



**NAVARRO COLLEGE BOARD OF TRUSTEES
MAY 18, 2023
MEETING MINUTES**

On Thursday, May 18, 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, Vice Chairman Billy Todd McGraw, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, Trustee Faith Boyd, Trustee Loran Seely and Trustee Kim C. Wyatt. Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President of Finance
Ms. Marcy Ballew	Vice President of Operations
Dr. Jeanetta Johnson	Vice President of Academic Affairs
Dr. Richey Cutrer	Executive Director Navarro College Foundation
Dr. Richard Phillips	Dean of Academics and Safety Planning
Dr. Tara Peters	Exec. Director of Workforce, Career & Technical Education
Mr. Michael Landers	Exec. Director of Student Services & Athletics
Ms. Stacie Sipes	Director of Marketing
Ms. Susan Womack	Director of Institutional Research
Mr. Barry Sullivan	Director, Information Technology
Mr. Guy Featherston	Dean, Waxahachie Campus, and Health Professions
Ms. Jeanette Underwood	Dean, Midlothian Campus, and Dual Credit
Ms. Christina Mims	Asst. Dean of Mexia Campus
Ms. Karen Simon	Executive Assistant to the District President
Judge H.M. Davenport	Navarro County Judge

Other staff and guests were also present.

Call to Order

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

Chairman Judson welcomed Navarro County Judge H. M. Davenport to the meeting.

Chairman Judson announced a closed session will be held following item 601 to discuss legal and personnel matters in accordance with Government Codes 551.071 and 551.074

Board Announcements

No announcements were made.

Open Forum Time

No requests were made to address the Board.

Consent Calendar

a. Minutes – April 27, 2023 Meeting

Trustee Boyd made motion to approve the Consent Calendar and second by Trustee Atkeisson. All in favor / none opposed.

Board Recognitions

John Dawley recognized Kyler Tweedy and his accomplishments below:

- Awarded the Gold Medalist in Diesel Technology at the state competition and will compete in the national competition in Georgia in June 2023.
- Kyler Tweedy graduated with a perfect 4.0.

Oath of Office

Vice-Chairman McGraw announced incumbent trustees, Phil Judson and Kim C. Wyatt, were uncontested in the May 6, 2023 election and were declared elected at the March 30, 2023 Board Meeting

Navarro County Judge H.M. Davenport witnessed the signing of the Officer's Statements and administered the Oath of Office to Chairman Judson and Trustee Kim C. Wyatt. After the Oath of Office was administered Vice-Chairman McGraw presented each with a Certificate of Election.

Election of Officers

Vice-Chairman McGraw stated the governing body is required to elect a Chairman, Vice-Chairman, and Secretary-Treasurer in May of odd-numbered years in accordance with Board Policy.

Trustee Atkeisson made motion and second by Trustee Boyd to adopt the same Officers, Chairman Phil Judson, Vice-Chairman Billy Todd McGraw, and Secretary-Treasurer Richard Aldama. All in favor / none opposed.

Enrollment

Dr. Fegan presented the enrollment update in Sina's absence.

- Summer I 2023 semester credit hours are up 7.15% from same time last year.
- Summer II semester credit hours are up 2.47% from same time last year.
- Fall semester credit hours are up 2.18% from same time last year.
- Pre-registration traffic for Summer I 2023 semester credit hours are up 7.15%, enrollment up 4.49% and contact hours up 7.77%. from the same time last year.
- Pre-registration traffic for Summer II 2023 semester credit hours is up 2.47%, enrollment up 7.33% and contact hours up 5.46%. from the same time last year.
- Pre-registration traffic for Fall 2023 semester credit hours is up 2.18%, enrollment up 2.85% and contact hours up 1.99%. from the same time last year.

Finance and Operations

VP Teresa Thomas presented April 2023 Financial Statement

The budget amendments for April 2023 totaled \$221,662 of which \$100,000 was taken from fund balance to pay TASB for legal and \$121,662 was to increase the budget for AEL grant.

As of April 2023, the college has received 77.91% of the Academic student income budgeted for 2022-23, 93.86% of Continuing Education Student Income, 108.56% of local appropriations, Auxiliary Fund 58.62%, and 62.60% of total General Operating and Grant Budgets (these budget percentages received takes into consideration all the HEERF funds budgeted but not drawn down)

The disbursements of funds year to date expenses for the Education and General Fund are lower than this time last year by \$5,659,466, Federal, State and Local grants lower by \$11,104,392 as a result of all the HEERF funds being almost completed. Other expenditures increased in total from the same time last year by \$5,444,928. Fund balance appropriations of \$4,362,444 and lost revenue of \$2,562,795 account for increases in expenditures during 2023. The increases include expenses for Oracle, TASB, CEI, Police cars and work for the Turf field.

As of April 2023, Total Educational & General Revenue before HEERF Federal Dollars are higher by \$222,186 from the same time in April 2022 and Academic Student Revenue is lower by \$367,628. Continuing Education, State appropriation, local appropriations funds are higher. Federal Revenue is lower by \$584,326 from April 2022, State Grant Revenue is higher by \$55,541 and Local Grants are lower by \$139,576. Other local income sources are higher by \$329,145.

A comparison of the year-to-date revenue budget for April 2023 to the actual month to date revenue shows we still have \$19,699,495 of revenue to collect, however, over \$6 million is in the budget for appropriations from fund balance and lost revenue. Resource allocations for the general fund show that we have not spent \$20,285,595 of the revised budget in General Operating, and \$3,512,581 of the Auxiliary budget. Contingencies total \$292,273 plus \$505,773 of additional tax revenue.

Update on Personnel Actions

VP Marcy Ballew presented the update on personnel

The following appointments were made during the period from April 28, 2023, to May 18, 2023:

- Madison Schick – Marketing Specialist (5/1/2023)
- Brandi Garcia – Administrative Assistant – Student Development (5/1/2023)
- Tia Harris – Academic Advisor/Data & Reporting Coordinator – TRIO (5/15/2023)
- Patricia Del Horno Machuca – Financial Aid Success Coach (6/1/2023)
- Amber Giese – Associate Professor – English (8/1/2023)

The following exits were announced during the period from April 28, 2023, to May 18, 2023:

Resignations:

- Abigail Drollinger – Assistant Soccer Coach
- Theola Randall – Associate Professor Associate Degree Nursing

District President's Report

Dr. Fegan presented the calendar and called attention to Police Academy Graduation on June 3, Board of Trustees Workshop, Dinner & Meeting on June 22.

After the District President's Report, Chairman Judson commented the graduation ceremonies were flawless.

Announcement and Adjournment

Chairman Judson announced the next Board of Trustees Meeting will be held on June 22 at 7 p.m. in the Bulldog Board Room.

Chairman Judson asked for motion to convene into Closed Session.

Trustee Atkeisson made motion and second by Trustee Judson to convene into Closed Session.

Chairman Judson asked for motion to re-convene into Open Session.

Trustee McGraw made motion and second by Trustee Boyd to reconvene into Open Session.

Chairman Judson asked for motion to adjourn meeting.

Trustee Aldama motion to adjourn meeting at 8:45 p.m.

Respectfully submitted,



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