



NAVARRO COLLEGE BOARD OF TRUSTEES
Minutes
May 22, 2025

On Thursday May 22, 2025, the governing body of Navarro College gathered at Navarro College-Corsicana to conduct the regular monthly meeting. Trustees in attendance included: Chairman Phil Judson, Vice Chairman Richard Aldama, Secretary-Treasurer Faith Boyd, Trustee A.L. Atkeisson, Trustee Loran Seely, Trustee Kim Wyatt and Trustee John Paul Ross.

Others in attendance included:

Dr. Kevin G. Fegan	District President
Ms. Teresa Thomas	Vice President of Finance
Ms. Marcy Ballew	Vice President of Operations
Dr. Jeanetta Johnson	Vice President of Academic Affairs & SACSCOC Liaison
Dr. Richard Phillips	Executive Dean of Academic Studies
Mr. Guy Featherston	Executive Dean – Waxahachie, and Health Professions
Ms. Jeanette Robinson	Dean – Midlothian, and Dual Credit
Ms. Stacie Sipes	Executive Director of Marketing & Public Relations
Ms. Karen Simons	Executive Assistant to District President
Ms. Catherine Caton	Executive Administrative Assistant to VP of Academic Affairs
Ms. Shannon Wilkins	Bursar
Ms. Sheila Richards	Cashier/Accounting Clerk
Ms. Teresa Sutton	Budget Officer/Risk Management Coordinator
Ms. Marsha Thomas	Accountant/Procurement Officer
Ms. Megan Smith	Executive Administrative Assistant - Finance
Ms. Deanna Hayes	Accounts Payable Specialist
Ms. Alison Skinner	Payroll Manager
Ms. Myrna Cook	Student Accounts Auditor
Mr. Jim Botkin	Comptroller
Ms. Melissa O'Sullivan	Chief Accountant
Mr. Joe Hill	Mayor – City of Corsicana

Call to Order

Chairman Phil Judson called the meeting to order at 7:00 p.m. and Trustee Loran Seely began the meeting with prayer.

Administer Oath of Office to Trustees

Judge H.M. Davenport administered the Oath of Office to Faith D. Boyd, Loran Seely, and John Paul Ross and certificate of election was presented to each by Chairman Phil Judson.

Election of Officers

Chairman Phil Judson announced in accordance with Board Policy, the Board of Trustees is required to elect a Chairman, Vice Chairman, and Secretary-Treasurer in May of odd numbered years.

Trustee A.L. Atkeisson made a motion to elect Chairman Phil Judson as Chairman and second by Trustee Kim Wyatt.

Trustee Faith Boyd made a motion to elect Trustee Richard Aldama as Vice Chairman and second by Chairman Phil Judson.

Trustee Kim Wyatt made a motion to elect Trustee Faith Boyd as Secretary-Treasurer and second by Trustee John Paul Ross.

Board Announcements

Chairman Phil Judson thanked everyone for their time and dedication preparing for the graduation ceremonies. The ceremonies were a success and show what an impact Navarro College has on the community.

Open Forum Time

Chairman Phil Judson asked Karen Simons if there are any requests to address the Board. VP Sina Ruiz introduced the Micronesian Education Committee. The committee presented Dr. Fegan and the Board a gift of appreciation and check.

Consent Calendar

- a. Meeting Minutes – April 17, 2025
- b. Approval of Emeritus status for Professor Lisa Dillman
- c. Resolution – Criminal Justice Assistant Grant FY 26
- d. Resolution – Rifle Resistant Body Armor Grant Program

Chairman Phil Judson stated the Consent Calendar is an action item for approval.

MOTION: *Trustee Loran Seely made a motion to approve the Consent Calendar and second by Trustee Richard Aldama. All were in favor and none opposed.*

Board Recognition

The Board recognized Shannon Wilkins, Myrna Cook, and Sheila Richards for achieving 2024 Ace award for Navarro College. Certificates were awarded and pictures were taken.

The Board recognized the Finance Team for receiving the (GFOA) Government Finance Officers Association award for the August 31, 2024 Annual Comprehensive Financial Report. Each member of the team was presented with certificates and pictures were taken.

Update on Enrollment

VP Sina Ruiz presented a comprehensive overview of student enrollment trends for Summer I and II, Fall 2025, and Continuing Education 3rd quarter. As of May 21, 2025 enrollment for Summer I up 19.5%, Summer II up 10.7%, and Fall up 6%. Continuing Education 3rd quarter has achieved 95% of its goal.

Proposal for Adjusting Dining Options

This proposal addresses the critical need to adjust Dining Services pricing due to significant increases in institutional food costs while aligning with student needs. Analysis on peer institution rates, resident student affordability and direct feedback from students support the elimination of the underutilized 15-meal plan, the introduction of the flexible My3 Flex Plan, and modest increases to the 10-meal plan and individual meal prices. These adjustments will not only offset rising food costs but help fund a necessary remodel of Dining Services to provide students with their top priorities: extended hours, and healthier variety of food options. The investment of the necessary remodel of Dining Services enhances the overall student experience.

The Housing Budget Analysis from 2024-2025 shows a revenue shortfall of \$511,496 loss between projected and actual revenue, with projected \$56,000 increase in food costs, making a combined estimated loss of \$567,496.00. The Enrollment Impact for Fall 24 and Spring 25 show actual enrollment below projections.

The 2025-2026 Dining Options Proposal would eliminate the 15-meal plan and offer My3Flex Plan which provides three meals Sunday – Friday and two meals on Saturday. The proposed meal plan with food price adjustments will be \$2,000.00 semester.

VP Marcy Ballew presented remodel details for the Dining Hall and Deli. The goal is to improve operational efficiency, visual appearance, and enrich student experience. The existing conditions have inefficient traffic flow, outdated layout, and minimal visual branding. The project overview will streamline service lines, have flexible dining areas for eating, studying, gathering, and align with the larger campus modernization initiative. The project completion date is scheduled for August 2025.

Chairman Phil Judson stated the proposal is an action item for approval.

MOTION: *Trustee Richard Aldama made a motion to approve the proposal for adjusting dining options and second by Trustee John Paul Ross. All were in favor and none opposed.*

Consider Action on April 2025 Financial Statement

VP Teresa Thomas presented April Financials to the Board.

Budget amendment of \$339,490 for year-to-date ending April 2025 includes Adult Education supplemental increase, teaching innovation grant, donation to Albritton building and RV Tech program, increase in transcript revenue and cosmetology sales.

The Education and General Fund Sources revenue is up from the same time last year. Source of funds report show percent of budget earned for Academic Student 90%, Continuing Education 79%, Local appropriations 114%, and state funds 76%. Education and General Fund disbursements increased due to plant maintenance.

Navarro College renovation project for Albritton Building received \$1.55 million in donations and spent \$384,286, RV Tech program received \$291,667 and spent \$50,248, and Waxahachie Cosmetology spent \$177,219.

Disbursements are higher than in April 2024 by \$3.8 million, and revenue is higher by \$6.9 million. The total income left to collect for this fiscal year is \$8.5 million. Total cash and cash equivalents as of April 30, 2025 is \$33.2 million. The investment income has made more than expected since changing the investment portfolio.

Chairman Phil Judson stated April 2025 Financial Statement is an action item for approval.

MOTION: *Trustee Seely made a motion to approve the April 2025 Financial Statement and second by Trustee Wyatt. All were in favor and none opposed.*

Lab, Course, Pass-through & Other Fee Changs

Teresa Thomas presented 2025-2026 lab and course fees, program fees, other fees, and pass-through fees for approval. The chart shows the difference in changes by course with some costing more and some less. Most of the fee changes are non-revenue generated.

MOTION: *Trustee Faith Boyd made a motion to approve Lab, Course, Pass-through and other fee changes and second by Trustee Loran Seely. All in favor and none opposed.*

(GMP) Guaranteed Maximum Price – Albritton Building

VP Marcy Ballew shared the estimated project cost for the Albritton Building renovation is \$12 million, but the guaranteed maximum price is \$11.5 million and is seeking approval for the guaranteed price. The rebuild comes to \$841.70 per square foot.

Chairman Phil Judson stated the GMP – Albritton Building is an action item for approval.

MOTION: *Trustee Richard Aldama made a motion to approve the guaranteed maximum price and second by Trustee John Paul Ross.*

Instruction / Student Services / Athletics

No information was presented.

Update on Personnel Actions

Vice President Marcy Ballew presented the update on personnel.

From April 18 to May 22, 2025 there were three appointments (Gabriela Guerrero, Esmeralda Gonzales, and Karah Armstrong) and ten employees (Oscar Lopez, Jerry Jackson, Heather Doulgas, Derick Price, Casandra Russell, Jonathan Seaton, Stan Wong, Sheila Richards, Gabrielle Marr, and Marc Jonassaint) exiting the District.

District President's Report

District President Dr. Kevin Fegan shared upcoming events with the Board for June 2025.

Dr. Fegan then asked Dr Johnson to share an update on SACSCOC with the Board. The compliance report was submitted with 68 standards. The initial results received from the off-site committee show success. The SACSCOC on site visit is scheduled for July 9-10, 2025.

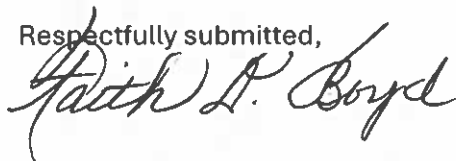
Dr. Fegan shared with the Board that the 2025 ACCT Leadership Conference this year is in October in New Orleans and if they would like to attend. Registration and event information will be emailed to each board member for review.

Next Meeting Announcement and Adjournment

Chairman Phil Judson announced the Budget Workshop is on Thursday, June 18th at 4 pm, dinner at 6 pm, and the Board Meeting at 7 pm and asked for adjournment.

MOTION: *Trustee A.L. Atkeisson made a motion to adjourn the meeting and second by Trustee Loran Seely. The meeting adjourned at 8:45 p.m.*

Respectfully submitted,



Faith D. Boyd, Secretary-Treasurer
Navarro College Board of Trustee