

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 March 14, 2016, beginning at 6:30 PM in the McLaurin Administration Building - 2nd Floor.

Prior to the Meeting	5:30pm	Monday, March 14, 2016
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DINNER

Items of Business	6:30pm	Monday, March 14, 2016
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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. COLLEGE SPOTLIGHTS

- A. Student Spotlight - Ashley Finley
- B. Employee Spotlight - Kenya Ray, Corrosion Technology
- C. Program Spotlight - KC Clubs and Organizations
Presenter: Dr. Mike Jenkins
- D. Program Spotlight Survey
Presenter: Dr. Brenda Kays

IV. STUDENT LEARNING AND SUCCESS DATA

- A. Balanced Scorecard 2014-2015
Presenter: Dr. Staci Martin

V. CONSENT AGENDA

- A. To consider approving the minutes of the February 8, 2016 regular board meeting.
- B. To consider approval of personnel items submitted as follows:
 - 1. **Recommendation to accept employee resignation as follows:**

- a. Government Instructor, effective May 31, 2016, after two years and nine months of service
- 2. **Recommendation to accept employee retirement as follows:**
 - a. Associate Degree Nursing Instructor, effective August 31, 2016 after twenty-six years of service
- 3. **Recommendation of employment as follows:**
 - a. ETPA Instructor, Business, Technology & Public Services, effective March 1, 2016
 - b. Police Officer, KCPD, effective March 1, 2016
 - c. Professional Support Assistant, Student Development, Effective March 14, 2016
 - d. Instructor, Government, Liberal & Fine Arts, effective September 1, 2016
- 4. **Recommendation to change employment as follows:**
 - a. Instructor, Government to Assistant Department Chair & Government Instructor
 - b. ETPA Instructor to Program Director of ETPA & Instructor, effective February 1, 2016
 - c. Criminal Justice Instructor to Department Chair & Criminal Just Instructor, effective February 1, 2016

C. To consider payment of legal fees for services rendered

VI. 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 **March 14, 2016.**"

PERSONNEL: (Government Code 551.074)

LEGAL: (Government Code 551.071)

For the purpose of a private consultation with the Board's attorney on legal issues and 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 **March 14,**

2016."

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.

VII. ACTION ITEMS

- A. To consider approval of a change to the Kilgore College Board of Trustees Procedures Manual

2.7 Citizens Comments

During the "Citizens Comments" section of the Board agenda, any member of the public may address the Board of Trustees on a matter of public concern. The person wishing to address the Board must make a written request before the meeting on a form provided at the meeting. The President or Presiding Officer of the Board may limit the time permitted for public comment. *Citizens or organizations may not cede or yield any of their allotted time to another person or organization. Any handouts from speakers or other citizens must include the name of the person or organization providing the handout and must be handed out during the speaking time.* The board does not comment or deliberate on the "Citizens Comments" except as authorized by Government Code 552.042. (Government Code 552.042)

During tax hearings or other public hearings, the total time allowed for hearing citizens may be longer than 20 minutes. During tax and public hearings where the topic is specifically listed on the agenda, the Board and Administration may discuss the comments among themselves, but will not interact with or discuss issues with the citizens or organizations in attendance without the approval of the President of the Board.

Presenter: Karol Pruett

- B. To consider tuition & fee increases for next academic year - *Exhibit #1*
Presenter: Scott Andrews/Duane McNaney
- C. To consider re-adopting the Kilgore College Investment Policy
Presenter: Scott Andrews/Duane McNaney
- D. To consider approval of a concept for the use of the Kilgore Heights property and authorize commencement of Phase 1 - *Exhibit #2*
Presenter: Brian Nutt/Dr. Mike Jenkins/ Dr. Brenda Kays
- E. To consider the recommendation to make payment in excess of employee's contractual amount for extra hours worked on Jenzabar Conversion as follows: - *Exhibit #3*
Presenter: Dr. Brenda Kays
 - 1. Director of Admissions & Registrar
 - 2. Assistant Director of Financial Aid
 - 3. Assistant Registrar
 - 4. Director of Workforce Development
 - 5. Manager, Fire Academy
 - 6. Director of Information Technology
 - 7. Business Manager
 - 8. Controller
 - 9. Supervisor of Cashiers

VIII. ADMINISTRATIVE DISCUSSION ITEMS

- A. Annual Non-Racial Profiling Data Report
Presenter: Dr. Mike Jenkins

IX. ADJOURNMENT