

STATE OF TEXAS  
COUNTIES OF GREGG, RUSK, UPSHUR AND SMITH  
KILGORE JUNIOR COLLEGE DISTRICT

The Kilgore Junior College District Board of Trustees met at 6:00pm for an informal planning session on Monday, April 13, 2009 in the Stewart McLaurin Administration Building, 1<sup>st</sup> floor Board Room with the following members present:

Gary Scott Andrews  
B. Randell Brint  
C.B. Scooter Griffin  
Charles Hale  
Bob Heath, President  
Will Roberson, Secretary  
R.E. Spradlin  
Larry Woodfin, Vice President

Members absent: James N. Walker

**Section I.** on the agenda was Informal Planning Session

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The Kilgore Junior College District Board of Trustees met in regular session at 7:00 pm, Monday, April 13, 2009, in the Stewart McLaurin Administration Building, 2<sup>nd</sup> floor, with the following members present:

Gary Scott Andrews  
B. Randell Brint  
C.B. Scooter Griffin  
Charles Hale  
Bob Heath, President  
Will Roberson, Secretary  
R.E. Spradlin  
Larry Woodfin, Vice President

Members absent: James N. Walker

Bob Heath, President, called the meeting to order at 7:00 p.m. on April 13, 2009, in the Stewart McLaurin Administration Building, 2<sup>nd</sup> floor.

**Section I.** on the Agenda was the Call to Order.

**Dr. Holda led the invocation and Pledge of Allegiance to the United States of America Flag.**

**Section II.** on the Agenda was Presentation

**There were no presentations.**

**Section III.** on the Agenda was Consent Agenda.

A. To consider approving the minutes of the March 9, 2009 regular board meeting.

B. To consider approval of personnel items submitted as follows:

1. **Recommendation to accept employee resignations as follows:**

- a. Police Chief, effective May 31, 2009 after 15 years of service
- b. Groundskeeper, effective March 31, 2009 after 14 years of service

2. **Recommendation for employment as follows:**

- a. Administrative Assistant III, Financial Aid, effective April 6, 2009
- b. Groundskeeper, Physical Plant, effective April 16, 2009

3. **Recommendation for change in employment as follows:**

- a. Dean of Institutional Planning and Coordinator of Counseling to Vice President of Institutional Planning and QEP Director, effective May 1, 2009
- b. Instructional Division Dean, Liberal and Fine Arts to Dean of Instructional Outreach, effective May 1, 2009
- c. Instructor – English to Instructor – English/Director of Service Learning, effective September 1, 2009

4. **Recommendation for renewal of faculty contracts as follows:**

- a. Head Men's Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of June 1, 2009 – May 31, 2010.
- b. Head Women's Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of June 1, 2009 – May 31, 2010.

C. To consider payment of legal fees for services rendered.

These items are grouped together and do not necessarily need further discussion, although a Board Member may elect to remove an item/s from the Consent Agenda to Action Items for discussion. Larry Woodfin made the motion to approve the consent agendas presented. Charles Hale seconded the motion. The motion passed unanimously.

## PERSONNEL AGENDA

**Kilgore Junior College District  
Personnel Agenda  
April 13, 2009**

1. **Recommendation to accept employee retirement(s) as follows:**

- A. Mr. William Lewis, Police Chief, effective May 31, 2009 after 15 years of service
- B. Mr. George Holt, Groundskeeper, effective March 31, 2009 after 14 years of service

2. **Recommendation for employment as follows:**

- A. **Name:** Crystal Taylor
- Position:** Administrative Assistant III
- Location:** Financial Aid
- Education:** Bachelor of Science – Psychology/English  
Texas A&M, Commerce

Commerce, Texas

**Experience:** Cognitive Skills Trainer/Office Manager  
Learning Rx  
Longview, Texas; 2005 – 2009

Behavior Assistant  
Pine Tree ISD  
Longview, Texas; 2005 – 2007

Office Manager/Activities Staff  
The Pines Catholic Camp  
Big Sandy, Texas; 2004 - 2005

**Effective Date:** April 6, 2009

**Salary:** \$899.87 per pay period on a 12 month assignment which is equivalent to an annual salary of \$21,597

**Note:** Ms. Taylor replaces Ms. Lois Jordan who retired

**B. Name:** Mr. Booker T. Warren

**Position:** Groundskeeper

**Location:** Physical Plant

**Experience:** Carpenter Helper  
This Old House  
Tyler, Texas; 1998 – 2008

Operator Helper  
Bonar Packaging  
Tyler, Texas; 1979 – 1993

**Effective Date:** April 16, 2009

**Salary:** \$8.67/hour plus benefits

**Note:** Mr. Warren replaces Mr. George Holt who retired

**3. Recommendation for change in employment as follows:**

**A. Name:** Dr. Michael Turpin

**Old Position:** Dean of Institutional Planning and  
Coordinator of Counseling

**New Position:** Vice President of Institutional Planning and  
QEP Director

**Education:** Phd – EH&D

Texas A&M University  
College Station, Texas

Master – Music Education  
University of South Carolina  
Columbia, South Carolina

Bachelor of Science – Education  
Lamar University  
Beaumont, Texas

**Experience:** Dean of Institutional Planning and Coordinator of Counseling  
Kilgore College  
Kilgore, Texas; 1984 – 2009

Instrumental Music Teacher  
Gladewater ISD  
Gladewater, Texas; 1981 – 1984

Residence Hall Director  
University of South Carolina  
Columbia, South Carolina

**Effective Date:** May 1, 2009

**Old Salary:** \$74,642 plus longevity for 12 months

**New Salary:** \$95,884 plus longevity for 12 months

Note: This is a new position

B. **Name:** Mr. Terry Booker

**Old Position:** Instructional Division Dean, Liberal and Fine Arts

**New Position:** Dean of Instructional Outreach

**Education:** Master of Art – History  
Texas A&M University  
College Station, Texas

Bachelor of Science – Education  
Abilene Christian University  
Abilene, Texas

**Experience:** Instructional Division Dean, Liberal and Fine Arts  
Kilgore College  
Kilgore, Texas; 1982 – 2009

Department Chair, Social Studies  
Lufkin ISD

Lufkin, Texas; 1977 – 1982

Teacher/Assistant Coach  
Hudson ISD  
Lufkin, Texas; 1973 - 1977

**Effective Date:** May 1, 2009

**Salary:** This is a lateral move with no change in salary

**Note:** This is a new position

**C. Name:** Michelle Wilder

**Old Position:** Instructor - English

**New Position:** Instructor - English/Director of Service Learning

**Education:** Master of Arts – Interdisciplinary Studies  
Teacher Certification: Secondary Education,  
English and ESL  
University of Texas at Tyler  
Tyler, Texas

Bachelor of Arts – Business Administration  
Baylor University  
Waco, Texas

**Experience:** English Instructor  
Kilgore College  
Kilgore, Texas; 2005 – 2009

Dual-Credit and Senior English Teacher  
Henderson ISD  
Henderson, Texas; 2002 – 2005

Adjunct English and ESOL Instructor  
Kilgore College  
Kilgore, Texas; 1994; 2001 - 2002

**Effective Date:** September 1, 2009

**Old Salary:** \$38,880 on a 9 month contract

**New Salary:** \$1870.67 per pay period which is equivalent to a 10.5 month contract of \$44,896

**Note:** This is a new position

**4. Recommendation for renewal of faculty contracts as follows:**

- A. Mr. Brian Hoberecht, Head Men's Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of June 1, 2009 – May 31, 2010
- B. Mr. Roy Thomas, Head Women's Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of June 1, 2009 – May 31, 2010

Section IV. on the Agenda was Citizen Comments.

**Mr. Charles Snow, a taxpayer in KC taxing district (Gladewater ISD) had some tax questions.**

Section V. on the Agenda was Action Items.

- A. To consider resolutions canceling the trustee elections in the North, Central and South zones in accordance with Texas Election Laws in Section 2.053. – *Exhibit #1*

**Randal Brint made the motion to accept resolutions canceling the trustee elections in the North, Central and South zones in accordance with Texas Election Laws in Section 2.053. and Sonny Spradlin seconded. The motion passed unanimously.**

**EXHIBIT #1 on next page**

**KILGORE JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES  
RESOLUTION**

**Whereas**, Kilgore College has called an election and special election for May 9, 2009 for the purpose of electing five members to the nine-member Kilgore College Board of Trustees, and

**Whereas**, the Texas Election Laws provide in Sec. 2.051 and Education Code, Sec. 130.0825 that the governing board of a political subdivision may cancel an election in which no contested races develop and in which no write-in candidates are declared; and

**Whereas**, Carlos "Scooter" Griffin filed for re-election for Place 3, Voting Unit 3 of the Kilgore College Board of Trustees; and

**Whereas**, the filing deadline for a place on the ballot and the filing deadline for declaring as a write-in candidate both passed without anyone filing as an opponent for Carlos "Scooter" Griffin; now

**Therefore**, be it resolved that the Board of Trustees of Kilgore College declare Carlos "Scooter" Griffin winner for a six-year term to Place 3, Voting Unit 3, and cancel the election scheduled May 9 as a joint election with the City of Kilgore;

Adopted by vote of the Kilgore College Board of Trustees on April 13, 2009.

\_\_\_\_\_  
President  
Board of Trustees

\_\_\_\_\_  
Secretary  
Board of Trustees

KILGORE COLLEGE  
ELECTION  
CANCELLED

**KILGORE JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES  
RESOLUTION**

**Whereas**, Kilgore College has called an election and a special election for May 9, 2009 for the purpose of electing five members to the nine-member Kilgore College Board of Trustees, and

**Whereas**, the Texas Election Laws provide in Sec. 2.051 and Education Code, Sec. 130.0825 that the governing board of a political subdivision may cancel an election in which no contested races develop and in which no write-in candidates are declared; and

**Whereas**, Mr. Charles Hale filed for re-election for Place 6, Voting Unit 3 of the Kilgore College Board of Trustees; and

**Whereas**, the filing deadline for a place on the ballot and the filing deadline for declaring as a write-in candidate both passed without anyone filing as an opponent for Mr. Charles Hale; now

**Therefore**, be it resolved that the Board of Trustees of Kilgore College declare Mr. Charles Hale winner to complete the remaining two years of a six year term to Place 6, Voting Unit 3, and cancel the election scheduled May 9 as a joint election with the City of Kilgore;

Adopted by vote of the Kilgore College Board of Trustees on April 13, 2009.

\_\_\_\_\_  
President  
Board of Trustees

\_\_\_\_\_  
Secretary  
Board of Trustees

KILGORE COLLEGE  
ELECTION  
CANCELLED

**KILGORE JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES  
RESOLUTION**

**Whereas**, Kilgore College has called an election and special election for May 9, 2009 for the purpose of electing five members to the nine-member Kilgore College Board of Trustees, and

**Whereas**, the Texas Election Laws provide in Sec. 2.051 and Education Code, Sec. 130.0825 that the governing board of a political subdivision may cancel an election in which no contested races develop and in which no write-in candidates are declared; and

**Whereas**, Mr. William E. Roberson filed for re-election for Place 1, Voting Unit 1 of the Kilgore College Board of Trustees; and

**Whereas**, the filing deadline for a place on the ballot and the filing deadline for declaring as a write-in candidate both passed without anyone filing as an opponent for Mr. William E. Roberson; now

**Therefore**, be it resolved that the Board of Trustees of Kilgore College declare Mr. William E. Roberson winner for a six-year term to Place 1, Voting Unit 1, and cancel the election scheduled May 9 as a joint election with the City of New London;

Adopted by vote of the Kilgore College Board of Trustees on April 13, 2009.

\_\_\_\_\_  
President  
Board of Trustees

\_\_\_\_\_  
Secretary  
Board of Trustees

KILGORE COLLEGE  
ELECTION  
CANCELLED

**KILGORE JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES  
RESOLUTION**

**Whereas**, Kilgore College has called an election and special election for May 9, 2009 for the purpose of electing five members to the nine-member Kilgore College Board of Trustees, and

**Whereas**, the Texas Election Laws provide in Sec. 2.051 and Education Code, Sec. 130.0825 that the governing board of a political subdivision may cancel an election in which no contested races develop and in which no write-in candidates are declared; and

**Whereas**, Mr. G. Scott Andrews filed for re-election for Place 4, Voting Unit 1 of the Kilgore College Board of Trustees; and

**Whereas**, the filing deadline for a place on the ballot and the filing deadline for declaring as a write-in candidate both passed without anyone filing as an opponent for Mr. G. Scott Andrews; now

**Therefore**, be it resolved that the Board of Trustees of Kilgore College declare Mr. G. Scott Andrews winner to complete the remaining two years of a six year term to Place 4, Voting Unit 1, and cancel the election scheduled May 9 as a joint election with the City of New London;

Adopted by vote of the Kilgore College Board of Trustees on April 13, 2009.

\_\_\_\_\_  
President  
Board of Trustees

\_\_\_\_\_  
Secretary  
Board of Trustees

KILGORE COLLEGE  
ELECTION  
CANCELLED

**KILGORE JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES  
RESOLUTION**

**Whereas**, Kilgore College has called an election and special election for May 9, 2009 for the purpose of electing five members to the nine-member Kilgore College Board of Trustees, and

**Whereas**, the Texas Election Laws provide in Sec. 2.051 and Education Code, Sec. 130.0825 that the governing board of a political subdivision may cancel an election in which no contested races develop and in which no write-in candidates are declared; and

**Whereas**, Mr. James N. Walker filed for re-election for Place 2, Voting Unit 2 of the Kilgore College Board of Trustees; and

**Whereas**, the filing deadline for a place on the ballot and the filing deadline for declaring as a write-in candidate both passed without anyone filing as an opponent for Mr. James N. Walker; now

**Therefore**, be it resolved that the Board of Trustees of Kilgore College declare Mr. James N. Walker winner for a six-year term to Place 2, Voting Unit 2, and cancel the election scheduled May 9 as a joint election with the City of Gladewater;

Adopted by vote of the Kilgore College Board of Trustees on April 13, 2009.

\_\_\_\_\_  
President  
Board of Trustees

\_\_\_\_\_  
Secretary  
Board of Trustees

KILGORE COLLEGE  
ELECTION  
CANCELLED

B. To consider approval of the 2009-2010 KC Catalog  
Scott Andrews made the motion to approve the 2009-2010 KC Catalog and Scooter Griffin seconded.  
The motion passed unanimously.

Section VI. on the Agenda was Executive Session.  
The Board did not go into Executive Session.

Section VII. on the Agenda was Discussion Items  
A. Budget Reports  
Duane McNaney was available to answer questions.

Section VIII. on the Agenda was Board Comments.  
A. To select a nominating committee for reorganizing the board officers at the May meeting.


- Sonny Spradlin, Bob Heath, and Randy Brint are the nominating committee.
- Investment Committee Report was presented by Randy Brint. The committee met on March 23, 2009. Request for new bank bids will be going out soon.
- Larry Woodfin asked about the foundation repair work on the Porter Building. The approximate completion date is May 15<sup>th</sup>. It is running smoothly and no unforeseen problems at this point. He also asked about the progress of the Industrial Maintenance Building. Julie Fowler reported that they have received the building permit and the dirt work is going forward. The foundation should be poured next week and the metal building has been ordered. Things are progressing nicely.
- Scooter Griffin reported that an Ad Hoc Oil & Gas Committee was formed consisting of Bob Heath, Charlie Hale, Sonny Spradlin, and Scooter Griffin. They were asked to review KC's oil and gas royalties. They asked a certified land man to review our holdings to see if we are being properly paid. The man is Bruce Cunyas who is Scooter Griffin's cousin. Mr. Cunyas did not charge anything for the initial consultation. Mr. Griffin also wanted to disclose his conflict of interest. Karol Pruettt will get Mr. Griffin to update his disclosure forms.


Section IX. on the Agenda was Administration Comments.  
Dr. Holda stated that the new salaries are usually presented at the May Board Meeting, however, because of the legislature this year, that won't happen until the June Board Meeting.

Section X. on the Agenda was Adjournment.  
Bob Heather adjourned the meeting at 8:15 p.m.

Respectfully submitted,

  
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Nancy Law, Recording Secretary  
Kilgore College Board of Trustees

  
\_\_\_\_\_  
President of the Board

  
\_\_\_\_\_  
Secretary of the Board