

**NAVARRO COLLEGE BOARD OF TRUSTEES  
JANUARY 19, 2017 MEETING  
MINUTES**

Navarro College Board of Trustees gathered on Thursday, January 19, 2017 at Baylor Scott & White Hospital in Waxahachie, Texas to conduct their regular monthly meeting. Trustees in attendance included: Mr. Lloyd Huffman, Mr. Phil Judson, Mr. Richard Aldama, Mr. Todd McGraw, and Ms. Faith Holt. Trustees Loran Seely and A. L. Atkeisson were absent.

**Others in attendance included:**

|                        |  |
|------------------------|--|
| Dr. Richard Sanchez    | District President   |
| Dr. Kenneth Martin     | President, Ellis County Campuses                                       |
| Ms. Teresa Thomas      | Vice President, Finance and Administration                             |
| Ms. Carol Hanes        | Interim Vice President, Academic Affairs                               |
| Dr. Harold Housley     | Vice President for Institutional Studies                               |
| Ms. Maryann Hailey     | Vice President, Student Services                                       |
| Ms. Marcy Ballew       | Vice President, Human Resources  |
| Ms. Sina Ruiz          | Interim Vice President, Enrollment Management and Instl. Effectiveness |
| Mr. Roark Montgomery   | Athletic Director  |
| Ms. Stacie Sipes       | Director of Marketing and Public Information                           |
| Ms. Leslie Smith       | Executive Assistant to the District President                          |
| Ms. Karen Heinemann    | Interim Chief Information Officer, CampusWorks                         |
| Mr. Doug Barnes        | Director of Economic Development, City of Waxahachie                   |
| Mr. Thomas R. Kowalski | President and CEO, Texas Healthcare and Bioscience Institute           |
| Mayor Kevin Strength   | City of Waxahachie   |
| Mr. Chris York         | President, Waxahachie Baylor Scott & White Hospital                    |

Other faculty, staff and guests were also in attendance.

**Call to Order**

Mr. Huffman called the meeting to order in the conference room of Baylor Scott & White Hospital in Waxahachie, Texas at 6:30 p.m. He thanked Chris York, President of Baylor Scott & White, for allowing the Navarro College Board of Trustees meeting to take place there. Mr. Huffman also recognized the Mayor of Waxahachie, Kevin Strength. Mayor Strength thanked Mr. Huffman and introduced Councilman David Hill and others present in the audience who were also from the Waxahachie City Council.

**Board Announcements**

There were no announcements.

**Open Forum Time**

There were no requests to address the Board.

## **Consent Calendar**

### **a. Minutes – Board of Trustees December 15, 2016 Meeting**

Dr. Sanchez recommended approval of the Consent Calendar containing minutes from the December 13, 2016 meeting. Mr. Aldama made a motion to approve the Consent Calendar and Mr. McGraw seconded it. The motion passed by a unanimous vote.

### **Introduction of CIO/Consider Action on Resolution and Order of Election**

Prior to presenting the Resolution and Order of Election for approval, Ms. Thomas introduced Ms. Karen Heinemann, new interim CIO for Navarro College. Ms. Heinemann will serve in this position through the end of the contract with CampusWorks.

Ms. Thomas continued by asking the Board consider approving the resolution and order of election. Members of the Navarro College Board of Trustees are elected to serve in staggered six-year terms. Two Board members' terms, Trustee Place 1 - District 1 currently held by Phil Judson, and Trustee Place 7 At-Large currently held by Lloyd Huffman, will expire May 2017 and their seats open for election.

The Texas Education Code, Section 130, designates the second Saturday in May as the uniform election date. Ms. Thomas stated the College will contract with the Navarro County Elections Administrator, Danda Parker, to conduct this election. Actual filing for a place on the ballot began on January 18, 2017 and will close on February 17, 2017. Early voting will take place April 24 through May 2, 2017 and Election Day will be on May 6, 2017.

Ms. Holt moved to adopt the Resolution and Order of Election. Mr. Aldama seconded the motion and the decision was unanimous.

### **Consider Action on Quarterly Investment Report for the Quarter Ended November 30, 2016**

Ms. Thomas continued with the Quarterly Investment Report for the quarter ended November 30, 2016.

The ending book value of all investments as of November 30, 2016 totaled \$1,118,500.00 with an ending market value, including earned interest, totaling \$1,119,624.99. Certificates of deposit (CDs) at Prosperity Bank, City National Bank, and First Bank & Trust, totaling \$995,000, matured during the quarter ending November 30, 2016. The funds were reinvested into CDs at Citizens State Bank - Dawson at an interest rate of 1.130% .

Following a review of the maturity schedule, Ms. Thomas stated cash deposits and CDs totaling \$17,043,472.86 are secured by pledged collateral in the amount of \$28,238,306.52 and FDIC insurance in the amount of \$1,250,000.

Mr. Judson moved to approve the Quarterly Investment Report for the Quarter Ended November 30, 2016 and Mr. McGraw seconded the motion. The Quarterly Investment Report was approved by a unanimous vote.

**Consider Action Appointing Richard Sanchez to Fill Vacancy on Tax Increment Financing Reinvestment Board of Directors, Zone Number One, City of Corsicana**

Ms. Thomas stated the Navarro College Board of Trustees is responsible for filling the recent vacancy on the Tax Increment Financing Reinvestment Board of Directors, Zone Number One, City of Corsicana. Mr. Judson made the motion to appoint District President, Dr. Richard Sanchez, to fill the position. Both Mr. McGraw and Mr. Aldama seconded the motion. The appointment of Richard Sanchez passed by a unanimous vote.

**Welcome/Presentation on “A Texas Life Science Perspective”**

Chris York, CEO and President, welcomed the Board of Trustees to Baylor Scott & White Hospital. He stated he was grateful for the hospital’s relationship with Navarro College and the potential for that relationship in the future. He shared a brief update on the hospital’s status stating December was the best month in their history. They are currently operating “neck and neck” with Plano and have surpassed McKinney, Garland and Carrollton in size. He stated the hospital is hiring staff as rapidly as possible, and the need for trained healthcare staff as well as other personnel is expected to increase as they continue to grow. He concluded by stating a \$13 million expansion project is on the horizon, which will generate additional employment opportunities.

Doug Barnes, Waxahachie Economic Development Director, then introduced guest speaker, Tom Kowalski, CEO and President of Texas Healthcare and Bioscience Institute in Austin, Texas. Mr. Kowalski was asked to share how the Waxahachie area, with Navarro College as a player, can be positioned within the life science industry through the stages of inception, formation, growth and, finally, to maturity.

Mr. Kowalski stated his company is a non-profit, public policy research organization, comprised of biotechnology, medical device, and pharmaceutical companies, economic development entities, academic, and private research institutions, as well as companies that provide goods and services to core organizations. His organization’s focus is on how to get effective policies and economic development initiatives in place to fuel the life science industry’s movement forward. He stated each legislative session provides opportunities based on the will of the legislators. Governor Perry utilized the life sciences as one of the main pillars of economic development and Governor Abbott is continuing that trend.

Mr. Kowalski talked about past and current trends within the life science industry, including the multiple “clusters” now located within the state of Texas and the high expectations for future growth. Growth in the biotechnology industry is contributing to the state’s overall economy by creating new jobs and is making strides in research and innovation. Mr. Kowalski stated last year, the industry attracted \$1 billion in federal funding for research in the state of Texas.

After concluding his presentation, Mr. Kowalski responded to questions. Mr. Huffman asked how Navarro College can get involved and how it can determine what programs to offer to meet future demands for trained personnel. Mr. Kowalski responded there are a “couple of ways” to go about it, but it initially begins with a “what if” conversation and visiting with others across the state. He gave Temple, Texas as a good example. Temple started with a vision and created the only Life Science District in the State of Texas. They developed a plan to purchase

and convert a 500,000 sq. ft. TI building, brought together community leaders, and collaborated with Scott & White. The facility is now full and a specialized building added.

Dr. Sanchez asked Mr. Kowalski to share his perspective on the reason four-year universities are applying so much resistance to community colleges offering a baccalaureate degree in nursing. Dr. Sanchez also inquired if and how Temple College was involved with Temple's Life Science District. Mr. Kowalski politely refrained from sharing his opinion on political matters and did not have an answer regarding Temple College. He stated there are numerous opportunities for training in many areas within the Life Science industry, i.e. pharmaceutical manufacturing. He stated Georgetown is another example where they built facilities in phases and they have been filled. All of these require trained staff. Doug Barnes stated the city is planning to pursue grant funds available for training.

Mr. Huffman thanked Mr. Kowalski. He told Mayor Strength Navarro College Board of Trustees was "ready" and willing to assist the city with attracting businesses within the life science industry and with offering training.

Mr. Kowalski thanked the Board. He finished by offering his assistance and advice, stating he was "just down the road and an email away."

#### **Update on Personnel**

Ms. Ballew gave a brief update on personnel activity for the month of December 2016. Four appointments took place and one termination. There were no resignations, retirements, or transfers to report.

Ms. Ballew concluded her report.

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

##### **Enrollment Report**

Dr. Sanchez called on Ms. Ruiz to present an update on enrollment. Ms. Ruiz stated the first week of classes (spring 2017 16-week) were in progress and students continue to add and drop classes. Preliminary enrollment figures indicate a decrease in headcount enrollment of -1.96% (176 students) and contact hours -6.59% (112,000 hours) compared to the same date last year. Ms. Ruiz stated immediately following the official census date, focus groups will begin working on increasing fall enrollment. She concluded by stating certified enrollment numbers will be available by the March Board of Trustees meeting.

Dr. Sanchez stated he is hopeful enrollment improves as it has a direct impact on state funding. Brief discussion followed regarding state funding and the effect an improving economy has had on the enrollment.

##### **Board Calendar**

Ms. Sipes reviewed highlights of upcoming events on the Board calendar including basketball games, spring forums, the Foundation's fundraisers including "Dancing for Our Stars" on February 11, and upcoming fine arts events.

**District President's Report**

Dr. Sanchez stated he had no additional comments and concluded his report.

**Announcement and Adjournment**

Mr. Huffman announced the next meeting of the Board of Trustees will be held February 23, 2017 in the Cook Education Center following dinner with the Faculty Association.

Mr. Huffman again thanked Chris York for use of Scott & White's beautiful facility for the meeting. He stated the meeting gave the Board a sense of what the future of the healthcare industry looks like. He advised Mayor Strength Navarro College is ready to help the City of Waxahachie and Baylor Scott & White Hospital attract businesses and offer training in this field.

Mr. Aldama made a motion to adjourn the meeting at 7:35 p.m. and Mr. McGraw seconded. The decision was unanimous.

Respectfully submitted,

A handwritten signature in black ink, reading "Richard L. Aldama". The signature is fluid and cursive, with a long horizontal stroke at the end.

Richard L. Aldama, Secretary-Treasurer  
NAVARRO COLLEGE BOARD OF TRUSTEES