

# Agenda of Teleconference Board Meeting

## The Board of Trustees Kilgore Junior College District



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A Teleconference Board Meeting of the Board of Trustees of the Kilgore Junior College District will be held April 13, 2020, beginning at 6:30 PM.

Due to health and safety concerns related to the COVID-19 coronavirus, this meeting will be conducted by teleconference. At least a quorum of the board will be participating by teleconference in accordance with the provisions of Sections 551.122 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access the meeting as follows: You can join the Zoom Meeting by clicking on link beginning at 6:00pm.

<https://zoom.us/j/579999489?pwd=NkFib2QrangxYUFRVTdaQlF5QWlPdz09>

Meeting ID: 579 999 489

Password: 391635

One tap mobile

1 3462487799,,579999489# US (Houston)

1 6699006833,,579999489# US (San Jose)

Dial by your location

1 346 248 7799 US (Houston)

1 669 900 6833 US (San Jose)

1 408 638 0968 US (San Jose)

1 646 876 9923 US (New York)

1 253 215 8782 US

1 301 715 8592 US

1 312 626 6799 US (Chicago)

Meeting ID: 579 999 489

Public comments related to this meeting will be handled as follows: The presiding officer of the board will admonish all attendees to mute themselves until such time as public comment is requested. Any individual who speaks during the public comments section must identify themselves by name prior to speaking.

Members of the public who desire to address the board regarding an item on this agenda must comply with the following registration procedures: All public comment participants must make

themselves known, along with the subject and/or agenda item being addressed, through the teleconference before the start of the meeting.

The open portions of this meeting will be recorded and made available to the public on the Kilgore College website.

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.

#### **I. CALL TO ORDER**

- A. Suspended Open Meetings Act Laws  
Presenter: Joe Carrington

#### **II. PRESENTATIONS**

- A. Program Spotlight: Dual Credit Enrollment Analysis  
Presenter: Terry Booker
- B. Student Success Spotlight: Spring I Course Success  
Presenter: Dr. Staci Martin

#### **III. PUBLIC COMMENT**

#### **IV. CONSENT AGENDA**

Presenter: Joe Carrington

- A. To consider approving the minutes of the February 10, 2020 regular board meeting
- B. To consider approval of personnel items submitted as follows:
  - 1. **Recommendation to accept employee resignations as follows:**
    - a. Chief Financial Officer, effective March 31, 2020 after one year and nine months of service
    - b. Kinesiology Instructor & Head Women's Softball Coach, effective May 31, 2020 after eight years of service
    - c. Graphics Designer & Campus Photographer, effective April 1, 2020 after three years and nine months of service
    - d. Police Officer, effective April 6, 2020 after five years and six months of service
  - 2. **Recommendation to accept employee retirement as follows:**
    - a. Auto Body Repair Technology Instructor, effective August 31, 2020 after eleven years and nine months of service
  - 3. **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, 2020 - May 31, 2021
    - b. Head Women's Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period of June 1, 2020 - May

31, 2021

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

- a. Professional Support Assistant to Scholarship Coordinator, effective March 16, 2020
- b. Controller to Interim CFO, effective April 1, 2020

**5. Recommendation to adjust compensation as follows:**

- a. Procurement Services Manager, effective April 1, 2020

C. To consider payment of legal fees.

**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:

**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) To deliberate the purchase, exchange, lease, or value of real property if deliberation in a open meeting would have a detrimental effect on the board's position in negotiations with a third person.

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

**A. Investment/Finance/Audit Committee - Larry Woodfin, Chair**

1. **ACTION ITEM:** To consider granting the College President the authority to enter into contract negotiations with Aramark Corporation, a vendor who responded to a College issued RFP 2020-F5006, in order to provide food services for the College
2. **ACTION ITEM:** To consider a resolution amending authorized representatives for TexPool
3. **INFORMATION ITEM:** Financial Update
4. **INFORMATION ITEM:** Public Funds Investment Act (PFIA) Investment Report - Quarter 2
5. **INFORMATION ITEM:** Tax Abatement Certificates of Compliance  
Presenter: Amanda Nobles and Jana Russell, KEDC

**B. Policy & Personnel Committee - Lon Ford, Chair**

1. **ACTION ITEM:** To consider approval of policies
  - a. Compensation Policy
  - b. Naming Gifts Policy
  - c. Text Messaging Records Retention Policy

2. ACTION ITEM: To consider approval of a Resolution to Authorize Delegating Authority to the President During Altered Operation for COVID-19
3. ACTION ITEM: To consider the approval of revisions to the Board Procedure Manual per HB 2840
4. ACTION ITEM: Speaker Participation/Public Participation Form in tandem with the revisions to the Board Procedure Manual per HB2840
5. ACTION ITEM: To consider approval of the U.S Department of Education Title III Grant Policy/Procedure Manual
6. INFORMATION ITEM: KC 2020-2021 Calendar

C. Property & Facilities Committee - Jon Rowe, Chair

1. INFORMATION ITEM: Pedestrian Bridge Update

D. Student Success Committee - Cecelia Sanders, Chair

1. ACTION ITEM: To consider approval of the 2020-2021 Student Catalog  
Presenter: Dr. Mike Turpin
2. ACTION ITEM: To consider approval of two new AAS degree programs
  - a. AAS - Homeland Security and Emergency Preparedness Leadership  
Presenter: Dean D'Wayne Shaw
  - b. AAS - Software Development and Game Design  
Presenter: Dean Richard Crutcher
3. INFORMATION ITEM: Journalism Concentration Reinvention  
Presenter: Dean Becky Johnson and Rachel Stallard

**VII. BOARD APPOINTMENT COMMITTEE REPORT & ACTION ITEM**

Presenter: Lon Ford

- A. To consider appointing Josh Edmonson to fill the unexpired term of Karol Pruett for the Central Zone, Voting Unit #3, Place #3, term scheduled to expire May of 2021

**VIII. TRUSTEE VACANCY**

Presenter: Joe Carrington

**IX. PRESIDENT'S REPORT**

- A. KC's response to COVID-19

**X. ADJOURNMENT**