

**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 **6:00 p.m.** **April 9, 2012**

I. INFORMAL PLANNING SESSION

- A. Training: Public Funds Investment Act DVD

Items of Business **6:30 p.m.** **April 9, 2012**

I. CALL TO ORDER

- A. Invocation and Pledge of Allegiance

II. PRESENTATION

- A. Dr. Julie Fowler – Culinary Arts Program
- B. Martin Pessink, Chief of KC Police - Annual Non-Racial Profiling Data Report
- C. Dr. Gerald Stanglin – Program Reviews
- D. Dr. Mike Jenkins – Title IX Athletic Compliance and Softball Proposal

III. CITIZEN COMMENTS

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 **April 9, 2012.**"

PERSONNEL: (Government Code 551.074)

Appearance by College employees to respond to notice of intent to non-renew contract:

1. Biology Instructor
2. Biology Instructor
3. Government Instructor
4. Other appearances as necessary

LEGAL: (Government Code 551.071)

For the purpose of a private consultation with the Board's attorney on 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 April 9, 2012."

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 February 13, 2012 regular board meeting
- B. To consider re-adopting the Kilgore College Tax Abatement Guidelines - *Exhibit #1*
- C. To consider approval of personnel items submitted as follows:
 - 1. Recommendation to accept employee resignation as follows:**
 - A. Administrative Assistant, ADN, effective February 20, 2012 after 2 weeks of service
 - B. Administrative Assistant, Testing Center, effective March 23, 2012 after 4 years and 1 month of service
 - C. Police Officer, KCPD, effective April 2, 2012 after 13 years and 3 months of service
 - D. Assistant Financial Aid Director, effective March 19, 2012 after 1 year and 9 months of service
 - E. Counselor Upward Bound, effective April 6, 2012 after 2 years and 10 months of service
 - 2. Recommendation to accept employee retirement as follows:**
 - A. Coordinator Continuing Education and Instructor, effective August 31, 2012 after 14 years of service
 - B. Program Director & Instruction, Child Development, effective May 31, 2012 after 18 years and 8 months of service
 - C. Art Instructor, effective May 31, 2012 after 24 years and 8 months of service
 - 3. Recommendation to accept at-will employee termination as follows:**
 - A. Assistant Basketball Coach, effective May 1, 2012 after 7 years and 11 months of service
 - 4. Recommendation for non-renewal of employment contract as follows:**
 - A. Biology Instructor, effective August 31, 2012
 - B. Biology Instructor, effective August 31, 2012
 - C. Government Instructor, effective August 31, 2012
 - 5. 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, 2012 – May 31, 2012
 - B. Head Women's Basketball Coach and Kinesiology Instructor, based upon the approved faculty salary schedule for the period June 1, 2012 – May 31, 2012
 - 6. Recommendation of employment as follows:**
 - A. Student Accounts Coordinator, effective March 19, 2012
 - B. Associate Dean – KC, Longview, effective April 1, 2012
 - C. Police Officer – KCPD, effective March 31, 2012
 - D. Administrative Assistant II – Associate Degree Nursing, effective April 2, 2012

7. Recommendation to change employment as follows:

- A. Administrative Assistant II, Continuing Education to Administrative Assistant II, Fire Academy, effective March 19, 2012
- B. Administrative Assistant V to Assistant to the President, effective June 1, 2012

- D. To consider appointing Nancy Law as the public information coordinator for Kilgore College for purposes of the Texas Public Information Act (Government Code 552.012 (c)).
- E. To consider payment of legal fees for services rendered.

VI. ACTION ITEMS

- A. To consider re-adopting the Kilgore College Investment Policy

VII. DISCUSSION ITEMS

- A. Quarterly Budget Adjustment Report through February, 2012
- B. Budget Reports

VIII. BOARD COMMENTS

IX. ADMINISTRATION COMMENTS

X. ADJOURNMENT