



DATE: August 7, 2026

TO: Kilgore College Board of Trustees
Kilgore College Employees
Kilgore College Bible Chairs

FROM: Donny Seals

SUBJECT: Opening Week Activities for Fall 2026

For faculty and staff who are involved in Late Registration and various meetings throughout the week of August 17th, you will find your assignments in the group of opening week documents at www.kilgore.edu/opening-week. As always, please notify your immediate supervisor if you are unable to carry out your assigned responsibilities.

A few highlights of the first weeks are:

- Monday, Aug. 17— **Fall Convocation** begins at 8:30 a.m. – **Arrival & Breakfast** (Devall Ballroom); **Welcome** (Dodson Auditorium); **New Employee Orientation** – (Woodfin, invitations will be sent – HR Team); **Part-Time Staff Convocation** – (Devall Ballroom).
- Tuesday, Aug. 18— **Star Day - Kilgore & Longview** (Watson Library & KC Longview Hendrix Building); **Adjunct Faculty Convocation** (BSM - 809 Nolen St, Kilgore, TX 75662).
- Wednesday, Aug. 19— **General Faculty Meeting** (VCA – Donny Seals); **Liberal & Fine Arts Divisional Meeting** (VCA – Jase Graves); **Public Services Divisional Meeting** (TV107 – Johnny Zachary); **Industrial Technologies Divisional Meeting** (ATC 109 – Brandon Belken); **Business & STEM Divisional Meeting** (ES 134 – David Rangel); **Health Sciences Divisional Meeting** (Torrence Health Science Education Center – Sheri Gillis); **eLearning** (William Stowe/ Brian Johnson via Zoom).
- Thursday, Aug. 20— **Core Curriculum Assessment** (for selected faculty by invitation only. Lunch provided – Rachel Abouras).
- Friday, Aug. 21— **Annual Planning: Building Your Action Plan in Watermark** (Rachel Abouras – Via Zoom); **Virtual Office Hours: Institutional Effectiveness** (Rachel Abouras/Ursula Dyer – Via Zoom).
- Saturday, Aug. 22— **Star Day - Kilgore & Virtual** (Devall Student Center or Watson Library).
- Monday, Aug. 24— **First Day of Class; Administrative Changes – Advisors** (Kilgore: Library, 1st Floor – Longview: Normal Office locations, Hendrix Building, Suite 100).
- Tuesday, Aug. 25— **Administrative Changes – Advisors** (Library, 1st Floor – Longview: Normal Office locations, Hendrix Building, Suite 100).

I look forward to seeing all of you as we begin a new academic year!

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