

**NAVARRO COLLEGE BOARD OF TRUSTEES
FEBRUARY 27 2020
MINUTES**

On Thursday, February 27, 2020, the Navarro College Board of Trustees gathered in the library of the Mexia Campus located at 901 N. MLK Jr. Hwy, Mexia, Texas 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 Faith Holt, Trustee A. L. "Buster" Atkeisson, Trustee Loran Seely and Trustee Kim 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
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
Ms. Christina Mims	Dean, Mexia Campus
Ms. Susan Womack	Research Analyst, Strategic Planning Lead for Corsicana Campus
Ms. Leslie Smith	Executive Assistant to the District President
Honorable Geary Smith	Mayor, City of Mexia
Mr. Eric Garretty	Mexia City Manager

Other faculty, staff and guests were also present

Call to Order

Chairman Judson called the meeting to order at 7:00 p.m. He welcomed everyone present and stated the Board was pleased to be in Mexia and Limestone County. He commended Christina Mims for her and Mexia Campus staff's work to prepare for this meeting.

Trustee Seely began the meeting with a prayer.

Board Announcements

Chairman Judson announced the Closed Session to discuss legal, real property, and personnel matters was being tabled. No other announcements were made.

Open Forum Time

Chairman Judson recognized Mayor Geary Smith's request to address the Board in Open Forum. Mayor Smith thanked the Board for a wonderful evening. He stated the City of Mexia values Navarro College's continued support. He commended Christina Mims for an outstanding job as Dean of the Mexia Campus. He stated on a personal note, both of his daughters received their associate degrees from Navarro College and his youngest has just been accepted into Texas A&M medical school. He stated

Navarro College plays a tremendous role in the City of Mexia's economic development and growth. He concluded by stating he appreciates the Board and thanked them for all they do.

City Manager Eric Garretty amplified Mayor Smith's comments. He stated having the opportunity to sit down and visit is a wonderful opportunity and greatly appreciated. He commended Dr. Fegan for treating Mexia as a "valued partner" and for always asking what "can we do together".

Chairman Judson thanked them for their remarks and agreed that Dr. Fegan has done a tremendous job in reaching out to Navarro College's community partners.

Consent Calendar

- a. Minutes - January 30 2020 Meeting**
- b. Addition of Board Policy BGA – Local Governance – CEO Succession Plan**
- c. Updates and Additions to Board Policy Manual Section D - Personnel**

Trustee Holt made motion to approve the Consent Calendar and Trustee McGraw seconded the motion. The Consent Calendar was approved by a unanimous vote.

Board Recognitions

- **Long-term Service Recognition**

Trustee Atkeisson was recognized for 10-years of service and presented a service pin by Chairman Judson. Chairman Judson congratulated him and expressed appreciation for his "faithful" and "productive" work as college trustee.

Consider Action on January 2020 Financial Statement

Vice President Teresa Thomas presented the January 2020 financial statement. Budget changes through January 31, 2020 increased the total budget \$289,000 for a revised total of \$8,998,705. A review of cash sources and disbursements showed Educational & General Fund and Auxiliary Fund income exceeded expenses \$1,789,761 for a combined net of \$10,788,466 as of January 31, 2020.

Trustee Aldama made a motion to approve the January 31 2020 Financial Statement and Trustee Atkeisson seconded the motion. The decision was unanimous.

Review Preliminary February 2020 Financial Statement

Vice President Thomas continued with a review of preliminary activity in the February 2020 financial statement. Budget changes recognized Community National Bank's \$250,000 donation and Navarro College Foundation's \$100,000 to fund health professions sim labs and the e-sports program. In addition, a reallocation of Carl Perkins Federal Grant funds in the amount of \$43,403 was recognized. Cosmetology Shop sales through February 20th generated \$3,448 for a total increase in the Educational and General Fund of \$396,851.

The preliminary February financial statement was presented for informational purposes only.

Consider Action on Tuition, Fees, Room and Board Increases Effective Fall 2020

Dr. Fegan stated during the Board of Trustees Enrollment Workshop held on February 18 2020 information was shared regarding tuition and fee state averages compared to Navarro College's current rates. Dr. Fegan stated Navarro College receives its funding from three sources: state (35%), local (9%) and student income (60-65%). To provide quality services, the recommendation was made to increase tuition and fees to the fall 2019 state average by increasing the technology fee by \$1 per SCH; increasing

the matriculation fee by \$13; and increasing out-of-state tuition by \$3 per SCH. Increasing room and board rates to \$3,498 will directly benefit students by funding the cost of the Bulldog Health Center. Other lab and course fees will be adjusted to cover expenses and in some cases, will be reduced or removed.

Trustee Wyatt noted other community college campuses he has visited do not compare to Navarro College's. He made a motion to approve the recommended increases in tuition and fees, room and board rates to be effective fall 2020. Trustee Seely seconded the motion. The motion passed by a unanimous vote.

Dr. Fegan thanked the Board for their confidence to provide quality education at a fair cost. He noted the state average tuition and fee will likely increase for spring 2020.

Update on Enrollment

Vice President Ruiz presented an update on enrollment. She stated pre-registration for Spring 2nd 8-weeks classes was in progress and classes are scheduled to begin Monday, March 15. Summer I term includes Spring 2nd 8-weeks, May Mini, and Summer I 6-weeks. As of February 26, preregistration for spring 2nd 8-weeks classes along put Navarro College at

- 24% of meeting the enrollment goal
- 29% if meeting the headcount goal; and
- 24% of semester credit hour goals

Vice President Ruiz stated the fall certified goal was missed by \$227,653. Currently, the state is updating their system to change hundreds of CIP (Classification of Instructional Programs) for Fall 2020. This change has delayed institutions from certifying the Spring numbers. Based on preliminary numbers, the revenue goal was missed by \$333,147. Overall, the annual "tuition only" goal is at 84% or \$3.5 million dollars. Tuition Only and General Fees are part of the Student Income Budget. When Program Fees, Continuing Education, and Discounts and Waivers are added, Navarro College is at 80.3% of collecting the revenue for this year's budget through January 31st. Vice President Ruiz stated last year through January 31st, 82% of the final, revised budget was collected.

Pre-registration for all Summer terms and Fall will begin Monday, April 13. Vice President Ruiz stated Summer 1 term, which includes term includes Spring 2nd 8-weeks, May Mini, and Summer I 6-weeks, is the start of the base year for state funding. Currently, the college is at 96% of hitting its spring enrollment goal, 27% of summer 1 term goal, and 84% of meeting the annual enrollment goal in tuition and fees.

Vice President Ruiz concluded her report. Chairman Judson commended Vice President Ruiz for her work.

Update on Mexia Campus

Dean Mims thanked Mexia city officials and partners for their attendance. She continued with a brief update on the Mexia Campus since the Board's last visit including: a food pantry was opened last spring to assist students in need; a reception for Mexia Campus graduates held last spring was well received and plans are to continue this tradition. Mexia campus students and staff participated in Homecoming Spirit Week activities. Athletes and cheer team visited the campus and a door decorating contest was

held that was judged by community members. Other activities that have been well received included Kids College and Beauville.

Mexia Campus enrollment has decreased slightly but the size of classes have increased. Dean Mims and Dean Tammy Galloway have been holding meetings with community partners to find out what their needs are and how Navarro College can meet those needs as the Campus Strategic Plan is being developed.

Dean Mims was pleased to announce the Mexia Campus fundraising event, Legacy – A New Voice 2020 scheduled Saturday, February 29 has sold a record 28 sponsor tables. She stated in addition to singing competition, Dr. Shellie O’Neal and students will be providing entertainment as well. She concluded her report.

Chairman Judson thanked Dean Mims for her leadership and direction as Dean of the Mexia Campus. Dr. Fegan noted Dean Mims has assumed the additional role as Dean of the Fine Arts and Humanities Program and commended her for her commitment and leadership in these dual roles.

Update on Personnel Actions

Vice President Marcy Ballew shared an update on personnel actions made during the period from January 31, 2020 to February 27, 2020:

The following appointments were made:

- Oscar Lopez – Adult Education Instructor
- Cody Ahlgrimm –Head Athletic Trainer
- Jaclyn Bailes – Dual Credit Coordinator – Mexia
- Heather Smith - Administrative Assistant/Faculty Support – Continuing Education
- Stacie Rhynes – Administrative Assistant/Faculty Support – Career & Technical Education
- Kraig Curry – Director of TRiO Student Support Services (04/01/20)
- Gabriela Guerrero – Enrollment & Recruitment Assistant for Adult Education (03/01/20)
- Raven White – Director of E-Sports (03/04/20)
- Michael Couch – Recruiter (03/02/20)
- William Mann – Maintenance Worker-Housing (03/02/20)

The following employees exited and/or announced their plans to retire:

- Brenda Devearux – Caterer/Cook
- Barry Derickson – Assistant Football Coach
- Scott Batts – Annual Retraining Instructor M.S.S.L.C.
- Dr. Steve Thompson – Professor of English (retiring end of spring semester)
- Ms. Evelyn Glass – Professor of Medical Lab Technology (retiring end of spring semester)

There were no terminations, non-renewals or transfers to report. Vice President Ballew concluded her presentation.

District President’s Report

Upcoming Events

Dr. Fegan reviewed upcoming events. He announced Leslie Smith will be following up with trustees over the next week or two to get everyone pre-registered for the Association of Community College Trustees (ACCT) annual meeting in Chicago September 30 – October 3rd.

Distinguished Alumni Program

Dr. Housley shared details about the new Distinguished Alumni Program that is being developed to recognize outstanding Navarro College graduates who have achieved success. The program will be similar to the Bulldog Hall of Fame program. Marketing will begin advertising in June; nominations will be solicited and the first annual award ceremony will be held on April 24, 2021. Approximately 8-10 distinguished alumni are expected to be awarded the first year.

Adjournment

Chairman Judson again thanked Mexia city officials and community partners for their hospitality. He stressed that Navarro College is here to assist them. He announced the next Board meeting will be held on March 26, 2020 on the Waxahachie campus.

Trustee Aldama made a motion to adjourn the meeting at 7:49 p.m. and Trustee McGraw seconded the motion. The decision to adjourn was unanimous.

Respectfully submitted,

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