



**NAVARRO COLLEGE BOARD OF TRUSTEES
MEETING MINUTES
APRIL 25, 2024**

On Thursday, April 25, 2024, the governing body of Navarro College gathered at Navarro College – Corsicana to conduct the regular monthly meeting. Trustees in attendance included: Chairman Phil Judson, Secretary-Treasurer Richard Aldama, Trustee A. L. “Buster” Atkeisson, Trustee Faith Boyd, Trustee Loran Seely and Trustee Kim Wyatt.

Trustees absent: Vice-Chairman Billy Todd McGraw

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
Ms. Marcy Ballew	Vice President of Operations
Ms. Sina Ruiz	Vice President of Student Success
Mr. Guy Featherston	Executive Dean, Waxahachie Campus, and Health Professions
Dr. Richard Phillips	Executive Dean of Academics Studies
Mr. Richey Cutrer	Executive Director Navarro College Foundation
Ms. Stacie Sipes	Executive Director of Marketing
Barry Sullivan	Director of IT
Dr. Tara Peters	Executive Director of WCTE
Dr. Paul Benero	Dean of WCTE
Mr. Hank Bailey	Police Chief
Ms. Christina Mims	Asst. Dean of Mexia Campus
Mr. Jim Botkin	Comptroller
Mr. Ron Capehart	Linebarger Goggan Blair & Sampson, LLP
Timothy Nutting	Associate Director of College Bands
Joshua Buckrucker	Director of College Bands
Dr. Shellie O'Neal	Professor of Theater
Mr. John Dawley	Professor of Ag Tech
Shannon Wilkins	Bursar
Sheila Richards	Accounting Clerk/Cashier
Myrna Cook	Student Accounts Auditor

Other staff and guests were also present.

Call to Order

Chairman Phil Judson called the meeting to order at approximately 7:00 p.m. and welcomed everyone. Trustee Seely was asked to begin the meeting with a prayer.

Board Announcements

Chairman Judson shared the news that Trustee McGraw and his wife have a new grandbaby.

Open Forum Time

Mr. Ron Capehart with Linebarger Goggan Blair & Sampson, LLP addressed the Board and presented tax sales excess proceeds in the amount of \$3,631.77 dollars.

Consent Calendar

- a. Meeting Minutes - Addendum to January 25, 2024
- b. Meeting Minutes – March 28, 2024
- c. Update to Board Policy Section EBB – Alternative Methods of Instruction - Off Campus Instruction
- d. Update to Board Policy Section BBE – Board Members – Ethics
- e. Update to Board Policy Section FKA – Students Rights & Responsibilities – Student Expression
- f. CMAR (AB Building)

Trustee Boyd made motion to approve the Consent Calendar and Trustee Wyatt seconded the motion. The motion passed unanimously.

Board Recognitions

The following were recognized for their accomplishments, presented with certificates and pictures were taken.

2023 Achieving Campus Efficiency Award for Navarro College

Shannon Wilkins, Myrna Cook, and Sheila Richards

Theatre students selected to perform by the Navarro County Historical Society

Britney Delgado, Cedric Primous, Jonathan Hamilton, Bee Crowe, and Christian Cuellar.

Choir students participated as part of the TMEA All State Choir

Jaylan Battie, Yannis Eziashi, Kjarious Mitchell, Lysie Treibly, Zuriel Turner, and Elijah Williams

Choir students participated in the 2024 SWACDA Collegiate Honor Choir

Chantal McCulloh, Kjarious Mitchell, and Elijah Williams

Band students for Texas Community College Band Directors Honor Band

Faith Perez, Benjamin Jones, Draven Mitchell, Austin Geffs, Carlos Cano, Dylan Huhn, Micah Conner, and Mikayla Fuchs

Band students for College Band Directors National Association Honor Band

Julia Soriano, Faith Perez, Alia Foremar, Draven Mitchell, Austin Geffs, and Rosario Garcia

NCA Cheer Game Day

Rosario Garcia, Micah Conner, Gracie Perry, Juliana Trejo, Amalia Navarez, and Angel Perez

Guard 3rd place NTCA state championship

Max Smith, Keshawn Edgar, Chloe Messersmith, Gregory Lawson-Sosa, Rozalin Clough, Givani Ovideo, Julie Galan, Emori Amaton, and Thalia Starr

Update on Enrollment

Vice President Sina Ruiz reported semester credit hours are up for Summer I by 451, Summer II by 1,610 and achieved 25% of its goal. Continuing Education third quarter goal was achieved and added an additional 2,849 contact hours. The fall enrollment is down by 8.12% from the same time last year. Following VP Ruiz report, she shared 2024 Commencement dates and times.

Finance and Operations

Vice President Teresa Thomas presented the March Financial Statement for approval. Budget amendments For March 2024 totaled \$8,491 of which \$5,440 were to increase Kids College and \$3,051 for Law Enforcement Office Standards and Education.

As of March, for the E&G fund we have received \$14.8 million (76%) of student income, \$391,000 (77%) of Continuing education income, \$6 million (102%) of local appropriations, \$12 million (74%) of state appropriations, \$1.1 million (39%) of federal grant projects, \$189,000 (43%) of state grant projects, \$13,000 (10%) of local grant projects, \$1.3 million (58%) of local income-other sources and \$34,000 (87%) of local income-sales/ services totaling \$36 million (75%) of revised budget.

The Debt Service Fund year-to-date ending March 2024 has received \$2.1 million, Auxiliary Fund \$7.7 Million (75%), and Student Financial Aid \$19 million (72%). Total income received year-to-date as of March 2024 is \$65 million (75%) of total revised budget.

The year-to-date disbursements for the E&G Fund are \$27.6 million of total revised budget of \$47.8 million

A comparison of the year-to-date revenue budget (amended budget) for March 2024 to the actual month to date revenue shows that we still have \$11,819,296 of revenue to collect in Educational and General, and \$2,4 million of Auxiliary income to collect., Resource allocations for the general fund show that we have not spent \$20 million of the revised budget in General Operating, and \$3.4 million of the Auxiliary budget.

Trustee Seely made motion to approve the March 2024 Financial Statement and Trustee Aldama seconded the motion. The motion passed unanimously.

Senate Bill 17

Dr. Fegan presented a PowerPoint showing requirements for compliance with Senate Bill 17, which will require us to certify to the Legislature and Texas Higher Education Coordinating Board by August 31, 2024 that the institution is in compliance with SB17.

Vice President Marcy Ballew stated that we are in process on working with Central Texas HR Consortium on adopting policies and procedures for appropriately disciplining, including by termination, an employee or contractor of the institution who engages in conduct in violation of Tex. Educ. Code 51.3525.

Vice President Teresa Thomas shared Senate Bill 17 financial procedures: To ensure full compliance with Tex. Educ. Code § 51.3525, in the past fiscal year Navarro College has conducted the following.

The Business Office will review the justification for purchase orders as they are processed. Any purchase order that is received by the Procurement Officer that is questionable will be reviewed by the VP of Finance prior to the procurement officer's approval.

- Cannot preference race, sex, color, or natural origin.
- Events must be structured from the standpoint of education.
- An event cannot be restricted to a specific group, must be available for everyone to attend.

When monthly financials are processed, a transaction report will be run and verified. Any questionable transactions will be reviewed by the VP of Finance. In addition, the Business Office will work in conjunction with our external auditors to ensure the college is compliant. Instances of non-compliance will be reported to the District President and Human Resources.

Update on Personnel Actions

Vice President Marcy Ballew presented an update on personnel actions. She reported the following appointments were made during the period from March 28, 2024 to April 25, 2024:

- Sarah Ntifu – Assistant Coach – Soccer
- Lisa Barton – Cook
- Cody Taylor – Maintenance Worker I – Locksmith
- Marc Jonassaint – Assistant Coach II – Football

Vice President Ballew continued stating that the following exits were announced:

Resignations: Marcia Kacho, Sunday Crider, Joyce King, Samantha Capehart and Michael Shuman

Termination: Donna-Card-Sessoms

Retirements: Ophelia Mendoza, Dusty Ledbetter, and Cassias Phillips

She concluded her update and asked if there were any question; there were no questions.

District President's Report

Dr. Fegan presented to the Board upcoming events, District President's updates, Derrick Days, OTA Pinning, Distinguished Alumni Awards, 14th Annual Micronesian Festival, Caston Scholarship luncheon, Fire/EMS Graduation Ceremony, and ADN Pinning Ceremony.

Dr. Fegan stated that the ACCT Zoom Meeting for the Board is scheduled for May 17, 2024 in the President's Dining Room at 9:30 a.m. and reminded the Board of the ACCT Conference in Seattle October 23-26, 2024.

Dr. Fegan mentioned to the Board that the President of TACC Mr. Ray Martinez and wife Beth will tour our facility and join the Board for dinner on May 30, 2024. He then thanked the Board for recognizing the students, staff, and faculty.

Announcement and Adjournment

Chairman Judson announced the next Board Meeting will be held on Thursday, May 30, 2024, at 7 p.m. at Navarro College – Corsicana.

Respectfully submitted,



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