

# Agenda of Regular Meeting

## The Board of Trustees Kilgore Junior College District

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A Regular Meeting of the Board of Trustees of Kilgore Junior College District will be held August 13, 2018, beginning at 6:30 PM in the McLaurin Administration Building - 2nd Floor.

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Prior to the Meeting	6:00pm	Monday, August 13, 2018
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Dinner - Presentation: Marketing by Dr. Mike Jenkins

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Items of Business	6:30pm	Monday, August 13, 2018
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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. Program & Employee Spotlight - East Texas Police Academy (ETPA), Grace Kennedy and Jaime Council  
Presenter: D'Wayne Shaw & Michael Ferguson

B. Student Success Spotlight - QEP (Quality Enhancement Plan)  
Presenter: Dr. Staci Martin

### IV. CONSENT AGENDA

A. To consider approving the minutes of the June 18, 2018 regular board meeting, the minutes of the June 27, 2018 special called board meeting and the July 30, 2018 budget workshop.

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

#### 1. Recommendation to accept employee resignation as follows:

- Welding Instructor, effective August 31, 2018 after six years of service
- Professional Support Assistant - Science & Health Sciences, effective August 3, 2018 after thirteen years and eleven months of service

#### 2. Recommendation for termination of employment as follows:

- Title III Project Director, effective August 1, 2018

**3. Recommendation to change employment as follows:**

- a. Professional Support Assistant to Assistant Registrar, effective July 16, 2018
- b. Professional Support Assistant to Executive Assistant & Research Data Specialist, effective August 16, 2018

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

- a. Professional Support Assistant, Student Development-Financial Aid, effective July 2, 2018
- b. Professional Support Assistant-Evening/CE Longview, effective July 16, 2018
- c. Lineman Instructor, Public Service & Industrial Technologies, effective July 16, 2018
- d. Economics Instructor, Business & Computer Science, effective September 1, 2018
- e. Interim Mathematics Instructor, Arts & Mathematical Science, effective September 1, 2018
- f. Biology Instructor, Science & Health Sciences, effective September 1, 2018
- g. Chemistry Instructor, Science & Health Sciences, effective September 1, 2018
- h. Chief Development Officer, Administration, effective August 15, 2018
- i. Corrosion Instructor, Public Service & Industrial Technologies, effective August 1, 2018
- j. eLearning Technician, Faculty Innovation Center, effective July 30, 2018
- k. Interim Psychology Instructor, Arts & Mathematical Science, effective September 1, 2018
- l. Welding Instructor, Public Service & Industrial Technologies, effective September 1, 2018
- m. Cosmetology Instructor, KC-Longview, effective September 1, 2018
- n. Physical Therapy Assistant, Science & Health Sciences, effective September 1, 2018
- o. eLearning Student Support Coordinator, Faculty Innovation Center, effective August 29, 2018

C. To consider payment of legal fees for services rendered

**V. 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 13, 2018.**"

PERSONNEL: (Government Code 551.074)

To deliberate contract terms of the College President

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 13, 2018."**

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.

## **VI. BOARD COMMITTEE REPORTS & ACTION ITEMS**

### **A. Investment/Finance/Audit Committee - Joe Carrington, Chair**

1. ACTION ITEM: To consider proposed 2018-19 Workforce Development/Continuing Education tuition and fee schedule effective September 1, 2018
2. ACTION ITEM: To consider insurance RFPs for FY2019
3. ACTION ITEM: To consider athletic injury self-insurance proposal from staff

4. ACTION ITEM: To consider adoption of the Fiscal Year 2019 budget
  5. ACTION ITEM: To consider and set the tax rate for tax year 2018 (FY2019 budget)
  6. ACTION ITEM: To consider Tax Trust Interlocal Agreement with Limited Power of Attorney
  7. INFORMATION ITEM: June Financial Update
  8. INFORMATION ITEM: Investment Reports
    - a. Texas Presbyterian Fund (TPF) Investment Report - Quarter 3
    - b. Public Funds Investment Act (PFIA) Investment Report - Quarter 3
- B. Policy & Personnel Committee - Karol Pruett, Chair
1. ACTION ITEM: To consider approval of policies
    - a. Student Financial Aid Satisfactory Academic Progress Policy
    - b. Investment Policy
    - c. Social Media Policy
    - d. Employment Contracts Policy
  2. ACTION ITEM: To consider contract terms of the College President
- C. Student Success Committee - Cecelia Sanders, Chair
1. INFORMATION ITEM: Safety and Security Audit 2018  
Presenter: Dr. Mike Jenkins

## VII. 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.*