

**NAVARRO COLLEGE BOARD OF TRUSTEES  
MAY 15, 2014 MEETING  
MINUTES**

The Navarro College governing body gathered in the President's Dining Room on Thursday, May 15, 2014 at 6:00 P.M. for dinner with the Paraprofessional/Support Staff Committee. Following dinner, the governing body relocated to the Cook Center at 7:00 p.m. for their regular monthly meeting. The following Trustees were in attendance: Mr. Lloyd Huffman, Chair; Dr. James Price, Vice-Chair; Mr. Phil Judson, Secretary-Treasurer; Mr. Richard Aldama; Mr. Buster Atkeisson; and Ms. Faith Holt. Mr. Todd McGraw was absent.

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. Roark Montgomery	Athletic Director
Ms. Leslie Smith	Executive Assistant to the District President
Ms. Renae Tribble	District Director, Dual Credit Program
Ms. Monica Aldama	Cheerleading Head Coach

Other faculty, staff, students and community members were also present.

**Call to Order**

Mr. Huffman called the meeting to order at approximately 7:04 p.m. and asked Mr. Aldama to begin with a prayer.

**Board Announcements**

Mr. Huffman announced that retired trustee, Mr. Zane Stites, passed away on May 4, 2014. He stated Mr. Stites served on the Board of Trustees for 18 years and will be missed for his many contributions and wisdom. He requested a moment of silence in memory of Mr. Stites.

**Open Forum**

There were no requests to speak to the Board of Trustees.

**Consent Calendar**

- a. Minutes – April 21, 2014 Special Meeting
- b. Minutes – April 24, 2014 Meeting
- c. Summer 2014 Staff Incentive Days
- d. Revised Policy Manual: *Section A – Basic District Foundations*

Dr. Kavalier reviewed the items contained in the Consent Calendar and requested approval. Mr. Judson moved to approve the Consent Calendar and Mr. Atkeisson seconded the motion. The motion carried by a unanimous vote.

### **Approval of Revised Investment Policy and Strategy**

Dr. Kavalier stated the Public Funds Investment Act requires the Board of Trustees to review its investment policy and investment strategies each year. She asked Ms. Moreno to present the Navarro College Investment Policy and Strategy for approval.

Ms. Moreno reviewed the Navarro College Investment Policy and Strategy and stated several changes were being recommended. Additions to the Suitable and Authorized Investments included:

- Texas TERM Local Government Investment Pool
- TexPool
- Fully Collateralized Direct Repurchase Agreements
- Money Market Mutual Funds

Additionally, it was recommended that the Board approve the creation of an Investment Advising Committee. The objectives of the committee will still focus on “safety” first followed by risk, liquidity, and yield. Ms. Moreno concluded and responded to questions. She explained the procedures that are followed for making investments and confirmed that, with the creation of an Investment Advising Committee, final responsibility will still remain under the Vice President for Finance and Administration. She also confirmed that local institutions are sought first when investing; however, the collateral required by the College’s Investment Policy is often an issue for them.

Mr. Aldama moved to approve the changes to the Navarro College Investment Policy and Strategy. Mr. Judson seconded motion and the decision was unanimous.

### **Take Action on April 2014 Financial Statement**

Ms. Moreno was asked to continue by presenting the April 2014 Financial Statement.

Ms. Moreno reviewed budget changes during the month ending April 30, 2014. Revenues in the amount of \$5,349 increased the revised budget for a total of \$116,860,839. Approximately 29% of the revised budget remained to be earned and 21% of expenditures to be spent as of April 30, 2014.

Mr. Judson made a motion to approve the April 2014 financial statement and Ms. Holt seconded the motion. The decision was unanimous.

### **Update on Dual Credit Program**

Dr. Martin thanked the Board of Trustees again for their presence in Ellis County for the April Board meeting before introducing Ms. Carol Hanes, Dean of Academics and supervisor of the Dual Credit Program. Ms. Hanes then introduced Ms. Renae Tribble, District Director, and asked her to share information regarding the Dual Credit Program.

Ms. Tribble gave an in-depth overview of the Dual Credit Program, which allows high school students to earn high school and college credit simultaneously when they successfully complete a course. Navarro College's Dual Credit program serves 34 different schools within its service area including private schools, academies, and high schools. Both academic courses leading to a degree and career and technical courses leading to marketable skills certificates are offered.

Ms. Tribble explained the impact House Bill 5's new graduation requirements has had on independent school districts and how it has generated greater demand for dual credit programs. She stated enrollment in dual credit courses has been healthy over the past few years and another healthy enrollment is anticipated for 2015.

Ms. Tribble reviewed the district's organizational structure designed to support and best serve students in the Dual Credit Program before concluding her report. A brief question and answer period followed regarding the participation of charter schools, student funding, and enrollment patterns by area.

Ms. Tribble was commended by the Board and Dr. Kavalier thanked her for the presentation.

#### **Adopt Resolution in Recognition of Navarro Cheer Team**

Dr. Kavalier invited Roark Montgomery to say a few words about Navarro College's cheer program and introduce a video of their award winning performance. Mr. Montgomery stated under the direction of Monica Aldama for the past 19 years, the Navarro College Cheer Program has enjoyed unprecedented success. The team has won 11 of the past 13 NCA National Championships of which six were consecutive wins. The last three years they have also been crowned Grand National Champions achieving the highest point totals of all level institutions.

Ms. Aldama shared that CBS aired the entire routine that won the Grand National Championship, which is very unusual for this division. After the video of the Navarro College cheerleaders performance at Daytona Beach was shown, another video showing Senator Birdwell's visit to Navarro College in recognition of the team's accomplishments was shown.

Dr. Kavalier requested the Board's consideration for adopting a special resolution recognizing the Navarro College Cheer Team and head coach, Monica Aldama for their success.

Dr. Price made a motion to adopt Resolution #051514-1. Mr. Aldama seconded the motion and the decision was unanimous. Trustees congratulated Ms. Aldama for her great work and the Navarro Cheer Team for representing Navarro College in an exemplary manner.

Brief discussion followed about the number of students in the Cheer Program and opportunities they have at the university level. Dr. Kavalier encouraged the Board to view the new Cheer Page on the college's website.

### **Update on Personnel Actions**

Ms. Ballew was asked to present an update on personnel activities. Ms. Ballew reported on one "new face" and one exiting employee. She stated 14 positions were open and currently being advertised within the district. Ms. Ballew concluded her report and Dr. Kavalier thanked her.

### **President's Report on Items of Information**

Dr. Kavalier reported major activities that took place since the last Board meeting were centered around the College's three major commencement ceremonies. She shared a video clip as a way of saying "thank you" to the Board of Trustees and everyone who played a part in making this year's commencements a success.

#### *Service Pins/Outlook Email*

Dr. Kavalier continued her report by stating the newly designed, longevity service pins ordered through a local vendor finally arrived. Each trustee received a pin based on their years of service as a Board member. In addition to the service pin, an envelope with instructions was provided each trustee for accessing their Navarro College email account beginning May 23 when the College transitions over to Microsoft Outlook.

#### *Enrollment Update/Board Calendar*

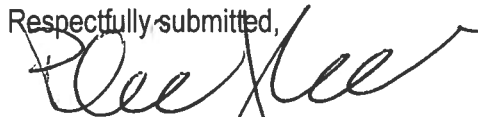
Dewayne Gragg was asked to give an update on enrollment. He stated the May mini-mester classes began on Monday immediately following graduation with a 35% increase in enrollment compared to the previous year. He reported summer enrollment is progressing with approximately 2000 students registered to date. Registration for fall 2014 was in line with this point in time last year with approximately 1,200 students enrolled.

Following the enrollment update, Mr. Gragg reviewed highlights of upcoming activities on the Board Calendar. Dr. Kavalier thanked Mr. Gragg and made a special announcement regarding Trustee Huffman's birthday. A cake was presented by the Executive Staff and everyone present was invited to join in.

### **Next Meeting Announcement/Adjournment**

Mr. Huffman thanked everyone and announced the next meeting of the Board of Trustees will be held June 19, 2014 in the Cook Center at 7 p.m. Mr. Aldama made a motion to adjourn the meeting and Dr. Price seconded the motion. The decision was unanimous.

Respectfully submitted,



Mr. Phil Judson, Secretary/Treasurer  
Navarro College Board of Trustees  
Corsicana, Texas