

**NAVARRO COLLEGE BOARD OF TRUSTEES
AUGUST 30, 2018 MEETING
MINUTES**

The Navarro College Board of Trustees gathered on Thursday, August 30, 2018 at 6:00 p.m. for dinner in the President's Dining Room. Spouses and guests joined the Board in honoring Dr. Richard Sanchez and his wife, Angie, as he begins his second retirement from Navarro College as District President.

Following dinner, the governing body relocated to the Lone Star Room to conduct their regular monthly meeting. Trustees in attendance included: Mr. Phil Judson, Chairman; Mr. Billy Todd McGraw, Vice Chairman Mr. Richard Aldama, Secretary-Treasurer; Mr. A. L. "Buster" Atkeisson, Ms. Faith Holt, Mr. Loran Seely and Mr. Kim Wyatt.

Others in attendance included:

Dr. Richard Sanchez	District President
Dr. Kevin Fegan	District President-Elect
Ms. Teresa Thomas	Vice President, Finance and Administration
Ms. Marcy Ballew	Vice President, Human Resources
Ms. Sina Ruiz	Vice President, Enrollment Mgmt. and Instl. Effectiveness
Dr. Carol Hanes	Vice President, Academic Affairs
Dr. Harold Housley	Vice President of Operations and Instl. Advancement
Ms. Leslie Smith	Executive Assistant to the District President
Judge James Lagomarsino	State Judge, District 13

Other faculty, staff and guests were also present.

Call to Order

Chairman Phil Judson called the meeting to order at approximately 7:04 p.m. and asked Mr. Aldama to begin the meeting with a prayer.

Announcements

Dr. Lary Reed, Vice President Emeritus, and his wife, Sue, were welcomed.

Open Forum

There were no requests to speak to the Board.

Consent Calendar

- a. Minutes – July 19, 2018 Budget and Planning Workshop
- b. Minutes - July 26, 2018 Meeting
- c. Minutes – August 9, 2018 Special Meeting
- d. Minutes – August 16, 2018 Public Hearing
- e. Minutes – August 23, 2018 Public Hearing and Special Meeting
- f. Revision to Board Policy DBC – Employment Requirements - Nepotism

Approval of the Consent Calendar was requested. Ms. Holt made a motion to approve the Consent Calendar and Mr. Atkeisson seconded the motion. The decision was unanimous.

Swear in Appointment to Fill Navarro College Board of Trustees Place 7 At Large Position

During the special meeting held on August 23, 2018, the Board voted unanimously to appoint Mr. Kim C. Wyatt to fill the At Large Place 7 seat on the Navarro College Board of Trustee previously held by Lloyd Huffman. Mr. Judson stated Mr. Wyatt is a man of action, integrity and ability and the Board is proud to have him become a member.

Judge James Lagomarsino was asked to administer the Oath of Office to Mr. Wyatt.

Judge Lagomarsino began by stating he was humbled and honored to administer the oath to Mr. Wyatt. After being sworn in, Mr. Wyatt was greeted with applause by everyone present and congratulated on becoming a member of the Navarro College Board of Trustees.

Take Action on Resolution Authorizing Tax Abatement Agreement with Clean Vision Solar LLC

Mr. Judson stated at the request of the Corsicana City Manager, agenda item 201 requesting consideration of a tax abatement agreement with Clean Vision LLC was being tabled and would be brought back for consideration at a future Board meeting.

Take Action on Setting Ad Valorem Tax Rate at \$0.121800/\$100 for 2018 (Fiscal Year 2018-2019)

During a special meeting held on August 9, 2018, the Board of Trustees stated their intent to maintain the ad valorem tax rate at the current rate of \$0.121800 per \$100 valuation for 2018 (fiscal year 2018-2019). Because the tax rate of \$0.121800/\$100 is estimated to increase total tax revenues from properties on the tax roll in the preceding year by 4.2 percent, Texas statutes required that the Board of Trustees publish notice and schedule two public hearings. The required public notices were published in the Corsicana Daily Sun; open meeting notices were posted as required by law and public hearings were held on August 16, 2018 and August 23, 2018.

A record vote to adopt the resolution setting the tax rate for fiscal year 2018-19 at the current rate of \$0.121800/\$100 was taken: Phil Judson, Richard L. Aldama, Billy Todd McGraw, Faith Holt, A.L. Atkeisson, and Loran Seely voted "aye"; Mr. Kim C. Wyatt chose to abstain from the vote.

The resolution adopting the ad valorem tax rate of \$0.121800/\$100 for 2018 (fiscal year 2018-2019) was approved by a majority vote.

Take Action on July 2018 Financial Statement

Ms. Thomas presented the July 2018 Financial Statement for approval. Budget adjustments during the month of July increased the 2017-2018 budget \$474,033 for a revised total of \$90,640,395. Ms. Thomas noted \$160,000 was pulled from fund balance and placed within the budget to cover the cost of purchasing land.

A review of the Source of Funds indicated 85.87% of the budget had been earned as of July 31, 2018, compared to 91.58% the previous year. A review of the Disbursement of Funds indicated 88.77% of the budget had been expended compared to 90.15% last year.

The Comparative Summary of Actual Income and Expenses for the period ending July 31,

2018, showed a net income of \$2,152,156 compared to \$5,727,509 last year.

Mr. Seely made a motion to approve the July 2018 financial statement and Mr. McGraw seconded the motion. The decision was unanimous.

Take Action on Resolution Granting District President Emeritus Status to Dr. Richard Sanchez

A resolution granting District President Emeritus status to Dr. Richard M. Sanchez was presented by Chairman Judson. Mr. McGraw moved to adopt the resolution and Mr. Atkeisson seconded the motion. By a unanimous vote, the resolution granting District President Emeritus Status to Dr. Richard Sanchez was passed. The action was followed by applause.

The Board of Trustees joined Dr. Sanchez in front of the podium to present him with a framed copy of the resolution and to take photos. The resolution states:

WHEREAS, Dr. Richard M. Sanchez served as Navarro College District President from 1998 until his retirement in 2013; and

WHEREAS, Dr. Sanchez agreed to return from retirement to serve as District President from 2016 to 2018 to provide stability to Navarro College during critical times; and

WHEREAS, Dr. Sanchez's commitment and dedication to Navarro College has been unwavering throughout his eighteen years of service and his talent, energy and drive have contributed to the success Navarro College has experienced over the years; and

WHEREAS, Dr. Sanchez has consistently desired the very best for Navarro College; and

WHEREAS, Dr. Sanchez has created a legacy as an outstanding leader that will be remembered;

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF NAVARRO COLLEGE bestows upon Dr. Richard M. Sanchez the title of District President Emeritus and all rights and privileges appertaining thereto, effective September 1, 2018.

FURTHERMORE, the Board directs that this resolution shall be placed in the minutes of this meeting, and a copy shall be provided to Dr. Sanchez.

DATED this 30th day of August 2018.

Dr. Sanchez expressed deep gratitude for the honor.

Update on Personnel Actions

Ms. Ballew presented an update on personnel activity through the month of July. The following appointments were made during the month of July 2018:

- Lindsey Barak – Associate Professor of Associate Degree Nursing
- Renee O'Daniel – Associate Professor of Associate Degree Nursing
- Kaylynn Castleman – C.T.E. Career Coach – Carl Perkins

- Aminda Steinberg – Career & Technical Advisor – Carl Perkins
- Rafael Vargas – Area Housing Coordinator
- Tammy Britton – Administrative Assistant – TRiO Student Support Services
- Carol Boone – Registrar’s Assistant

The following resignations occurred during the month of July 2018:

- Kristin Walker – Dean of Student Services – Ellis County
- Courtney Anderson – Assistant Softball Coach
- Mallory Pressler – Administrative Assistant – Health Professions

The following termination occurred during the month of July 2018:

- Randi Kelly – Annual Retraining Instructor – M.S.S.L.C.

Ms. Ballew concluded her report.

District President’s Report

Enrollment Report

Ms. Ruiz presented an update on enrollment. Fall 2018 semester classes began on Monday, August 27, 2018. Late registration will continue through Friday, August 31, 2018. Headcount enrollment of credit only students is down -6.35% and contact hours are down -5.08%. Dual credit headcount enrollment is up +6.32% and up +5.51% in contact hours.

Ms. Ruiz stated total enrollment is down slightly -2.28% in headcount and -3.10% in contact hours.

Board Calendar

Ms. Ruiz continued with presenting the Board Calendar. Highlights included an Appreciation Dinner for Rep. Byron Cook being held in the Cook Education Center on Monday, September 10, numerous athletic events as well as Homecoming events and concerts scheduled in October.

President’s Items of Information

Dr. Fegan continued the President’s Report with the following items of information:

- A moment of silence was held in memory of Venes Brown, former Navarro College switchboard operator and receptionist, who passed away on September 21, 2018.
- Navarro College’s website has been “hacked” and is being rerouted to a Chinese page. IT staff and marketing staff are addressing the issue. There is a primary concern other areas could also be impacted.
- Coach Monica Aldama’s video of Navarro College cheerleader, Ladarius Marshall, has gone viral and has received over a million hits across all social media channels. A clip of the video was shown on The Ellen (DeGeneres) Show and his Twitter account has grown from 300 followers to over 16,000. Dr. Fegan stated he has been receiving calls from former colleagues who have seen the video. Dr. Fegan noted a group of high school students were wanting pictures with Ladarius immediately following a volleyball game the evening before.

- A note from Mexia Campus staff thanking the Board of Trustees for approving their 3% salary increase was shared.
- Navarro College has purchased a table at the Corsicana Chamber of Commerce 100th Anniversary Gala @ IOOF Saturday, September 15th at 6 p.m. Trustees wishing to attend were asked to contact Leslie Smith.
- Season tickets for both football and basketball were distributed to trustees. The next home football game will be held on Saturday, September 1. Community National Bank will be sponsoring a BBQ meal in the VIP Box. Trustees wanting to reserve seats were asked to contact the District President's office.
- The College will close for Labor Day Holiday – Monday, September 3, 2018
- Dr. Fegan plans to be in Austin on September 13 for the Legislative Appropriations Committee meeting.
- Dr. Fegan and Coach Michael Landers will be participating in the Region XIV Athletic Conference in Bossier City, Louisiana Sept. 23-24

Dr. Fegan concluded his report by sharing the outstanding job Dr. Sanchez and the leadership team have done over the past two months in “making things work” during the transition. He also acknowledged Leslie Smith for her work with assisting two presidents, both the outgoing and incoming, the past two months.

Mr. Judson thanked Dr. Fegan.

Announcement and Adjournment

Mr. Judson announced the next meeting of the Board of Trustees will be held in the Lone Star Room on Thursday, September 27, 2018 at 7 p.m. He expressed the Board's sincere appreciation to Dr. Sanchez and his wife, Angie, for all they've done for Navarro College. He wished them all the best and good health as Dr. Sanchez begins his second retirement from Navarro College.

Mr. Judson welcomed Mr. Wyatt to the Board of Trustees before calling for a motion to adjourn the meeting.

Mr. Aldama moved to adjourn the meeting at 7:46 p.m. and Mr. Seely seconded the motion. The decision was unanimous.

Respectfully submitted,



Richard L. Aldama, Secretary-Treasurer
 NAVARRO COLLEGE BOARD OF TRUSTEES