



**NAVARRO COLLEGE BOARD OF TRUSTEES  
BOARD MEETING MINUTES  
October 17, 2024**

On Thursday, October 17 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.

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, and Health Professions
Ms. Jeanette Underwood	Dean – Midlothian, and Dual Credit
Dr. Richard Phillips	Executive Dean of Academic Studies
Mr. Richey Cutrer	Executive Director Navarro College Foundation
Ms. Stacie Sipes	Executive Director of Marketing
Ms. Christina Mims	Asst. Dean - Mexia
Ms. Susan Womack	Director of Institutional Research
Ms. Catherine Caton	Executive Admin. Assistant to VP of Academics
Ms. Karen Simons	Executive Assistant to District President
Mr. Mark Archibald	Corsicana Daily Sun

**Call to Order**

Chairman Phil Judson called the meeting to order at 7:00 pm and Trustee Aldama began the meeting with a prayer.

**Board Announcements**

Chairman Phil Judson asked for everyone to keep Monica Aldama and her family in your prayers as she has recently dealt with the loss of her father.

Chairman Phil Judson asked the Trustees if they had any announcements they would like to make. Trustee A.L. Atkeisson commented about how well and informative the Citizens Outreach Event on September 29th with speaker President Simina and his delegation from the Federation of Micronesia went. He recognized and thanked Chief Hank Bailey and his officers for working alongside the Secret Service to make the event safe and recognized Vice President Sina Ruiz for her work on organizing the event and how well she represented Navarro College.

**Open Forum Time**

Chairman Phil Judson asked if there are any requests to address the Board. No requests were made to address the board.

## **Consent Calendar**

- a. Minutes – September 26, 2024 Board Meeting
- b. Board Policies and Administrative Procedures Updates
  - FL – Athletics
  - FFE – Student Welfare – Title IX Sexual Harassment
  - DFD – Employee Rights and Privileges. – Sexual Harassment Policy

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

*Trustee Loran Seely made a motion to approve the Consent Calendar and second by Trustee Richard Aldama. All in favor / none opposed*

Dr. Kevin Fegan thanked the Board for their work with the Bachelor of Science in Nursing Program and presented custom framed pictures to each Board Member of the first BSN graduating class with them. He also recognized Stacie Sipes and her team for their work on the project.

Dr. Kevin Fegan recognized and thanked Dr. Tara Peters for her work on WCTE programs. Chairman Phil Judson and Dr. Kevin Fegan presented a custom framed picture of her from the cover of the Corsicana Now Magazine from April 2024.

## **Update on Enrollment**

Vice President Sina Ruiz presented the enrollment update.

The Fall 2<sup>nd</sup> eight weeks semester credit hours were up 12% from same time last year. As of October 15th Continuing Education has achieved 90% of contact hour goal for 1st Quarter of 2024.

She shared that the Winter Mini & Spring registration opens on November 4<sup>th</sup>.

The Winter Mini begins on December 16, 2024, Spring 16-week and 1<sup>st</sup> 8-week begins January 21, 2025, and Spring 2<sup>nd</sup> 8-week begins March 24, 2025.

## **Finance and Operations**

Vice President Teresa Thomas presented September 2024 Financial Statement.

Budget amendments totaling \$2 million includes FY25 AEL Grant, TRUE Grant, Foundation Grant, police vehicles, roof projects, Waxahachie signage, HVAC system for Gibson Hall, and rollovers for Albritton building remodel.

The E&G source of funds for year to date ending September 2024 shows receiving the following percentage of the budget earned, 43.36% Academic Student Income, 39.28% Continuing Education Income, 1.91% Local Appropriations, .08% State Appropriations, and 43.92% of Auxiliary Fund.

The disbursement of E&G funds report as of September 2024 shows other expenditures increased by \$6.2 million compared to September 2023 and State, Federal, Local Grant Projects are higher by \$9,646 than September 2023.

The comparative summary of sources and disbursements for E&G and Grants fund show revenue higher by \$1.8 million from the same time last year with most funds from Local Income-Other Sources.

The budget to actuals E&G report shows \$36.9 million is left to collect this fiscal year of which \$10.9 million Academic Student Income, \$306,000 Continuing Education Income, \$6.2 million Local Appropriations, \$16.7 million State Funds, \$1.6 million Federal Grant Projects, \$50,000 State Grant Projects, \$37,000 Local Grant Projects, \$1 million Local Income-Other Sources, and \$20,000 sales/services. The year-to-date total expenses as of September 2024 show total disbursements of \$22.4 million.

The total available cash & cash equivalents are \$25.4 million and the average monthly expenditure budget covered by available cash is 3.65% as of September 30, 2024.

Chairman Judson asked for a motion to approve the September 2024 Financial Statement.

*Trustee A.L. Atkeisson made a motion to approve the September 2024 Financial Statement and second by Trustee Kim Wyatt. All in favor / none opposed.*

#### **Construction Manager At Risk (CMAR) - Waxahachie Cosmetology**

The information for the Waxahachie Cosmetology project were available in BoardEffect for the Board to review prior to the meeting. Two companies, Jackson Construction and Poole Construction, Inc. were scored on experience, past performance, reputation, financial strength and financial status by the committee. Jackson Construction was selected based on information from both companies. The committee is asking the Board for their approval of the selection.

Chairman Judson asked for a motion and second to approve the committee's selection for the project.

*Trustee Seely made a motion to approve the committee's selection of Jackson Construction for the Waxahachie Cosmetology project and second by Trustee Faith Boyd. All in favor / none opposed.*

#### **Albritton Building Plans**

The designs for the Albritton Building were presented and discussed with the Board for approval to move forward on the plans.

Chairman Judson asked for a motion and second to approve moving forward on the Albritton Building plans.

*Trustee Loran Seely made a motion to move forward on the Albritton Building plans and second by Trustee A.L. Atkeisson. All in favor / none opposed.*

#### **Properties – Waxahachie and Corsicana**

The property bid packages for the sale of 4.2 acres of land in Waxahachie and 4 acres of land in Corsicana were shared in BoardEffect with Board Members prior to the meeting. It was discussed at the meeting and requires Board approval to move forward with the bidding process.

Chairman Phil Judson asked for a motion and a second for approval to move forward on the bidding process.

*Trustee Faith Boyd made a motion to approve to move forward on the Waxahachie and Corsicana bidding process and second by Trustee Kim Wyatt. All in favor / none opposed.*

### **Update on Personnel Actions**

Vice President Marcy Ballew presented the following appointments made during the period of September 27th to October 17, 2024:

- Sharon Bureson – Assistant Professor - LVN
- Edgar Espinosa – IT/AV Specialist
- Manuel Perez-Parra – College Navigator – Ellis County
- Tabitha Stone – Data Specialist
- Summer Maynez – Ellis Co. Coordinator of TRIO SSS & Bulldog Life Coordinator
- Krisette Cole – Continuing Education Coordinator
- Desiree Gruben – Beautique & Books Manager
- Emily Beauchamp – Administrative Assistant – Operations
- J Martin – EMS Instructor

She concluded her report and asked if Board Members had any questions. No action required.

### **District President's Report**

Dr. Kevin Fegan presented the calendar with events for the remainder of October and November.

The annual Operation Bulldogs Serve will be held on October 18th, Fall Choir Concert on October 22nd, and Fall Mainstage Production on October 24<sup>th</sup> and 27<sup>th</sup>. The Waxahachie and Midlothian locations will hold their annual Fall festivals for the community during the last week of October.

The first week of November will include the District President's Update. Several events are scheduled during the second week of November (Veteran's Day Programs & Luncheons, Veteran's Medal of Honor Banquet, Texas Veterans Parade, and Donor Appreciation Luncheon.

Several Athletic events are scheduled for November including football, volleyball regionals, and soccer district and national tournament.

Dr. Fegan asked Executive Dean of Waxahachie and Health Professions Guy Featherston to share with the Board information received on the BSN Program. Navarro College has received official notification that we are approved as an accredited institution for the BSN Program retroactive to June 8, 2023.

### **Announcement and Adjournment**

Chairman Phil Judson announced the next Board of Trustees Meeting is Thursday, November 14, 2024 at 7:00 pm at Navarro College – Waxahachie.

Chairman Phil Judson asked for a motion and second to adjourn the meeting.

*Trustee Faith Boyd made a motion to adjourn the meeting and second by Trustee Loran Seely.*

*The meeting was adjourned at 8:05 p.m.*

Respectfully submitted,



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