



NAVARRO COLLEGE BOARD OF TRUSTEES

August 17, 2023

Meeting Minutes

On Thursday, August 17, 2023, 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, Vice Chairman Billy Todd McGraw, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, Trustee Faith Boyd, Trustee Loran Seely and Trustee Kim C. Wyatt.

Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President of Finance
Dr. Jeanetta Johnson	Vice President of Academic Affairs
Dr. Richey Cutrer	Executive Director Navarro College Foundation
Dr. Richard Phillips	Dean of Academics and Safety Planning
Dr. Tara Peters	Exec. Director of Workforce, Career & Technical Education
Mr. Michael Landers	Exec. Director of Student Services & Athletics
Ms. Susan Womack	Director of Institutional Research
Mr. Barry Sullivan	Director, Information Technology
Mr. Guy Featherston	Executive Dean, Waxahachie Campus, and Health Professions
Ms. Jeanette Underwood	Dean, Midlothian Campus, and Dual Credit
Ms. Christina Mims	Asst. Dean of Mexia Campus
Dr. T.A. Essex	Dean of Online Instruction
Ms. Karen Simons	Executive Assistant to the District President

Other staff and guests were also present.

Call to Order

Following dinner, the governing body relocated to the Bulldog Board Room to conduct their regular monthly meeting. Chairman Phil Judson called the meeting to order at 7:00 p.m. and Trustee Aldama said a prayer before the meeting began.

Board Announcements

Chairman Judson made announcement of Closed Session following Item 601 – District President's Report to Discuss Personnel & Legal Matters according to Government Code 551.074.

Open Forum Time

None requested

Consent Calendar

Minutes – July 27, 2023 Board of Trustees Meeting
Reaffirmation of Investment Policy and Strategy (Board Policy CAG)
Annual Security & Fire Safety Report 2022
Reaffirmation of Inter-local Agreements with Current Purchasing Cooperatives (add one)
Personnel – Employment Practices – Employment Contracts (Board Policy DCB)

*Trustee Boyd made a motion to approve the Consent Calendar and was seconded by Trustee McGraw.
All in favor / none opposed.*

Update on Enrollment

Vice President Sina Ruiz presented the update.

Fall 2023 Enrollment Update as of August 16th. Up 3.11% credit hours, about 45 more students and contact hours up 3%. New Enrollment Analysis goal is to watch goal during registration process. We are 103 students at Corsicana Campus, 218 at Waxahachie Campus, 494 in internet, 28 on Midlothian Campus, 3 in Mexia Campus from meeting our headcount goal.. Chairman Judson asked what Interest-See HubSpot means on the new enrollment analysis. VP Sina Ruiz explained that it means the number is how many people went to the college website.

Consider Action on July 27, 2023 Financial Statement

Vice President Teresa Thomas presented June 2023 Financial Statement for approval.

Budget amendments for July 2023 totaled \$113,650. Of the amendments \$45,000 was moved from lost revenue for storage units for John Deere, and \$68,650 was moved to Auxiliary Fund for fencing the turf field. As of July 2023, the college has received 84.10% of the Academic Student Income, 109.71% of Continuing Education Student Income, 113.09% of Local Appropriations, 75.50% of total General Operating and Grant Budgets, and 70.56% of Auxiliary Fund. The total year to date expenses for the Education and General Fund are lower than this time last year by \$6,224,249. State, Federal, and Local grants were \$12,243,628 lower in July 2023 from July 2022 because of all the HEERF funds being almost completed. Other expenditures increased in total from the same time last year by \$6,019,379. Fund balance appropriations and lost revenue appropriations account for increases in expenditures during 2023. These include payments to TASB, CEI, Oracle, purchase and installation of turf and iron fence for practice field, IT budget, police cars, parking lots, storage containers, and various construction projects.

As of July 2023, Total Educational and General Revenue before HEERF Federal dollars were higher by \$1,211,156 from the same time in July 2022. Continuing Education income, Local and State Appropriations, Federal revenue ad State Grant revenue make up this higher revenue.

Total educational and general resource allocations before HEERF Federal Grants increased by \$5,780,605 and the auxiliary net income from this same time in July 2022 decreased \$2,461,493. In the General operating fund, \$626,877 of the increase was for our appropriations to the debt service fund to pay for bonds in November 2022. We made the appropriation for the entire year in November rather than part of it in November and the rest in August Payroll increases and projects using lost revenue and fund balance in both general operating and auxiliary funds are reasons for the increases in expenses and decreases in net income from 2022 to 2023.

A comparison of the year-to-date revenue budget (amended budget) for July 2023 to the actual month to date revenue for July 2023 from our amended budget shows we still have \$13,100,841 of revenue to collect, but over \$7 million is in the budget for appropriations from fund balance and lost revenue and that will not be in actual dollars because those dollars were collected in previous years. Contingencies total \$505,773 of additional tax revenue and \$198,431 of salary contingencies.

*Trustee Seely made a motion to approve the July 2023 Financial Statement and was second by Trustee Atkeisson.
All in favor / none opposed.*

Take Action on Adoption of 2023-2024 Fiscal Year Budget

Vice President Teresa Thomas presented the 2023-2024 Fiscal Year Budget.

The 2023-2024 budget is based on enrollment presented at the June 2023 Budget Workshop. The budget that was presented is based on estimations.

The budget total income of \$82,433,398 consists of Educational & General Fund of \$44,496,996, Debit Service Fund \$2,157,293, Auxiliary Fund \$10,251,281 and Student Financial Aid \$25,527,858. Navarro College should receive \$14 million in funding and with this new funding model we now receive 50% in October, 25% in March and 25% in summer.

Trustee Atkeisson made a motion to approve the Adoption of 2023-2024 Fiscal Year Budget and was seconded by Trustee Wyatt. All in favor / none opposed.

Declare Intent to Set Ad Valorem Tax Rate for 2023 (FY 2023-2024) and Set Date for Public Hearing

Vice President Teresa Thomas presented.

The tax rate needs to be adopted by September 12, 2023 in order to have enough time for posting in the paper.

Vice-Chairman McGraw asked about the tax rate percent. Dr Fegan responded that the current tax rate is \$ 0.1072 per \$100 valuation and the proposed tax rate will be reduced to \$0.0960 per \$100 valuation.

No New Revenue Rate (NNRR) \$0.0885/\$100

Voter-Approval Tax Rate (VAR) \$0.0960/\$100

Current Tax Rate \$0.1072/\$100

Vice-Chairman McGraw made comment that even though the tax rate of \$0.0960 will be lower the tax amounts will be more because of the evaluations/appraisals.

Chairman Judson made comment that we have always tried to stay in line with Navarro College needs and that the college needs to be kept viable because it provides a beneficial place for education.

Trustee Atkeisson mentioned that the HERFF funds will be gone and that needs to be taken in consideration.

Trustee Wyatt made comment because everything is going up in price that we need to be in line with the needs of the college.

A record vote is required, and Chairman Judson called on each Trustee to vote. Below are the responses:

	<i>For</i>	<i>Against</i>	<i>No Vote</i>
<i>Trustee Atkeisson</i>	Y		
<i>Trustee Boyd</i>	Y		
<i>Trustee Aldama</i>	Y		
<i>Chairman Judson</i>	Y		
<i>Vice-Chairman McGraw</i>		A	
<i>Trustee Seely</i>	Y		
<i>Trustee Wyatt</i>	Y		

Trustee Aldama made motion and second by Trustee Seely to declare intent to set the 2023 Ad Valorem Tax rate at \$0.0960 per \$100 valuation and schedule a special meeting on September 12, 2023 at 10 a.m. in the Bulldog Board Room to conduct a public hearing and take action on setting the 2023 (Fiscal Year 2024) tax rate.

Update on Personnel Actions

Marcy Ballew presented update on personnel during the period from July 28, 2023 to August 17, 2023.

- Amber Giese – Associate Professor of English (08/1/2023)
- Kati Tibbits – Assistant Registrar I – Transfer Credit Evaluation (8/1/2023)
- David Onyon – Associate Professor of History & Government (8/1/2023)
- Sheena Webb – Assistant Professor Licensed Vocational Nursing (8/15/2023)
- Laura O'Pry – Instructional Support Specialist (8/15/2023)
- Kevin Bailey, Jr. – Campus Police Officer (8/15/2023)
- Luis Lopez – Enrollment Specialist – Recruiter (8/15/2023)

The following exits were announced during the period from July 28, 2023, to August 17, 2023:

Resignations:

- Misty Morris – Financial Aid Success Coach (7/28/2023)
- Mariel Olvera – Retention Specialist (8/14/2023)
- Whitney Smith – College & Career Success Coach (8/4/2023)
- Dr. David Wells – Dean of Workforce, Career & Technical Education (8/11/2023)

There were no non-renewals, or transfers during the period from July 28, 2023, to August 17, 2023:

District President's Report

Dr Fegan presented the calendar to Board Members. A special emphasis was made on the BSN Ribbon Cutting on Wednesday, August 30 which will highlight the 1st bachelor's degree program at Navarro College, nursing, former nursing, alumni, and health profession donors were invited to attend the event. Another emphasis was made on Navarro College Day and Bulldogs Unite which is September 14th. Dr. Fegan mentioned the theme for this year is Innovation Built on Tradition.

Announcement, Closed Session, and Adjournment

Chairman Judson announced a special Board of Trustees meeting will be held on Tuesday, September 12, 2023 at 10 a.m. in the Bulldog Board Room to conduct a public hearing and vote on the Ad Valorem Tax Rate.

Chairman Judson requested a motion to go into closed session. *Trustee Atkeisson made motion and second by Chairman Judson to go into closed session at 7:56 p.m.*

Chairman Judson requested a motion to reconvene into open session. *Trustee Wyatt made motion and Chairman Judson second to reconvene into open session at 8:55 pm.*

Chairman Judson asked for motion to adjourn the meeting.
Trustee Wyatt made motion and Chairman Judson second to adjourn meeting at 8:55 p.m.

Respectfully submitted,



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