

Agenda of Regular Meeting

The Board of Trustees Kilgore Junior College District

A Regular Meeting of the Board of Trustees of Kilgore Junior College District will be held December 11, 2017, beginning at 6:30 PM in the McLaurin Administration Building - 2nd Floor.

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| Prior to the Meeting | 6:00pm | Monday, December 11, 2017 |
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Dinner - This is a social function and unrelated to any business to be conducted by the Board of Trustees.

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| Items of Business | 6:30pm | Monday, December 11, 2017 |
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The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

I. CALL TO ORDER

A. Invocation and Pledge of Allegiance

II. COLLEGE SPOTLIGHTS

A. Board Spotlight - 20 Year Certificate of Appreciation - James Walker
Presenter: Larry Woodfin

B. Student Spotlight - Madison Darwish
Presenter: Jimmy Rieves, Director of Student Success/Athletic Director

C. Employee Spotlight - Sammy Wagner, KCPD Sergeant
Presenter: Heath Cariker, KCPD Police Chief

D. Student Success Spotlight - Key Performance Indicators (KPI)
Presenter: Dr. Staci Martin

III. CITIZEN COMMENTS

IV. EXECUTIVE SESSION

Adjournment to executive session pursuant to Texas Government Code Sections 551.071 - 551.084, the Open Meetings Act, for the following purposes:

PERSONNEL: (Government Code 551.074) Consideration of personnel matters including the appointment, employment, evaluation, reassignment, resignation, retirement, duties, discipline or dismissal of a public officer or employee.

LEGAL: (Government Code 551.071) Consultation with the Board's attorney to

receive legal advice.

REAL ESTATE: (Government Code 551.072)

V. **CONSENT AGENDA**

- A. To consider approving the minutes of the September 18, 2017 regular board meeting and the October 9, 2017 special board meeting (Consent Item 1).
- B. To consider the following personnel items (Consent Item 2):
 - 1. **Consider and authorization to accept employee resignation as follows:**
 - a. Support Specialist - Purchasing & Accounts Payable
 - b. Program Analyst
 - c. Police Academy Instructor
 - d. Police Officer
 - e. Police Officer
 - 2. **Consider and authorization to accept employee retirement as follows:**
 - a. Nursing Assistant Instructor
 - b. Music Instructor
 - c. Accountant
 - d. Professional Support Assistant
 - e. Math Instructor
 - 3. **Consider and authorization to accept change of employment as follows:**
 - a. Government Instructor to Title III Project Director
 - b. Biology Instructor to Activity Director/Distance Learning Specialist
 - 4. **Recommendation of employment as follows:**
 - a. Support Specialist, Science & Health Sciences
 - b. Project Advisor, Upward Bound
 - c. Instructor, Vocational Nursing
 - d. Support Specialist, Purchasing
 - e. Workforce Development Specialist
 - f. Instructor, Police Academy
 - g. Instructor, Certified Nursing Assistant

VI. **LEGAL FEES**

- A. **ACTION ITEM:** To consider payment of legal fees for services rendered.

VII. **BOARD COMMITTEE REPORTS & ACTION ITEMS**

- A. Investment/Finance/Audit Committee - Joe Carrington, Chair
 - 1. **ACTION ITEM:** To consider approval of external audit reports for Fiscal Year 2017.

Presenter: Joe Carrington

2. ACTION ITEM: To consider approval of the Smith County 2017 Tax Roll
3. INFORMATION ITEM: Quarter 4, Texas Presbyterian Foundation (TPF) Investment Report
Presenter: Joe Carrington

B. Policy & Personnel Committee - Karol Pruett, Chair

1. ACTION ITEM: To consider Resolutions casting votes for nominees of Appraisal Districts
Presenter: Karol Pruett
 - a. Gregg County Appraisal District
 - b. Rusk County Appraisal District
 - c. Upshur County Appraisal District
2. ACTION ITEM: To consider annual review and approval of the Kilgore College Mission Statement
Presenter: Dr. Staci Martin
3. ACTION ITEM: To consider approval of policies.
Presenter: Karol Pruett
 - a. Academic Credit for Noncredit Coursework, Examination, and Experiential Learning Policy
 - b. Anti-Harassment & Complaint Policy
 - c. Faculty Load, Roles, and Responsibilities Policy
 - d. Free Speech and Public Assembly Policy
 - e. Nondiscrimination and Student Grievance Policy
 - f. Non-Renewal of Term Contract Policy
 - g. Student Admissions Policy
 - h. Termination of Employment: Dismissal Policy
4. INFORMATION ITEM: 2017 Kilgore College Annual Security and Fire Safety Report.
Presenter: Dr. Mike Jenkins
5. INFORMATION ITEM: Board Training Report
Presenter: Nancy Law

C. Property & Facilities Committee - Brian Nutt, Chair

1. INFORMATION ITEM: Facilities Update
Presenter: Jeff Williams
 - a. Devall Student Center Foundation
 - b. Bridge RFP
 - c. McKinstry
 - d. Engineering Science (ES) Building

VIII. ADJOURNMENT

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any item included in this notice, then such closed or executive meeting or session as authorized by Section 551.001 et. seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board concerning any subjects and for any and all purposes permitted by Sections 551.071-551.089 of the Open Meetings Act.