

**NAVARRO COLLEGE BOARD OF TRUSTEES
MAY 24, 2012 MEETING
MINUTES**

The Navarro College Board of Trustees met on Thursday, May 24, 2012. Following dinner in the President's Dining Room, the governing body moved to the Arrowhead Room located in the Gaston Gooch One Stop Center for their regular monthly meeting. Trustees in attendance included: Mr. Lloyd Huffman, Dr. James Price, Mr. Phil Judson, Mr. Richard Aldama, Mr. A. L. "Buster" Atkeisson, Ms. Faith Holt, and Mr. Todd McGraw.

Others in attendance included:

Dr. Richard Sanchez	District President
Dr. Kenneth Martin	President, Ellis County Campuses
Dr. Harold Housley	Vice President, Academic Affairs
Ms. Gettie Moreno	Vice President, Finance and Administration
Ms. Maryann Hailey	Vice President, Student Services
Mr. Dewayne Gragg	Vice Pres., Enrollment Mgt., Student Success & Inst'l Studies
Dr. Tommy Stringer	Vice President, Institutional Advancement
Ms. Marcy Ballew	Director, Human Resources
Ms. Glenda Terry	Dean, Health Professions
Ms. Sheri Short	Coordinator, Texas Juvenile Justice Dept.
Mr. Phil Sims	Director of Student Life and First Year Experience
Mr. George Williford	First Southwest Asset Management, Inc.
Mr. Erick Macha	First Southwest Asset Management, Inc.
Mr. Mark Malveaux	Bond Counsel, McCall, Parkhurst, and Horton, L.L.P
Ms. Leslie Smith	Executive Administrative Assistant
Ms. Lynne Coker	Executive Administrative Assistant
Mr. Cody Dickerson	M.I.S.C. Coordinator
Mr. Bob Belcher	Corsicana Daily Sun

Various other faculty, staff, students and visitors were also present.

Call to Order

Mr. Huffman called the meeting to order in the Arrowhead Room at approximately 7:00 p.m. and asked Mr. Aldama to begin with a prayer.

Board Announcements

No Board announcements were made.

Open Forum

There were no requests to speak to the Board.

Consent Calendar

- a. Minutes - Board of Trustees April 19, 2012 Meeting
- b. Revisions to 2012-2013 Health Professions Student Handbooks for Medical Laboratory Technology, Licensed Vocational Nursing, Associate Degree Nursing, and Occupational Therapy Assistant
- c. Revisions to Section IV.05.00-Attendance in Navarro College Administrative Policies

- e. Requirements in Navarro College Administrative Policies and Procedures Manual Revisions to Section VI.04.00–Teaching Loads in Navarro College Administrative Policies and Procedures Manual
- f. Revisions to Section IX.05.00-Purchasing Procedures in Navarro College Administrative Policies and Procedures Manual

Dr. Sanchez stated the Consent Calendar included six items for consideration: Minutes from the Board of Trustees Meeting on April 19, 2012; revisions to the 2012-2013 Health Professions Student Handbooks; and several revisions to the Navarro College Administrative Policies and Procedures Manual.

Dr. Sanchez gave a brief description of the revisions proposed. He stated Ms. Glenda Terry, Ms. Maryann Hailey, and Ms. Gettie Moreno were available to answer any questions Trustees might have related to the proposed revisions to college policy. There were no questions.

Mr. Judson made a motion to approve the Consent Calendar. Mr. Aldama seconded the motion, and the decision was unanimous.

Adopt Resolution Authorizing the Issuance of Navarro College District Consolidated Fund Revenue and Refunding Bonds, Series 2012

During their meeting on April 19, 2012, the Board authorized the college administration to consult with its financial advisor and bond counsel regarding refunding the 2003 Revenue Bonds and issuing new bonds to fund the construction of a new classroom and physical plant building on the Waxahachie campus. Ms. Moreno introduced financial advisors, Mr. George Williford and Mr. Erick Macha from First Southwest Asset Management, Inc. and bond counsel, Mr. Mark Malveaux from McCall, Parkhurst, and Horton, L.L.P. She invited Mr. Williford to present the proposed resolution authorizing the issuance and stated he had very good news to share regarding interest rates and the college district's prospective levels of debt service.

Mr. Williford confirmed he had good news to share. He stated the issuance of \$21.3 million in bonds to (1) refund the college district's 2003 Revenue Bond issue in order to lower the College District's annual debt service, (2) construct, renovate and equip buildings and facilities, and (3) pay costs associated with issuance of the bonds was priced on May 24, 2012 with Raymond James & Associates and Morgan Keegan, whose companies recently merged, acting as senior managing underwriters.

Conversation with Moody's Investor's Service affirmed the rating of A2 for Navarro College District's Series 2012 Consolidated Fund Revenue Bonds. Bond insurance was applied for and accepted, increasing the bond rating to Aa3.

Mr. Williford continued stating when the option of refunding the 2003 Revenue Bonds was first visited, the projected amount of savings was approximately \$70,000 per year. He was very pleased to report after pricing the bond issue the previous day, the amount will be closer to \$115,000 annually for a total savings of \$1,855,049. Mr. Williford stated this amounts to approximately 9.19% of the value of the refinanced bonds and is a "phenomenal savings to achieve."

As the Board has requested, the debt service is being structured higher during the first five years of the bond series in order to pay off the issue of \$5.5 million in "new money" quickly. Interest on the new money portion of the 2012 Bond Series will effectively be 1.71% over this five year period.

Huffman commented this was an “amazing rate” and inquired if Mr. Williford had ever seen rates this low before. Mr. Williford responded the tax exempt market has hit an all-time low and is experiencing a period of unforeseen rates. Dr. Price inquired why the bond rating increased from A2 to Aa3 and if that was a fairly common rating for colleges similar to Navarro College. Mr. Williford stated the college’s bond rating of A2 did not change; it was the purchase of bond insurance that increased the rating to Aa3. He stated Navarro College’s A2 rating was very good and stronger than other college’s he has worked with recently.

Mr. Williford directed the Board’s attention to a table breaking down the bond issuance into two separate components, refunding and reissuing the 2003 bonds and the issuance on the new money (\$5.5 million). He stated the net premium of \$329,010 will help cover the costs of issuance on the new money (approximately \$92, 729) and it will reduce the par amount of issue needed. He stated only \$5,265,000 will have to be issued to achieve \$5.5 million in new money. The premium of \$732,050 from refunding the 2003 revenue bonds will also cover the costs of issuance and the amount of escrow required to redeem the outstanding bonds. Mr. Williford stated the true interest rate (TIC) for the overall issue is considered 3.12%. When the premium savings are taken into account, the effective interest rate is reduced to 1.4%.

Mr. Williford responded to a comment from Mr. Huffman by agreeing the basic benefit for refunding and reissuing the 2003 bonds is the amount of savings on the college’s long-term debt. He stated that over \$100,000 per year is a significant amount of savings.

Mr. Williford continued by stating this is an excellent time to refinance the 2003 revenue bond issue. The bond buyer general obligation index is only 15 basis points higher than the all-time low of 3.60. He concluded his presentation and offered to answer any questions.

Dr. Sanchez inquired about the college’s debt ratio. Ms. Moreno responded for Mr. Williford stating the current debt ratio (before the issuance of the 2012 Series Bonds) is 8.99. After the bonds are issued, the ratio will drop to 6.68. The reason for the drop in the debt ratio is due to the increase of \$1.5 million per year in debt service with the issuance of the additional \$5.5 million. Once the \$5.5 million is retired in five years, the debt ratio will increase significantly. Mr. Williford assured the Board that no matter how the college’s debt ratio is calculated, the results are “very healthy compared to any other higher education institution.”

Dr. Sanchez inquired about the total amount of funds that will be available for use after the sale of the revenue bonds. Mr. Williford stated \$5.5 million will be the “spendable amount” available for construction and the rest will be allocated to pay the expenses related to issuing the bonds.

Dr. Sanchez next stated saving \$1.8 million by refunding the 2003 bonds and issuing an additional \$5.5 million to fund construction to be paid off in five years is a “very smart step”. He stated by 2017, when the \$5.5 million additional debt is paid off, the college’s total debt will drop dramatically to \$24 million. Mr. Huffman commented with the debt service that low, the college will be in a better position to handle future expansion especially in Ellis County. Dr. Sanchez stated Mexia will need attention in the future as well. He stated he is having a master plan developed for the Mexia Campus and will be sharing the plans with the Board at a later date.

Some discussion followed regarding the Multi-Institution Teaching Center (M.I.T.C.) and the impact it will have on capacity. Dr. Sanchez stated the first M.I.T.C. Advisory Committee meeting is scheduled on July 9. At that time, he plans to ask the Corporation for Economic Development in Midlothian to consider providing

\$1.5 million for construction of Phase 3, which could be required by 2015. In addition, he plans to ask them to consider developing the property designated for Phase 3 and 4 on the Midlothian Campus.

There was no further discussion. Mr. Aldama made a motion to adopt the resolution authorizing the issuance of Navarro College District Consolidated Fund Revenue and Refunding Bonds, Series 2012. Mr. Judson seconded the motion, and the vote was unanimous.

Take Action on April 2012 Financial Statement

Ms. Moreno presented the April 2012 financial statement. She began by stating the fiscal year originally began with a budget of \$113,870,097 and as of April 30, 2012, has grown to \$117,588,830.

Ms. Moreno continued her presentation with a review of the Statement of Budget Changes. Amendments totaling \$19,219 reflected \$15,000 in grant funds received from Marathon Oil as part of a three-year pledge to support the Petroleum Technology Program. Of this amount, \$10,000 was designated towards Student Financial Aid for student scholarships. Cosmetology sales generated \$4,219 for a total of \$19,219 in additional revenues for the month ending April 30, 2012.

The Source of Funds indicated 77.40% of budgeted revenues had been earned as of April 30, 2012 compared to 85% the previous year. Student Financial Aid revenues were down 20% with 78.9% earned compared to 98.14% last year at this time. Ms. Moreno stated the reason for the decline is that last year the Federal Government allowed students to borrow from future financial aid allocations to take summer classes. The Federal Government stopped the program this year and as a result, financial aid students who enrolled in 12 semester credit hours during the fall and spring semesters have exhausted their financial aid for the current year. She stated change this made an impact on student income and summer enrollment.

A review of the Disbursement of Funds indicated 74.39% of the 2011-12 budget had been expended as of April 30, 2012 compared to 85.14% at this time last year. Ms. Moreno stated she was pleased to report expenditures are being kept in line with the amount of revenues received.

Discussion followed regarding changes in financial aid awards. Ms. Moreno stated the federal government has reduced the total amount of financial aid a student can receive from 18 semesters, equivalent to nine years, to 12 semesters, equivalent to six years. The reduction impacts all students and no one will be "grandfathered in" under the new law.

Ms. Moreno responded to questions regarding students who borrowed from their future financial aid awards to pay for summer 2011 classes last year. She stated, while it was logical to think the student's financial aid award would be reduced in future semesters, their financial aid award for 2012 and fall 2013 will not be impacted since the student had sufficient time remaining on their financial aid eligibility.

Dr. Sanchez commented by stating if the spending pattern for the remaining year is as favorable as the April financial statement reflects, he anticipates the year-end fund balance to be good – "not as strong as last year's but good."

Dr. Price moved to approve the April 2012 financial statement and Mr. Atkeisson seconded motion. The vote was unanimous.

Adopt Certified Resolution for Bank of America Designating Signature Authority on the Navarro College Employees Retirement Plan Account

Ms. Moreno was asked to present the certified resolution for Bank of America designating signature authority on the Navarro College Employees Retirement Plan Account.

Ms. Moreno stated Navarro College Employees Retirement Plan's funds are deposited in two banks: Bank of America U.S. Trust and Community Bank and Trust. Previously, one-third of the funds were deposited with Bank of America U.S. Trust and two-thirds deposited with Community Bank and Trust. Ms. Moreno stated the ratio of funds is being leveled out so that within five years, approximately 50% of the funds will be held at each institution.

Plan participants are allowed to receive distributions of their funds twice per year, in February and August. Currently, the funds are distributed by Community National Bank and Trust. Community National Bank and Trust then submits an invoice to Bank of America U.S. Trust for reimbursement of one-third of the amount.

The college was informed it recently came to Bank of America U.S. Trust's attention that no documentation is on file authorizing the release of funds from the Navarro College Retirement Plan account. Ms. Moreno stated the purpose of the proposed resolution is to designate signature authority for transfer of funds from the Navarro College Employees Retirement Plan account at Bank of America U. S. Trust in compliance with FCC requirements.

Mr. Judson made a motion to adopt the certified resolution for Bank of America designating signature authority on the Navarro College Employees Retirement Plan Account. Ms. Holt seconded the motion, and the decision was unanimous.

Discussion on the Multi-Institution Teaching Center in Midlothian

Dr. Sanchez began the discussion on the Multi-Institution Teaching Center (M.I.T.C.) in Midlothian. He stated the higher education center is a result of the City of Midlothian's desire for a four-year institution's presence in their community. He stated Navarro College's partnership with Texas A&M University-Commerce (TAMU-C) began on the Corsicana campus several years ago and was expanded to the Midlothian campus. In conversation with the Economic Corporation of Midlothian, TAMU-C's president Dr. Dan Jones recommended bringing in Tarleton State University to offer upper division courses desired by the community but not available through TAMU-C.

A proposal for a multi-institutional teaching center on the Navarro College campus in Midlothian was developed and submitted for approval to the Texas Higher Education Coordinating Board (THECB). Dr. Sanchez stated the proposal developed clearly states the institutions must reimburse Navarro College \$8 per semester credit hour for use of classroom and office space in the facility.

Dr. Sanchez continued stating when the proposal was submitted to the Texas Higher Education Coordinating Board, the University of North Texas at Dallas (UNT-Dallas) indicated they desired to be involved. A meeting was held with the presidents (Navarro College, TAMU-C, Tarleton State University, and UNT-Dallas) and a representative from the Texas Higher Education Coordinating Board. At the conclusion of the meeting, all parties agreed to include UNT-Dallas and to support each other for the betterment of the community. All institutions also agreed to assist the M.I.T.C. in achieving its goals. The

proposal was resubmitted to the Texas Higher Education Coordinating Board and was approved April 25, 2012.

The Multi-Institution Teaching Center now formally exists on the Navarro College campus. The first M.I.T.C. Advisory Committee meeting will be held on July 9, 2012 to discuss issues pertaining to the M.I.T.C.. Participants will include the Presidents from each institution as well as the Corporation for Economic Development in Midlothian. Dr. Sanchez stated he plans to address \$8/semester credit hour for use of the facility at that time as well as additional state funding Tarleton State University has received for the program.

Dr. Sanchez continued stating at present, Navarro College's Midlothian campus is the only facility available for all four institutions to use. The seamless transition from Navarro College to the four-year institutions will increase enrollment. Because of this anticipated growth and the expectation that classroom space will be used extensively by the upper-level institutions, there is a good chance capacity will soon be achieved and construction of Phase III will need to begin by 2015 for use in 2016.

Discussion followed. Dr. Price inquired if the M.I.T.C. included the Waxahachie campus. He also inquired if the courses offered by the other institutions would be limited to third and fourth year-level classes. Dr. Sanchez responded M.I.T.C. does not include Waxahachie. He stated Waxahachie indicated to Dr. Martin it had hoped to be a recipient of the M.I.T.C. and is not very pleased. Dr. Sanchez stated he hopes in time the M.I.T.C. will extend to various locations in Ellis County. He also stated the M.I.T.C. agreement specifically states Navarro College will be the only M.I.T.C. institution offering the first two years (lower-division) of a four-year college education.

Mr. Judson commented he attended the April 25, 2012 reception in Midlothian celebrating the Texas Higher Education Coordinating Board's approval of the M.I.T.C.. He stated it is a wonderful program and the Midlothian community is extremely supportive. He continued stating he had been concerned how Navarro College was going to be compensated for use of its facilities and the cost of utilities. He was pleased to learn the college will be compensated by the other institutions. He inquired if each institution (TAMU-C, Tarleton State and UNT-Dallas) will be responsible for hiring and paying their own instructors and staff. He also inquired about the amount of income the facility use fees will generate until a new building is constructed.

Dr. Sanchez confirmed that each institution will be responsible for employing and compensating their own instructors and staff. He asked Ms. Moreno to share the amount of revenues generated in the past from Texas A&M University-Commerce's use of Navarro College facilities.

Ms. Moreno stated the fee Texas A&M University-Commerce is invoiced each semester is based on the number of semester credit hours generated. For the fiscal year 2010, Navarro College received \$34,211, for fiscal year 2011, \$31,000, and for fiscal year 2012, approximately \$41,000 is anticipated. She stated she hopes this type of revenue will be generated by each of the universities which could amount to approximately \$150,000 annually.

Mr. Judson thanked Dr. Sanchez and Ms. Moreno for their comments and stated his concerns have been addressed. He concluded by stating the M.I.T.C. is a great concept supported by the community and he applauds it. There was no further discussion.

Update on First Year Experience Program

Mr. Gragg was asked to present an update on the First Year Experience Program.

Mr. Gragg began by stating the freshman orientation program has been revamped as part of the First Year Experience Program. The goals of the program are to help students successfully make the transition from high school to college; foster their desire to become educated; develop a sense of community and fellowship; develop a better understanding of their role as a student including how to behave and study; and make them aware of all the resources Navarro College has to offer.

Mr. Gragg stated research demonstrates the importance of successfully engaging the student during their first six weeks of enrollment. Students that are engaged with the college will have a sense of belonging, are more likely to persist and be successful. Successful students will spread the word to their friends about their experiences at Navarro College.

Mr. Gragg stated a First Year Experience Committee, comprised of a wide variety of academic and student services personnel and students, was formed and met for the first time in March 2011. The committee was assigned the task of gathering information, examining perceived student needs to improve student learning and student transitions into and through higher education in order to develop the new First Year Experience Program.

Mr. Gragg stated the First Year Experience Program will be implemented on the Corsicana campus beginning summer 2012 and at all other campus locations by spring 2013. He then asked Mr. Phil Sims, Director of Student Life and First Year Experience, to share more information about the program.

Mr. Sims stated in the past, information the students needed during their first week of classes was not presented until their eighth week. The new program is designed to share information in a timely manner and consists of three parts: in-class seminars, on-line instruction, and Passport commitment.

Seven total in-class seminars are scheduled for the fall 2012 semester including four summer sessions involving an overnight stay. Two additional 2-day sessions (2 ½ hours each day) will be held at the beginning of the semester. Mr. Sims stated in order to promote engagement between students and faculty, up to seven faculty members and 10-15 peer student mentors (sophomores) will attend each seminar.

Three hours of on-line instruction will promote a better understanding of Navarro College's on-line instruction and students will learn how to engage "Beau Mail", their student email account.

Passport commitment encourages social engagement by requiring students to attend at least two athletic events, two social events, three educational seminars, and one fine arts event. Students will be able to earn "bonus points" by joining a Navarro College club or organization or from participation in intramural activities.

Mr. Sims stated the goal of the FYE program is to make students fall in love with Navarro College by having students become more engaged with the college and at the same time, encourage them to continue their education through graduation. He stated the program will be extended to the off-campus locations in the next few semesters before concluding his presentation.

Mr. Huffman stated this will be a great program especially for those students who are the first members of their family to attend college and whose parents aren't able tell them what to expect. He thanked Mr. Gragg and Mr. Sims for their presentation.

Update on Texas Juvenile Justice Department Partnership

Dr. Housley stated that Navarro College has had a partnership with the Texas Youth Commission (TYC), now called the Texas Juvenile Justice Department (TJJD), for several years. He introduced Ms. Sheri Short, Program Coordinator, and asked her to present an update on the partnership program and changes that have taken place.

Ms. Short began with a brief history of the partnership program. She stated in 2008, legislative changes mandated that Texas Youth Commission employees must receive 360 hours of pre-service training before beginning their jobs compared to 80 hours previously required. She and Navarro College administrators worked with the Texas Youth Commission to find ways to meet this requirement and as a result, developed an exclusive partnership program with TYC to provide on-going training for its employees.

An "in-kind" program was developed where TYC provides the instructors and curriculum and Navarro College provides the space and college credit for the training. In December 2011, the Texas Youth Commission was merged with Texas Juvenile Probation to create the Texas Juvenile Justice Department (TJJD). Employees hired by TJJD across the state are sent to Navarro College to attend a two-week training period.

Ms. Short stated approximately 2,365 employees have attended pre-service and more than 1,000 have attended continuing education courses, generating over one million contact hours for Navarro College. In addition, many employees have elected to continue their education at Navarro College and have enrolled in degree/certificate programs outside of this training.

In 2009, the program was expanded to incarcerated juveniles. A combination of live, two-way video and internet-based instruction is used to deliver classes to students at multiple facilities. Professors teach core courses using the same curriculum offered on-campus. Job readiness modules have been created for students held in detention facilities for short periods of time, at least 13 days a year. When a student completes a module and is ready to leave the facility, they will have their résumé created and will have participated in mock interviews to help them find employment. Ms. Short stated when a student finishes a course "they see a whole new world opened up to them."

To date, 383 TJJD students have completed courses, generating 23,764 contact hours. With the merger, the number of potential number of students increased from 1,300 to 42,000. Ms. Short stated a renewal contract is in the process of being worked out for the next year and concluded her presentation.

Ms. Short was commended for her work by the Trustees.

Update on Personnel Activity

Marcy Ballew was asked to present an update on personnel activity. Ms. Ballew reported the following appointments were made during the month of April 2012:

- Tammy Wright – Accounting Clerk II - Corsicana
- Maria Lippart – Administrative Assistant I - Corsicana

One employee was terminated: Rayland Haynes – Audio Visual Specialist – Corsicana. There were no reassignments, reclassifications, transfers, retirements or resignations during the month of April 2012.

Ms. Ballew stated 16 open positions were currently being advertised:

- Cook Center Coordinator – Corsicana Campus
- Administrative Assistant IV – Arts, Sciences, and Humanities– Corsicana Campus
- Administrative Assistant IV – Business, Professional and Technical Education – Corsicana Campus
- Registrar's Assistant – Corsicana Campus
- Audio visual Specialist – Corsicana Campus
- Office Manager – Midlothian Campus
- Coordinator of Tutorial Services/Academic Advisor – Corsicana Campus
- Career and Technical Associate – Corsicana Campus
- Area Housing Coordinator III – Corsicana Campus
- Fire Academy Coordinator – Waxahachie Campus
- Professor of Petroleum Technology/Program Coordinator – Corsicana Campus
- Professor of Petroleum Technology-Automation – Corsicana Campus
- Professor of Welding Technology – Corsicana Campus (2)
- Professor of Business Information Technology – Mexia Campus
- Professor of Sciences – Chemistry – Ellis County Campuses

Ms. Ballew concluded her report.

President's Report

Board of Trustees Calendar

Before presenting the highlights of the Board Calendar, Mr. Gragg stated the new Director of Marketing and Public Information that has been employed, Matthew Cates, will fit in with the Navarro College family well. He stated Mr. Cates has a great deal of talent and skills. His youth and enthusiasm will be an asset to the college. Mr. Cates will have to "hit the ground running" so he may prepare student recruiting materials for the fall season when he arrives.

Mr. Gragg continued with the Board Calendar. Highlights included: Excellence, the annual fundraising event for the Mexia Campus, will take place on June 2; Summer camps including Kids College and Space Camps are scheduled for children ranging from first grade through teenage years; staff ½ day incentive days on Fridays; First Year Experience Beau Camps for incoming freshmen, and an Administrative Symposium scheduled June 19.

Mr. Huffman noted the Venus Transit Telescopic Event on June 5 at the Cook Center. He stated this is an opportunity to observe the planet Venus cross the face of the Sun and is something that will not be seen again for another 150 years. The last event took place in the 1800's.

Enrollment Update

Mr. Gragg was asked to continue with an update on Enrollment. He stated the change in financial aid awards for summer classes has had a negative impact on enrollment. Student enrollment in Summer 1 classes is down 850 students when compared to last year. Mr. Gragg stated the mini-mester with over 300 students enrolled will help to offset the loss in summer enrollment.

Currently 1,400 students are enrolled for the fall 2012 semester, 18% ahead of last year at this point in time. He stated he is very comfortable predicting a 6% increase. Everything is in place including the expansion and addition of new programs, a new residence life building and an aggressive recruiting staff. Some discussion followed. Last year, residence life met its capacity in July. With the new residence hall added, more students can be accommodated for the fall semester. Mr. Judson inquired if the marketing program will be expanded for the Waxahachie and Midlothian campuses. Mr. Gragg and Dr. Sanchez responded that a stronger media push than in the past will be made. Next spring, Jay Williams, will be assigned as an Ellis County recruiter with the task of building relations with area high schools and creating a strong Navarro College presence at events.

Construction Update

Ms. Moreno gave an update on construction projects. She displayed pictures of the work in progress on the new residence hall. She stated the contractor, Generation II, has been working weekends on the project and the walls will soon be going up. She continued stating she did not have much information to share regarding the construction of the new field houses. Signature on the contract was delayed until the cost for piers was finalized. Ms. Moreno stated depending on the depth the piers would have to be constructed, the cost could have potentially increased by as much as \$100,000. The cost increase was limited to \$23,000 and construction is scheduled to begin the following week.

Legislative Update

Dr. Sanchez stated he met with Representative Byron Cook and Texas Higher Education Coordinating Board's Commissioner, Dr. Raymond Parades, earlier that day. Discussion primarily revolved around developmental studies and the success initiatives being implemented. Momentum Points funding, expected to be implemented by 2013, was also discussed.

Dr. Sanchez stated the cost and availability of the bacterial meningitis vaccine for students was also brought up during their meeting. Commissioner Parades and Representative Cook were asked if there was any way the cost could be stabilized. Lastly, the issue of the state deficit was addressed. Dr. Sanchez stated \$1.5 million from the college's state appropriations will be set aside in the event the college has to return up to 10% of the state appropriation. TACC has informed its members not to be concerned with the potential of having 10% in state appropriation funds returned but Representative Cook and Commissioner Parades were not in agreement. Commissioner Parades indicated the Coordinating Board has also set aside funds to be returned.

Dr. Sanchez continued the President's Report stating Dr. Narcissa Polonio from the Association of Community College Trustees (ACCT) has scheduled a workshop for the Board of Trustees the morning of July 19, 2012 to discuss the Presidential search process. The annual Budget and Planning Workshop will be held that afternoon and the July Board of Trustees meeting will follow. Dr. Sanchez stated plans are to begin the meeting early, preferably at 6 p.m. and to keep the agenda as brief as possible to allow trustees to retire early.

Dr. Sanchez stated the annual ACCT Congress is scheduled to take place in Boston, Massachusetts October 10-13, 2012. In order to secure rooms at the conference hotel, reservations need to be made as soon as possible. Trustees were asked to let his office know as soon as possible if they plan to attend the event.

Dr. Sanchez stated seats are available at the Navarro College table for any Trustees wanting to attend the Excellence fundraising event Saturday, June 2, in Mexia. The theme this year is "An Enchanted Evening." Dr. Sanchez stated his office would have a telephone call placed to each Trustee the following day to find out who will be able to attend.

Dr. Sanchez reminded Trustees the College will be closed for Memorial Day on Monday, May 29. He continued stating due to conflicts, the date of the August Board of Trustees meeting has been moved from August 16, 2012 to August 23, 2012 and concluded his report.

Announcement and Adjournment

Mr. Huffman announced the next meeting of the Board of Trustees would be held on June 21, 2012 in the Arrowhead Room. Mr. Aldama moved to adjourn the meeting at 9:01 p.m. and Mr. Judson seconded the motion. The vote was unanimous.

Respectfully submitted,

Phil Judson, Secretary-Treasurer
Navarro College Board of Trustees