

**NAVARRO COLLEGE BOARD OF TRUSTEES
JANUARY 30, 2020 MEETING
MINUTES**

On Thursday, January 30, 2020 the Navarro College Board of Trustees gathered in the Bulldog Board Room 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 Faith Holt, and Trustee Kim Wyatt. Trustees A. L. "Buster" Atkeisson and Loran Seely were absent.

Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President, Finance and Administration
Ms. Sina Ruiz	Vice President, Enrollment Management and Instl. Effectiveness
Ms. Marcy Ballew	Vice President, Human Resources
Dr. Carol Hanes	Vice President, Academic Affairs
Ms. Maryann Hailey	Vice President, Student Services
Dr. Harold Housley	Vice President, Operations and Instl. Advancement
Mr. Michael Landers	Athletic Director
Ms. Stacie Sipes	Director, Marketing and Public Information
Mr. Barry Sullivan	Director, Information Technology
Mr. Guy Featherston	Dean, Midlothian Campus and Health Professions
Ms. Christina Mims	Dean, Mexia Campus
Ms. Susan Womack	Research Analyst, Strategic Planning Lead for Corsicana Campus
Ms. Jeanette Underwood	Dean, Dual Credit
Ms. Leslie Smith	Executive Assistant to the District President
Board of Directors	Community National Bank & Trust of Texas
Ms. Terry Gibson	Retired Dean of Waxahachie Campus
Mr. John Boswell	Corsicana/Navarro County Economic Development Director
Mr. Brian Hawke	President, Audubon Metals LLC
Mr. Jimmy Garren	Vice President, Audubon Metals LLC
Mr. Omar Najera	Corsicana Facility General Manager, Audubon Metals LLC

Other faculty, staff and community members were also present.

Call to Order

Chairman Judson called the meeting to order at approximately 7:08 p.m. and welcomed all guests present. Trustee McGraw began the meeting with a prayer.

Chairman Judson announced a Closed Session to discuss Legal, Real Property, and Personnel Matters according to Government Codes 551.071, 551.072 and 551.074 would be held following the President's Report. No action was anticipated.

Board Announcements

There were no other announcements from the Board.

Open Forum Time

There were no requests to address the Board.

Consent Calendar

- a. **Consent Calendar**
 - a. **Minutes – December 12, 2019 Meeting**
 - b. **Addition of *Policy BGA – CEO Succession Plan* to Board Policy Manual**
 - c. **2019 Racial Profiling Report**
 - d. **2019 Sexual Misconduct Report**

Chairman Judson stated “Item b. - Addition of *Policy BGA - CEO Succession Plan* to Board Policy Manual” was being pulled from the Consent Calendar and tabled at this time. He asked for a motion to approve the amended Consent Calendar containing the minutes from the December 12, 2019 meeting, 2019 Racial Profiling Report and 2019 Sexual Misconduct Report.

Trustee Aldama moved to approve the Consent Calendar as amended and Trustee Holt seconded the motion. The decision to approve was unanimous.

a. **Acknowledgement of Community National Bank and Trust**

Members of Community National Bank and Trust of Texas’ Board of Directors were welcomed and invited to come forward to join the Navarro College Board of Trustees and Dr. Fegan in the front of the room to be recognized. Community National Bank and Trust was commended for being a leader that supports all venues in the community including education, industry and business. Chairman Judson announced Community National Bank and Trust of Texas has made a tremendous contribution in support of Navarro College in the amount of \$250,000 and thanked them. The following acknowledgement was read aloud by Chairman Judson and a framed copy was presented to CEO Rusty Hitt.

“NAVARRO COLLEGE BOARD OF TRUSTEES HEREBY ACKNOWLEDGES COMMUNITY NATIONAL BANK AND TRUST FOR THEIR CONTINUOUS AND ONGOING SUPPORT OF THE NAVARRO COLLEGE DISTRICT AND FOR THEIR COMMITMENT TO THE NAVARRO COLLEGE FACULTY, STAFF, ALUMNI, AND STUDENTS IN THE FORM OF, BUT NOT LIMITED TO, STUDENT SCHOLARSHIPS, ACADEMIC PROGRAM DEVELOPMENT AND STARTUP (ASSOCIATE DEGREE NURSING PROGRAM IN CORSICANA AND E-SPORTS), AND FACILITY AND TECHNOLOGY REMODELS AND UPGRADES.”

Dr. Fegan also thanked Community National Bank and Trust’s Board members on behalf of Navarro College faculty, staff and students. He stated Community National Bank’s investment is validation that they believe in the difference Navarro College faculty make in students’ lives. After explaining its symbolism, Dr. Fegan presented each member with a Navarro College Bulldog Pride pin. He then invited everyone present to stand and join him in “throwing the Beau” and thanking Community National Bank with a round of applause.

Recognition of Long Term Service

A service award dinner was recently held to recognize Navarro College colleagues for 5, 10, 15, 20 and 30 years of service. Dr. Fegan stated, as started last year, the colleagues with over 25 years of service were also invited to the Board dinner and meeting to be recognized.

Ms. Terry Gibson, former Dean of the Waxahachie Campus and recent retiree, and Ms. Leslie Smith, Executive Assistant to the District President, were each acknowledged for 30 years of service. In addition, Trustee Richard Aldama was recognized for serving 10 years as trustee and was presented with his 10-year pin by Chairman Judson.

Resolution Approving Tax Abatement Agreement

A resolution approving a tax abatement agreement for Audubon Metals LLC was presented by Corsicana/Navarro County Economic Development Director, John Boswell. Mr. Boswell introduced Audubon Metals LLC's President Brian Hawke, Vice President Jimmy Garren, and the General Manager of the Corsicana facility, Omar Najera.

Mr. Boswell stated Audubon Metals LLC will be the first tenant in the new Highway 31 Industrial Park. With their investment in a new manufacturing facility they are adding \$50 million to the tax role and creating 100 new jobs. Mr. Boswell stated the Corsicana City Council approved a tax abatement agreement with Audubon Metals similar to the agreement being presented for approval by the College Board.

Chairman Judson welcomed the representatives from Audubon Metals and stated Navarro College is excited and proud Audubon Metals selected Navarro County for their new facility. He stated the college stands ready and willing to help with any training.

Mr. Hawke, president of Audubon, thanked the Board for welcoming Audubon. He stated in addition to what the city and county have to offer, his visit to the college and what it has to offer is what won them over. He stated they are excited about the training opportunities Navarro College has to offer and are looking forward to working together on new programs.

Trustee McGraw moved to adopt the resolution authorizing a tax abatement agreement with Audubon Metals, LLC and Trustee Wyatt seconded the motion. The motion passed by a unanimous vote.

Chairman Judson thanked Mr. Boswell for his work.

December 2019 Financial Statement

Vice President Thomas presented the December 2019 Financial Statement for approval. December was a short month with little activity. Vice President Thomas stated there were no budget amendments, other than departmental transfers, to present. Revenues exceeded expenditures for a net income of \$11,227,863 for the month ending December 31, 2019, a decrease of \$938,115 compared to the previous year. Ms. Thomas noted year-to-year

comparisons are not always comparable because of timing differences in payments. Some differences in the December statement were attributed to \$2,000 stipends awarded to all full-time qualifying employees in December, the reimbursement of expenditures from grants and the return of some state grant funds (STEM and GradTX). The revised budget totaled \$90,210,022 as of December 31, 2019.

Chairman Judson inquired about the total amount of stipends paid to employees. Ms. Thomas responded the amount paid was approximately \$674,000. She stated this amount is also comparable to the difference between 2018 and 2019.

Trustee Aldama made a motion to approve the December 2019 financial statement and Trustee Holt seconded the motion. The motion passed by a unanimous vote.

Update on Enrollment

Susan Womack presented an update on enrollment on behalf of Vice President Ruiz. Ms. Womack stated the data presented was still "preliminary" because of a new reporting process and the census date for state reporting. As of Wednesday, January 29th class enrollment was within 92% of the projected spring goal; headcount enrollment was at 102%; and semester credit hour enrollment was at 97%. Ms. Womack stated spring 2020 projections were based on a -6.55% decline and includes fall 2nd 8 weeks; winter minimester; spring 16 weeks, and spring 1st 8 weeks. It was noted that headcount enrollment is up but fewer sections are being offered - which reduced resource allocations. \$8,560,682 (92%) of the estimated \$8,893,829 revenue goal had been collected as of January 29, 2020.

Ms. Womack stated student income totaled \$16,570,628 through December 31, 2019 which is 75.9% of the student income budget for 2019-2020. This compares to 72.1% or \$15,811,640 earned last year, December 31, 2018. Ms. Womack noted this amount does not include January collections.

Chairman Judson commended Ms. Womack for her work.

Update on Personnel Actions

Vice President Ballew presented an update on personnel. She reported the following appointments were made during the period from December 13, 2019 through January 30, 2020:

- Robin Donovan – Director of Workforce Development & Continuing Education
- Staci Griffin – Assistant Director of Student Recruitment
- Deborah "Cam" Jackson – Dual Credit Coordinator for Navarro County
- Victoria Alvarado – Administrative Assistant to Midlothian Campus Dean
- Kimberly Cofer – Administrative Assistant/Faculty Support to Dean of Humanities and Fine Arts
- Chandra Roberson – Administrative Assistant to the Dean of Dual Credit
- Jacqui Rejcek – Executive Administrative Assistant to the Vice President of Finance & Administration
- Cody Ahlgrimm –Head Athletic Trainer
- Oscar Lopez – Adult Education Instructor

The following resignations and retirement occurred during the same period:

- Jennifer Dodson resigned as Area Housing Coordinator.
- Valerie Ramirez resigned as Assistant Softball Coach.
- Jesse Mosley, Campus Police Officer – Ellis County, announced his retirement.

Vice President Ballew concluded her report. Chairman Judson thanked her and expressed appreciation for her work.

District President's Report

The following items of information were presented:

- Dr. Housley will be making a presentation to the Board in the next few months on a new Outstanding Alumni Program. An awards program will be held April 2021. The process for selecting the outstanding alumni will be similar to the one used for the Bulldog Hall of Fame.
- Dr. Housley gave a brief update on Dancing for Our Stars, Legacy and Brilliance fundraisers. Sponsorships for Dancing for Our Stars and Legacy "A New Voice" are exceeding last year's. The Brilliance fundraising committee is also working hard to regroup and add new activities in addition to those that worked well in the past. Trustees wanting to attend the events were encouraged to contact the President's Office as soon as possible.
- Trustees were invited to attend a reception for Hall of Fame Ring Recipients' February 5, 2020 at 5:30 p.m. in Bulldog Board Room and the Basketball Half-time Ceremony in the SEC afterwards.
- Dr. Fegan will be meeting with the Ellis County Judge and the mayors of Midlothian, Waxahachie, Ennis and Red Oak on Monday, February 3.
- Navarro College is a sponsor for the Corsicana Chamber of Commerce Annual Awards Luncheon on Thursday, February 13th at the Cook Education Center. Trustees interested in attending were asked to contact the president's office to reserve a seat at the College's table.
- A Board Enrollment Workshop is scheduled Tuesday, February 18, starting at 10 a.m. Lunch will be served immediately afterwards at 12 noon.
- Congressman Ron Wright plans to recognize Head Cheer Coach Monica Aldama in Bulldog Board Room Monday, February 24th at approximately 3:00 p.m.
- Dates for upcoming Board meetings, commencements and pinning ceremonies through August 2020 have been posted in BoardEffect.

Chairman Judson thanked Dr. Fegan and reminded Trustees to let Leslie Smith know if they desire to attend Brilliance, Legacy and/or Dancing for Our Stars.

Announcement, Motion to Convene into Closed Session

Chairman Judson announced the Board will meet at 10:00 a.m. on February 18, 2020 for an Enrollment Workshop. He then asked for a motion to convene into Closed Session.

Trustee Holt moved to convene into Closed Session at 7:54 p.m. The motion was seconded by Trustee McGraw and the decision was unanimous.

Closed Session and Adjournment

At 8:43 p.m., Trustee McGraw moved to reconvene into Open Session and adjourn the meeting. Trustee Judson seconded the motion and the decision was unanimous.

No action, decision, or vote was taken on subjects discussed in Closed Session or any other subject before the meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Richard L. Aldama". The signature is written in a cursive style with a long, sweeping underline.

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