

**KILGORE COLLEGE
KILGORE JUNIOR COLLEGE DISTRICT
OFFICE OF THE PRESIDENT
KILGORE, TEXAS
AGENDA
NOTICE OF MEETING OF THE BOARD OF TRUSTEES
2nd FLOOR
STEWART MCLAURIN ADMINISTRATION BUILDING**

Prior to the Meeting	5:30 p.m.	Monday, August 17, 2015
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DINNER

Items of Business	6:30 p.m.	Monday, August 17, 2015
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I. CALL TO ORDER

- A. Invocation and Pledge of Allegiance

II. CITIZEN COMMENTS

III. PRESENTATION

- A. Status Report on Kilgore College Strategic Plan – Dr. Staci Martin
- B. Student Spotlight
- C. Staff Spotlight

IV. 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 **August 17, 2015.**"

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 **August 17, 2015.**"

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.

V. **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.

VI. **ACTION ITEMS**

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

- B. To consider adoption of the Fiscal Year 2016 Salary Structure. – *Exhibit #2*
- C. To consider adoption of the Fiscal Year 2016 budget. – *Exhibit #3*
- 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*

VII. BOARD DISCUSSION ITEMS

- A. First reading of corrections/updates to the Board by-laws
- B. Environmental scan and SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis and setting goals for the next President - Dr. Staci Martin, VP of Institutional Planning
- C. Video streaming of meetings
- D. Posting various committee meetings
- E. Board self-evaluation

VIII. BOARD COMMENTS

- A. Legal update – Larry Woodfin

IX. ADMINISTRATIVE DISCUSSION ITEMS

- A. Budget Reports – Duane McNaney

X. ADMINISTRATION COMMENTS

- A. Updates on Library renovation and mall project
- B. Upcoming dates, events and activities

XI. ADJOURNMENT