



**NAVARRO COLLEGE BOARD OF TRUSTEES
NOVEMBER 18, 2021 MEETING
MINUTES**

On Thursday, November 18, 2021, the Navarro College Board of Trustees gathered in the Bulldog Board Room located on the Corsicana Campus to conduct their regular monthly meeting. Trustees in attendance included: Chairman Phil Judson, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, and Trustee Lorán Seely. Trustees absent were: Vice Chairman Billy Todd McGraw, Trustee Faith Holt, 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
Ms. Marcy Ballew	Vice President, Human Resources
Ms. Maryann Hailey	Vice President, Student Services
Dr. Harold Housley	Vice President, Operations and Instl. Advancement
Ms. Stacie Sipes	Director, Marketing and Public Information
Ms. Susan Womack	Senior Research Analyst, Corsicana Campus Strategic Plan Lead
Mr. Michael Landers	Athletic Director
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
Dr. Tara Peters	Executive Director of Workforce, Career and Technical Education

Additional staff and guests were also present.

Call to Order

Chairman Judson called the meeting to order at 7:00 p.m. After welcoming everyone present, including special guests from the Navarro College Foundation's Board of Directors, he asked Trustee Seely to begin the meeting with a prayer.

Board Announcements

Chairman Judson announced the Closed Session scheduled following the President's Report was being postponed for a future meeting due to the absence of three trustees. No other announcements were made.

Open Forum Time

There were no requests to address the Board.

Consent Calendar

a. Minutes – October 28, 2021 Meeting

Trustee Atkeisson moved to approve the Consent Calendar, and Trustee Aldama seconded the motion. The decision was unanimous.

Update on Enrollment

Vice President Ruiz presented the update on enrollment which included key findings from certified fall 2021 data on degree-seeking students, an overview of the total number of students served including Continuing Education, Adult Education and Literacy, and a pre-registration traffic report on Spring 2022

Certified Fall 2021 Degree-Seeking Students

For Fall 2021, 6,565 degree-seeking students were certified. Ms. Ruiz shared the demographic break-down of the students enrolled compared to last fall including:

- 40% were between the ages of 18-21. There was a slight decline of the under 18 age category which went from 38% to 36%
- The percentage of part-time, female, white students who reside within the service area continues to be higher compared to last fall.
- Of the 4,144 credit population students, there was an increase in both First Responders and Career & Technical Education students and a slight decline in Health Professions students.
- With the exception of a slight decline in the black population, the district-wide overall ethnicity breakdown did not shift much.

Vice President Ruiz stated students who are academically and economically disadvantaged is a new category being tracked to help determine student needs. Of the "Credit Only" population:

- 38% of the credit population students are not college ready for the math, reading, and/or writing.
- 50% of the academically disadvantaged students attend the Corsicana campus.
- 50% of credit population students have an economic need based on the FAFSA information submitted.
- 59% of the economically disadvantaged students attend the Corsicana campus.

The same breakdown of 665 Housing students showed a different make-up:

- 66% of Housing students are male which is opposite compared to the district-wide make-up.
- 48% attended Navarro College prior to this Fall, 44% selected Navarro College as their first higher education student (First Time in College,) and 8% transferred from a different higher education institution.
- Unlike the district-wide make-up where only 16% are black, 51% of Housing students are black.
- 57% of Housing students are athletes, followed by 19% of the E² students, who are not associated with a cohort program like Athletics, CTE, Fine Arts or Health Professions.
- While 38% of students district-wide are academically disadvantaged, 66% of Housing Students are academically disadvantaged.
- While 50% of the credit population district-wide are economically disadvantaged, 63% of Housing students are economically disadvantaged.

Overall, Fall 2021 declined 574 students compared to Fall 2020. The largest decline was in Returners which declined 348; Dual Credit declined 321. There was an increase of 95 New Students - 42 First-Time in College students and 53 Transfer students. Vice President Ruiz paused for questions and comments.

Trustee Seely thanked Vice President Ruiz for the demographic break down stating the information was very helpful. Chairman Judson inquired how economically disadvantaged students were determined and Vice President Ruiz responded that data comes from PELL.

Overview of Total Number of Students Served including Continuing Education, Adult Education and Literacy Compared to Last Fall

Vice President Ruiz continued. Including Continuing Education and Adult Education and Literacy enrollments with the 6,565 degree-seeking students, Navarro College is currently serving 7,300 students.

- While additional enrollments in Continuing Education are expected through the end of November with 50 pending MSSLC applications, 10 Police In-Service applications, and 10 CPR Class applications for MSSLC (50 pending applications). A decline of approximately 200 students is anticipated as Ennis, Waxahachie, and Cedar Hill fire departments will no longer enroll in CE training through Navarro College because the same training is now available to them for free. A better indicator of CE headcount will be determined after the CE's first quarter ends in November.

- Enrollment in Adult Education and Literacy (AEL) is at 427 students, up 197 students compared to last month's report. AEL's goal is to serve 504 students by December.

Dr. Fegan noted Adult Ed and Continuing Ed programs are feeder opportunities for "credit" and "degree-seeking" students. He also noted the average age bracket of students served by AEL and CE is 28-years-old, a different profile of student compared to the average age bracket of 18-year-old credit/degree-seeking students.

Spring 2022 Enrollment

Vice President Ruiz continued reporting Spring 2022 enrollment was up 3% in semester credit hours stating 343 more students have been pre-registered compared to the same time last year. This is primarily because dual credit enrollment is up 50%. The credit population is down -11%, up from last month when it was reported down -57%. Dr. Fegan noted funding is based on contact hour enrollment which is up 12% at this point.

Vice President Ruiz concluded her report.

October 2021 Financial Statement

Vice President Thomas presented the October 2021 financial statement for approval. October 2021 budget adjustments rolling forward state, federal and local grants into the current fiscal year increased the FY 2022 Budget \$2,080,402 for a revised total of \$103,164,784 as of October 31, 2021.

Total net income in the General Operating and Auxiliary Funds (before HEERF Federal Grant dollars) decreased \$2,169,772 from October 2020. Vice President Thomas noted timing differences of approximately \$431,620 in non-HEERF federal grants to be drawn down in November 2021 which makes the actual net difference a decrease of \$1,738,152.

In the Comparison of Cash to Cash as of October 31, 2021, net income with HEERF Federal Dollars included for both the Educational & General Fund and the Auxiliary Fund decreased \$6,712,275; however, \$5,897,798 is a timing difference as HEERF and other grant funds still need to be drawn down for September and October 2021. The decrease in total net income then becomes \$814,477. Net income for both funds was \$2,778,563 over budgeted amounts through October 2021.

Vice President Thomas stated contingencies total \$463,202. An additional \$200,000 additional tax revenue is anticipated due to the tax rate remaining the same as 2021. She concluded her report.

For the benefit of Foundation members present, Dr. Fegan explained stimulus funds have to be expensed first before funds are received. Trustee Seely then moved to approve the October 2021 Financial Statement and Trustee Atkeisson seconded. The motion passed by a unanimous vote.

Presentation on Career Pathways from Adult Education Literacy to Career and Technical Education

Dr. Fegan stated Dr. Carol Hanes, Dr. Jeanetta Johnson and Dean Leslie Hayes started a pathways pipeline from Adult Education through Career Tech approximately three years ago. Since then, they and Dr. Tara Peters have taken this concept and developed a program that has been recognized throughout the state. As a result of their work, Texas Pathways Institute called asking to have Navarro College's Pathways program presented to other community colleges in the state.

Dr. Peters and Dean Hayes presented information from the session they conducted at the Texas Pathways Institute in Dallas regarding Navarro College's pathways from Adult Education and Literacy (AEL) to Continuing Education (CE) courses to Career and Technical Education (CTE) programs. Dr. Peters stated pathways from AEL to CTE are designed to benefit students by offering multiple points of entry while providing students with educational opportunities that prepare them for in-demand careers earning a livable wage. Opportunities to earn short-term credentials make them more accessible to students.

Dean Hayes stated when the AEL program moved under the Texas Workforce Commission's leadership in 2014, pathways were initiated. Navarro College joined the Pathways Institute in 2017 and invited AEL to join the Pathways Institute Committee in 2018. Dean Hayes shared examples of pathway opportunities that are available to students in various programs through AEL including Integrated Education and Training (IET) classes supporting students co-enrolled in CE/CTE, an entrepreneurship pathway for students co-enrolled in specific CE classes; and co-requisite classes with Developmental Education for students scoring "not college ready" on TSI.

Dr. Peters continued stating a new Industrial Maintenance Technology (IMT) dual credit certificate is now being offered in partnership with Corsicana High School. Currently, 60 students are enrolled in this pathway. She shared examples of pathways offered to earning certificates and degrees, regardless of where students are at. Next steps are to evaluate how to diversify into other areas in addition to Allied Health with the goal to transition students to credit programs for fall 2022.

Dr. Peters and Dean Hayes concluded and responded to questions. They confirmed pathway programs are offered at all campuses and are offered either face-to-face or online.

Dr. Fegan commended Dr. Peters and Dean Hayes and expressed appreciation for their leadership. Chairman Judson concurred and stated there was "no greater smile than a non-traditional student's when they walk across the stage".

Update on Personnel Actions

Vice President Ballew presented an update on personnel actions. She announced the following appointments were made October 28, 2021 through November 18, 2021:

- Diane Hernandez – Payroll Specialist Corsicana Campus
- Isidro Lopez – Campus Police Officer Midlothian Campus
- Rachel Alfred – TRiO Ellis County Coordinator
- Jeff Magruder – Associate Professor – Philosophy/Speech (01/01/2022)

The following exits were announced:

- Ashley Sandifer – Campus Police Officer
- Jan Phillips – Director of Business Services & Cashier's Office (retiring January 20, 2022)
- Chris Davis – Maintenance Worker – Housing (retiring December 31, 2021)
- Paula Kirkwood – Deli Lead (retiring December 31, 2021)

Vice President Ballew concluded her report. Chairman Judson and Dr. Fegan expressed appreciation to Jan Phillips as well as to all pending retirees for their years of dedicated service.

District President's Report

Calendar Highlights

Dr. Fegan reviewed upcoming events. He stated an announcement is anticipated from Athletic Director Michael Landers within the next few days regarding the Bulldogs football program. Dr. Fegan commended Landers for his leadership over the Athletic programs noting the outstanding performances of the soccer and e-sports teams as well as student enrollment.

Dr. Fegan concluded his report.

Trustee Seely announced Ray Jacobs passed away earlier in the week and was pleased he had been a recognized as a 2021 Bulldog Hall of Fame recipient before his passing.

Chairman Judson thanked Dr. Fegan. He commended the Women's Soccer team for going to the national tournament and stated they fought hard and only lost by a penalty kick after double overtime.

Next Meeting Announcement and Adjournment

Chairman Judson announced the next Board of Trustees meeting will be held at 10:30 a.m. on December 16, 2021 in the Bulldog Board Room and asked for a motion to adjourn the meeting.

Trustee Aldama moved to adjourn the meeting at 7:51 p.m. Trustee Atkeisson seconded the motion and the decision was unanimous.

Respectfully submitted,

A handwritten signature in cursive script that reads "Richard L. Aldama". The signature is written in black ink and is positioned above the printed name and title.

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