



NAVARRO COLLEGE BOARD OF TRUSTEES
NOVEMBER 17, 2022 MEETING
MINUTES

On November 17, 2022, the governing body of Navarro College gathered in the Bulldog Board Room located in Walker Dining Hall on the Corsicana Campus to conduct the 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, and Trustee Loran Seely.

Trustee Kim Wyatt was absent.

Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Marcy Bellow	Vice President of Operations
Ms. Sina Ruiz	Vice President of Student Success
Ms. Teresa Thomas	Vice President, Finance
Dr. Jeanetta Johnson	Vice President of Academic Affairs
Mr. Richey Cutrer	Executive Director Navarro College Foundation
Dr. Tara Peters	Executive Director of Workforce, Career and Technical Education
Dr. Richard Phillips	Dean of Academics and Safety Planning
Ms. Stacie Sipes	Director of Marketing
Mr. Guy Featherston	Dean, Waxahachie Campus, and Health Professions
Ms. Karen Simons	Executive Assistant to the District President
Mr. John Boswell	Economic Development Director - City of Corsicana and Navarro County

Special guests in attendance included:

Dr. Lary Reed
Mr. Dan Nesmith
Dr. Kenneth Martin
Dr. Thomas Vance
Mr. Mark Dillman

Additional staff and guests were also present.

Call to Order

Following dinner in the President's Dining Room, the governing body relocated to the Bulldog Board Room to conduct their regular monthly meeting. Chairman Judson called the meeting to order at 7 p.m. and asked Trustee Aldama to begin with a prayer.

Board Announcements

No announcements were made.

Open Forum Time

No requests were made.

Consent Calendar

a. Minutes – October 27, 2022 Meeting

Chairman Judson asked for a motion to approve the Consent Calendar.

Motion by Trustee Boyd to approve the Consent Calendar and Trustee Seely seconded the motion. All in favor / none opposed

Board Recognition

We talk about Bulldog Pride and importance of Navarro College history, tradition, legacy, and values. For any institution the vision, mission and purpose are only as successful as the people and the heart of the organization. Navarro College has been blessed for 76 years to have outstanding individuals who have modeled the values, vision, mission, and purpose Navarro College were founded on. Some of the individuals who contributed to the legacy and are legacies themselves. We have the privilege to honor six of those individuals tonight which are the longest serving Navarro College employees. Chairman Judson and Trustees I would like to recognize these individuals. Dr. Fegan acknowledged and presented crystal trophies to Dr. Lary Reed, Mr. Dan Nesmith, Dr. Kenneth Martin, Dr. Thomas Vance, Dr. Tommy Springer, and Mr. Mark Dillman that have served the college for over 40 years and mentioned that we have opportunities because of these individuals.

District President Dr. Fegan recommended to the Board to adopt a resolution to Confer title of Emeritus to (Mr. Dan Nesmith – Professor of History), (Dr. Thomas Vance – Professor of Biology), and (Mr. Mark Dillman – Professor of Math).

Motion by Vice-Chairman McGraw and second by Trustee Boyd to adopt a resolution to Confer title of Emeritus-Professor of History to Mr. Dan Nesmith.

Motion by Trustee Aldama and second by Trustee Atkeisson to adopt a resolution to Confer title of Emeritus-Professor of Biology to Dr. Thomas Vance.

Motion by Trustee Atkeisson and second by Trustee Aldama to adopt a resolution to Confer title of Emeritus-Professor of Math to Mr. Mark Dillman.

A framed copy of the resolution were presented to each and pictures with each followed.

Board of Trustees Self-Evaluation

Vice President Marcy Ballew and Dr. Jeanetta Johnson presented the self-evaluation results. Six out of seven responses were received, and no recommendations for further training. After reviewing everything we realized that question 11 needs to be reworded. Question 11 says that the President presides over the Board of Trustees. We recommend that question 11 be revised to say that the Board Chairman presides over the Board. The next time to complete the self-evaluation is in October of year 2024.

Resolution and Order of Election

Vice President Teresa Thomas presented Resolution and Order of Election materials. Election is coming up in May 2023 and we need to take action and have a record vote on file.

Chairman Judson asked for a motion to approve Resolution and Order of Election.

Trustee Seely moved to approve the Resolution and Order of Election and second by Trustee Atkeisson

Record votes are:

Trustee Faith Boyd	Yes
Trustee A.L. Atkeisson	Yes
Trustee Richard Aldama	Yes
Trustee Loan Seely	Yes
Vice Chairman Billy Todd McGraw	Yes
Chairman Phil Judson	Yes
Trustee Kim Wyatt	Absent

Enrollment

Vice President Sina Ruiz presented update on enrollment. This update will be very similar to last month. A quick update as of the census date, the fall second eight weeks remains flat. We started our pre-registration for both winter mini and spring on November 7th which is a week late. We are down about 25% in semester credit hours but hope to see a gap this week as students are coming in to register.

Finance and Operations

John Boswell explained that chapter 3:12 of the tax code requires that if you want to approve new guidelines and criteria you must hold a public hearing before you approve new guidelines and criteria. Chairman Judson called for a public hearing on Navarro College Tax Abatement Guidelines and Criteria.

John Boswell stated that administrative action must be done if in any event over the next 2 years you chose to enter into any type of tax abatement and guidelines and criteria. Once approved the Navarro College Participation in Tax Abatement Programs and Re-establishing Criteria and Guidelines for Granting Tax Abatement (Board Policy CAF) are good for 2 years.

Chairman Judson asked for a motion to approve Navarro College Participation in Tax Abatements Programs and Re-establishing Navarro College Criteria and Guidelines for Granting Tax Abatement (Board Policy CAF).

Motion to approve by Trustee Aldama and second by Trustee Atkeisson. All were in favor, none opposed.

Chairman Judson closed the public hearing and opened the remainder of the Board of Trustee meeting.

Vice President Teresa Thomas presented November 2022 Financial Statements. There were several budget amendments for October 2022 totaling \$3.4 million and are rolling over our grant funds.

For sources of funds, we have received 43% of student income, 1.13% of local appropriations, and 17.87% of our overall general educational fund income. We have received 26.77% of our auxiliary fund and are same amounts as same time as last year. In resource allocations we have lowered our expenses by \$5.4 million, but most of the \$5.3 million is due to HEERF funds. Budget to date actuals in the Educational General are down \$5.3 million but in the actuals are the accrual reversals of \$3 million. For the resource allocations we have spent less than we thought and are up \$288,000 just by what was budgeted. We have same contingencies as last month and we have additional tax revenues from values being bigger.

Motion by Trustee Boyd and second by Trustee Seely.

Update on Personnel Actions

Vice President Marcy Ballew presented update on personnel actions

The following appointments were made during the period from October 27, 2022 to November 17, 2022

- Dr. T.A. Essex – Dean of Online Learning
- Veronica Berardi – Associate Professor – Associate Degree Nursing
- Joyce King – Associate Professor – Associate Degree Nursing
- Tawana Benham – Associate Professor – Associate Degree Nursing
- Keyasha Donaldson – Area Housing Coordinator
- Brittney Barber – Adult Education Enrollment & Recruitment Assistant
- Sharon Kidd – Administrative Assistant – Pearce Collections Museum
- Jalisa Stith – Area Housing Coordinator
- Cody Williams – Maintenance Worker I

Update on Personnel Actions cont.

The following exits were announced during the period from October 27, 2022 to November 17, 2022

Retirements

- Zanada Schoppert – Executive Administrative Assistant to the Vice President of Operations
- Karen Lenamond – Administrative Assistant to the Assistant Dean of Mexia Campus
- Desi Castillo – Testing Assistant

There were no resignations, terminations, non-renewals, or transfer during the period from October 27, 2022 to November 17, 2022

District President's Report

Dr. Fegan presented the event calendar. The Jazz Band Concert on November 22 will be held in Dawson Auditorium. Dr. Jeanetta Johnson will be in Atlanta attending the SACSCOC Conference and will be meeting with Dr. Thomas-Glover to discuss the BSN Nursing Degree Program. Then, on December 8th at Waxahachie Campus Dr. Tara Peters will present the Welding on Wheels Program and it will be an exciting program. Dr. Fegan mentioned that the next Board of Trustees Meeting on December 15th needs to be moved up to begin at 10:30 a.m. to have time to complete all agenda items.

Announcement and Adjournment

Chairman Judson announced the next Board of Trustees Meeting will be held on December 15, 2022 at 10:30 a.m. on the Corsicana Campus in the Bulldog Board Room and asked for motion to adjourn the meeting.

Motion by Trustee Seely and second by Trustee Aldama.

Respectfully submitted,



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