

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, June 10, 2013 in the Stewart McLaurin Administration Building, 1<sup>st</sup> and 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 Charles Hale led the Pledge of Allegiance to the United States of America Flag.**

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

A. The Honorable Jay Dean, Mayor of Longview, regarding regional support for Kilgore College.

**Mayor Dean voiced that the Longview Community is ready to help Kilgore College in any way they can. He appealed to the KC Board to help educate new workers for the workforce in Longview. He encouraged expansion of KC's programs to get the job done.**

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

- A. To consider approving the minutes of the May 13, 2013 regular board meeting
- B. To consider approving the minutes of the May 15, 2013 special called board meeting
- C. To consider approval of personnel items submitted as follows:
  1. **Recommendation to accept employee resignation as follows:**
    - A. College Recruiter, effective May 28, 2013 after 5 years and 5 months of service
    - B. Support Specialist, Small Business Development Center, effective July 31, 2013 after 26 years of service
  2. **Recommendation for employment as follows:**
    - A. Instructor, Athletic Training & Athletic Trainer, effective July 31, 2013
  3. **Recommendation to change employment status as follows:**
    - A. Professional Support Assistant to the Dean of KC-Longview to Coordinator of Administrative & Student Services , KC-Longview effective May 16, 2013

D. To consider payment of legal fees for services rendered.

**These items are grouped together and do not necessarily need further discussion, although a Board Member may elect to remove an item/s from the Consent Agenda to Action Items for discussion. Larry Woodfin made the motion to approve the consent agenda as presented. Joe Carrington seconded the motion. The motion passed unanimously.**

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**Personnel Agenda**

**Kilgore Junior College District  
Personnel Agenda  
June 10, 2013**

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

- A. Ms. Deirdre Mullins, College Recruiter, effective May 28, 2013 after five years and five months of service
- B. Ms. Barbara Mizell, Support Specialist – Small Business Development Center, effective July 31, 2013 after twenty-six years of service

**2. Recommendation for employment as follows:**

- A. **Name:** Ms. Courtney Jenkins
- Position:** Instructor, Athletic Training & Athletic Trainer
- Location:** Math, Science & Health Sciences
- Education:**
  - Master of Sports Science  
U.S. Sports Academy  
Daphne, Georgia
  - Bachelor of Science  
East Texas Baptist University  
Marshall, Texas
- Experience:**
  - Head Athletic Trainer/Instructor  
Hill College  
Hillsboro, Texas; 2012-2013
  - Graduate Assistant Athletic Trainer  
Azalea Orthopedics/Tyler Jr. College  
Tyler, Texas; 2010-2012
  - Graduate Assistant Athletic Trainer  
University of North Texas  
Denton, Texas; 2010
- Effective Date:** July 1, 2013
- Salary:** \$9,216 for the remainder of the 2012-2013 academic year. A 10.5 month contract will commence effective September 1, 2013
- Note:** Ms. Jenkins replaces Mr. Bill Anderson who resigned

Personnel Agenda cont. on next page

**Personnel Agenda cont.**

**3. Recommendation to change employment status as follows:**

<b>A. <u>Name:</u></b>	Ms. Laura Bogenschutz
<b><u>Old Position:</u></b>	Professional Support Assistant-Dean of KC-Longview
<b><u>New Position:</u></b>	Coordinator of Administrative & Student Services
<b><u>Effective Date:</u></b>	May 16, 2013
<b><u>Salary:</u></b>	\$1,297.63 per pay period which is equivalent to a 12 month salary of \$31,143
<b>Note:</b>	Ms. Bogenschutz replaces Mr. Alan Truitt

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

- A. To consider selection of a bank depository – Investment Committee – Scott Andrews, Chairman

Scott Andrews stated that request for bids were put out for a bank depository to all area banks. Only one bid came back from Austin Bank. Scott Andrews and the Investment Committee recommended that Kilgore College accept Austin Bank's depository bid. Because the motion came from a committee a second is not required. Charles Hale and Scooter Griffin abstained. The motion passed with 7 votes in favor.

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

The board did not go into Executive Session.

**Section VI.** on the agenda was Discussion Items

- A. Budget Reports  
Duane McNaney made numerous comments and/or explanations and he was available for questions.

B. Update progress of the KC Health Sciences Center at Laird Hospital

- Dan Beach stated that there are 6 executive boards that have to approve the project.
- On May 28, 2013 Allegiance Hospital held a meeting with KC, GSMC, City of Kilgore and UT-Tyler. All decided that KC's plan was the best way to go.
- On June 2, 2013 there was a meeting with the State of Texas Health Department. Those present were Allegiance Hospital, KC City of Kilgore, GSMC and UT-Tyler. The Reviewer approved the plan. The KC Board will be the last board to approve the project.
- At the August, 2013 KC Board meeting the plan is to bring a lease contract and the cost for the project.
- The expenditures to date are: \$48,118 which is under the budget of \$60,000
- Who will own the building: KC will have a "Sustainability" lease

Section VIII. on the agenda was Comments

A. Citizens

- Tommy Konczak asked what the cost of utilities at the KC Health Sciences Center will be.
- Edward Williams wanted the Board to know what a phenomenal job Dr. Holda has done in Austin on working to help Community Colleges. He stated that Dr. Holda is greatly respected with the Senate Finance Committee. KC would not be where they are today if it had not been for Dr. Holda.

B. Board

1. Property Committee – Larry Woodfin, Chairman

Larry Woodfin stated that the Property Committee of the Board met today, June 10, 2013. There are currently no offers on the table other than the KC Health Sciences Center Project.

2. Other Board Members

- James Walker: NTCC – Average tuition/fees \$2,136; KC – Average tuition/fees \$1,710  
NTCC – Student/Teacher Ratio 26:1; KC – Student/Teacher Ratio 18:1. He stated that KC is doing more without having a tax rate increase.
- Brian Nutt: Excited to be a part of the KC Board
- Scooter Griffin: Good Team

C. Administration

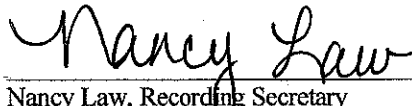
- Larry Woodfin asked several members of Administration to give a report.
- Gerald Stanglin, VP of Instruction: Good news that Process Technology and Industrial Maintenance have been validated by Eastman. Math Program is doing better. The Flare has received numerous awards. KC is on the Community Service Honor Roll.
- Duane McNaney, VP of Administrative Services: KC has taken some big hits on a state level. However, we have not increased taxes in 4-5 years. KC is one of the soundest colleges, financially, in the state. We have financially done things so we don't have to go back to the tax payers.

- **Mike Jenkins, VP of Student Development:** Other schools are our competitors. There are 11 colleges/universities in our area. We survey our students every year. In our service related areas we have increased in every level of student satisfaction. Go Week is planned for the Fall 2013 Semester to help our new students better succeed.
- **Dr. Holda, President:** We need to recognize all the good, but we have to continue to move forward. The KC Board needs to become higher performing. Upcoming schedule: will be looking for a good date for board training. The Investment Committee of the Board will meet towards the end of July. The Budget Workshop will probably be the 1<sup>st</sup> week of August. There will most likely be no board meeting in July.

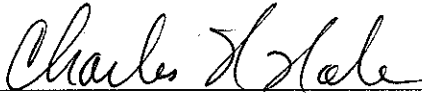
Section X. on the agenda was Adjournment

The meeting was adjourned by Charlie Hale at 8:00pm.

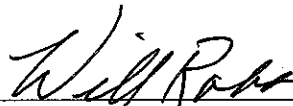
Respectfully submitted,



Nancy Law, Recording Secretary  
Kilgore College Board of Trustees



President of the Board



Secretary of the Board