

# 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 September 10, 2018, beginning at 6:30 PM in the McLaurin Administration Building - 2nd Floor.

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Prior to the Meeting	6:00pm	September 10, 2018
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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	September 10, 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. PRESENTATIONS**

A. Program/Employee/Student Spotlight - Rangerette Officers:

Presenter: Shelley Wayne, Assistant Director & Choreographer of the Rangerettes

1. Cierra Birmingham, captain
2. Sara Aguillard, lieutenant
3. Haley Carlile, lieutenant
4. Kelsey Little, lieutenant
5. Ryan Wayne, lieutenant

B. Special Recognition - GFAO's (Governmental Finance Officers Association)

Certificate of Achievement for Excellence in Financial Reporting

Presenter: Dr. Brenda Kays

C. Student Success Spotlight: Strategic Plan Update

Presenter: Dr. Staci Martin

### **III. CITIZEN COMMENTS**

### **IV. CONSENT AGENDA**

A. To consider approving the minutes of the August 13, 2018 regular board meeting

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

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

- a. Support Specialist - Accounts Payable, effective August 31, 2018
- b. Support Specialist-CE-Registrar, effective August 27, 2018 after one year and eight months of service

**2. Recommendation to accept employee retirement as follows:**

- a. Coordinator of Administrative & Student Services, KC-Longview, effective September 30, 2018 after twelve years and nine months of service
- b. Executive Dean, KC-Longview, effective December 31, 2018 after twenty-nine years and three months of service

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

- a. Director of Admissions and Registrar to Director of Enrollment Management and Registrar, effective September 1, 2018
- b. Marketing Operations & Outreach Coordinator to Director of Marketing, effective September 1, 2018
- c. Coordinator of Public and Sports Information to Assistant Director of Marketing/Public Information Officer
- d. Director of Counseling and Advising to Director of Student Success, effective September , 2018
- e. Director of Alumni & Scholarship & Foundation Relations to Social Media Marketing Specialist, effective September 1, 2018
- f. Support Specialist - Arts & Mathematical Sciences to Professional Support Assistant - Science & Health Sciences, effective September 17, 2018
- g. Director of East Texas Oil Museum to Director of the Foundation & Community Relations effective September 1, 2018
- h. Assistant Director of East Texas Oil Museum to Scholarship & Alumni Relations Specialist, effective September 1, 2018
- i. System Administrator, Domain/Server Support to Programmer

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

- a. Payroll Manager, Business Office, effective September 13, 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 **September 10, 2018.**"

PERSONNEL: (Government Code 551.074)

LEGAL: (Government Code 551.071)

REAL ESTATE: (Government Code 551.072)

RECONVENING IN OPEN MEETING

**"The Board has reconvened in open session at \_\_\_\_\_ p.m. on September 10, 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. Property & Facilities Committee - Brian Nutt, Chair**

Presenter: Brian Nutt

1. ACTION ITEM: To consider approval and authorization for Administration to sign McKinstry Contract

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

Presenter: Joe Carrington

1. ACTION ITEM: To consider adoption by resolution of the tax rate for tax year 2018 (FY2019 budget)
2. ACTION ITEM: To consider approval and Authorization for administration to sign SECO (State Energy Conservation Office) loan documents
  - a. SECO Loan #1
  - b. SECO Loan #2

**VII. PRESIDENT'S UPDATES**

- A. Texas Community Colleges: Policy Priorities for the 86th Legislature  
Presenter: Dr. Brenda Kays

**VIII. ADJOURNMENT**