

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 August 14, 2017, beginning at 6:30 PM in the McLaurin Administration Building - 2nd Floor.

Prior to the Meeting	6:00pm	Monday, August 14, 2017
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Dinner - Emergency Plans by KCPD Chief Heath Cariker

Items of Business	6:30pm	Monday, August 14, 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. CITIZEN COMMENTS

III. PRESENTATIONS

A. Student Spotlight - Anahi Muniz

Presenter: Kim Carrillo, American Honors

B. Employee Spotlight - John Dodd

Presenter: Raymond Caldwell

C. Student Success Spotlight - Guided Pathways Update

Presenter: Dr. Staci Martin

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:

"The Board has adjourned to executive session at _____ p.m. on August 14, 2017."

PERSONNEL: (Government Code 551.074)

Appearance by a College employee to respond to notice of intent to non-renew contract: Vocational Nursing Instructor

LEGAL: (Government Code 551.071)

For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

REAL ESTATE: (Government Code 551.072)

RECONVENING IN OPEN MEETING

"The Board has reconvened in open session at _____ p.m. on August 14, 2017."

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 AT THAT DATE, HOUR AND PLACE GIVEN IN THIS NOTICE OR AS SOON AFTER THE COMMENCEMENT OF THE MEETING COVERED BY THIS NOTICE AS THE BOARD MAY CONVENIENTLY MEET IN SUCH CLOSED OR EXECUTIVE MEETING OR SESSION CONCERNING ANY AND ALL SUBJECTS AND FOR ANY AND ALL PURPOSES PERMITTED BY SECTIONS 551.071-551.084, INCLUSIVE, OF THE OPEN MEETINGS ACT.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- a. the open meeting covered by this notice upon the reconvening of this public meeting, or
- b. at a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

V. **CONSENT AGENDA**

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

1. Recommendation to accept employee resignation as follows:

- a. Assistant Women's Basketball Coach, effective June 30, 2017 after two years of service
- b. Professional Support Assistant - Records and Reports Specialist, Admissions, effective July 31, 2017 after two years and eight months of service
- c. Professional Support Assistant - Financial Aid, effective July 31, 2017 after four months of service

- d. I&E Technology Instructor, Public Services & Industrial Technologies, effective July 28, 2017 after one year of service
 - e. Police Officer, KCPD, effective August 17, 2017 after one year of service
 - f. SBDC Business Advisor, effective September 30, 2017 after one year and one month of service
2. **Recommendation for non-renewal of employment contract as follows:**
- a. Program Director & Instructor, Surgical Technology effective August 31, 2017
 - b. Vocational Nursing Instructor effective August 31, 2017
3. **Recommendation to accept employee retirement as follows:**
- a. Director of eLearning, effective July 31, 2017 after twenty-five years and eleven months of service
 - b. Vice President of Finance & Chief Financial Officer, effective July 31, 2017 after nineteen years and six months of service
 - c. Manager - Fire Academy, effective August 31, 2017 after twenty years of service
4. **Recommendation for employment as follows:**
- a. Process Technology Instructor, Public Services & Industrial Technologies, effective September 1, 2017
 - b. Police Academy Instructor, Public Services & Industrial Technologies, effective August 1, 2017
 - c. Program Leader & Instructor, Education & College Success, Arts & Mathematical Sciences, effective September 1, 2017
 - d. History Instructor, Arts & Mathematical Sciences, effective September 1, 2017
 - e. Music Instructor - Piano, Arts & Mathematical Sciences, effective September 1, 2017
 - f. Director of Chorale and Music Instructor, Arts & Mathematical Sciences, effective September, 1, 2017
 - g. Assistant Women's Basketball Coach & Stark Hall Supervisor, Student Development, effective July 20, 2017
 - h. Program Director of Fire Academy & Instructor, Public Services and Industrial Technologies, effective November 16, 2017
 - i. Support Specialist - Purchasing & AP, Business Office, effective August 7, 2017
 - j. Support Specialist - Cashier, Business Office, effective July 24, 2017
 - k. Accounts Receivable Manager, Business Office, effective August 8, 2017
 - l. I&E Technology Instructor, Public Services & Industrial Technologies, effective August 7, 2017

- m. Automotive Technology Instructor, Public Services & Industrial Technologies, effective September 1, 2017
- n. Admission Counselor (Recruiter), Admissions & Registrar, effective September 5, 2017

5. Recommendation to change employment as follows:

- a. Support Specialist - Purchasing & AP to Support Specialist - Purchasing, effective July 19, 2017
 - b. Admissions Counselor to Advisor - Arts & Mathematical Sciences, effective July 1, 2017
 - c. Student Accounts Accountant to Staff/Grant Accountant, effective June 16, 2017
 - d. Assistant Men's Basketball Coach to Assistant Men's Basketball Coach & Quads Supervisor, effective June 1, 2017
 - e. Assistant Women's Softball Coach to Assistant Softball Coach & Nolan Hall Supervisor, effective August 7, 2017
 - f. Executive Assistant - Vice President of Institutional Planning & Research to Student Success Learning Specialist, effective September 1, 2017
 - g. Support Specialist - Health Sciences to Professional Support Assistant - Student Development, effective September 1, 2017
 - h. Interim Coordinator of Residential Life to Coordinator, Residential Life, effective August 9, 2017
- B. To consider approving the minutes of the June 19, 2017 Board Meeting, the June 26, 2017 Property & Facilities Committee Meeting, and the July 31, 2017 Budget Workshop

VI. ACTION ITEMS

- A. To consider payment of legal fees for services rendered

VII. BOARD COMMITTEE REPORTS & ACTION ITEMS

- A. Investment/Finance/Audit Committee - Joe Carrington, Chair
Presenter: Joe Carrington
 - 1. ACTION ITEM: To consider adoption of the Fiscal Year 2018 budget
Presenter: Joe Carrington
 - 2. ACTION ITEM: To consider and set the tax rate for tax year 2017 (FY2018 budget)
 - 3. ACTION ITEM: To consider a request for waiver of P & I in the amount of \$214.47 for 2016 Taxes from the Office of Tax Assessor-Collector of Gregg County
 - 4. ACTION ITEM: To consider a resolution amending authorized representatives for TexPool
 - 5. INFORMATION ITEM: Investment Reports

- a. Public Funds Investment Act (PFIA) Report
 - b. Texas Presbyterian Foundation (TPF) Report
 - B. Policy & Personnel Committee - Karol Pruett, Chair
Presenter: Karol Pruett
 - 1. ACTION ITEM: Policy Approval
 - a. To consider approval of new/updated policy
 - 1. Kilgore College Marketing, Advertising, and Recruitment Materials Policy
 - b. To consider revision of existing policy
 - 1. Policy Development and Review Policy
 - 2. INFORMATION/ACTION ITEM: Update on request for legal services
 - C. Property & Facilities Committee - Brian Nutt, Chair
Presenter: Brian Nutt
 - 1. INFORMATION ITEM: Facilities Update
Presenter: Jeff Williams
 - a. McKinstry
 - D. Student Success Committee - Cecelia Sanders, Chair
 - 1. INFORMATION ITEM: KC Foundation Board Update
- VIII. ADJOURNMENT**