

Labette Community College



2023-2024 Catalog

For additional information, or to enroll, contact:

Labette Community College

200 South 14th Street

Parsons, KS 67357

(620) 421-6700 or 1-888-LABETTE
<http://www.labette.edu>

At the time of printing, this Catalog represented the current curriculum, educational plans, offerings, tuition, rates, fees, and requirements. However, the information may be altered from time to time to carry out the purposes and objectives of the College. Labette Community College retains the right to cancel programs or course offerings when enrollments are insufficient to continue them on an educationally sound and/or economically efficient basis.

*Labette Community College does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, age, or qualified handicapped in its education programs, activities, recruitment, admissions, or employment as required by Titles VI, VII, IX, and Section 504 of the Rehabilitation Act of 1973. Inquiries should be directed to:
Vice President of Student Affairs, Labette Community College, 200 South 14th Street, Parsons, KS 67357.
Telephone (620) 421-6700, extension 1264*

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Photography By:
LCC Public Relations Department

Calendar 2023-2024

<p>21 Classes Begin 25 Last day to enroll/add courses without instructor permission</p>	<p style="text-align: center;">AUGUST '23</p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			<p style="text-align: center;">FEBRUARY '24</p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29			<p>16 College Closed for President's Day</p>														
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Important Phone Numbers

Administrative Offices: Dial (620) 421-6700 then extension or dial direct (620) 820 then extension.

Main Campus	620-421-6700 or 1-888-LABETTE(522-3883)
Accommodation Services	1182
Admissions	1264
Advising Center	1196
Adult Basic Education and GED Program	1124, 1125, or 1182
Alumni Relations	1281
Athletic Director	1017 / Fax 421-5303
Athletics/Coaches	1012
Bookstore	1165
Business Office	1231 or 1282 / Fax 421-0180
Cherokee Center	620-421-6700 or 1-888-LABETTE(522-3883)
Computer Services	1146
Concurrent Coordinator	1221
Dean of Enrollment Management	1274
Dean of Instruction	1239
Director of Diagnostic Medical Sonography	1181
Director of Library Services	1168
Director of Nursing	1263 or 1217
Director of Radiography	1157 or 1159
Director of Respiratory Care	1157 or 1160
Director of Workforce Ed & Community Services	1273 or 1278
Facilities & Auxiliary Services	1235 or 1284
Financial Aid	1246, 1219 or 1226
Food Service/Catering	1184
Foundation	1281 / Fax 421-4056
Human Resources	1234
Library	1167, 1168 or 1154 / Fax 421-1469
Student Support Services	1147 or 1153/ Fax 421-8284
Talent Search	1037 or 1028 / Fax 421-4056
President's Office	1223 / Fax 421-0921
Print Shop	1233 or 1299 / Fax 421-2786
Public Relations	1280 / Fax 421-4056
Student Life Coordinator	1178
Student Senate	1178
Student Success Center	1147 / Fax 421-8284
Tutoring Services, Student Success Center	1142
Vice President of Academic Affairs	1255
Vice President of Finance & Operations	1231 / Fax 421-0180
Vice President of Student Affairs	1268
Veteran's Affairs	1153

Message From The President

Welcome to Labette Community College!

You are one of many students who have called LCC home since the fall of 1923. Whether you selected Labette because you value affordability, appreciate the high academic standards set by our faculty and staff members, or want to be one of our thousands of successful students through the years, we are thrilled you chose to be a Cardinal!

Students deserve access to a quality education which is why they prefer LCC. Our faculty and staff will welcome, support, and enable you to complete your community college goals. You will have a firm foundation to either transfer to a four-year university or move directly into the workplace. While LCC is fully accredited by the Higher Learning Commission, we strive to do more to provide research-based teaching strategies, tutoring, and helpful advising. If you value a quality college education, LCC is the right choice.

LCC provides one of the most affordable cost options of any Kansas community college or university. According to the National Center for Education Statistics, LCC's students pay about half as much for the first two years of college as students pay at Pittsburg State University or Emporia State University. If you choose one of LCC's career and technical education programs such as Welding, tuition, fees, books, and course materials are available to you at no cost through the support of the Kansas Promise Act funding.

While affordability is important, student success is our mission. LCC faculty and staff members support students in the classroom, through advising, tutoring, and campus activities so they will successfully transfer to other colleges or move directly into the workforce. Kansas Higher Education Statistics (KHEStats) maintained by the Kansas Board of Regents indicate LCC's student success as one of the highest among Kansas community colleges, well above the state average.

So, what does student success mean for our graduates who transfer to a university or move into the workforce? According to follow up reports from other Kansas universities, LCC students perform as well as, or better than native students who started at the universities. The Kansas Training Information Program (K-TIP) report indicates LCC graduates who left public postsecondary education in Kansas for work were employed at a rate of nearly 100% in their intended fields. In addition, our graduates were paid some of the highest wages of all Kansas community college and technical college graduates.

Our mission is to provide quality learning opportunities in a supportive environment. Through our faculty and staff, we continue to satisfy this mission and provide affordable opportunities for students of Labette County, Cherokee County, as well as the surrounding four state area.

The right choice for you is Labette Community College.

See you 'round!

Mark Watkins, Ed.D.
President



General Information

Vision Statement

Labette Community College will continue to enhance its standing as an exceptional college by striving for excellence in all its programs, services, and activities.

Mission Statement

Labette Community College provides quality learning opportunities in a supportive environment for success in a changing world.

Core Values

The vision and mission of Labette Community College reflect a set of core values shared by students, faculty, staff, administration, and Board of Trustees. These core values serve as the guiding principles of the college community as we plan for the future.

Student Learning: Labette Community College makes every effort to provide collegial programs and services by providing a caring and qualified faculty/staff to assist all students and community members in attaining the foundational skills and knowledge essential for success in work and in life, in a supportive and accountable environment.

Education for a Globally Connected World: Labette Community College promotes the diversity in our communities and our world by valuing the dignity, worth, and potential of all persons; by using diverse delivery methods and evolving technology; and by improving the communities we serve through civic engagement opportunities.

Continuous Improvement: Labette Community College strives for continual institutional improvement through strategic planning, program and department reviews, outcome assessments, professional development, performance agreements, policy and procedure updates, and campus environment enhancement.

Integrity and Transparency: Labette Community College operates in an environment of integrity and transparency through honest ethical practices, open communication, and accountability, for transactions with all constituencies.

Sustainability of the Institution: Labette Community College encourages innovation and personal growth, maintains financial accountability, supports student retention and success, and plans strategically for the future, while adhering to state, federal, and governing agency guidelines.

History of LCC

On April 4, 1923, Parsons voters approved a two-year Junior College by a 4 to 1 margin. Labette Community College was founded as Parsons Junior College that year on the top floor of the old high school building at 26th and Main. The 1925 graduating class had 23 members. Their course of study was conducted entirely at the old high school. The College program moved to the new Parsons Senior High-Junior College building (now Parsons Middle School) in 1926. The College relocated to its present campus in the former East Junior High School building at 14th and Broadway in 1963.

In June of 1965, voters approved the creation of the Labette Junior College District. The Parsons Board of Education operated the College on an interim basis, but it became a separate entity when the Labette Community Junior College Board of Trustees was elected in the spring of 1966. In 1978, the College was renamed Labette Community College.

The College has evolved from a city college primarily serving those students who wished to transfer to a four-year institution to a comprehensive community college offering transfer degrees, professional/technical degrees and certificates, continuing education, customized training for business and industry, lifelong learning opportunities, and a variety of programs and services for Southeast Kansas and the four-state region.

Accreditation and Membership

Labette Community College is a member of the American Association of Community Colleges (AACC) and the Kansas Association of Community College Trustees (KACCT). Labette Community College is governed by The Kansas Board of Regents. The Higher Learning Commission of the North Central Association of Colleges and Schools accredit Labette Community College. Individuals should direct their questions, comments, or concerns to:

American Association of Community Colleges
One DuPont Circle, NW, Suite 410
Washington, DC 20036 (202)728-0200 <http://www.aacc.nche.edu>

Kansas Board of Regents
1000 SW Jackson St, Suite 520
Topeka, KS 66612-1368 (785)296-3421 <http://www.kansasregents.org>

Higher Learning Commission
230 S LaSalle Street, Suite 7-500
Chicago, IL 60604-1413 (800) 621-7440 or (312) 263-0456
<http://www.hlcommission.org>

The Associate Degree Nursing Program at Labette Community College located in Parsons, Kansas is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326, (404) 975-5000. The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree Nursing Program is Continuing Accreditation. View the public information disclosed by the ACEN regarding this program at <http://www.acenursing.us/accreditedprograms/programSearch.htm>

The Diagnostic Medical Sonography Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 6021 University Blvd, Suite 500, Ellicott City, MD 21043, (443) 973-3251, <http://www.caahep.org>

The Radiography Program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), 20 North Wacker Drive, Suite. 2850, Chicago, IL 60606-2901, (312) 704-5300, <http://www.jrcert.org>.

The Respiratory Care Program is accredited by the Commission on Accreditation for Respiratory Care (CoARC), 264 Precision Blvd, Telford, TN 37690 USA, (817) 283-2835 or (800) 874-5615, <http://www.coarc.com>.

Labette Community College Foundation

The Labette Community College Foundation is a Kansas nonprofit corporation and an Internal Revenue Service 501 (c) (3) organization. The purpose of the Foundation is to raise money from alumni, friends, and businesses in support of College programs. The majority of Foundation support is for scholarships. Support is also provided for buildings and grounds, faculty/staff development, student activities, equipment and supplies, and community outreach.

The Foundation manages the Jack and Ruth Gribben Endowment Fund that sponsors the annual Gribben English Lecture Series and the Gribben Community Classics Series. The Foundation awards the annual Cardinal Citation for lifetime service and the annual William and Allene Guthrie Van Meter Outstanding Alumni Achievement Award.

A listing of all Foundation scholarships is available on the college website. For more information on the Labette Community College Foundation please call (620) 820-1281.



Academic Information

This section includes various rules, guidelines, and processes that allow the student and College to operate on a common basis for a common purpose---completion of the student's educational goals. The topics in this section are listed alphabetically.

Academic Advisement

An academic Advisor serves to support the student's educational progress at Labette Community College. Academic advising is a collaborative relationship between the student (Advisee) and a designated advisor(s). The Advisor's responsibilities include being a useful, helpful guide, a source of knowledge and information, and/or to refer the advisee to information and resources. Note: The LCC Catalog remains the official, final source of information regarding courses of study and degree requirements.

The Advisee is to be aware of academic policies, procedures and degree requirements – all available in the LCC Catalog and to be responsible for the choices the Advisee makes with regard to the Advisee's education. Advisee: take ownership of your own academic and career decisions. Ultimately, you are responsible for meeting your graduation requirements.

All students will be assigned an advisor by the Office of Admissions as determined by the student's declared major. Students are encouraged to meet with their assigned advisor each semester to select courses that will assist them in meeting their educational objectives.

Students enrolling in 'personal interest courses' only will not be required to meet with an advisor. The Office of Workforce Education, Career Training and Personal Enrichment will accept enrollment forms.

Academic Forgiveness

Labette Community College (LCC) permits students to petition for academic forgiveness of coursework completed at least three (3) years prior to the petition date. Approval of the petition permits a new start without the handicap of a prior academic record. A student eligible for consideration may apply for academic forgiveness by petitioning the Vice President of Academic Affairs using the following guidelines:

1. Labette Community College course work subject to the petition must have been taken three (3) or more calendar years prior to the date of the petition. No coursework from another institution will be forgiven.
2. There must have been a break in enrollment at LCC of at least two (2) calendar years after the term for which the petition is filed.
3. When invoking academic forgiveness, a student may designate not more than two (2) academic terms (fall, spring, or summer) to be forgiven in his or her academic record. Only terms completed prior to returning to LCC may be designated.
4. At the time of petitioning for academic forgiveness, the student must have completed 12 credit hours within the previous 12 months with an earned GPA of at least 2.0 at LCC.
5. A petition for academic forgiveness will not be considered if a degree has been earned from LCC subsequent to the semester(s) in question.
6. All "forgiven" course work will continue to appear on the transcript but will not be included in the student's LCC cumulative GPA, nor shall any course in the term be counted toward a degree granted by LCC.
7. Academic forgiveness will be granted only once.
8. This procedure refers to LCC only. A student transferring from or to another institution will have to follow the other institution's procedure.
9. Students who have been granted academic forgiveness will not be considered for graduation with honors.
10. Granting of academic forgiveness does not affect nor alter a student's record for financial aid awards or for athletic eligibility.

[Academic Misconduct \(Procedure 3.07\)](#)

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For “willful” infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys’ fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please see the website of the U.S. Copyright Office at www.copyright.gov.

Academic Progress, Probation, and Dismissal

A student’s cumulative Grade Point Average (GPA) is used to evaluate his/her academic progress. Students are considered to be making satisfactory progress toward program completion if a minimum cumulative GPA of 2.0 is maintained.

A student whose GPA falls below minimum progress will be placed on probation for the next semester. If significant progress has been demonstrated, but the student has not quite attained a minimum of a 2.0 cumulative GPA, a second semester on probation may be granted. The student must petition the Vice President of Student Affairs to request an additional semester on probation.

If the 2.0 minimum has not been achieved after a second semester on probation, the student will be suspended from the College. Petition for reinstatement can be made after one semester has expired. During suspension, the student will be encouraged to enroll in developmental courses to assist him/her in required studies upon reinstatement.

[Alcoholic Exemption \(Policy 2.10\)](#)

[Appeal of Final Grade \(Procedure 3.18\)](#)

Attendance Guidelines

Regular class attendance is essential for student success. A student should inform instructors of special circumstances, such as illness, surgery, or participation in campus activities or sports, which make an absence necessary.

Instructors may withdraw a student for lack of excused absences if they fail to meet the 75% attendance standard (e.g., if the student missed 8 times in a MW or TR 16-week class, 15 times in a M-R 16-week class, etc.) for on-ground classes, but only after the appropriate date of certification for the course and on or before the last date to withdraw for the semester.

For online classes, attendance is measured by activity completed in the course, such as completing a discussion board or assignment. Instructors may withdraw a student for no activity if they fail to meet the 75% attendance standard measured in weeks (e.g., if the student misses 4 weeks in a 16-week class, 2 weeks in an 8-week class, etc.) Unexcused absences do not have to be consecutive for both on-ground and online courses. If an instructor exercises this option, a grade of W will be recorded and all of the course charges/fees will be applied to the student’s account.

Excused absences due to student representation of the college in some official capacity such as athletic travel, participation in an academic or official student organization activity, illness, surgery, or special circumstances approved by the VPSA or VPAA, will be allowed to make up course work upon notification from Administration and/or Athletic Coach or Club Sponsor/Representative. Students who would like to keep documentation of illness/injury/special circumstances confidential may send to VPSA who will notify instructors. Unexcused absences coursework will be up to the discretion of the instructor on whether the student will be allowed to make up course work.

Audit

Students may take a course for no credit by requesting an audit at the time of enrollment (see Special Tuition and Fees in Financial Information Section). Audit status cannot be reversed. If a course is audited, a grade will not be assigned and the instructor will not be required to administer or grade tests for these students. Students enrolling in courses for credit will be given priority over audit students when seating is limited.

Cell Phones in the Classroom: (Procedure 3.32)

Guests and Children in the Classroom: (Procedure 3.33)

Credit for Prior Learning (Procedure 3.05)

Credit for Prior Learning (CPL) is learning that has not been transcribed by an institution of higher learning. CPL will be evaluated based on the different types below and may be awarded according to the following conditions:

1. The student must currently be enrolled in at LCC and have a declared major at LCC.
2. All courses for which Credit for Prior Learning are awarded must have equivalent courses in the Labette Community College curriculum. Partial credit will not be awarded.
3. All earned credit will receive a grade of "P" for pass and will not be calculated into the cumulative grade point average.
4. Credit for prior learning will be counted toward graduation and may be used to fulfill curriculum requirements.
5. Credit for prior learning cannot be used to meet the enrollment requirement for federal or institutional aid.
6. Credit for prior learning cannot be used to repeat classroom credit in which a grade was received.
7. A maximum of 45 total credit hours of Credit for Prior Learning may be awarded based on the declared major.
8. Charges may be assessed for specific types of CPL listed below.

Multiple types of CPL can be considered for credit:

Portfolio Evaluation

In some instances, college credit may be awarded by means of a portfolio evaluation. A portfolio is a narrative document that details experiences, training, formal education, and work background. The narrative along with documentation will be turned in to the Registrar's office. Evaluation to determine if the objectives of a college class are met will be determined by the Academic Affairs office. No additional charges will be assessed.

Certificate Evaluation

In some instances, students may show a certificate of successful completion of training in order to get college credit for a class covering the same material. Certificates must be turned in to the Registrar's office, and evaluation to determine if college credit can be awarded will be determined by the Academic Affairs office. No additional charges will be assessed.

AP College Entrance Examination Board (CEEB-AP)

Advanced Placement tests (AP) are administered to high school students at the end of college-level courses that are taught in high school. To request test scores contact AP Services at <https://apscore.collegeboard.org/scores/#/> and have scores sent to the Registrar's office. The Registrar's office will determine if college credit can be awarded based on the following list which shows the AP tests approved and the minimum score required for credit:

CEEB-AP Examination	Minimum Score Accepted	Labette Course Equivalency and Credit Hours
ARTS		
2-D Art & Design	3	ART107: Two Dimensional Design (3 cr.)
Drawing	3	ART103: Drawing I (3 cr.)
English		

English Language and Composition	3	ENGL101: English Composition I (3 cr.)
English Language and Composition**	4	ENGL101 English Composition I (3 cr.) AND ENGL102: English Composition II (3 cr.)
English Literature and Composition	3	ENGL 206: General Literature (3 cr.)
History and Social Sciences		
Human Geography	3	GEOG101: World Regional Geography (3 cr.)
Macroeconomics	3	ECON203: Macroeconomics (3 cr.)
Microeconomics	3	ECON204: Microeconomics (3 cr.)
Psychology	3	PSYC101: General Psychology (3 cr.)
United States Government and Politics	3	POLS105: American Government (3 cr.)
United State History	3	HIST101: American History to 1877 (3 cr.) AND HIST102: American History Since 1877 (3 cr.)
World History: Modern	3	HIST104: World History Since 1500 (3 cr.)
Math and Computer Science		
Calculus AB	3	MATH130: Calculus I (5 cr.)
Calculus AB subscore on Calculus BC exam	3	MATH130: Calculus I (5 cr.)
Calculus BC	3	MATH130: Calculus I (5 cr.) AND MATH131: Calculus II (5 cr.)
Computer Science Principles	3	COMP110: Computer Concepts and Applications (3 cr.)
Statistics	3	MAT120: Elementary Statistics (3 cr.)
Sciences		
Biology	3	BIOL128: Principles of Biology I (5 cr.)
Biology	5	BIOL128: Principles of Biology I (5 cr.) AND BIOL129: Principles of Biology II (5 cr.)
Chemistry	3	CHEM124: College Chemistry I (5 cr.)
Chemistry	5	CHEM124: College Chemistry I (5 cr.) AND CHEM126: College Chemistry II (5 cr.)
Environmental Science	3	BIOL122: Environmental Life Science (5 cr.)
World Languages and Cultures		
French Language and Culture	3	LANG104: French I (5 cr.) AND LANG105: French II (5 cr.)
Spanish Language and Culture	3	LANG127: Spanish I (5 cr.) AND LANG128: Spanish II (5 cr.)
** May receive both ENGL 101 & 102 with a score of 4 or higher.		

CLEP

College Level Examination Program (CLEP) The CLEP is a national system of credit by examination, offering five general examinations assessing college level general education, as well as a number of subject examinations relating to specific college courses.

Labette Community College is an approved CLEP Testing Center. Both general and subject examinations are administered in the Student Success Center. Results should be sent to the Registrar's office to determine if college credit can be awarded based on the scores below. LCC will accept a total of 12 CLEP credit hours of general education. A score of 50 or above is required to apply the credits toward a degree.

CLEP Test	Minimum Score Accepted	Labette Course Equivalency and Credit Hours
American Government	50	POLS 105: American Government (3 cr.)
American Literature	50	ENGL 209: American Literature I (3 cr.)
Analyzing and Interpreting Literature	50	ENGL 206: General Literature (3 cr.)
Biology	50	BIOL 120: General Biology (5 cr.)
Calculus	50	MATH 130: Calculus I (5 cr.)
Chemistry	50	CHEM 120: Introduction to Chemistry (5 cr.)
College Algebra	50	MATH 115: College Algebra (3 cr.)
College Composition	50	ENGL 101: English Composition I (3 cr.)
College Composition Modular	50	ENGL 101: English Composition I (3 cr.) AND ENGL 102: English Composition II (3 cr.)
College Mathematics	50	MATH 100: Intermediate Algebra AND MATH 115: College Algebra (3 cr.)
English Literature	50	ENGL 207: British Literature I (3 cr.)
Financial Accounting	50	ACCT 112: Financial Accounting (3 cr.)
French Language	50	LANG 104: French I (5 cr.)
French Language	59	LANG 104: French I (5 cr.) AND LANG 105: French II (5 cr.)
History of the U.S. I	50	HIST 101: American History to 1877 (3 cr.)
History of the U.S. II	50	HIST 102: American History Since 1877 (3 cr.)
Human Growth & Development	50	PSYC 201: Developmental Psychology (3 cr.)
Info. Systems and Computer Applications	50	COMP 120: Computer Information Systems (3 cr.)
Introduction Psychology	50	PSYC 101: General Psychology (3 cr.)
Introduction Sociology	50	SOCI 101: General Sociology (3 cr.)
Principles of Macroeconomics	50	ECON 203: Macroeconomics (3 cr.)
Principles of Microeconomics	50	ECON 204: Microeconomics (3 cr.)
Spanish Language	50	LANG 127: Spanish I (5 cr.)
Spanish Language	63	LANG 127: Spanish I (5 cr.) AND LANG 128: Spanish II (5 cr.)
Western Civilization I (Ancient Near East to 1648)	50	HIS 103: World History to 1500 (3 cr.)
Western Civilization II (1648 to Present)	50	HIS 104: World History Since 1500 (3 cr.)

DSST

DSST exams allow students to earn college credit for knowledge obtained outside the traditional classroom. For more information about the DSST exams go to http://getcollegecredit.com/test_takers. Results of this test should be sent to the Registrar's office for evaluation.

The following list shows the DSST tests approved at Lafayette and the minimum score required for credit:

DSST Exam List:	Minimum Score:	Lafayette Course:
A History of the Vietnam War	**	**No Equivalent Course
Art of the Western World	**	**No Equivalent Course
Astronomy	400	PHSC 103: Introduction to Astronomy
Business Ethics in Society	**	**No Equivalent Course
Business Mathematics	400	OTEC 119: Business Math
Computing and Information Technology	400	COMP 120: Computer Information Systems
Criminal Justice	400	CRIM 101: Intro to Administration of Justice
Environmental Science	400	BIOL 122: Environmental Life Science
Ethics in America	400	PHIL 106: Ethics
Ethics in Technology	**	**No Equivalent Course
Foundations of Education	400	EDUC 140: Introduction to Teaching
Fundamentals of College Algebra	400	MATH 115: College Algebra
Fundamentals of Counseling	**	**No Equivalent Course
Fundamentals of Cybersecurity	**	**No Equivalent Course
General Anthropology	400	SOCI 207: Anthropology
Health and Human Development	400	PED 105: Personal and Community Health
History of the Soviet Union	**	**No Equivalent Course
Human Resource Management	**	**No Equivalent Course
Human/Cultural Geography	400	GEOG 101: World Regional Geography
Introduction to Business	400	BUAD 101: Introduction to Business
Introduction to Geography	400	GEOG 101: World Regional Geography
Introduction to Geology	400	PHSC 101: Physical Geology
Introduction to Law Enforcement	400	CRIM 101: Intro to Administration of Justice
Introduction to the Modern Middle East	**	**No Equivalent Course
Introduction to World Religions	400	RELI 101: Comparative World Religions
Lifespan Development Psychology	400	PSYC 201: Developmental Psychology
Management Information Systems	**	**No Equivalent Course
Math for Liberal Arts	**	**No Equivalent Course
Money and Banking	**	**No Equivalent Course
Organizational Behavior	**	**No Equivalent Course
Personal Finance	400	BUAD 205: Personal Finance
Personnel/Human Resource Management	**	**No Equivalent Course
Principles of Advanced English Composition	400	ENGL 101: English Composition I
Principles of Finance	**	**No Equivalent Course
Principles of Financial Accounting	400	ACCT 112: Financial Accounting
Principles of Physical Science I	**	**No Equivalent Course
Principles of Public Speaking	400	COMM 101: Public Speaking

Principles of Statistics	400	MATH 120: Elementary Statistics
Principles of Supervision	**	**No Equivalent Course
Substance Abuse	400	CRIM 118: Drugs in Society
Technical Writing	**	**No Equivalent Course
The Civil War and Reconstruction	**	**No Equivalent Course

American Council on Education (ACE) and ACE Guides:

ACE is a major coordinating body for higher education institutions in the U.S., providing third party, unbiased credit equivalency recommendations among other services. ACE Guides are credit recommendations for formal instructional programs and examinations offered by non-collegiate agencies (including civilian employers, the military, professional associations, and other workplace related-training).

Individuals seeking advanced standing credit should refer to the ACE website. Transcripts should be sent to the Registrar's office for evaluation in consultation with the Academic Affairs office.

Other:

Multiple options can be used to assess for CPL. If one of the above options does not match a student's needs, the student must request a review of CPL by the Registrar's office. The Registrar will work with Academic Affairs to review the request and determine what further action will take place.

Concurrent/Dual Credit Courses for High School Students

Concurrent Credit courses are college courses taught at the high school by qualified high school instructors in which students receive both high school and college credit. Students are enrolled by LCC personnel who come to the school, or by high school counselors or teachers. Students are taught using the same materials as the on campus college courses and use the same textbook, unless the high school textbook has been approved by the college. The same outcomes and competencies must be met by concurrent students and regular traditional college students.

Dual Credit courses are regular college courses taken by a high school student, taught by a regular LCC instructor (rather than a high school instructor). These classes may be on any campus or online and are not special classes for high school students only.

A high school student who has attained sophomore standing (successfully completed freshman year) may enroll in college courses with permission from his or her high school principal. The student must submit an enrollment form to the Concurrent/Dual Credit Coordinator with the "Unified School District Authorization" section completed and signed by the principal. A student who has been designated as "gifted" and below Sophomore status may enroll only upon submission of a completed and current (dates must cover period of enrollment) Individualized Education Plan (IEP) and that IEP must include a list of the college courses that are recommended as part of his or her plan. The IEP must be submitted to the Admissions Office at the time of enrollment.

High school students enrolled in concurrent/dual courses are required to follow the policies of the college. They will need to enroll and pay their tuition/fees by the stated deadline each semester. If they miss the deadline, they cannot take the course for college credit. Students must have their high school principal sign their enrollment form and have appropriate placement scores. Students are responsible for paying for concurrent/dual courses they enroll in and for purchasing their textbook, unless the high school provides one. If students decide they want to drop a course, or not take it for college credit, they will need to complete a drop form. They must submit the drop form to the college by the drop deadline or they will receive a grade for the course and be obligated for the cost of taking the course, regardless of the reason. Drop forms can be obtained from the LCC admissions office, by requesting one be mailed to them, or from their high school counselor. Non attendance does not automatically drop a student. Not paying for the course does not automatically drop the student. Once students graduate from high school, they will need to request their LCC transcript be sent to any other colleges they might attend. Their high school transcript will not reflect the college credit, only the college transcript will.

For more information about Concurrent/Dual Credit courses, contact the Concurrent/Dual Credit Coordinator Office 620-820-1221.

Course Load

For the fall and spring semesters, 12 credit hours are considered full-time. The average full-time student is enrolled in 15 to 18 credit hours. Students may take up to 21 credit hours per semester with approval of their advisor. The Vice President of Academic Affairs must approve enrollment in more than 21 credit hours per semester.

The full-time load for the summer semester is 6 credit hours. However, for federal financial aid, full-time status for the summer semester is 12 credit hours. The Vice President of Academic Affairs must approve enrollment in more than 10 credit hours.

Course Transfer



The Kansas Board of Regents has approved and faculty representatives from Kansas public postsecondary institutions have agreed upon the learning outcomes for the system wide transfer courses listed on the KBOR website. A student who completes any of these courses at a Kansas public university, community college, or technical college will be able to transfer the course to any Kansas public postsecondary institution offering an equivalent course. These approved courses are identified in the Course Description section with the KRSN (Kansas Regents Shared Number) assigned number.

Course Equivalency Guides: Click on any of the course names at the website at the end of this paragraph to review the Course ID number, title, and number of credits assigned to that course at each public postsecondary institution in the system. Visit http://www.kansasregents.org/transfer_articulation for more information.

Developmental/Pre-College Courses

A majority of college students take at least one precollege course, often referred to as developmental/remedial courses. These are individuals who need additional study prior to enrolling in a college level course. They are usually eligible for financial aid as these courses often serve as prerequisites for upper level courses. These courses do not carry College credit nor apply toward any degree requirements, which may cause your graduation date to be extended. Students must receive a grade of C or better to pass Developmental Pre-College Courses.

Educational Fees (Policy 4.02)

Students are charged educational fees, which include tuition and a general fee. Educational fees, in addition to other sources of revenue, provide partial support for various College operations, programs and services. The amount of the educational fees requires approval of the Board of Trustees.

To ensure effective operation of the College and fiscal accountability, students are expected to make prompt payment as accounts become due and payable. Students who fail to pay accounts as directed by the business office may be subject to sanctions.

Under extreme circumstances, students who withdraw from courses may be eligible for a refund of educational fees.

Procedures regarding educational fees, including fees related to specific programs and services, and refunds, will be determined by the President.

[Payment of Educational Fees and Refunds \(Procedure 4.02\)](#)

English as a Second Language (ESL) Applicants

Labette Community College wants to provide an opportunity for all students to attend college and be successful. Students

who have achieved a level of proficiency in the English language are more likely to have a successful college experience. Labette Community College has established the following process to enhance student success for those students whose primary language is not English.

ESL Students

If English is not the primary language of the country, one of the English language requirement(s) listed below must be met:

1. Record of successful completion of high school (2.0 Cumulative GPA or higher) in which the language of instruction was English
2. Test of English as a Foreign Language (TOEFL) score of 70 internet-based (iBT)
3. International English Language Testing System (IELTS) score of 6 or higher
4. Completion of ELS Language Centers level 112 (http://www.els.edu/contents/US_University.aspx)
5. EIKEN scores of Pre-1 and 1
6. Completion of an Intensive English Program at an accredited four year university.
7. Completion of Bridge's Academic English Level 5

Grades

Grade Posting

Grades will be posted on the RedZone by instructors. Grades will be posted by the dates indicated in the Academic Calendar. Students can access their grades by logging onto the RedZone at www.labette.edu, using their Student ID number and their PIN.

Grading System

The following symbols are used for student evaluation and will be sent with any transcript leaving the College.

CODE EXPLANATION:		GRADE EXPLANATION:	
Code	Definition	Grade	Points Earned
W	Withdrew	A	4.0
N	No Credit	B	3.0
P	Pass	C	2.0
I	Incomplete	D	1.0
X	By Examination	F	0.0
R	Repeat *	UF	0.0 Unearned F
P	Pass Credit Only**	P	0.0 Pass Credit
WIP	Work In Progress	N	0.0 No Credit
N	No Credit	I	Incomplete***
--	Lab credit included with lecture		
AU	Audit		
UF	Unearned F		
IM	Incomplete Military		
WM	Withdrawal Military		

Grade(s) with an asterisk indicate **Academic Forgiveness**

***Repeated Courses** - Students are allowed to repeat courses if a grade below an "A" has been received. The highest grade earned will be used in GPA calculation.

****Pass Credit** - In courses where a grade is "P", hours are not included in the GPA.

*****Incomplete Contracts** - These are submitted by the instructor prior to semester end. If work is not completed, Incompletes will be converted to an "F" at the close of the following semester.

Unearned – An Unearned F is given if the student did not complete the final or the final assignment. An F is given if the student completed the final or the final assignment and has earned a grade of F.

Transfer Credits - Labette Community College accepts transfer credits from other regionally accredited institutions and grades earned are computed in the cumulative GPA.

Pass/Fail Grade Process

Some students may wish to take certain courses for a pass/fail grade rather than a letter grade. If a student wishes to receive a pass/fail grade, he or she must make this request during the first two weeks of the course. The request should be completed on the Request for Pass/Fail Grade form by the student and given to the instructor. It must be approved by the instructor and the Vice President of Academic Affairs. Once processed, the request cannot be reversed. The white copy of the approved request is to be attached to the grade sheet at the end of the term (the canary copy will be sent to the student).

Note: Students are cautioned to check with their advisor about the transferability of pass/fail courses prior to initiating requests for pass/fail grades. The courses are added to a student's credit hour total, but are not included in the grade point average. Pass/fail status may affect transfer as well.

Graduation Procedures

Note: Graduation requirements include a 2.0 minimum cumulative GPA.

All students who have completed or are currently enrolled in must equal 42 credit hours and plan to graduate in the following fall or spring semester must request an official degree check in the Student Affairs Office by completing a "Degree Check Request" form. A "Degree Check Request" should be submitted no later than the end of January prior to spring graduation. Students who wish to graduate in December must submit a Degree Check Request by October 31 and all degree requirements must be completed by the end of the Fall Semester.

All student who have or will complete all certificate requirement's by the end of their currently enrolled semester must request an official certificate check in the Student Affairs Office by completing a "Certificate Check Request" form. A "Certificate Check Request" should be submitted no later than the end of January prior to spring graduation. Students who will complete their certificate in December must submit a Certificate Check Request by October 31 and all certificate requirements must be completed by the end of the Fall Semester.

All graduating students and certificate earners must have their high school transcript or high school equivalent transcript on file. Transfer students must complete at least 15 credit hours at LCC to graduate with an Associates Degree. All official transcripts from other institutions must be on file. Evaluation results of the student's permanent academic record will be mailed to the student, outlining specific requirements needed for the certificate/degree selected. The response will indicate those requirements completed and those that need to be completed.

Certificate/Degree candidates must meet graduation requirements found in the catalog of the student's graduation year or a catalog from any of the three years immediately prior to graduation, provided the student was enrolled during the year selected. When a degree program is discontinued, students have two years to complete the program. Students who have completed the program within this time period will be awarded a degree.

Students who lack six credit hours or less at the end of the spring semester and plan to complete all course requirements are eligible to apply for and participate in the graduation ceremony. To qualify, students must have a cumulative GPA of at least 2.0 according to grades posted prior to January 31st. Students who wish to be removed from the graduation list must do so by April 1st. After April 1st, the graduation list will contain the names of all students eligible to participate in the graduation ceremony in May despite any changes to their enrollment status.

All "Degree Check Requests" that have been completed within the previous year are re-evaluated after the certification date in the Spring semester. Students the Registrar has determined as eligible to graduate in May will receive information indicating what they need to do to complete the graduation process. Only students who have successfully completed all degree requirements will have their degree noted on their transcript. LCC has a commencement ceremony once a year, in May. Students who complete their degree requirements by the end of the Fall semester will have the degree and graduation date noted on their transcripts. These students will be able to participate in the graduation ceremony the following May.

Graduation with honors shall be determined by the following grade point averages as calculated the semester prior to graduation.

Summa Cum Laude 4.0

Magna Cum Laude 3.75-3.99

Cum Laude 3.50-3.74

Honor students and Veterans will be identified in the graduation program. Diplomas are mailed to graduates in June.

Holds

Enrollments, official, and unofficial transcripts and related information will be withheld if any financial obligations to the College have not been paid, materials and/or equipment have not been returned, or if the student has yet to take the exit assessment.

Home Schooled and Correspondence Students

Home schooled and correspondence students are eligible to enroll as a regular student after presenting proof of graduation in compliance with Kansas Law. However, additional requirements must be met to be eligible for federal aid. (See “Financial Aid Information” section.)

Honor Roll

Students who enroll in and complete a minimum of 12 credit hours in a semester with a grade point average of at least 4.0 will be included on the President’s Honor Roll. Students who are enrolled in at least 12 credit hours and have a grade point average of at least 3.5 with no grades below a “C” will be eligible for the Dean’s Honor Roll.

Housing

Labette Community College supports The Cardinal Villas in providing quality housing for our students. The Cardinal Villas is a premier on-campus student focused community. The Cardinal Villas guarantee your comfort in our fully-furnished units with private bedrooms and bathrooms. The Cardinal Villas offer academic term leasing and a roommate matching program to ensure a smooth transition in your new home.

Incomplete Coursework

Students who have experienced an extenuating circumstance that prevents completion of a course may request an “I” (incomplete) grade from the instructor. In order to be considered, the student must have been in attendance for at least the first 60% of the course and have a passing grade at the time of the request. The instructor will complete a contract that outlines the requirements the student must complete to finish the course. The contract includes a date by which the coursework must be submitted and must be signed by the student and the instructor. Failure to complete the contract will automatically result in an “F” grade. Students cannot withdraw from a course with an incomplete contract. Because incompletes may affect a student’s financial aid, students need to contact the Financial Aid Office when they have an incomplete.

Insurance

Health & Accident

Labette Community College does not provide Student Health Insurance Plans, however, you might consider one of the options below if you do not currently have insurance. Students must directly contact these providers for insurance coverage. Student Insurance - www.studentinsuranceusa.com

Insurance Companies in Parsons

The website for the Parsons Chamber of Commerce is <http://www.parsonschamber.org/>.

International Students

Please contact the DSO you work with regarding international student health insurance information.

PERSONAL PROPERTY

National Student Services, Inc., with over 700 colleges participating, has special benefits for students enrolled in their program as follows:

- All Risks Coverage.
- Actual Cash Value or Replacement Cost.
- \$1,000 liability coverage at no extra charge to all participating students.
- \$1,000 coverage for property in storage, between semesters and during the summer.

- Deductibles of \$25, \$50, or \$100.
- All major credit cards accepted.
- Coverage can be secured over the Internet, by FAX, or regular mail.
- 30 days to examine policy for complete refund of the premium.

Questions??? Call NSSI's toll free number, (800) 654-6814 or e-mail: karen@nssinc.com. Website can be viewed at : www.nssinc.com.

* For informative brochure/application contact LCC Student Affairs: 620-421-6700 x1264; FAX: 620-421-0180; website: <http://www.labette.edu/studentlife>.

*For local insurance agencies go to: <http://www.parsonschamber.org/>

International Students

The International Student Advisor is located on the second floor of the Student Union Building.

The following checklist provides the steps required for Admission. It is preferred that students apply for Admission and submit all required items at least three (3) months before the semester they plan to attend LCC.

1. Complete the enrollment/application form.

- a. A non-refundable \$100 application fee is required. Submit the Application for admission preferably at least three months before the start of the semester in which you wish to enroll (unless you are transferring from another institution within the US).

2. Submit official copies of High School/Secondary School, and/or University academic transcripts with an English translation of the grades and grading scale.

- a. Translations may be accepted from the following organizations: Educational Perspective, World Educational Services, or an equivalent translation company. If you attended a high school in the United States, you'll need to request that the High School mail an Official copy of your transcript to Labette Community College.

3. English Proficiency Requirements: If English is not the primary language of the country, one of the English language requirement(s) listed below must be met:

- a. Record of successful completion of high school (2.0 Cumulative GPA or higher) in which the language of instruction was English
- b. Test of English as a Foreign Language (TOEFL) score of 70 internet-based (iBT)
- c. International English Language Testing System (IELTS) score of 6 or higher
- d. Completion of ELS Language Centers level 112 (http://www.els.edu/contents/US_University.aspx)
- e. EIKEN scores of Pre-1 and 1
- f. Completion of an Intensive English Program at an accredited four year university.
- g. Completion of Bridge's Academic English Level 54.

4. Complete the Statement of Financial Information and Certification of Support forms and submit them with a certified bank statement proving financial ability to attend Labette Community College.

5. Submit proof of International health insurance.

- a. If you do not have health insurance you will need to purchase and provide evidence of new coverage on or before arrival at Labette Community College. For information regarding insurance companies that have proven to be reliable for previous students, please contact the International Student Advisor in the Admissions Office.

6. Submit proof of Tuberculosis Testing if needed

- a. Students entering Labette Community College who are from the countries listed below must have a Tuberculosis 2 Step Test or QuantiFERON Blood Test completed in the United States or Canada.
- b. Afghanistan, Bangladesh, Brazil, Cambodia, China, DR Congo, Ethiopia, India, Indonesia, Kenya, Mozambique, Myanmar, Nigeria, Pakistan, Philippines, Russian Federation, South Africa, Thailand, Uganda, UR Tanzania, Vietnam, and Zimbabwe

Transfer Students (those who have previously attended another US college)

1. Complete steps 1-5 above.

2. Complete the Transfer Eligibility Form and return to Labette Community College.

I-20 Information:

The I-20 is a Certificate of Eligibility for Non-immigrant Student Status for those who wish to study in the US. The I-20 form must be taken to the American Embassy or Consulate when you apply for a Visa. More info can be found at http://www.ice.gov/SEVIS/becoming_nonimmigrant_student_52007.htm

Placement Testing (Procedure 3.22)

All degree-seeking students who plan to enroll for the first time in a College-level English or Math course at Labette Community College must provide placement scores from either a standardized test approved by the college (ACT, SAT, ACCUPLACER) taken within the last 3 years, or a copy of a high school transcript within 3 years of graduation, or GED scores within 3 years of enrollment taken on the 2014 version.

The ACCUPLACER test for each subject/discipline may be taken twice in a three-month period. Students who are enrolled in the recommended remedial course, based on their ACCUPLACER score, may retake the test upon completion of the course. If the ACCUPLACER score falls into an appeal score zone, the student must follow the appeal process for that subject/discipline.

Students enrolled full-time at other colleges who wish to also enroll at LCC at the same time will be allowed to enroll in any course without being required to take the writing or reading placement exam. Students must provide unofficial transcripts or grade reports at the time of enrollment. To be placed into English or Math courses students must meet one or more of the criteria in the tables below.

Students requesting accommodations for ACCUPLACER testing due to their documented disabilities must contact the College's designated ADA coordinator at least two business days prior to their desired testing date. Students may contact the coordinator by phone at (620) 421-6700, ex. 1182, or in person in the Student Success Center on the main campus in Parsons. The coordinator will work with the SSC staff to ensure proper accommodations are in place for the student prior to testing.

Students may arrange to take a placement test by calling the LCC Student Success Center at (620) 421-6700, extension 1147, or by email at testing@labette.edu.

Composition Courses	ACT Score	SAT Score	ACCUPLACER	H.S. Transcript (within 3 years of graduation) Unweighted GPA	GED Score (within 3 years of enrollment using 2014 version)	Prerequisite
Reading & Writing Essentials (ENGL 097)	0-13	Verbal: 0-359	Next-Gen: 0-234	<2.0 Cum GPA	<150 average score	
Pre-College Reading & Writing (ENGL 099) or English Comp 1 with Review** (ENGL 103)	14-17	Verbal: 360-449	Next-Gen: 235-254	≥2.0 Cum GPA	≥150 average score	A grade of "C" or above in ENGL 097

English Comp 1 (ENGL 101)	18 or higher	Verbal: 450 or higher	Next-Gen: 255 or higher	≥3.25 Cum GPA or ≥3.0 Cum GPA & ≥3.0 Content GPA	≥165 avg. score or ≥160 avg. score & ≥160 content	A grade of “C” or above in ENGL 099
**This course will be considered college-level Comp 1 with additional review.						
Mathematic Courses	ACT Score	SAT Score	ACCUPLACER	H.S. Transcript (within 3 years of graduation) Unweighted GPA	GED Score (within 3 years of enrollment using 2014 version)	Prerequisite
Skills remediation with Adult Education	0-13	0-340	Next-Gen: 0-210	N/A	<140 average score	
Beginning Algebra with Review (MATH 095)	14	340-409	Next-Gen: 210-232	<2.0 Cum GPA	<140 average score	
Beginning Algebra (MATH 096)	15-16	340-409	Next-Gen: 233-249	≥2.0 Cum GPA but <2.5 Cum GPA	<141 but <150 average score	
Intermediate Algebra (MATH 100)	17-19	410-479	Next-Gen: 250-262	≥2.5 Cum GPA	≥150 average score	A grade of “C” or higher in MATH 095 or 096
College Algebra (MATH 115) or Mathematics for Education (MATH 111) or Elementary Statistics (MATH 120)	20 or higher	480 or higher	Next-Gen: 263 or higher	≥3.0 Cum GPA + ≥ 2.0 Content GPA	≥160 avg. score + ≥160 content score	A grade of “C” or higher in MATH 100
Trigonometry (MATH 125) or Matrix Algebra (MATH 121)	21 or higher	500 or higher	N/A	≥3.5 Cum GPA + ≥ Final grade of B in Algebra II	N/A	A grade of “C” or higher in MATH 115
Calculus I (MATH 130)	26 or higher	590 or higher	N/A	≥3.75 Cum GPA + ≥ Finale grade of C in Trig or Pre-Calc	N/A	A grade of “C” or higher in MATH 125
Allied Health Courses	ACT Score	SAT Score	ACCUPLACER	H.S. Transcript (within 3 years of graduation) Unweighted GPA	GED Score (within 3 years of enrollment using 2014 version)	Prerequisite

CNA (HEAL 121)	13 or higher	Verbal: 360 or higher	Next-Gen: 240 or higher	≥2.0 Cum GPA	≥150 average score	N/A
CMA (HEAL 131)	Reading: 13 or higher and Math: 14 or higher	Verbal: 360 or higher and Math: 340 or higher	Next-Gen Reading or Writing: 240 or higher AND Classic Math: 50 or higher Next-Gen Math: 237 or higher	≥2.5 Cum GPA	≥150 average score	KS CNA license
EMT (HEAL 142)	Reading: 13 or higher and Math: 14 or higher	Verbal: 360 or higher and Math: 340 or higher	Next-Gen Reading or Writing: 240 or higher AND Classic Math: 50 or higher Next-Gen Math: 237 or higher	≥2.5 Cum GPA	≥150 average score	High School Diploma or GED or Senior in H.S.
Health Science Programs	ACT Score	SAT Score	ACCUPLACER	H.S. Transcript (within 3 years of graduation) Unweighted GPA	GED Score (within 3 years of enrollment using 2014 version)	Prerequisite
Nursing	Reading: 17 or higher	N/A	Next-Gen Writing: 263 or higher	N/A	N/A	N/A

[Placement Testing Procedures \(Procedure 3.221\)](#)

RedZone

The RedZone is a portal to your information at LCC. The RedZone allows students to see their semester schedule, access their grades and unofficial transcript, view their progress in their classes, check out their billing statement, and access their financial aid information. Also, students will access their online/hybrid courses through the RedZone.

Students need their Student ID number and PIN to log on the RedZone. The Student ID number is found on the front of their Cardinal ID card. The PIN, password, is assigned by Computer Services. Students will receive a letter containing their PIN number after they get enrolled.

Information about logging on the RedZone is available on the LCC website.

Repeat Courses

Students may repeat a course one time without approval. Students who want to repeat a course for credit more than one time will need the approval from one of the following: VP of Academic Affairs, or the Dean of Instruction. The highest grade earned for the course will be used in GPA calculation; however, the prior grade will still appear on the transcript. Courses noted as repeatable may be repeated without approval. Students receiving financial aid should always check with the Financial Aid Department before repeating any course.

Residency (Policy 4.05)

Reverse Transfer



Beginning in the Fall of 2014, students who transfer to a Kansas public university from a Kansas public community college or technical college (or vice versa) are eligible for Reverse Transfer, which allows for the attainment of any associate degree for which one is eligible along the way to additional certificates and degrees.

Within a student's first semester, those who transfer coursework from a public university, community college or technical college will be notified if they are eligible to be considered for reverse transfer degree status, and which courses are needed to finish the related degree. Students who then complete the coursework for a given associate degree will be eligible to receive that degree, administered automatically by correspondence between the new institution and the university, community college or technical college the student last attended.

Contact the Registrar's Office of the institution which you are attending for more information. Visit http://www.kansasregents.org/transfer_articulation for more information.

Semester

Semesters: Labette Community College operates on an academic year that includes 3 semesters and when needed, one fall intersession. The fall and spring semesters each have 16 weeks of instruction, the summer semesters have 8 weeks of instruction. The fall intersession has 3 to 4 weeks of instruction and is a separate session that is between the fall and spring semesters.

Courses: Courses are measured using credit hours which is equal to the number of hours students are in class during one week. Students should expect to spend a minimum of two hours on out-of-class student work for every hour spent in the classroom.

LCC offers courses in different delivery methods which provides students with the flexibility to continue their education at times that fit their lifestyle.

Course Delivery Methods

On-ground or campus courses meet in the traditional classroom at the time and room stated in the schedule.

Online courses use the internet, RedZone, and other web based applications. The majority of the course is computer based using different forms of media such as audio, video and written formats. At least 76% of the instruction is provided where the faculty and students are physically separated by place and time. Some courses require at least one proctored exam. Students who enroll in online courses must have access to a computer with dependable internet service.

Hybrid courses replace a portion of the scheduled traditional classroom instruction with online instruction. The remaining time will be taught in a classroom. Students must have access to a computer with dependable internet service.

VI (IDL) courses are taught in a classroom by one instructor delivered to two separate classrooms simultaneously via video or web conferencing technology. The courses are identified in the schedule and meet in a classroom setting usually at the Cherokee Center and Parsons Campus. Some assignments and tests may require the use of the RedZone.

Student Contact

Students may be removed from class only by college personnel. If an individual needs to contact a student, they must report to or call the Office of Student Affairs, where a college official will make contact with the student. In addition, law enforcement officials entering the campus to detain students are to report to the Office of Student Affairs, and they will be escorted by authorized college personnel.

Transcripts

There are 2 types of transcripts – unofficial and official. The unofficial can be printed by the student from their RedZone account. The official must be ordered online and there is a fee of \$10.00.

Official transcripts are generally sent directly to other colleges, employers or to students in sealed envelopes. If the seal on the envelope is broken, the transcript becomes unofficial. To request an official transcript online please go to the LCC website, click on the Students tab, Transcripts/Registrar and then click on the link to order an official transcript. This link will take you to the National Student Clearinghouse which provides this service for LCC. The site will walk you through placing your order, including delivery options and fees. Order updates will be emailed to you. You can also track your order online. You can also fill out the Transcript Request Form in the Admission Office. Faxed transcript requests are no longer accepted.

Transcripts will be withheld if any financial obligations to the College have not been paid or if material and/or equipment have not been returned to the College.

Transfer Credits

Labette Community College accepts undergraduate transfer credits from the following institutional accreditors for colleges/universities.

- Accrediting Commission for Community and Junior Colleges (ACCJC) Western
- Association of Schools and Colleges
- Higher Learning Commission (HLC)
- Middle States Commission on Higher Education (MSCHE)
- New England Commission of Higher Education (NECHE)
- Northwest Commission on Colleges and Universities (NWCCU)
- Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
- WASC Senior College and University Commission (WSCUC)

Undergraduate transfer credits from institutions not listed above will be evaluated using the Department of Education and the Database of Accredited Postsecondary Institutions and Programs (DAPIP) accreditation listing. Transfer credits must be equivalent to course(s) offered at LCC or can be utilized to meet a General Education requirement.

All transfer credits will be converted to a semester credit hours system. All transfer courses will be added to the student's LCC transcript but not guaranteed to be a transfer equivalent course.

Transferring Credits to LCC

Courses successfully completed from a regionally accredited institution that fulfills graduation requirements may be accepted and applied toward an Associate Degree or Certificate.

- A minimum of 15 credit hours that fulfill general education or major requirements as listed by the student's selected Associate Degree program must be completed at LCC.
- At least half of the required credit hours must be completed at LCC to receive a certificate.
- Official transcripts from all other colleges/universities must be sent to the Admissions Office in order for courses to be applied towards a degree or certificate.

If you have any questions concerning your transcripts or graduation please email registrar@labette.edu.

LCC adheres to the Kansas Seamless Transfer Among Regent System using the KSRN Matrix developed by Kansas Board of Regents which guarantees transfer of approved courses among all Kansas public postsecondary institutions.

Students who transfer to a Kansas public university from a Kansas public community college or technical college (or vice versa) are eligible for Reverse Transfer, which allows for the attainment of any associate degree for which one is eligible along the way to additional certificates and degrees.**

Military courses are accepted as suggested by the American Council on Education (ACE) if we have the equivalent course(s) and if the course(s) would be acceptable for the student's major.

Transfer hours will be changed to meet the semester hour system. Grades will be defined by our grading definitions.

A maximum of 45 credit hours of recognized credit transferred from another college can be applied to associate degree requirements at Lafayette Community College. A minimum of 15 credit hours must be completed at LCC for an Associates Degree. At least half of the credit hours required for a certificate must be completed at LCC.

COURSE ▶ TRANSFER

*See page 17 for more information

REVERSE ◀ TRANSFER

** See Page 25 for more information

[Admissions/Enrollment Eligibility \(Policy 4.01\)](#)

COLLEGE SERVICES & FACILITIES

The College Services & Facilities section defines services that are available to Labette Community College students and provides a brief description of the buildings used by LCC.

College facilities may be used for student activities as well as community activities. All facilities are scheduled through the Facilities Department located on the second floor of the Student Union Building. All buildings are handicapped accessible. The services and facilities are listed alphabetically in the paragraphs that follow.

Accommodation Services

Special needs services such as assistance for students with disabilities for any student in need of assistance must report to the ADA Coordinator. If a student has an IEP or 504 documentation and would like to use those accommodations, please contact Karen Barger, ADA Coordinator at 620-820-1182 or karenb@labette.edu

Advising

The Advising Center is located in the Student Success Center, room L102. Advisors are available to assist all students. These advisors will assist students with enrollment, schedule changes, degree check requests, and many other activities. If a student is unsure of where to go for an answer, the Advising Center is a good place to start. The Advising Center can be contacted by calling 620-421-6700, ext. 1196.

Bookstore - The Bird's Nest

The Bird's Nest Bookstore is located on the first floor of the Student Union Building. Normal business hours are Monday-Thursday 8:00 am to 4:30 pm, closed from 1:15pm-2:15pm daily with expanded hours at the beginning of each semester. The Bird's Nest Bookstore can be contacted by calling (620) 421-6700, extension 1165. The bookstore carries all the latest LCC apparel, caps, kids' gear, and a great candy and snack selection.

A list of textbooks and all pertinent information may be found at www.labette.edu under the Bookstore page. A majority of the required instructional textbooks and materials for scheduled courses offered by LCC are available through the Online Bookstore and can be shipped to the Main Campus or to the student directly. A select few that are published in-house are available for pickup from the Main Campus Bookstore or at the Cherokee Center.

Online Bookstore can be found at <https://labette.ecampus.com/>

Business Office

The Business Office is located on the second floor of the Student Union. Students may pay their bills or make inquiries about a bill in the Business Office. The Business Office can be contacted by calling (620) 421-6700, extension 1231.

Cardinal Event Center

The Cardinal Event Center is located at 1306 Main Street which provides ample space for college and community events. The 3,300 sq ft. event center has a capacity of 300, with a large open space for tables and chairs, two projection screens and sound system, and a catering kitchen. The Cardinal Event Center is a preferred location for college and community meetings, classes, continuing education, and special events.

Case Management

Case Management promotes student success and retention, reduces risk, and enhances overall community well-being and safety by identifying needs, removing barriers, leveraging resources, and fostering self-efficacy for students. Labette Community College has a full-time non-clinical Case Manager/Advisor available to work with students to coordinate prevention, intervention, and support efforts for students facing crises, life traumas, and other barriers to success. The case manager does not provide mental health diagnosis or treatment. The Case Manager/Advisor is located in the Student Success Center, room L107A. Students can call (620) 421-6700, extension 1254 to make an appointment with the Case Manager/Advisor or walk in anytime during regular college business hours.

For students that need or want more intensive support in a clinical setting, Labette Community College has teamed with Labette Center for Mental Health to assist current students. The college will pay for three sessions with the Labette Center for Mental Health if the student does not have medical insurance. Students who wish to access this benefit can contact either the Vice President of Student Affairs or the Case Manager/Advisor, who will help with the process to refer the student to the Labette Center for Mental Health.

If you or someone you know needs immediate mental health assistance call the National Suicide and Crisis Lifeline at 988 – 7 days a week, 24 hours a day to speak with a trained crisis counselor.

The previous number of 1-800-273-TALK (8255) also still works.

Local Mental Health services are also available through Hotlines – 7 days a week, 24 hours a day:

Labette Center for Mental Health (620) 421-3771

Southeast Kansas Mental Health Center (620) 473-2241

Family Life Center (620) 231-5863

Four County Mental Health Center (800)-499-1748

Cherokee Center

The Cherokee Center is located south of Pittsburg at the junction of HWY 400 and HWY 69. The Cherokee Center offers a variety of different classes ranging from general education to professional development. Additionally, some student services such as advising, enrolling, and financial aid assistance are offered through scheduled appointments. For information on the Cherokee Center call 620-421-6700 or 1-888-LABETTE.

Ed Hendershot Gallery

The Ed Hendershot Gallery is a modern climate-controlled exhibition space measuring 15 feet by 54 feet located on the second floor of the LCC Main Building. It is a multi-functional area that can accommodate a wide range of events. Its primary purpose is to serve Labette Community College students and residents of Southeast Kansas by providing a place for activities that promote personal enrichment and lifelong learning. Ideally, these cultural, intellectual, and social activities will enhance the quality of community life.

Foundation/Alumni Office

The LCC Foundation/Alumni Office is located at 1306 Main.

Hughes Arts & Humanities Building

The Hughes Building is located south of the Student Union. The building houses classrooms and office space for Art, Communication, Diagnostic Medical Sonography, Graphic Design Technology, and Psychology Programs. Other department offices and general education classrooms are also housed in this facility. An elevator is located just inside the handicapped accessible entrance on the east side.

Library

The Library is located at 1230 Main Street—corner of 13th and Main, and provides an academic environment for students and faculty. The Library's over 13,000 volumes and over 27 hard copy magazines and journals attempt to provide support for all areas of study at Labette Community College. The Library maintains online periodical databases for students to access additional magazines, journals and newspapers, as well as reference materials. Most of these databases include full text and page images of the materials. There is also access to federal and state documents and other research assistance through the Library's webpages. Using the Web to provide library resources and email reference allows the Library to serve LCC students at various locations including distance education and extension sites. The Library provides WI-FI and Internet computers with the Microsoft Office Suite that can be used by all students.

In addition, the interlibrary loan service can provide materials not owned by the Library from other libraries throughout the United States. Students have access to the Web, and email in the Library. Qualified librarians are available to provide assistance and library instruction programs upon request. The Library is open during the fall and spring semesters Monday through Thursday from 8:00 am – 9:00 pm. During the summer semesters the hours are 7:00 am – 7:00 pm Monday and Tuesday, 7:00-4:30 Wednesday and Thursday and closed on Friday. Additional hours are available by obtaining an after-hours access keycard from the IT department.

Main Building

The three-story Main Building provides space for many classrooms and programs. The first floor houses the biological science, and English departments. In addition to classrooms, the second floor houses administrative offices, the Print Shop, Thiebaud Theatre, and the Ed Hendershot Gallery.

Business, Social Science, and computer science departments, as well as computer labs and the Computer Services Office, are located on the third floor. An elevator is available by the handicapped accessible entrance located on the northwest side of the building.

Main Building Annex

Connected to the northeast corner of the Main Building, the Annex houses chemistry, physics, mathematics offices, classrooms and laboratories. A handicapped accessible door is located at the east entrance.

Pantry

The LCC Pantry is located at 1229 Broadway on the Main Campus. Current LCC students are able to take ten items each week for free from the LCC Pantry. An LCC Student ID Card is required. Students attending online or at the Cherokee Center can contact the Student Life Specialist to meet by appointment at 620-820-1178.

Parking

Several free parking lots are provided on the main campus. There is also curbside parking around the campus. Students are expected to park properly and to respect parking signs, other vehicles, and pedestrians at all times. Improper parking may result in a fine from the College or city police. Any fines imposed by the College are to be paid in the Business Office.

Public Relations Office

The Public Relations Office is located in the Main Building M201.

Student Affairs

The Student Affairs Office is located on the second floor of the Student Union Building and includes the Vice-President of Student Affairs Office, the Admissions Offices, the Financial Aid Offices and the Registrar's Office.

Student Health Services/Health Insurance

Each student is responsible for his or her own health insurance. The College neither endorses nor participates in such programs for the general student population, nor does the College provide a student health service. Student health insurance information and applications are available in the Student Affairs Office.

Student Life Office

The Student Life Office is located on the first floor of the Student Union Building. The Student Life Specialist oversees the Organizations and clubs, Student Government Association, and Campus Activities Board. Organizations, clubs, SGA and the many campus activities that are offered throughout the year help keep our students involved and enhance their college experience. There are also computers with free printing, big screen TV, video games, etc. available to LCC students in the Student Life Office.

Student Success Center

The Student Success Center provides services that assist students to succeed academically and houses two grant programs: Adult Basic Education/GED and Title IV Student Support Services (Student Support Services). It is the site of placement testing and developmental courses. In addition, a computer lab is open for classes and student use. The Student Success Center provides peer tutoring. Most of these services are available through the following programs:

Adult Education Classes

We offer adult education classes to assist students in the following: GED preparation, basic math and reading skills, employment skills, and college preparation and transition. Individuals completing the adult education classes will have the opportunity to earn a GED, Basic Computer Skills certificate, and the Kansas Work Ready certificate. Adult education classes are open to students sixteen and older. Students under eighteen must have a Parental Waiver for Compulsory Attendance in order to attend class. These forms are obtained from the last school district the student attended.

Attendance at a three day orientation class is mandatory. Regular class times are Monday through Thursday from 9-11am, 1-3pm and by appointment for evening classes. The adult education center is located in the Student Success Center, Room L 103.

Based on the results of your assessment during orientation, staff members will develop and individualized a plan to help you achieve your goals. In order to be eligible to take the GED examination, you must have completed all of the adult education class requirements, passed all required exams, and have a valid government issued photo identification card. For more information call 620-820-1125.

The cost for the class is \$35 which covers college entrance testing, basic computer certification, and WorkKeys WorkReady Employment Skills Test. The GED test fee is \$132 (\$33 per module) due when you register for the test. Upon successful completion of the examination, you will be issued a diploma by the Kansas Board of Regents. Please call 888-522-3883 ext. 1124 or (620) 820-1124 for more information or to schedule an appointment.

GED Testing Facts

Earning a Credential in Kansas

The State of Kansas awards the Kansas State High School Diploma to those meeting the appropriate criteria.

About the GED® Tests

The GED Tests provide adults who did not complete a formal high school program the opportunity to certify their attainment of high school-level academic knowledge and skills.

The tests are field-tested and normed on graduating high school seniors before becoming final test forms. The GED Tests are currently offered only in a computer-based format at Official GED Testing Centers.

Military-Connected Student Services Lounge

“The Military-Connected Student Services lounge is located in the Student Success Center. The Military-Connected Student Services Coordinator is available to provide assistance to military-connected students (Veterans, Active-duty, Guardsmen, Reservist, and dependents) in their transition to college.

If you are a Veteran, active-duty service member, dependent or survivor of a veteran, reservist, or member of the National Guard, you may be eligible for federal or state educational veteran benefits. Our military friendly staff can assist you with the application process and ensure a smooth transition into college.”

Student Support Services

A federally funded TRIO (Student Support Services) program that provides intensive, highly individualized support services to first generation, low-moderate income, and/or disabled students. Services include academic advising, professional and peer tutoring, workshops, cultural activities, campus visits, and more.

Student Success Center Computers

Computers are available for student use in the Student Success Center. Computerized assistance in writing, reading, and mathematics is available on these computers.

Student Union

The Student Union is the central location where students can enroll, apply for financial aid, pay for tuition and fees, purchase their textbooks, get a home-cooked meal, then relax in the student lounge without leaving the building.

Primary offices and services located in the Student Union are: Student Government, Student Life Coordinator, Cardinal Café, College Bookstore, Admissions, Advising Center, Business Office, Financial Aid, Student Affairs, Human Resources, Accommodation Services, and Facilities/Auxiliary Services.

An elevator is available for access to the second floor and there are two handicapped accessible entrances located at the northwest and southeast sides of the building.

TRIO Educational Talent Search

The Talent Search Office is located at 1227 Broadway. The Talent Search Program is a federally funded program through the U.S. Department of Education designed to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access. The program identifies and assists individuals from socio-economically diverse backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. The goal of Talent Search is to increase the number of youth from marginalized backgrounds who complete high school and enroll in and complete their postsecondary education.

The LCC Talent Search program provides these services at no cost to students in middle school and high school who participate within the target schools identified for this specific program. Contact the LCC office at 620.820.1028.

Thiebaud Theatre

Located in the Main Building, the 200-seat modern theatre with its thrust stage is used for cultural events such as plays, music recitals, and concerts. When not being used for these events, it is used as a lecture hall for courses and as a meeting place for organizations, seminars, and workshops. An elevator and handicapped accessible entrance are available on the northwest side of the Main Building.

Workforce Education & Career Training

Courses for workforce development, continuing education, personal improvement, recreation, cultural and community enrichment are brought to the community through the Workforce Education & Career Training Department. These courses provide opportunities to increase personal proficiency in particular skills or professions through planned cultural and recreational studies. Instructors are leading professionals, experienced community members, college faculty members and other educators who bring to the community exciting learning opportunities, regardless of the student's age or previous educational experience.

Workforce Education courses target the needs of business and industry in Labette and Cherokee counties. In many instances, LCC can work with individual businesses to design customized education and training solutions for their workforce needs. Workforce Education also provides courses and workshops accessible to many employees of community businesses seeking to improve job-related skills and improve their own opportunities for advancement and success.

The Workforce Education Department also offers Certified Nurse Aide, Certified Medication Aide, Home Health Aide and other Health Care occupational certifications.

Since the Workforce Education and Community Service courses are developed throughout each semester, current courses can be accessed on the LCC website or by calling the department directly at (620) 820-1278.

Zetmeir Family Athletic Complex

The Athletic Complex houses the Athletic Department and offices. The building includes facilities for basketball, wrestling, volleyball, intramural sports, baseball and softball hitting and pitching, physical education activity, student fitness center and athletic training courses. The facility is also used for other activities that require a large indoor space or a large amount of seating.

Zetmeir Health Science Building

This newly constructed LEED two-story building has classrooms and labs for many of the Health Science Programs. The first floor houses Radiography, and the Respiratory Care Programs along with a high tech simulation center which is utilized for hands on training by all Health Care Programs. The second floor is devoted to the Nursing Program.



Financial Information

Financial Aid (Policy 4.03)

The College offers, for eligible students, various financial aid programs to assist with the costs of education. Programs, including scholarships, grants, loans and work-related aid, are described in the College catalog and other publications. Procedures relative to application and awarding financial aid programs shall be determined by federal and state regulations and the President or designate.

Financial aid programs are available for eligible students attending Labette Community College. Students must complete the Free Application for Federal Student Aid (FAFSA) for all federal and most institutional scholarships.

Students must have a high school diploma or a GED to be eligible for all federal programs. Students who have graduated with a correspondence diploma or from a home schooling program not recognized by the Kansas Department of Education should complete and pass the GED examination. Students who have graduated with a correspondence diploma must have written documentation that the diploma is recognized as a high school diploma by the state in which the correspondence school is located or follow the testing procedure above. Please check our web page for financial aid information and forms.

Types of Federal Financial Aid Available at LCC

Federal Pell Grants

A Federal Pell Grant is a need-based grant awarded to eligible students who have not yet earned a bachelor's degree.

Federal Supplemental Educational Opportunity Grant (FSEOG)

A grant that is available for Pell Grant eligible students who demonstrate exceptional need. FSEOG recipients are determined by the financial aid office according to their need.

Federal Work-Study

The Federal Work-Study Program provides the opportunity for part-time employment for Pell Grant eligible students. LCC also offers institutional work-study opportunities for students without financial need.

Federal Direct Student Loan

Federal Direct Student Loans are available to eligible students. These loans are made through the federal government and must be repaid.

Federal Direct PLUS Loan

Federal Direct PLUS Loans are available for parents to help pay for their child's education. These loans are also made through the federal government and must be repaid.

Scholarship Information

Complete the scholarship form online at www.labette.edu/financialaid/scholarships.html

All awards are subject to availability of funds

Priority deadline March 1 for Fall and November 15 for Spring

Fees are not covered by all scholarships.

Recommend completing Free Application for Federal Student Aid (FAFSA)

Students must renew scholarships each year by completing the Scholarship Application

Reapplication

1. Reapply by March 1 to be eligible for upcoming academic year.

2. Enroll in at least 12 hours for Fall by June 15

3. Maintain required G.P.A.

Deadlines subject to change. Please reference www.labette.edu/financialaid/scholarships.html for most up to date information.

Academic Scholarships

Eligibility - High School Senior for upcoming academic year following graduation

Renewal - Dependent upon performance & availability of funds

GPA Amount (up to 16 hours)

3.75 - 4.0 Tuition + \$200 for books

3.5 - 3.74 Tuition + \$100 for books

3.0 - 3.49 Tuition + \$50 for books

Amount for books is per semester

Must be enrolled in 12 or more credit hours

Dropping below 12 credit hours will make a student ineligible

Activity Scholarships

Assistance is awarded per semester or academic year

Length & criteria are established by coaches and/or instructors of each activity

Examples of Activities: athletic teams, graphic design technology, music, fine arts, etc.

General Assistance

Student may be enrolled as either full-time or part-time or be a non-traditional student

Must have at least a 2.5 cumulative GPA

Transfer Scholarships

Submit official transcript from all previous schools

Must have completed minimum of 12 hours with at least 2.5 cumulative GPA Tuition assistance up to 16 hours/semester

Renewable if cumulative GPA exceeds 2.5 and if funds are available

Cardinal Ambassador Scholarship

Eligibility: Any full-time student; must be enrolled in a minimum of 12 credit hours per semester

Minimum cumulative GPA of 2.5

Must submit both the LCC Financial Aid/Scholarship Application on website and Student Ambassador Application

Contact Director of Admissions for the Ambassador Application Packet

Tuition up to 16 hours paid per semester

\$300 for books per semester

Stipend awarded at end of Fall & Spring semesters if duties are fulfilled adequately

Reapplication/Renewal are dependent on performance each semester

Awardees must be enrolled by June 1 for the upcoming Fall & December 1 for the upcoming Spring to receive scholarship

Foundation Scholarships

From private or corporate donors

Awarded according to qualifications and funds availability

Application Deadlines: March 15 for consideration for Fall Scholarships November 15 for consideration for Spring Scholarships

Full list available at www.labette.edu/foundation/assets/scholarship-list.pdf

Labette County Assistance

Residents of Labette County are eligible for tuition paid (16 hours/semester)

Renewal- Application for Fall & Spring semester must be renewed annually. There is a separate application for the summer semester

Must maintain cumulative 2.5 G.P.A.

Exceptions for aid may apply

Deadline for re-application is one week after classes begin

Tuition & Fees

Tuition and fees are subject to change by action of the LCC Board of Trustees. At the time of printing, the amounts listed in this catalog are correct, but are subject to change. The most current charges will be listed on the College Website at www.labette.edu.

(Per Credit Hour) (subject to change)

Kansas Residents	\$57.00 Tuition
Plus	\$59.00 Fees
	\$116.00 per credit hour
Arkansas, Missouri, & Oklahoma Residents	\$78.00 Tuition
Plus	\$59.00 Fees*
	\$137.00 per credit hour
Other Out of State Residents	\$82.00 Tuition
Plus	\$59.00 Fees*
	\$141.00 per credit hour
International	\$141.00 Tuition
Plus	\$59.00 Fees*
	\$200.00 per credit hour
Audits**	\$95.00 Tuition
Plus	\$59.00 Fees*
	\$154.00 per credit hour

*Fees: The \$59.00 incidental fee includes the operational cost of the Student Government Association and the Campus Activities Board, admission to all student activities, student life office, student scholarships, athletic events and Student Union maintenance, equipment and utilities.

**Audits: Receive no credit or class participation. Not eligible for scholarship.

To set up installment payments go to the LCC Website (<http://www.labette.edu/>) **and log into Redzone and select Account Information and set up a payment plan** or contact the Business Office at (620) 421-6700 ext. 1231.

Tuition and fees are waived for Labette County Senior Citizen residents (60 years of age and over) enrolling in credit courses; however, the Senior Citizen will be responsible for any other fees and any required textbooks for the credit course.

**Other Costs - (subject to change)
In addition to applicable tuition and fees.**

Application for Nontraditional Credit	\$45.00
CLEP Testing	\$89.00
CLEP Administration fee	\$15.00
GED Testing	\$85.00
Insufficient or non-fund check charge	\$30.00
Transcripts	\$10.00
Service fee	\$50.00

Per Course Fees:

Art	\$50.00
Biology	\$40.00 - \$99.00
Chemistry Courses	\$75.00-\$100.00
Math Courses	\$15.00-\$105.00
Diagnostic Medical Sonography	\$450.00-\$900.00**
Diagnostic Medical Sonography exam fee	\$50.00

Graphic Design Technology	\$75.00
Health Science (course fees)	\$4.00-\$300.0
Noncredit Personal Enrichment	Varies
Nursing fees	\$35.00-\$910.00**
Physical Education	\$20.00-\$40.00
Radiography fees	\$20.00-\$231.00
Respiratory fees	\$25.00-\$355.00**
Welding	\$125.00-\$300.00

Other Per Credit Hour Fees

Health Care Courses	\$35.00
Cherokee Center	\$10.00
Technology Fee	\$8.00

^ = Amount depends upon courses enrolled

* = Other courses may have mandatory fees attached to cover cost of consumable supplies.

= At the time of the printing, the amounts listed above were correct, but are subject to change. The most current charges are normally listed on the College website: /www.labette.edu

**This fee is in addition to the \$25.00 credit hour fee for health care courses.

Tuition & Fees Refund

Fall and Spring Regular Semester Day/Evening/Extension Courses:

- Full Refund – Drops during the first and second week of the semester.

Summer Courses:

- Full Refund – Drops during first four days of the semester.
- = Mini session refund dates may differ

Note: Students will have official transcripts withheld if any financial obligations have not been paid or if materials and/or equipment have not been returned to the College (see Holds).

Add/Drop/Withdrawal

It is the student's responsibility to officially add or drop a course in which he/she is enrolled. (Students are not to cease class attendance without completely processing an Add/Drop Form. Failure to take such action will result in an "UF" being assigned for the course.)

- Courses may be added or dropped during the first week of classes with only advisor approval.
- Courses can be added during the second week of classes with Advisor and Instructor approval.
- Courses can be dropped by email to your advisor but not by phone.
- It is the responsibility of the student to confirm all add/drops/withdrawals, regardless of the situation, if it is the student's decision to drop/withdraw

Drops completed during the first and second weeks of courses are considered a "drop" and students are entitled to a full refund. It is the responsibility of the student to submit the completed form to Student Affairs prior to the close of business of the respective drop date.

Drops completed during the refund period will not become a part of the transcript. During this period the:

- Drop/Add/Withdrawal Form is completed by the student.
- Student is responsible for obtaining the signature of the advisor or appropriate director.

- Student is responsible for submitting the completed form to the Student Affairs Office prior to the close of business on the respective drop date.

A student who withdraws from a course after the final refund period must complete an Add/Drop/Withdrawal Form.

- Withdrawals completed after the final refund periods are considered a withdrawal and there is no refund.
- Course(s) from which the student officially withdraws after the final refund periods will appear on the transcript as a “W”.
- Students enrolled for regular fall/spring courses will be permitted to withdraw from courses until 15 class days prior to finals.

Discontinuing attendance in class without officially dropping/withdrawing will result in an “UF” being recorded on the transcript.

Failure to complete an Incomplete Contract agreement will automatically result in an “F” being recorded on the transcript.

Students will not be permitted to withdraw or drop a course in which they have received an “F” due to academic misconduct.

*** Refer to academic calendar for specific dates, especially for the summer sessions**

[Military Drop/Incomplete \(Procedure 4.111\)](#)

[Military Connected In-State Tuition Benefit \(Procedure 4.112\)](#)

Refund Due to Serious Illness or Injury

If a student is unable to complete a semester or session due to serious illness or injury, the student must present acceptable official documentation signed by a licensed health care provider certifying the circumstances in adequate detail. Upon completion this documentation should be directed to the Registrar for review and determination of appropriate action. Based on an approved request, the student will be withdrawn from all courses and refunded the tuition and fees for the semester/session, provided that the student has personally and fully paid all other outstanding tuition and fees, and has no other outstanding College financial obligations. If the above student received Title IV federal financial aid, the current return to Title IV Funds policy must be applied.

Refund Due to Death of Student

If a student should die during a semester/session in which the student is duly enrolled, the student’s estate will be refunded the tuition and fees based on the above stated policies. To initiate this process, the family may contact the Office of the Registrar.

Student Information

The Student Information section includes the rules, guidelines, and processes that allow the student and College to operate while assuring concern for the rights of others and their property. The topics in this section are listed alphabetically.

Administration of Student and Academic Codes

The Vice President of Student Affairs (VPSA) shall be primarily responsible for the administration of the student conduct system. The Student Life Specialist (SLS) may work closely with the VPSA in resolving minor disciplinary problems resulting from the violation of regulations regarding student activities.

The Vice President of Academic Affairs (VPAA) shall be primarily responsible for the administration of the academic conduct system, in cooperation with the Dean of Instruction. On rare occasions there may be incidents that involve both student and academic conduct, at which time the Vice Presidents will consult and the more serious offense will have precedence. (The consultation is to include the necessity for having the President appoint an additional 'standby' appeals committee as a precaution to help ensure fairness of due process in this unusual situation.) .

Alcohol/Drug-Free Campus Policy

Definition of Terms

- “College property” means any property owned, leased or rented by LCC including hotel rooms, rental cars, and meeting rooms or facilities rented by the College on a short or long-term basis.
- “Alcoholic beverages” as used in this policy, mean beverages, which are alcoholic liquor, or cereal malt beverages as defined in Kansas Statutes.
- “College funds” mean any funds managed and controlled within the College’s financial accounting system.
- Funds of the LCC Foundation are not included in this because the College does not directly control them.

General Regulations

- Alcoholic beverages may not be consumed on College owned or leased property or in a College-owned or leased vehicle.
- As a general operational policy, alcohol may not be purchased with College funds.
- College employees or students may not operate a College owned or leased vehicle while under the influence of alcoholic beverages or illegal drugs or while impaired by the use of prescription medications.
- College employees/students may not transport fellow employees/students or drive in a personally owned/ leased vehicle while under the influence of alcoholic beverages or illegal drugs or when impaired by the use of prescription medications during College business or College-sponsored trips.

Exceptions

- Alcohol may be served at select events in the Cardinal Event Center with written permission from the College President.
- Request to serve alcohol at an event in the Cardinal Event Center must be made in writing to the College President at least two weeks in advance of the event.

Violations

- Employees or students who violate this policy are subject to applicable disciplinary actions.
- Violation of section B-3 & 4 above will be considered a serious offense and may be punishable by termination or expulsion for a first offense.
- The College may file complaints with local law enforcement agencies or ban members of the general public who violate this policy.

Purpose and Scope

The abuse of alcohol and other drugs interferes with the processes of learning, teaching, research and public service, which are the functions of Labette Community College. In order to accomplish its mission, and further, to comply with the Drug Free Schools and Communities Act, this policy is promulgated.

Internal Sanctions

Any student or employee who violates this policy shall be subject to disciplinary action, including, without limitation, probation, expulsion, suspension, or termination of campus/LCC enrollment/employment (including clinicals and internships); may be required to participate satisfactorily in an appropriate rehabilitation program; or may be referred for prosecution.

External Sanctions

Violation of applicable local, state, and federal laws governing the possession, use, manufacture, or distribution of alcohol and other drugs may subject violators to fines, imprisonment, and/or community service requirements.

Convictions become part of an individual's criminal record and may prohibit certain career and professional opportunities.

Health Risks

Abuse of drugs and alcohol can result in behavioral changes; impairment of judgment and coordination; elevated/ lowered blood pressure; depression; anxiety; hallucinations; convulsions; temporary and permanent loss of memory; damage to the heart, liver, brain, etc.; sterility; lowered immune system and increased infection; cancer; emphysema; chronic bronchitis, and death.

Alcohol/Other Drug Assistance Programs

Programs are available in the Parsons area to help LCC students/employees deal with substance abuse related issues. Federal laws ensure all persons seeking help for alcohol and/or other drug problems will be treated with respect and in a confidential manner.

Coordination and Reference**At LCC**

Labette Community College has a full-time Case Manager/Advisor who is able to work with students who have mental health concerns or need someone to talk with. The Case Manager/Advisor can be reached at 620-820-1254.

In addition, Labette Community College has teamed with Labette Center for Mental Health to assist current students with the expense of mental health care if needed. If a student is in need of assistance, they should make an appointment with the Vice President of Student Affairs. The Vice President will refer the student to the Labette

Center for Mental Health. The college will pay for three sessions with the Labette Center for Mental Health if the student does not have medical insurance.

Services are also available through:

Hotlines – 7 days a week, 24 hours a day:

Labette Center for Mental Health	(620) 421-3771
Southeast Kansas Mental Health Center	(620) 473-2241
Family Life Center	(620) 231-5863
Four County Mental Health Center	(800)499-1748

[Animals on Campus \(Procedure 2.18\)](#)

Awareness of Policies

Each student is expected to be fully acquainted with all published College policies, copies of which are available to each student for review in the Student Affairs Office or in the LCC Library. The College will hold each student responsible for compliance with these published policies. Students are also expected to comply with all federal, state, and local laws, and any student who violates any provisions of those laws is subject to disciplinary action, notwithstanding any action taken by civil authorities because of the violation. This principle extends to conduct off campus that is likely to have an adverse effect on the College or the educational process. In the event of an infraction:

- A. The student(s) believed to have been involved will meet the respective Vice President of Academic Affairs to review the incident.
- B. Following a preliminary investigation, if sufficient evidence indicates that a violation of the Code has occurred,

the Vice President of Academic Affairs will initiate the procedures for a hearing.

- C. Should the student disagree with the findings, an appeal is allowed and is to be pursued within the respective procedures.

Cardinal Cards

In order to help provide a safer and more secure environment, all Labette Community College (LCC) students, employees, and guests are asked to have identification while on campus. LCC students may be asked to present their identification card when picking up books, checks and at other times to ensure appropriate identity. The college will make every effort to ensure that all individuals on campus are here for appropriate reasons. All Labette Community College students and employees are asked to have an LCC Identification Card.

LCC identification cards must not be tampered with or altered. Doing so could result in disciplinary action by the Vice President of Student Affairs for students and the appropriate supervisor for staff. The initial identification card is free. Replacement cards, whether lost or stolen, are \$10 each. Identification Cards may be obtained from the Admissions Office located on the second floor of the Student Union. The hours of operation for the Admissions Office are:

Fall and Spring Semesters: Monday-Thursday from 8:00 a.m. – 4:30 p.m.

Summer Sessions: Monday-Thursday from 7:00 a.m. – 4:30 p.m.

Visitors to campus, may be asked to provide photo identification as well as their reason for being on campus, if an issue warrants.

Change of Information

Changes of information such as contact information, name, advisor, concentration, degree, etc. are processed in the Student Affairs Office.

Students are required to maintain current information.

- A student who has legally changed his/her name must provide a copy of their Social Security Card and a Government Issued Photo ID. Financial aid, grade reports, diplomas and transcripts are issued under a student's legal name as recorded in the Student Affairs Office.
- Students are responsible for having their current mailing address on file to avoid not receiving enrollment, financial aid and any other important notices including some changes in policies/procedures. (Financial Aid checks are required to be returned to the federal government if not claimed within a very limited time period.)
- When changing advisor/concentration/degree, the proper form must be signed by the student's current advisor, and where appropriate, by the new advisor and returned to Student Affairs Office.
- Concentration changes can only be made during the first two weeks of each semester.

[Computer and Internet Usage \(Procedure 3.25\)](#)

Accommodation Services

Labette Community College, in adhering to the belief that all people should have the opportunity to develop to their potential, endeavors to stimulate enthusiasm for learning and provide opportunities to develop skills and attitudes to be a fulfilled, contributing member of society. LCC, in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, ensures that no qualified person shall, solely by reason of disability, be denied access to, participation in, or the benefits of, any program or activity operated by the College.

Each person who has met the academic and technical standards for admission to, or participation in, College programs and has provided documentation from a certified professional stating the nature of the disability, shall receive the reasonable and appropriate accommodations needed to ensure equal access to educational opportunities, programs, and activities in the most integrated setting appropriate. Reasonable accommodations are those that do not fundamentally alter the nature of the program, that can be provided without undue financial or administrative burden, and that can be provided without

lowering academic and other essential performance standards.

Services for LCC students who have a documented disability from a certified professional are coordinated through the ADA Coordinator. Many services are provided at no cost to enrolled students on an individual basis and with respect to confidentiality.

How to Access Accommodations

- Students that need accommodations are to contact the ADA Coordinator to schedule an intake interview. During this meeting, the discussion will focus on how the disability affects the student and what accommodations have been recommended as appropriate at a postsecondary level. Early contact with the ADA Coordinator is imperative to ensure accommodations will be in place by the first day of classes.
- Students will be required to furnish appropriate documentation of their disability. The documentation must be completed by a certified professional, and include justification and suggested academic accommodations. This documentation must be on file with the ADA Coordinator before accommodations can be determined.
- The ADA Coordinator will determine if the documentation is adequate to establish the existence of a qualifying disability and to support the requested accommodations. Renewal of documentation is normally required every three years and is the responsibility and expense of the student.
- Students must request accommodations each semester and requests should be made a minimum of 30 days before the first day of courses.
- Students will also be required to furnish a copy of the class schedule to the Coordinator for each semester accommodations are requested.
- Notify the ADA Coordinator immediately of schedule changes, including leaving a copy of the new schedule, with the changes marked.

Types of Accommodations May Include, But Are Not Limited To:

- Notification of instructors concerning needed accommodations
- Note taker
- Course exam accommodations
- Recorded textbooks/materials
- Sign language interpreters
- Alternate print formats
- Quiet testing rooms
- Print magnifier
- Large screen computer monitor
- Screen reading software
- Alternate lighting for testing or studying

Accommodations/Substitutions

Accommodations will only be utilized in cases where the person's inability to meet the requirement does not constitute a fundamental alteration in the nature of the course/program. Students seeking an accommodation or course substitution on the basis of a specific disability shall present documentation to the ADA Coordinator to substantiate the disability. The documentation must establish that the disability can be reasonably expected to prevent the individual from meeting course and/or degree requirements. Substitutions, which are relevant to the student's career aspirations or college concentration, will be considered.

Grievance Procedure for Students With Accommodations

Students whose accommodations, modifications, and/or adjustments are approved and who believe that they have been discriminated against on the basis of their accommodations should bring these issues to the attention of the ADA Co-

ordinator. The Coordinator will work with students, faculty and administrators to resolve disagreements regarding recommended accommodations. If the Coordinator is unable to resolve the matter informally, or if the student with is not satisfied with the resolution, she/he may file a written grievance with the Vice President of Student Affairs.

Emergency/Evening/Weekend Procedures

In the event of a non-instructional issue, students should act according to the Emergency Response Plan posted in each classroom. When the fire alarm sounds or you are asked to evacuate for other reasons such as gas leaks and bomb threats, leave the building immediately. Evacuate all buildings to Forest Park and away from fire hydrants. If the situation allows, take all belongings with you.

The Environmental Services personnel will notify employees and students of possible approaching tornadoes during the evening and by the Emergency Response Team during regular working hours. Students and staff will move to the shelters indicated in the Emergency Response Plan in the classroom.

Other emergency related procedures are provided in the Emergency Response Plan posted in each classroom. In addition, an Emergency Intercom System is installed in each classroom that will allow each classroom to communicate with a central operator that will follow Lafayette Community College's Emergency Response Plan. Lafayette Community College reserves the right to contact medical personnel in an emergency with the college being responsible for the cost.

Emergency Response Team contact names and numbers are also provided in the plan posted in each classroom.

Falsification/Misrepresentation of College Records*

- No student shall complete a College record dishonestly.
- No student shall alter, counterfeit, forge, or cause to be altered, counterfeited, or forged, a record, form, or document used by the College, nor shall a student knowingly/recklessly use altered, counterfeited, or forged records, forms, or documents.
- No student shall hinder or mislead or attempt to hinder or mislead a properly identified College official in the performance of his duty by providing false or misleading information or by misrepresenting the facts.

* Example: Documents related to residency, admission, disability, etc.

[Library Access \(Procedure 3.12\)](#)

[Library Conduct \(Procedure 3.13\)](#)

Location of Records

Student records maintained by the Student Affairs Office include admissions applications, transcripts, enrollment forms, schedule change forms, and ACT & SAT scores. Financial Aid applications and records, including student earnings and disbursements, are on file in the Financial Aid Office.

Student placement test results are maintained in the Student Success Center.

A copy of the GED Testing records are stored in the GED Chief Examiner's office in the Student Success Center. Applications for admission to specific programs, test results, confidential references, and unofficial copies of transcripts are maintained in the Program Assistant's Office of the prospective department. (I.e. Diagnostic Medical Sonography, Nursing, Radiography, Respiratory Care, etc.).

A charge of \$1.00 per page will be assessed the student for reproduction of the records requested by the student. Official Academic transcripts are \$10.00 per copy. Students can print an unofficial transcript from their Red Zone account..

Military-Connected Student Services (MCSS)

MCSS works to connect military-connected student (Veterans, dependents, active-duty, and reservist) to support services within the college. It can provide direct case management and one-on-one assistance to our military-connected students both the Labette Community College main Campus and the Cherokee Center. Assistance with academics, career, financial and personal counseling, tutoring, accommodations, and disability services are programs available.

We want to help you overcome barriers to your education and your continued success!

Educational Barriers: increase your awareness of program qualifications, programs of study, and course load expectations. Information barriers: provide you with a “go-to” person who is available to help you with transitioning from military to civilian life (campus and community resources).

Financial barriers: provide you with the most up-to-date information on federal and state benefits, and connect you with the School Certifying Official.

Cultural Barriers: Provide professional development to administrators, faculty and staff on military experience and challenges that military-connected students face.

Provide assistance with:

- Tuition resources and admissions process
- Financial support resources
- Personal academic planning
- Student veterans community involvement opportunities
- Career Development

If you are a Veteran, active-duty service member, dependent or survivor of a veteran, reservist, or member of the National Guard, you may be eligible for federal or state educational veteran benefits. Our Veteran friendly staff can assist you with the application process and ensure a smooth transition into college.

Military-Connected Student Services Coordinator & School Certifying Official:

Kelly Kirkpatrick

O: 620-820-1280

kellyk@labette.edu

Student Success Center

VA or Military Education Benefits

Student Responsibilities

LCC's School Certifying Official (SCO) needs assistance to ensure the most accurate and timely information is sent to the Dept. of Veterans Affairs-on the student's behalf. The following student responsibilities are required of each student using VA or military education benefits for courses taken at LCC.

Benefit Decision: It is the responsibility of the student to decide on which benefit is most appropriate for him/her based on individual circumstances. Our SCO cannot make the decision for the student. Please visit the VA website for assistance.

Certificate of Eligibility: Students must submit a copy of the Certificate of Eligibility to their VA School Certifying Official to be certified for courses.

Approved Courses: Students must enroll for courses that are required for the elected degree program. The Dept. of Veterans Affairs only pays benefits for courses that are needed for the degree program, and that have not been previously or successfully completed.

*Remedial/Developmental Classes cannot be certified to the VA if any part of the remedial course is online or independent study. (remedial/developmental courses consist of MATH 088, MATH 096, MATH 100, ENGL 097, ENGL 099)

Federal Financial Aid: If you are using federal aid or have used it previously, please make sure you contact the Financial

Aid office for any questions or concerns. Please note that the rate of pursuit may be different for financial aid and VA. It is the student's responsibility to inform the SCO if they are using financial aid.

Change in Degree: In order to change a degree program, please submit a Change of Degree form with the admissions office. You will then need to send an email to the SCO stating which degree you are changing from, and what degree you are now interested in pursuing. You will also need to complete a Request for Change of Program or Place of Training form (22-1995). This information will be kept in your file.

Enrollment Changes: Federal law requires students to report any change of enrollment status that might affect their education benefits. It is the student's responsibility to notify the school certifying official of any change in status-IMMEDIATELY! This includes adding/changing or withdrawing from a course. Changes should be reported promptly to avoid delay in payments or possible over payments.

Third Party: If your third-party sponsor (military, employer, governmental agency, etc.) fails to pay LCC, you assume responsibility for paying the amount the sponsor originally promised to pay on your behalf.

Submission of Transcripts: Students must submit official transcripts from previously attended colleges & universities to LCC.

*Students using federal financial aid have different transcript requirements. Please visit the Labette Community College Financial Aid website for more information.

Students using CH 31 Vocational Rehabilitation benefits are required to submit a LCC unofficial transcript to their VA counselor at the end of each semester. Unofficial transcripts are available through your RedZone.

VA Payments: Questions concerning VA payments must be addressed with the Dept. of Veterans Affairs. SCO's cannot access payment information, as they are school representatives and not employees of the Dept. of Veterans Affairs. Please visit your eBenefits account for assistance.

Record Changes: It is the student's responsibility to submit a change of address to the Admissions Office and to also notify the School Certifying Official. All correspondence from LCC is mailed to the address listed in the student's RedZone. Guest Students: Students visiting LCC to take classes to transfer back to their home school are required to submit the following documentation:

- This is the responsibility of the student to obtain from the Veteran Services Department or School Certifying Official at their home school. Certification of courses with Labette Community College will not be completed without the Parent School Letter from the home school.
- A copy of their certificate of eligibility.
- Students using Chapters 30, 35 & 1606 will be required to set up a payment plan for total tuition due for, as tuition payments are not paid to the school directly.
- Students must also follow the prerequisite requirements for courses offered at LCC. Submission of an unofficial transcript is required for clearance of prerequisite requirement.

Veteran Education Benefits Orientation Form: The first time a student wishes to utilize their VA Education Benefits at Labette Community College, the student is required to meet with the school certifying official to complete the Veteran Education Benefits Orientation Form.

Request for VA Certification (RVAC) Form: Every student wishing to use their benefits to pay for classes are required to submit the Request for VA Certification (RVAC) Form each time. No Exceptions!

Part Time vs. Full Time Status: The Dept. of Veteran Affairs determines the rate of pursuit by the number of credits and days/weeks of the semester/session/term/cycle. Students can typically be considered a full-time VA student based on the following criteria (subject to change):

*Students taking only on-line courses will receive 1/2 of the national BAH rate at the E-5 level.

*Students must take at least one on-campus course during the same time frame as the on-line course to receive the BAH rate for the area in which you are assigned to a SCO (Parsons).

16 week on-campus courses= 12 credit hours to be full time

Disclaimer: Information is subject to change at any time, and without prior notice. For questions, contact your assigned certifying official. See the area Contact Us for contact information of your assigned School Certifying Official.

SCO Responsibilities

Lafayette Community College provides a School Certifying Official (SCO) to assist LCC students with their VA Educational Benefits. SCO's must abide by the federal laws that dictate the Dept. of Veterans Affairs. Your School Certifying Official is responsible to ensure the following:

Reporting Enrollment Status: Report enrollment, withdrawals, changes in degree program, unsatisfactory progress, academic warning and dismissals, and the monitoring of courses to ensure students are enrolled in courses needed for their current degree program.

Records: Maintain adequate records of certification, degree plans, transcripts, VA applications and certificate of eligibility. Records are kept for three years following the student's last date of attendance.

Enrollment Certification Request

Purpose: Verification of approved/enrolled courses

Students are required to submit the Request for VA Certification (RVAC) Form each time an enrollment occurs. This form allows your School Certifying Official to verify with your academic advisor that the courses are needed for your degree program. Courses will begin being certified the first week of classes. It is highly recommended that submission is as early as possible to avoid delays, block on accounts and add/drop time. If there is an issue with the enrolled course(s), you will be contacted by email or phone. Please ensure that you have the most current information listed on the Request for VA Certification (RVAC) form and report any necessary updates to the Admissions Office.

- Ensure that an enrollment has occurred before submitting the Request for VA Certification (RVAC) form. Submission of the RVAC form does not constitute enrollment for classes.
- Submit one RVAC form for EACH session/cycle of courses that you are enrolled into. This will help to avoid a certification being overlooked.
- Course certification to the VA will be done when the classes have started.
- Certification for classes will not occur without a Request for VA Certification (RVAC) form - No Exceptions!

If this is your first time utilizing VA Education Benefits at Lafayette Community College, you must meet with the School Certifying Official and complete the Orientation Form for Veteran Education Benefits.

[Nondiscrimination, Equal Opportunity, and Harassment \(Procedure 2.01\)](#)

[Soliciting, Distributing Literature, and Advertising on College Property \(Procedure 2.11\)](#)

[Student Code of Conduct \(Policy 4.08\)](#)

[Student Code of Conduct \(Procedure 4.08\)](#)

Student Directory Information

Under Section 438 of the General Education Provision Act as amended, Part 99, Privacy Rights of Parents and Student, Subsection 99.37, educational institutions may disclose to the public personally identifiable information about students provided that it is classified as directory information.

A student may have a confidentiality flag placed on their directory information by contacting the Registrar's Office. The confidentiality flag prevents any information from being released and will remain on the student's record until the student requests it to be removed.

The following is considered directory information:

Student's Name	Major field of study
Address	Dates of attendance
Telephone listing	Participation in officially recognized activities and sports
Electronic mail address	Degrees, honors, and awards received
Photograph	The most recent educational agency or institution attended
Date and place of birth	

[Student Grievance \(Procedure 4.081\)](#)

[Sexual Harassment, Including Sexual Assault, Dating Violence, Stalking, and Retaliation \(Procedure 2.010\)](#)

[Student Records \(Procedure 4.09\)](#)

[Tuberculosis Prevention \(Procedure 4.011\)](#)

[Use of Tobacco/Nicotine/Vaping Products \(Procedure 2.09\)](#)

[Violence on Campus \(Procedure 2.13\)](#)

[Disruptive Acts and Weapons On Campus or Activities \(Procedure 2.12\)](#)

Subject to change pending Legislation

Weather Cancellations

When snow, ice, or other bad weather threatens the normal class schedule, students should listen to local radio stations, especially KLKC, KKOW, KSYN and KGGF and local television stations, especially KODE, KSN, FOX, and KOAM regarding changes in the schedule. Each student will also receive a phone call/message on the home phone number they listed with the Admissions office during enrollment, from LCC's Emergency Alert Telephone System. Cancellation of classes is also posted on LCC's website at www.labette.edu. If the radio, television, or website does not state that LCC classes have been canceled, students should assume that classes will be held on the normal schedule.

Announcements regarding day classes will be made after 6:15 am and evening and evening extensions classes after 3:15 pm. Extension classes will not be held if the facility in which they are meeting is closed that day.

Student Activities

Intercollegiate Athletics

The intercollegiate athletics program and its students are important components to the overall image and activities of the College. The College has women's and men's basketball, baseball, softball, volleyball, and wrestling. LCC is a member of the National Junior College Athletic Association (NJCAA) and belongs to the Kansas Jayhawk Community College Conference (KJCCC). The KJCCC is widely recognized as one of the most competitive in the nation.

Cardinal athletics continues to produce student athletes who go on to succeed at the academic four-year level and several at the professional level. Our student athletes compete within the Kansas Jayhawk Community College Conference and NJCAA Region VI. Historically, the conference and region has been one of the toughest in the country. The athletic programs at Labette have been recognized at the National level by producing teams competing for the National Championships and All-Americans status for individuals. The Wrestling program has won three National Championships, Men's Basketball one National Championship, Women's Basketball one 3rd place finish and two appearances in the National Championship Tournament. Softball has also reached the National Championship Tournament three times, placing 5th two times. Not only are the Cardinals competitive on the field, but their GPAs demonstrate that coaches demand athletes also take their academic futures seriously.

The Vice President of Student Affairs prepares Equity in Athletics Report every year that provides statistics and other specific information on budgets, scholarship money, etc. The report, along with graduation and transfer rates for athletes, is available from the Vice President of Student Affairs.

Student Organizations

Student organizations on campus provide activities for students with special interests. Any student interested in participating in extra curricular campus life should contact the Student Life Specialist (SLS) located in the Student Union or the specific organization advisor.

Activities of student organizations assist in the development of skills and/or knowledge in areas such as leadership, teamwork, communication, interpersonal, social, intellectual, organizational, and time management. Organizations also provide practical experience regarding the principles of democratic and political decision making.

- Campus Activities Board
- Cardinal Christian Fellowship Club
- Gay/Straight Alliance
- Phi Beta Lambda (College division of Future Business Leaders of America)
- Phi Theta Kappa (International honor society for two year colleges)
- Psychology Club
- Radiography Club
- Spirit Club
- Student Ambassadors
- Student Government Association
- Student Nurse Organization (SNO)

Degrees and Certificates

Labette Community College offers 4 degrees: Associate in Arts, Associate in Science, Associate in Applied Science, and Associate in General Studies. LCC offers a total of 25 degree programs and 6 technical certificate programs.

The degree requirements for each program are listed in the following section of the catalog. Course substitutions must be approved by the Student's Advisor, Dean of Instruction and Registrar. Developmental courses will not be counted towards fulfilling transfer degree requirements. A minimum of 60 credit hours is required for all degrees. Transfer students must complete at least 15 credit hours at LCC to graduate. Students must have an accumulative GPA of 2.0 or higher to graduate. Please refer to the Graduation Procedures for all graduation requirements.

Statement of General Education

The phrase "General Education" refers to the educational foundation of skills, knowledge, and values that prepare students for success in their majors and in their personal and professional lives after graduation. General education prepares students to become rational and humane individuals capable of making informed, ethical decisions in a changing world. At Labette Community College our Institutional Learning Outcomes are reflected in every element of our curriculum.

The Institutional Learning Outcomes are:

#1: COMMUNICATION

- A. To express and actively receive meaning in formal and informal manners via visual, oral, written, verbal, or nonverbal forms (e.g. nonverbal forms are any human response not expressed in words);
- B. To process and integrate existing knowledge to develop and communicate new knowledge.

#2: GLOBAL UNDERSTANDING AND CIVIC ENGAGEMENT

- A. To understand the nature of the human experience, human systems, the natural world, and their interconnectedness in local, regional and global contexts;
- B. To understand the importance of active citizenship through the application of the concepts of equity, inclusiveness, collaboration, service, and building constituency in government, civic institutions, business, and the community at large.

#3: QUANTITATIVE/ANALYTIC METHODS AND SCIENTIFIC LITERACY

- A. To apply methods of scientific inquiry and problem solving;
- B. To apply a set of formal tools (e.g., logical or statistical inference, probability, or mathematical analysis) to draw valid conclusions.

#4: INFORMATION AND DIGITAL LITERACY

- A. To identify, access, evaluate and synthesize diverse forms of information;
- B. To responsibly and effectively apply appropriate technology to access, collect, manage, integrate, and evaluate information.

#5: PERSONAL AND PROFESSIONAL BEHAVIOR

- A. To manage personal health, wealth, and time management;
- B. To work on a team and demonstrate leadership skills and ethical reasoning in a professional setting.

Below is a list of the programs offered at Labette Community College. There are 25 degree programs and 6 technical certificate programs. Some degree programs have one or more emphases and/or certificates listed below the program. The program and emphasis(es) offer the same degree and some of the same courses. However, there are different concentration and General Education courses required that define the emphasis for each program. The variety of emphases offered in some programs are available to meet the needs of our students.

Degrees

Accounting (AS)	Graphic Design Technology (AAS)
Art (AA)	Health Science (AS)
Biology (AS)	History (AS)
Business Administration (AS)	Mathematics (AS)
Chemistry (AS)	Nursing (AAS)
Communication (AS)	Pre-Pharmacy (AS)
Criminal Justice (AS)	Psychology (AS)
Education (AS)	Radiography (AAS)
Early Childhood Education	Respiratory Care (AAS)
Elementary Education	Social Work (AS)
Secondary Education	Sociology (AS)
English (AA)	Welding (AAS)
Exercise Science (AS)	
General Studies (AGS)	

Certificates

Diagnostic Medical Sonography	Graphic Design Technology
General Sonography	Welding Level I
Vascular Sonography	Welding Level II
Electronics Technology	

Associate in Arts (AA) & Associate in Science (AS)

Associate in Arts (AA) and Associate in Science (AS) degrees are transfer-oriented degrees granted to those who successfully complete programs equivalent to the freshman and sophomore level requirements for a Bachelor of Arts or Bachelor of Science degree. A minimum of 60 credit hours are required for both the AA and AS degrees with not less than 6 credit hours in Concentrations requirements and 35 credit hours in General Education requirements.

Concentration Requirements - Concentration courses are specific courses required in that academic discipline to transfer into that degree field. These courses are used to assess students' learning within the program. A minimum of 6 credit hours is required.

General Education Requirements - General Education courses are specific courses outlined by the Kansas Board of Regents to meet Kansas transfer requirements. Please refer to the Systemwide General Education Program Policy (Chapter III.A.18) for more information.

Students should refer to the specific program requirements found in the LCC catalog and see their Program Advisor for recommended General Electives that are best suited to their degree and/or transfer institution.

Below is a list of all Associate in Arts degree programs offered at LCC designed for students to transfer into a Bachelor of Arts Degree.

Art	English
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Below is a list of all Associate in Science degree programs offered at LCC designed for students to transfer into a Bachelor of Science degree.

Accounting Biology Business Administration Chemistry Communication Criminal Justice Early Childhood Education Elementary Education Secondary Education	Exercise Science Health Science History Mathematics Pre-Pharmacy Psychology Social Work Sociology
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Associate in General Studies (AGS)

An Associate in General Studies Degree recognizes the completion of a broad general education, and in which not less than 25 semester credit hours in general electives and not less than 35 semester credit hours in General Education requirements.

Associate in Applied Science (AAS)

An Associate in Applied Science Degree is granted to those who successfully complete programs which emphasize preparation in the applied arts and sciences for careers, typically at the technical or semi-professional level. A minimum of 60 credit hours and a maximum of 68 credit hours are required for this degree. Of these, a minimum of 9 credit hours are required General Education Requirements and a minimum of 30 credit hours are required in the area of specialized preparation. An exception/waiver to the 68 credit hour limit may be granted to meet specific criteria such as external program accreditations or other special requirements. Selected courses may transfer to a college or university upon validation of applicable coursework.

Program Concentration Requirements – A minimum of 30 credit hours
 General Education Requirements – A minimum of 9 credit hours

Below is a list of all Associate in Applied Science degree programs offered at LCC. These degree programs prepare students for employment in a career/technical area. However, many of these programs will transfer to colleges/ universities that offer similar programs at that level.

Graphic Design Technology Nursing Radiography	Respiratory Care Welding
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Certificates

Some programs offer certificates as well as associate degrees. Certificate programs are designed to prepare students for entry into the workforce. A Technical Certificate may be granted for programs of instruction that are less than 60 credit hours in length but more than 15 credit hours and are awarded by the Registrar. Certificates of Completion may be awarded for a course or sequence of courses not exceeding 15 credit hours and are awarded by the department.

Technical Certificates:

Diagnostic Medical Sonography General Sonography Vascular Sonography Electronics Technology	Graphic Design Technology Level I Welding Level II Welding
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Certificates of Completion:

Certified Nurse Aid (CNA) Certified Medication Aid (CMA)	Fire School Emergency Medical Technician (EMT)
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Letter Code	Department Codes	Department Name
ACCT		Accounting
ART		Art
BIOL		Biological Science
BUAD		Business Administration
CHEM		Chemistry
COMM		Communication
COMP		Computer Science
CRIM		Criminal Justice
DMS		Diagnostic Medical Sonography
ECON		Economics
EDUC		Education
ENGL		English
GEOG		Geography
GRAP		Graphic Design Technology
HEAL		Health Care
HIST		History
INDU		Industrial Technology
LANG		Foreign Language
LEAR		Student Success Center
MATH		Mathematics
MUSI		Music
NURS		Nursing
OTEC		Business Administrative Technology
PED		Physical Education
PHIL		Philosophy
PHSC		Physical Science
PHYS		Physics
POLS		Political Science/Government
PSYC		Psychology
RADI		Radiography
RELI		Religion
RESP		Respiratory Care
SOCI		Sociology
SWK		Social Work
WELD		Welding

General Electives

Accounting

ACCT 112	Financial Accounting*
ACCT 114	Managerial Accounting*
ACCT 121	Computer Accounting

Art

ART 102	Art Education*
ART 103	Drawing I*
ART 107	Two Dimensional Design*
ART 108	Three Dimensional Design*
ART 111	Ceramics I
ART 112	Ceramics II
ART 113	Sculpture
ART 115	Painting I
ART 130	Art Appreciation*

Biology

BIOL 120	General Biology*
BIOL 122	Environmental Life Science*
BIOL 128	Principles of Biology I*
BIOL 129	Principles of Biology II*
BIOL 130	Anatomy & Physiology*
BIOL 201	Microbiology*

Business Administration

BUAD 101	Intro to Business*
BUAD 104	Business Law I*
BUAD 106	Principles of Leadership*
BUAD 110	Business Communications
BUAD 205	Personal Finance*
BUAD 215	Principles of Management*

Chemistry

CHEM 120	Introduction to Chemistry*
CHEM 124	College Chemistry I*
CHEM 126	College Chemistry II*
CHEM 204	Organic Chemistry I
CHEM 207	Organic Chemistry II

Communication

COMM101	Public Speaking*
COMM102	Interpersonal Communication*
COMM103	Introduction to Advertising
COMM105	Introduction to Public Relations
COMM106	Introduction to Mass Media*

Computer Science

COMP 110	Computer Concepts/Applications*
COMP 115	Spreadsheets (Microsoft Excel)
COMP 120	Computer Information Systems

Criminal Justice

CRIM 101	Intro to Administration of Justice*
CRIM 111	Patrol Procedure
CRIM 112	Ethics in Criminal Justice
CRIM 118	Drugs in Society
CRIM 119	Interview and Report Writing
CRIM 131	Community Policing
CRIM 135	Criminal Procedures
CRIM 137	Criminal Law*
CRIM 138	Juveniles in the Criminal Justice System
CRIM 204	Police Supervision and Management

Diagnostic Medical Sonography

DMS 201	Introduction to Sonography
DMS 205	Sonography Sectional Anatomy & Abdominal Physiology
DMS 206	OB/GYN for Sonography I
DMS 207	OB/GYN for Sonography II
DMS 208	Sonography Pathology of Abdomen and Small Parts
DMS 211	Sonography Physics & Instrumentation
DMS 214	Introduction to Echocardiography
DMS 220	General Sonography Clinical I
DMS 221	Sonography Clinical II
DMS 222	General Sonography Clinical III
DMS 230	Vascular Sonography I
DMS 231	Vascular Sonography II
DMS 234	Sonography, Physics & Instrumentation/Registry Review
DMS 237	Vascular/Sonography Registry Review
DMS 250	General Sonography Registry Review
DMS 251	Vascular Sonography Clinical I
DMS 252	Vascular Sonography Clinical II
DMS 253	Vascular Sonography Clinical III

Economics

ECON 101	Issues in Today's Economy
ECON 203	Macroeconomics*
ECON 204	Microeconomics*

Education

EDUC 110	Child Development*
EDUC 112	Early Education Curriculum*
EDUC 135	Explorations in Education*
EDUC 151	Children's Literature*
EDUC 201	Technology for Teaching and Learning

English

ENGL 101	English Composition I*
ENGL 102	English Composition II*
ENGL 103	English Composition I with Review
ENGL 118	Theatre Appreciation*
ENGL 200	Creative Writing*
ENGL 206	General Literature*
ENGL 207	British Literature I
ENGL 208	World Literature
ENGL 209	American Literature I*
ENGL 215	Science Fiction
ENGL 219	Film Appreciation

Foreign Language

LANG 104	French I*
LANG 127	Spanish I*
LANG 128	Spanish II*

Geography

GEOG 101	World Regional Geography*
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Graphic Design Technology

GRAP 103	Introduction to Graphic Design
GRAP 107	Introduction to Desktop Publishing
GRAP 113	Packaging Design
GRAP 118	Typography
GRAP 120	Color Theory
GRAP 128	Digital Animation
GRAP 130	Advertising Design
GRAP 200	Portfolio Development
GRAP 202	Digital Photography
GRAP 204	Digital Illustration
GRAP 206	Photo Editing Software
GRAP 208	Website Design Software
GRAP 210	Digital Page Layout
GRAP 216	Graphic Design Print Media

Health Science

HEAL 106	Medical Terminology*
HEAL 109	General Physics for Health Science
HEAL 121	Nurse Aide: Geriatric
HEAL 151	Advanced Cardiac Life Support

History

HIST 101	American History to 1877*
HIST 102	American History since 1877*
HIST 103	World History to 1500*
HIST 104	World History since 1500*
HIST 108	Current World Affairs
HIST 201	Kansas History

Industrial Technology

INDU 123	Electronic Devices
INDU 125	Fundamentals of Electronics DC/AC
INDU 127	Digital Logic Circuits
INDU 131	Engineering Graphics
INDU 155	OSHA Safety 10
INDU 167	Fundamentals of Electronics DC/AC Lab
INDU 168	Electronic Devices Lab
INDU 169	Digital Logic Circuits Lab
INDU 210	Computer Aided Drafting & Design

Mathematics

MATH 111	Mathematics for Education
MATH 115	College Algebra*
MATH 120	Elementary Statistics*
MATH 121	Matrix Algebra
MATH 125	Trigonometry*
MATH 130	Calculus I*
MATH 131	Calculus II
MATH 201	Calculus III
MATH 202	Differential Equations

Music

MUSI 101	Music Appreciation*
MUSI 102	Children's Music*
MUSI 104	History of Jazz and Rock

Nursing

NURS 116	Pharmacology for Healthcare Providers
NURS 118	Intravenous (IV) Therapy for LPNs and RNs
NURS 120	Fundamentals of Nursing
NURS 122	Medical-Surgical Nursing
NURS 124	Family Nursing I
NURS 126	Bridge Course for LPN's
NURS 201	Mental Health Nursing
NURS 203	Family Nursing II
NURS 205	Advanced Medical-Surgical Nursing
NURS 206	Health Assessment for Nursing Practice
NURS 207	Pathophysiology

Philosophy

PHIL 101	Philosophy I*
PHIL 104	Introduction to Logic*
PHIL 106	Ethics*

Physical Education

PED 101	Intro to Physical Education
PED 103	Care & Prevention of Athletic Injuries*
PED 105	Personal and Community Health*
PED 110	Intro to Exercise Science*
PED 114	Basic Nutrition*
PED 116	Lifetime Fitness Concepts
PED 118	First Aid and CPR*

Physical Science

PHSC 101	Physical Geology*
PHSC 103	Introduction to Astronomy*
PHSC 105	Physical Science*

Physics or Engineering

PHYS 201	College Physics I*
PHYS 203	Engineering Physics I*
PHYS 205	College Physics II*
PHYS 208	Engineering Physics II*

Political Science

POLS 105	American Government*
POLS 106	International Relations*

Psychology

PSYC 101	General Psychology*
PSYC 201	Developmental Psychology*
PSYC 202	Psychology of Adjustment

Radiography

RAD 101	Introduction to Radiography, Ethics and Law
RAD 103	Radiographic Procedures I
RAD 104	Radiographic Procedures II
RAD 105	Radiographic Procedures III
RAD 107	Radiographic Imaging I
RAD 109	Patient Care in Radiography I
RAD 113	Simulations in Radiography I
RAD 115	Patient Care in Radiography II
RAD 117	Radiographic Imaging II
RAD 119	Clinical Training I
RAD 120	Clinical Training II
RAD 125	Principles of Radiation Physics and Equipment Operation
RAD 127	Introduction to Computed Tomography & Cross Sectional Anatomy
RAD 201	Imaging Modalities
RAD 203	Clinical Training III
RAD 204	Clinical Training IV
RAD 205	Clinical Training V
RAD 207	Radiographic Imaging III
RAD 211	Computed Tomography Procedures
RAD 213	Radiographic Pathophysiology
RAD 214	Simulations in Radiography II
RAD 217	Radiation Protection I
RAD 218	Radiation Protection II
RAD 219	Image Analysis
RAD 221	Radiography Comprehensive Review
RAD 223	Critical Thinking and Analysis in Radiography

Religion

RELI 101	Comparative World Religions*
RELI 105	New Testament Survey*

Respiratory

RESP 101	Fundamentals of Respiratory Care I
RESP 102	Fundamentals of Respiratory Care II
RESP 105	Respiratory Care Pharmacology
RESP 107	Cardiopulmonary Anatomy and Physiology I
RESP 109	Clinical Practice I
RESP 110	Clinical Practice II
RESP 113	Pediatric Respiratory Care
RESP 115	Introduction to Mechanical Ventilation
RESP 148	Respiratory Comprehensive Review
RESP 153	CRT-Review
RESP 158	Fundamentals of Respiratory Care I Lab
RESP 160	Fundamentals of Respiratory Care II Lab
RESP 161	Fundamentals of Respiratory Care III Lab
RESP 203	Fundamentals of Respiratory Care III
RESP 205	Respiratory Diseases
RESP 207	Critical Care Medicine
RESP 211	Clinical Practice III
RESP 212	Respiratory Care Professional Forum
RESP 213	Respiratory Care Topics and Procedures

Sociology

SOCI 101	Sociology*
SOCI 201	Marriage and Family*
SOCI 202	Introduction to Women's Studies*
SOCI 203	Social Problems*
SOCI 207	Anthropology*
SOCI 211	Criminology

Social Work

SWK 101	Intro to Social Work*
SWK 102	Basic Helping Skills
SWK 103	Basic Helping Skill Experience

Student Success

LEAR 101	College Success
LEAR 102	Research Skills
LEAR 103	Information Literacy

Welding

WELD 120	Oxy Acetylene and Safety
WELD 130	Gas Tungsten Arc Welding Reading
WELD 140	Shielded Metal Arc Welding
WELD 160	Gas Metal Arc Welding
WELD 180	Pipe Layout and Blueprint Reading
WELD 210	Advanced Gas Tungsten Arc Welding
WELD 220	Advanced Gas Metal Arc Welding
WELD 240	Advanced Shielded and Metal Arc Welding
WELD 260	Specialized Welding

General Education Requirement

English

ENGL 101	English Composition I
ENGL 102	English Composition II
ENGL 103	English Composition I with Review

Communications

COMM 101	Public Speaking
COMM 102	Interpersonal Communication

Math & Statistics

MATH 115	College Algebra
MATH 120	Elementary Statistics
MATH 125	Trigonometry

Natural & Physical Sciences

BIOL 120	General Biology
BIOL 122	Environmental Life Science
BIOL 128	Principles of Biology I
BIOL 129	Principles of Biology II
BIOL 130	Anatomy & Physiology
BIOL 201	Microbiology
CHEM 120	Introduction to Chemistry
CHEM 124	College Chemistry I
CHEM 126	College Chemistry II
PHSC 101	Physical Geology
PHSC 103	Introduction to Astronomy
PHSC 105	Physical Science
PHYS 201	College Physics I
PHYS 203	Engineering Physics
PHYS 205	College Physics II
PHYS 208	Engineering Physics II

Social & Behavioral Sciences

CRIM 101	Introduction to Administration of Justice
CRIM 137	Criminal Law
ECON 203	Macroeconomics
ECON 204	Microeconomics
EDUC 110	Child Development
GEOG 101	World Regional Geography
POLS 105	American Government
POLS 106	International Relations
PSYC 101	General Psychology
PSYC 201	Developmental Psychology
SOCI 101	Sociology
SOCI 201	Marriage and Family
SOCI 202	Introduction to Women's Studies
SOCI 203	Social Problems
SOCI 207	Anthropology
SWK 101	Introduction to Social Work

Arts & Humanities

ART 130	Art Appreciation
COMM 106	Introduction to Mass Media
ENGL 206	General Literature
ENGL 209	American Literature I
HIST 101	American History to 1877
HIST 102	American History since 1877
HIST 103	World History to 1500
HIST 104	World History since 1500
LANG 104	French I
LANG 127	Spanish I
LANG 128	Spanish II
MUSI 101	Music Appreciation
PHIL 101	Philosophy I
PHIL 104	Introduction to Logic
PHIL 106	Ethics
RELI 101	Comparative World Religions
RELI 105	New Testament Survey

Personal & Professional Behavior

BUAD 106	Principles of Leadership
BUAD 205	Personal Finance
BUAD 215	Principles of Management
COMP 110	Computer Concepts & Applications
PED 105	Personal & Community Health
PED 114	Basic Nutrition

Programs of Study

All programs offered at LCC are described in the following section. Information such as course requirements, course sequence, length of program and major advisor are included. The major advisor will be the main point of contact for anything pertaining to advising and enrollment. The Recommended Course Sequence provides information about the order in which concentration requirements should be completed by semester. "SEM 1" refers to the fall semester unless otherwise stated.



General Electives can be found on page 53
General Education Requirements can be found on page 56

ACCOUNTING

ASSOCIATE IN SCIENCE

This program is designed for students who wish to study accounting and transfer to a four year institution. The degree program can also prepare a student for immediate work in the field.

Credits Required: 60

Major Advisor: Cathy Kibler
620-820-1186
cathyk@labette.edu

Robert Bartelli
620-820-1261
robertb@labette.edu

Recommended Courses:

- BUAD 205 Personal & Professional Behavior
- COMP 110 Personal & Professional Behavior
- ACCT 121 General Elective
- COMP 115 General Elective

Student Organization

Membership in Phi Beta Lambda (PBL) is encouraged. This organization develops and enhances leadership and business skills. Students can participate in state and national competitions, where top students are recognized with trophies and cash awards.

After Graduation

Students can gain entry-level employment in or enhance their career advancement opportunities. Students can transfer to a four year institution to pursue a bachelor's degree.

<u>Concentration Requirements</u>		15
<input type="checkbox"/>	ACCT 112 Financial Accounting	3
<input type="checkbox"/>	ACCT 114 Managerial Accounting	3
<input type="checkbox"/>	BUAD 101 Introduction to Business	3
<input type="checkbox"/>	ECON 203 Macroeconomics	3
<input type="checkbox"/>	ECON 204 Microeconomics	3

<u>General Education Requirement</u>		35
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English		
<input type="checkbox"/>	ENGL 101 English Composition I	or
<input type="checkbox"/>	ENGL 103 English Composition I with Review	3
<input type="checkbox"/>	ENGL 102 English Composition II	3

Communications		
Choose one class		
<input type="checkbox"/>	_____	3

Math & Statistics		
Choose one class		
<input type="checkbox"/>	_____	3

Natural & Physical Science		
Choose one class		
<input type="checkbox"/>	_____	5

Social & Behavioral Sciences		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Arts & Humanities		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Personal & Professional Behavior		
Choose two classes		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

<u>General Electives</u>		10
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	1

General Electives can be found on page 53
General Education Requirements can be found on page 56

ART

ASSOCIATE IN ARTS

Human beings have been making art for over 30,000 years, not many fields of study can boast of such a long history. When you study art you will begin to learn about that varied and rich art history and you will spend engaging hours in the studios learning about studio practices such as design fundamentals, painting, drawing, making ceramics, and creating sculpture. Your courses and subsequent AA degree will start you down the road for a career as an art teacher or other art related careers.

Credits Required: 60

Major Advisor: Heidi Schaaf
620-820-1022
heidis@labette.edu

Recommended Courses:
ART 130 Arts & Humanities

After Graduation:
Continue your education with a bachelor or master's degree in art or art history and find employment as an art teacher or other art related field.

<u>Concentration Requirements</u>			<u>24</u>
<input type="checkbox"/>	ART 103	Drawing I	3
<input type="checkbox"/>	ART 107	Two Dimensional Design	3
<input type="checkbox"/>	ART 108	Three Dimensional Design	3
<input type="checkbox"/>	ART 111	Ceramics I	3
<input type="checkbox"/>	ART 113	Sculpture	3
<input type="checkbox"/>	ART 115	Painting I	3
<input type="checkbox"/>	GRAP 202	Digital Photography	3
<input type="checkbox"/>	GRAP 206	Photo Editing Software	3
<u>General Education Requirement</u>			<u>35</u>
English			
<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	3
Communications			
Choose one class			
<input type="checkbox"/>	_____		3
Math & Statistics			
Choose one class			
<input type="checkbox"/>	_____		3
Natural & Physical Science			
Choose one class			
<input type="checkbox"/>	_____		5
Social & Behavioral Sciences			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
Arts & Humanities			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
Personal & Professional Behavior			
Choose two classes			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<u>General Elective</u>			<u>1</u>
<input type="checkbox"/>	_____		1

General Electives can be found on page 53
General Education Requirements can be found on page 56

BIOLOGY

ASSOCIATE IN SCIENCE

Biology is a science centered around the study of life. The Associate of Science in Biology is designed to provide the foundation for students seeking a career in the health or biology fields. It is also designed for students who are going to continue their education in Medicine, Veterinary Medicine, Dentistry, Med-Tech, or Optometry.

Credits Required: 60

Major Advisors: Dr. Archana Lal
620-820-1136
archanal@labette.edu

Dr. Daudi Langat
620-820-1170
daudil@labette.edu

Recommended Courses:
CHEM 126 Natural & Physical Sciences

After Graduation

After completing the Associates degree in Biology, students may transfer to any 4 – year institution to complete their BS in Biology, pre-med, pre-dentistry, pre-pharmacy and other areas.

<u>Concentration Requirements</u>			<u>25</u>
<input type="checkbox"/>	BIOL 128	Principles of Biology I	5
<input type="checkbox"/>	BIOL 129	Principles of Biology II	5
<input type="checkbox"/>	BIOL 130	Anatomy & Physiology	5
<input type="checkbox"/>	BIOL 201	Microbiology	5
<input type="checkbox"/>	CHEM 124	College Chemistry I	5

<u>General Education Requirement</u>			<u>35</u>
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<u>English</u>			
<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	3

<u>Communications</u>			
Choose one class			
<input type="checkbox"/>	_____		3

<u>Math & Statistics</u>			
Choose one class			
<input type="checkbox"/>	_____		3

<u>Natural & Physical Science</u>			
Choose one class			
<input type="checkbox"/>	_____		5

<u>Social & Behavioral Sciences</u>			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

<u>Arts & Humanities</u>			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

<u>Personal & Professional Behavior</u>			
Choose two classes			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

General Electives can be found on page 53
General Education Requirements can be found on page 56

BUSINESS ADMINISTRATION

ASSOCIATE IN SCIENCE

This program is designed for transfer to a four year institution. This program is appropriate if the student wishes to study management, marketing, finance, or other business concentrations at a four year institution. The degree program can also prepare a student for immediate work in the field.

Credits Required: 60

Major Advisors: Cathy Kibler
620-820-1186
cathyk@labette.edu

Robert Bartelli
620-820-1261
robertb@labette.edu

Recommended Courses:

- BUAD 205 Personal & Professional Behavior
- COMP 110 Personal & Professional Behavior
- BUAD 110 General Elective

Student Organization

Membership in Phi Beta Lambda is encouraged. This organization develops and enhances leadership and business skills. Students can participate in state and national competitions, where top students are recognized with trophies and cash awards.

After Graduation

Students can gain entry-level employment or enhance their career advancement opportunities. Students can transfer to a four year institution to pursue a bachelor's degree.

Concentration Requirements		18
<input type="checkbox"/>	ACCT 112 Financial Accounting	3
<input type="checkbox"/>	ACCT 114 Managerial Accounting	3
<input type="checkbox"/>	BUAD 101 Introduction to Business	3
<input type="checkbox"/>	MATH 120 Elementary Statistics	3
<input type="checkbox"/>	ECON 203 Macroeconomics	3
<input type="checkbox"/>	ECON 204 Microeconomics	3

General Education Requirement		35
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English		
<input type="checkbox"/>	ENGL 101 English Composition I	or
<input type="checkbox"/>	ENGL 103 English Composition I with Review	3
<input type="checkbox"/>	ENGL 102 English Composition II	3

Communications		
Choose one class		
<input type="checkbox"/>	_____	3

Math & Statistics		
Choose one class		
<input type="checkbox"/>	_____	3

Natural & Physical Science		
Choose one class		
<input type="checkbox"/>	_____	5

Social & Behavioral Sciences		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Arts & Humanities		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Personal & Professional Behavior		
Choose two classes		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

General Electives		7
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	1

General Electives can be found on page 53
General Education Requirements can be found on page 56

CHEMISTRY

ASSOCIATE IN SCIENCE

Chemistry is the study of materials and energy. Take a chemistry class to learn more about yourself and the world around you or take more classes and earn an A.S. degree in Chemistry.

Credits Required: 60

Major Advisor: Dr. Doug Ecoff
620-820-1151
douge@labette.edu

Recommended Courses:
MATH 115 Math & Statistics

After Graduation

Transfer to a four-year college to complete a bachelor's degree to work in industry, education, or government. See the wide range of career opportunities: Chemistry Careers-American Chemistry Society, <http://www.acs.org/content/acs/en/careers/college-to-career/chemistry-careers.html>

For general employment information see the Occupational Outlook Handbook; <http://www.bls.gov/ooh/>

<u>Concentration Requirements</u>		25
<input type="checkbox"/>	CHEM 124 College Chemistry I	5
<input type="checkbox"/>	CHEM 126 College Chemistry II	5
<input type="checkbox"/>	MATH 130 Calculus I	5
<input type="checkbox"/>	MATH 131 Calculus II	5
<input type="checkbox"/>	PHYS 201 College Physics I	5

<u>General Education Requirement</u>		35
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English		
<input type="checkbox"/>	ENGL 101 English Composition I	or
<input type="checkbox"/>	ENGL 103 English Composition I with Review	3
<input type="checkbox"/>	ENGL 102 English Composition II	3

Communications		
Choose one class		
<input type="checkbox"/>	_____	3

Math & Statistics		
Choose one class		
<input type="checkbox"/>	_____	3

Natural & Physical Science		
Choose one class		
<input type="checkbox"/>	_____	5

Social & Behavioral Sciences		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Arts & Humanities		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Personal & Professional Behavior		
Choose two classes		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

General Electives can be found on page 53
General Education Requirements can be found on page 56

COMMUNICATION

ASSOCIATE IN SCIENCE

The goal of the Communication Program is to provide the opportunity for students to improve their communication ability and knowledge.

Our commitment to General Education helps develop students' oral communication and critical thinking skills and their appreciation for communication diversity. Our courses are designed to fulfill major requirements for Associate Degree-seeking students. Throughout their education, students have opportunities for hands-on experience both in and out of the classroom.

Credits Required: 60

Major Advisor: Tonya Seller Neises
620-820-1121
tonyab@labette.edu

Recommended Courses:
COMM 101 Communications
GRAP General Electives

After Graduation
Students can gain immediate, entry-level employment in Government and Social Services, Public Relations Agencies, Event Planning, Sales, etc. If already employed, obtain career advancement opportunities. Students can transfer to a university or college to pursue a bachelor's degree in Communication.

Concentration Requirements		12
<input type="checkbox"/>	COMM 102 Interpersonal Communication	3
<input type="checkbox"/>	COMM 103 Introduction to Advertising	3
<input type="checkbox"/>	COMM 105 Introduction to Public Relations	3
<input type="checkbox"/>	COMM 106 Introduction to Mass Media	3
General Education Requirement		35
English		
<input type="checkbox"/>	ENGL 101 English Composition I	or
<input type="checkbox"/>	ENGL 103 English Composition I with Review	3
<input type="checkbox"/>	ENGL 102 English Composition II	3
Communications		
Choose one class		
<input type="checkbox"/>	_____	3
Math & Statistics		
Choose one class		
<input type="checkbox"/>	_____	3
Natural & Physical Science		
Choose one class		
<input type="checkbox"/>	_____	5
Social & Behavioral Sciences		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
Arts & Humanities		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
Personal & Professional Behavior		
Choose two classes		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
General Electives		13
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	1

General Electives can be found on page 53
General Education Requirements can be found on page 56

CRIMINAL JUSTICE

ASSOCIATE IN SCIENCE

At Labette Community College we are preparing students to start a career in this professional field. The primary focus of the program is geared towards administration and management. Our goal is to provide students with the tools to pursue an advanced degree and a career in local, state, or federal agencies. The Criminal Justice Program Mission is to provide students with a strong, knowledge base of the criminal justice system to dispel myths, broaden perspectives, and prepare students to become inspirational leaders in the communities they serve.

LCC's criminal justice program is a military friendly college and awards college credit for prior service training received equivalent to course work required.

Credits Required: 60

Major Advisor: Regina Decker
620-820-1254
reginad@labette.edu

Recommended Courses:

- CRIM 111 General Elective
- CRIM 118 General Elective
- CRIM 131 General Elective
- CRIM 204 General Elective

After Graduation

There are many careers available in the criminal justice field. Different agencies require different educational levels. Many law enforcement agencies are requiring at minimum an associates degree within their organizations. Many of our graduates have gone on to obtain advanced degrees, such as Bachelor and Master Degrees. Many graduates have gone into the following professional careers: State and local agencies as officers, detectives, agents and chiefs, correctional officers, federal agencies, college instructors, and private sector as private security, investigators, asset protections, etc.

*Note: If a student has successfully completed KLETC (Kansas Law Enforcement Training Center) or equivalent law enforcement training, the student may receive credit for the following courses.

- CRIM 111 Patrol Procedures 3
- CRIM 119 Interview and Report Writing 3
- CRIM 135 Criminal Procedures 3

Concentration Requirements 18

- CRIM 101 Introduction to Administration of Justice 3
- CRIM 112 Ethics in Criminal Justice 3
- CRIM 119 Interview and Report Writing 3
- CRIM 135 Criminal Procedures 3
- CRIM 137 Criminal Law 3
- CRIM 138 Juveniles in the Criminal Justice System 3

General Education Requirement 35

English

- ENGL 101 English Composition I or 3
- ENGL 103 English Composition I with Review 3
- ENGL 102 English Composition II 3

Communications

Choose one class

- _____ 3

Math & Statistics

Choose one class

- _____ 3

Natural & Physical Science

Choose one class

- _____ 5

Social & Behavioral Sciences

Choose two classes from different subject areas

- _____ 3
- _____ 3

Arts & Humanities

Choose two classes from different subject areas

- _____ 3
- _____ 3

Personal & Professional Behavior

Choose two classes

- _____ 3
- _____ 3

General Electives 7

- _____ 3
- _____ 3
- _____ 1

General Electives can be found on page 53
General Education Requirements can be found on page 56

DIAGNOSTIC MEDICAL SONOGRAPHY

CERTIFICATE GENERAL SONOGRAPHY

Concentration Requirements 44

Diagnostic Medical Sonographers operate special imaging equipment to create images or conduct tests. The images and test results help physicians assess and diagnose medical conditions. Some technologists assist physicians and surgeons during surgical procedures. Most diagnostic imaging professionals are employed in hospitals while others are employed in healthcare settings such as physician's offices and medical and diagnostic laboratories.

Credits Required: 44

Major Advisor: Brian Vediz
620-820-1181
brianv@labette.edu

Accreditation

Labette Community College Sonography Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The program was approved March 2013. For more information contact www.CAAHEP.org

Requirements

Students interested in the Diagnostic Medical Sonography Program are admitted to Labette Community College on the same basis as other students, but admission to the college does not ensure admission into the Sonography Program. All students applying for the DMS program are required to have completed the following prior to acceptance into the program:

- Associates or Bachelors Degree with a medical component.
- Mathematics, Physics (NOT required for students with Radiology Degree), Communications or Composition, Anatomy and Physiology, Medical Terminology.

Summary

The General (Abdominal OB/GYN & small parts) concentration is 44 total credit hours.

A new class will start every June.

The General concentration is a 14 month program that will focus strictly on abdominal extended and OB/GYN anatomy and pathology

Clinical expectations

The student will complete a minimum of 1024 clinical hours. Complete all required checklists and general competencies in the assigned facility. Trajecsys software will be used to upload all required documentation.

Summer Semester

<input type="checkbox"/>	DMS 200	Sonography Virtual Lab	6
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Fall Semester

<input type="checkbox"/>	DMS 201	Introduction to Sonography	3
<input type="checkbox"/>	DMS 205	Sonography Sectional Anatomy & Abdominal Physiology	2
<input type="checkbox"/>	DMS 206	OB/GYN for Sonography I	3
<input type="checkbox"/>	DMS 211	Sonography Physics & Instrumentation	3
<input type="checkbox"/>	DMS 220	General Sonography Clinical I	5
			16

Spring Semester

<input type="checkbox"/>	DMS 207	OB/GYN for Sonography II	3
<input type="checkbox"/>	DMS 208	Sonography Pathology of Abdomen and Small Parts	2
<input type="checkbox"/>	DMS 221	General Sonography Clinical II	5
<input type="checkbox"/>	DMS 234	Sonography, Physics & Instrumentation/Registry Review	3
			13

Summer Semester

<input type="checkbox"/>	DMS 222	General Sonography Clinical III	5
<input type="checkbox"/>	DMS 250	General Sonography Registry Review	4
			9

After Graduation

You will graduate with a certificate in Diagnostic Medical Sonography. You will have several work options like, hospitals, clinics, teaching, Doctor's office, or traveling the world.

According to the Bureau of Labor Statistics, the field is anticipated to grow by 10% (2021-2031), with a median pay of \$75,380 per year nationwide. The job prospects for DMS are expected to be very good.

The DMS General Sonography certificate is approved for 38 credit hours when Title IV aid is awarded according to Federal Student Aid regulations .

According to the course sequence above the following enrollment status will be applied when awarded Title IV aid:

Summer Semester: Less than 1/2 time

Fall Semester: Full time

Spring Semester: 3/4 time

Summer semester: 3/4 time

Contact the Financial Aid office at financialaid@labette.edu with any questions.

General Electives can be found on page 53
General Education Requirements can be found on page 56

DIAGNOSTIC MEDICAL SONOGRAPHY

CERTIFICATE VASCULAR SONOGRAPHY

Diagnostic Medical Sonographers operate special imaging equipment to create images or conduct tests. The images and test results help physicians assess and diagnose medical conditions. Some technologists assist physicians and surgeons during surgical procedures. Most diagnostic imaging professionals are employed in hospitals while others are employed in healthcare settings such as physician's offices and medical and diagnostic laboratories.

Credits Required: 38

Major Advisor: Brian Vediz
620-820-1181
brianv@labette.edu

Accreditation

Labette Community College Sonography Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The program was approved March 2013. For more information contact www.CAAHEP.org

Requirements

Students interested in the Diagnostic Medical Sonography Program are admitted to Labette Community College on the same basis as other students, but admission to the college does not ensure admission into the Sonography Program. All students applying for the DMS program are required to have completed the following prior to acceptance into the program:

- Associates or Bachelors Degree with a medical component.
- Mathematics, Physics (NOT required for students with Radiology Degree), Communications or Composition, Anatomy and Physiology, Medical Terminology.

Summary

The Vascular concentration is 38 total credit hours. A new class will start every June. The Vascular concentration is a 14 month program that will focus strictly on vascular anatomy and pathology

Clinical expectations

The student will complete a minimum of 1024 clinical hours. Complete all required checklists and general competencies in the assigned facility. Trajecs software will be used to upload all required documentation.

Concentration Requirements 38

Summer Semester

<input type="checkbox"/>	DMS	200	Sonography Virtual Lab	6
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Fall Semester

<input type="checkbox"/>	DMS	201	Introduction to Sonography	3
<input type="checkbox"/>	DMS	211	Sonography Physics & Instrumentation	3
<input type="checkbox"/>	DMS	230	Vascular Sonography I	3
<input type="checkbox"/>	DMS	251	Vascular Sonography Clinical I	5
				14

Spring Semester

<input type="checkbox"/>	DMS	231	Vascular Sonography II	3
<input type="checkbox"/>	DMS	234	Sonography, Physics & Instrumentation/Registry Review	3
<input type="checkbox"/>	DMS	252	Vascular Sonography Clinical II	5
				11

Summer Semester

<input type="checkbox"/>	DMS	237	Vascular Sonography Registry Review	2
<input type="checkbox"/>	DMS	253	Vascular Sonography Clinical III	5
				7

After Graduation

You will graduate with a certificate in Diagnostic Medical Sonography. You will have several work options like, hospitals, clinics, teaching, Doctor's office, or traveling the world.

According to the Bureau of Labor Statistics, the field is anticipated to grow by 10% (2021-2031), with a median pay of \$75,380 per year nationwide. The job prospects for DMS are expected to be very good.

The DMS Vascular Sonography certificate is approved for 32 credit hours when Title IV aid is awarded according to Federal Student Aid regulations .

According to the course sequence above the following enrollment status will be applied when awarded Title IV aid:

Summer Semester: Less than 1/2 time
Fall Semester: 3/4 time
Spring Semester: 3/4 time
Summer semester: 1/2 time

Contact the Financial Aid office at financialaid@labette.edu with any questions.

General Electives can be found on page 53
General Education Requirements can be found on page 56

DIAGNOSTIC MEDICAL SONOGRAPHY

ASSOCIATE IN APPLIED SCIENCE

Diagnostic Medical Sonographers operate special imaging equipment to create images or conduct tests. The images and test results help physicians assess and diagnose medical conditions. Some technologists assist physicians and surgeons during surgical procedures. Most diagnostic imaging professionals are employed in hospitals while others are employed in healthcare settings such as physician's offices and medical and diagnostic laboratories.

Credits Required: 60-62
Major Advisor: Brian Vediz
 620-820-1181
 brianv@labette.edu

Accreditation
 Labette Community College Sonography Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The program was approved March 2013. For more information contact www.CAAHEP.org

Requirements
 Students interested in the Diagnostic Medical Sonography Program are admitted to Labette Community College on the same basis as other students, but admission to the college does not ensure admission into the Sonography Program. All students applying for the DMS program are required to have completed the following prior to acceptance into the program:

- Associates or Bachelors Degree with a medical component.
- Mathematics, Physics (NOT required for students with Radiology Degree), Communications or Composition, Anatomy and Physiology, Medical Terminology.

After Graduation
 You will graduate with a Associate in Applied Science in Diagnostic Medical Sonography. You will have several work options like, hospitals, clinics, teaching, Doctor's office, or traveling the world.

According to the Bureau of Labor Statistics, the field is anticipated to grow by 10% (2021-2031), with a median pay of \$75,380 per year nationwide. The job prospects for DMS are expected to be very good.

Concentration Requirements 15

<input type="checkbox"/>	DMS	200	Sonography Virtual Lab	6
<input type="checkbox"/>	DMS	201	Introduction to Sonography	3
<input type="checkbox"/>	DMS	211	Sonography Physics & Instrumentation	3
<input type="checkbox"/>	DMS	234	Sonography, Physics & Instrumentation/Registry Review	3

General Sonography Pathway 29

<input type="checkbox"/>	DMS	205	Sonography Sectional Anatomy & Abdominal Physiology	2
<input type="checkbox"/>	DMS	206	OB/GYN for Sonography I	3
<input type="checkbox"/>	DMS	207	OB/GYN for Sonography II	3
<input type="checkbox"/>	DMS	208	Sonography Pathology of Abdomen and Small Parts	2
<input type="checkbox"/>	DMS	220	General Sonography Clinical I	5
<input type="checkbox"/>	DMS	221	General Sonography Clinical II	5
<input type="checkbox"/>	DMS	222	General Sonography Clinical III	5
<input type="checkbox"/>	DMS	250	General Sonography Registry Review	4

or

Vascular Sonography Pathway 27

<input type="checkbox"/>	DMS	214	Introduction to Echocardiography	4
<input type="checkbox"/>	DMS	230	Vascular Sonography I	3
<input type="checkbox"/>	DMS	231	Vascular Sonography II	3
<input type="checkbox"/>	DMS	237	Vascular Sonography Registry Review	2
<input type="checkbox"/>	DMS	251	Vascular Sonography Clinical I	5
<input type="checkbox"/>	DMS	252	Vascular Sonography Clinical II	5
<input type="checkbox"/>	DMS	253	Vascular Sonography Clinical III	5

General Education Requirements 11

English/Communications

<input type="checkbox"/>	ENGL	101	English Composition I	or
<input type="checkbox"/>	COMM	101	Public Speaking	3

Math & Statistics

<input type="checkbox"/>	MATH	100	Intermediate Algebra or Higher	3
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Natural & Physical Science

<input type="checkbox"/>	BIOL	130	Anatomy & Physiology	5
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General Electives 7

<input type="checkbox"/>	HEAL	106	Medical Terminology	3
<input type="checkbox"/>	HEAL	109	Physics for Health Sciences	4

General Electives can be found on page 53
 General Education Requirements can be found on page 56

EDUCATION
EARLY CHILDHOOD EDUCATION

ASSOCIATE IN SCIENCE

The Associate in Science Degree in Early Childhood Education provides an excellent foundation in childhood learning and development. This program provides knowledge and understanding to the student to create an environment that fosters the learning and developmental needs of children. Curriculum development is also highlighted.

Credits Required: 60

Major Advisor: Regina Decker
620-820-1254
reginad@labette.edu

Recommended Courses:

- EDUC 110 Social & Behavioral Sciences
- PSYC 101 Social & Behavioral Sciences
- BUAD 205 Personal & Professional Behavior
- PED 114 Personal & Professional Behavior
- PED 118 General Elective

After Graduation

Upon completion, students meet the educational requirements for employment as a Para-professional in a public school in addition to a variety of early childhood settings. Students can transfer to a university or college to pursue a Bachelor of Science Degree in Early Childhood Unified that would allow licensure with Kansas Department of Education, to teach regular and special education from the birth to third grade level.

<u>Concentration Requirements</u>			<u>21</u>
<input type="checkbox"/>	ART 102	Art Education *	3
<input type="checkbox"/>	EDUC 112	Early Education Curriculum	3
<input type="checkbox"/>	EDUC 135	Explorations in Education **	3
<input type="checkbox"/>	EDUC 151	Children's Literature	3
<input type="checkbox"/>	EDUC 201	Technology for Teaching and Learning	3
<input type="checkbox"/>	MUSI 102	Children's Music	3
<input type="checkbox"/>	PSYC 201	Developmental Psychology	3
<u>General Education Requirement</u>			<u>35</u>
English			
<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	3
Communications			
Choose one class			
<input type="checkbox"/>	_____		3
Math & Statistics			
Choose one class			
<input type="checkbox"/>	_____		3
Natural & Physical Science			
Choose one class			
<input type="checkbox"/>	_____		5
Social & Behavioral Sciences			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
Arts & Humanities			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
Personal & Professional Behavior			
Choose two classes			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<u>General Electives</u>			<u>4</u>
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		1

General Electives can be found on page 53
General Education Requirements can be found on page 56

EDUCATION
ELEMENTARY EDUCATION

ASSOCIATE IN SCIENCE

The courses in this program will meet the requirements for an Associate in Science Degree in Elementary Education at Labette Community College. This program is a solid foundation to understanding curriculum development, classroom management, and the elementary education school setting. Courses are transferable to Kansas Regent schools, but since requirements at 4-year colleges vary, students must refer to the 4-year college of their choice to determine course enrollment at LCC.

Credits Required: 60

Major Advisor: Regina Decker
620-820-1254
reginad@labette.edu

Recommended Courses:

- COMM 101 Communications
- GEOG 101 Social & Behavioral Sciences
- PSYC 101 Social & Behavioral Sciences
- HIST 101 Arts & Humanities or
- HIST 102 Arts & Humanities

After Graduation

Students will be prepared to continue their education at a 4-year college. A Bachelor's Degree is the minimum requirement to pursue a career as an elementary teacher (K-6). A student could also utilize an Associate Degree in Elementary Education in order to obtain a Kansas Substitute-Teacher's License and begin work in the school system. Students transferring to a 4-year college should contact the advisor at that university to ensure transferability of course-work. It is the student's responsibility to follow the transfer requirements for his/her transfer institution.

<u>Concentration Requirements</u>			<u>18</u>
<input type="checkbox"/>	ART 102	Art Education *	3
<input type="checkbox"/>	EDUC 135	Explorations in Education **	3
<input type="checkbox"/>	EDUC 151	Children's Literature	3
<input type="checkbox"/>	EDUC 201	Technology for Teaching and Learning	3
<input type="checkbox"/>	MUSI 102	Children's Music	3
<input type="checkbox"/>	PSYC 201	Developmental Psychology	3
<u>General Education Requirement</u>			<u>35</u>
English			
<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	3
Communications			
Choose one class			
<input type="checkbox"/>	_____		3
Math & Statistics			
Choose one class			
<input type="checkbox"/>	_____		3
Natural & Physical Science			
Choose one class			
<input type="checkbox"/>	_____		5
Social & Behavioral Sciences			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
Arts & Humanities			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
Personal & Professional Behavior			
Choose two classes			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<u>General Electives</u>			<u>7</u>
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		1

General Electives can be found on page 53
General Education Requirements can be found on page 56

EDUCATION SECONDARY EDUCATION

ASSOCIATE IN SCIENCE

The courses in this program will meet the requirements for an Associate in Science Degree in Secondary Education at LCC. Since requirements at 4-year colleges vary, students must refer to the 4-year college of their choice to determine the transferability of courses. An Associate in Science in Secondary Education will help prepare a student to transfer to a 4-year college and be successful in future endeavors

Credits Required: 60

Major Advisor: Regina Decker
620-820-1254
reginad@labette.edu

After Graduation

Students will be prepared to continue their education at a 4-year college. A Bachelor's Degree is the minimum requirement to pursue a career as a secondary education teacher. A student could also utilize an Associate Degree in Secondary Education in order to obtain a Kansas Substitute- Teacher's License and begin work in the school system. Students transferring to a 4-year college should contact the advisor at that university to ensure transferability of coursework. It is the student's responsibility to follow the transfer requirements for his/her transfer institution.

Emphasis Area Courses

Courses counted in concentration must be different than General Elective:

- Art:** ART 102, ART 103, ART 111, ART 113, ART 115
- Biology:** BIOL 128, BIOL 129, BIOL 130, BIOL 201
- Business:** ACCT 112, ACCT 114, BUAD 101, BUAD 205
- Chemistry:** CHEM 120, CHEM 124, CHEM 126, CHEM 204, CHEM 207; MATH 130; PHYS 201, PHYS 203, PHYS 205, PHYS 208
- English:** ENGL 200, ENGL 206, ENGL 207, ENGL 208, ENGL 209, ENGL 215
- Foreign Language:** LANG 104, LANG 127, LANG 128
- History:** HIST 101, HIST 102, HIST 103, HIST 104, HIST 201; POLS 105; ECON 203, ECON 204; GEOG 101; SOCI 207
- Math 6-12:** MATH 120, MATH121, MATH130, MATH 131, MATH 201; COMP135
- Math 5-8:** MATH 120, MATH 121, MATH 130; COMP 135
- Physical Education:** PED 101, PED 103, PED 118; BIOL 120, BIOL 130
- Physics:** PHYS 201, PHYS 203, PHYS 205, PHYS 208, PHSC 105 MATH 130, MATH131; CHEM 124, CHEM 126
- Speech Theatre:** COMM 102, COMM 105, COMM 106; ENGL 118
- Technology & Engineering Ed:** GRAP 128, GRAP 202, GRAP 204, GRAP 206, GRAP 208, GRAP 210

<u>Concentration Requirements</u>		21
<input type="checkbox"/>	EDUC 135 Explorations in Education *	3
<input type="checkbox"/>	EDUC 201 Technology for Teaching and Learning	3
<input type="checkbox"/>	PSYC 201 Developmental Psychology	3
Content Area Emphasis		12
<input type="checkbox"/>	_____	
<input type="checkbox"/>	_____	
<input type="checkbox"/>	_____	
<input type="checkbox"/>	_____	

<u>General Education Requirement</u>		35
English		
<input type="checkbox"/>	ENGL 101 English Composition I	or
<input type="checkbox"/>	ENGL 103 English Composition I with Review	3
<input type="checkbox"/>	ENGL 102 English Composition II	3
Communications		
Choose one class		
<input type="checkbox"/>	_____	3
Math & Statistics		
Choose one class		
<input type="checkbox"/>	_____	3
Natural & Physical Science		
Choose one class		
<input type="checkbox"/>	_____	5
Social & Behavioral Sciences		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
Arts & Humanities		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
Personal & Professional Behavior		
Choose two classes		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
General Elective		
<u>General Elective</u>		4
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	1

General Electives can be found on page 53
General Education Requirements can be found on page 56

ELECTRONICS TECHNOLOGY

CERTIFICATE

The three-semester Electronics Certificate Program meets the needs of a growing demand in industry for certified electronic technicians. Lab courses use state-of-the-art equipment.

Credits Required: 18

Major Advisor: Darcie Martinez
620-820-1221
darcie@labette.edu

Requirements

Students in the program must maintain a minimum GPA of 2.5 in all college coursework.

Recommended Course Sequence

SEM 1: INDU 125, INDU 155, INDU 167

SEM 2: INDU 123, INDU 168

SEM 3: INDU 127, INDU 169

Concentration Requirements 18

<input type="checkbox"/>	INDU 123	Electronic Devices	3
<input type="checkbox"/>	INDU 125	Fundamentals of Electronics DC/AC	3
<input type="checkbox"/>	INDU 127	Digital Logic Circuits	3
<input type="checkbox"/>	INDU 155	OSHA Safety 10	1
<input type="checkbox"/>	INDU 167	Fund. of Electronics DC/AC Lab	3
<input type="checkbox"/>	INDU 168	Electronic Devices Lab	3
<input type="checkbox"/>	INDU 169	Digital Logic Circuits Lab	2

After Graduation

Students who successfully complete the program will be eligible to sit for the Certified Electronics Technician (CET) Exam and can choose to enter the workforce or transfer courses to Pittsburg State University or North Central Kansas Technical College for advanced electronics training.

General Electives can be found on page 53
General Education Requirements can be found on page 56

ENGLISH

ASSOCIATE IN ARTS

The English program prepares students to enter the job market in a variety of fields which require written and oral communication and critical thinking. Students with this degree can also transfer to a university in numerous fields of study. This degree will prepare students to pivot into emerging professions.

Credits Required: 60

Major Advisors:

Randee Baty
620-820-1177
randeeb@labette.edu

Elizabeth Stoneberger
620-820-1123
elizabethw@labette.edu

Ken Elliott
620-820-1148
kene@labette.edu

Recommended Courses:

- ENGL 118 General Elective
- ENGL 200 General Elective
- ENGL 206 General Elective
- ENGL 208 General Elective
- ENGL 215 General Elective
- ENGL 219 General Elective

After Graduation

Students may gain immediate employment in offices and businesses that require strong reading, writing and communication skills. Students who go on to complete a Bachelor's Degree may gain employment in Journalism, Creative Writing, Copywriting, Technical writing, Science Writing, Freelance Writing, and Grant Writing.

<u>Concentration Requirements</u>		<u>6</u>
<input type="checkbox"/>	ENGL 207 British Literature I	3
<input type="checkbox"/>	ENGL 209 American Literature I	3

<u>General Education Requirement</u>		<u>35</u>
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English		
<input type="checkbox"/>	ENGL 101 English Composition I	or
<input type="checkbox"/>	ENGL 103 English Composition I with Review	3
<input type="checkbox"/>	ENGL 102 English Composition II	3

Communications		
Choose one class		
<input type="checkbox"/>	_____	3

Math & Statistics		
Choose one class		
<input type="checkbox"/>	_____	3

Natural & Physical Science		
Choose one class		
<input type="checkbox"/>	_____	5

Social & Behavioral Sciences		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Arts & Humanities		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Personal & Professional Behavior		
Choose two classes		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

<u>General Electives</u>		<u>19</u>
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	1

General Electives can be found on page 53
General Education Requirements can be found on page 56

EXERCISE SCIENCE

ASSOCIATE IN SCIENCE

An exercise science degree from Labette Community College prepares students to continue their education in Exercise Science, Kinesiology, or Health related fields. Students pursuing this degree should have interest in pursuing a career in strength and conditioning, health and wellness promotion, nutrition, and personal training. Exercise Science is also an excellent degree choice for advanced professional programs such as physical therapy, chiropractic, athletic training, and medicine.

Credits Required: 60

Major Advisor: Kara Wheeler
620-820-1239
karaw@labette.edu

After Graduation

Students completing the A.S. Degree in Exercise Science generally pursue an undergraduate degree in Exercise Science or related field. Students attaining the degree are prepared to test and complete a personal training certification exam, although completion of the certification exam is not required as part of the academic program. Students who chose to take the certification exam are capable of attaining work in a personal training career.

<u>Concentration Requirements</u>			<u>16</u>
<input type="checkbox"/>	BIOL 130	Anatomy & Physiology	5
<input type="checkbox"/>	PED 103	Care & Prevention of Athletic Injuries	3
<input type="checkbox"/>	PED 110	Introduction to Exercise Science	3
<input type="checkbox"/>	PED 114	Basic Nutrition	3
<input type="checkbox"/>	PED 118	First Aid and CPR	2

<u>General Education Requirement</u>			<u>35</u>
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English			
<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	3

Communications			
Choose one class			
<input type="checkbox"/>	_____		3

Math & Statistics			
Choose one class			
<input type="checkbox"/>	_____		3

Natural & Physical Science			
Choose one class			
<input type="checkbox"/>	_____		5

Social & Behavioral Sciences			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

Arts & Humanities			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

Personal & Professional Behavior			
Choose two classes			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

<u>General Electives</u>			<u>9</u>
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

General Electives can be found on page 53
General Education Requirements can be found on page 56

GENERAL STUDIES

ASSOCIATE IN GENERAL STUDIES

The Associate in General Studies allows students to experience a broad general education. This program is designed to provide an alternative to conventional degree programs. It is mainly structured to satisfy the interests of the student. Certain courses within this degree may or may not transfer to baccalaureate degree granting institutions.

Credits Required: 60

Major Advisors: April Bolinger
aprilb@labette.edu

Ashley Savage
ashleys@labette.edu

Shelly Shaw
shellys@labette.edu

After Graduation

Transfer students may need to complete more lower-division courses when transferring to college/university depending upon the courses they complete for this degree

General Education Requirement 35

English

- ENGL 101 English Composition I or
- ENGL 103 English Composition I with Review 3
- ENGL 102 English Composition II 3

Communications

Choose one class

- _____ 3

Math & Statistics

Choose one class

- _____ 3

Natural & Physical Science

Choose one class

- _____ 5

Social & Behavioral Sciences

Choose two classes from different subject areas

- _____ 3
- _____ 3

Arts & Humanities

Choose two classes from different subject areas

- _____ 3
- _____ 3

Personal & Professional Behavior

Choose two classes

- _____ 3
- _____ 3

General Electives 25

- _____ 3
- _____ 3
- _____ 3
- _____ 3
- _____ 3
- _____ 3
- _____ 3
- _____ 3
- _____ 3
- _____ 1

General Electives can be found on page 53
General Education Requirements can be found on page 56

GRAPHIC DESIGN TECHNOLOGY

ASSOCIATE IN APPLIED SCIENCE

The Graphic Design Technology Program provides a foundation in combining visual concepts with technology to communicate ideas through print and web applications. Program curriculum involves creative thinking and problem solving projects using traditional design skills and the latest in digital technology. Students will develop a comprehensive print and online portfolio of work in page layout, branding, typography, advertising, illustration, photography, photo manipulation, animation, and web design. Design your future today!

Credits Required: 60

Major Advisor: Melissa Kipp
620-820-1126
melissak@labette.edu

Recommended Course Sequence

- SEM 1: GRAP 103, GRAP 107, GRAP 118, GRAP 202
- SEM 2: GRAP 120, GRAP 204, GRAP 206, GRAP 210
- SEM 3: GRAP 113, GRAP 128, GRAP 130
- SEM 4: GRAP 200, GRAP 208, GRAP 216

Graphic Design Technology courses are offered only once per year, therefore following the recommended course sequence is essential in completing degree requirements within a two-year period.

After Graduation

Students can obtain entry-level employment in the field of graphic design or prepare for transfer to a four-year university. Career opportunities include positions such as graphic designers, desktop publishers, illustrators, production artists, photographers, prepress technicians, web designers, and multimedia artists.

Concentration Requirements			42
<input type="checkbox"/>	GRAP 103	Introduction to Graphic Design	3
<input type="checkbox"/>	GRAP 107	Introduction to Desktop Publishing	3
<input type="checkbox"/>	GRAP 113	Packaging Design	3
<input type="checkbox"/>	GRAP 118	Typography	3
<input type="checkbox"/>	GRAP 120	Color Theory	3
<input type="checkbox"/>	GRAP 128	Digital Animation	3
<input type="checkbox"/>	GRAP 130	Advertising Design	3
<input type="checkbox"/>	GRAP 200	Portfolio Development	3
<input type="checkbox"/>	GRAP 202	Digital Photography	3
<input type="checkbox"/>	GRAP 204	Digital Illustration	3
<input type="checkbox"/>	GRAP 206	Photo Editing Software	3
<input type="checkbox"/>	GRAP 208	Website Design Software	3
<input type="checkbox"/>	GRAP 210	Digital Page Layout	3
<input type="checkbox"/>	GRAP 216	Graphic Design Print Media	3

General Education Requirement			9
English			
<input type="checkbox"/>	ENGL 101	English Composition I	3 or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
General Education			
Choose any two classes			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

General Electives			9
<input type="checkbox"/>	COMM 101	Public Speaking <i>or</i>	
	BUAD 110	Business Communications	3
<input type="checkbox"/>	MATH 100	Intermediate Algebra <i>or</i>	
	MATH 115	College Algebra	3
		General Elective	
<input type="checkbox"/>	_____		3

General Electives can be found on page 53
General Education Requirements can be found on page 56

GRAPHIC DESIGN TECHNOLOGY

CERTIFICATE

Concentration Requirements			27
<input type="checkbox"/>	GRAP 103	Introduction to Graphic Design	3
<input type="checkbox"/>	GRAP 107	Introduction to Desktop Publishing	3
<input type="checkbox"/>	GRAP 118	Typography	3
<input type="checkbox"/>	GRAP 120	Color Theory	3
<input type="checkbox"/>	GRAP 200	Portfolio Development	3
<input type="checkbox"/>	GRAP 202	Digital Photography	3
<input type="checkbox"/>	GRAP 204	Digital Illustration	3
<input type="checkbox"/>	GRAP 206	Photo Editing Software	3
<input type="checkbox"/>	GRAP 210	Digital Page Layout	3

The Graphic Design Technology Program provides a foundation in combining visual concepts with technology to communicate ideas through print and web applications. Program curriculum involves creative thinking and problem solving projects using traditional design skills and the latest in digital technology. Students will develop a comprehensive print and online portfolio of work in page layout, branding, typography, advertising, illustration, photography, photo manipulation, animation, and web design. Design your future today!

Credits Required: 27

Major Advisor: Melissa Kipp
620-820-1126
melissak@labette.edu

Recommended Course Sequence

SEM 1: GRAP 103, GRAP 107, GRAP 118, GRAP 202

SEM 2: GRAP 120, GRAP 200, GRAP 204, GRAP 206, GRAP 210

Graphic Design Technology courses are offered only once per year, therefore following the recommended course sequence is essential in completing degree requirements within two semesters.

Student Organization

Throughout the year the Graphic Design Club holds seminars, workshops, and hosts guest speakers which would benefit students majoring in Graphic Design Technology. By joining the GDC, students have the opportunity to network with other individuals in the graphic design industry as well as provide community service through on campus activities and real world design projects.

General Electives can be found on page 53
General Education Requirements can be found on page 56

HEALTH SCIENCE

ASSOCIATE IN SCIENCE

The Health Science Program is designed to prepare students who are interested in applying to any of our Health Science Programs: Diagnostic Medical Sonography, Nursing, Radiography or Respiratory Care. All the prerequisites for our Health Science Programs are in this program. Please work with the appropriate LCC advisor to ensure you are selecting the correct courses. This Program may also provide coursework for Health Science Programs at other colleges. Students would need to work with an advisor at the college they intend to transfer to in order to ensure transferability.

Credits Required: 60

Major Advisors:

Shelly Shaw
shellys@labette.edu

Required Courses for acceptance per program:

DMS

Completion of Associates or Bachelor's with Medical Component, BIOL 130, COMM101 or ENGL 101, *HEAL106, *HEAL 109, MATH 100 or higher
*Not required for Radiography graduates

RADIOGRAPHY

BIOL130, ENGL101, ENGL 102 OR COMM 101, MATH 115, PSYC 101 or 201

RESPIRATORY CARE

BIOL 130, ENGL 101, ENG 102 or COMM 101, HEAL 106, MATH 115, PSYCH 101

NURSING

BIOL 130, BIOL 201, ENGL 101, ENGL 102 or COMM 101, HEAL 106, HEAL 121, MATH 115, NURS 207, PSYC 101, PSYC 201
*Please see Nursing degree program for additional general education requirements for AAS.

After Graduation

Students who complete the Health Science Program should have all the prerequisites for any of the Health Science Programs here at LCC.

<u>Concentration Requirements</u>			<u>8</u>
<input type="checkbox"/>	BIOL 130	Anatomy & Physiology	5
<input type="checkbox"/>	PSYC 101	General Psychology	3

<u>General Education Requirement</u>			<u>35</u>
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English

<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	3

Communications

Choose one class

<input type="checkbox"/>	_____	3
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Math & Statistics

Choose one class

<input type="checkbox"/>	_____	3
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Natural & Physical Science

Choose one class

<input type="checkbox"/>	_____	5
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Social & Behavioral Sciences

Choose two classes from different subject areas

<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Arts & Humanities

Choose two classes from different subject areas

<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Personal & Professional Behavior

Choose two classes

<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

<u>General Electives</u>			<u>17</u>
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Choose from the following list:

<input type="checkbox"/>	BIOL 120	General Biology	5
<input type="checkbox"/>	BIOL 122	Environmental Life Science	5
<input type="checkbox"/>	BIOL 128	Principles of Biology I	5
<input type="checkbox"/>	BIOL 201	Microbiology	5
<input type="checkbox"/>	CHEM 120	Introduction to Chemistry	5
<input type="checkbox"/>	CHEM 124	College Chemistry I	5
<input type="checkbox"/>	HEAL 106	Medical Terminology	3
<input type="checkbox"/>	HEAL 109	General Physics for Health Science	4
<input type="checkbox"/>	HEAL 121	Nurse Aid	6
<input type="checkbox"/>	NURS 116	Pharmacology	3
<input type="checkbox"/>	NURS 206	Health Assessment	3
<input type="checkbox"/>	NURS 207	Pathophysiology	3
<input type="checkbox"/>	PHSC 103	Intro to Astronomy	5
<input type="checkbox"/>	PHSC 105	Physical Science	5
<input type="checkbox"/>	PSYC 201	Developmental Psych	3

General Electives can be found on page 53

General Education Requirements can be found on page 56

HISTORY

ASSOCIATE IN SCIENCE

Historians research and interpret past events, and the program emphasizes critical thinking, so history can be a gateway to a variety of careers including journalism, the law, and education.

Credits Required: 60

Major Advisor: Dr. Tim Miller
620-820-1187
timm@labette.edu

Recommended Courses:

- GEOG 101 Social & Behavioral Sciences
- POLS 105 Social & Behavioral Sciences
- HIST 201 General Elective

After Graduation

Students transfer to Kansas and out-of-state universities. After finishing a bachelor's degree, and additional schooling, many history majors become history professors, lawyers, and museum directors.

Concentration Requirements 12

- HIST 101 American History to 1877 3
- HIST 102 American History Since 1877 3
- HIST 103 World History to 1500 3
- HIST 104 World History Since 1500 3

General Education Requirement 35

English

- ENGL 101 English Composition I or
- ENGL 103 English Composition I with Review 3
- ENGL 102 English Composition II 3

Communications

Choose one class

- _____ 3

Math & Statistics

Choose one class

- _____ 3

Natural & Physical Science

Choose one class

- _____ 5

Social & Behavioral Sciences

Choose two classes from different subject areas

- _____ 3
- _____ 3

Arts & Humanities

Choose two classes from different subject areas

- _____ 3
- _____ 3

Personal & Professional Behavior

Choose two classes

- _____ 3
- _____ 3

General Electives 13

- _____ 3
- _____ 3
- _____ 3
- _____ 3
- _____ 1

General Electives can be found on page 53
General Education Requirements can be found on page 56

MATHEMATICS

ASSOCIATE IN SCIENCE

The Mathematics and Physics Department at LCC strives to work with students and help them succeed in their degree, career and transfer plans by providing quality courses in mathematics and physics. The full time faculty of the department all have graduate degrees in their fields. The college offers smaller class sizes and the opportunity for more attention to the student as an individual.

Credits Required: 60

Major Advisors: Ralph Gouvion
620-820-1164
ralphg@labette.edu

Alan Pommier
620-820-1183
alanp@labette.edu

Recommended Courses:

- MATH 115 Math & Statistics
- MATH 120 General Elective
- MATH 121 General Elective
- MATH 125 General Elective

After Graduation

Students will transfer to a university to complete their bachelor's degree. Math occupations include Actuaries, Data Scientists, Mathematicians, Statisticians, and Operations Research Analysts.

Concentration Requirements		18
<input type="checkbox"/>	MATH 130 Calculus I	5
<input type="checkbox"/>	MATH 131 Calculus II	5
<input type="checkbox"/>	MATH 201 Calculus III	5
<input type="checkbox"/>	MATH 202 Differential Equations	3
General Education Requirement		35
English		
<input type="checkbox"/>	ENGL 101 English Composition I	or
<input type="checkbox"/>	ENGL 103 English Composition I with Review	3
<input type="checkbox"/>	ENGL 102 English Composition II	3
Communications		
Choose one class		
<input type="checkbox"/>	_____	3
Math & Statistics		
Choose one class		
<input type="checkbox"/>	_____	3
Natural & Physical Science		
Choose one class		
<input type="checkbox"/>	_____	5
Social & Behavioral Sciences		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
Arts & Humanities		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
Personal & Professional Behavior		
Choose two classes		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
General Electives		7
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	1

General Electives can be found on page 53
General Education Requirements can be found on page 56

NURSING

ASSOCIATE IN APPLIED SCIENCE

The Labette Community College Nursing Program is a Bi- Level program. A Bi-Level (step-out-program) has one application process. The student can opt out of the RN program, take the National Council of State Boards of Nursing-Practical Nursing exam (NCLEX-PN), and become licensed as a PN or the student can matriculate through the entire program and take the National Council of State Boards of Nursing-Registered Nursing (NCLEX-RN) to become licensed as a RN. This program is designed for career mobility for the Licensed Practical Nurse (LPN) to transition into the role of the Registered Nurse (RN).

Credits Required: 66

Major Advisor: Sherry Simpson
620-820-1263
sherrys@labette.edu

PREREQUISITE COURSES

ENGL 101, BIOL 130, MATH 115, PSYC 101

Recommended Course Sequence

SEM 1: NURS 120, NURS 207

SEM 2: NURS 122, NURS 124

SEM 3: NURS 201, NURS 203

SEM 4: NURS 205

Students must follow the curriculum sequence of courses, however the general education requirements may be taken prior to the indicated semester they are required on the following page.

Accreditation

The Bi-level Nursing Program is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326, 404-975-5000, <http://www.acenursing.org>. The Nursing Program is also approved by the Kansas State Board of Nursing, (KSBN), Landon State Office Building, 900 SW Jackson Street, Ste. 1051, Topeka, KS 66612-1230, (785) 296-4929, <http://ksbn.kansas.gov>.

Requirements

Students interested in the Nursing Program can be admitted to the College on the same basis as other students, but admission to the College does not ensure admission into the Nursing Program. Acceptance into the Nursing Program is based on the criteria established by the department. Nurse Aide Certification and CPR Basic Life Support Certification are required prior to admission. CPR Basic Life Support and IV Therapy Certifications are required prior to admission to the Articulating LPN Program.

To obtain more information about the criteria and to get a copy of the application procedure please contact the Program Assistant at (620) 421-

6700 extension 1263.

Selection is based upon the following criteria:

Grade point average (GPA)

Score on the Test of Essential Academic Skills (TEAS)

Average scores on three (3) confidential references.

The same selection criteria will be used for transfer students and Articulating LPN applicants.

Student Organization

Student Nurse Organization (SNO)

After Graduation

The Nursing Program supports the Kansas Nursing Articulation Plan and provides the opportunity for advanced placement of the licensed practical nurse into the second level of the associate degree in nursing curriculum.

The Nursing program holds articulation agreements with universities for the RN graduate to advance into a BSN degree.

<u>Concentration Requirements</u>			<u>38</u>
<input type="checkbox"/>	NURS 120	Fundamentals of Nursing	10
<input type="checkbox"/>	NURS 122	Medical-Surgical Nursing	9
<input type="checkbox"/>	NURS 124	Family Nursing I	3
<input type="checkbox"/>	NURS 201	Mental Health Nursing	4
<input type="checkbox"/>	NURS 203	Family Nursing II	4
<input type="checkbox"/>	NURS 205	Advanced Medical-Surgical Nursing	8

<u>General Education Requirement</u>			<u>25</u>
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English/Communications

<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	or
<input type="checkbox"/>	COMM 101	Public Speaking	3

Math & Statistics

<input type="checkbox"/>	MATH 115	College Algebra	3
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Natural & Physical Science

<input type="checkbox"/>	BIOL 130	Anatomy & Physiology	5
<input type="checkbox"/>	BIOL 201	Microbiology	5

Social & Behavioral Sciences

<input type="checkbox"/>	PSYC 101	General Psychology	3
<input type="checkbox"/>	PSYC 201	Developmental Psychology	3

<u>General Electives</u>			<u>3</u>
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<input type="checkbox"/>	NURS 207	Pathophysiology	3
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<u>Articulating LPNs</u>			<u>4</u>
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<u>Concentration Requirement</u>			<u>4</u>
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<input type="checkbox"/>	NURS 126	LPN Bridge Course	1
<input type="checkbox"/>	NURS 206	Health Assessment for Nursing Practice	3

General Electives can be found on page 53

General Education Requirements can be found on page 56

NURSING

Associate in Applied Science
Admission Criteria

Students interested in the Nursing Program can be admitted to the College on the same basis as other students, but admission to the College does not ensure admission into the Nursing Program. Acceptance into the Nursing Program is based on the criteria established by the department. Nurse Aide Certification and CPR Basic Life Support Certification are required prior to admission. CPR Basic Life Support and IV Therapy Certifications are required prior to admission to the Articulating LPN Program.

To obtain more information about the criteria and to get a copy of the application procedure please contact the Program Assistant at (620) 421-6700 extension 1263.

Selection is based upon the following criteria:

Grade point average (GPA)

Score on the Test of Essential Academic Skills (TEAS)

Average scores on three (3) confidential references.

The same selection criteria will be used for transfer students and Articulating LPN applicants.

Bi-Level Nursing Curriculum
Associate in Applied Science

PREREQUISITES

Must be completed or in process to be eligible to apply for admission to the nursing program.

BIOL	130	Anatomy & Physiology	5
ENGL	101	English Composition I	3
MATH	115	College Algebra	3
PSYC	101	General Psychology	3

LEVEL I

General Requirements

NURS	207	Pathophysiology	3
PSYC	201	Development Psychology	3

Nursing Requirements

NURS	120	Fundamentals of Nursing	10
NURS	122	Medical-Surgical Nursing	9
NURS	124	Family Nursing I	3

Practical Nurse Certificate awarded after successfully completing Level I.

Optional: The student is eligible to take the NCLEX-PN Exam

Articulating LPNs

Concentration Requirement

NURS	126	Bridge Course for LPNs	1
NURS	206	Health Assessment for Nursing Practice	3

LEVEL II

General Requirements

BIOL	201	Microbiology	5
COMM	101	Public Speaking <i>or</i>	
ENGL	102	English Composition II	3

Nursing Requirements

NURS	201	Mental Health Nursing	4
NURS	203	Family Nursing II	4
NURS	205	Advanced Medical-Surgical Nursing	8

Associate in Applied Science Degree in Nursing awarded after successfully completing Levels I and II. The student is eligible to take the NCLEX-RN Exam. The completion of the nursing education program does not guarantee eligibility to take the licensure examination.

*Exit Assessment Exam is required after completion of NURS 205 Advanced Medical-Surgical Nursing for students receiving financial aid.

General Electives can be found on page 53

General Education Requirements can be found on page 56

PRE-PHARMACY

ASSOCIATE IN SCIENCE

The Pre-Pharmacy degree is designed to provide students with the basic pre-pharmacy requirements needed for entrance into the KU Pharmacy program. Students transferring to a different 4-year college should contact the advisor at that university to ensure transferability of coursework. It is the student's responsibility to follow the transfer requirements for his/her transfer institution.

Credits Required: 65

Major Advisor: Dr. Doug Ecoff
620-820-1151
douge@labette.edu

Recommended Courses:

MATH 120 Math & Statistics
PHYS 201 Natural & Physical Science

After Graduation

According to the U.S. Department of Labor's 2015 Occupational Handbook, the annual salary for Pharmacists is \$121,500.

KU School of Pharmacy accepts 68 transfer credits

Concentration Requirements 30

- BIOL 128 Principles of Biology I 5
- BIOL 130 Anatomy & Physiology 5
- BIOL 201 Microbiology 5
- CHEM 124 College Chemistry I 5
- CHEM 126 College Chemistry II 5
- MATH 130 Calculus I 5

General Education Requirement 35

English

- ENGL 101 English Composition I or
- ENGL 103 English Composition I with Review 3
- ENGL 102 English Composition II 3

Communications

Choose one class

- _____ 3

Math & Statistics

Choose one class

- _____ 3

Natural & Physical Science

Choose one class

- _____ 5

Social & Behavioral Sciences

Choose two classes from different subject areas

- _____ 3
- _____ 3

Arts & Humanities

Choose two classes from different subject areas

- _____ 3
- _____ 3

Personal & Professional Behavior

Choose two classes

- _____ 3
- _____ 3

General Electives can be found on page 53
General Education Requirements can be found on page 56

PSYCHOLOGY

ASSOCIATE IN SCIENCE

This degree is designed for a student planning to transfer to a four-year institution and concentration in psychology, human services, counseling, and social work. Please consult an advisor for guidance about electives.

Credits Required: 60

Major Advisor: Deanna Huffman
620-820-1265
deannag@labette.edu

Recommended Courses:
PSYC 202 General Elective

After Graduation

LCC has an articulation agreement with Kansas State University. According to the Bureau of Labor Statistics an Associates in Psychology provides a student the jump start they need to transfer to a four year bachelor's degree program. Once a student completes their bachelors they can move on to a Master's Degree and even a PhD but it all begins with the Associates in Psychology. Additionally, the Associates in Psychology could mean about \$130.00 extra a week in wages, more than a person would earn with only a high school diploma. Students who complete an Associates in Psychology may be eligible for social and human service assistance jobs. In these jobs the student might provide client services to individuals and/ or families from several different fields including: psychology, rehabilitation, and social work; assisting other workers such as social workers whose clients are seeking assistance or benefits from community programs/services.

<u>Concentration Requirements</u>			<u>6</u>
<input type="checkbox"/>	PSYC 101	General Psychology	3
<input type="checkbox"/>	PSYC 201	Developmental Psychology	3

<u>General Education Requirement</u>			<u>35</u>
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English			
<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	3

Communications			
Choose one class			
<input type="checkbox"/>	_____		3

Math & Statistics			
Choose one class			
<input type="checkbox"/>	_____		3

Natural & Physical Science			
Choose one class			
<input type="checkbox"/>	_____		5

Social & Behavioral Sciences			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

Arts & Humanities			
Choose two classes from different subject areas			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

Personal & Professional Behavior			
Choose two classes			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3

<u>General Electives</u>			<u>19</u>
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		1

General Electives can be found on page 53
General Education Requirements can be found on page 56

RADIOGRAPHY

ASSOCIATE IN APPLIED SCIENCE

Labette Community College offers a 23-month program in Radiography leading to an Associate Degree in Applied Science. The program prepares students for an entry-level career in radiography in which administering x-ray exams to individuals in the hospital, urgent care, physician office or other clinical settings.

Credits Required: 78

Major Advisor: Gale Brown
620-820-1159
galeb@labette.edu

Accreditation

The program is monitored through accreditation by Joint Review Committee on Education in Radiologic Technology (JRCERT). www.jrcert.org

Requirements

Students interested in the Radiography Program can be admitted to the College on the same basis as other students, but admission to the College does not ensure admission into the Radiography Program. Acceptance into the Radiography Program is based on the criteria established by the department.

CPR for Healthcare Providers Certification is required prior to attending clinical training.

Additional information can be found the program's website: <http://www.labette.edu/radiography> or by contacting the Health Science Programs' Administrative Assistant.

Recommended Course Sequence

All General Education courses that satisfy the Associate in Applied Science Degree in Radiography should be completed prior to review and selection.

Student Organization

Students enrolled in the Radiography Program are members of the Radiography Club. Our radiography students work together for the purpose of evaluating the quality of patient care and promote the art and science of radiological technology. Our students are encouraged to actively participate in professional conferences and service-learning projects.

After Graduation

After successful completion of the two-year curriculum the student is awarded an A.A.S. Degree in Radiography and they are recommended to take the National Radiographer Examination administered by the American Registry of Radiologic Technologists. Students are also encouraged to consider continuing their education in other specialty areas: Sonography, Computed Tomography, Mammography, Magnetic Resonance Imaging, which these are only a small portion of specialty areas available. It is important to note that students can also obtain higher educational degrees for career advancement in administration, educating future radiologic technologists, or even a radiologist assistant.

<u>Concentration Requirements</u>			<u>61</u>
<input type="checkbox"/>	RADI 101	Intro. to Radiography, Ethics, and Law	2
<input type="checkbox"/>	RADI 103	Radiographic Procedures I	1
<input type="checkbox"/>	RADI 104	Radiographic Procedures II	3
<input type="checkbox"/>	RADI 105	Radiographic Procedures III	3
<input type="checkbox"/>	RADI 107	Radiographic Imaging I	1
<input type="checkbox"/>	RADI 109	Patient Care in Radiography I	2
<input type="checkbox"/>	RADI 113	Simulations in Radiography I	1
<input type="checkbox"/>	RADI 115	Patient Care in Radiography II	3
<input type="checkbox"/>	RADI 117	Radiographic Imaging II	3
<input type="checkbox"/>	RADI 119	Clinical Training I	3
<input type="checkbox"/>	RADI 120	Clinical Training II	3
<input type="checkbox"/>	RADI 125	Prin. of Physics & Equipment Operation	3
<input type="checkbox"/>	RADI 127	Intro. to CT & Cross Sectional Anatomy	2
<input type="checkbox"/>	RADI 201	Imaging Modalities	3
<input type="checkbox"/>	RADI 203	Clinical Training III	3
<input type="checkbox"/>	RADI 204	Clinical Training IV	3
<input type="checkbox"/>	RADI 205	Clinical Training V	3
<input type="checkbox"/>	RADI 207	Radiographic Imaging III	3
<input type="checkbox"/>	RADI 211	CT Procedures	2
<input type="checkbox"/>	RADI 213	Radiographic Pathophysiology	2
<input type="checkbox"/>	RADI 214	Simulations in Radiography II	1
<input type="checkbox"/>	RADI 217	Radiation Protection I	2
<input type="checkbox"/>	RADI 218	Radiation Protection II	2
<input type="checkbox"/>	RADI 219	Image Analysis	2
<input type="checkbox"/>	RADI 221	Radiography Comprehensive Review	2
<input type="checkbox"/>	RADI 223	Critical Thinking & Analysis in Radiography	3

All courses that satisfy the Associate in Applied Science Degree in Radiography should be completed prior to review and selection.

<u>General Education Requirement</u>			<u>17</u>
English/Communications			
<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	or
<input type="checkbox"/>	COMM 101	Public Speaking	3
Math & Statistics			
<input type="checkbox"/>	MATH 115	College Algebra	3
Natural & Physical Science			
<input type="checkbox"/>	BIOL 130	Anatomy & Physiology	5
Social & Behavioral Sciences			
<input type="checkbox"/>	PSYC 101	General Psychology	3

General Electives can be found on page 53
General Education Requirements can be found on page 56

RESPIRATORY CARE

ASSOCIATE IN APPLIED SCIENCE

As a respiratory care student, you will learn about the heart and lungs, and how those organs affect the rest of the body. You will learn how to care for those suffering from heart attacks, cardiac disorders, strokes, overdoses, car accidents, trauma, asthma, COPD, Cystic Fibrosis, and patients who have just gone through surgery, as well as many other disease processes. To obtain more information about the criteria and application, please contact the Health Science Programs' Administrative Assistant.

CPR for Healthcare Providers must be successfully completed before or during the first semester of the program. HEAL 151 Advanced Cardiac Life must be successfully completed during the third semester of the program, or prior to placement in RESP 110 Clinical Practice II

Credits Required: 71

Major Advisor: Susan Stolte
620-820-1160
susans@labette.edu

Accreditation

Labette Community College Respiratory Care Program, CoARC program number 200304, Associates of Applied Science in Respiratory Care Degree, Parsons, Kansas, is accredited by the Commission on Accreditation for Respiratory Care and has a current Continuing Accreditation Status. www.coarc.com

Requirements

Students interested in the Respiratory Care Program are admitted to Labette Community College on the same basis as other students, but admission to the college does not ensure admission into the Respiratory Care Program. Acceptance into the Respiratory Care Program is based on the criteria established by the department. Selection is based upon the following criteria: Grade Point Average (GPA), Score on Test of Essential Academic Skills (TEAS), References, Transfer students will follow this criteria, and show proficiencies if Respiratory Courses have previously been completed.

Recommended Course Sequence:

All General Education Courses that satisfy the Associate in Applied Science Degree in Respiratory Care should be completed prior to review and selection. Students must follow the curriculum sequence of Respiratory courses. Additional information can be found on the program's website at <http://labette.edu/respiratory/index.html>

SEM:1 RESP 101, RESP 105, RESP 107, RESP 158

SEM 2: RESP 102, RESP 109, RESP 115, RESP 160, RESP 205

SEM 3: RESP 161, RESP 203

SEM 4: RESP 110, RESP 113, RESP 153, RESP 213

SEM 5: RESP 148, RESP 207, RESP 211, RESP 212

After Graduation

Students must pass the national examination for Respiratory Care to acquire a license to practice. Opportunities include settings such as: hospitals, clinics, long term care, home health, sales, or education. RT's may seek to advance their education and pursue a degree in sonography, or bachelor's degree at a university.

<u>Concentration Requirements</u>			<u>51</u>
<input type="checkbox"/>	RESP 101	Fundamentals of Respiratory Care I	3
<input type="checkbox"/>	RESP 102	Fundamentals of Respiratory Care II	3
<input type="checkbox"/>	RESP 105	Respiratory Care Pharmacology	3
<input type="checkbox"/>	RESP 107	Cardiopulmonary Anatomy and Physiology	2
<input type="checkbox"/>	RESP 109	Clinical Practice I	2
<input type="checkbox"/>	RESP 119	Clinical Practice II	1
<input type="checkbox"/>	RESP 110	Clinical Practice III	5
<input type="checkbox"/>	RESP 113	Neonatal and Pediatric Respiratory Care	
<input type="checkbox"/>	RESP 115	Introduction to Mechanical Ventilation	3
<input type="checkbox"/>	RESP 148	Respiratory Comprehensive Review	2
<input type="checkbox"/>	RESP 153	CRT Review	1
<input type="checkbox"/>	RESP 158	Fundamentals of Respiratory Care I Lab	1
<input type="checkbox"/>	RESP 160	Fundamentals of Respiratory Care II Lab	2
<input type="checkbox"/>	RESP 161	Advanced Mechanical Ventilation Lab	2
<input type="checkbox"/>	RESP 203	Advanced Mechanical Ventilation	3
<input type="checkbox"/>	RESP 205	Respiratory Diseases	3
<input type="checkbox"/>	RESP 207	Critical Care Medicine	3
<input type="checkbox"/>	RESP 211	Clinical Practice IV	5
<input type="checkbox"/>	RESP 212	Respiratory Care Professional Forum	2
<input type="checkbox"/>	RESP 213	Respiratory Care Topics & Procedures	3

General Education Requirement 17

English/Communications

<input type="checkbox"/>	ENGL 101	English Composition I	or
<input type="checkbox"/>	ENGL 103	English Composition I with Review	3
<input type="checkbox"/>	ENGL 102	English Composition II	or
<input type="checkbox"/>	COMM 101	Public Speaking	3

Math & Statistics

<input type="checkbox"/>	MATH 115	College Algebra	3
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Natural & Physical Science

<input type="checkbox"/>	BIOL 130	Anatomy & Physiology	5
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Social & Behavioral Sciences

<input type="checkbox"/>	PSYC 101	General Psychology	3
<input type="checkbox"/>			

General Electives 3

<input type="checkbox"/>	HEAL 106	Medical Terminology	3
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General Electives can be found on page 53
General Education Requirements can be found on page 56

SOCIAL WORK

ASSOCIATE IN SCIENCE

If you're looking for a career with meaning, action, diversity, satisfaction, and an abundance of options, consider social work. Social workers are people who care about people, who want to make things better, who want to relieve suffering, who want their work to make a difference (Careers.socialworkers.org). Social workers work in social services, hospitals, mental health facilities, hospice centers, and schools. They work with children, the elderly, veterans, people with medical, behavioral, and mental health issues, individuals with substance abuse issues, and those on probation or parole. Social workers act as case workers, administrators, and counselors.

Credits Required: 60

Major Advisor: Robert Perez
620-820-1138
robertp@labette.edu

Recommended Courses:

- PSYC 101 Social & Behavioral Sciences
- SOCI 201 General Elective
- SOCI 203 General Elective
- SOCI 207 General Elective

After Graduation

This Associates degree is designed for students who plan to transfer to a four-year college. Entry level positions in the field are available with an Associates degree. However, there are greater opportunities for those with further education. Accredited Bachelor's programs prepare students for Licensed Baccalaureate Social Worker (LBSW) certification, which expands employment opportunities. A graduate degree in the field opens the doors to becoming a counselor with private practice options.

Overall employment of social workers is projected to grow 12 percent from 2014 to 2024, faster than the average for all occupations.

*Students should be aware that criminal background checks are required for most social work positions, as well as for Bachelor's and graduate education programs. A criminal conviction or past infraction does not always mean that licensure will be denied. It can depend on the seriousness of the crime and other circumstances or mitigating factors.

For information on wages, job outlook, and more see:
<http://www.bls.gov/ooh/community-and-social-service/mobile/social-workers.htm>

Concentration Requirements	7
<input type="checkbox"/> SWK 101 Introduction to Social Work	3
<input type="checkbox"/> SWK 102 Basic Helping Skills	3
<input type="checkbox"/> SWK 103 Basic Helping Skills Experience	1

General Education Requirement	35
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English	
<input type="checkbox"/> ENGL 101 English Composition I	or
<input type="checkbox"/> ENGL 103 English Composition I with Review	3
<input type="checkbox"/> ENGL 102 English Composition II	3

Communications	
Choose one class	
<input type="checkbox"/> _____	3

Math & Statistics	
Choose one class	
<input type="checkbox"/> _____	3

Natural & Physical Science	
Choose one class	
<input type="checkbox"/> _____	5

Social & Behavioral Sciences	
Choose two classes from different subject areas	
<input type="checkbox"/> _____	3
<input type="checkbox"/> _____	3

Arts & Humanities	
Choose two classes from different subject areas	
<input type="checkbox"/> _____	3
<input type="checkbox"/> _____	3

Personal & Professional Behavior	
Choose two classes	
<input type="checkbox"/> _____	3
<input type="checkbox"/> _____	3

General Electives	18
<input type="checkbox"/> _____	3
<input type="checkbox"/> _____	3
<input type="checkbox"/> _____	3
<input type="checkbox"/> _____	3
<input type="checkbox"/> _____	3
<input type="checkbox"/> _____	3

General Electives can be found on page 53
General Education Requirements can be found on page 56

SOCIOLOGY

ASSOCIATE IN SCIENCE

Sociology is the scientific study of society, including social interactions, social organization, social behavior, and human groups. Topics of study include culture, socialization, deviance, social inequality (race, class, and gender), and social institutions (media, religion, government, economy, family, and education). Famous people with Sociology degrees include Rev. Martin Luther King Jr., Senator Daniel Patrick Moynihan, Congresswoman Shirley Chisholm, Congresswoman Maxine Waters, President Ronald Reagan, Michelle Obama, and sportscaster Ahmad Rashad.

Credits Required: 60

Major Advisor: Robert Perez
620-820-1138
robertp@labette.edu

Recommended Courses:

- PSYC 101 Social & Behavioral Sciences
- SOCI 201 General Elective
- SOCI 211 General Elective

After Graduation

This Associates degree is designed for students who plan to transfer to a four-year college. A graduate degree in the field opens the doors to a career in research or college level teaching.

However, an Associates degree paves the way into entry level positions in a number of fields such as social services, customer service, human resources, marketing, corrections, non-profit organizations, business, consumer research, government agencies, and more.

<u>Concentration Requirements</u>		<u>9</u>
<input type="checkbox"/>	SOCI 101 Sociology *	3
<input type="checkbox"/>	SOCI 203 Social Problems	3
<input type="checkbox"/>	SOCI 207 Anthropology	3

<u>General Education Requirement</u>		<u>35</u>
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English		
<input type="checkbox"/>	ENGL 101 English Composition I	or
<input type="checkbox"/>	ENGL 103 English Composition I with Review	3
<input type="checkbox"/>	ENGL 102 English Composition II	3

Communications		
Choose one class		
<input type="checkbox"/>	_____	3

Math & Statistics		
Choose one class		
<input type="checkbox"/>	_____	3

Natural & Physical Science		
Choose one class		
<input type="checkbox"/>	_____	5

Social & Behavioral Sciences		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Arts & Humanities		
Choose two classes from different subject areas		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

Personal & Professional Behavior		
Choose two classes		
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3

<u>General Electives</u>		<u>16</u>
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	3
<input type="checkbox"/>	_____	1

General Electives can be found on page 53
General Education Requirements can be found on page 56

WELDING

ASSOCIATE IN APPLIED SCIENCE

The Welding program allows students the opportunity to complete certificates at two levels and to transfer these certificates toward an Associate of Applied Science degree in Welding. The Level I Welding certificate is for students who intend to seek entry-level employment after completing a one-year program of study. The Level II certificate is for students interested in advancing their skill level beyond Level I. Students interested in completing an Associate of Applied Science degree in Welding should visit with an advisor to determine general education and additional technical education requirements.

Credits Required: 60

Major Advisor: Travis Brumback
620-423-3065
travisb@labette.edu

Recommended Course Sequence

SEM 1: INDU 131 or INDU 210, INDU 155, WELD 120, WELD 130, WELD 140,

SEM 2: WELD 160, WELD 180

SEM 3: WELD 210, WELD 220

SEM 4: WELD 240, WELD 260

After Graduation

Career areas in welding include welding, cutting, soldering, and brazing in the construction, manufacturing and utilities industries. Specific job titles include welding technician, supervisors, inspectors, instructors, and shop owners. The job outlook for welders in the construction, manufacturing, and utilities industries is increasing. Median earnings are \$15.10/hour.

Concentration Requirements 35

- INDU 131 Engineering Graphics *or* 3
- INDU 210 Computer Aided Drafting/Design 3
- INDU 155 OSHA Safety 10 1
- WELD 120 Oxy Acetylene and Safety 3
- WELD 130 Gas Tungsten Arc Welding 3
- WELD 140 Shielded Metal Arc Welding 3
- WELD 160 Gas Metal Arc Welding 3
- WELD 180 Pipe Layout and Blueprint Reading 3
- WELD 210 Adv. Gas Tungsten Arc Welding 4
- WELD 220 Adv. Gas Metal Arc Welding 4
- WELD 240 Adv. Shielded and Metal Arc Welding 4
- WELD 260 Specialized Welding 4

General Education Requirement 24

English

- ENGL 101 English Composition I or
- ENGL 103 English Composition I with Review 3
- ENGL 102 English Composition II 3

Communications

Choose one class

- _____ 3

Social & Behavioral Sciences

Choose one class

- _____ 3

Arts & Humanities

Choose two classes from different subject areas

- _____ 3
- _____ 3

Personal & Professional Behavior

Choose two classes

- _____ 3
- _____ 3

General Electives 1

- _____ 1

General Electives can be found on page 53
General Education Requirements can be found on page 56

WELDING CERTIFICATES—LEVEL I AND LEVEL II

LEVEL I WELDING CERTIFICATE

The Level I Welding certificate is for students who intend to seek entry-level employment after completing a one-year program.

Students must successfully complete INDU 155 OSHA Safety 10 before they can proceed with any other Welding course.

Concentration Requirements	16
<input type="checkbox"/> INDU 155 OSHA Safety 10	1
<input type="checkbox"/> WELD 120 Oxy Acetylene and Safety	3
<input type="checkbox"/> WELD 130 Gas Tungsten Arc Welding	3
<input type="checkbox"/> WELD 140 Shielded Metal Arc Welding	3
<input type="checkbox"/> WELD 160 Gas Metal Arc Welding	3
<input type="checkbox"/> WELD 180 Pipe Layout and Blueprint Reading	3

Recommended Course Sequence

SEM 1: INDU 155, WELD 120, WELD 130, WELD 140

SEM 2: WELD 160, WELD 180

Major Advisor: Travis Brumback
620-423-3065
travisb@labette.edu

After Graduation

Career areas in welding include welding, cutting, soldering, and brazing in the construction, manufacturing and utilities industries. Specific job titles include welding technician, supervisors, inspectors, instructors, and shop owners. The job outlook for welders in the construction, manufacturing, and utilities industries is increasing. Median earnings are \$15.10/hour.

LEVEL II WELDING CERTIFICATE

The Level II Welding certificate is for students interested in advancing their skill level beyond Level I.

Concentration Requirements	32
<input type="checkbox"/> Level 1 Certificate Requirements	16
<input type="checkbox"/> WELD 210 Adv. Gas Tungsten Arc Welding	4
<input type="checkbox"/> WELD 220 Adv. Gas Metal Arc Welding	4
<input type="checkbox"/> WELD 240 Adv. Shielded and Metal Arc Welding	4
<input type="checkbox"/> WELD 260 Specialized Welding	4

Recommended Course Sequence

SEM 1: INDU 155, WELD 120, WELD 130, WELD 140

SEM 2: WELD 160, WELD 180

SEM 3: WELD 210, WELD 240

SEM 4: WELD 220, WELD 260

Major Advisor: Travis Brumback
620-423-3065
travisb@labette.edu

After Graduation

Career areas in welding include welding, cutting, soldering, and brazing in the construction, manufacturing and utilities industries. Specific job titles include welding technician, supervisors, inspectors, instructors, and shop owners. The job outlook for welders in the construction, manufacturing, and utilities industries is increasing. Median earnings are \$15.10/hour.

General Electives can be found on page 53
General Education Requirements can be found on page 56

Course Descriptions

Accounting

ACCT 112 (0504) Financial Accounting KRSN ACC1010**

Prerequisite: None

Credit Hours: 3

An introduction to financial accounting concepts with emphasis on financial statements, their components, and their inter-relationships. Emphasis is on how individual transactions affect the financial statements.

ACCT 114 (0503) Managerial Accounting KRSN ACC2010**

Prerequisite: ACCT 112 Financial Accounting

Credit Hours: 3

An introduction to the concepts and tools associated with providing accounting information to management. Major topics include: cost behavior, cost estimation, cost accumulation and assignment, budgeting, and the uses of accounting information for making decisions.

ACCT 121 (0516) Computer Accounting

Prerequisite: ACCT112 Financial Accounting or OTEC 113 Business Accounting

Credit Hours: 3

Provides students the opportunity to learn to work with accounting software and to interpret financial information in the form of computer output.

Art

ART 102 (831) Art Education KRSN ART2020**

Prerequisite: None

Credit Hours: 3

This course is designed to help art education and elementary education concentrations build an understanding of children's art and develop an art curriculum for their classroom that provides quality art experiences for every child. Emphasis will be placed on lab work and experimentation of various art materials suitable for the classroom. Instruction is based on lecture, class discussion, and lab work.

ART 103 (1034) Drawing I KRSN ART1040**

Prerequisite: None

Credit Hours: 3

Students will explore various drawing materials, techniques, and subject matter. Emphasis will be placed on development of basic drawing fundamentals and stylistic preferences. Instruction will be based on class discussion and lab work.

ART 104 (1035) Drawing II

Prerequisite: ART 103 Drawing I

Credit Hours: 3

A continuation of material covered in Drawing I. Emphasis will be placed on individual special problems in drawing and use of color. Student will work on independent projects. Instruction will be based on class discussion, individual conference, and lab work.

ART 107 (1024) Two Dimensional Design KRSN ART1050**

Prerequisite: None

Credit Hours: 3

Elements and principles of two-Dimensional design. Emphasis on solutions to practical and aesthetic composition problems of visual communication. Lecture, critique, supervised studio practice with a variety of media.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

ART 108 Three Dimensional Design

Prerequisite: None

Credit Hours: 3

Introduction to studio practice in the principles and elements of design as it pertains to 3-D space. Emphasis is placed on the perceptions and use of spatial properties as related to components of 3-D art and design. Students will develop design vocabulary, methodology and judgment skills that will implement further study in the visual arts.

ART 111 (1029) Ceramics I

Prerequisite: None

Credit Hours: 3

An introduction to basic clay manipulation techniques including hand-building, clay additives, decoration, kiln loading, firing, and beginning wheel throwing techniques. Emphasis will be placed on three-dimensional design of clay works. Instruction will be based on class discussion, lecture, and lab work.

ART 112 (1010) Ceramics II

Prerequisite: ART 111 Ceramics I

Credit Hours: 3

An introduction to wheel throwing techniques and advanced hand-building. Emphasis will be placed on traditional and sculptural applications of clay. This course is intended to be a continuation of Ceramics I. Instruction will be based on class discussion, lecture, and lab work.

ART 113 (1030) Sculpture

Prerequisite: None

Credit Hours: 3

An introduction to the special problems and techniques of three-dimensional sculptural form and design including clay modeling, molding, and casting. Emphasis will be placed on additive and subtractive processes. Instruction will be based on lecture, class discussion, and lab work.

ART 115 (1021) Painting I

Prerequisite: None

Credit Hours: 3

An introduction and exploration of various painting materials, techniques, and subject matter. The use of oils, color theory, value, and stylistic techniques will be emphasized. Instruction will be based on class discussion and lab work.

ART 116 (1022) Painting II

Prerequisite: ART 115 Painting I

Credit Hours: 3

A continuation of material covered in Painting I. Emphasis will be placed on individual special problems in painting. Students will work on independent projects. Instruction will be based on class discussion, individual conference, and lab work.

ART 130 (1011) Art Appreciation KRSN ART1010**

Prerequisite: None

Credit Hours: 3

This course is designed to give students a broad background in art history and an appreciation of art. The primary focus will be on the principles and philosophies of the visual arts. In addition, we will look at how art relates to and enriches our society. Instruction will be based on video and slide presentations, lecture, selected readings, class discussion, and hands-on projects.

Biology

All 5 Credit Hour Biology courses include a Lab

BIOL 120 (0431) General Biology KRSN BIO1010**

Prerequisite: None

Credit Hours: 5

This course is organized around concepts and themes fundamental to an understanding of the nature of living organisms, their diversity, and their interactions with the environment and each other. To understand the complex nature of living organisms, topics of basic chemistry, biochemistry, cell structure, metabolism, Mendelian genetics, molecular genetics, and evolution, are discussed. Laboratory exercises are designed to emphasize and support the course concepts and stress the scientific methods of investigation.

BIOL 122 (0404) Environmental Life Science KRSN BIO1040**

Prerequisite: None

Credit Hours: 5

The natural science course provides an overview of life science with emphasis placed on basic principles and unifying concepts of environmental science. This course includes general biology concepts in relation to human interaction with the world around them. Students will gain the scientific foundation and tools needed to apply critical thought to contemporary environmental issues.

BIOL 128 Principles of Biology I KRSN BIO1020**

Prerequisite: None

Credit Hours: 5

A course organized around concepts fundamental to the better understanding of living organisms for the biology majors who will take advanced biology courses, and for those entering the medical and related fields. Content covered will include nature of science, basic chemistry, biochemistry, cellular structure and function, metabolism, energy transfer, cell division, Mendelian and molecular genetics, and gene expression. Laboratory experiments are selected to complement the material covered in lecture to enhance student understanding.

BIOL 129 Principles of Biology II KRSN BIO1030**

Prerequisite: BIOL 128 Principles of Biology I, or permission of instructor.

Credit Hours: 5

A course specifically designed for the biology majors. The course is organized around concepts fundamental to an understanding of the principles of organism biology. Topics of Classification, taxonomy, evolution, evolutionary relationships, kingdoms, phyla, life cycles, plant anatomy and physiology, animal anatomy and physiology, biological basis of behavior, and ecological interactions are discussed in the course. Laboratory studies include the culture and growth of bacteria and examine their ubiquity, different protists, fungi, plant structures, and animal dissection.

BIOL 130 (0412) Anatomy and Physiology KRSN BIO2020**

Recommended Prerequisite: None

Credit Hours: 5

This course is designed for one semester and is a comprehensive discipline of Biology. Anatomy and Physiology (A&P) involves both lecture and laboratory study of the human body. The course covers the competencies for anatomy and physiology at the college level as set forth by the State of Kansas Core Competency Committee. The course will integrate the structure and function of the human body. This course meets the requirements for those interested in nursing, respiratory care radiography, physical education, biology majors, minors, and for other health sciences. Lectures and labs are presented in a logical sequence by body systems

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

BIOL 201 (0411) Microbiology KRSN BIO2040**

Prerequisite: BIOL 120 General Biology with Lab or BIOL 130 Anatomy and Physiology with lab

Credit Hours: 5

This course presents a study of microorganisms along with their morphological, physiological, and biochemical characteristics. It offers a comprehensive study of prokaryotic cell structure, microbial metabolism, microbial growth, methods of disinfection and sterilization, microbial genetics, classification, principles of disease and epidemiology, microbial mechanisms of pathogenicity, innate and adaptive immunity, and antimicrobial drugs. Though the main emphasis is on bacteria and virus, but protozoans, fungi and algae are also discussed. Fundamental theories and laboratory techniques related to bacterial cell morphology, bacterial growth in different culture media, isolation, pure culture techniques, staining, and identification are illustrated throughout the semester.

Business Administration

BUAD 101 (0501) Introduction to Business KRSN BUS1020**

Prerequisite: None

Credit Hours: 3

A study of different aspects of the business world such as marketing, production, finance, and human resource management.

BUAD 104 (0505) Business Law I KRSN BUS2030**

Prerequisite: None

Credit Hours: 3

An introduction to laws covering administrative law, tort law, and contracts. Sophomore standing is recommended.

BUAD 105 (0506) Business Law II

Prerequisite: BUAD 104 Business Law I

Credit Hours: 3

A study of laws covering sales, partnerships, corporations, real property, negotiable paper, insurance, security devices, bankruptcy, wills, and estates. Sophomore standing is recommended.

BUAD 106 Principles of Leadership KRSN BUS2010**

Prerequisite: None

Credit Hours: 3

Principles of Leadership is designed to provide students with an introduction to leadership styles, theories, and principles. By exploring these areas, students will have the opportunity to develop and improve their leadership skills.

BUAD 110 (0545) Business Communications

Prerequisite: None

Credit Hours: 3

This course is designed to develop skills and knowledge necessary for effective business communications – both oral and written, and to provide experience in the application of these skills and knowledge in solving business communication problems.

BUAD 205 Personal Finance KRSN BUS 1010**

Prerequisite: None

Credit Hours: 3

Personal Finance introduces students to the importance of consumer financial issues. Students will gain knowledge of the principles of money management, consumer credit, insurance, investments and retirement planning.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

BUAD 215 Principles of Management KRSN BUS2020**

Prerequisite: None

Credit Hours: 3

Principles of Management introduces the student to the functions of management: planning, organizing, leading and controlling. This includes concepts such as organizational cultures, ethics, decision making, dynamics of teams and leadership.

Chemistry

All 5 Credit Hour Chemistry courses include a Lab.

CHEM 120 (1951) Introduction to Chemistry KRSN CHM1030**

Prerequisite: MATH 096 Beginning Algebra or higher

Credit Hours: 5

This course provides a basic foundation in general chemistry. Course content includes nomenclature, acids and bases, nuclear chemistry, bonding, molecular structures, biological molecules, unit conversions, and solution chemistry. This course is recommended for students in health and science fields, for students preparing for CHEM 124 College Chemistry II, and students fulfilling general education requirements. The overall objectives to the course are as follows: To provide a body of knowledge concerning transformations and processes in chemistry. To provide insights into the nature of matter. To develop problem solving skills. To understand how the microscopic (atoms and molecules) effects the macroscopic (the visible world). To develop a sense of chemistry's societal importance, especially its impact on the environment, industry, and technology.

CHEM 124 (1961) College Chemistry I KRSN CHM1010**

Prerequisite: MATH 100 Intermediate Algebra or higher

Recommended: CHEM 120 Introduction to Chemistry or 1 year High School Chemistry.

Credit Hours: 5

First course of a two-semester study of general chemistry. Course content includes nomenclature, stoichiometry, acids and bases, oxidation-reduction reactions, gas laws, thermo-chemistry, atomic structure, periodicity, bonding, molecular structures, and bonding theory. (Fall Semester)

CHEM 126 (1962) College Chemistry II KRSN CHM1020**

Prerequisites: CHEM 124 College Chemistry I and MATH 115 College Algebra

Credit Hours: 5

A continuation of College Chemistry I with course content including kinetics, equilibrium thermodynamics, acid-base theories, electro-chemistry, and nuclear chemistry. (Spring Semester)

CHEM 204 (1972) Organic Chemistry I

Prerequisite: CHEM 124 College Chemistry I

Recommended Prerequisite: CHEM 126 College Chemistry II

Credit Hours: 5

First course of a two-semester study of the principles of organic chemistry. Course content includes organic nomenclature, reaction mechanisms elimination and substitution, and stereo-chemistry. Classes of compounds include alkanes, alkenes, ethers, alcohols and thiols. (Fall Semester)

CHEM 207 (1995) Organic Chemistry II

Prerequisite: Organic Chemistry I

Credit Hours: 5

Continuation of CHEM 204 Organic Chemistry I with course content extending into aldehydes, ketones, carboxylic acids and derivatives, aromatics, amines, and other classes of compounds, reaction mechanisms, and spectroscopy.\

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

Communication

COMM 101 (1560) Public Speaking KRSN COM1010**

Prerequisite: None

Credit Hours: 3

A basic study of communication theory and its practical application at all levels: intra-personal (understanding the self), interpersonal (one-to-one relationships and small group interaction), and public speaking. Students examine factors that influence the development of the self-concept and interpersonal relationships, participate in problem-solving panel discussions, deliver informative and persuasive speeches, and improve their critical listening and thinking skills.

COMM 102 Interpersonal Communication KRSN COM1020**

Prerequisite: None

Credit Hours: 3

This course is a study of dyadic communication within interpersonal relationships between friends, family, fellow students, romantic partners, supervisors, and colleagues in the workplace. Emphasis is placed on the role of healthy and meaningful communication in establishing, building, maintaining, and sometimes refashioning personal and /or professional interpersonal relationships. Course content stresses how to become a more effective and competent communicator by exploring personal communication goals, analyzing communication barriers, identifying relational breakdowns in communication, and addressing conflict scenarios in order to deepen a student's understanding of the communication process and improve communication skills.

COMM 103 (0635) Introduction to Advertising

Prerequisite: None

Credit Hours: 3

This course examines strategies, techniques, and principles behind effective advertising including planning, targeting, media selection and buying, strategy and design.

COMM 105 (0637) Introduction to Public Relations

Prerequisite: None

Credit Hours: 3

This course introduces students to the public relations industry from management and practitioner standpoints. It focuses on developing skills and knowledge required to be a successful public relations practitioner.

COMM 106 (0620) Introduction to Mass Media KRSN COM1030**

Prerequisite: None

Credit Hours: 3

This course is an introduction to different forms of mass media – newspaper, magazines, books, radio, recordings, television, motion pictures and others. It is designed to give students an understanding of the media's role in society today. The course will explore the histories of the different forms of media, the evolution of the media's role in society, problems with media today, possible solutions to those problems, current media practices, mass media theory, ethics, and the media and social problems. Students will be asked to keep abreast of the media and current events through reading newspapers, watching television, listening to the radio, surfing the web, and more.

Computer Science

COMP 110 (0715) Computer Concepts and Applications KSRN CSC1010**

Prerequisite: None

Credit Hours: 3

An introduction to the study of computer hardware and use of software including operating systems, Internet browser, word processing, spreadsheet, database, and presentation programs. Students need basic keyboarding skills to enroll in this course.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

COMP 115 (0733) Spreadsheets (Microsoft Excel)

Prerequisite: None

Credit Hours: 3

This course is a comprehensive hands-on course that provides users with fundamentals, both conceptual and applied, they need to use spreadsheet software. Students learn basic and advanced features of spreadsheet use and develop the tools needed to apply this technology to business application.

COMP 120 (0717) Computer Information Systems

Prerequisite: None

Credit Hours: 3

An introduction to the use of computer-based information systems and communications technology in a business environment. Includes an introduction to information technology terminology, hardware, software, and data communications as well as a survey of programming languages and emerging computer technologies.

Criminal Justice

CRIM 101 (5551) Introduction to Administration of Justice KRSN CRJ1010**

Prerequisite: None

Credit Hours: 3

A study of the overall system of criminal justice from its early historical development to its evolution within the United States; identification of various subsystems and components – law enforcement courts, corrections, and private agencies; their role expectations and interrelationships; basic premises and crime, punishment, and rehabilitation; education and training elements; and ethics for professionalism within the system.

CRIM 111 (5567) Patrol Procedure

Prerequisite: None

Credit Hours: 3

The fundamentals of proper patrol procedures and techniques, with particular emphasis on safety, public relations, crime prevention, and the handling of routine complaints. Identifying and the handling of police problems that are most frequently encountered.

CRIM 112 Ethics in Criminal Justice

Prerequisite: None

Credit Hours: 3

This course is an examination of the ethical considerations facing the criminal justice practitioners. Some topics to be discussed include moral behavior, maintaining moral and ethical behavior under the powers of law enforcement authority, ethics and law enforcement, ethics and the courts, punishment for ethical violations, policy and management issues, professionalism, pride and ethics for practitioners. By the end of the course, students will have a better understanding of ethical and moral issues within the criminal justice system.

CRIM 118 Drugs in Society

Prerequisite: None

Credit Hours: 3

Why do people take drugs? What is the impact of drugs and addiction to society? How does society attempt to control drug use and distribution? What are the relationships between drugs and crime? Exploring questions such as these will be the central focus on this class. We will look at the nature of the drug crisis. We will first look at statistical evidence of drug use, how we measure this, and the question of “Why do people get high?” We will also look deep into the history of drugs, prohibition, and current trends. Once we have covered these critical areas, we will look into the distribution and illicit drug trades, both domestic and foreign. We’ll continue on and discuss other topics such as gangs, organized crime, and crime related offenses. The class will be wrapped up discussing debates such as legalizing drugs, understanding drug policies, and treatment methods for drug users. Throughout the semester, you will be asked to think critically about the material presented in class and evaluate it. To enhance critical thinking skills, you will have numerous opportunities to discuss topics in class.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

CRIM 119 (5550) Interview and Report Writing

Prerequisite: Placement in English Composition I

Credit Hours: 3

An examination of report writing as a process, with emphasis on the chronological sequence of events, form, and written expression to present a clear, concise, and accurate account of the incident, development of the field notebook in investigations, recording details of the search, recovery of evidence, conducting interviews and interrogations, and recording relevant facts and details for the purpose of reference, accountability, and presentation in court.

CRIM 131 (5553) Community Policing

Prerequisite: None

Credit Hours: 3

Examines the philosophical concept of community policing, as it involves collaboration among police agencies, the public, other governmental agencies and organizations. It explores the historical evolution of community policing, rationale for existence, implementation strategies, pilot projects, focus of responsibility, ideas to be implemented, and ways to evaluate success of community policing concepts.

CRIM 135 (5565) Criminal Procedures

Prerequisite: None

Credit Hours: 3

Provides a background of operational procedures in Kansas law. Sets forth those procedures necessary for the understanding of legal proceedings pertaining to laws of arrest, search, and seizure and the admissibility of evidence. Introduces basic courts system procedures and the jurisdiction of the courts.

CRIM 137 (5557) Criminal Law KSRN CRJ2010**

Prerequisite: CRIM 101 (5551) Introduction to Administration of Justice

Credit Hours: 3

Reviews the Kansas Criminal Codes and defines the various statutory offenses, with special emphasis upon the Bill of Rights and laws of arrest. Also examines the recent trends in Supreme Court decisions, the rights of individuals in a free society, and limitations on the police by the Constitution.

CRIM 138 (5563) Juveniles in the Criminal Justice System

Prerequisite: None

Credit Hours: 3

A study of Kansas laws pertaining to juveniles. Reviews the historical reasons for the establishment of juvenile courts in the U.S., examines the juvenile justice process, and introduces the functions of the various components of the system, sociological concepts, theory of the adolescent subculture, and delinquency prevention aspects.

CRIM 204 Police Supervision and Management

Prerequisite: None

Credit Hours: 3

A study of the overall system of administration and management in criminal justice from evolving strategies, human behaviors, and organizational behavior. The course will look into areas of motivation, attitude, values, etc. to provide the student with the knowledge in managing organizations and people. The student will be exposed to leadership styles, communication methods and decision processes.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

Diagnostic Medical Sonography

DMS 200 Sonography Virtual Lab

Prerequisite: Acceptance into Sonography Program

Credit Hours: 6

This course will focus on laboratory techniques. The course will show a hands-on approach to the machine and examinations seen in the clinical setting. Probe positioning, angles, and body planes will be covered. Infectious control, bioeffects, medical terminology, knobology of the machine, and virtual videos to prepare the student for a clinical rotation.

DMS 201 Introduction to Sonography

Prerequisite: DMS 200 Sonography Virtual Lab

Credit Hours: 3

This is an online course designed to introduce the student to the basic responsibilities of a diagnostic medical sonographer. The course will include medical terminology and abbreviations, ergonomics, bioeffects, patient care, departmental procedures, etiquette in the medical facility, and knobology used in diagnostic ultrasound. Introduction to Sonography will build upon the ethics and law curriculum from your previous education and apply it to the ultrasound setting. Team development, conflict resolution, interprofessional communication and education. Patient confidentiality and patient rights will be explained along with the professional codes of conduct for a diagnostic medical sonographer.

DMS 205 Sonography Sectional Anatomy & Abdominal Physiology

Prerequisite: DMS 200 Sonography Virtual Lab

Credit Hours: 2

This course will serve as an introduction to the study of the abdomen as related to the normal appearance on a sonogram. This will include understanding of the physiology of the abdominal structures, including but not limited to thyroid, breast, prostate, scrotum, urinary tract, small parts, IV, pharmacology, contrast enhancement, non-cardiac chest, and MSK imaging. Doppler applications will be applied to all structures covered in this course. The normal vs. abnormal laboratory values will be demonstrated.

DMS 206 OB/GYN for Sonography I

Prerequisite: DMS 200 Sonography Virtual Lab

Credit Hours: 3

This course will begin with the normal anatomy of the female abdominopelvic wall/floor (MSK), cavities, and organs. A description of the physiology of the female pelvic organs will also be included as well as an in-depth study of the female menstrual/ovarian cycle. Uterine and Ovarian pathology is included and the student will not only learn about the pathology process, but be able to identify the pathology on ultrasound images. This course will also include the normal anatomy of the first, second, and third trimester fetus, as well as normal measurements. Infertility methods and how they are utilized will be covered, as well as how they affect the female pelvic system. Doppler application will be applied to all areas covered in this course. The normal vs. abnormal laboratory values will be demonstrated. IV insertion, pharmacology and effect on imaging, 3-D imaging, and post-partum. The normal placenta and Amniotic Fluid values will also be a course of study. Study on Transabdominal as well as Transvaginal scanning and application will be covered. Lastly, this course will discuss the pitfalls, artifacts, and normal variants that occur with pelvic/obstetrical ultrasound.

DMS 207 OB/GYN for Sonography II

Prerequisite: DMS 206 OB/GYN for Sonography I

Credit Hours: 3

This course is a continuation of the OB/GYN for Sonography I course. In this course we will build further upon the foundation we have already created. Included will be neoplastic, infectious, congenital, heart to include anatomy, three vessels tracheal to include views, research statistics and design, and metabolic immunologic pathology/anomalies of the first, second, and third trimesters, placenta and umbilical cord. This course will also include discussion about normal vs. abnormal amniotic fluid levels and the correlation with pathology/anomalies. Also discussed in this course is fetal therapy for anomalies. Doppler application will be applied to all areas. Protocol and procedures of OB scanning will be covered in depth.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

DMS 208 Sonography Pathology of Abdomen and Small Parts

Prerequisite: DMS 205 Sonography Sectional Anatomy & Abdominal Physiology

Credit Hours: 2

This course will study diseases of the abdomen and small parts as related to the normal and abnormal appearance on a sonogram. This will include understanding of the physiology and how pathology effects it. Pathology and pathophysiology of the abdominal structures, including but not limited to thyroid, breast, prostate, scrotum, urinary tract, gastrointestinal tract, lymphatic system, contrast enhancement, small parts, noncardiac chest, and MSK imaging will be discussed and evaluated. Research statistics and design, Abnormal Doppler of all structures is covered in this course as well as the effect of pathology on laboratory values

DMS 211 Sonography Physics & Instrumentation

Prerequisite: DMS 200 Sonography Virtual Lab

Credit Hours: 3

This course will provide a detailed study of the principles of the production and propagation of sound waves as applied to diagnostic medical Sonography. Included will be acoustic physics and Doppler ultrasound principles. Ultrasound instrumentation and image optimization will be foundational objectives. This course will prepare competent entry-level general sonographers.

DMS 214 Introduction to Echocardiography

Prerequisite: DMS 230 Vascular Sonography I

Credit Hours: 4

This course will serve as an introduction to the study of basic heart anatomy and physiology. The course will include different types of pathology, valve disease, transthoracic, parasternal, Apical, Subcostal, Transesophageal Suprasternal windows, stress testing, basic embryology and fetal circulation, congenital anomalies, and 3D/4D echocardiography. This course will include video links, forums, quizzes, and testing.

DMS 220 General Sonography Clinical I

Prerequisite: DMS 200 Sonography Virtual Lab

Credit Hours: 5

This course is an introductory course to Sonography scanning, procedures, and protocols. The student will begin with observation and progress to assisting with and performing procedures. This course will cover general Sonography procedures of the abdomen, thyroid, scrotum, breast, MSK, non-cardiac chest, ultrasound guided procedures, GI system, Lymphatic system, and major structures of the abdomen, and small parts. Hours and days are subject to change.

DMS 221 General Sonography Clinical II

Prerequisite: DMS 220 General Sonography Clinical I

Credit Hours: 5

This course is a continuation to DMS 220 General Sonography Clinical I. The student will continue observing some procedures and progress to assisting with and performing procedures. This course will cover general sonography procedures of the abdomen, thyroid, scrotum, breast, MSK, non-cardiac chest, ultrasound guided procedures, GI tract, lymphatic system, and major vasculature structures of the abdomen, and small parts. Hours and days are subject to change.

DMS 222 General Sonography Clinical III

Prerequisite: DMS 221 General Sonography Clinical II

Credit Hours: 5

This course is a continuation of DMS 221 General Clinical II to Sonography scanning, procedures, and protocols. The student will begin with observation and progress to assisting with and performing procedures. This course will cover general Sonography procedures of the abdomen, thyroid, scrotum, breast, MSK, non-cardiac chest, ultrasound guided procedures, GI system, Lymphatic system, and major structures of the abdomen, and small parts. Hours and days are subject to change.

DMS 230 Vascular Sonography I

Prerequisite: DMS 200 Sonography Virtual Lab

Credit Hours: 3

This course begins with the vasculature anatomy, location, and different waveforms. The student will learn different

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

approaches and techniques to vascular ultrasonography. This course will introduce the student to Doppler imaging of the abdomen, extremities, intracranial vessels, and ankle brachial indexes, and Plethysmography.

DMS 231 Vascular Sonography II

Prerequisite: DMS 230 Vascular Sonography I

Credit Hours: 3

This course will increase your knowledge and Doppler skills of the cerebrovascular, extremities, abdominal vasculature, transcranial, plethysmography, segmental, ABIs, aortic aneurysms, IVC imaging, venous Doppler evaluation with compression and augmentation, Allen test, Laser vein ablation, radio frequency, invasive vs. noninvasive testing, carotid imaging and evaluation, Raynaud's testing, and all vascular Sonography procedures. Lab scanning and exam competencies will be performed in the lab setting. We will begin registry review during the last couple weeks

DMS 234 Sonography, Physics & Instrumentation/Registry Review

Prerequisite: DMS 211 Sonography Physics & Instrumentation

Credit Hours 3

This course will continue the study of principles of the production and propagation of sound waves as applied to diagnostic medical Sonography. Included will be hemodynamics of blood flow, harmonics, Doppler, artifacts, quality assurance, and Bio-effects. Ultrasound instrumentation and image optimization will be foundational objective. This course will prepare competent entry-level general sonographers. The student will use the URR.com review to help prepare for SPI registry.

DMS 237 Vascular Sonography Registry Review

Prerequisite: DMS 230 Vascular Sonography I, DMS 231 Vascular Sonography II

Credit Hours 2

This course will review your knowledge and Doppler skills of the cerebrovascular extremities, abdominal vasculature, transcranial, plethysmography, segmental, ABIs, aortic aneurysms, IVC imaging, venous Doppler evaluation with compression and augmentation, Allen test, Laser vein ablation, radio frequency, invasive vs. noninvasive testing, carotid imaging and evaluating, Raynaud's testing, and all vascular Sonography procedures. Ultrasound Registry Review online software will be used during this course.

DMS 250 General Sonography Registry Review

Prerequisite: DMS 205 Sonography Sectional Anatomy & Abdominal Physiology, DMS 206 OB/GYN for Sonography I, DMS 207 OB/GYN for Sonography II, DMS 208 Pathology of Abdomen and Small Parts

Credit Hours: 4

This course is divided into two areas that will review all necessary subject matter of normal vs. diseased anatomy, functions, pathology, physiology, sectional abdominal anatomy, OB/GYN, and small parts to better prepare students to sit for registry exam. URR.com online registry review will be used for this course.

DMS 251 Vascular Sonography Clinical I

Prerequisite: DMS 200 Sonography Virtual Lab

Credit Hours: 5

This course is an introduction to Vascular Sonography Clinical I. The student will still be observing some procedures and progress to assisting with and performing procedures. This course will cover vascular sonography procedures of the abdomen, thyroid, scrotum, carotids, upper and lower extremities, breast, MSK, noncardiac chest, palmar arch, lower extremity exercise testing, vessel mapping, and visceral vasculature and major vasculature structures of the abdomen, extremities, and small parts. Hours and days are subject to change.

DMS 252 Vascular Sonography Clinical II

Prerequisite: DMS 251 Vascular Sonography Clinical I

Credit Hours: 5

This course is a continuation of Vascular Sonography Clinical I. The student will still be observing some procedures and progress to assisting with and performing procedures. This course will cover vascular sonography procedures of the abdomen, thyroid, scrotum, carotids, upper and lower extremities, breast, MSK, non-cardiac chest, palmar arch, lower extremity exercise testing, vessel mapping, and visceral vasculature and major vasculature structures of the abdomen, extremities, and small parts. Hours and days are subject to change.

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DMS 253 Vascular Sonography Clinical III

Prerequisite: DMS 252 Vascular Sonography Clinical II

Credit Hours: 5

This course is a continuation of the Vascular Sonography Clinical I, II. The student is more confident with vascular, abdominal and small parts procedures at this point in their clinical rotation. This course will cover the vasculature procedures of the abdomen, carotids, arterial, vein of the upper and lower extremities, SMA, Aorta, IVC, renal arteries, TCD, Plethysmography thyroid, scrotum, breast, MSK, noncardiac chest, major vasculature structures of the abdomen, small parts, palmar arch; lower extremity exercise testing; vessel mapping; and visceral vasculature OB/Gynecology. Hours and days are subject to change.

Economics

ECON 101 (2249) Issues in Today's Economy

Prerequisite: None

Credit Hours: 3

Issues in Today's Economy is designed to be a practical guide to the economy for non-majors. The course emphasizes important current issues in both the macro and micro economy such as inflation, unemployment, taxes, healthcare, energy policy, crime, terrorism and the global economy.

ECON 203 (2241) Macroeconomics KRSN ECO1020**

Prerequisite: None

Credit Hours: 3

Introduces the student to the principles of macroeconomics. The course will cover the economic theories involved in explaining the behavior of the entire economy. Topics will include supply and demand, the relationship between economic activity with the money and banking system, unemployment, inflation, productivity, economic growth, economic fluctuations and international trade.

ECON 204 (2242) Microeconomics KRSN ECO1010**

Prerequisite: None

Credit Hours: 3

Introduces the student to the principles of microeconomics. The course will cover such topics as consumer choice, supply and demand relationships in markets, the theory of the firm within perfect competition, monopoly, monopolistic competition, and oligopoly market structures, the labor market, income inequality and government intervention in markets.

Education

EDUC 107 (0823) Administration & Organization of a Child Care Program

Prerequisite: None

Credit Hours: 3

This course will provide the student with an understanding of the organization and administration of a child care program. They will gain and understanding of how to administer a variety of high quality child care programs according to the state rules and regulations.

EDUC 110 (5275) Child Development KRSN PSY2030**

Prerequisite: None

Credit Hours: 3

This course is designed for teachers in training and teachers in service whose major interest is the pre-kindergarten, kindergarten, and primary child. It would also be a valuable tool for social service workers, special educators, parents, home visitors, and others who require a practical understanding of the young child. This course introduces the uniqueness of the young child in comparison to the older child and illustrates how to work with young children in ways that relates to their development level.

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EDUC 112 Early Education Curriculum KRSN ECE1010**

Prerequisite: None

Credit Hours: 3

This course is designed for teachers, pre-teachers, child care providers, parents and other adults working with young children in an education setting. Participants will learn ways to create an active curriculum for young children.

EDUC 126 Childhood Program Planning 0-5

Prerequisite: None

Credit Hours: 5

This course is designed for teachers, child care professionals, and adults working with young children. Students will gain an understanding of how early childhood theories are applied to developmentally appropriate practices and guidance techniques in early childhood classrooms. There will be a focus on the physical, cognitive, social, emotional and creative development of children ages 0-5. Students will participate in observations for children in the child's natural environments. Identifying developmental milestones and developmentally appropriate behaviors, will be recorded in a portfolio as tools for assessment and documentation of the child's development.

EDUC 135 (0819) Explorations in Education KRSN EDU1010**

Prerequisite: None

Credit Hours: 3

This course is designed as a "gateway" course into the Teacher Education program for students considering teaching as a profession. The course includes a survey of the historical, philosophical, and sociological foundations of education with an introductory emphasis given to common effective teaching methodologies. Incorporated into this course is a supervised clinical experience to be conducted in area schools.

EDUC 142 Early Childhood Education

Prerequisite: None

Credit Hours: 3

This course will provide students with an overview of issues involved in the early care and education of young children. Students will develop multiple ways to reflect on the knowledge, skills, and developmentally appropriate practices for early childhood education. This course also incorporates the standards and objectives that are set forth by the NAYEC and is intended for anyone interested in education, early childhood, preschool or day care providers.

EDUC 151 (0820) Children's Literature KRSN EDU2010**

Prerequisite: None

Credit Hours: 3

This course is designed to familiarize students with the heritage, concentration genres, and criteria for evaluating children's literature; suggested selections of books for the elementary and middle school program, and methods of teaching literature among children in any setting.

EDUC 201 Technology for Teaching and Learning

Prerequisite: EDUC 135 Explorations in Education with a C or better

Credit Hours: 3

This course is designed to introduce students to educational technology, current research on critical issues and trends within the field, and how effectively integrate educational technology into the P-12 classroom and curriculum. Students will explore and demonstrate how educational technology can enhance person and professional productivity and support teaching and learning in a 21st Century learning environment.

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English

ENGL 097 Reading and Writing Essentials

Prerequisite: None

Credit Hours: 3

This course is designed to help students obtain the skills they need to succeed in college courses that are reading and writing intensive. This course serves those students who do not feel comfortable with their present reading/writing skills or those whose test scores place them into this course.

ENGL 090 Accelerated Learning

Prerequisite: Advisor Approval, placement into developmental reading/writing. Student must also enroll in the paired ENGL 101 course.

Credit Hours: 3

This is an accelerated learning course, paired with ENGL 101 which allows students who do not place into ENGL 101 due to reading/writing placement scores, to complete both courses concurrently.

ENGL 099 Pre-College Reading and Writing

Prerequisite: Appropriate placement score

Credit Hours: 3

This course is designed to teach the student reading comprehension, critical thinking, and writing and grammar skills required to succeed in higher level reading/writing intensive college courses. In this course, students learn to read and evaluate information found in texts, and to generate topics, and write clear, well-organized paragraphs, as well as being responsive readers for other students.

ENGL 101 (1513) English Composition I KRSN ENG1010**

Prerequisite: C (70%) or better in ENGL 099 Pre-College Reading and Writing or appropriate placement score

Credit Hours: 3

This course develops students' abilities in basic, written communication skills. Persons who plan to receive any type of degree must be able to communicate effectively, through both the spoken and written word; this class provides guidance in the areas of traditional grammar and communication logic and gives students practice in applying principles of exposition. In general, the class helps students master language and provides them with critical thinking skills which are necessary in higher education.

ENGL 102 (1514) English Composition II KRSN ENG1020**

Prerequisite: ENGL 101 English Composition I or ENGL 103 English Composition I with Review with a "C" or higher

Credit Hours: 3

This course continues to develop students' abilities in basic communication skills covered in English Composition I and introduces students to the techniques of research. Persons who plan to receive any type of degree must be able to communicate effectively, both through the spoken and written word; this class provides guidance in the areas of traditional grammar and communication logic and gives students practice in applying the principles of exposition taught in English Composition I. In general, the class helps students master language and provides critical thinking skills which are necessary in higher education.

ENGL 103 English Composition I with Review

Prerequisite: C (70%) or better in ENGL 097 Reading and Writing Essentials or appropriate placement score

Credit Hours: 5

This course develops students' abilities in basic written communication skills. Persons who plan to receive any type of degree must be able to communicate effectively through both the spoken and written word; this class provides guidance in the areas of traditional grammar and communication logic and gives students practice in applying principles of exposition. In general, the class helps students master language and provides them with critical thinking skills which are necessary in higher education.

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ENGL 118 Theatre Appreciation KRSN THT1010**

Prerequisite: None

Credit Hours: 3

Theatre Appreciation is a study of the history and development of theatre from the ancient Greeks to the present time. The course includes a survey of the literature, plays, and social customs and conventions, as they apply to theatre development. Emphasis is placed on an educated theatre audience. Representative plays will be studied and related to their place in theatre history.

ENGL 200 (1570) Creative Writing KRSN ENG2030**

Prerequisite: None

Credit Hours: 3

This course gives students practice in creative writing. Instruction centers on the elements of style, techniques of structure, and the importance of observation. Students act as an audience for one another and practice editing skills. In addition, students learn some of the steps involved in selling their work and in the publishing process. Research and observation skills that support creative writing will be practiced. In addition, students will strive to become better writers by becoming better readers.

ENGL 206 General Literature KRSN ENG1030**

Prerequisite: None

Credit Hours: 3

This introduction to literature course is organized around three major literary genres—short fiction, poetry, and drama. The focus is on the elements of literature that these genres have in common—plot and structure, character, setting, style, symbolism and myth, and theme. Although these common elements are considered individually in the study of each genre, the emphasis remains on the interrelationship of the elements in the literary text; they function together to produce a whole that is greater than the sum of its parts. The course also places a strong emphasis on writing about literature as an act of discovery and as a way for students to enhance their composition and critical thinking skills. Some writing activities are personal responses; some are analytical and interpretive essays.

ENGL 207 British Literature I

Prerequisite: None

English Placement Test and TOEFL score of 520 (Non-native Speakers of English) Reading for Academic Success or appropriate reading score

Credit Hours: 3

This course is a survey of British Literature from Early Anglo-Saxon writing up through the 18th century. Students will study representative poetry, fiction, and drama.

ENGL 208 (1520) World Literature

Prerequisite: None

English Placement Test and TOEFL score of 520 (Non-native Speakers of English) Reading for Academic Success or appropriate reading score

Credit Hours: 3

This course is designed to provide students with opportunities to examine World Literature selections from the Ancient World to the Present. Students will study three genres: fiction, poetry, and drama. Students will examine and identify the formal features of each selection, analyze and interpret the material for meaning, and document their explorations in discussion, papers, and journals.

ENGL 209 American Literature I KRSN ENG2010**

Prerequisite: None

English Placement Test and TOEFL score of 520 (Non-native Speakers of English) Reading for Academic Success or appropriate reading score

Credit Hours: 3

This course is a survey of American Literature to 1865 covering fiction, poetry and drama in historical, cultural and thematic context.

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ENGL 215 (1539) Science Fiction

Prerequisite: None

Credit Hours: 3

The development of the science fiction genre in relationship to changing technology is surveyed, emphasizing trends in literature, art, and film.

ENGL 219 (1541) Film Appreciation

Prerequisite: None

Credit Hours: 3

This course introduces students to the language of film, to its cultural dimensions, and to its history. Students study individual films as genre pieces, learn to judge visual images, and become aware of the aesthetic aspects of film.

Foreign Language

LANG 104 (1121) French I (IO) KRSN FRN1010**

Reading Placement Test Level: None

Prerequisite: None

Credit Hours: 5

An introduction to French with emphasis on the study of grammar and creation of sentence structure. The course is designed to build vocabulary to 600 words and to enable students to use the language in proper grammar and pronunciation.

LANG 127 (1152) Spanish I (IO) KRSN SPA1010**

Prerequisite: None

Credit Hours: 5

Spanish I is a five credit hour transfer course. Upon completion of the course, students will be able to pronounce, read, write, and understand basic Spanish phrases. Comprehension, oral, and written, will focus on “survival skills” in the target culture. Students will be able to ask directions, greetings, know dates, days of the week and months, tell time, and order food, etc.

LANG 128 (1153) Spanish II (IO) KRSN SPA1020**

Prerequisite: LANG 127 Spanish I

Credit Hours: 5

Spanish II is a five credit hour transfer course. Spanish II is a performance-oriented program designed to make the study of Spanish a flexible and personal experience. Upon completion of the course, students will be able to pronounce, read, write, and understand Spanish phrases and maintain a full conversation. Comprehension, oral and written, will focus on “survival skills” as well as exposure to Spanish literature such as poems and short stories. The student will be fully involved in the study of all tenses in Spanish (present, preterite, imperfect, future, conditional, and subjunctive) as well as the use of command forms both familiar and formal.

Geography

GEOG 101 (911) World Regional Geography KRSN GEO1010**

Prerequisite: None

Credit Hours: 3

The first part of the course surveys the basic concepts of physical and human geography. In the remainder of the course these concepts are applied to a study of the major regions of the world. Emphasis is placed on the themes of development, conflict, and globalization, with the goal of providing students the tools to develop informed perspectives on current global events.

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Graphic Design Technology

GRAP 103 Introduction to Graphic Design

Prerequisite: None

Credit Hours: 3

An introduction to fundamental design principles and theories of graphic communication. Emphasis will be placed on the graphic design process and the development of skills to solve two-dimensional graphic design problems. Graphic design careers, trends, and technology will also be explored.

GRAP 107 (1099) Introduction to Desktop Publishing

Prerequisite: None

Credit Hours: 3

This introductory course into the Macintosh computer explores basic computer skills, with emphasis given to page layout for desktop publishing. Students will learn basic skills using design and illustration, photo-imaging, and page layout software.

GRAP 113 (1136) Packaging Design

Prerequisite: GRAP 107 Introduction to Desktop Publishing or GRAP 204 Digital Illustration

Credit Hours: 3

This course will emphasize the application of graphic design elements to various three-dimensional forms. Creative solutions to the design and assembly of product packaging and displays using traditional materials and digital design tools will be explored. Students will conceptualize visually and verbally, sketch ideas in a rough form, and develop final concepts into three-dimensional mockups with computer-generated graphics.

GRAP 118 (1117) Typography

Prerequisite: None

Credit Hours: 3

An introduction to the theory and practice of typographic design. The principles of type are studied focusing on letterforms, point size, kerning, leading, and appropriate type selection. The study and identification of type families and categories will be emphasized. Students will learn the typographic elements and techniques by which they can effectively communicate to a mass audience. Instruction will consist of lecture, class discussion, and projects.

GRAP 120 (1028) Color Theory

Prerequisite: None

Credit Hours: 3

This course explains the basic principles of color as applied to pigment, light, and print. Color psychology, symbolism, manipulation, sensation, temperature, and harmonies, stimulate further inquiry into graphic design and client/sales persuasion. The course uses lecture, discussion, and color exercises to explore color theory and application.

GRAP 128 (1097) Digital Animation

Prerequisite: GRAP 107 Introduction to Desktop Publishing or GRAP 204 Digital Illustration

Credit Hours: 3

An introductory level course in computer graphics animation. Creating moving images for Internet and multi-media applications will be featured.

GRAP 130 (1114) Advertising Design

Prerequisite: GRAP 107 Introduction to Desktop Publishing or GRAP 210 Digital Page Layout

Credit Hours: 3

An advanced course dealing with the relationship of the designer to different audiences. The potential of graphics as a vehicle for communication in signage, editorials, print, posters, television, radio, and displays. Traditional and electronic media will be utilized to develop concepts specific to a client's needs and/or constraints. Design trends will be explored as pertaining to different graphic materials will be discussed.

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GRAP 200 (1116) Portfolio Development

Prerequisite: GRAP 107 Introduction to Desktop Publishing

Credit Hours: 3

In this course, the student will develop a portfolio of work that demonstrates the conceptual abilities and technical skills necessary to gain employment in the field of graphic design. Creative marketing and self-promotion techniques will be discussed to assist the student in developing and designing a personal identity package that includes a creative resume, business card, letterhead and personal logo in preparation for seeking employment. Interviewing techniques, business practices, professional associations, re-sources, and job-seeking skills, specific to the field of graphic design, will be discussed.

GRAP 202 Digital Photography

Prerequisite: None

Credit Hours: 3

Digital Photography is a study of current electronic imaging processes related to photography. Digital cameras will be used to capture images. Adobe Photoshop software and computers will serve as the digital darkroom.

GRAP 204 (1137) Digital Illustration

Prerequisite: None

Credit Hours: 3

This course will focus on using the Macintosh computer as an Illustrative/Graphic Design tool. Students will create graphics and illustrations using Adobe Illustrator. The use of design and illustration is emphasized.

GRAP 206 (1140) Photo Editing Software

Prerequisite: None

Credit Hours: 3

This is an introductory course in photo-imaging using the computer, a scanner, a digital camera, and Adobe Photoshop software. Students will learn to create and manipulate photo images and incorporate those images into graphic design. Image quality and the use of photography in the design process will be emphasized.

GRAP 208 (1139) Website Design Software

Prerequisite: GRAP 107 Introduction to Desktop Publishing or GRAP 206 Photo Editing Software

Credit Hours: 3

This course will feature Adobe Dreamweaver software. Students will learn about creating web pages and then create one for their online portfolios. These pages will be linked to the Labette Community College Graphic Design page for use by the students as a web presence as they seek employment.

GRAP 210 (1143) Digital Page Layout

Prerequisite: None

Credit Hours: 3

Using Adobe InDesign as the page layout program, students will incorporate graphics, scanned images, digital photography and text into various design projects. Concept development, design quality and effectiveness of communication will be emphasized.

GRAP 216 (1138) Graphic Design Print Media

Prerequisite: GRAP 107 Introduction to Desktop Publishing or GRAP 210 Digital Page Layout

Credit Hours: 3

This course will focus on pre-press file preparation. Emphasis will be on digital preparation of print files for commercial printing and for online applications.

Healthcare

HEAL 101 (5280) Cardiopulmonary Resuscitation

Prerequisite: None

Credit Hours: .5

Students will review didactic material concerning: CPR theory, when to initiate/discontinue CPR, proper compression and ventilation techniques, Heimlich maneuver (FBAO relief), hazards of CPR, assessment skills. Students will demonstrate: proper compression and ventilation techniques (on mannequins), Heimlich maneuver for clearing an obstructed airway, to include pregnant and obese patients, and reasonable assessment skills. Students will pass the 50-question written examination with a minimum score of 80%.

HEAL 106 (5231) Medical Terminology KRSN HSC1030**

Prerequisite: None

Credit Hours: 3

Presents basic concepts and elements of medical terms pertaining to the study of the human body, and assists in the development of the ability to read and understand the language of medicine. This course will introduce the basic elements of medical terminology such as prefixes, suffixes, word roots, and combining forms. Commonly used abbreviations will also be addressed

HEAL 109 General Physics for Health Science

Prerequisite: None

Credit Hours: 4

This course will enable the student to approach physics with practical applications in healthcare. The course explores soundwaves, motion, force, work, rate, fluid dynamics, momentum, and resistance. The student will learn the concepts to energies systems- mechanical, fluid, electrical, and thermal within the circulatory system. Students perform laboratory experiments that relate each concept to the four energy systems.

HEAL 121 (5211) Nurse Aide: Geriatric

Prerequisite: Two-Step TB Skin Test and Accuplacer Reading Test

Credit Hours: 6

State-approved course which prepares the student to take the Kansas examination for nurse aide certification. Identify and apply in the clinical setting the basic concepts and principles of resident welfare, safety, psychosocial needs of residents, resident rights, rehabilitation, and legal and ethical responsibilities. Apply the knowledge of basic disease process, aging process, and nursing procedures to the care of residents encountered in a long-term care facility. Students should be able to lift 100-150 pounds.

HEAL 131 (5212) Medication Aide

Prerequisite: Kansas Certified Nurse Aide License, Two-Step TB Skin Test, Accuplacer Reading Test, and Pre-Algebra Test

Credit Hours: 5

This course is intended to prepare participants to safely perform the standard duties of a medication aide within Kansas licensed adult care homes. Material will be presented through online forums, quizzes, and critical thinking activities with instructor support.

A 25 hour clinical rotation will be completed by the student with the instructor. The state test will be administered at the LCC campus after the completion of online instruction and clinical rotation.

HEAL 132 (5221) Medication Aide Recertification

Prerequisite: Must be Medication Aide

Credit Hours: 1

State approved course. A review of skills essential for the administration, care, and handling of medications. Required every two years by state regulations.

It consists of an overview of current medications and their effects on the elderly, including over medication and drug abuse, drug and drug food interactions, drug classification update and regulations, and other legal considerations.

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HEAL 135 Principles of Phlebotomy

Prerequisite: None

Credit Hours: 4

This is a course designed to teach phlebotomy skills for specimen collection using a vacutainer system as well as equipment for difficult draws. Participants will obtain phlebotomy skills to proficiently obtain blood specimens by venipuncture and dermal techniques. The course will consist of lecture and laboratory sessions. The course will also include preparation for a national certification exam. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/ preparation outside of class is expected.

HEAL 142 (5213) Emergency Medical Technician – EMT

Prerequisite: High school diploma or GED or be a current high School senior enrolling with the consent of your school.

Must be 17 years of age by the end of the course. Valid Driver's License.

Reading Placement Test Level: Accuplacer Reading Score of 75 or higher, or ACT Reading Test scoring of 17 or higher or successful completion of Pre-College Reading & Writing.

Proof of immunizations including a current Td 2 Step TB Test.

Criminal Background Check (paid by student). Complete a program orientation at LCC.

Credit Hours: 12

This course will develop student skills in recognizing symptoms of illness and injuries and proper procedures of emergency care. This course prepares the student to take the Kansas State Board of Emergency Medical Services examination for Emergency Medical Technician certification. This course is designed for individuals interested in providing medical care to patients in the prehospital setting. It will provide the participant with opportunity to gain information, skills and attitudes necessary for certification and practice as an EMT in the State of Kansas. This course is approved by the Kansas Board of Emergency Medical Services. It addresses information and techniques currently considered to be the responsibilities of the Emergency Medical Technician according to the United States Department of Transportation National Standard Curriculum and the Kansas Authorized Activities for the EMT.

HEAL 151 (5819) Advanced Cardiac Life Support (ACLS)

Prerequisite: None

Credit Hours: 1

This course is designed to provide the participant with the skills to respond to acute cardiovascular situations in and out of the hospital setting.

History

HIST 101 (2251) American History To 1877 KRSN HIS1010**

Prerequisite: None

Credit Hours: 3

A survey of the social, political, cultural, diplomatic, and economic development of North America, the British colonies, and the United States from before the arrival of Europeans to 1877.

HIST 102 (2252) American History Since 1877 KRSN HIS1020**

Prerequisite: None

Credit Hours: 3

A survey of the social, political, cultural, diplomatic, and economic development of the United States from 1877 to the present.

HIST 103 (2253) World History to 1500 KRSN HIS1030**

Prerequisite: None

Credit Hours: 3

A survey of world history from prehistory to about 1500 C.E. The histories of the Ancient Near East, India, China, Greece, Rome, Ancient America, the Muslim world, and Medieval Europe will be compared through their politics, religions, philosophies, societies, economics, and cultures.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

HIST 104 (2254) World History Since 1500 KRSN HIS1040**

Prerequisite: None

Credit Hours: 3

A survey of world history from 1500 C.E. to the present, with emphasis on the causes and effects of the hegemony of Western Civilization, the emergence of globalization, and the historical roots of today's global issues.

HIST 108 (2210) Current World Affairs

Prerequisite: None

Credit Hours: 3

This course is an in-depth study of current events, trends and developments that affect daily life. In this course, we explore broad forces at play in the world: international economics, national interests, military power, nationalism, ethnicity, the environment and human rights. We will discuss world events as they unfold before our eyes and seek to understand them in light of their historical context. Students will leave this class with both a vision of the world's vast political landscape and the ability to better understand the multitude of events that comprise that landscape.

HIST 201 (2260) Kansas History

Prerequisite: None

Credit Hours: 3

A political, social, cultural, and economic survey of Kansas history from before the arrival of Europeans to the present day, emphasizing how the history of Kansas fits in to the larger scope of American history.

Industrial Technology

INDU 123 Electronic Devices

Prerequisite: INDU 125 Fundamentals of Electronics I w/Lab or Instructor's permission, INDU 167 Fundamentals of Electronics II w/Lab or Instructor's permission

Credit Hours: 3

This course will provide a fundamental knowledge of DC Power Supplies, Diodes, Transistors, Amplifiers and Troubleshooting. Operational Amplifiers, Oscillators, Integrated Circuits, Thyristors, Switch Mode Regulators, and AM/FM Radio Circuits

INDU 125 Fundamentals of Electronics DC/AC

Prerequisite: None

Credit Hours: 3

This course provides a fundamental knowledge of analysis techniques used to solve for current, voltage, wattage, and resistance in various DC/AC circuits.

INDU 127 Digital Logic Circuits

Prerequisite: INDU 125 Fundamentals of Electronics I-DC w/Lab or Instructor's Permission

Credit Hours: 3

This course provides knowledge in theory with building block circuits in logic systems and computers. Small scale ICs are used to learn the basic fundamentals of these systems and subsystems. Analysis techniques are taught to build the student's ability to troubleshoot. Binary mathematics and Boolean concepts are introduced and explained as needed.

INDU 131 Engineering Graphics

Prerequisite: None

Credit Hours: 3

This course is an introduction to the fundamental principles of graphic communication. It is also an introduction in the use of computer aided design software to produce 3-D geometry, assemblies, and dimensioned 2-D orthographic views. Traditional drawing techniques including manual drafting tools and equipment will be utilized as well. Orthographic projection, dimensioning techniques, tolerance methods, fits and allowances, and sectioning methods are covered.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

INDU 155 OSHA Safety 10

Reading Placement Test Level: None

Prerequisite: None

Credit Hours: 1

This course will include OSHA standards assuring proper safety techniques for all types of circuits and components.

INDU 167 Fundamentals of Electronics DC/AC Lab

Prerequisite: Enrolled in INDU 125 Fundamentals of Electronics I w/Lab

Credit Hours: 3

Provides a fundamental knowledge of analysis techniques used to solve for current, voltage, wattage, resistance, and impedance in various AC Circuits.

INDU 168 Electronic Devices Lab

Prerequisite: INDU 125 Fundamentals of Electronics DC/AC or Instructor's permission, INDU 167 Fundamentals of Electronics DC/ AC Lab or Instructor's permission, Co-enrolled in, or successful completion of INDU 123 Electronic Devices

Credit Hours: 3

The course will include DC Power Supplies, Diodes, Transistors, Amplifiers, Troubleshooting, Operational Amplifiers, Oscillators, Integrated Circuits, Thyristors, Switch Mode Regulators, and AM/FM Radio Circuits.

INDU 169 Digital Logic Circuits Lab

Prerequisite: INDU 125 Fundamentals of Electronics I-DC w/Lab or Instructor's Permission, INDU 167 Fundamentals of Electronics DC/AC Lab or Instructor's Permission, and Co-enrolled in, or successful completion of INDU 127 Digital Logic Circuits, Co-enrolled in, or successful completion of INDU 155 OSHA Safety 10

Credit Hours: 2

This course will provide lab practices of course INDU 127 with building block circuits in logic systems and computers in a hands-on environment. Small scale IC's are used to learn the basic fundamentals of these systems and subsystems. Analysis techniques are taught to build the student's ability to troubleshoot. Students will also successfully obtain an OSHA 10 certificate from an online source during the course.

INDU 210 Computer Aided Drafting & Design

Prerequisite: INDU 131 Engineering Graphics

Credit Hours: 3

This course will include the use of computer aided design software to generate complex 3-D geometry for the purpose of communicating the following: manufacturing information, detail design information, dimensioning and tolerance data, and surface finish. This course will teach the student more advanced drafting skills. It will take the skills developed in Engineering Graphics I and further develop those skills in the art of drafting. The student will be expected to develop acceptable skills in the art of drafting. Additionally, the following areas will be covered: geometric tolerances, auxiliary views, threads and fasteners, assembly and working drawings, the design process, and pictorial drafting techniques.

Mathematics

MATH 95 Beginning Algebra with Review

Prerequisite: Placement Test Recommendation

Credit Hours: 4

This course will build skills in basic algebra concepts, confidence, and skills to successfully master math classes, including strategies to reduce math anxiety improve test taking skills. Topics covered in the course will include the basic language and terms of algebra, rules for signed numbers, techniques for solving linear, quadratic, and literal equations rules and properties for exponents as applied to algebraic expressions and the graphing and solving of linear equations and linear systems in two unknowns. (Nontransferable)

MATH 96 (1717) Beginning Algebra

Prerequisite: Placement Test Recommendation

Credit Hours: 3

This course will build skills in basic algebra concepts. Topics covered in the course will include the basic language and terms of algebra, rules for signed numbers, techniques for solving linear, quadratic, and literal equations, rules and properties of exponents as applied to algebraic expressions, and the graphing and solving of linear equations and linear systems in two unknowns. (Non transferable)

MATH 100 (1718) Intermediate Algebra KRSN MAT0990**

Prerequisite: Placement Test Recommendation or C or better in MATH 95 Beginning Algebra with Review or MATH 96 Beginning Algebra

Credit Hours: 3

This course will continue from MATH 96 Beginning Algebra to cover properties of relations and functions, properties of radicals and radical expressions, properties of rational expressions, solving quadratic equations using root extraction and the quadratic formula, and extending and building graphing concepts from lines to basic polynomial functions. (Non transferable)

MATH 111 (1713) Mathematics for Education

Prerequisite: Placement Test Recommendation or C or better in MATH 100 Intermediate Algebra

Credit Hours: 3

This course is designed to provide a foundation of theory for many of the concepts found in the current elementary and middle school mathematics classroom. This course will examine topics related to the Real Number system, such as set theory, logic, probability theory, and statistics, all from a problem solving approach. The use of technology (e.g. calculator, the Internet, etc.) as tools for problem solving and research will be an integral part of the course.

MATH 115 (1719) College Algebra KRSN MAT1010**

Prerequisite: Placement Test Recommendation or C or better in MATH 100 Intermediate Algebra

Credit Hours: 3

This course continues from MATH 100 Intermediate Algebra to cover and extend the properties of functions and their inverses, properties and graphs of the exponential and logarithmic functions, graphing techniques for general higher order polynomials and rational functions, and various solution techniques for solving higher order linear systems of equations. Topics on sequences and series will be presented as time permits. Use of technology such as the graphing calculator and some computer packages will be incorporated into the course.

MATH 120 (1720) Elementary Statistics KRSN MAT1020**

Prerequisite: Placement Test Recommendation

Credit Hours: 3

This course is an introduction to fundamental statistical concepts and techniques with computer capability for applying these techniques to data. Includes descriptive statistics, nonparametric statistics, sampling techniques, hypothesis testing and other statistical inference.

MATH 121 Matrix Algebra

Prerequisite: Placement Test Recommendation or MATH 115 College Algebra (C or better)

Credit Hours: 3

This is an introductory course covering basic linear algebra, matrices, and their applications to the sciences, math, business, and economics. The course will cover matrices and matrix algebra, solution of linear systems of equations, the determinant of a matrix and its properties, eigenvalues and eigenvectors of matrices, and vector and inner product spaces.

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MATH 125 (1730) Trigonometry KRSN MAT1030**

Prerequisite: Placement Test Recommendation or MATH 115 College Algebra

Credit Hours: 3

This course will cover the basic trigonometric functions on the right triangle and extend to rules for solving non-right triangles. Trigonometric identities will be derived and proven. Complex numbers and applications to the sciences will be presented. This course should be taken by any student needing to take Calculus I who has not yet had any exposure to the trigonometric functions. This course is recommended for any student needing to take physics and is required for most pre-engineering and engineering programs.

MATH 129 Quantitative Reasoning

Prerequisite: MATH 100 Intermediate Algebra (C or better)

Credit Hours: 3

This course will prepare students for mathematics encountered in other college courses that use quantitative reasoning. There will be an emphasis on critical thinking skills needed to understand major issues in society. This course is designed for students NOT planning to major in a field that requires advanced mathematical skills.

MATH 130 (1751) Calculus I KRSN MAT2010**

Prerequisite: Placement Test Recommendation or MATH 125 Trigonometry

Credit Hours: 5

The first course in the calculus sequence will cover the concepts of limits and continuity of polynomial, rational, trigonometric, and exponential functions. The concept of rates of change and the derivative will be applied to these functions. The course will come to a close with the concepts of the anti-derivative and properties and definition of the definite integral. This course is required of any student seeking a degree in physics, mathematics, engineering, chemistry, and other related fields at a four-year institution.

MATH 131 (1752) Calculus II

Prerequisite: MATH 130 Calculus I

Credit Hours: 5

This second course in the calculus sequence will cover the concepts of limits as applied to transcendental functions. Various substitution techniques for evaluating integrals will be presented. Problems involving areas, volumes of surfaces, and moments will be developed and solved. The course will cover sequences and series and look at properties of convergence and divergence. There will be an introductory look at differential equations and coverage of polar coordinates and parameterized curves. This course is required of any student seeking a degree in physics, mathematics, engineering, chemistry, and other related fields at a four-year institution.

MATH 201 (1753) Calculus III

Prerequisite: MATH 131 Calculus II

Credit Hours: 5

This third course will complete the calculus sequence. The course will cover infinite sequences and series and test of convergence and divergence. The calculus of multivariable functions, partial derivatives, and optimization of higher dimensional surfaces will be covered. The theory and use of vector-valued functions to calculus will be presented. Problems of areas, volumes, and moments will be extended to three-dimensional space and solved using multiple integration techniques (including the line integral, Stoke's Theorem, and Green's Theorem in vector fields). This course is required of any student seeking a degree in physics, mathematics, engineering, chemistry, and other related fields at a four-year institution.

MATH 202 (1740) Differential Equations

Prerequisite: MATH 201 Calculus III

Credit Hours: 3

This course will include solution techniques for the standard ordinary differential equations of the first and second order (with some generalization to higher order equations). Power series solution techniques for linear equations with constant coefficients will be presented. Solution of differential equations using the Laplace Transform will be presented. Applications to geometry and the physical science will be presented and covered. This course is required of any student seeking a degree in physics, mathematics, engineering, chemistry, and other related fields at a four-year institution.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

Music

MUSI 101 (1051) Music Appreciation KRSN MUS1010**

Prerequisite: None

Credit Hours: 3

This is a survey course in basic fundamentals of music, and from this foundation moving into a better understanding of styles and music from different periods in history. The main purpose is for students to gain a broader understanding of and appreciation for many types and styles of music. We will also see how music is influenced by social, religious, political, and scientific advancements happening in the world at any given time.

MUSI 102 (0822) Children's Music KRSN MUS2010**

Prerequisite: None

Credit Hours: 3

This course is directed toward students in the elementary education program. It is designed to show how music can be taught and integrated into other areas of the elementary classroom curriculum. Traditional areas of music instruction will be covered including fundamentals of music, singing, playing instruments, listening, moving to music, and creative experiences with music. In addition, we will study multicultural approaches to teaching and practice writing lesson plans focusing on the needs and interests of young children.

MUSI 104 (1092) History of Jazz and Rock

Prerequisite: None

Credit Hours: 3

This is a survey course that shows the logical musical derivatives and developments of jazz and rock music. At the same time the course will identify and listen to the important elements that compose the individual styles of jazz and rock music as they evolved from era to era.

Nursing

NURS 116 (8041) Pharmacology for Healthcare Providers

Prerequisite: None

Credit Hours: 3

This course introduces the principles of pharmacology, drug classifications, and the effects of selected medications on the human body. The nursing process is used as the framework for ensuring safe and effective nursing care for clients across the lifespan.

NURS 118 (5490) Intravenous (IV) Therapy for LPNs and RNs

Prerequisite: Must have current LPN licensure and evidence of professional student liability insurance available through Labette Community College. Compliance with current immunization and tuberculin test requirements, per Nursing Department Policy will be required prior to enrollment in course

Credit Hours: 3

This elective course is designed to teach knowledge, skills, and competencies in administration of intravenous fluid therapy. Certification in IV Therapy for the State of Kansas will be received after successful completion of the State Exam. LPNs and RNs will both be rewarded with continuing education hours.

NURS 120 (5291) Fundamentals of Nursing

Prerequisite: Valid Nurse Aid Certification & Admission to the LCC Nursing Program

Credit Hours: 10

Introduces fundamental skills, concepts, and principles of biopsychosocial needs of individuals. The nursing process provides a foundation for holistic nursing care. Presents basic concepts of drug calculation, administration, and classification of drugs, and nursing implications. Drug calculation must be passed with 94% before clinical administration of medication. Identifies important aspects of the nursing profession, such as historical, ethical, and legal issues. This class will introduce the role of the nurse as a member of the healthcare team and provides a foundation for nursing education and care using Maslow's Hierarchy of Needs. Nursing care of the older adult is introduced. Simulated skills are practiced

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

in the nursing laboratory. Students will attend supervised clinical in the hospital and nursing homes where they will participate in patient care and in an observational experience in the ancillary departments of surgery and post-anesthesia room.

NURS 122 (5295) Medical-Surgical Nursing

Prerequisite: Successful completion of NURS 120 Fundamentals of Nursing

Credit Hours: 9

Presents holistic nursing care of medical-surgical clients with common health needs. As a member of the healthcare team, the student will practice beginning management and leadership skills, and will differentiate delegation and clinical skills required of practical versus registered nurses.

NURS 124 (5294) Family Nursing I

Prerequisite: Successful completion of NURS 120 Fundamentals of Nursing

Credit Hours: 3

Uses a family-centered approach to focus on the holistic nursing care of the child-bearing/rearing family. Experiences in Family Nursing I are designed to promote student understanding of the nursing care required of childbearing and pediatric clients and their families within the community. The student will utilize understanding of the nursing process to prioritize, plan and provide nursing care based upon Maslow's Hierarchy of Needs and the ANA Nursing Standards of Practice. Clinical experiences in acute care and community agencies afford the student experience in direct patient care of low-risk childbearing/rearing and pediatric individuals and their families.

NURS 126 (5287) Bridge Course for LPN's

Prerequisite: Valid Kansas recognized LPN license, completion of all Level I general education courses, and acceptance into Level II of the LCC Nursing Program

Credit Hours: 1

This course is required for all LPN advanced placement in LCC's Nursing Program. Course and clinical experience validates current knowledge and skills, plus provides new theory necessary to practice holistic nursing care as a registered nurse student. It is also required for any LCC PN graduate who has not been enrolled in an LCC nursing course in the previous two semesters.

NURS 201 (5296) Mental Health Nursing

Prerequisite: Successful completion of all Level I courses

Credit Hours: 4

A study of mental health nursing concepts, and an introduction to therapies used in providing safe holistic nursing care for the mentally ill.

NURS 203 Family Nursing II

Prerequisite: Successful completion of all Level I courses

Credit Hours: 4

Builds on the family-centered approach to provide holistic nursing care to the high-risk child bearing/rearing family. Experiences in Family Nursing II are designed to promote student understanding of nursing care required of high-risk maternity, newborn, and pediatric clients. The student is expected to bring to this course knowledge of nursing care for low-risk childbearing, newborn, and pediatric clients and their families, learned in NURS 124 Family Nursing I. The student will utilize understanding of the nursing process to prioritize, plan and provide holistic nursing care based upon Maslow's Hierarchy of Needs and the ANA Nursing Standards.

NURS 204 NCLEX-RN Review/Preparation (IO)

Prerequisite: None

Credit Hours: 2

This course will provide a comprehensive review for the National Council Licensure Examination for Registered Nurses (NCLEX-RN). It will explore expected nursing skills for each developmental stage of the life cycle. The class will also explore computerized adaptive testing, both in preparing for the NCLEX-RN exam and the test framework.

NURS 205 Advanced Medical-Surgical Nursing

Prerequisite: Successful completion of all Level I courses, NURS 201 Mental Health Nursing, and NURS 203 Family Nursing II

Credit Hours: 8

Presents the holistic nursing care of clients with acute health needs with focus on the role of the registered nurse. Identifies opportunities for career and professional growth. Presents the role of the registered nurse in the care of clients with more complex acute healthcare needs. Clinical leadership experience will be required for preparation in management of human and equipment resources in the acute care setting. Trends and issues concerning career management, medical-economic forces in healthcare, leadership, and management will be explored.

NURS 206 Health Assessment for Nursing Practice

Prerequisite: Nursing program students or healthcare majors

Credit Hours: 3

This course is designed to educate the nurse of the skills needed for health assessment of their patients. They will learn history taking, psychosocial assessment, and physical assessment techniques and skills necessary to obtain data. They will learn that this data collection is significant to understanding the patient as a whole, and individualizing their care. A base of health assessment knowledge prepares the nurse for exceptional understanding of the patient situation and gives them a baseline so that they can recognize any changes in patient condition. This course will focus on skills and techniques to be applied to patients of all ages. The course includes lecture and discussion of the various systems of the body. There will also be skills demonstration by the instructor and time set aside in each class for lab skills practice.

NURS 207 (5484) Pathophysiology

Prerequisite: Completion of BIOL130 Anatomy and Physiology with grade of "C" or better

Credit Hours: 3

This course is designed to better prepare students in the transition between learning content covered in basic anatomy and physiology courses and the study of disease processes studied in nursing, respiratory, and radiography courses.

Philosophy

PHIL 101 (1591) Philosophy I KRSN PHL1010**

Prerequisite: None

Credit Hours: 3

Introduces the nature and scope of philosophic thought and terminology, stressing the influence of philosophy on the individual and the world. Many names, topics, and writings from various periods are studied with an emphasis on the Greeks and their sub-sequent influence.

PHIL 104 (1593) Introduction to Logic KRSN PHL1030**

Prerequisite: None

Credit Hours: 3

This course is a study of how we can (and do) reason about all aspects of our lives. Students learn how to both create logically consistent arguments and also to break down arguments presented by others so as to judge their logical validity. Special subjects in the course include inductive fallacies, generalization, induction, analogies, and cause/effect, as well as a study of formal (or propositionally deductive) logic.

PHIL 106 (1957) Ethics KRSN PHL1020**

Prerequisite: None

Credit Hours: 3

This course provides a systematic and critical study of values related to human conduct. It focuses on both traditional standards of ethical conduct and qualities of personal character. What we hold to be right or wrong, the basis for believing so, and what we consider to be virtues or vices are examined with an eye to understand our current ethical situation.

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Physical Education

PED 101 (0833) Introduction to Physical Education

Prerequisite: None

Credit Hours: 3

Study of history, philosophy, and social significance of physical education. Includes equipment design, calls visitation, and construction of a physical education program.

PED 103 (0771) Care and Prevention of Athletic Injuries KRSN HSC2010**

Prerequisite: None

Credit Hours: 3

The study and application of the methods used in athletic training to prevent and to care for injuries specific to athletic participation.

PED 105 (0837) Personal and Community Health KRSN HSC1020**

Prerequisite: None

Credit Hours: 3

Acquaints students with modern health problems and solutions. Topics are communicable diseases, social health, mental health, and consumer health with a concentration emphasis on lifestyle problems. Course meets requirements for all students interested in teaching, physical education, or nursing.

PED 107 (0814) Community Recreation

Prerequisite: None

Credit Hours: 3

An introductory course in recreation. It provides each student with the basic understanding of leisure time impact upon society and makes each student aware of the importance of off-work activity. Explains how government, state, and local programs function.

PED 109 (0832) Recreational Activities

Prerequisite: None

Credit Hours: 3

This course is designed to meet the need of those students who plan to teach in the junior or senior high school or enter the recreation field. The emphasis is weighed more heavily toward individual participation rather than team, however, both are included. Stress is on understanding leisure-time activities as relating to age and sex of individuals with an emphasis on safety.

PED 110 Introduction to Exercise Science KRSN HSC1050**

Prerequisite: None

Credit Hours: 3

This course is designed to introduce students to the history of exercise science, philosophies, potential careers, and terminology used in exercise science fields. Students will also be introduced to exercise physiology concepts, measures and testing, facility sites and issues, and basic medical precautions.

PED 111 (0772) Athletic Training Practicum I

Prerequisite: PED 103 Care and Prevention of Athletic Injuries

Credit Hours: 2

Students will receive practical athletic training experience as an apprentice with varsity sports programs during practices and games.

PED 114 (1365) Basic Nutrition KRSN HSC1010**

Prerequisite: None

Credit Hours: 3

Principles of normal nutrition. Food values and adequate nutrient allowances for growth and maintenance will be discussed.

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PED 115 Personal Training and Fitness Management

Prerequisite: PED 110 Introduction to Exercise Science

Credit Hours: 3

This course will introduce students to the career options of a personal trainer and prepare them for success in that field. Students will learn biometrics, measurements and testing, and exercise planning. Facility design, funding, legal issues, and safety will also be covered in the course.

PED 116 (0773) Lifetime Fitness Concepts

Prerequisite: None

Credit Hours: 1

Lifetime Fitness Concepts is a one hour course offered by the Department of Recreation and Health. It is the objective of this course to present a series of physical fitness related concepts to the general student population with the expectation that the information will enlighten and motivate the students to improve their personal fitness status. The concepts presented will allow the students to become familiar with, and to actually begin to participate in activities and programs which may alter their lifestyles and which could make them healthier more productive people.

PED 117 Training and Conditioning Lab I

Prerequisite: PED 115 Personal Training and Fitness Management

Credit Hours: 1

Students will learn to safely demonstrate and teach proper weight lifting and conditioning exercises. Students will learn basic biomechanical movements and terminology. Movements in a single plane and multiple planes will be covered. Students will work with scenarios to modify exercise plans to meet participant requirements to develop progress in exercise. Group exercise planning, plyometrics, and individualized exercised planning will all be demonstrated.

PED 118 (0892) First Aid and CPR KRSN HSC1040**

Prerequisite: None

Credit Hours: 2

The purpose of this course is to provide the citizen responder with the knowledge and skills necessary in an emergency to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness until professional medical help arrives. An emphasis is also on prevention of injury and illness.

PED 189 Rules and Officiating

Prerequisite: None

Credit Hours: 3

This course covers the rules of football, basketball, tennis, and wrestling. Students are exposed to the proper mechanics of officiating these sports.

Physical Science

All 5 Credit Hour Physical Science courses include a Lab.

PHSC 101 (0901) Physical Geology KRSN PSI1030

Prerequisite: None

Credit Hours: 5

Physical Geology studies planet Earth and its physical, chemical and biological attributes. Emphasis will be on the mid-continent geographic region and Kansas in particular. Locally minerals, rocks and hydrological systems will be investigated.

PHSC 103 (1910) Introduction to Astronomy KRSN PHY1020**

Prerequisite: MATH 100 Intermediate Algebra with a "C" or equi

Credit Hours: 5

A study via instruction and laboratory experiences of the historical developments in astronomy from ancient times; the theoretical and empirical foundations of astronomy; the composition and mechanics of the solar system, stellar systems, and galactic systems; and introduction to observational astronomy and cosmology.

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PHSC 105 (1911) Physical Science KRSN PSI1010**

Prerequisite: MATH 096 Beginning Algebra or higher

Credit Hours: 5

A survey course that emphasizes physics, chemistry, earth science, and astronomy. Designed for the student whose concentration is not in a science or engineering field, but who needs to fulfill a laboratory science requirement. Not open to those who have any college credit in chemistry or physics.

Physics or Engineering

All 5 Credit Hour Physics courses include a Lab.

PHYS 201 (1931) College Physics I KRSN PHY1010**

Prerequisite: MATH 115 College Algebra (C or better)

Credit Hours: 5

Physics I is the study of translational and rotational motion, force, work, mechanical and thermal energy, linear and angular momentum, and fluid mechanics using the tools of algebra and trigonometry.

PHYS 203 (0901) Engineering Physics I KRSN PHY1030**

Prerequisite: Concurrent enrollment in or completion of MATH 130 Calculus I

Credit Hours: 5

Physics I is the study of translational and rotational motion, force, work, mechanical and thermal energy, linear and angular momentum, and fluid mechanics using the tools of algebra, trigonometry, and calculus.

PHYS 205 (1932) College Physics II KRSN PHY2020**

Prerequisite: MATH 125 Trigonometry and PHYS 201 College Physics I

Credit Hours: 5

Physics II is the continuation of Physics 201 using the tools of algebra and trigonometry. Topics covered in this course will include electricity and magnetism, waves, optics, and an introduction to modern physics.

PHYS 208 (0902) Engineering Physics II KRSN PHY2030**

Prerequisite: Concurrent enrollment in or completion of MATH 131 Calculus II.

Credit Hours: 5

Physics 208 is the continuation of Physics 203 using the tools of algebra, trigonometry, and calculus. Topics covered in this course will include electricity and magnetism, waves, optics, and an introduction to modern physics.

Political Science

POLS 105 (2270) American Government KRSN POL1020**

Prerequisite: None

Credit Hours: 3

A general, systematic study of the development and structure of the American national government, with emphasis on the actual workings. Serves as a foundation for other political science courses.

POLS 106 International Relations KRSN POL1030**

Prerequisite: None

Credit Hours: 3

Study of significant events, forces and trends in national and international affairs, with an emphasis on interpretation of those current events.

The course will look at International Relations as a discipline and look at the conflicts and cooperation between different nation states, their leaders and how they relate to one another.

Students will study history, geography, military power, terrorism, military and political conflicts and various nations positions on international topics.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

This course is designed to help students understand the world around them by having a better understanding of geography different political philosophies, and alliances between nations. By having such an understanding, students will have a better idea of their role in the world as citizens of the United States. In addition to these topics, students will examine daily stories in international events as ongoing course topics to emphasize course material. Students will be asked to participate in daily discussion on those current events.

Psychology

PSYC 101 (2010) General Psychology KRSN PSY1010**

Prerequisite: None

Credit Hours: 3

This course surveys the field of human psychology. It is the first course offered in psychology and, as such, it introduces the student to the fundamental methods and points of view in the scientific study of human behavior.

PSYC 201 (2090) Developmental Psychology KRSN PSY2020**

Prerequisite: PSYC 101 General Psychology or instructor's permission

Credit Hours: 3

The subject matter of Developmental Psychology is the human life cycle, the prenatal and newborn periods, infancy, childhood (early and late), adolescence, and adulthood. This branch of psychology explores the ways in which human physical growth and intellectual and social behavior change over time.

PSYC 202 (2091) Psychology of Adjustment

Prerequisite: PSYC 101 General Psychology

Credit Hours: 3

Psychology of Adjustment is designed to provide a basic understanding and practical application of the psychological principles and concepts that are most relevant to the student as an individual, and as an individual in society. The student will be encouraged to apply these concepts to their life and to develop a fuller understanding of themselves, and their personal and social relationships. Students will look at the theory of adjustment, personal learning style, lifespan influences, managing stress and wellness, social relationships, work and leisure including aspects of solitude. This is an interactive, writing intensive course which requires written assignments as well as personal and group interaction as a major strategy of learning. The objective of this course is to promote psychological adjustment and mental health by personally relating to the psychological principles and studies presented. Please be aware that personal discussions and open sharing is expected from each student during this class. You will be provided with an ethical contract to maintain confidentiality and professionalism in this course. Each student is viewed as a Learner/Peer/Teacher. Your contributions are valued and are expected as a standard in this class.

Radiography

RADI 101 (5233) Introduction to Radiography, Ethics and Law

Prerequisite: Acceptance into Radiography Program

Credit Hours: 2

Introduction to health care with emphasis on radiologic technology. Principles of radiography, radiation protection, ethics, health records and information, and law will be presented. A two week orientation is also incorporated into this course.

RADI 103 (5234) Radiographic Procedures I

Prerequisite: Acceptance into Radiography Program

Credit Hours: 1

Content is designed to provide the knowledge base necessary to perform standard imaging procedures, including special studies. Consideration is given to the evaluation of optimal diagnostic images. In this course the radiographic positioning and anatomy of the chest and abdomen will be covered.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

RADI 104 (5235) Radiographic Procedures II

Prerequisite: RADI 103 Radiographic Procedures I

Credit Hours: 3

Content is designed to provide the knowledge base necessary to perform standard imaging procedures, including special studies. Consideration is given to the evaluation of optimal diagnostic images. In this course the anatomy & positioning of the following body parts will be covered the upper extremity, shoulder girdle, lower extremity, pelvic girdle, and bony thorax.

RADI 105 (5236) Radiographic Procedures III

Prerequisite: RADI 104 Radiographic Procedures II

Credit Hours: 3

Content is designed to provide the knowledge base necessary to perform standard imaging procedures, including special studies. Consideration is given to the evaluation of optimal diagnostic images. In this course radiographic positioning of the skull, spine and special radiographic procedures will be included. Surgical, Mobile, Trauma, and Pediatric Radiographic techniques will also be covered.

RADI 107 (5237) Radiographic Imaging I

Prerequisite: Acceptance into Radiography Program

Credit Hours: 1

Introduction to clinical radiography including radiographic equipment design and use, radiation protection, image acquisition, and image processing.

RADI 109 (5237) Patient Care in Radiography I

Prerequisite: Acceptance into Radiography Program

Credit Hours: 2

Introduction to the care of patients while in the radiology department. Topics include: Body mechanics, patient transfer, patient assessment, and infection control.

RADI 113 (5240) Simulations in Radiography I

Prerequisite: RADI 103 Radiographic Procedures I

Credit Hours: 1

Laboratory study of the radiographic procedures used to visualize the anatomical structures of upper and lower extremities, shoulder girdle, chest, abdomen, pelvic girdle, and contrast studies (Barium Swallow, UGI, and IVU)

RADI 115 (5472) Patient Care in Radiography II

Prerequisite: RADI 109 Patient Care in Radiography I

Credit Hours: 3

This course is designed to give the student a basic knowledge of vital signs and how they apply to the patient. It will introduce contrast media as well as the studies in which they could be used, which includes the digestive and urinary systems. It will also provide the basic concept of pharmacology and drug administration as they apply to the field of radiology.

RADI 117 (5239) Radiographic Imaging II

Prerequisite: RADI 107 Radiographic Imaging I

Credit Hours: 3

Content is designed to establish a knowledge base in factors that govern the image production process. Image quality and technical factors will be discussed in detail.

RADI 119 (5286) Clinical Training I

Prerequisite: RADI 103 Radiographic Procedures I

Credit Hours: 3

This portion of clinical training is used to acquaint the learner with the organization and function of healthcare facilities. In addition, the learner will observe and assist a practicing radiographer to appreciate both the ethical and technical responsibilities associated with radiologic technology. 20 hours a week for 15 weeks, for a total of 300 hours of clinical training.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

RADI 120 (5370) Clinical Training II

Prerequisite: RADI 119 Clinical Training I

Credit Hours: 3

This portion of clinical training encompasses major radiographic equipment, room maintenance and preparation, order requisition evaluation, principles of record keeping, proper patient handling. The learner should be making the transition from the passive mode of observation to a more active mode of assisting the radiographer perform examinations of the chest, abdomen, extremities, and contrast studies. 20 hours per week for 15 weeks

RADI 125 (5103) Principles of Radiation Physics and Equipment Operation

Prerequisite: RADI 117 Radiographic Imaging I

Credit Hours: 3

A basic knowledge of atomic structure and terminology. Also presented are the nature and characteristics of radiation, x-ray production, and the fundamentals of photon interactions with matter.

RADI 127 (5268) Introduction to Computed Tomography & Cross Sectional Anatomy

Prerequisite: RADI 104 Radiographic Procedures II

Credit Hours: 2

This course explores the basic computed tomography concepts for the entry level radiographer.

RADI 201 (5248) Imaging Modalities

Prerequisite: RADI 105 Radiographic Procedures III

Credit Hours: 3

This course encompasses the concepts and applications within advanced modality areas of radiology, including: Magnetic Resonance Imaging, Mammography, Bone Densitometry, Ultrasound, Nuclear Medicine, PET, Radiation Therapy, and Angiography and Students will learn and practice techniques for building an effective resume and cover letter.

RADI 203 (5371) Clinical Training III

Prerequisite: RADI 120 Clinical Training II

Credit Hours: 3

During this portion of clinical training, the learner investigates fluoroscopic equipment and procedural duties. In addition, the learner will be introduced to the responsibilities and principles of scheduling patients for radiographic examinations. The learner should now be assisting with all radiographic examinations, and should be making the transition from a passive mode to a more active mode of performing skeletal and fluoroscopic examinations. 32 hours per week for 8 weeks (256 hours); 4 Weeks at Current Clinical Setting (128 hours) and 4 Weeks at New Clinical Setting (128 hours), Total Clinical Hours 256.

RADI 204 (5372) Clinical Training IV

Prerequisite: RADI 149 Clinical Training III

Credit Hours: 3

Emphasis is placed on skull radiography, trauma radiography, body section, mobile and surgical radiography, geriatric and pediatric radiography, and computed tomography procedures. Quality Assurance Management and Procedures will also be performed. 300 hours, 15 weeks.

RADI 205 (5373) Clinical Training V

Prerequisite: RADI 204 Clinical Training IV

Credit Hours: 3

Emphasis is placed on trauma emergency and special procedure radiography. In addition, the learner will be required to successfully complete the remaining category competency evaluations. 300 hours, 15 weeks.

RADI 207 (5104) Radiographic Imaging III

Prerequisite: RADI 117 Radiographic Imaging II

Credit Hours: 3

Content is designed to impart an understanding of the components, principles and operation of digital imaging systems found in diagnostic radiography. Factors that impact image acquisition, display, archiving and retrieval are discussed. Guidelines for selecting exposure factors and evaluating images within a digital system assist students to bridge between

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

film-base and digital imaging systems. Principles of digital system quality assurance and maintenance are presented.

RADI 211 (5107) Computed Tomography Procedures

Prerequisite: RADI 127 Introduction to CT and Cross Sectional Anatomy

Credit Hours: 2

Studies the positional and functional relationships of body structures, with an emphasis on their appearances as seen with Computed Tomography (CT) scanning.

RADI 213 (5247) Radiographic Pathophysiology

Prerequisite: Entrance into sophomore year of Radiography Program

Credit Hours: 2

Study of pathologies and their effects on the anatomy, physiology, and radiography of the human body.

RADI 214 (5229) Simulations in Radiography II

Prerequisite: RADI 113 Simulations in Radiology I

Credit Hours: 1

Laboratory study of the radiographic procedures used to visualize the anatomical structures of the bony thorax, spine, head and barium enema contrast study.

RADI 217 (5241) Radiation Protection I

Prerequisite: RADI 125 Principles of Physics & Equipment Operation

Credit Hours: 2

This course introduces radiation protection concepts as they apply to the patient. It encompasses the types of radiation, how radiation interacts with matter, radiation quantities and units, and radiation monitoring. It will explore the major differences between early and late tissue reactions.

RADI 218 Radiation Protection II

Prerequisite: RADI 217 Radiation Protection I

Credit Hours: 2

This course establishes a basic knowledge of radiation protection in the areas of dose limits, equipment design, management of radiation dose during diagnostic procedures, and the management of radiation dose to imaging personnel. Introduces an overview of cell biology and molecular and cellular radiation biology.

RADI 219 (5105) Image Analysis

Prerequisite: Entrance into Sophomore year of Radiography Program

Credit Hours: 2

Will provide a basis for analyzing radiographic images. Including the importance of imaging standards, discussion of a problem solving technique for image evaluation and factors that can affect image quality.

RADI 221 (5266) Radiography Comprehensive Review

Prerequisite: Completion of all Radiography courses to date

Credit Hours: 2

Group discussion on current topics in radiologic technology. Review of the principles of radiography and their application to the ARRT examination. Mock registry exams on the computer .

RADI 223 (5106) Critical Thinking and Analysis in Radiography

Prerequisite: Entrance into sophomore year of Radiography Program

Credit Hours: 3

Comprehensive review course with emphasis on critical thinking, problem analysis, and solution judgment skills. Includes group sessions for scenario development.

Religion

RELI 101 (1510) Comparative World Religions KRSN REL1010**

Prerequisite: None

Credit Hours: 3

This course examines different religions and their history, practices, and beliefs.

RELI 105 (1564) New Testament Survey KRSN REL1030**

Prerequisite: None

Credit Hours: 3

An introduction to the New Testament and other early Christian literature in their historical and cultural context.

Respiratory Care

RESP 101 Fundamentals of Respiratory Care I

Prerequisite: Admission into the Respiratory Care Program

Credit Hours: 3

This course provides instruction in basic gas physics and basic Respiratory Care. Included is a section on microbiology, patient assessment and professionalism.

RESP 102 Fundamentals of Respiratory Care II

Prerequisite: RESP 101 Fundamentals of Respiratory Care I

Credit Hours: 3

This course will continue from FRC I in presenting equipment and therapeutics. A diagnostics component will be added. The student will learn about specialized oxygen devices, arterial blood puncture analysis and interpretation, plus pulmonary function testing. In addition emergency care, artificial airways, and the electrical conduction system of the heart will also be taught. There is a separate laboratory class that will include hands on competencies taught in this course..

RESP 105 Respiratory Care Pharmacology

Prerequisite: Admission into the Respiratory Care program

Credit Hours: 3

This course addresses general principles of pharmacology with emphasis on drugs affecting the cardiopulmonary system. An overview of antibiotics, narcotics, and sedatives is presented.

RESP 107 Cardiopulmonary Anatomy and Physiology I

Prerequisite: Admissions into the Respiratory Care Program

Credit Hours: 2

An in-depth study of cardiopulmonary anatomy and physiology will be presented. Units on renal physiology and acid-base balance are included.

RESP 109 Clinical Practice I

Prerequisite: Fundamentals of Respiratory Care I, Cardiopulmonary Anatomy and Physiology, and RC Pharmacology

Credit Hours: 2

This clinical course allows the Respiratory Care student to apply skills learned in the classroom to the clinical setting. Emphasis is placed on basic therapeutic modalities, charting, and assessment skills.

RESP 110 Clinical Practice III

Prerequisite: Successful completion Clinical Practice I, Fundamentals of Respiratory Care I, II, plus Labs, RC Pharmacology, Cardiopulmonary A&P, Intro to Mechanical Ventilation, and Respiratory Diseases

Credit Hours: 5

This clinical course allows the Respiratory Care student to apply skills learned in the classroom to the clinical setting. Emphasis is placed on cardiac and pulmonary monitoring and basic Respiratory Care therapeutics.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

RESP 113 Neonatal and Pediatric Respiratory Care

Prerequisite: Fundamentals of Respiratory Care I, Cardiopulmonary Anatomy and Physiology, Respiratory Care Pharmacology

Credit Hours: 3

This course will cover neonatal and pediatric Respiratory Care. The course includes units on fetal development, neonatal and pediatric respiratory diseases, pharmacological agents, and Respiratory Care modalities applied to the neonatal and pediatric patient.

RESP 119 Clinical Practice II

Prerequisite: RESP 102 Fundamentals of Respiratory Care II, RESP 109 Clinical Practice I, RESP 115 Introduction to Mechanical Ventilation, RESP 160 Fundamentals of Respiratory Care II Lab, and RESP 205 Respiratory Diseases

Credit Hours: 1

In this course students will apply skills learned in the classroom in the clinical setting. Emphasis will be placed on Mechanical Ventilation and Adult Critical Care.

RESP 115 Introduction to Mechanical Ventilation

Prerequisite: RESP 101 Fundamentals of Respiratory Care I, RESP 107 Cardiopulmonary Anatomy and Physiology I, RESP 105 Respiratory Care Pharmacology

Credit Hours: 3

This introductory course covers basic concepts important to understanding mechanical ventilation. The student will concentrate on modes of ventilation, ventilator set-up and trouble-shooting, and charting of mechanical ventilation.

RESP 148 Respiratory Comprehensive Review

Prerequisite: Fundamentals of Respiratory Care I, II, and III, Cardiopulmonary A&P, RC Pharmacology, Clinical Practice I and Clinical Practice II, CRT Review, Respiratory Care Topics and procedures.

Credit Hours: 2

Students will practice on information gathering and decision making skills in a controlled classroom environment. Students will work on test taking skills specific to passing the NBRC RRT written and clinical simulation exams.

RESP 153 CRT-Review

Prerequisite: Fundamentals of Respiratory Care I and II, Introduction to Mechanical Ventilation, Cardiopulmonary A&P, RC Pharmacology, Clinical Practice I and Clinical Practice II

Credit Hours: 1

Students will practice on information gathering and decision making skills in a controlled classroom environment. Students will work on test taking skills specific to passing the NBRC entry level exam.

RESP 158 Fundamentals of Respiratory Care I Lab

Prerequisite: Admission into the Respiratory Care Program

Credit Hours: 1

This course is designed to familiarize the student with Respiratory Care procedures and practices in the hospital setting. Patient care experience will include oxygen therapy, medical gas cylinder use, humidity and aerosol therapy, incentive spirometry, chest physiotherapy, bronchial hygiene, isolation techniques, cardiopulmonary resuscitation, and patient assessment.

RESP 160 Fundamentals of Respiratory Care II Lab

Prerequisite: RESP 101 Fundamentals of Respiratory Care I, RESP 158 Fundamentals of Respiratory Care I Lab

Credit Hours: 2

This course will continue from FRC I in presenting equipment and therapeutics. This course is designed to familiarize the student with Respiratory Care procedures and practices taught in FRC II. The student will learn about specialized oxygen devices, cardiopulmonary resuscitation, arterial blood gas puncture analysis and interpretation, bedside pulmonary function testing, artificial airway placement, and electrocardiography.

RESP 161 Advanced Mechanical Ventilation Lab

Prerequisite: Fundamentals of Respiratory I and II, Introduction to Mechanical Ventilation, Cardiopulmonary Anatomy and Physiology, Pharmacology, Clinical Practice I and II, Respiratory Diseases

Credit Hours: 2

This course will continue from FRC III in presenting equipment and therapeutics with mechanical ventilation. This course is designed to familiarize the student with Respiratory Care procedures and practices taught in FRC III.

RESP 203 Advanced Mechanical Ventilation

Prerequisite: Fundamentals of Respiratory Care I and II, Cardiopulmonary Anatomy and Physiology, Pharmacology, Clinical Practice I and II, Respiratory Diseases

Credit Hours: 3

This course will include an in-depth study of mechanical ventilation along with weaning procedures and the care of the critically ill patient

RESP 205 Respiratory Diseases

Prerequisite: Fundamentals of RC I and Lab, Cardiopulmonary A&P, and RC Pharmacology

Credit Hours: 3

This course provides the students with an in-depth study of diseases that affect the cardiopulmonary system. Patient evaluation, assessment, diagnosis and treatment of diseases will be addressed.

RESP 207 Critical Care Medicine

Prerequisite: Fundamentals of Respiratory Care I, II, and III, Cardiopulmonary Anatomy and Physiology, Respiratory Care Pharmacology, Clinical Practice I, and II, Pediatric Respiratory Care, Respiratory Diseases, and Topics and Procedures

Credit Hours: 3

This course will cover care of the acutely ill and critically ill patient. Emphasis is placed on application of data obtained during monitoring and assessment of patients. Therapeutic and diagnostic modalities will be addressed.

RESP 211 Clinical Practice IV

Prerequisite: Successful completion Clinical Practice I, and II, Fundamentals of Respiratory Care I, II, III, RC Pharmacology, Cardiopulmonary A&P, Topics and Procedures I and II, Respiratory Diseases

Credit Hours: 5

In this course students will apply skills learned in the classroom to the clinical setting. Emphasis will be placed on specialized areas of Respiratory Care such as neonatal and pediatric Respiratory Care, long-term ventilator care, home health, and sleep studies.

RESP 212 Respiratory Care Professional Forum

Prerequisite: Fundamentals of Respiratory Care I, II, and III, Respiratory Care Pharmacology, Cardiopulmonary Anatomy and Physiology, Respiratory Care Diseases, Clinical Practice I and II, Respiratory Care Topics and Procedures.

Credit Hours: 2

The purpose for this course is to provide students with an opportunity to share significant clinical experiences, to present clinical problems and solutions, to practice communication skills, and the presentation of student in-services. The student will learn how to write an effective resume and practice job-seeking skills, including the interview process. The student will also learn how to write a Respiratory Therapy protocol. This course is concurrent with RESP 211, Clinical Practice III.

RESP 213 Respiratory Care Topics and Procedures

Prerequisite: Fundamentals of Respiratory Care I, II, III, Cardiopulmonary Anatomy and Physiology, Pharmacology, Respiratory Diseases

Credit Hours: 3

This is a course designed to prepare the student for specialized monitoring used by respiratory therapist and includes: invasive hemodynamic monitoring, intracranial pressure monitoring, bronchoscopes, thoracentesis, chest tubes, sleep studies, pulmonary rehabilitation, chest x-rays, and respiratory gas monitoring.

Social Work

SWK 101 (2282) Introduction to Social Work KRSN SOC1020**

Prerequisite: None

Credit Hours: 3

A survey of the human services fields, this course examines social welfare agencies and services, as well as career opportunities in social work.

SWK 102 Basic Helping Skills

Prerequisite: C or better in SWK 101 Introduction to Social Work

Co-requisite: SWK 103 Basic Helping Skills Experience

Credit Hours: 3

This course combines the theories of social work practice with the learning of social work practice skills using common models and theoretical frameworks. This course presents ecological models, the strength-based, problem-solving process, dominant brief therapies, and cultural competence as approaches to practice in social work. This course presents and provides structured practice of the fundamental interpersonal skills required for effective social work practice. The course teaches interviewing skills and critical thinking about interview processes, (from intake through termination and evaluation) and focuses primarily on using those skills with individuals. The models, theories, and processes learned in this course serve as the foundation for generalist practice with individuals, families, groups, and communities. This course will give students an opportunity to practice these skills in a laboratory setting on a weekly basis. This course also includes a 48-hour volunteer experience in a social agency. (SWK 103 Basic Helping Skills Experience)

SWK 103 Basic Helping Skills Experience

Prerequisite: C or better in SWK 101 Introduction to Social Work

Co-requisite: SWK 102 Basic Helping Skills

Credit Hours: 1

Students will be exposed to the social work clinical setting. Students will participate in 48 hours of supervised volunteer service at an approved location.

Sociology

SOCI 101 (2280) Sociology KRSN SOC1010**

Prerequisite: None

Credit Hours: 3

This course examines human social interactions and relationships between groups. Within the context of classical and contemporary sociology, the course provides an overview of the study of society, the individual in society, social inequality, social institutions, social change, and social issues.

SOCI 201 (1350) Marriage and Family KRSN SOC2020**

Prerequisite: None

Credit Hours: 3

Marriage, family, and alternative lifestyles are closely examined from a sociological and theoretical perspective. Discussion will focus on how relationships and gender roles have changed, attitudes and decision-making in regard to sexuality, and changes in the marital relationship across time.

SOCI 202 Introduction to Women's Studies KRSN GCS1010**

Prerequisite: None

Credit Hours: 3

This course offers an introduction to Women's Studies, an interdisciplinary field that asks critical questions about the meanings of sex and gender in society. The primary goal of this course is to familiarize students with key issues, questions, and debates in Women's and Gender Studies. It includes an examination of women's historic and contemporary legal, political, and economic statuses, as well as women's struggles in identity expression, sexuality, and lifestyle. The course draws on multiple disciplines--such as literature, history, economics, psychology, sociology, philosophy, political science, anthropology, and media studies-- to explore cultural assumptions about sex, gender, and sexuality.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

SOCI 203 (2283) Social Problems KRSN SOC2010**

Prerequisite: None

Credit Hours: 3

This course examines well-defined social problems in both theoretical and practical ways. The social problems studied will give the student a base for analyzing and understanding social problems prevalent in society today. A wide variety of topics are discussed including poverty, race and ethnic relations, gender and social inequality, crime, and sexual deviance.

SOCI 207 (2220) Anthropology KRSN ANT1010**

Prerequisite: None

Credit Hours: 3

An introductory study of diverse human cultures throughout the world, both past and present. The physical and cultural systems of various people will be examined through kinship ties, economics, religion, government, and the arts.

SOCI 211 Criminology

Prerequisite: SOCI 101 Introduction to Sociology

Credit Hours: 3

This is an introductory course to the study and examination of the field of criminology, including its theories, basic assumptions, and definitions. Criminology is primarily concerned with understanding the causes of crime, and as such, this course will examine crime and deviant behavior from the sociological perspective. We will examine some of the most influential explanations for criminal behavior such as culture, law, power and equity that also contributes to the maintenance of social order. We will consider how different explanations have emerged at different times and understand how the social context contributes to explanations of crime.

Student Success Center

LEAR 101 (0828) College Success Skills

Prerequisite: None

Credit Hours: 1

An introduction to the College, its personnel, its support systems, and its extracurricular activity opportunities for new students.

LEAR 102 Research Skills

Prerequisite: None

Credit Hours: 1

This course is an introductory course to print and electronic research skills. The students will learn to access, evaluate, and use various research tools effectively.

LEAR 103 (1601) Information Literacy

Prerequisite: None

Credit Hours: 2

An introduction to information and its effect on society. The students will learn to access information in various formats, evaluate information for various uses, and effectively and ethically use information for research and in everyday situations.

Welding

WELD 120 Oxy Acetylene and Safety

None Prerequisite: INDU 155 OSHA 10 General Industry or concurrently enrolled

Credit Hours: 3

Skills to be obtained include, but are not limited to, oxyacetylene welding, cutting, and repair. Safety will be emphasized along with interpreting safety rules for using Oxy-Acetylene equipment. This class will include extensive studies in the technology of systems used in today's field of welding-manufacturing, construction, power/energy, transportation, fabrication, and piping processes. The format is lecture, demonstration, student application, and evaluation.

*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

WELD 130 Gas Tungsten Arc Welding Reading

Prerequisite: INDU 155 OSHA 10 General Industry or concurrently enrolled

Credit Hours: 3

This course is a lab course designed to give students practical work experience in Gas tungsten Arc Welding (GTAW or TIG). Students will learn to properly set up and operate TIG welding equipment to weld in all positions on pipe.

WELD 140 Shielded Metal Arc Welding

Prerequisite: INDU 155 OSHA 10 General Industry or concurrently enrolled

Credit Hours: 3

Through classroom and/or lab/shop learning and assessment activities, students in this course will: describe the Shielded Metal Arc Welding process (SMAW); demonstrate the safe and correct set up of the SMAW workstation; associate SMAW electrode classifications with base metals and joint criteria; demonstrate proper electrode selection and perform basic SMAW welds on selected weld joints; and perform visual inspection of welds.

WELD 160 Gas Metal Arc Welding

Prerequisite: INDU 155 OSHA 10 General Industry or concurrently enrolled

Credit Hours: 3

This course is a lab course designed to give students practical work experience in Gas Metal Arc Welding. Students will study the various components of this welding process, will learn to properly set up and operate MIG welding equipment to weld 1F, 1G, 2F, and 2G positions and produce quality pipe welds.

WELD 180 Pipe Layout and Blueprint Reading

Prerequisite: INDU 155 OSHA 10 General Industry or concurrently enrolled, WELD 130 Gas Tungsten Arc Welding,

WELD 140 Shielded Metal Arc, WELD 160 Gas Metal Arc Welding

Credit Hours: 3

This course is a study of industrial production and fabrication of piping formations and processes. Emphasis is placed on terminology, symbols, and industry standard welding processes. Students will demonstrate the ability to interpret plans and drawings used in industry and the application of fabrication and layout skills.

WELD 210 Advanced Gas Tungsten Arc Welding

Prerequisite: Level I Certification or instructor permission

Credit Hours: 4

Through classroom and/or lab/shop learning and assessment activities, students in this course will: explain the gas tungsten arc welding process (GTAW or TIG); demonstrate the safe and correct set up of the TIG workstation; relate TIG electrode and filler metal classifications with base metals and joint criteria; build proper electrode and filler metal selection and use based on metal types and thicknesses; build pads of weld beads with selected electrodes and filler material in the vertical position; build pads of weld beads with selected electrodes and filler material in the overhead position; perform basic TIG welds on selected weld joints; and perform visual inspection of TIG welds.

WELD 220 Advanced Gas Metal Arc Welding

Prerequisite: Level I Certification or instructor permission

Credit Hours: 4

Through classroom and/or shop/lab learning assessment activities, students in this course will: explain gas metal arc welding process (GMAW or MIG); demonstrate the safe and correct set up of the MIG workstation.; correlate MIG electrode classifications with base metals and joint criteria; demonstrate proper electrode selection and use based on metal types and thicknesses; build pads of weld beads with selected electrodes in the vertical position; build pads of weld beads with selected electrodes in the overhead position; produce basic MIG welds on selected weld joints; and conduct visual inspection of MIG welds.

WELD 240 Advanced Shielded and Metal Arc Welding

Prerequisite: Level I Certification or instructor permission

Credit Hours: 4

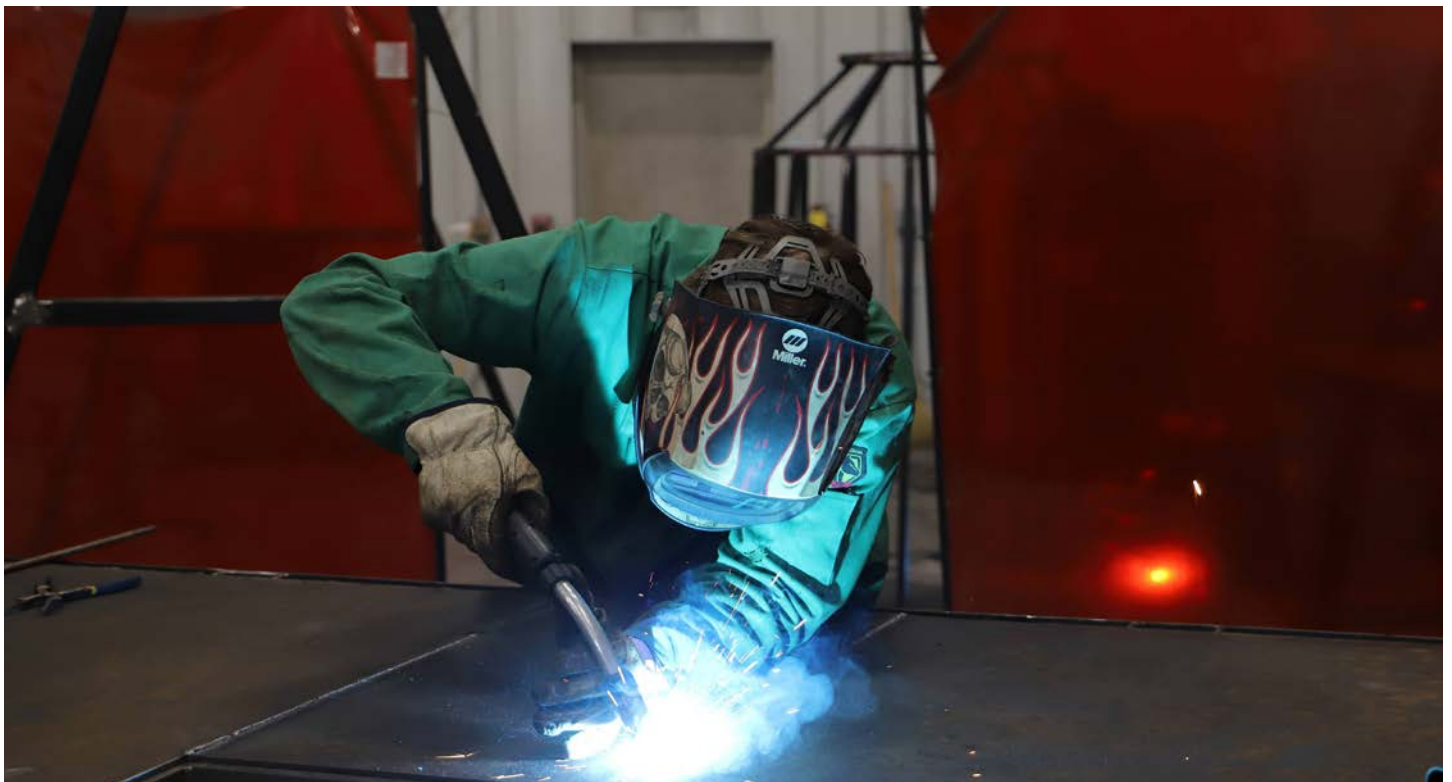
Through classroom and/or lab/shop learning and assessment activities, students in this course will: describe the Shielded Metal Arc Welding process (SMAW); demonstrate the safe and correct set up of the SMAW workstation; associate SMAW electrode classifications with base metals and joint criteria; demonstrate proper electrode selection and use based on metal types and thickness; build pads of weld beads with selected electrodes in the vertical position; build pads of weld beads with selected electrodes in the overhead position; perform basic SMAW welds on selected weld joints; and perform visual inspection of welds.

WELD 260 Specialized Welding

Prerequisite: WELD 210, WELD 220, and WELD 240, or instructor permission

Credit Hours: 4

Through classroom and/or lab/shop learning assessment activities, students in this course will: demonstrate skill learned in the previous beginning and advanced classes by demonstrating knowledge of GTAW, BMAW, SMAW, oxy-acetylene, and weld symbols. Students will be able to take a blueprint and create a finished project using any or all welding processes and positions. The project will either be assigned by the instructor or proposed and permitted by the instructor.



*Refer to the Placement Testing Procedure 3.22, page 22 **Refer to Course Transfer, page 17

College Personnel

Board of Trustees

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Administration

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Fuentez, Tammy, B.S., M. S.	Vice President of Student Affairs
Doherty, Leanna, A.A., B.S.	Vice President of Finance & Operations
Sharp, Jason, A.G.S., B.S., M.S., Ed.D	Vice President of Academic Affairs
Hundley, Theresa, B.S., M.S.	Dean of Enrollment Management

Faculty

Bartelli, Robert, A.A., B.B.A., M.B.A., M.S., Ed.S.	Economics/Business
Baty, Randee, B.S., M.S.	English
Beachner, Carly, A.A.S., B.S.N., M.S.N	Nursing
Beachner, Kim, B.S.N., M.S.N.	Nursing
Beeman, Haley, A.A.S, B.S., M.S.	Nursing
Bennett, Kathi, B.S.N., M.S.N.	Nursing
Brumback, Travis, B.S.T., M.S	Welding
Crowton, Kent, A.A.S	Welding
Elliott, Kenneth, Ph.D.	English
Ford, Lori, A.S., B.S.E., B.S., M.S.E.	Business Administrative Technology
Gouvion, Ralph, B.S., M.S.	Mathematics
Harding, Jennifer, A.A.S., B.S.	Respiratory Care
Huffman, Deanna, B.S, M.A.	Psychology
Kashka, Allie, B.S.	Mathematics
Kibler, Cathy, A.A.S., A.S., B.B.A., M.B.A.	Accounting/Business
Kimrey, Tammy, A.A., A.A.S., B.S.	Radiography/Sonography
Kipp, Melissa, A.A.S., B.S.T., M.A.	Graphic Design Technology
Lal, Archana, B.S., M.S., Ph.D.	Biology
Langat, Daudi, B.S., M.S., Ph.D.	Biology
Miller, Tim, B.A., M.A., Ph.D.	History/ Geography/Political Science/Religion/Philosophy
Moore, Ashley, A.A.S., B.S., M.S.	Radiography
Page, Julie, B.S.N., M.S.N.	Nursing
Perez, Robert, B.S., B.A., M.S.	Sociology/Social Work
Pommier, Alan, B.S., M.S.	Mathematics
Schaaf, Heidi, B.S., M.F.A.	Fine Arts
Seller Neises, Tonya, B.A., M.A.	Communication
Smith, Aaron, A.A.S., B.S.N., M.S.N.	Nursing
Smith, Cheryl, A.S., A.A.S., B.S.N., M.S.N.	Nursing
Stoneberger, Elizabeth, B.M., M.M., M.A.	English
Winters, Bryanna	Welding

Professional Staff

<i>Allen, Tyler, B.A.</i>	<i>Director of Admissions</i>
<i>Anderson, Kaylena, B.S.</i>	<i>Head Women's Basketball Coach</i>
<i>Baker, Angela, A.A.S., B.G.S.</i>	<i>Diagnostic Medical Sonography Clinical Coordinator</i>
<i>Baker, Hannah, A.S.</i>	<i>Accounts Payable Coordinator</i>
<i>Barger, Karen, B.S.</i>	<i>Assessment Coordinator/ESL, Literacy & Technology</i>
<i>Bohnenblust, Delyna, B.S.N., M.S.N., Ed.S., Ed.D.</i>	<i>Director of Nursing</i>
<i>Bolinger, April, B.S., M.S.</i>	<i>Director of Academic Advising</i>
<i>Bowen, Cade, B.S.</i>	<i>Assistant Baseball Coach</i>
<i>Brown, L. Gale, A.A.S., B.S., M.S., Ed.S.</i>	<i>Director of Radiography</i>
<i>Burzinski, Jody, A.A., B.S., M.A.</i>	<i>Director of Information Technology</i>
<i>Carter, Coleen, A.S., A.A.S., B.S.</i>	<i>Computer Support Technician</i>
<i>Clark, Brandi, A.A.S., B.S.</i>	<i>Diagnostic Medical Sonography Navigator</i>
<i>Cook, Haley, A.S., B.S., M.S.</i>	<i>Head Volleyball Coach</i>
<i>Coplon, Alex, B.S.</i>	<i>Head Baseball Coach</i>
<i>Dayton, Michelle, B.A.</i>	<i>Talent Search Educational Advisor</i>
<i>Decker, Regina, B.S., M.A.</i>	<i>Case Manager/Advisor</i>
<i>Dixon, Jaran</i>	<i>Assistant Women's Basketball Coach</i>
<i>Doherty, Kevin, CRT Elec. Tech.</i>	<i>Facilities Director</i>
<i>Duncan, Patrick, B.S., M.S.</i>	<i>Talent Search Educational Advisor</i>
<i>Eggers, Dana, A.A, B.S., M.S.</i>	<i>Training Coordinator</i>
<i>Flora, Heidi, A.A.S</i>	<i>Assistant to the President/Clerk of the Board</i>
<i>Forbes, Lindi, A.G.S., B.A.</i>	<i>Executive Director of Foundation & Alumni</i>
<i>Fugate, Megan, A.S, B.S.</i>	<i>Director of Financial Aid</i>
<i>Haley, Brittany, B.A., M.S.Ed.</i>	<i>Athletic Trainer</i>
<i>Hall, Harrison</i>	<i>Student Life Specialist</i>
<i>Harper, Ross, A.A.S., B.S.</i>	<i>Workforce Education & Career Training Director</i>
<i>Hinson, Jason, A.S., B.S., M.S.</i>	<i>Head Men's Basketball Coach</i>
<i>Holmes, Lauren, B.S</i>	<i>Student Support Services Academic Coordinator</i>
<i>Howerter, Laura, B.S.</i>	<i>Workforce Allied Health Coordinator</i>
<i>Howard, Roxie, A.A.S</i>	<i>Graphic Services Specialist</i>
<i>Johnston, Aja, A.A.S</i>	<i>Digital Media and Public Relations Specialist</i>
<i>Keal, Aaron, B.S., M.S.</i>	<i>Athletic Director</i>
<i>Kirkpatrick, Kelly, B.S., M.S.</i>	<i>Director of SSS Student Success Center</i>
<i>Kotzman, Tiffany, RRT-NPS</i>	<i>Simulation & Skills Coordinator & Instructor of Respiratory Care</i>
<i>Letterman, Jessica, A.S., A.A.S., B.S., M.S.</i>	<i>Payroll/Benefits Coordinator</i>
<i>Martinez, Darcie, B.S.</i>	<i>Concurrent/Dual Credit Coordinator</i>
<i>McCall-Tyler, Brandi, A.A., B.S.</i>	<i>Financial Aid Counselor</i>
<i>Midgett, Kandi, B.S.E.D</i>	<i>Assistant Volleyball Coach</i>
<i>Miller, Audrey, A.S, B.S.</i>	<i>Assistant Softball Coach</i>
<i>Moon, Tracie, A.S.</i>	<i>Database Administrator</i>
<i>Nickell, Sara, B.S.</i>	<i>Financial Aid Specialist</i>
<i>Nutt, Cody, A.A.S.</i>	<i>Network Administrator</i>
<i>Pearce, Teri, A.A.</i>	<i>Accounts Receivable Specialist</i>
<i>Phillips, Ryan, A.A., A.S., B.S.</i>	<i>Head Softball Coach</i>
<i>Rabig, Anthony J., B.A., M.L.S.</i>	<i>Information Technology</i>
<i>Reese, Janice, A.A., B.S.</i>	<i>Director of Public Relations</i>
<i>Savage, Ashley, B.A.</i>	<i>Academic Advisor</i>
<i>Shaw, Shelly, B.S., M.S.</i>	<i>Student Support Services Academic Advisor</i>
<i>Shepard, Lauren, A.A.S.</i>	<i>Student Support Services Academic Advisor</i>
<i>Stolte, Susan, A.A., A.A.S., B.S.</i>	<i>Director of Respiratory Care</i>
<i>Stover, Jeremy, B.S.</i>	<i>Academic Advisor</i>
<i>Vediz, Brian, A.A.S., Cert. Diag. Img.</i>	<i>Director of Diagnostic Medical Sonography</i>
<i>Vesta, Jeff, A.A., B.S., M.S.</i>	<i>Head Wrestling Coach</i>
<i>Vogel, Brady, A.A., B.A.</i>	<i>Assistant Wrestling Coach</i>
<i>Voliva, Jeremiah, A.S.</i>	<i>Admissions Recruiter</i>
<i>Walker, Haley, A.S., B.S.</i>	<i>Director of Human Resources</i>
<i>Zollars, Scotty, A.A.S., B.A., M.L.S.</i>	<i>Director of Library Services</i>

Educational Support Staff

<i>Beasley, Robert</i>	<i>Evening Custodian</i>
<i>Bode, Hillary, A.S.</i>	<i>Library Aide</i>
<i>Brungardt, Tom, B.S., M.S.</i>	<i>Evening Custodian</i>
<i>Clark, Glee</i>	<i>Finance and Operations Assistant</i>
<i>Coomes, Phylis, A.S.</i>	<i>Library Assistant</i>
<i>Doherty, Margaret</i>	<i>Athletic Assistant</i>
<i>Downey, Joe</i>	<i>Evening Custodian</i>
<i>Drummond, Lindsey, A.A.S.</i>	<i>Academic Affairs Assistant</i>
<i>Dyson, Cynthia, A.A.</i>	<i>Assistant Registrar</i>
<i>Evans, Gaye, A.A.S.</i>	<i>Foundation and Alumni Assistant</i>
<i>Evans, Tonya, A.A.S.</i>	<i>Bookstore Assistant/Switchboard Operator</i>
<i>Giefer, Pam, A.A.S.</i>	<i>Enrollment Management Assistant</i>
<i>Green, Calvert</i>	<i>Evening Custodian</i>
<i>Harris, Robert</i>	<i>Evening Custodian Supervisor</i>
<i>Hyten, Cathy, A.A.S.</i>	<i>Student Support Services Assistant</i>
<i>Jones, Kenneth</i>	<i>Cherokee Center Custodian/Maintenance</i>
<i>Kitterman, Elizabeth, A.A.S.</i>	<i>Admissions Assistant</i>
<i>Leistikow, Becky</i>	<i>Food Service Worker</i>
<i>Schneickert, Ingrid, A.A., A.A.S.</i>	<i>Talent Search Assistant</i>
<i>Shepard, Taylor</i>	<i>Maintenance</i>
<i>Simpson, Sherry, A.A.S.</i>	<i>Nursing Program Assistant</i>
<i>Smith, Christopher</i>	<i>Grounds Supervisor</i>
<i>Smith, Chuck</i>	<i>Evening Custodian</i>
<i>Spinks, Connie, B.S., M.S.</i>	<i>Instructional Assistant</i>
<i>Thompson, Patricia</i>	<i>Evening Custodian</i>
<i>Valdez, Art</i>	<i>Evening Custodian</i>
<i>Weaver, Lori, A.A.S., L RT (R), DMS</i>	<i>Health Science Programs Assistant</i>
<i>Yockey, Trudy</i>	<i>Food Service Supervisor</i>

