented the enrollment update.

Spring 2024 enrollment includes Fall 2nd 8-week, Winter Mini, Spring 16-week, and Spring 1st 8-week terms.

For Spring 2024 enrollment as of January 23, 2024, we have achieved 99% or 6,136 of headcount with a goal of 6,206, 98% or 1,210,192 of contact hours with a goal of 1,229,608, and 99% or 55,705 of semester credit hours with a goal of 56,021

We are within 1 to 2% of achieving our goal on each.

Grants Presentation

Aspen Dougals presented the Grants Presentation to the Board to explain the grant life cycle, resources, performance, and the upcoming Grants. She asked the Board Members if they have any questions. Chairman Judson thanked Aspen for her presentation and work.

Finance and Operations

Vice President Teresa Thomas presented the December 2023 Financial Statement

Budget amendments for December totaled \$1,307,190. The majority is to add funds for the AEL budget year.

The source of funds as of December, we have received 70.21% of Academic student income budgeted for 203-2024, 39% of Continuing Education student income, 27.65% of local appropriations, 48.14% of state appropriations and 52.43% of total general operating and grant budgets. The Auxiliary Fund earned 44.53% of the revised budget as of December 2023.

Disbursement of Funds year to date expenses for the Education and General Fund are higher than December 2022 by \$60,499. State, Federal, and Local grants were \$258,255 lower in December 2023 than December 2022 as result of HEERF funds being almost completed. Other expenditures decreased in total from the same time last year by \$318,754.

Looking at the comparative summary of sources and disbursements as of December 2023 the Total Educational & General Revenue before HEERF federal dollars is higher by \$3,740,097 from the same time in December 2022. Academic Student Revenue is higher by \$224,393, Local Appropriations are higher by \$3,129,091, Federal Revenue is higher by \$51,242, State Grant Revenue is lower by \$258,047 and Local Grants are lower by \$33,400. Other local income from other sources is higher by \$315,520 due to donation of \$500,000 from a donor.

The comparison of the year-to-date revenue budget for December 2023 to the actual month to date revenue for December 2023 shows we still have \$22,380,972 of revenue to collect in Educational and General and \$5,689,192 of Auxiliary income to collect. The net difference of income to expenses from E&G is ahead of budget by \$7,890,968 and Auxiliary is behind of budget by \$213,290. There are still \$459,498 of salary and other contingencies left in the budget as of December 2023. In November we spent \$45,000 in contingencies on the baseball fence; 17,022 for the Tarp at the SEC graduation; and \$1,000 for the Cosmetology renovation. In January 2024, we will spend out of contingencies: \$3,500 for Cosmetology renovation; \$48,951 for Interpreting Services for Corsicana and Waxahachie; and \$10,000 for a deductible on an insurance claim.

Trustee Loran Seely made motion and second by Trustee Faith Boyd to approve the December 2023 Financial Statement.

All in favor/none opposed

Update on Personnel Actions

Vice President Marcy Ballew presented the update on personal.

The following appointments were made during the period from December 15, 2023, to January 25, 2024:

- Sarah Gaines – Institutional Effectiveness Analyst (1/3/2024)
- Melissa Howard – Financial Aid Specialist (1/3/2024)
- Jerry Jackson – Police Officer (1/1/2024)
- Donald Williams – Maintenance Worker (1/8/2024)
- Luis Lopez – TRIO Retention Specialist (1/19/2024)

The following exits were announced during the period from December 15, 2023, to January 25, 2024:

Resignations:

- Leslie Goehring – Assistant Soccer Coach
- Ariel Apolinario – Head Volleyball Coach
- Kristen Mabe – Dining Services Associate

District President's Report

Dr. Fegan presented calendar of events for February to the Board.

He mentioned upcoming events to the Board:

- Dancing for Our Stars on February 10, 2024 at the Cook Center
- Corsicana & Navarro County Chamber of Commerce Annual Awards on February 15, 2024 at the Cook Center
- Various athletic events
- Board of Trustee Dinner & Meeting in Mexia on February 22, 2024

Announcement and Adjournment

Motion to convene into closed session was made by Trustee Faith Boyd and second by Trustee Loran Seely at 8:40 p.m.

Motion to re-convene into open session was made by Trustee Kim Wyatt and second by Trustee A.L. Atkeisson.

The Closed Session recessed at 9:35 p.m.

Respectfully submitted,



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