

Agenda of Regular Board Meeting

The Board of Trustees Kilgore Junior College District



A Regular Board Meeting of the Board of Trustees of Kilgore Junior College District will be held August 9, 2021, beginning at 6:30 PM in the 2nd floor of the Stewart McLaurin Administration Building, 1100 Broadway, Kilgore, TX 75662.

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.

1. CALL TO ORDER

A. Invocation and Pledge of Allegiance

2. PRESENTATIONS

A. Program/Employee/Student Spotlight - Chatbot Launch

Presenter: Dr. Mike Jenkins

B. Student Success Spotlight - Summer Enrollment Update

Presenter: Dr. Mickey Best

3. PUBLIC COMMENT

4. CONSENT AGENDA

Presenter: Mr. Joe Carrington

A. To consider approving the minutes of the June 14, 2021 board meeting and the July 27, 2021 budget workshop

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

1. Recommendation to accept employee resignations as follows:

- a. Alumni Specialist, effective June 15, 2021, after one month of service
- b. Director of Bands, effective July 16, 2021, after three years of service
- c. Admissions Counselor/Recruiter, effective July 23, 2021, after two years and eight months of service
- d. Professional Support Assistant, Records & Reports Specialist - Registrar, effective June 30, 2021, after seven months of service
- e. Coordinator of Verification & Accounts Specialist, effective June 28, 2021, after six months of service
- f. Vocational Nursing Instructor, effective August 6, 2021, after six years and three months of service
- g. Dean of Health Sciences, effective August 31, 2021, after three years of service
- h. High School Based Success Coach/Advisor, effective August 7, 2021, after nine months of service
- i. Support Specialist - Testing Center, effective July 23, 2021, after nine years and one month of service
- j. Vocational Nursing Instructor, effective August 6, 2021, after two years of service

- k. Biology Instructor, effective August 31, 2021, after three years of service
- l. Police Officer, effective July 22, 2021, after two years and six months of service
- m. Assistant Basketball Coach, effective July 31, 2021 after two years and three months of service
- n. Professional Support Assistant - Health Sciences, effective August 9, 2021, after five years and six months of service

2. Recommendation to change employment as follows:

- a. Payroll & Benefits Manager to Accountant, effective July 1, 2021
- b. Cashier to Payroll & Benefits Manager, effective July 1, 2021
- c. Department Chair & Instructor, Math to Associate Dean of Arts & Sciences, effective August 1, 2021
- d. Associate Director of Financial Aid to Interim Director of Financial Aid, effective July 16, 2021
- e. Student Loan Coordinator to Interim Assistant Financial Aid Director, effective July 16, 2021

3. Recommendation of employment as follows:

- a. Philosophy Instructor, Arts & Sciences, effective September 1, 2021
- b. English Instructor, Arts & Sciences, effective September 1, 2021
- c. Accountant, Business Office, effective July 1, 2021
- d. Success Coach/Advisor High School Based, Student Services, effective July 16, 2021
- e. Vice President of Organizational Effectiveness & Excellence, Administration, effective July 16, 2021
- f. Vice President of Instruction & Chief Academic Officer, Administration, effective August 1, 2021
- g. Psychology Instructor, Arts & Sciences, effective September 1, 2021
- h. Director of Bands & Music Instructor, Arts & Sciences, effective August 1, 2021
- i. English Instructor, Arts & Sciences, effective September 1, 2021
- j. Program Director & Instructor, Radiologic Tech, Health Sciences, effective September 1, 2021
- k. Support Specialist - Purchasing, Business Office, effective August 1, 2021
- l. Support Specialist - Cashier, Business Office, effective July 16, 2021
- m. Esports Coach, Business & Information Technology, effective September 1, 2021
- n. Coordinator of Verification and Accounts - Financial Aid, effective August 16, 2021
- o. Project Coach - Early Childhood, Arts & Sciences, effective August 16, 2021
- p. Biology Instructor, Arts & Sciences, effective September 1, 2021
- q. Mathematics Instructor, Arts & Sciences, effective September 1, 2021
- r. Chemistry Instructor, Arts & Sciences, effective September 1, 2021
- s. Professional Support Assistant - Records & Reports Specialist, Student Services, effective August 16, 2021

C. To consider payment of legal fees

5. EXECUTIVE SESSION

Adjournment into 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 an open meeting would have a detrimental effect on the board's position in negotiations with a third person.

6. BOARD COMMITTEE REPORTS & ACTION ITEMS

A. Investment/Finance/Audit Committee - Jon Rowe, Chair

1. **ACTION ITEM:** To consider adoption of the Fiscal Year 2022 budget
2. **ACTION ITEM:** To consider and set the tax rate for tax year 2021 (FY2022 budget)
3. **ACTION ITEM:** To consider a TexPool resolution amending authorized representatives
4. **ACTION ITEM:** To consider a recommendation to engage an external auditor and authorize the College President to execute same
Presenter: Mr. Terry Hanson
5. **INFORMATION ITEM:** Financial Update

B. Policy & Personnel Committee - Lon Ford, Chair

1. **ACTION ITEM:** To consider approval of the 2021-2024 Strategic Plan for Kilgore College

C. Property & Facilities Committee - Josh Edmonson, Chair

1. **ACTION ITEM:** To consider the approval of an Interlocal Governmental Lease Agreement between East Texas Council of Governments and Kilgore College to lease a portion of college property, located at 209 S. Center Street, Longview, Texas, and authorize the College President to finalize and execute same

D. Student Success Committee - Janice Bagley, Chair

1. **INFORMATION ITEM:** Texas School Safety Audit Report
Presenter: KCPD Officer Derek Keith

7. 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 551.01-551.089 of the Open Meetings Act.