



**NAVARRO COLLEGE BOARD OF TRUSTEES
MAY 26, 2022 MEETING
MINUTES**

On Thursday, May 26, 2022, the Navarro College Board of Trustees gathered on the Midlothian Campus located at 899 Mount Zion Road, Midlothian TX 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	Director of
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
Ms. Jackie Sawicky	818 SE CR 2260, Corsicana TX

Additional staff and guests were also present.

Call to Order

Chairman Judson called the meeting to order at approximately 7:00 p.m. He welcomed everyone stating the Board was glad to be in Midlothian and appreciates the support of the community. He thanked Dean Jeanette Underwood for the Midlothian Campus's hospitality.

Chairman Judson announced a Closed Session would be held following *Item 601 – President's Report* to discuss legal matters and stated no action was anticipated. Trustee Aldama was asked to begin the meeting with a prayer.

Board Announcement

No announcements were made.

Open Forum Time

Chairman Judson acknowledged Ms. Jackie Sawicky's request to speak to the Board during Open Forum. Ms. Sawicky stated she was representing the "Concerned Citizens of Navarro County", a group of approximately 450 residents who are "against the Riot Blockchain Bitcoin Mining operation being forced upon the residents of Navarro County." Ms. Sawicky cited multiple reasons the groups is against the bitcoin mine stating it will drive up water and electric bills, use millions of gallons of water, create noise pollution from construction, place a strain on the electric grid, and talked about the negative impact they feel it would have on the residents of Navarro County.

Ms. Sawicky continued stating no environmental impact study has been done and that two pairs of bald eagles are nesting in the area. She stated everything has been done "in secret" without public discussion or consent. She concluded by stating the Board has the power to approve abatements and requested they vote no if one is requested.

Chairman Judson stated because this item was not on the agenda, it was against the open meetings law to comment. He thanked her for her comments.

Consent Calendar

- a. Minutes – April 20, 2022 Enrollment Workshop
- b. Minutes – April 28, 2022 Board of Trustees Meeting

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

Enrollment Update

Vice President Ruiz shared a report on enrollment and students being served. She noted the only change in the fall and spring headcount was in Adult Education and Literacy which has monthly enrollment. Based on the unduplicated headcount, Navarro College is currently serving 9,439 students.

May Mini classes started May 17 and Summer 1 6-week classes will start on June 1st. Summer 1 enrollment was down 322 students compared to the same time last year. Overall, 68% of the semester credit hour and 62% of the contact hour goal has been met. Enrollment for Summer 2, which includes Summer 12-week and Summer 2 6-week, was up 174 students. Overall, 68% of the semester credit hour goal and 62% of the contact hour goal has been met for Summer 2.

Fall classes will begin August 22nd. Pre-registration traffic was down 321 students. 27% of the semester credit hour goal and 25% of the contact hour goal has been met at this time. Vice President Ruiz stated credit student enrollments were up 60 and Dual Credit was down 381 compared to last year. She stated the decline is a timing issue which Dean Underwood confirmed.

Dr. Fegan thanked Vice President Ruiz and added there have been lots of turnovers and transitions taking place in the ISDS and anticipated dual credit enrollment in Midlothian and Waxahachie will be up.

Consider Action on April 2022 Financial Statement

Vice President Teresa Thomas presented the April 2022 financial statement for approval. Budget adjustments increased the FY 2021-2022 budget \$5,099 for a revised total of \$104,227,488 as of April 30, 2022.

Total disbursements in the Education and General Fund as of April 2022 were higher than the previous year by \$5,659,179 as a result of HEERF funds, Vice President Thomas noted, without HEERF Funds, expenditures actually decreased \$185,000 and Auxiliary Fund expenses were down \$185,691.

In the overall year-to-year comparison of actual net income before HEERF Federal Grants, the Educational and General Fund decreased by \$2,163 and the Auxiliary Fund decreased \$399,368. Total net income before HEERF Federal Grant funds decreased \$401,531 from April 2021. Net income with HEERF Federal funds in the Education and General Fund increased \$2,328,530 and Auxiliary Funds decreased by \$399,368. The total increase between the two funds was \$1,929,162.

A comparison of the month- to- date revenue budget (original budget) through April 2022 to the actual-to-date revenue through April 2022 showed a decrease of \$15,212,108 in revenue and \$46,108,586 less in resource allocations from budgeted amounts through April 2022; a net increase of \$30,896,478. The Auxiliary Fund revenue increased \$534,344 over budgeted amounts through April 2022 and had \$645,643 more in resource allocations over budgeted amounts through April 2022 for a combined auxiliary net of \$111,298 budget-over-actual. Net income for both the E&G and Auxiliary funds was \$30,785,180 over budgeted amounts through April 2022.

Vice President Thomas concluded by stating contingencies totaled \$381,858 plus \$175,959 additional tax revenue is anticipated due to the tax rate remaining the same as 2021.

Trustee Atkeisson moved to approve April 2022 financial report and Trustee Holt seconded the motion. The April 2022 financial report was approved by a unanimous vote.

Consider Action on Renewing Contract with Whitley Penn LLP for Auditing Services

Vice President Thomas requested approval to extend the contract with Whitley Penn, LLC to conduct the FY 2022 audit. Whitley Penn was previously awarded the RFQ for an audit firm to perform the District's annual independent audit for a three-year term starting with fiscal year 2019 through fiscal year 2021 with the option to extend for two additional fiscal years through 2023. She stated the quoted price of \$56,200 to conduct the FY 2022 audit is in line with the price quoted in Whitley Penn's RFQ.

Chairman Judson inquired if Vice President Thomas was comfortable working with Whitley Penn and VP Thomas responded she loved them and stated they are very helpful and open to answering questions throughout the year.

Trustee Wyatt moved to approve extending the contract with Whitley Penn LLP for auditing services. Trustee McGraw seconded the motion, and the decision was unanimous.

Consider Approval of Turf Fields for Football, Band, Women's Soccer and Intramurals

Dr. Fegan stated the first item from the master plan process, turf fields for football, band, women's soccer and intramurals, was being brought forward to the Board for approval as promised. He added this is a project that will benefit all seven sports teams, intramurals, as well as the community and its shareholders. He asked Executive Director of Student Services and Athletics, Michael Landers, to share more details.

Executive Director Landers shared scenarios for renovating current practice fields used by football, band, soccer and intramurals. He noted the current layout of the lighting reduces the potential use of regulation size fields. He presented a proposal to move the lights, recondition and replace bulbs to provide lighting to two full-size football practice fields with turf also creating a regulation size soccer field. It was noted the current fields are in dire need of repair and the cost of maintaining natural fields is ongoing. The initial cost to install turf fields will be a large outlay but with a life expectancy of 10-12 years, the cost over the next 12 years will be minimal in comparison to the six-figure cost to maintain the existing fields. The project will take 8-10 weeks to complete. Even if the fields cannot be built right away, the proposed price can be locked in if the Board approves the project.

Discussion and comments followed regarding the condition of the current fields, the number of quotes received and the optimal time to begin. It was noted that HEERF funds cannot be used for the project;

however, because capital items are being purchased with HEERF funds, other funds are available.

Trustee Aldama made a motion to approve the installation of turf fields for football, band, women's soccer and intramurals and Trustee Holt seconded the motion. The motion passed by a unanimous vote.

Trustee Atkeisson requested more specific information be shared to defend their decision. Dr. Fegan assured him all details and information will be shared before moving forward. He thanked Executive Director Michael Landers for the work he has done over the past three years and stated he looks forward to a better facility for students to practice on.

Update on Midlothian Campus

Dean Jeanette Underwood welcomed the Board to Midlothian and shared an update on enrollment and activities on the Midlothian Campus. She began by noting approximately 600 dual credit forms are currently "in cue" for fall 2022 registration.

She stated Fall 2021 the Midlothian Campus served 858 on-campus and dual credit students. Adult Education and Literacy programs are offered on campus including an Entrepreneurship Program in partnership with Midlothian businesses and Chamber of Commerce. Continuing Education opportunities being offered include Certified Clinical Medical Assistant (CCMA) and Phlebotomy. Patient Care Technician (PCT)/EKG/Pharmacy Technician are coming soon. The Welding on Wheels simulation trailer will be used to offer new "fast track" welding certificates to Midlothian students. Evening business courses have been added in partnership with Tarleton University offering night business courses.

Health Professions Programs offered on the Midlothian Campus include Licensed Vocational Nursing, Occupational Therapy and Physical Therapy Assistant. Medical Lab Technology will be offered starting fall 2023.

A ribbon cutting for the new Community Room was held in January and is being used routinely by several community groups. Dr. Fegan noted Midlothian Economic Development's board is discussing moving their offices on site and Dean Underwood is working with them to find an appropriate space.

After sharing numerous events held on campus and presentations involving the community, Dean Underwood concluded her report.

Dr. Fegan thanked Dean Underwood for continuing work that was started by Dean Featherston and stated she has taken it to another level with community.

Update on Personnel Actions

Vice President Ballew presented an update on personnel actions taken during the period April 28 through May 26, 2022. The following appointments were made:

- Megan Winters – Licensed Professional Counselor
- Tandy "Nicole" Quilling – Special Events Coordinator
- Holly Cook-Heines – Institutional Effectiveness Analyst
- Alison Skinner – Payroll Manager
- Charlie Vo – Maintenance Technician (06/01/2022)
- Caleb Steveson – IT/AV Specialist (06/01/2022)

Vice President Ballew continued stating the following exits were announced:

- Agapito Flores – Dean of Workforce, Career & Technical Education
- Kaylynn Castleman – Director of Carl Perkins Career Center
- Chris Bonta – Assistant Football Coach
- Todd Ivicic – Assistant Football Coach
- Brooke Alverson – Assistant Volleyball Coach
- Melody Stillings – Administrative Assistant to the Dean of Waxahachie Campus
- Glenda Terry – Professor of Licensed Vocational Nursing
- Davelyn Casbeer – Administrative Assistant for Athletics

Vice President Ballew concluded her report and was thanked by Chairman Judson.

District President's Report

Calendar Highlights

After sharing highlights of upcoming events, Dr. Fegan invited Dean Guy Featherston to share information about the Physical Therapy Program. Mr. Featherston was pleased to announce the accrediting body, CAPTE, has notified Navarro College it is reaccrediting the Navarro College Physical Therapy Assistant Program for 10 years. Dean Featherston stated this is the maximum number of years a program can receive and is rarely given. He praised the Physical Therapy Assistant Program's staff for their work and noted the pass rate of students in the program has been at 100 percent. Dr. Fegan thanked Dean Featherston for his leadership.

Dr. Fegan distributed a current physical disability access list prepared by Philip Johnson. He stated students are appreciative and noted another community college was recently fined almost \$2.5 million for not meeting ADA requirements. He concluded his report.

Next Meeting Announcement and Motion to Convene into Closed Session

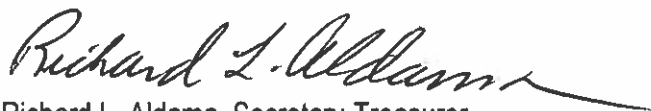
Chairman Judson thanked Dr. Fegan and announced the Board of Trustees will meet again on June 23, 2022 for a Budget Workshop and Meeting on the Corsicana campus.

At 8:20 p.m., Trustee Seely made a motion to convene into Closed Session to discuss legal matters. Trustee Atkeisson seconded the motion, and the decision was unanimous.

Closed Session, Reconvene into Open Session and Adjournment

At 9:30 p.m., Trustee Holt made a motion to reconvene into Open Session and adjourn the meeting. Trustee Seely seconded the motion, and the decision was unanimous. No action, decision or vote regarding the subjects discussed or any other subject was taken.

Respectfully submitted,



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