

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, January 13, 2014 in the Stewart McLaurin Administration Building, 2<sup>nd</sup> floor, with the following members present:

G. Scott Andrews  
Joe Carrington  
C.B. Scooter Griffin  
Charles Hale, President  
Bob Heath  
Brian Nutt  
Will Roberson, Secretary  
James N. Walker, Vice President  
Larry Woodfin

**Section I.** on the Agenda was the Call to Order

**Charles Hale called the meeting to order at 6:30pm. Brian Nutt led the Invocation and Dr. Holda led the Pledge of Allegiance to the United States of America Flag.**

**Section II.** on the Agenda was Citizen Comments

**There were no citizen comments.**

**Section III.** on the Agenda was Presentation

**A. Overview of Marketing and Outreach Efforts – Dr. Mike Jenkins and Trey Hattaway**

**Individuals available to answer questions:**

**Jon Vashey - Marketing  
Manuel Almanza – Marketing  
Chris Gore – New Student Relations**

**Trey Hattaway discussed the following:**

**Marketing Staff & Duties  
Traditional Marketing & Advertising  
Webpage & Internet  
Internet Advertising  
Social Networking  
Relational Marketing  
Student Outreach**

**Section IV.** on the Agenda was Executive Session

### **RECESS TO EXECUTIVE SESSION**

At 6:56 pm, Board President Hale announced that the Board would recess to executive session to consider matters permitted by Government Code 551.072 (Real Estate) and 551.074 (Personnel) of the Texas Government Code, including Agenda, Section III.

PERSONNEL: (Government Code 551.074)

Evaluation of the College President

### **RECONVENE IN OPEN SESSION**

President Hale reconvened the meeting in open session at 8:47 pm.

*No action was taken in executive session.*

**Section V.** on the Agenda was Consent Agenda

- A. To consider approving the minutes of the December 16, 2013 regular board meeting.
- B. To consider approval of personnel items submitted as follows:
  - 1. **Recommendation to accept employee retirement as follows:**
    - a. Carpenter, effective February 28, 2014 after 18 years of service
    - b. Carpenter, effective February 28, 2014 after 18 years and 6 months of service
    - c. Vice President of Instruction and Chief Academic Officer, effective May 31, 2014 after 17 years and 3 months of service
  - 2. **Recommendation to accept employee resignation as follows:**
    - a. Police Academy Instructor, effective January 15, 2014 after 12 years of service
    - b. SBDC Training Coordinator, effective January 17, 2014 after 4 years and 5 months of service
  - 3. **Recommendation for employment as follows:**
    - a. Support Specialist, KCPD, effective January 2, 2014
- C. To consider payment of legal fees for services rendered.

**Motion to accept the Consent Agenda as presented was made by Scott Andrews and seconded by Bob Heath. The motion passed with 7 aye votes. There was one nay vote by Scooter Griffin.**

Personnel Agenda on next page

**Personnel Agenda**

**Kilgore Junior College District  
Personnel Agenda  
January 13, 2014**

**1. Recommendation to accept employee retirement as follows:**

Mr. Mitch Smith, Carpenter, effective February 28, 2014 after eighteen years of service

Mr. Mike Smith, Carpenter, effective February 28, 2014 after eight years and six months of service

Dr. Gerald Stanglin, Vice President of Instruction and Chief Academic Officer, effective May 31, 2014 after seventeen years and three months of service

**2. Recommendation to accept employee resignation as follows:**

Ms. Melissa Knight, Police Academy Instructor, effective January 15, 2014 after twelve years of service

Ms. Melanie Northcutt, SBDC Training Coordinator, effective January 17, 2014 after four years and five months of service

**3. Recommendation of employment as follows:**

<b>A. <u>Name:</u></b>	Ms. Lisa Barnes
<b><u>Position:</u></b>	Support Specialist
<b><u>Location:</u></b>	KCPD
<b><u>Experience:</u></b>	Teacher's Assistant Hallsville ISD Hallsville, Texas; 2011-2014  Customer Assistant/Sr. Teller US Bank Renton, Washington; 2006-2009
<b><u>Effective Date:</u></b>	January 2, 2014
<b><u>Salary:</u></b>	\$940.50 per pay period which is equivalent to a 12 month salary of \$22,572
<b>Note:</b>	This is a new position

**Section VI.** on the Agenda was Action Items

- A. To consider the renewal, extension, and/or modification of the employment contract of the College President.

Larry Woodfin made the following motion: "I make a motion that we extend the current employment for Dr. William Holda through the 2017 school year. In addition, that we set the deferred compensation amount called for in paragraph 4.3 of the contract in the amount of \$23,000 as allowed by IRS code." James Walker seconded the motion.

- Joe Carrington stated that he is 100% behind Dr. Holda but is uncomfortable extending employment to 3 years without seeing a copy of the contract.
- Larry Woodfin and James Walker stated that a 3 year contract would bring stability and longevity to the faculty and staff of KC.
- Dr. Holda explained that the majority of colleges have a 3 year contract for their presidents and he further explained that it will be hard to find a successor who will take only a 1 year contract.

The motion passed with 6 aye votes. There were 3 nay votes by Joe Carrington, Brian Nutt and Scooter Griffin.

**Section VII.** on the Agenda was Administrative Discussion Items

- A. Budget Reports – Duane McNaney

Duane McNaney was available to answer any questions.

- B. IPEDS Data Feedback Report – Dr. Mike Turpin

Dr. Mike Turpin and Duane McNaney discussed the IPEDS report. The Integrated Postsecondary Education Data System (IPEDS) is a system of survey components that collects data from about 7,500 institutions that provide postsecondary education across the United States. IPEDS collects institution-level data on students (enrollment and graduation rates), student charges, program completions, faculty, staff, and finances.

**Section VIII.** on the Agenda was Board Discussion

- A. KC Board representation from outside the taxing district and within the service area (requested by Trustee Griffin)

Dr. Holda handed out a copy of board members eligibility/qualifications as stated in the Texas Education Code. It was noted that by state law all KC board representatives must reside within the taxing district.

Brian Nutt stated that he would like to KC's taxing district restructured to include Longview. He further stated that getting Longview more involved could increase the money coming to KC.

**Section IX.** on the Agenda was Administration Comments

- A. Update on Current Projects – Dan Beach

Dan Beach reported the following:

- The Kilgore College - Longview improvements will be finished soon.

- The asbestos abatement for the LA Building will be completed soon and the demolition will begin.
- Work at the new Health Science Center has begun.

B. Update on Student Success related to "Go Week" and the Mentoring Program – Dr. Holda

**Dr. Holda handed out a Go Week Distribution Comparison Chart showing comparison of 2012 to 2013 in successful/unsuccessful grade categories.**

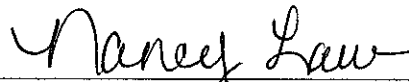
C. Update on Program Review Reports – Dr. Gerald Stanglin

**Dr. Stanglin stated that the Program Review Reports are being revamped and hopes to have them ready by mid-February.**

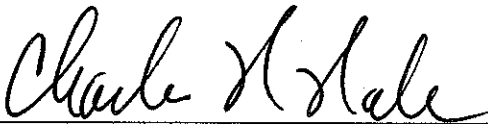
**Section X.** on the Agenda was Adjournment

**Charlie Hale adjourned the meeting at 9:36pm.**

Respectfully submitted,



Nancy Law, Recording Secretary  
Kilgore College Board of Trustees



President of the Board



Secretary of the Board