

STATE OF TEXAS
COUNTIES OF GREGG, RUSK, UPSHUR AND SMITH
KILGORE JUNIOR COLLEGE DISTRICT

The Kilgore Junior College District Board of Trustees met in regular session at 6:30 pm, Monday, August 17, 2015 in the Stewart McLaurin Administration Building, 2nd floor, with the following members present:

G. Scott Andrews
Joe Carrington
Lon Ford
Brian Nutt
Karol Pruett, Secretary
Cecelia Sanders
James N. Walker, Vice President
Larry Woodfin, President

Members absent: Bob Heath

Section I. on the agenda was Call to Order

A. Invocation and Pledge of Allegiance

The meeting was called to order at 6:30 by Larry Woodfin. Brian Nutt led the invocation and Larry Woodfin led the Pledge of Allegiance.

Section II. on the agenda was Citizens Comments

Tommy Konczak made various comments regarding the FY16 budget.

Section III. on the agenda was Presentation

A. Status Report on Kilgore College Strategic Plan – Dr. Staci Martin

Dr. Staci Martin made the presentation and answered any questions from board members.

B. Student Spotlight

Micah Ruddell introduced Shelby Martin for the Student Spotlight.

C. Staff Spotlight

Dr. Julie Fowler introduced Dennis Gronewald for the Employee Spotlight.

Section IV. on the agenda was Executive Session

The board did not go into Executive Session

Section V. on the agenda was Consent Agenda

- A. To consider approving the minutes of the June 20, 2015 board retreat/training.
 - B. To consider approving the minutes of the July 20, 2015 regular board meeting.
 - C. To consider approving the minutes of the August 10, 2015 budget workshop.
 - D. To consider approval of personnel items submitted as follows:
 - 1. Recommendation to accept employee resignations as follows:**
 - A. Police Officer, effective July 31, 2015 after fourteen years of service
 - B. Assistant Men's Basketball Coach, effective August 4, 2015 after eight months of service
 - C. Assistant Department Chair & Developmental English/Reading Instructor, effective August 31, 2015 after fifteen years of service
 - 2. Recommendation to accept employee retirement as follows:**
 - A. Pre-Press Technician, effective December 31, 2015 after twenty-four years of service
 - 3. Recommendation to accept employee termination as follows:**
 - A. Assistant Director-Student Life, effective July 30, 2015 after three years and two months of service
 - 4. Recommendation to make payment in excess of employee's contractual amount for extra hours worked on Jenzabar Conversion as follows:**
 - A. Business Manager
 - B. Controller
 - C. Supervisor of Cashiers
 - 5. Recommendation for employment as follows:**
 - A. Project Coordinator/Coach, Early Childhood, effective August 1, 2015
 - B. Project Coach, Early Childhood, effective August 1, 2015
 - C. Project Coach, Early Childhood, effective September 1, 2015
 - D. Vocational Nursing Instructor, KC – Longview, effective September 1, 2015
 - E. Assistant Men's Basketball Coach, Student Development, effective August 5, 2015
- D. To consider payment of legal fees for services rendered.

Karol Pruett made the motion to accept the Consent Agenda as written. Cecelia Sanders seconded the motion. The motion passed with 7 yay votes and one nay vote by Brian Nutt.

Personnel Agenda on next page

Personnel Agenda

**Kilgore Junior College District
Personnel Agenda
August 17, 2015**

1. Recommendation to accept employee resignations as follows:

- A. Mr. Jack Lanier, Police Officer, effective July 31, 2015 after fourteen years of service
- B. Mr. Ken Carter, Assistant Men's Basketball Coach, effective August 4, 2015 after eight months of service
- C. Ms. Dawn Apple, Assistant Department Chair & Developmental English/Reading Instructor, effective August 31, 2015 after fifteen years of service

2. Recommendation to accept employee retirement as follows:

- A. Ms. Brenda Stapleton, Pre-Press Technician, effective December 31, 2015 after twenty-four years of service

3. Recommendation to accept employee termination as follows:

- A. Mr. Ross Costanzo, Assistant Director-Student Life, effective July 30, 2015 after three years and two months of service

4. Recommendation to make payment in excess of employee's contractual amount for extra hours worked on Jenzabar conversion:

A. **Name:** Ms. Claudia Miracle

Position: Business Manager

Total Amount: \$5,000

Payment due August 31, 2015: \$2,500

Payment due after "Go Live" date: \$2,500

B. **Name:** Mr. Paroo Mueglich

Position: Controller

Total Amount: \$3,000

Payment due August 31, 2015: \$1,500

Payment due after "Go Live" date: \$1,500

C. **Name:** Ms. Jonnie Stice

Position: Supervisor of Cashiers

Total Amount: \$3,000

Personnel Agenda cont. on next page

Personnel Agenda cont.

Payment due August 31, 2015: \$1,500

Payment due after "Go Live" date: \$1,500

5. Recommendation for employment as follows:

A. Name: Ms. Jennifer Deupree

Position: Project Coordinator/Coach

Location: Early Childhood

Education: Master of Science
Texas Woman's University
Denton, Texas

Bachelor of Science
Texas Tech University
Lubbock, Texas

Experience: Texas School Ready Grant Coach
University of Texas Health Science
Houston, Texas; 2011-2015

Disabilities Specialist
Region 7 Education Center
Kilgore, Texas; 2007-2011

Effective Date: August 1, 2015

Salary: \$2,784.58 per pay period which is
equivalent to a 12 month salary of
\$66,830

Note: This is a new position and is grant funded

B. Name: Ms. Susan Waite

Position: Project Coach

Location: Early Childhood

Education: Bachelor of Arts
University of Arizona
Tucson, Arizona

Experience: Project Mentor/Coach
University of Texas Health Science
Center; 2011-2015

Personnel Agenda cont. on next page

Personnel Agenda cont.

	Mentor/Coach Region 7 Education Center Kilgore, Texas; 2006-2011
	Kindergarten Teacher Hallsville ISD Hallsville, Texas; 1994-2006
<u>Effective Date:</u>	August 1, 2015
<u>Salary:</u>	\$1,994.16 per pay period which is equivalent to a 12 month salary of \$47,860
Note:	This is a new position and is grant funded
C. <u>Name:</u>	Ms. Karen Tutt
<u>Position:</u>	Project Coach
<u>Location:</u>	Early Childhood
<u>Education:</u>	Master of Education University of Texas at Tyler Tyler, Texas
	Bachelor of Science University of Texas at Tyler Tyler, Texas
<u>Experience:</u>	Supervisor of Student Teachers East Texas Baptist University Marshall, Texas; 2014-2015
	Adjunct Instructor LeTourneau University Longview, Texas; 2013-2015
	Adjunct Instructor Kilgore College Kilgore, Texas; 2006-2015
<u>Effective Date:</u>	September 1, 2015
<u>Salary:</u>	\$1,994.16 per pay period which is equivalent to a 12 month salary of \$47,860
Note:	This is a new position and is grant funded

Personnel Agenda cont. on next page

Personnel Agenda cont.

D. <u>Name:</u>	Ms. Deborah Bump
<u>Position:</u>	Vocational Nursing Instructor
<u>Location:</u>	KC - Longview
<u>Education:</u>	Bachelor of Science in Nursing University of Texas at Tyler Tyler, Texas
<u>Experience:</u>	Nursing Instructor Grayson College Denison, Texas; 2014-2015 Director of Nurses Springstone Behavioral Health Care Corporation Louisville, Kentucky; 2013-2014 Director of Nurses Miller and Jones, Inc. Dallas, Texas; 2013 Charge Nurse Longview Behavioral Health Longview, Texas; 2009-2012
<u>Effective Date:</u>	September 1, 2015
<u>Salary:</u>	\$2,331.95 per pay period which is equivalent to a 12 month contract of \$55,967
Note:	Ms. Bump replaces Ms. Jade Lemoine who resigned
E. <u>Name:</u>	Mr. Brad Witherspoon
<u>Position:</u>	Assistant Men's Basketball Coach
<u>Location:</u>	Student Development
<u>Education:</u>	Master of Science Emporia State University Emporia, Kansas Bachelor of Science University of Kansas Lawrence, Kansas

Personnel Agenda cont. on next page

Personnel Agenda cont.

<u>Experience:</u>	Part Time Assistant Men's Basketball Coach Kilgore College Kilgore, Texas; 2015
	Assistant Men's Basketball Coach John Wood Community College Quincy, Illinois; 2012-2015
	Assistant Men's Basketball Coach Culver Stockton College Canton, Missouri; 2010-2012
<u>Effective Date:</u>	August 5, 2015
<u>Salary:</u>	\$812.50 per pay period which is equivalent to a 12 month salary of \$19,500
Note:	Mr. Witherspoon replaces Ms. Ken Carter who resigned

Section VI. on the agenda was Action Items

A. To consider affirming the ACCT Guide to Ethical Governance. – *Exhibit #1*

Brian Nutt made the motion to accept Action Item A as presented. Karol Pruett seconded the motion. The motion passed unanimously.

Exhibit #1 on next page

Exhibit #1



Home

About

Guide to Ethical Governance

Governing boards function best when the ethical standards for trustee behavior are clear. ACCT recommends that all boards adopt a set of standards, often called a "code of ethics" or "standards for good practice." Some regional community colleges accrediting commissions already require that boards have a code of ethics or similar statement in place.

ACCT has developed the following model code. Boards of trustees are encouraged to use this model as a starting point for discussion and exploration by trustees of expectations for their own behavior.

As a governing board member, I am responsible to:

- devote time, thought and study to the duties and responsibilities of a community college board member, so that I may render effective and creditable service;
- work with my fellow board members in a spirit of harmony and cooperation in spite of differences of opinion that arise during vigorous debates of points of issue;
- base my personal decision upon all available facts in each situation; vote my honest conviction in every case, unswayed by partisan bias of any kind; and abide by and uphold the final majority decision of the board;
- remember at all times that as an individual I have no legal authority outside the meetings of the board, and to conduct my relationships with the community college staff, the local citizenry, and all media of the community on the basis of this fact;
- resist every temptation and outside pressure to use my position as a community college board member to benefit myself or any other individual or agency apart from the total interest of the community college district;
- recognize that it is as important for the board to understand and evaluate the educational program of the community college as it is to plan for the business of college operation;
- bear in mind under all circumstances that the primary function of the board is to establish the policies by which the community college is to be administered;
- welcome and encourage active cooperation by citizens, organizations, and the media of communication in the district with respect to establishing policy on current college operations and proposed future developments;
- support the state and national community college trustees associations;
- finally, strive step by step toward ideal conditions for the most effective community college board service to my community, in a spirit of teamwork and devotion to public education as the greatest instrument for the preservation and the perpetuation of our representative democracy.

B. To consider adoption of the Fiscal Year 2016 Salary Structure. – *Exhibit #2*

James Walker made the motion to accept Action Item B as presented. Lon Ford seconded the motion. The motion passed unanimously.

Exhibit #2

**Kilgore College
Faculty Salary System 2015-2016**

Due to budget constraints, Faculty members will not receive an increase in their base pay and will not receive compensation for an additional year of service for 2015-2016.

Kilgore College years of service will be capped at 20 years. Faculty members who are currently above 20 years will be frozen at their current years of Kilgore College service.

Full time faculty salaries will be dependent upon five factors:

1. Academic preparation (degree level);
2. Years of service at Kilgore College;
3. Years of full-time teaching experience prior to KC service;
4. Years of equivalent part-time teaching experience prior to KC service;
5. Years of instructionally related non-teaching work experience.

Up to an Associate Degree equals \$39,100 base plus \$615 for each year of KC service. Upon completion of the 10th year of service, faculty member will receive \$665 for each year of service. Upon completion of 20 years of service, faculty member will receive \$715 for each year of service. In addition, faculty member will receive \$300 for each year in categories 3, 4, and 5, up to a maximum of 5 years, plus \$200 for each year in categories 3, 4, and 5, for years 6 through 10.

Bachelor's Degree equals \$40,100 base plus \$615 for each year of KC service. Upon completion of the 10th year of service, faculty member will receive \$665 for each year of service. Upon completion of 20 years of service, faculty member will receive \$715 for each year of service. In addition, faculty member will receive \$300 for each year in categories 3, 4, and 5, up to a maximum of 5 years, plus \$200 for each year in categories 3, 4, and 5, for years 6 through 10.

Master's Degree equals \$41,100 base plus \$615 for each year of KC service. Upon completion of the 10th year of service, faculty member will receive \$665 for each year of service. Upon completion of 20 years of service, faculty member will receive \$715 for each year of service. In addition, faculty member will receive \$300 for each year in categories 3, 4, and 5, up to a maximum of 5 years, plus \$200 for each year in categories 3, 4, and 5, for years 6 through 10.

Master's Degree plus 15 additional hours equals \$41,600 base plus \$615 for each year of KC service. Upon completion of the 10th year of service, faculty member will receive \$665 for each year of service. Upon completion of 20 years of service, faculty member will receive \$715 for each year of service. In addition, faculty member will receive \$300 for each year in categories 3, 4, and 5, up to a maximum of 5 years, plus \$200 for each year in categories 3, 4, and 5, for years 6 through 10.

Master's Degree plus 30 additional hours equals \$42,100 base plus \$615 for each year of KC service. Upon completion of the 10th year of service, faculty member will receive \$665 for each year of service. Upon completion of 20 years of service, faculty member will receive \$715 for each year of service. In addition, faculty member will receive \$300 for each year in categories 3, 4, and 5, up to a maximum of 5 years, plus \$200 for each year in categories 3, 4, and 5, for years 6 through 10.

Exhibit #2 cont. on next page

Exhibit #2 cont.

Master's Degree plus 45 additional hours equals \$42,600 base plus \$615 for each year of KC service. Upon completion of the 10th year of service, faculty member will receive \$665 for each year of service. Upon completion of 20 years of service, faculty member will receive \$715 for each year of service. In addition, faculty member will receive \$300 for each year in categories 3, 4, and 5, up to a maximum of 5 years, plus \$200 for each year in categories 3, 4, and 5, for years 6 through 10.

Master's Degree plus 60 additional hours equals \$43,100 base plus \$615 for each year of KC service. Upon completion of the 10th year of service, faculty member will receive \$665 for each year of service. Upon completion of 20 years of service, faculty member will receive \$715 for each year of service. In addition, faculty member will receive \$300 for each year in categories 3, 4, and 5, up to a maximum of 5 years, plus \$200 for each year in categories 3, 4, and 5, for years 6 through 10.

Doctorate Degree equals \$44,100 base plus \$615 for each year of KC service. Upon completion of the 10th year of service, faculty member will receive \$665 for each year of service. Upon completion of 20 years of service, faculty member will receive \$715 for each year of service. In addition, faculty member will receive \$300 for each year in categories 3, 4, and 5, up to a maximum of 5 years, plus \$200 for each year in categories 3, 4, and 5, for years 6 through 10.

Maximums:

1. The sum of categories 3, 4, and 5 shall be limited to ten years.
2. An equivalent year of part time instruction shall be the number of sections taught by a full time instructor in the same discipline.
3. Fractions of a year will be rounded to the nearest half year in each category.

Kilgore College recognizes the importance of faculty departmental leadership. Faculty who are in such a role may receive additional pay.

Exhibit #2 cont. on next page

Exhibit # 2 cont.

Option One

Overload pay for full time faculty will not increase for the long semesters for 2015-2016. Summer overload pay for full time instructors increased by \$350 for each degree level. Adjunct pay increased by \$250 for each degree level for 2015-2016.

PAY FOR ACADEMIC/OCCUPATIONAL CREDIT COURSE INSTRUCTORS:

Full-time instructors teaching overload will be paid by the equated credit hour depending upon their education level. The pay rates per credit hour and amounts to be paid for a typical three hour course are listed below.

	Up to Bachelors	Masters	Masters + 30	Masters+60	Doctorate
Pay per Credit Hour	\$ 450	\$ 483	\$ 517	\$ 533	\$ 550
Pay for 3 hour Course	\$1,350	\$1,450	\$1,550	\$ 1,600	\$1,650

Adjunct instructors teaching academic or occupational credit courses will be paid by the equated credit hour depending upon their education level. The pay rates per credit hour and amounts to be paid for a typical three hour course are listed below.

	Up to Bachelors	Masters	Masters + 30	Masters+60	Doctorate
Pay per Credit Hour	\$ 567	\$ 600	\$ 633	\$ 650	\$ 667
Pay for 3 hour Course	\$1,700	\$1,800	\$1,900	\$ 1,950	\$2,000

Option Two

Overload pay for full time faculty will not increase for the long semesters for 2015-2016. Summer overload pay for full time instructors increased by \$225for each degree level. Adjunct pay increased by \$125for each degree level for 2015-2016.

PAY FOR ACADEMIC/OCCUPATIONAL CREDIT COURSE INSTRUCTORS:

Full-time instructors teaching overload will be paid by the equated credit hour depending upon their education level. The pay rates per credit hour and amounts to be paid for a typical three hour course are listed below.

	Up to Bachelors	Masters	Masters + 30	Masters+60	Doctorate
Pay per Credit Hour	\$ 450	\$ 483	\$ 517	\$ 533	\$ 550
Pay for 3 hour Course	\$1,350	\$1,450	\$1,550	\$ 1,600	\$1,650

Adjunct instructors teaching academic or occupational credit courses will be paid by the equated credit hour depending upon their education level. The pay rates per credit hour and amounts to be paid for a typical three hour course are listed below.

	Up to Bachelors	Masters	Masters + 30	Masters+60	Doctorate
Pay per Credit Hour	\$ 525	\$ 558	\$ 592	\$ 608	\$ 625
Pay for 3 hour Course	\$1,575	\$1,675	\$1,775	\$ 1,825	\$1,875

C. To consider adoption of the Fiscal Year 2016 budget. – *Exhibit #3*

Karol Pruett made the motion to accept Action Item C as presented. Cecelia Sanders seconded the motion. The motion passed with 7 yay votes and one nay vote by Brian Nutt.

Exhibit #3

KILGORE JUNIOR COLLEGE DISTRICT	
REVENUE	
BUDGET SUMMARY REPORT	
FISCAL YEAR 2016	
CURRENT FUNDS:	
	FY16
UNRESTRICTED FUNDS	Proposed Budget
STATE FUNDS:	
STATE APPROPRIATION FOR CORE OPERATIONS	500,000
STATE APPROPRIATION FOR STUDENT SUCCESS	848,707
STATE APPROPRIATION FOR CONTACT HOUR FUNDING	8,631,965
STATE APPROPRIATIONS ON-BEHALF ERS	1,852,093
STATE APPROPRIATION ON-BEHALF TRS	592,727
STATE APPROPRIATION SPECIAL - HAZELWOOD	10,000
SUB-TOTAL	12,435,492
LOCAL FUNDS:	
TUITION	5,245,258
ALL OTHER STUDENT FEES	9,777,534
CONTRACT TRAINING	60,000
INTEREST INCOME	25,000
GIFTS AND DONATIONS	51,000
OTHER INCOME	232,802
SUB-TOTAL	15,391,594
TAXES FOR CURRENT OPERATION	6,765,000
USE OF RESERVES OR FUND BALANCE	100,000
SUB-TOTAL, UNRESTRICTED FUND	34,692,086

Exhibit #3 cont. on next page

Exhibit #3 cont.

TOTAL CURRENT FUNDS INCOME	57,860,309
TOTAL ENDOWMENT FUNDS INCOME	10,000
TOTAL PLANT FUNDS INCOME	15,000
USE OF PLANT FUNDS RECEIVED IN PIOR YEARS	0
TOTAL EXPENDABLE FUNDS INCOME	42,125
TOTAL REVENUES	57,927,434

Exhibit #3 cont. on next page

Exhibit #3 cont.

KILGORE JUNIOR COLLEGE DISTRICT	
EXPENDITURES	
BUDGET SUMMARY REPORT	
FISCAL YEAR 2016	
	FY16
	Proposed Budget
UNRESTRICTED:	
EDUCATION AND GENERAL EXPENDITURES:	
GENERAL ADMINISTRATION & STUDENT SERV.:	
GOVERNMENT OF THE INSTITUTION	2,280
EXECUTIVE DIRECTION AND CONTROL	559,588
BUSINESS AND FISCAL MANAGEMENT	1,368,310
STUDENT ADMISSIONS AND REGISTRATION	672,528
OTHER STUDENT SERVICES	1,216,412
SUB-TOTAL, GENERAL ADMIN. & STUDENT SERVICES	3,819,118
GENERAL INSTITUTIONAL EXPENSE:	
INSTITUTIONAL ADVANCEMENT	220,965
MARKETING AND PUBLIC RELATIONS	533,316
CENTRAL COMPUTER	1,273,077
OTHER GENERAL INSTITUTIONAL	1,134,616
SUB-TOTAL, GENERAL INSTITUTIONAL	3,161,974
STAFF BENEFITS	1,654,443
INSTRUCTION:	
GENERAL ACADEMIC INSTRUCTION	7,875,712
ACTIVITIES RELATED TO ACADEMIC INSTRUCTION	2,349,783
TECHNOLOGY EQUIPMENT	130,000
VOCATIONAL-TECH INSTRUCTION	5,619,148
ACTIVITIES RELATED TO VOC-TECH INSTRUCTION	21,217
SPECIAL PROGRAMS	2,680,586
UNRESTRICTED SCHOLARSHIPS	561,000
SUB-TOTAL, RESIDENT INSTRUCTION	19,237,446
LIBRARY AND MEDIA:	756,022
EXTENSION AND PUBLIC SERVICE:	293,667
PHYSICAL PLANT:	4,054,746
TRANSFERS OUT (NET)	995,064
CONTINGENT EXPENDITURES, RESERVED	100,000
TOTAL UNRESTRICTED EXPENDITURES	34,072,480

Exhibit #3 cont. on next page

Exhibit #3 cont.

AUXILIARY ENTERPRISES:	
ATHLETICS	1,493,105
BOOKSTORE	3,387,308
DORMITORIES	712,589
CAFETERIA & CONCESSIONS	1,125,000
ETOM	382,971
STUDENT ACTIVITIES	219,859
PRINT SHOP	298,948
CHILD DEVELOPMENT CENTER	125,299
FITNESS CENTER	224,961
TEXAS SHAKESPEARE FESTIVAL	624,891
NET TRANSFERS IN	-163,241
TOTAL AUXILIARY EXPENDITURES	8,431,690

Exhibit #3 cont. on next page

Exhibit #3 cont.

RESTRICTED EXPENDITURES:	
STUDENT FINANCIAL AID	12,973,977
CARL PERKINS FUNDS	376,787
ABE/TANF	718,636
SBDC	374,449
TRIO	227,469
UPWARD BOUND	250,000
WORKFORCE DEVELOPMENT GRANT	100,000
ENDOWED SCHOLARSHIPS	200,000
MISC STATE GRANTS	174,054
RESTRICTED GIFT	371,127
NET TRANSFERS IN	-408,235
TOTAL RESTRICTED EXPENDITURES	15,358,264
TOTAL CURRENT FUND EXPENDITURES	57,862,434
ENDOWMENT FUNDS EXPENDITURES	10,000
EXPENDABLE FUNDS	55,000
BOND/NOTE PAYMENTS	423,588
NET TRANSFERS IN NONCURRENT FUNDS	-423,588
TOTAL NONCURRENT FUNDS ACTIVITY	65,000
TOTAL EXPENDITURES AND TRANSFERS	57,927,434

- D. To consider funding methods for the FY16 budget:
1. To consider and set the amount of reserves to be applied to the FY16 budget
 2. To consider and set tuition and fee increases effective spring semester 2016
 3. To consider and set the tax rate for tax year 2015 (FY16 budget). – *Exhibit #4*

Dr. Holda gave the board a handout with 4 different revenue adjustment options to support the budget. He also stated the board could come up with additional options. Following considerable board discussion James Walker made the following motion: “I move that we transfer \$100,000 from reserves to support the FY16 budget, raise tuition \$2 per semester credit hour and the out of district fee \$2 per semester credit hour, effective Spring 2016 and I move that the property tax rate be increased by the adoption of a tax rate of .175, which is effectively a 7.7% increase in the tax rate.” Karol Pruett seconded the motion. The motion passed with 5 yay votes and 3 nay votes by Joe Carrington, Lon Ford, and Brian Nutt.

Exhibit #4

Kilgore College Estimated Tax Revenue At Various Rates Fiscal Year 2015-2016			
Certified Tax Base			\$3,897,814,330
ESTIMATED Revenues based on a 97.5% collection			
<u>Rate</u>		<u>Estimated Revenue</u>	
@ .15400	Current Rate	\$5,852,568	
@ .16248	Effective Tax Rate	\$6,174,839	
@ .17547	Rollback	\$6,668,507	
*This amount is an estimated projection of revenues; the amount currently in the FY16 budget is \$6,665,000 based on a rate of .17500.			
Certified Values by County:		Prior Year Certified	
Gregg	\$2,438,408,682	certified	\$2,559,533,123
Rusk	1,180,160,360	certified	1,237,811,130
Upshur	163,019,802	certified	159,470,454
Smith	<u>116,225,486</u>	certified	<u>114,765,434</u>
Total Certified	\$3,897,814,330		\$4,071,580,141
4.3% Decrease in Tax Base			

Section VII. on the agenda was **Board Discussion Items**

- A. First reading of corrections/updates to the Board by-laws

Karol Pruett stated the changes in by Board by-laws were formatting and language issues.

- B. Environmental scan and SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis and setting goals for the next President - Dr. Staci Martin, VP of Institutional Planning

The Presidential Search Committee asked Dr. Staci Martin to help the board conduct an environmental scan to determine about 4-5 goals that they think are the most important focus points for the new president. The scan focused on institutional characteristics as a way to formulate the job announcement and share the needs with the presidential candidates. The board returned the requested information at the August 10, 2015 Budget Workshop. Dr. Staci Martin compiled the results and distributed handouts to the board of the KC Board SWOT analysis results, the KC Board SWOT analysis main themes, and sample goals for the institution in selecting the next college president. Board discussion followed.

- C. Video streaming of meetings

There was board discussion on the elements necessary in video streaming KC board meetings.

- D. Posting various committee meetings

There was board discussion on posting various board committee meetings.

- E. Board self-evaluation

Nancy Law distributed a KC Board Self-Evaluation to be completed by the board.

Section VIII. on the agenda was **Board Comments**

- A. Legal update – Larry Woodfin

Larry Woodfin made various comments after meeting with the college attorney regarding the legal position of Kilgore College.

Section IX. on the agenda was **Administrative Discussion Items**

- A. Budget Reports – Duane McNaney

Duane McNaney was available to answer questions. Dr. Mike Jenkins distributed a handout of the 2014-2015 Football Season Analysis of revenues and expenses.

Section X. on the agenda was Administration Comments

A. Updates on Library renovation and mall project


Dan Beach stated the library renovation project is well under way with the demolition phase. Sidewalks are in the process being rebuilt and a portion of the sidewalks around Old Main should be finished in the next couple of weeks.

B. Upcoming dates, events and activities

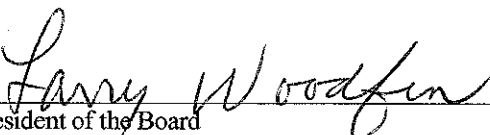
- August 20 – Henderson ISD Higher Education Center Open House
- August 24 – First class day
- August 28 – Noon tax hearing
- September 3 – 6:00pm tax hearing
- September 10 – KC Service Fair
- September 14 – KC Board Meeting
- September 9-21 – Jenzabar software conversion

Section XI. on the agenda was Adjournment

Larry Woodfin adjourned the meeting at 8:20pm.



Nancy Law, Recording Secretary
Kilgore College Board of Trustees



President of the Board



Secretary of the Board