



**NAVARRO COLLEGE BOARD OF TRUSTEES  
APRIL 28, 2022 MEETING  
MINUTES**

On Thursday, April 28, 2022, the Navarro College Board of Trustees gathered on the Mexia Campus located at 901 N. MLK Jr. Hwy, Mexia, Texas 76667 to conduct their regular monthly meeting. All trustees were in attendance including: Chairman Phil Judson, Vice Chairman Billy Todd McGraw, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, Trustee Faith Holt, Trustee Loran Seely and Trustee Kim C. Wyatt.

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
Dr. Carol Hanes	Vice President, Academic Affairs
Ms. Stacie Sipes	Director, Marketing and Public Information
Mr. Michael Landers	Athletic Director
Ms. Susan Womack	Senior Research Analyst, Corsicana Campus Strategic Plan Lead
Ms. Christina Mims	Asst. Dean of Mexia Campus
Mr. Guy Featherston	Dean of Waxahachie Campus and Health Professions
Ms. Jeanette Underwood	Dean of Midlothian Campus and Dual Credit
Ms. Leslie Smith	Executive Assistant to the District President
Mr. John Boswell	Corsicana/Navarro County Economic Development Director
Mr. Tommy Richardson	GAF Vice President of Operations
Mr. Steve Buzza,	Building Materials Manufacturing Corp
Mr. Ben Wise	Tremco CPG Manufacturing Corp.

Additional staff and guests were also present.

### **Call to Order**

Chairman Judson called the meeting to order at approximately 7:08 p.m. and welcomed everyone present including Mexia City Councilwoman, Joyce Johnson. Trustee Seely was asked to begin the meeting with a prayer.

### **Board Announcement**

Chairman Judson announced the Closed Session to Discuss Legal and Personnel Matters was being postponed until the May 26, 2022 meeting. No other announcements were made.

### **Open Forum Time**

There were no requests to address the Board.

### **Consent Calendar**

- a. Minutes – March 31 2022 Meeting

Trustee Atkeisson moved to approve the Consent Calendar and Trustee Holt seconded the motion. The motion passed by a unanimous vote.

### **Consider Resolution Approving Tax Abatement Agreement with Tremco CPG Manufacturing Corp**

Corsicana/Navarro County Economic Development Director John Boswell shared brief details on expansions planned by Tremco CPG Manufacturing Corp.. He stated the city and county approved similar tax abatement requests during their recent meetings.

Mr. Boswell stated Tremco CPG Manufacturing Corp., (formerly known as JETCO, NALCO, Champion, and Champion X) is considering investing \$80 million in a new project at 2733 East Business Highway 31 creating 100 "good paying" jobs. He introduced Mr. Ben Wise to share more information and answer questions.

Mr. Wise thanked Mr. Boswell and stated Tremco is excited about constructing a 5,000 sq. ft. facility which will roughly double their footprint to manufacture insulated concrete forms. He explained how the concrete forms would be used stating this is the most advanced, highest performing building system to date. The product will be a sister brand to Tremco's existing chemical plant, which will continue to operate. Construction is expected to begin January 2023 and completed in one year. Mr. Wise stated he currently has four employees and expects to grow to approximately 20 in the next two to three months. When asked, he responded Tremco doesn't anticipate any trouble hiring from the current labor pool despite competitiveness.

Trustee Aldama made a motion to adopt the resolution approving a tax abatement agreement with Tremco CPG Manufacturing Corp. Trustee Seely seconded the motion. The resolution passed by a unanimous vote.

Chairman Judson congratulated Mr. Wise who in turn thanked the Board.

### **Consider Resolution Approving Tax Abatement Agreement with Building Materials Manufacturing Corporation, Wholly Owned Subsidiary of GAF Materials LLC**

Mr. Boswell requested the next two tax abatement requests be presented together as Building Materials Manufacturing Corporation (BMMC) and SI Corsicana QOZB #8 LLC are both wholly owned subsidiaries of GAF. BMMC is considering investing \$25 million in equipment and SI Corsicana is considering investing \$15 million in a new manufacturing facility creating 20 new jobs in the Hwy 31 Industrial Park.

Mr. Tommy Richardson, GAF Vice President of Operations, and Mr. Steve Buzza, project manager, were present to share more details and answer questions. Mr. Richardson explained the new facility will recycle used shingles by removing the metal flashing and plastic then grinding them up into briquettes. The briquettes will then be used to create new shingles. Mr. Buzza stated this is a complex process that has taken over ten years to develop. He added this will be the first full-size plant of its kind and is expected to be operational by 2024.

Trustee Seely moved to adopt the resolution approving a tax abatement agreement with Building Materials Manufacturing Corporation, a wholly owned subsidiary of GAF Materials LLC. The motion was seconded by Trustee Atkeisson. The resolution passed by a unanimous vote.

Chairman Judson congratulated Mr. Richardson and Mr. Buzza.

### **Consider Resolution Approving Tax Abatement Agreement with SI Corsicana QOZB #8 LLC**

Trustee Holt made a motion to adopt the resolution approving a tax abatement agreement with SI Corsicana QOZB #8 LLC, a wholly owned subsidiary of GAF. Trustee Aldama seconded the motion and the resolution passed by a unanimous vote.

Chairman Judson thanked John Boswell and congratulated Mr. Richardson and Mr. Buzza and welcomed them to the Corsicana community.

### **Enrollment Update**

Vice President Ruiz reported the official reports for Spring enrollment have been certified and accepted by the state. She stated the next steps are to recode all the variables for the new reporting requirements to begin the analytics of the Spring enrollment.

Spring headcount of 6,207 was short 9% of the goal of 6,824. Vice President Ruiz reported 71% of the “cumulative” headcount goal has been met at this time with 12,772 students served. When looking at the unduplicated headcount, Navarro College is serving 9,342 at this point.

Registration for Summer 1, Summer 2, and Fall semester began April 13. Pre-registration for Summer 1, (which includes Spring 2<sup>nd</sup> 8-weeks, May Mini and Summer 1 6-weeks) was down 277 compared to the same time last year. Summer 2 headcount enrollment (which includes Summer 12-week and Summer 2<sup>nd</sup> 6-week) was up 79 students; 36% of meeting the semester credit hour and contact hour goal.

Fall enrollment is down 40 students in pre-registration traffic compared to the same time last year. Vice President Ruiz noted credit enrollment is up 40 students while dual credit is down 80. Dr. Fegan noted enrollment numbers were up in the report received earlier in the day and stated depending on the day being reported, the numbers can be “positive”. Fall classes begin August 22<sup>nd</sup>

Chairman Judson thanked Vice President Ruiz.

### **Consider Action on 2022 - 2023 Tuition, Fees, Room and Board**

Vice President Thomas presented the proposed 2022-2023 Tuition, Fees, Room and Board rates for approval. She stated during the April 20, 2022 Enrollment Workshop, it was recommended tuition and fee rates and lab/course fees remain the same as current Fall 2021 rates. Increases for passthrough fees were recommended based on Navarro's cost to provide these items or services to students. In addition, administration recommended offering some single rooms to student residents in fall 2022. Vice President Thomas stated for these single rooms, it is recommended the room rate be increased by \$500 making the total room and board for a single room \$3,998 per semester. It is recommended room and board for a double room remain at \$3,498.

Trustee Wyatt made a motion to approve the proposed tuition, fees and room and board rates for FY2022-2023. Trustee Aldama seconded the motion and the decision was unanimous.

### **Consider Action on March 2022 Financial Statement**

Vice President Thomas presented the March 2022 financial statement for approval. Three budget amendments increased the Cosmetology budget to cover additional expenses by \$2,075; increased the Carl Perkins budget by \$65,226; and increased the police department budget by \$37,855. Budget adjustments increased the FY2021-2022 budget \$105,156.00 for a revised total of \$100,215,079 as of March 31, 2022.

As of March 2022, total Educational & General Revenue before HEERF Federal Grants was down \$1,020,804 from the same time in 2021. Total Educational & General resource allocations before HEERF Federal Grants decreased by \$2,177,858 from March 2021, including the 4% raises reflected in January 2022 expenditures. General Institutional resource allocations increased due to the reorganization and classification of salaries; equipment purchases, increases in expenses, and software purchases paid during March 2022.

The overall year-to-year comparison of actual net income before HEERF Federal Grants in the General Operating fund increased by \$1,157,055. Auxiliary net income from this same time in March 2021 increased \$461,989.

A comparison of the month-to-date revenue budget (original budget) through March 2022 to the actual-to-date revenue through March 2022 showed a decrease of \$9,937,535 in revenue and \$41,180,235 less in resource allocations from budgeted amounts for a net General Operating increase of \$31,242,700. Vice President Thomas noted actuals include HEERF funds where the budget only includes HEERF funds known at the time the budget was adopted. Auxiliary revenue increased \$1,251,112 over budgeted amounts and increased \$619,397 in resource allocations over budgeted amounts through March 2022 for a combined positive net of \$631,715 over budget. Net income for both funds was \$31,874,415 over budgeted amounts through March 2022.

Vice President Thomas noted timing differences between revenue for grants received vs resource allocations spent from month to month can be significant until the funds are actually drawn down. Contingencies totaled \$225,899 with an additional \$175,959 in tax revenue anticipated due to the tax rate remaining the same as 2021. Vice President Thomas concluded her report.

Trustee Atkeisson moved to approve March 2022 Financial Statement. Trustees Holt and McGraw simultaneously seconded the motion. The March 2022 Financial Statement was approved by a unanimous vote.

### **Update on Mexia Campus**

Ms. Christina Mims, Assistant Dean of the Mexia Campus, welcomed the Board to the Mexia Campus and shared an update on enrollment and activities that have taken place since their last visit.

- Mexia Campus has a credit enrollment of 620 and headcount enrollment of 374 –Dean Mims noted this does not include CE students from MSSLC (Mexia State Supported Living Center).
- Certified Nurses Aid is now being offered on the campus; the first class was offered in spring and additional cohorts are planned for summer.
- New courses are available through V-Tel using the new virtual system.
- Two new instructors have joined the Mexia Campus: Dr. Sunday Crider, Biology instructor and Ms. Stacie Markham, VN instructor.
- Multiple events involving the community were held this past year including Fall Festival, Veterans Day program, a Business Roundtable held with local business and industry.

Dean Mims stated the annual fundraising event, Legacy - A New Voice, held on April 1<sup>st</sup> featured a nice variety of contestants from the southern counties. Approximately \$26,845 was raised. Chairman Judson commented it was a wonderful event and showcased much local talent.

Dean Mims shared plans for the upcoming Fall 2022 and Spring 2023 semesters including:

- Continue to offer CNA in Summer and Fall; possibly adding Certified Clinical Medical Assistant (CCMA) by Spring

- New V-Tel course offerings including Criminal Justice classes in 8-week semesters
- Esports room will be outfitted and ready for inaugural Mexia Campus club team
- Utilize the new Mobile Welding Trailer to offer welding classes on the Mexia Campus

Dean Mims concluded her update and was thanked by Chairman Judson.

### **Update on Personnel Actions**

Stacie Sipes presented the update on personnel on behalf of Vice President Marcy Ballew. Ms. Sipes reported the following appointments were made through April 28, 2022:

- Jacques Guillot – Assistant Football Coach
- Mary Adair – Administrative Assistant for the Dean of Midlothian Campus
- Megan Winters – Licensed Professional Counselor (05/01/2022)
- Tandy “Nicole” Quilling – Special Events Coordinator (05/01/2022)

Ms. Sipes continued stating the following exits were announced:

- Robin Dorety – TRIO Academic Advisor/Data Reporting Coordinator
- Manuel Martinez – Assistant Football Coach
- Guadalupe Ramirez – Maintenance Worker
- Cathy Rachesky – Bookstore Accounting Clerk
- Margaret Lighthart – Associate Professor of Licensed Vocational Nursing
- Travis King – Maintenance Worker - Housing
- Reda Wilson – Reda Wilson (04/29/2022)
- Deundria Price – Assistant Professor of Associate Degree Nursing (05/06/2022)
- Raven White – Director of E-Sports (05/13/2022)
- Philip Johnson – Director of Disability and Access Services (05/27/2022)
- Dr. Carol Hanes – Vice President of Academic Affairs (05/31/2022)

Ms. Sipes concluded her presentation and was thanked by Chairman Judson.

### **District President’s Report**

#### Calendar Highlights

Dr. Fegan shared highlights of events scheduled through the end of May including upcoming pinning, graduation and commencement ceremonies. He stated the events will be similar to last year’s and that detailed information will be sent to trustees by Leslie Smith.

Dr. Fegan and Chairman Judson invited Trustee Wyatt to come forward and presented him with his Distinguished Alumni medal and a copy of the Distinguished Alumni Program from the event held the previous Friday. Trustee Wyatt was congratulated with applause.

**Next Meeting Announcement, Adjournment**

Chairman Judson thanked Dr. Fegan and announced the next Board of Trustees meeting will be held on the Midlothian Campus May 26, 2022 at 7:00 p.m. and will include a Closed Session. He concluded by thanking the staff of the Mexia Campus for hosting the meeting.

Trustee Aldama moved to adjourn the meeting and Trustee McGraw seconded the motion. The decision was unanimous; the meeting was adjourned at 8:04 p.m.

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