

**NAVARRO COLLEGE BOARD OF TRUSTEES
DECEMBER 17, 2020 MEETING
MINUTES**

The Navarro College Board of Trustees gathered in the Cook Education Center on Thursday, December 17, 2020 at 10:00 a.m. to conduct their regular monthly meeting. Vice Chairman Billy Todd McGraw, Secretary-Treasurer Richard Aldama, Trustee A. L. "Buster" Atkeisson, Trustee Faith Holt, Trustee Loran Seely and Trustee Kim C. Wyatt were present. Chairman Phil Judson was absent.

Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President, Finance and Administration
Ms. Marcy Ballew	Vice President, Human Resources
Dr. Carol Hanes	Vice President, Academic Affairs
Ms. Maryann Hailey	Vice President, Student Services
Dr. Harold Housley	Vice President, Operations and Instl. Advancement
Ms. Susan Womack	Senior Research Analyst
Ms. Leslie Smith	Executive Assistant to the District President
Mr. Guy Featherston	Dean, Waxahachie Campus and Health Professions
Ms. Jeanette Underwood	Dean, Midlothian Campus and Dual Credit
Mr. Lupe Garcia	Whitley Penn LLC
Ms. Sheryl Messer	Whitley Penn LLS

Other staff and guests were also present.

Call to Order

Vice Chairman McGraw called the meeting to order at 10:00 a.m. in the Cook Education Center. After welcoming everyone present, he asked Trustee Seely to begin the meeting with a prayer.

Board Announcements

No announcements were made.

Open Forum Time

There were no requests to address the Board.

Consent Calendar

- a. Minutes – November 12 2020 Meeting
- b. Revisions to Board Policies:
 - Policy DFD - Employee Rights and Privileges - Sexual Harassment Policy
 - Policy FFE – Student Welfare – Title IX Sexual Harassment Policy

Trustee Aldama made a motion to approve the Consent Calendar; the motion was seconded by Trustee Atkeisson. The Consent Calendar was approved by a unanimous vote.

Board Recognition

Recognition of the Physical Plant Department was postponed.

Take Action on Resolution and Order of Election

Vice President Thomas stated Navarro College has two trustee positions expiring 2021: Trustee Single Member District 4, Place 4 currently held by Richard Aldama, and Trustee-At-Large, Place 6 currently held by A.L. 'Buster' Atkeisson. She stated a resolution and Order of Election must be adopted to call for a general election on May 1, 2021 to fill the two positions, both for six-year terms ending in 2027. Candidates seeking election as a board member for Single Member District 4 must reside within the single member district and all candidates seeking election as an at-large member of the Board of Trustees must reside within the boundaries of Navarro County, Texas.

Vice President Thomas stated Texas Education Code, Section 130, provides the methodology for election of college trustees and reviewed significant dates in the Order of Events. January 13, 2021 will be the first day a candidate may file for place on the ballot. Packets will be available in her office as well as online. The last date to file for a place on the ballot is February 12th and February 19th will be the last date a candidate can withdraw. February 19th is also significant because if each candidate is unopposed, the election can be canceled and the candidates declared elected. She stated campaign expense reports must be filed with her office if a candidate spends more than \$930 in accordance with the Texas Ethics Commission guidelines. She stated a dedicated page with information on the Board Election has been added to the College's website.

Trustee Seely moved to adopt the Resolution and Order of Election and Trustee Wyatt seconded the motion. The motion passed by a unanimous.

Dr. Fegan recognized Jacqui Rejcek, Lori Snodgrass, Stacie Sipes and Leslie Smith for their work on creating a Board Election page on the College's website.

Update on Enrollment

Dr. Fegan presented the enrollment report in the absence of Vice President Sina Ruiz. The Spring 2021 enrollment report included Fall 2nd 8-weeks, Winter Mini, Spring 16-weeks, and Spring 1st 8-weeks.

As of December 16, 2020, Fall 2nd 8 weeks SCH enrollment was down 2.50%, Winter Mini SCH enrollment was up 3.40%, Spring 16-weeks was down 11.89% compared to December 18, 2019; and Spring 1st 8-weeks compared to December 18, 2019 was up 27.83%. Dr. Fegan stated enrollment is usually the highest in fall and it was significant to be up in both winter mini and spring 1st 8 weeks SCH enrollment. Dual credit headcount enrollment has exceeded the Spring 2021 Headcount Goal by 12 students and Credit only headcount enrollment is only 2 students away from the goal. He stated although headcount enrollment is almost even with last year; students are taking less credit hours. He stated if enrollment reaches the "flat" goal, we will be up.