

**NAVARRO COLLEGE BOARD OF TRUSTEES
JULY 24, 2014 MEETING
MINUTES**

Navarro College Board of Trustees met on Thursday July 24, 2014 for a Planning and Budget Study Session in Walker Dining Hall and their regular monthly meeting in the Cook Center. All Trustees were in attendance including: Mr. Lloyd Huffman, Chair; Dr. James Price, Vice-Chair; Mr. Phil Judson, Secretary-Treasurer; Mr. Todd McGraw, Mr. Richard Aldama; Mr. Buster Atkeisson; and Ms. Faith Holt.

Others in attendance included:

Dr. Barbara Kavalier	District President
Dr. Kenneth Martin	President, Ellis County Campuses
Dr. Harold Housley	Vice President, Academic Affairs
Dr. Bruce Tabor	Interim Vice President, Operations, Technology and Instl. Advancement
Ms. Gettie Moreno	Vice President, Finance and Administration
Ms. Maryann Hailey	Vice President, Student Services
Mr. Dewayne Gragg	Vice President, Access and Accountability
Dr. Tommy Stringer	Vice President, Institutional Advancement
Ms. Marcy Ballew	Associate Vice President, Human Resources
Ms. Lynne Coker	Executive Administrative Assistant

Other faculty and staff were also present.

Planning and Budget Study Session

The governing body gathered for lunch in the President's Dining Room before relocating to the Lone Star Room at approximately 1:00 p.m. to conduct a Planning and Budget Study Session. Presentations were heard from Dr. Kavalier, Ms. Moreno, and other executive staff. The proposed budget for fiscal year 2014-15 was reviewed and discussed.

Closed Session Meeting

At approximately 5:25 p.m., a motion was made by Mr. Aldama to convene into Closed Session in the President's Dining Room during dinner to discuss personnel matters and conduct a performance evaluation of the District President according to Government Code 551.074. Mr. Atkeisson seconded the motion and the decision was unanimous.

No action, decision or vote regarding the matter was taken during Closed Session. At 6:22 p.m., Mr. Atkeisson made a motion to reconvene into Open Session in the Cook Center to conduct the Board's regular monthly meeting. Ms. Holt seconded the motion and the decision was unanimous.

Call to Order

Upon relocating to the Cook Center, Mr. Huffman called the meeting back to order in Open Session at approximately 6:30 p.m. He announced a second Closed Session to discuss personnel matters according to Government Code 551.074 would be held following the President's Report.

Board Announcements

No announcements were made.

Open Forum

Mr. Huffman acknowledged the request by Dr. Carey Ford, Chair, and members of the 2013-14 Faculty Association Executive Committee including Ms. Carrie Self, Ms. Kristi McLeod, and Ms. Heather Stottman to address the Board in Open Forum.

Dr. Ford, Ms. Self, Ms. McLeod and Ms. Stottman read a statement expressing their appreciation for the Board and for District President, Dr. Barbara Kavalier. Dr. Kavalier was given a vote of "full confidence" by Navarro College's Faculty Association.

Consent Calendar**a. Minutes – June 19, 2014 Board of Trustees Meeting**

Dr. Kavalier requested approval of the Consent Calendar containing the minutes from the June 19, 2014 Board of Trustees Meeting. Ms. Holt moved to approve the Consent Calendar and Mr. McGraw seconded the motion. The decision was unanimous.

Take Action on June 2014 Financial Statement

Dr. Kavalier asked Ms. Moreno to present the June 2014 Financial Statement.

Ms. Moreno reviewed highlights from the financial report which included recognition of revenues generated by the Cosmetology and Massage Therapy Programs. The revised budget as of June 30, 2014 totaled \$117,005,336.

Dr. Price made a motion to approve the June 2014 Financial Statement and Mr. Judson seconded the motion. The decision was unanimous.

Take Action on Use of Scholarship Reserve Balance to Fund Deficit in College Scholarship Accounts

Dr. Kavalier requested the Board's approval to use the scholarship reserve balance to fund the deficit in college scholarship accounts.

Mr. Aldama made a motion to approve the use of the scholarship reserve balance to fund the deficit in college scholarship accounts. Mr. Atkeisson seconded the motion and the decision was unanimous.

Take Action on American Honors Program

Dr. Kavalier asked Dr. Housley to present the next action item regarding the American Honors Program. Following his presentation and a brief question and answer period, Dr. Kavalier requested approval to enter into a partnership agreement for the establishment of the American Honors Program at Navarro College, including approval of terms associated with Navarro College's participation in the program.

A motion was made by Mr. Judson to approve the American Honors Program and Ms. Holt seconded the motion. The motion carried by a unanimous vote.

Update on Personnel Activity

Dr. Kavalier asked Ms. Ballew to present an update on personnel actions.

Ms. Ballew reported on activity that took place during the month of June 2014. Five new assignments were introduced and two resignations. No reassignments, retirements, terminations or transfers took place.

Ms. Ballew reviewed seventeen open positions currently being advertised before concluding her report.

Take Action on Revisions to Policy Manual:

- **Section B – Local Governance**
- **Policy DEB – Personnel: Compensation and Benefits-Fringe Benefits**

Dr. Kavalier asked Ms. Ballew to continue by presenting revisions to the Board Policy Manual for approval.

Ms. Ballew explained the format being used for the updated Policy Manual which now mirrors the Texas Association of School Boards (TASB) manual. Ms. Ballew gave a brief description of policies proposed in Section B – Local Governance.

Ms. Ballew continued with a review of the Policy DEB as it applies to Employees Educational Benefits. She stated because of the lack of a revenue source to fund them, educational benefits for employee dependents has been removed from the revised policy. The policy will be revisited in one year to determine if funding is available to reinstate educational benefits for employee's dependents.

Mr. Atkeisson made a motion to adopt Section B of the Policy Manual and Policy DEB as it relates to Employees Educational Benefits. Mr. Aldama seconded the motion, and the vote was unanimous.

President's Report

President's Update

Dr. Kavalier presented an update on her activities since the June 19, 2014 Board of Trustees meeting and shared information discussed during the Texas Association of Community College CEO summer conference on legislative priorities.

Enrollment Report and Board Calendar

Dr. Kavalier called on Mr. Gragg to present an update on enrollment and to present the Board Calendar. Mr. Gragg reported approximately 4, 000 students have registered for fall 2014 classes. Registration will continue through August 27. Mr. Gragg continued with a review of highlights from the Board Calendar before concluding.

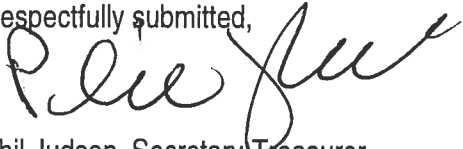
Announcement, Closed Session and Adjournment

Mr. Huffman announced that the next meeting of the Board of Trustees will be held on August 21, 2014 in the Cook Center at 7 p.m.

Dr. Price made a motion to convene into Closed Session at a approximately 7:15 p.m. to discuss personnel matters according to Government Code 551.074. Ms. Holt seconded the motion, and the decision was unanimous.

No action, decision or vote regarding the matter discussed was taken during Closed Session. Immediately following the Closed Session, action was taken to immediately adjourn the meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Phil Judson', written over the text 'Respectfully submitted,'.

Phil Judson, Secretary-Treasurer

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