



Faculty Senate Meeting

September 12, 2025

10:00 a.m.-12:00 p.m.

THSEC 117A

1612 Henderson Blvd., Kilgore, TX 75662

A virtual link will be provided for attendees who wish to participate remotely.

This meeting was open to the public in accordance with the Texas Open Meetings Act.

1. Call to Order
 - a. Meeting called to order by Luke Gless at 10:02 a.m.
2. Roll Call & Attendance – Secretary, Clydea Hale
 - a. Members Present in person: Luke Gless, Madison Campbell, Nicholas Simpson, Clydea Hale, Todd Ketchum's proxy Colin Harris, Tanton Johnson, Charlotte (Carrie) Poe, Kenya Ray, Darrell Smith
 - b. Members Present virtually: Mark, Stephens, Kimberly Ellgass, Kat Jackson, Trevor Davis, Carol De Grasse, Jennifer Rich, Holly McKnight, Darrell Smith, Julian Redfern, Andrea Briscoe
 - c. Members Absent: Julie Webb, Stephanie Williams, Peter Cunningham
 - d. Quorum: Confirmed at 10:04 a.m.
3. Approval of Agenda & Minutes- Luke Gless, President and Clydea Hale, Secretary
 - a. Approval of Minutes- Motioned by Madison Campbell at 10:05 a.m., Second by proxy Colin Harris at 10:05 a.m., all in favor, none opposed
 - b. Approval of Agenda- Motioned by Madison Campbell at 10:06 a.m., Second by proxy Carrie Poe at 10:06 a.m., all in favor, none opposed
4. Public Comment – Facilitated by President, time kept by Secretary
 - a. No speakers
5. Reports
 - a. President- Luke Gless, President
 - b. Committees
 - i. Academic Affairs- Nicholas Simpson
 1. Summary: Presented academic affairs committee summary of meeting on September 24, 2025: contact hour correction for Emergency Medical Services (dual credit only), Dual Credit; Criminal Jail course and Cosmetology changes tabled, Physics and college level math courses added for more options, lab and lectures combined
 - ii. Calendar Committee- Luke Gless
 1. Summary: Referring to the academic calendar, discussed changing the calendars to align for 7-week, 8-week, 15-week and 16-week academic semesters, nothing approved at this time.
6. New Business
 - a. SharePoint and Teams tools for Faculty Senate communication, information sharing, and data collection- Luke Gless
 - i. Motion to adopt as internal resource- Madison Campbell at 10:22 a.m., Second by Kenya Ray, all in favor, none opposed; motion carried at 10:22 a.m.
 - b. Parliamentary procedure and Robert's Rules of Order- Kate Yglesias started at 10:23 a.m.
 - i. Presentation of why parliamentary procedure matters, compliance under SB 37 & OMA, roles and responsibilities of faculty senate, motion process, types of motions, voting methods and when to use them, common pitfalls, and special reminders
 - ii. Lucas Gless asked Kate Yglesias to expand on collective voice of Faculty Senate to take to different Boards (policy was the example)
 - iii. Darrell Smith asked for clarification on agenda items, discussion to occur during meeting, and possibility of motions during meeting

- iv. Madison Campbell asked to expand on Quorum (stated in the constitution and bylaws)
 - v. Full presentation, questions and answers ended at 11:06 a.m.
- c. Representation of Faculty Senate as part of the search for the next Kilgore College President- Luke Gless
 - i. President requested to table agenda item until next meeting; Motioned by Madison Campbell, Second by Clydea Hale at 11:07 a.m.

7. Question & Answer Session

- a. No speakers

8. Announcements

- a. Next Meeting: November 7, 2025, at 10:00 a.m. in THSEC Room 117A.
- b. Date, time, location, and link will be announced and posted in accordance with the Texas Open Meetings Act (7 days in advance)

9. Adjournment

- a. Motion by Madison Campbell, seconded by Clydea Hale
- b. Vote: All in favor, none opposed.

Meeting adjourned at 11:08 a.m.

Submitted by:

Clydea Hale, Secretary

10/3/2025