

**NAVARRO COLLEGE BOARD OF TRUSTEES
MARCH 25, 2014 SPECIAL MEETING
MINUTES**

The Navarro College Board of Trustees gathered in the President's Dining Room on Tuesday, March 25, 2014 for a special meeting.

Mr. Huffman called the meeting to order at 6 p.m. Mr. Aldama made a motion to immediately convene into Closed Session Meeting to discuss real property matters according to Government Code 551.072. Mr. Atkeisson seconded the motion and the decision was unanimous. No action or decision was made during the Closed Session.

At 6:55 p.m., Mr. Aldama made a motion to adjourn the Closed Session and reconvene into Open Session in the Cook Center. Mr. McGraw seconded the motion and the decision was unanimous. At approximately 7 p.m., Mr. Huffman called the meeting back to order in Open Session in the Cook Center and asked Mr. Atkeisson to begin with a prayer.

The following Trustees were in attendance: Mr. Lloyd Huffman, Dr. James Price, Mr. Phil Judson, Mr. Richard Aldama, Mr. A. L. Atkeisson, Mr. Todd McGraw 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
Ms. Gettie Moreno	Vice President, Finance and Administration
Ms. Maryann Hailey	Vice President of Student Services
Mr. Dewayne Gragg	Vice President, Enrollment Mgmt., Student Success & Instl. Studies
Dr. Tommy Stringer	Vice President, Institutional Advancement
Ms. Marcy Ballew	Associate Vice President of Human Resources
Mr. Jeff Gamblin	Interim Chief Information Officer/CampusWorks
Ms. Leslie Smith	Executive Assistant to the District President

Take Action on Matters Discussed in Closed Session (if applicable)

Mr. Huffman announced there would be no action or decision made on matters discussed in Closed Session.

Review Budget and Fee Schedule

On Thursday, March 27, 2014 the Board will be asked to take action on extending the CampusWorks contract and to also approve the adoption of a new technology fee. Dr. Kavalier stated the purpose of this study session was to provide the Board with additional information related to the technology fee, which is being driven by the need to update technology. She stated this is an opportunity for the Board to ask any questions in order to be more prepared to make an informed decision on Thursday.

Dr. Kavalier asked Mr. Gamblin to begin with an update on the work that has been accomplished by CampusWorks. Following a brief summary of the work that has been accomplished since the contract with CampusWorks was initiated, Mr. Gamblin shared a proposed timeline highlighting projects that still need to

be accomplished in order to bring the College's technology infrastructure up-to-date and the costs associated with these projects.

Dr. Kavalier thanked Mr. Gamblin and stated a more in-depth presentation will be given by Liz Murphy, CampusWorks, during Thursday's meeting. She stated material sent to Trustees included a detailed copy of the assessments completed by CampusWorks for their review. Dr. Kavalier then asked Ms. Moreno to share more detailed information related to the costs and the proposed adoption of a new technology fee.

Ms. Moreno shared the estimated costs for upgrading the College's technology infrastructure through fiscal year 2017. She stated a new technology fee (\$6/SCH) was being proposed to help offset the costs. She compared the proposed fee to those charged by other Texas community colleges, which ranged between \$7-\$10/SCH and \$60/semester.

Projected revenue from the proposed fee for FY 2014-15 is \$1,238,334 leaving a shortfall of approximately \$300,000 needed. Ms. Moreno stated this shortfall can be easily absorbed into the College's annual budget. A revenue stream will be generated by the new fee dedicated towards maintaining and upgrading the College's technology infrastructure into the future.

Based on a 5% increase for Fall 2014, Navarro College's tuition and fees will still be well below the state average. Meetings were held with students, faculty, staff and all groups were enthusiastically supportive of the fee to support needed upgrades to technology.

A brief question and answer period followed and discussion was held about the potential impact on Dual Credit as well as the College's fund balance/reserves. Ms. Moreno stated if the new fee is not approved, funds will have to be taken from the fund balance and will quickly deplete the College's reserves.

Ms. Moreno was asked to provide more information on the impact to the fund balance/reserves at the meeting on Thursday.

Adjournment

Mr. Judson moved to adjourn the meeting at 7:39 p.m. and Mr. McGraw seconded the motion. The decision was unanimous.

Respectfully submitted,



Phil Judson, Secretary-Treasurer
NAVARRO COLLEGE BOARD OF TRUSTEES