

**LABETTE COMMUNITY COLLEGE
BOARD OF TRUSTEES**

November 9, 2017

5:30 p.m.

Conference Room

Review Copy

EXHIBIT 1

Labette Community College
Board of Trustees Meeting Agenda
Thursday, November 9, 2017
5:30 p.m.
Conference Room #1, Student Union Building

- I. Adoption of Agenda (Exhibit 1)
- II. Approval of October 12th, 2017, Regular Meeting Minutes (Exhibit 2)
- III. Reports and/or Board Discussion
 - 1. Faculty Senate Report
 - 2. Student Government Association Report
 - 3. Administrative Reports
 - a. Comparison of Expenditures to Budget
 - 4. President's Report
- IV. Old Business (Action, Report, or Discussion)
 - A. Weatherproofing Main Building (Agenda Item IV.A.)
- V. New Business (Action, Report, or Discussion)
 - A. Radiography Bid Specs (Agenda V.A.)
(Exhibit 3)
 - B. Program Review: Accounting/Business Administration ... (Agenda Item V.B.)
(Exhibit 4)
 - C. Faculty Contract Ratification (Agenda Item V.C.)
(Exhibit 5)
 - D. Policy Review (Agenda Item V.D.)
(Exhibit 6)
 - E. Course Approval..... (Agenda Item V.E.)
(Exhibit 7)
 - F. Approval of Bills (Agenda Item V.F.)
(Exhibit 8)
- VI. Public Comment
The Board of Trustees agenda shall contain one opportunity for public comment. This structure has been designed to provide the public with an opportunity to comment on any topic. The Chair of the Board explains the Board's approach to the public comment with the following statement: **"At this time we invite anyone in the audience to speak to the Board about any item or concern that pertains to the college. By policy, at this time the Board will not take any action on any item or concern, but we will be happy to take it under advisement for possible future action."** The Board also retains the right to set time limits on public comment.

EXHIBIT 1

In the event that a large number of citizens are present and wish to speak in favor or in opposition to an issue before the Board, the Board reserves the right to poll the number of citizens in favor of and in opposition to the issue at hand as well as to limit the number of spokespersons representing opposing viewpoints. The Board also retains the right to set time limits as deemed appropriate.

- VII. Next Regular Board Meeting: Thursday, December 14, 2017, 5:30 p.m. and Tentative Agenda Items
- VIII. Adjournment

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
October 12, 2017

The Board of Trustees met at 5:30 p.m. on Thursday, October 12, 2017 in the Conference Room, Student Success Center Building.

Members Present

Mr. Carl Hoskins
Mr. Montie Taylor
Mrs. Sophia Zetmeir
Mr. David Winchell
Mr. Pat McReynolds

Trustees Absent

Mr. Mike Howerter

Others Present

Dr. Mark Watkins
Leanna Doherty
Joe Burke
Tammy Fuentez
Kathy Johnston
Kevin Doherty
Bethany Kendrick
Lindi Forbes
Terri Leroy
Stephanie Bush

Janice Every
Theresa Hundley
Rod Landrum
Dee Bohnenblust
Colleen Williamson
Rick Carpenter
Ben McKenzie
Matt Gatewood
Tina Smith
Mr. Dixon

Megan Fugate recorded the minutes.

Adoption of Agenda (ACTION ITEM)

Chair Hoskins asked for changes or additions to the revised agenda. President Watkins had no changes. Mrs. Zetmeir moved to approve the revised agenda as presented. Mr. Taylor seconded and motion carried 5-0.

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair Hoskins asked for corrections or additions to the September 14, 2017 regular meeting minutes, Mr. Winchell moved to approve the minutes as presented. Mrs. Zetmeir seconded and motion carried 5-0.

Reports and/or Board Discussion

Faculty Senate Report

No report

SGA Report

Stephanie Bush, SGA, gave a short report,

Administrative Report

Comparison of expenditures to the budget – Leanna Doherty had placed the September financial report at the table. At the end of September we were 25% through the year. The general fund was 24% expended

and the technical education/vocational fund was 25% expended. She invited questions from the Trustees and welcomed phone calls at a later date.

Vice-President Doherty reported that the auditor were here last week. They will present their findings to the Board at the December meeting.

President's Report

Dr. Watkins gave a short report.

Pat McReynolds presented the Board of Trustees with the 1st PTK Board of Trustees Hallmark Award that was received at the annual Association of Community College Trustees meeting.

Old Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

Weatherproofing Main Building

Matt Gatewood, Tremco and Tina Smith, Greenbush were in attendance to answer questions. Mr. Winchell moved to request quotes from Tremco and Greenbush for the tuckpoint and weatherproofing of the Main Building. Mr. McReynolds seconded and motion carried. 5-0.

New Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

Report of Student Learning

Joe Burke reviewed the 2017 Report of Student Learning. Mr. Taylor moved to accept the report. Mrs. Zetmeir seconded and motion carried 5-0.

Human Services Degree/Course Approval

Mr. McReynolds moved to approve the following:

Social and Human Services Assistant Program

- Associate of Applied Science Degree

Courses

- Human Services Orientation, 3 credit hours
- Human Services Ethics, 3 credit hours
- Case Management in Human Services, 3 credit hours
- Interviewing and Intervention Skills, 3 credit hours
- Field Experience in Human Services I, 3 credit hours
- Community Resources & Issues in Human Services, 3 credit hours
- Social and Cultural Diversity and Inequality, 3 credit hours
- Intervention Models/Theories, 3 credit hours
- Assessment and Treatment Planning, 3 credit hours
- Human Services Administration, 3 credit hours
- Field Experience in Human Services II, 4 credit hours

Mr. Taylor seconded and motion carried 5-0.

Mr. Taylor moved to approve the following:

- Principles of Phlebotomy, 4 credit hours
- Phlebotomy Clinical Practicum, 2 credit hours

Mrs. Zetmeir seconded and motion carried 5-0.

Mr. Winchell moved to approve the following:

- Zumba, 1 credit hour
- Kickboxing, 1 credit hour
- Yoga, 1 credit hour
- Crossfit Training, 1 credit hour
- Watercolor Painting, 1 credit hour
- Jewelry Making, 1 credit hour
- Knitting & Crocheting, 1 credit hour

Mr. McReynolds seconded and motion carried 5-0.

Policy Approval

Mr. McReynolds moved to approve Policy 2.01 Non-Discrimination. Mr. Taylor seconded and motion carried 5-0.

Mr. McReynolds moved to approve 4.01 Enrollment Eligibility. Mr. Taylor seconded and motion carried 5-0.

Mrs. Zetmeir moved to take Policy 7.05 Administrator and Professional Staff Agreement off the table for discussion. Mr. McReynolds seconded and motion carried 5-0.

Mr. McReynolds moved to approve Policy 7.05 Administrator and Professional Staff Agreement. Mrs. Zetmeir seconded, after a lengthy discussion, motion failed by a vote of 3-2. Mr. Taylor and Mr. Winchell voted against the motion.

Approval of Bills

Mr. McReynolds moved to approve the Claims Register. Mr. Taylor seconded and motion carried 5-0.

Faculty Contract Ratification

Mrs. Zetmeir moved to approve the faculty contract for Miranda Plumlee, Nurse Educator to begin on October 23, 2017 at QV Column, Step 7, \$38,560. Mr. Taylor seconded and motion carried 5-0.

Public Comment

Bethany Kendrick reminded everyone about the Cardinal Villas Ribbon Cutting Ceremony on Monday, October 16th at 11am.

Dr. Dee Bohnenblust wanted to invite the Board of Trustees to the public meeting for the Kansas State Board of Nursing Site visit on Thursday, November 9, 2017 at 2pm in the Zetmeir Health Science Building Room Z230.

Mr. Taylor thanked Dr. Watkins and the LCC wrestlers for their help at the Sunbelt Rodeo.

Dave Winchell commented on the great art exhibit in Hendershot Gallery.

Ben McKenzie invited everyone to attend the 2017 Alumni Weekend Hall of Fame. The Alumni Dual will be at 7pm.

Executive Session

Executive Session to have preliminary discussions about the acquisition of real property.

Mrs. Zetmeir moved to recess into executive session at 7:05pm (time) for 5 minutes to have preliminary discussions about the acquisition of real property. Inviting in Dr. Mark Watkins, Leanna Doherty, and Tammy Fuentez.

The Board will return to open meeting at 7:10pm in this room. Mr. McReynolds seconded and motion carried 5-0.

The executive session is required to protect the public interest in obtaining the property at a fair price.

Reconvened into open session at 7:10pm.

Mr. McReynolds moved to approve the purchase of the property at 1306 Main Street at a price of \$190,000 made possible by a generous anonymous donation to the LCC Foundation. Mr. Taylor seconded and motion carried 5-0.

Next Board Meeting: Date, Place, Time, and Tentative Agenda Items

Chair Hoskins reminded everyone of the next regular meeting of the Board of Trustees scheduled for November 9, 2017 at 5:30 p.m., Conference Room, Student Success Center Building.

Adjournment

Mr. Winchell moved to adjourn the meeting at 7:15pm. Mr. Taylor seconded and motion carried 5-0.

Megan Fugate, Clerk of the Board

Agenda Item #: IV.A.
Date: November 10, 2017

SUBJECT

Weatherproofing Main Building

REASON FOR CONSIDERATION BY THE BOARD

College policy states that the Board of Trustees' approval is normally required for items costing in excess of \$19,999.

BACKGROUND

The Main Building especially the North side is in need of weatherproofing. A representative from Tremco presented information at the October meeting. More exact cost information will be presented at the November meeting.

PRESIDENT'S RECOMMENDATION

That the Board of Trustees review the options presented at the meeting.

(agnbudget07-08adopt)

Agenda Item #: V.A.
Date: November 9, 2017

SUBJECT

Radiography Bid Specs

REASON FOR CONSIDERATION BY THE BOARD

College policy states that the Board of Trustees' approval is normally required for items costing in excess of \$19,999.

BACKGROUND

Through a Perkins Reserve we are able to purchase a new x-ray machine for our Radiography program. Our students will benefit from having the latest technology in the new facility.

PRESIDENT'S RECOMMENDATION

That the Board of Trustees approve the request to obtain bids for the purchase of the equipment and supplies in the attached bid specifications.

(agnPropCasInsBidSpecs)

The Board of Trustees of Labette Community College will accept quotations for a ***Wireless Flat Panel Detector System***. It is imperative that the wireless system is able to be retrofitted to our existing energized imaging equipment and Tigerview viewing system to convert our radiography laboratory to a wireless flat panel detector system in accordance with the attached specifications.

1. Bids shall be in a clear and understandable form.
2. All bids shall be assumed to meet the specifications outlined on the attached sheet. Any changes shall be clearly noted on the bid proposal.

All quotations should be submitted to the Business Office, 200 South 14th Street, Parsons, KS 67357, no later than 2:00 PM on November 30, 2017. Bids will be opened at 2:00 PM on November 30, 2017 in the Business Office for action at the December 14, 2017 Board meeting at 5:30 PM in the Student Success Center Conference Room. All quotations should be clearly marked "Bid – Do Not Open".

The Board of Trustees reserves the right to reject any or all quotations.

If there are questions concerning the bid document or procedures, please contact Leanna Doherty, Vice President of Finance and Operations at 620-421-6700 ext. 1231.

Equipment Specifications:

Tiger DR – CW Medical: DR Cassette-sized Wireless Cesium Iodide (CsI) Detector Low Dose: 14" x 17"

14" x 17"

Sensor:

Scintillator: Direct Deposit CsI: T1

Active Area: 433.7 mm X 354.8 mm

Pixel Array: 2816 X 2340

Pixel Pitch: 154 µm

Additional Battery for the Panel with a charging cradle.

Image Quality:

Limiting Resolution: 3.25 lp/mm

MTF: 433.7 mm X 354.8 mm

Pixel Array: 2816 X 2340

Pixel Pitch: 154 µm

DQE: high efficiency

Response Non-linearity: <±0.5%

Dynamic Range: 82 dB

A/D Conversion 16 bits

Communication Interface

Gigabit Ethernet 2.4/5 GHz, 300 mbps

Image Acquisition Time: 4-5 sec

Exposure Control: Manual Sync

Cloud PACS System (Tigerview 8 Acquisition Software): no less than 1 year Cloud Service

(Must contain 25 concurrent licenses for our laboratory)

with no less than a 24" viewing monitor

Warranty will be 5 year warranty on Parts and Labor.

All equipment/ accessories will receive stated manufacturer's warranty.

On-site system equipment applications are provided at no-charge.

Please include information on the Service Agreements that are available.

All equipment is quoted installed, including freight and applicable taxes.

Equipment Suppliers

Merry X-ray
212 S. Hydraulic
Suite 200
Wichita, KS
67211

Phone 316-267-7844
Fax – 316-267-1345

Merry X-ray
9825 Lackman Rd
Lenexa, KS
66219

Phone 913-599-4900
Fax 913-599-0172

Wilson X-ray
3345-3 South Scenie Ave
Springfield, MO
65807

Phone 417-883-5402
Fax 417-883-5456
Email: www.wilsonxrayco.com

Siemens Medical Solutions, USA
40 Liberty Boulevard
Malvern, PA
19355

Phone 1-888-826-9702
Fax 866-248-9610
Email: www.usa.healthcare.siemens.com

Agenda Item #:V.B.
Date: November 9, 2017

SUBJECT

Program Review: Accounting/Business Administration

REASON FOR CONSIDERATION BY THE BOARD

Part of the Board's responsibility is to maintain oversight on the quality of the academic and administrative programs and services. This has been an on-going feature of our regular Board meetings.

BACKGROUND

The purpose of program review is to assess the quality of our academic offerings as well as to assess program strengths and weaknesses. The program review report format will more accurately reflect the mission of the college, to "provide quality learning opportunities in a supportive environment," at a reduced cost, thus increasing our efficiency.

PRESIDENT'S RECOMMENDATION

That the Board of Trustees approve the Program Review: Accounting/Business Administration as presented.

Revised 10/25/2017

COVER SHEET
ACADEMIC PROGRAM REVIEW
SELF STUDY AND SUMMARY REPORT

Academic Program/Discipline: ACCT/BUAD/ECON

Report Prepared by: Program/Discipline Committee

Robert Bartelli 30 OCT 2017

Robert Bartelli

Lead Faculty

Signature

Date Completed

Cathy D. Kibler 10/30/17

Cathy Kibler

Lead Faculty

Signature

Date Completed

Based on the information presented in this program review, the committee recommends this approved Program Review report to President's Council.

Committee Members

Signatures

Date

Vice President of Student Affairs or Designate

Tammy Fuentez 10-30-17

Tammy Fuentez

Vice President of Finance and Operations or Designate

Teri Pearce 10-30-17

Teri Pearce

Director of Public Relations or Designate

Kimberly Dowling 10-30-17

Kimberly Dowling

Director of Information Technology or Designate

Jody Burzinski 10-30-17

Jody Burzinski

Dean of Instruction

Rick Carpenter 10-30-17

Rick Carpenter

Educational Support Staff

Teri Pearce
Teri Pearce

Faculty

Lori Ford 10-31-17
Lori Ford

Vice President of Academic Affairs

Joe Burke
Joe Burke

Based on the information presented in this program review, the President's Council recommends this approved program to the President.

President's Council Designate

Date

Megan Fugate 10-30-17
Megan Fugate

Based on the information presented in this program review, the President recommends this approved program to the Board of Trustees.

President

Date

Mark Watkins 10.30.17
Mark Watkins

Executive Summary

Labette Community College offers an Associate of Science degree with a major in Accounting or Business Administration. This review encompasses Accounting, Business Administration and Economics course offerings for the period of Fiscal Year 2013 to 2017 (Summer 2017 is excluded).

Table of Contents

ACADEMIC PROGRAM/DISCIPLINE REVIEW

LABETTE COMMUNITY COLLEGE

Introduction to Program

The Associate of Science in Accounting or Business Administration is designed for transfer to a four-year institution. The program is the appropriate first step toward the study of accounting, management, marketing, finance and other business concentrations at a four-year institution. The degree can also prepare a student for immediate work in the field.

Since the last program review, Business Law I and Business Law II were removed as requirements of the program. These courses did not transfer to four-year institutions. Ethics and Computer Information Systems have been added as General Education Requirements. Ethics has been aligned for seamless transfer to universities that offer the same course and Computer Information Systems transfers to Pittsburg State, where it is a requirement for Business majors.

A. Program Relation to College Mission, Core Values, and Strategic Plan

The LCC Accounting/Business Administration Department seeks to provide quality learning opportunities to LCC students by providing qualified instructors with appropriate degrees to teach courses within the program. Program faculty utilize various methods of instruction (online courses, incorporating computer technology, projects, discussion, etc.) to prepare LCC students for transfer and the workplace.

The LCC Accounting/Business Administration Department is dedicated to the goal of strengthening student business knowledge and abilities. The purpose of discipline courses is to provide students with the knowledge and tools to apply financial accounting concepts, understand legal and ethical concepts, to evaluate information for business decisions, and communicate effectively.

LCC's curriculum is designed for transfer to four-year programs in various business fields at regent's universities in Kansas.

The college's mission, core values and strategic plan are found on its website, www.labette.edu.

B. Program Recognition/Accreditation

N/A

C. Program/Discipline Demand/Need

LCC's curriculum supports transfer to four-year institutions. The following concentration courses have been aligned through the Kansas Core Outcomes Group project for transfer to any Kansas public postsecondary institution offering an equivalent course: Introduction to Business, Macroeconomics, Microeconomics, and Elementary Statistics. Personal Finance, a general education course offered through the Business Department, is also an aligned class. Financial Accounting and Managerial Accounting were both aligned at the October 2017 KCOG meeting and are pending approval.

After transfer to a four-year institution, a student has choices of several majors within the business discipline such as accounting, management, marketing and finance. This results in a wide variety of career paths. Some examples of these career paths are detailed below:

Accountants and Auditors: Overall employment is expected to grow 11% over the 2014 to 2024 time frame. Median annual earnings were \$68,150 in 2016.

Construction Managers: Employment growth 5%, \$89,300 median earnings.

Financial Analysts: Employment growth 12%, \$81,760 median earnings.

Loan Officers: Employment growth 8%, \$63,650 median earnings.

Management Analysts: Employment growth 14%, \$81,330 median earnings.

Marketing Research Analysts: Employment growth 19%, \$62,560 median earnings.

Human Resources Managers: Employment growth 9%, \$106,910 median earnings.

(source: Bureau of Labor Statistics, Occupational Outlook Handbook <https://www.bls.gov/ooh/>)

D. Summary Statement of Faculty Qualifications (data found in appendix)

Instructors in the department are required to have a Master's Degree with at least 18 hours of graduate work in the subject or related field. The two full-time faculty members meet or exceed that requirement. Instruction has been supported by adjunct faculty – see Appendix B.

E. Faculty Recognition

Robert Bartelli: Distinguished Faculty Award (2013)

Cathy Kibler: Advisor of the Year (2012-2013)
Elaine Guy Award of Distinction for Advising (2015-2016)

F. How does the Discipline use Professional Development?

Professional development funds are used for conferences, professional associations and scholarly journal subscriptions.

G. Student Enrollment

1. Number of students admitted to the program/declared majors and program completers and transfer/licensure rates.

Newly declared majors, by year

Major	2013	2014	2015	2016	2017*	Total
Accounting	7	17	15	9	5	53
Business Administration	42	53	31	40	16	182

* 2017 does not include the summer session.

Many students declare their major and enroll over the summer, which explains some of the decrease in the 2017 column.

Completers by Year

Major	2013	2014	2015	2016	2017	Total
Accounting	7	7	4	11	4	33
Business Administration	17	15	12	16	8	68

2. What recruiting and retention strategies are used by the program/discipline?

The Accounting and Business Department promotes awareness of the program through LCC's recruiting staff, the college website and program flyers/pamphlets. LCC is the only community college in Southeast Kansas that has a chapter of Phi Beta Lambda, the largest student business career organization in the world. PBL

activities promote awareness of the business program at LCC and also provide a linkage from FBLA, the high school equivalent organization.

3a. Total number of students by course per year.

Total Number of Students by Course by Year

Course Code	Course Title	2013	2014	2015	2016	2017*	Total
ACCT 112	Financial Accounting	67	64	59	64	70	324
ACCT 114	Managerial Accounting	49	38	30	49	31	197
ACCT 121	Computer Accounting	17	8	9	14	17	65
BUAD 101	Intro to Business	133	117	103	122	102	577
BUAD 104	Business Law I	52	41	41	41	14	189
BUAD 105	Business Law II	37	27	26	31	9	130
BUAD 110	Business Communications	78	70	44	59	46	297
BUAD 205	Personal Finance					5	5
ECON 101	Issues in Today's Economy	93	96	90	86	54	419
ECON 203	Macroeconomics	63	52	47	44	39	245
ECON 204	Microeconomics	53	50	42	61	40	246
Totals		642	563	491	571	427	2694

* 2017 does not include the summer session.

3b. Mean class size of courses per year.

Mean Class Size

Course Code	Course Title	2013	2014	2015	2016	2017*
ACCT 112	Financial Accounting	16	16	14	10	17
ACCT 114	Managerial Accounting	12	10	8	12	8
ACCT 121	Computer Accounting	5	4	4	7	8
BUAD 101	Intro to Business	19	16	14	12	12
BUAD 104	Business Law I	17	10	14	21	7
BUAD 105	Business Law II	12	9	9	15	4
BUAD 110	Business Communications	15	14	9	15	15
BUAD 205	Personal Finance					5
ECON 101	Issues in Today's Economy	15	10	18	12	13
ECON 203	Macroeconomics	15	13	11	14	10
ECON 204	Microeconomics	13	12	14	15	13

* 2017 does not include the summer session.

4. Total number of program students sorted by main campus, concurrent, online, and Cherokee per year.

Students by Location

Location	2013	2014	2015	2016	2017*	Total	Percent
Main	242	194	170	168	189	963	36%
Online	385	348	318	397	226	1674	62%
Cherokee/Columbus	15	21	8	6	7	57	2%
Total	642	563	496	571	422	2694	

* 2017 does not include the summer session.

5. Number of courses and percentage of courses taught by full-time and adjunct instructors in the discipline. (Five year total)

Number of Courses Taught by Full Time and Part Time Instructors

Instructor Status	2013	2014	2015	2016	2017*	Total	Percent
Full Time	29	29	28	33	30	149	69%
Part Time	17	16	13	12	8	66	31%
	46	45	41	45	38	215	

* 2017 does not include the summer session.

H. Program Assessment

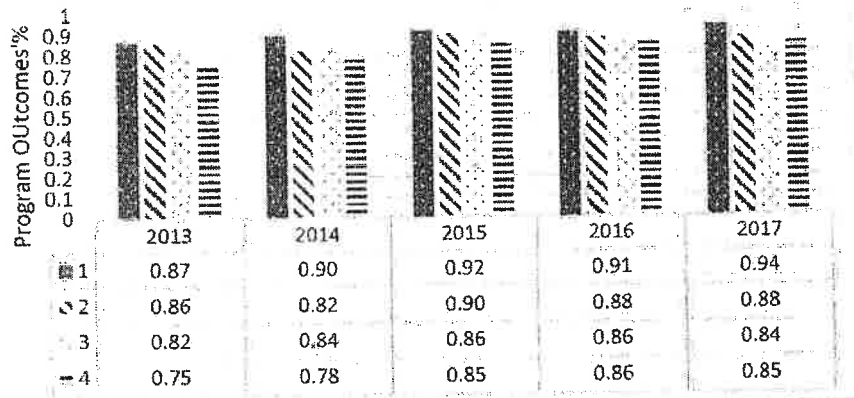
What are the Program Outcomes Results?

Program data is based on course outcomes results. Refer to Appendix A for program courses.

Accounting Program Outcomes are as follows:

1. Apply Financial Accounting concepts
2. Understand legal and ethical concepts related to operating a business
3. Evaluate information to make effective business decisions
4. Demonstrate effective computer skills

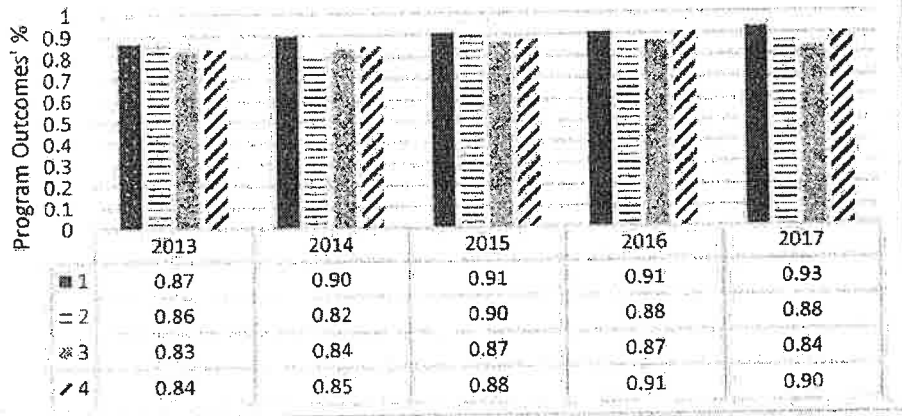
Accounting Program Outcomes %, 2013-2017



Business Administration Program Outcomes are as follows:

- 1 Apply Financial Accounting concepts
- 2 Understand legal and ethical concepts related to operating a business
- 3 Evaluate information to make effective business decisions
- 4 Demonstrate effective business communication skills

BUAD Program Outcomes %, 2013-2017



Accounting and Business program outcome data indicate high levels of student success for the last five years.

I. Budget for Program/Discipline

Year	Supplies Budget	Professional Development
2013	\$200	\$1,200
2014	\$200	\$1,200
2015	\$200	\$1,200
2016	\$200	\$1,200
2017	\$200	\$1,200

J. Learning Resources

Are the learning resources adequate for the program/discipline teaching needs? Please provide comments.

The physical facilities available are adequate for the program's teaching needs.

Information technology is utilized as a method of content delivery and assessment. Online courses are offered through the Red Zone. Examples of computer based information includes EXCEL spreadsheet software, PowerPoint, QuickBooks, the internet including websites such as CareerBuilder, IRS, Educational Portal Academy, and publisher's software.

The Library carries a wide selection of business magazines for the students to use for research. The hours of operation are adequate for students to have the necessary access to these resources.

The Student Success Center provides tutoring for students who need help. Students needing tutors generally have been able to get that help.

K. Partnerships

To what extent has the program/discipline developed external partnerships?

A full-time instructor for this area serves on the LCHS Business Department Advisory Board. She also serves as a judge for the FBLA District Conference held annually.

Articulation agreements are in place for the following institutions: Friends University, Grantham University, Kansas State University, University of Kansas, Emporia State University, Pittsburg State University and Wichita State University.

Review of Previous Action Plan

Weaknesses/ Opportunities/ Challenges	Program Outcome/Objective	Results
The withdrawal rate is considered a weakness	Encourage/advise students who have no accounting background to complete an introductory accounting course, OTEC113: Business Accounting.	Not completed: OTEC 113 was not a financial aid eligible class for Business and Accounting majors.
Most of our courses transfer to four year colleges, except for KU	Improve articulation to KBOR universities.	In progress: Four ACCT/BUAD/ECON classes are aligned for transfer, two are in progress as of October 2017 and another is slated for 2018.
High schools in our service area do not offer Accounting so students do not have an Accounting background.	Encourage/advise students who have no accounting background to complete an introductory accounting course, OTEC113: Business Accounting.	Not completed: OTEC 113 was not a financial aid eligible class for Business and Accounting majors.
The Associate of Applied Science degree needs developed for students who plan to enter the workforce upon completion of their Associate's degree.	Work with Financial Services faculty to jointly develop an Associate of Applied Science degree in Business.	Completed: After research and investigation, it was determined a new degree program would not be a viable option.

SUMMARY REPORT: Strengths, Weaknesses, Opportunities, Challenges

ACADEMIC PROGRAM REVIEW

Date: October 2017

Academic Program/Discipline: ACCT/BUAD/ECON

REVIEW COMMITTEE IDENTIFIED STRENGTHS

Discuss the major strengths of the academic program/discipline.

A large percentage (69%) of classes taught by full-time faculty.

Students who graduate with an AS in Accounting or Business Administration can transfer to a four-year institution to complete a Bachelor degree(s).

LCC has the only chapter of Phi Beta Lambda in Southeast Kansas. High school students can join Future Business Leaders of America; Phi Beta Lambda is the post-secondary equivalent and many students may be interested in continuing with the organization.

The Kansas Core Outcomes Group (KCOG) has aligned four ACCT/BUAD/ECON courses offered by LCC for seamless transfer, two additional classes are currently in process as of October 2017, and Business Communications is tentatively slated for alignment in 2018.

**SUMMARY REPORT
ACADEMIC PROGRAM REVIEW**

Date: October 2017

Academic Program/Discipline: ACCT/BUAD/ECON

**REVIEW COMMITTEE IDENTIFIED
WEAKNESSES/OPPORTUNITIES/CHALLENGES**

Discuss the major weaknesses, opportunities, or challenges of the academic program/discipline.

Online Preparedness: A large percentage of students (62%) take courses online and some students are unprepared for the rigors of online learning.

Additional Course Sections: There is the potential of offering more discipline courses at the Cherokee Center.

Computer Accounting: This course utilizes the software program Quickbooks. There may be currently employed people in the community who would benefit from this course as part of upgrading their skills in the workplace.

Personal Finance: This is an aligned course, which has been added as an elective to the Liberal Studies program. Many high schools are starting to require the course, which opens opportunities for concurrent enrollment.

Program Action Plan

Date: October 2017

Weaknesses/ Opportunities/ Challenges	Program Outcome/ Objective	Estimated Cost/ Department Budget	Operational Plan Year of Implementation, Associated Core Value and Outcome, and/or Completion or Proposed Administrative Action	Person Responsible DOI/Advisory Committee
Online Preparedness	Core Value: 1B	\$0	Review program course launch pages for information to communicate to students about the time requirements	Program faculty
Additional Course Sections	Core Value: 2E	Instructor salary	Offer courses at Cherokee Center	DOI
Computer Accounting	Core Value: 2C	Public relations budget	Advertise the course, emphasizing that it teaches Quickbooks skills	Public relations, program faculty
Personal Finance	Core Value: 2E	Instructor salary	Work with the concurrent coordinator to investigate the need at the high schools	Concurrent coordinator, program faculty

Appendix A: List of Courses

ACCT 112 Financial Accounting
ACCT 114 Managerial Accounting
ACCT 121 Computer Accounting
BUAD 101 Introduction to Business
BUAD 104 Business Law I
BUAD 105 Business Law II
BUAD 110 Business Communications
BUAD 205 Personal Finance
ECON 101 Issues in Today's Economy
ECON 203 Macroeconomics
ECON 204 Microeconomics

Appendix B: Faculty in Program Qualifications

1. Cathy Kibler, AS, BBA, MBA, Full-time
2. Robert Bartelli, AA, BBA, MBA, MS, EdS, Full-time
3. Janice Every
4. Tracy Holzem
5. Ronda Ison
6. Amanda Schmeltzer
7. Hannah McClelland
8. Kelley Manley
9. Marita Meech
10. Jared Turnbull

SUBJECT

Ratification of Faculty Contract

REASON FOR CONSIDERATION BY THE BOARD

Kansas Statutes require Board of Trustees' approval of selected employment contracts.

BACKGROUND

Ms. Kathi Bennett has accepted the Nurse Educator position. See exhibit 6.

PRESIDENT'S RECOMMENDATION

The Board of Trustees approve a Faculty Contract for Kathleen Bennett, Nurse Educator. The contract begins on November 1, 2017 at QV Column, Step 28, \$52,840.

BIOGRAPHY

Kathleen (Kathi) Bennett, R.N.

Kathi Bennett has accepted the LCC Nursing Educator position. She graduated from Pittsburg State University with a Bachelor of Science in Nursing degree. Kathi comes to LCC from Via Christi, Pittsburg, where she was a RN-perioperative. She also worked for Via Christi in obstetrics prior to the day surgery position and as a staff nurse at the PSU Student Health Center.

Kathi will begin work on November 1.

POSITION DESCRIPTION

INSTRUCTOR (FULL-TIME)

Reports to: Dean of Instruction/Career Technical Director/Program Director

Organizational Unit: Faculty - Exempt

Salary Range: Per Master Agreement

Revision Date: June 2017

See also addendum - Program/Department specific

I. Basic Purpose of Position

Instructors' responsibilities encompass all courses assigned, committees assigned, or other activities required or agreed upon between faculty members and administration as specified in the LCC Master Agreement and LCC Policy/Procedures Manual. Instructors must demonstrate computer literacy in appropriate computer software and be able to demonstrate fluency in written and oral communications.

II. Essential Job Functions

- A. Ability to demonstrate knowledge of and commitment to effective teaching strategies, including active learning and methods to enhance student success at community colleges
- B. Ability to conduct all class sessions in a professional manner and exhibits good judgment and professional behavior
- C. Ability to develop and carry out testing/assessment plans in all courses taught that meets the criteria set forth by the Curriculum and Instruction Committee and the Outcomes Assessment Committee
- D. Ability to be available to advise students according to College policy
- E. Ability to maintain accurate records and reports and submit them in a timely manner to the appropriate person
- F. Ability to provide students with opportunities for community service and volunteerism as appropriate
- G. Ability to promote the general welfare of students and the college
- H. Ability to actively support the service area communities through service learning activities and projects as appropriate
- I. Ability to follow the master course syllabus and coordinate course outlines and book selections in accordance with established deadlines when faculty members teach different sections of the same course
- J. Ability to develop new courses as required by the administration
- K. Ability to develop and provide online instruction in discipline area as needed
- L. Ability to take the LCC Online Teaching course during the first year of teaching if appropriate
- M. Ability to maintain a professional attitude and conduct toward teaching and professional relationships
- N. Ability to actively support the philosophy of shared governance
- O. Ability to provide ongoing communication and professional development opportunities to adjunct and concurrent faculty (particularly at in-service breakout sessions) in such areas as pedagogy, instructional design, course management, instructional delivery, skill improvement, curricular reform initiatives and assessment strategies

- P. Ability to provide concurrent instructors with necessary materials to assess their students according to the Kansas Board of Regents (KBOR) Concurrent Enrollment Partnership (CEP) agreement using the same grading standards, same scoring rubrics and methods (i.e. papers, portfolios, quizzes, labs) and same final exam as a representative on-campus exam, to ensure all students are held to the same standards of achievement.
- Q. Ability to provide necessary support for and student referrals to educational support programs and functions
- R. Ability to maintain and update the technical competencies necessary to perform the job function
- S. Ability to communicate effectively with students of diverse ethnic, socioeconomic, and cultural backgrounds, including students with disabilities
- T. Ability to actively participate in College Standing Committees and Program Review Committees
- U. Ability to promote the College as a responsive community asset through personal representation
- V. Ability to work cooperatively with students, peers, colleagues and administrators
- W. Ability to perform other duties as may be assigned by the appropriate Director, Dean of Instruction, or Vice President of Academic Affairs
- X. Ability to follow all LCC policies/procedures and state and federal laws
- Y. Ability to perform additional items per addendum if applicable

III. Consulting Tasks

- A. Ability to consult with other departmental faculty to revise curriculum and address student and departmental issues.
- B. Ability to consult with College committees and faculty to ensure students' needs are met, to gain understanding of College operations and issues outside the department, and to help formulate educational policies.

IV. Supervises the Following Staff

None

V. Required Knowledge, Skills and Personal Qualifications

- A. Ability to effectively work with other faculty, administrators, students, and other College staff
- B. Ability to set priorities and use appropriate interpersonal skills
- C. Ability to demonstrate knowledge of and commitment to community college philosophy and the College's Strategic Plan
- D. Ability to demonstrate knowledge of commonly used instructional software and education media
- E. Ability to demonstrate understanding of student learning and curriculum development
- F. Ability to demonstrate excellent verbal and written communication skills
- G. Ability to perform job responsibilities and complete work in a timely manner

VI. Preferred Experience

At least three years recent teaching or professional experience in the areas to be taught.

VII. Educational Background

- A. Faculty teaching general education (transfer) courses are required to have the following qualifications:
 - Master's degree or higher in the teaching discipline or subfield taught.

- Master's degree or higher in a discipline or subfield other than that taught with a minimum of 18 graduate credit hours in the discipline taught.
- B. Faculty teaching in programs that are accredited or approved by outside agencies shall have teaching credentials that meet the standards specified by that agency.
- C. Faculty teaching Career and Technical (CTE) courses are required to have the following qualifications:
 - Bachelor's degree and/or valid/current industry-recognized credentials and a minimum of 4,000 hours of work experience in the specific technical field taught.
- D. Faculty teaching non-transfer courses, developmental or college preparation courses, College Success Skills courses, continuing education workshops, personal enrichment courses, and workforce education courses must have an appropriate degree and/or credentials, special training, experience, creative production, or other accomplishments or distinctions appropriated to the discipline as determined by the Vice President of Academic Affairs.
- E. Other factors, including but not limited to equivalent experience, may be considered in determining whether a faculty member is qualified.
- F. Any exceptions due to special circumstances must be approved by the Vice President of Academic Affairs.

VIII. Working Conditions

- A. Working environment: usual classroom environments
- B. Ability to travel to off-campus instructional sites
- C. Ability to be on time and interact with students on a regular basis
- D. Ability to utilize a variety of instructional techniques in a classroom environment
- E. Ability to teach evening courses

POSITION DESCRIPTION

INSTRUCTOR (FULL-TIME) CLINICAL NURSING ADDENDUM

Reports to: Dean of Instruction/Director

Organizational Unit: Faculty - Exempt

Salary Range: Per Master Agreement

Revision Date: January 2017

I. Basic Purpose of Position

Nursing instructors provide classroom instruction and clinical education in one or more areas of nursing practice; counsel and advise nursing students on class scheduling and academic problems; participate in curriculum revision; and assist in program assessment.

II. Essential Job Functions

- A. Ability to teach assigned nursing courses in accordance with the description published in the catalog, the schedule of classes, and the course syllabus
- B. Ability to maintain current knowledge of nursing practice in the specialties to be taught
- C. Ability to plan, coordinates and conduct classroom, clinical and laboratory experiences that are appropriate to didactic and clinical requirements of the course based upon accepted principles of adult learning
- D. Ability to maintain and update knowledge of current clinical policies and procedures and interprets them for students
- E. Ability to maintain cooperative, professional relationships with clinical agencies and nurse managers to promote continuation of partnerships with clinical sites and selection of appropriate student learning experiences
- F. Ability to work collaboratively with adjunct clinical instructors in development of clinical calendars, supervision of students, and completion of clinical evaluations
- G. Ability to provide clinical sites with a listing of clinical objectives and schedules
- H. Ability to conduct pre-and post-conferences to prepare, guide, and support students as they complete clinical assignments
- I. Ability to counsel students concerning academic problems and reports any issues that need special consideration to the Director of Nursing
- J. Ability to assist the Director of Nursing in gathering data for state and national reports, etc. by providing grade and other required information in a timely and accurate manner
- K. Ability to participate in nursing curriculum revision and ongoing program assessment as prescribed by accreditation criteria

III. Consulting Tasks

Consults with other full time and adjunct nurse faculty members to revise curriculum and address student and departmental issues

IV. Required Knowledge, Skills and Personal Qualifications

- A. Maintenance of licensure as an RN in Kansas and any other state(s) in which instruction will occur
- B. Ability to effectively work with nursing faculty, clinical site staff, students and other college staff
- C. Current knowledge of one or more nursing specialties
- D. Each nurse faculty member responsible for clinical instruction shall possess a graduate degree in nursing, preferably in the clinical area being taught or provide to the Kansas State Board of Nursing (KSBN) a faculty degree plan that projects a completion of a graduate degree in nursing reflecting completion of the degree within six years. (Kansas State Board of Nursing, Nurse Practice Act 60-2-103)

V. Working Conditions

- A. Working environment: usual classroom & hospital environment, standing for extended periods lifting, squatting and bending at the waist as required to effectively supervise students during clinical assignments
- B. Health hazards: exposure to contagious disease in clinical settings
- C. Maintain same physical, immunizations, CPR requirements and background check as nursing students requirements

Agenda Item #: V.D.
Date: November 9, 2017

SUBJECT

Review of Board Policy

REASON FOR CONSIDERATION BY THE BOARD

Per Policy 1.13, adopted 12/12/00, the President would conduct a review and update the policies of the Board of Trustees.

BACKGROUND

Updated/created the following policies for review:

Policy 6.02 Naming of Rooms, Buildings and Physical Facilities

The attached exhibits show the proposed changes.

PRESIDENT'S RECOMMENDATION

That the Board of Trustees review Policy 6.02 Naming of Rooms, Buildings, and Physical Facilities. We will request action to be taken at the December Board Meeting.

POLICY 6.02 NAMING OF ROOMS, BUILDINGS AND PHYSICAL FACILITIES

Naming of facilities and programs is a way to honor distinguished alumni, donors, and friends of Labette Community College. This policy is established to preserve the integrity of the college's assets and to support a consistent methodology that ensures all naming practices reflect the college's purpose and mission.

Adopted: 12/12/00

Revised:

Agenda Item #: V.I.E.
Date: November 10, 2017

SUBJECT

New Program/Course Approval

REASON FOR CONSIDERATION BY THE BOARD

New programs/courses submitted to the Board of Regents require Board of Trustees approval.

BACKGROUND

Current courses are reviewed annually and new courses and programs are added to insure continuous instructional improvement. The exhibit represents new courses for addition to the LCC's curriculum by the Institutional Curriculum and Instruction Committee.

PRESIDENT'S RECOMMENDATION

That the Board of Trustees approve the following new/revised programs/courses:

Courses

- Performance Ensemble I, 1 credit hour
- Performance Ensemble II, 1 credit hour
- Performance Ensemble III, 1 credit hour
- Performance Ensemble IV, 1 credit hour
- Private Lesson I, 1 credit hour
- Private Lesson II, 1 credit hour
- Private Lesson III, 1 credit hour
- Private Lesson IV, 1 credit hour

Approval is recommended.

**List of New Courses Approved by the
Curriculum and Instruction Committee (C&I)**

New/Revised Course Name & Course Description	Credit Hours	Code & Course Number	Date C&I Approved	Date Effective
Performance Ensemble I/II/III/IV	1	MUSI 152/153/154/155	11/1/2017	FY 2018
Performance Ensembles provide students with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. Performances may be given at the college, PHS, or for various organizations throughout the community.				
Private Lesson I/II/III/IV	1	MUSI 156/157/158/159	11/1/2017	FY 2018
Private Lessons provide interested students with the opportunity to learn more about a particular instrument.				

Agenda Item: V.F.
Date: November 9, 2017

SUBJECT

Approval of Bills

REASON FOR CONSIDERATION BY THE BOARD

Kansas statutes require Board of Trustees' approval of all expenditures.

BACKGROUND

Each month a listing of claims to be paid is presented to the Board for approval.

PRESIDENT'S RECOMMENDATION

Approval is recommended.

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/5/2017

Check Number	Vendor	Description	Account Number	Amount	Total
119463	A T and T	Phone Service	11-6501-631-000	\$317.48	
		Phone Service - Cherokee Center	11-7103-631-000	\$290.65	\$608.13
119464	CableONE	Cable Service	11-7202-648-000	\$90.62	\$90.62
119466	Howard R Carpenter	Reimburse Mileage - Evaluations	11-4202-602-000	\$38.52	\$38.52
119467	City of Parsons	Water Service	11-7102-632-000	\$2,179.21	
		Water Service	16-9482-632-000	\$241.09	\$2,420.30
119470	Cox Communications	Internet - Cherokee Center	11-6401-631-000	\$154.28	
		Cable - Cherokee Center	11-7103-701-000	\$88.64	\$242.92
119472	Department of Veterans Affairs	Overpayment/Nicklaus Napier	11-0100-484-000	\$1,449.00	\$1,449.00
119473	Kevin M Doherty	Reimburse Mileage - Leadership Trair	11-7102-601-000	\$153.01	
		Reimburse Meals - Leadership Trainir	11-7102-601-000	\$45.75	\$198.76
119475	Cynthia Dyson	Reimburse Meals - KACRAO	11-5303-601-000	\$17.29	\$17.29
119477	Ross Harper	Reimburse Meals - CPC	11-5302-601-000	\$69.37	
		Reimburse Mileage - Recruiting (5)	11-5302-601-000	\$768.80	
		Reimburse Meals - KACRAO	11-5302-601-000	\$14.54	\$852.71
119478	Trudy E Hill	Reimburse Mileage - HS, Mtg (6)	12-4204-601-000	\$190.46	\$190.46
119479	Jason Hinson	Reimburse Mileage - Independence	11-5508-603-000	\$37.45	\$37.45
119480	Linseh Johnson	Reimburse Mileage - Meetings (4)	12-4204-601-000	\$78.11	
		Reimburse Meals - State Workforce C	12-4204-701-000	\$50.15	
		Reimburse Cookies-Advisory Meeting	12-4204-709-000	\$36.00	\$164.26
119481	Kathy Johnston	Reimburse Meals - KACRAO	11-5303-601-000	\$35.90	\$35.90
119482	Kansas Gas Service	Gas Service	11-7102-633-000	\$120.32	
		Gas Service	11-7102-633-000	\$35.62	\$155.94
119484	Kansas Outdoor Advertising	September Advertising	11-6301-613-000	\$575.00	\$575.00
119486	Aaron Keal	Baseball Travel - 10/12/17	11-5502-601-000	\$400.00	\$400.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/5/2017		Account Number	Amount	Total
119488	Leigh Ann Martin	Reimburse September Mileage (5)			12-1215-601-000	\$161.57	\$161.57
119489	Trent Steven McGown	Reimburse APTA Registration			12-1246-630-000	\$240.00	\$240.00
119492	Rural Water District #5	Utility Water, Cherokee			11-7103-649-000	\$35.82	\$35.82
119495	Jerrold W Stanford	Men's Basketball Travel - 10/8/17			11-5508-601-000	\$350.00	\$350.00
119496	Jerrold W Stanford	Men's Basketball Travel - 10/15/17			11-5508-601-000	\$350.00	\$350.00
119497	Jerrold W Stanford	Men's Basketball Travel - 10/21/17			11-5508-601-000	\$350.00	\$350.00
119500	The College Board	PowerFAIDS Maintenance & Support			11-5201-698-000	\$14,368.00	\$14,368.00
119501	Veritiv	#10 White Wove Envelopes			11-6503-705-000	\$315.00	\$315.00
119502	Verizon Wireless	J Burzinski Phone Charges			11-6401-701-000	\$248.32	
		Custodians Phone Charges			11-7102-649-000	\$198.88	\$447.20
119503	Westar Energy, Inc	Electricity			11-7102-634-000	\$16,722.26	
		Electricity/Cherokee Center			11-7103-634-000	\$1,520.30	
		Electricity			16-9482-634-000	\$683.59	\$18,926.15
119504	Wood-Dulohery Insurance Inc	Notary Renewal State Filing Fee			11-6504-701-000	\$25.00	\$25.00
						<u>\$43,046.00</u>	

11-General Fund	\$41,365.03
12-Postsecondary Technical Education Fund	\$756.29
16-Auxillary Ent Fund	\$924.68
67-Capital Outlay	\$0.00
	<u>\$43,046.00</u>

Checks approved for release prior to Board action


President


Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/9/2017	Account Number	Amount	Total
119505	Realty, Inc	Building Purchase		11-6201-659-000	\$1,000.00	\$1,000.00
	11-General Fund		\$1,000.00			
	12-Postsecondary Technical Education Fund		\$0.00			
	16-Auxillary Ent Fund		\$0.00			
	67-Capital Outlay		\$0.00			
			<u>\$1,000.00</u>		<u>\$1,000.00</u>	

Checks approved for release prior to Board action


Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/13/2017

Check Number	Vendor	Description	Account Number	Amount	Total
119506	A T and T	Internet	11-6401-631-000	\$3,565.52	\$3,565.52
119511	CableONE	Ted Hill Internet	11-6401-631-000	\$87.95	\$87.95
119512	CareerSafe	OSHA HS Vouchers	12-4204-701-000	\$250.00	\$250.00
119513	Council of North Central Two-Year Coll	Registration - Rick Carpenter	11-4202-602-000	\$350.00	\$350.00
119515	Lee Ann M Eggers	Reimburse Meals - AKCCOP Board M	11-6501-601-000	\$34.43	\$34.43
119516	Enterprise Rent-a-Car	Rental Van, Women's Basketball	11-6502-720-000	\$500.00	\$500.00
119518	Jacob R Fulsom	Reimburse Hotel - KC Travel	11-5504-601-000	\$149.09	\$149.09
119519	Brittany Haley	Reimburse Marcy Cycle	11-5507-701-000	\$279.99	\$279.99
119520	John Deere Financial	Parts	11-6502-720-000	\$3.98	\$3.98
119522	Kansas Gas Service	Gas Service	11-7102-633-000	\$365.15	\$365.15
		Gas Service - Cherokee Center	11-7103-633-000	\$41.06	\$406.21
119527	Kylie Lucas	Reimburse Meals - KACRAO Conf	11-5302-601-000	\$58.23	\$58.23
		Reimburse Mileage - HS Visit (3)	11-5302-601-000	\$121.98	\$121.98
		Reimburse Recruiting Event Material	11-5302-701-000	\$129.46	\$309.67
119528	Patrick E McReynolds	Reimburse Meals - ACCT Conf	11-6102-601-000	\$66.25	\$66.25
119529	Ashley Moore	Reimburse Kansas State Licence	11-4200-630-030	\$46.13	\$46.13
119530	Pepsi-Cola	Pop for Pop Machine	16-9684-701-000	\$597.64	\$597.64
119531	Mitchell A Rolls	Reimburse Mileage - Recruiting	11-5503-603-000	\$149.80	\$149.80
		Reimburse Showcase - Recruiting	11-5503-603-000	\$90.00	\$90.00
		Reimburse Meal - Recruiting	11-5503-603-000	\$48.38	\$288.18
119532	Mitchell A Rolls	Women's BB Travel - 10/14/17	11-5503-601-000	\$410.00	\$410.00
119533	Sears Commercial One	Air Compressor	11-7102-649-000	\$299.99	\$299.99
119536	Touchtone Communications	Long Distance	11-6501-631-000	\$97.19	\$97.19
		Long Distance/Cheokee Center	11-7103-631-000	\$19.48	\$116.67
119538	Veritiv	Copy Paper	11-6503-705-000	\$1,080.00	\$1,080.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	Account Number	Amount	Total
119540	Paula S Weidert	Reimburse Meals - AKCCOP Board M	11-6501-601-000	\$36.00	\$36.00
		11-General Fund			
		12-Postsecondary Technical Education Fund			
		16-Auxillary Ent Fund			
		67-Capital Outlay			
				<u>\$8,877.70</u>	

Checks approved for release prior to Board action

Mark Watkins

President

Deanna Doherty

Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/20/2017		Description	Account Number	Amount	Total
119595	A S C A P			Licensing Fee	11-1111-682-000	\$399.60	\$399.60
119596	A T and T			Phone Service	11-6501-631-000	\$5,166.97	\$5,166.97
119597	Accident Fund			Workman's Comp	11-6501-590-001	\$3,500.40	\$3,500.40
119598	Amazon.com LLC			Wireless Barcode Scanner	11-4203-701-000	\$29.99	
				Maintenance Equipment	11-6401-646-002	\$189.85	
				Maintenance Equipment	11-6401-646-002	\$1,103.33	
				IT Supplies	11-6401-701-000	\$276.08	
				IT Supplies	11-6403-701-000	\$83.97	
				Returned Nursing DVD	12-1246-701-004	(\$50.00)	
				DVD for Nursing	12-1246-701-004	\$50.00	\$1,740.64
119599	B P			Nursing Supplies	12-1246-701-004	\$57.42	\$204.48
				Gasoline	11-6502-720-000	\$204.48	\$204.48
119601	CareerSafe			Construction OSHA Vouchers	12-4204-701-000	\$125.00	
				General OSHA Vouchers	12-4204-701-000	\$625.00	\$750.00
119602	Howard R Carpenter			Reimburse Mileage - Cherokee Ctr (3)	11-4202-602-000	\$99.51	\$99.51
119606	FedEx Express			Package Shipping (2)	11-5303-701-000	\$39.78	\$39.78
119607	Brady Finton			Wrestling Official - 10/21/17	11-5505-680-000	\$300.00	\$300.00
119608	Tammy Fuentes			Reimburse Meals - KCCLI	11-5701-601-000	\$62.98	
				Reimburse Mileage - KCCLI	11-5701-601-000	\$171.74	\$234.72
119609	Kara Good			Reimburse Mileage - Evaluation	11-4202-602-000	\$52.97	
				Reimburse Mileage - Recruiting Event	12-1211-602-000	\$29.96	
				Reimburse Resp Therapy Week Items	12-1211-700-000	\$111.29	\$194.22
119611	Rick Haney			Reissued Tire and Rim, Trailer-3	11-6502-720-000	\$170.14	\$170.14
119612	Ross Harper			Reimburse Meals - Recruiting	11-5302-601-000	\$47.74	
				Reimburse Mileage - Recruiting (6)	11-5302-601-000	\$823.37	\$871.11

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/20/2017		Description	Account Number	Amount	Total
119613	Kansas Department of Revenue			Printshop Sales Tax/Sept	11-6503-701-000	\$16.93	
				Bookstore Sales Tax/Sept	16-0000-216-001	\$779.37	
				Food Service Sales Tax/Sept	16-0000-216-002	\$794.05	\$1,590.35
119614	KCADNE			KCADNE Registration-Miranda Plumle	12-1246-630-000	\$75.00	\$75.00
119615	Tammy Kimrey			Reimburse Mileage - Clinicals (7)	12-1210-602-000	\$383.06	\$383.06
119619	Chase Moses			Wrestling Officials - 10/21/17	11-5505-680-000	\$250.00	\$250.00
119620	Nancy Newby			Reimburse Meals - NACADA Conf	11-4209-601-000	\$57.66	\$57.66
119621	N THERM, LLC			Gas Service	11-7102-633-000	\$23.24	
				Gas Service	11-7102-633-000	\$2.91	
				Gas Service	11-7102-633-000	\$2.91	
				Gas Service	11-7102-633-000	\$29.05	
				Gas Service	16-9482-633-000	\$46.49	\$104.60
119622	PEO Scholarship Fund			Mary Hill Memorial - Reissued	11-6102-709-000	\$50.00	\$50.00
119623	Phillips 66 - Conoco - 76			Gasoline	11-6502-720-000	\$2,090.67	\$2,090.67
119624	Pittsburg State University			PSU Graphic Design Show	11-1101-702-000	\$150.00	\$150.00
119626	Mitchell A Rolls			Women's BB Travel - 10/8/17	11-5503-601-000	\$439.67	
				Reimburse Hotel - Iowa 10/8/17	11-5503-601-000	\$428.35	
				Reimburse Gas - 10/8/17	11-6502-720-000	\$23.99	\$892.01
119628	Cheryl Smith			Reimburse AWHONN Membership 1	11-4200-630-022	\$192.00	\$192.00
119629	The Villas at LCC, LLC			Housing	11-0000-131-001	\$450.00	
				Housing/	11-0000-131-001	\$400.00	
				Housing	11-0000-131-001	\$800.00	
				Housing,	11-0000-131-001	\$800.00	
				Housing/	11-0000-131-001	\$400.00	
				Housing	11-0000-131-001	\$1,029.01	\$3,879.01

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/20/2017	Account Number	Amount	Total
119630	Jeffrey Michael Vesta	Wrestling Travel - 10/20/17		11-5505-601-000	\$150.00	\$150.00
119631	Jeffrey Michael Vesta	Wrestling Travel - 10/27/17		11-5505-601-000	\$150.00	\$150.00
					<u>\$23,685.93</u>	
	11-General Fund		\$20,659.29			
	12-Postsecondary Technical Education Fund		\$1,406.73			
	16-Auxillary Ent Fund		\$1,619.91			
	67-Capital Outlay		\$0.00			
			<u>\$23,685.93</u>			

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/26/2017		Total
			Account Number	Amount	
119632	American Heritage Life Insurance Com	Cancer Premiums	11-0000-273-000	\$150.39	\$150.39
119633	American United Life Ins Co Group Pre	Life Insurance Premiums	11-6501-590-001	\$345.15	\$345.15
119634	Bay Bridge Administrators, LLC f/b/o S	Employee's 403(b) Contributions	11-0000-258-000	\$14,363.00	
		Cancer Premiums	11-0000-273-000	\$333.58	
		Disability Premiums	11-0000-275-000	\$558.34	
		Term Life Insurance Premiums	11-0000-276-000	\$708.32	
		Employer 403(b) Matching	11-6501-590-001	\$3,960.00	\$19,923.24
119635	L C C Faculty Association	Faculty Dues	11-0000-264-000	\$935.22	\$935.22
119636	L C C Foundation	Employee Contributions	11-0000-268-000	\$1,686.81	\$1,686.81
119637	Security Benefit Life Insurance Co.	Medical Reimb/Child Care Expenses	11-0000-277-000	\$1,360.00	\$1,360.00
				<u>\$24,400.81</u>	
	11-General Fund			\$24,400.81	
	12-Postsecondary Technical Education Fund			\$0.00	
	16-Auxiliary Ent Fund			\$0.00	
	67-Capital Outlay			\$0.00	
				<u>\$24,400.81</u>	

Checks approved for release prior to Board action

Mark Watkins
President

Deann Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	Account Number	Amount	Total
119638	A T and T	Internet	11-6401-631-000	\$1,616.40	\$1,616.40
119639	Bank of Parsons	Principal - Zetmeir Building	11-6201-761-000	\$28,350.66	
		Interest - Zetmeir Building	11-6201-762-000	\$603.79	\$28,954.45
119640	Cardmember Service	Amazon Prime Membership	11-0100-484-000	\$19.98	
		Hilton-Rick Carpenter to CNCTYC	11-4202-601-000	\$341.98	
		BW Premier KC Speedway-Ross-CPC	11-5302-601-000	\$124.17	
		Fairfield Inn-Ross-College Planning C	11-5302-601-000	\$97.65	
		Holiday Inn-Ross & Kylie to KACRAO	11-5302-601-000	\$445.12	
		Holiday Inn-Kathy J & Cindy D-KACR	11-5303-601-000	\$445.12	
		Comfort Inn-Wrestling-12/3/17	11-5505-601-000	\$667.74	
		Comfort Inn-Wrestling-11/2/17	11-5505-601-000	\$618.66	
		Expedia Hotel-Wrestling 11/18/17	11-5505-601-000	\$580.26	
		Creating Young Minds Showcase	11-5508-701-000	\$120.00	
		Next Level Hoops Fee	11-5508-701-000	\$101.50	
		Credit Best Western TF Leadership In	11-5701-601-000	(\$9.90)	
		Credit-Cosmopolitan-M Watkins ACC	11-6101-601-000	(\$283.45)	
		Hilton-Mark Watkins to CNCTYC	11-6101-601-000	\$341.98	
		ACCT Leadership-Lodging-Pat McRe	11-6101-601-000	\$1,065.76	
		ACCT Leadership-Lodging-Mark Wat	11-6102-601-000	\$1,065.76	
		The Cosmopolitan-P McReynolds AC	11-6102-601-000	(\$283.45)	
		Flowers-David Miller Service	11-6102-709-000	\$51.98	
		KSCPA Membership Dues-Leanna Do	11-6201-701-000	\$285.00	
		Microsoft Support Exchange Migrator	11-6401-646-002	\$499.00	
		Accuplacer Test Units	11-6401-661-001	\$1,850.00	
		Hotel-Janice Every-Heartland Safety	11-6504-601-001	\$128.61	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/27/2017

Check Number	Vendor	Description	Account Number	Amount	Total
119640	Cardmember Service	Hilton-Megan Hentzen-ADA Training	11-6504-601-001	\$149.93	
		Holiday Inn-Kevin Doherty-Supervisor	11-7102-601-000	\$377.36	
		Courtyard-Lindsey Drummond-Perkin:	12-1204-601-000	\$107.66	
		RRT Exam -	12-1211-696-000	\$200.00	
		NBRC exam fo	12-1211-696-000	\$200.00	
		Tablecloths	12-1211-700-000	\$374.95	
		Deluxe Muscle Arm	12-1246-701-001	\$879.75	\$10,563.12
119642		Resiued Returned Book-Pd by Chec	16-9381-740-000	\$28.00	\$28.00
119643	Enterprise Rent-a-Car	Rental Van, WBB	11-6502-720-000	\$400.00	\$400.00
119650	Brittany Haley	Reimburse Supplies	11-5507-701-000	\$30.36	
		Reimburse Supplies	11-5507-701-000	\$307.72	\$338.08
119651	Iowa Community College Athletic Conf	Reimburse Iowa Jamboree Entry Fee	11-5503-601-000	\$100.00	\$100.00
119652	Joe Smith Company, Inc	Concessions Fall 2017	16-9381-742-000	\$111.35	\$111.35
119653	Linseh Johnson	Reimburse Supplies-Manufacturing D:	12-4204-701-000	\$28.24	\$28.24
119654	Kansas Gas Service	Gas Service	11-7102-633-000	\$35.63	\$35.63
119657	Kelly D. Kirkpatrick	Reimburse Mileage - NACADA	11-4209-601-000	\$203.30	
		Reimburse Lodging - NACADA	11-4209-601-000	\$334.56	\$537.86
119658	Kylie Lucas	Reimburse Mileage - Recruiting (4)	11-5302-601-000	\$341.33	\$341.33
119662	Sam's Club Direct	New Membership Fee-Jake Fulsom	11-6501-681-000	\$15.00	\$15.00
119665	Wal-Mart Community	Drinks for Senior Day	11-5302-711-000	\$59.22	
		Facilities Supplies	11-7102-649-000	\$11.87	
		Water	11-7102-649-000	\$9.96	
		Light Bulbs	11-7102-649-000	\$4.89	
		Student Life and Office Supplies	11-7103-701-000	\$50.64	
		Midterm Week Breakfast Treats	11-7103-701-000	\$50.55	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/27/2017

Check Number	Vendor	Description	Account Number	Amount	Total
119665	Wal-Mart Community	Food	16-9684-743-000	\$11.94	
		Food	16-9684-743-000	\$43.52	
		Food	16-9684-743-000	\$5.96	
		Food	16-9684-743-000	\$220.52	
		Food	16-9684-743-000	\$16.70	
		Food	16-9684-743-000	\$38.46	
		Food	16-9684-743-000	\$31.46	
		Food	16-9684-743-000	\$26.66	\$582.35
119666	Paula S Weident	Reimburse Hotel - AKCCOP Board MI	11-6501-601-000	\$154.08	\$154.08
119667	Westar Energy, Inc	Electricity	11-7102-634-000	\$15,739.76	
		Electricity - Cherokee Center	11-7103-634-000	\$1,456.61	
		Electricity	16-9482-634-000	\$703.25	\$17,899.62
				<u>\$61,705.51</u>	

11-General Fund	\$58,677.09
12-Postsecondary Technical Education Fund	\$1,790.60
16-Auxiliary Ent Fund	\$1,237.82
67-Capital Outlay	\$0.00
	<u>\$61,705.51</u>

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Deberry
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/30/2017	Account Number	Amount	Total
119668	Realty, Inc	Purchase 1306 Main		11-6201-659-002	\$183,237.23	\$183,237.23
					<u>\$183,237.23</u>	
		11-General Fund	\$183,237.23			
		12-Postsecondary Technical Education Fund	\$0.00			
		16-Auxiliary Ent Fund	\$0.00			
		67-Capital Outlay	\$0.00			
			<u>\$183,237.23</u>			

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/31/2017	Description	Account Number	Amount	Total
119669	1 Better LLC		15 Second Movie Theatre Ad	11-6301-613-000	\$283.34	\$283.34
119670	Ace Hardware, Inc.		Rubbermaid Brute Barrel + Lid	11-1101-700-000	\$68.98	
			Paint Tape-Olson's Ace	11-5508-701-000	\$16.99	
			Misc Networking Supplies	11-6401-701-000	\$7.47	
			Misc Network Supplies	11-6401-701-000	\$49.18	
			Misc Networking Supplies	11-6401-701-000	\$18.98	
			Misc Networking Supplies	11-6401-701-000	\$9.99	
			Wiper Fluid	11-6502-720-000	\$5.38	
			Maintenance Supplies	11-7102-649-000	\$19.16	
			Maintenance Supplies	11-7102-649-000	\$19.48	
			Maintenance Supplies	11-7102-649-000	\$119.95	
			Drano	11-7102-649-000	\$5.99	
			Maintenance Supplies	11-7102-649-000	\$41.65	
			Nails	11-7102-649-000	\$5.99	
			Sandpaper, Wood Glue	11-7102-649-000	\$15.98	
			Heater	11-7102-649-000	\$25.99	
			Maintenance Supplies	11-7102-649-000	\$19.99	
			Curtain Rod	11-7102-649-000	\$19.99	
			Spray Paint	11-7102-649-000	\$3.99	
			Painting Supplies	11-7102-649-000	\$41.16	
			Painting Supplies	11-7102-649-000	\$10.66	
			Pick Up Stick	11-7102-649-000	\$19.99	
			Groundskeeping Supplies	11-7102-649-000	\$11.99	
			Maintenance Supplies	11-7102-649-000	\$53.47	
			Sockets	11-7102-649-000	\$5.49	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/31/2017		Description	Account Number	Amount	Total
119670	Ace Hardware, Inc.			Painting Supplies	11-7102-649-000	\$25.98	
				Sander	11-7102-649-000	\$21.99	
				Groundskeeping Supplies	11-7102-649-000	\$37.49	
				Edger Blade, Spark Plug	11-7102-649-000	\$20.28	\$723.63
119671	All Seasons Floral, LLC			Plant - Diane Thompson's Mother Ser	11-6102-709-000	\$45.00	
				Plant - David Hastings Service	11-6102-709-000	\$45.00	
				Plant - Helen Carter Service	11-6102-709-000	\$21.10	\$111.10
119672	American Dental Education Association			ADEA Membership - Leigh Ann Martin	12-1215-681-000	\$125.00	\$125.00
119673	American Electric Company			Electrical Supplies	11-7102-649-000	\$445.00	\$445.00
119674	American Media Investments			September Advertising	11-6301-613-000	\$450.00	\$450.00
119675	Blue Chip Athletic, Inc.			Wrestling Mat Cleaner	11-5505-701-000	\$144.50	\$144.50
119676	Carolina Biological Supply Company			Biology Supplies	11-1102-700-000	\$25.45	
				Biology Supplies	11-1102-700-000	\$28.50	
				Biology Supplies	11-1102-700-000	\$283.54	
				Biology Supplies	11-1102-700-000	\$42.95	
				Biology Supplies	11-1102-700-000	\$827.07	\$1,207.51
119677	CoARC			CoARC Annual Accreditation fee	12-1211-670-000	\$1,900.00	\$1,900.00
119678	Copy Products Inc			Copy Usage for Cherokee Center	11-7103-701-000	\$227.84	\$227.84
119679	Corporate Business Systems of MO, Inc			Savin Copier Maintenance	11-6503-648-000	\$79.64	\$79.64
119680	Credo Reference Limited			Credo Online Database Subscrip Ren	11-4101-710-000	\$1,017.00	\$1,017.00
119681	Culligan of Wichita			Dionizer Service - Biology Lab	11-1102-646-000	\$172.00	
				Dionizer Service - Chemistry Lab	11-1106-700-000	\$207.00	\$379.00
119682	Cynmar Corporation			Chemistry Supplies	11-1106-700-000	\$18.62	\$18.62
119683	Data Source Media, Inc			T640 Toner	11-6401-701-000	\$789.56	
				Toner & Maintenance Kits	11-6401-701-000	\$2,300.30	\$3,089.86

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2017

Check Number	Vendor	Description	Account Number	Amount	Total
119684	Davis Communications	Walkie Talkies	11-7102-649-000	\$135.00	
		Walkie Talkies	11-7102-649-000	\$136.00	\$271.00
119685	Erie High School	Erie High School Yearbook Ad	11-6301-613-000	\$70.00	\$70.00
119686	Opal LeSage Ewbank	Tableclothes Cleaned	16-9684-701-000	\$30.00	\$30.00
119687	Family Traditions	Family Tradition Children's Books	11-6301-704-000	\$621.16	\$621.16
119688	Farm Talk Newspaper	Newspaper Subscription Renewal	11-4101-703-000	\$45.00	\$45.00
119689	Fastenal Company	Maintenance Supplies	11-7102-649-000	\$42.07	
		Maintenance Supplies	11-7102-649-000	\$14.41	
		Maintenance Supplies	11-7102-649-000	\$9.27	
		Maintenance Supplies	11-7102-649-000	\$125.25	
		Maintenance Supplies	11-7102-649-000	\$17.80	
		Maintenance Supplies	11-7102-649-000	\$12.43	
		Maintenance Supplies	11-7102-649-000	\$16.05	\$237.28
119690	Fisher Biomedical, INC	Autoclave	11-1102-646-000	\$3,995.00	\$3,995.00
119691	Friskel Funeral Home	Memorial - Ryan Beachner	11-6102-709-000	\$50.00	\$50.00
119692	Global Technologies	Manikin Replacement Face & Knob	12-1215-700-000	\$192.50	\$192.50
119693	Graves Menu Maker Foods	Supplies	16-9684-701-000	\$168.10	
		Supplies	16-9684-701-000	\$184.61	
		Supplies	16-9684-701-000	\$82.19	
		Supplies	16-9684-701-000	\$179.03	
		Food	16-9684-743-000	\$1,394.70	
		Food	16-9684-743-000	\$691.28	
		Food	16-9684-743-000	\$1,004.81	
		Food	16-9684-743-000	\$558.25	
		Food	16-9684-743-000	\$666.98	\$4,929.95

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2017

Check Number	Vendor	Description	Account		Amount	Total
				Number		
119694	Hugo's Industrial Supply, Inc	Gloves		11-7102-649-000	\$29.00	\$29.00
119695	Jenzabar, Inc.	Jenzabar Annual Maintenance		11-6401-646-001	\$81,791.00	\$81,791.00
119696	Jock's Nitch/Parsons	Baseball Team T-Shirts		11-5502-701-000	\$655.12	
		Baseball Team T-Shirts		11-5502-701-000	\$655.13	
		Fall Baseball Hats		11-5502-701-000	\$746.74	
		Practice Baseballs		11-5502-701-000	\$607.14	
		Team Shorts Red		11-5502-701-000	\$1,228.33	
		Wrist Coach for Catchers		11-5502-701-000	\$11.40	
		Wrestling Gear		11-5505-701-000	\$362.67	
		Wrestling Gear		11-5505-701-000	\$361.65	
		Wrestling Gear		11-5505-701-000	\$691.44	
119697	K L K C	Men's Basketball Shoes		11-5508-701-000	\$1,540.19	\$6,859.81
119698	K S Y N-FM	September Advertising		11-6301-613-000	\$300.00	\$300.00
119699	Kansas Association of School Boards	September Advertising		11-6301-613-000	\$300.00	\$300.00
		Legal Fees		11-6501-662-000	\$1,159.10	
		Legal Fees		11-6501-681-000	\$706.60	\$1,865.70
119700	Kitchen Pass, Inc.	CTE Advisory Meal		12-1204-709-000	\$80.03	\$80.03
119701	Labette Avenue	Hughes Building Dedication Ad		11-6301-613-000	\$60.00	
		Hughes Building Dedication Ad		11-6301-613-000	\$60.00	\$120.00
119702	Laerdal Medical Corporation	Virtual IV Simulator Haptics Device		12-1246-850-004	\$15,245.47	
		PC DESKTOP BASIC-VIV		12-1246-850-004	\$2,255.00	\$17,500.47
119703	McCarty's Office Machines Inc	Service Contract		11-4201-701-000	\$540.00	
		Cannon IR4225 Copier		11-4201-701-000	\$500.00	
		Toners		11-6401-701-000	\$2,238.00	
		Canon IR4225 Copier		11-6503-641-000	\$1,495.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/31/2017		Total
			Account Number	Amount	
119703	McCarty's Office Machines Inc	Canon IR4225 Copier	11-6503-641-000	\$200.00	
		Copier Drum	11-6503-648-000	\$168.91	
		Expo Markers	11-6503-701-000	\$117.88	
		Toner, Copier and Fax	11-6503-701-000	\$192.26	
		Toner Copier	11-6503-701-000	\$32.36	
		File Labels	11-6503-701-000	\$281.24	
		Bulletin Board	11-7102-649-000	\$159.99	
		Office Chair	11-7102-649-000	\$249.00	
		Repaired Register	16-9684-648-000	\$62.50	\$6,237.14
119704	McGraw-Hill Companies	Textbooks and Shipping Fall 2017	16-9381-740-000	\$5,944.92	\$5,944.92
119705	Medco Sports Medicine	Supplies	11-5507-701-000	\$31.14	
		Supplies	11-5507-701-000	\$102.51	
		Supplies	11-5507-701-000	\$9.56	
		Supplies	11-5507-701-000	\$89.54	
		Supplies	11-5507-701-000	\$35.16	
		Supplies	11-5507-701-000	\$467.95	
		Supplies	11-5507-701-000	\$80.74	
		Supplies	11-5507-701-000	\$1,579.20	
		Supplies	11-5507-701-000	\$330.16	
		Supplies	11-5507-701-000	\$1,039.97	
		Supplies	11-5507-701-000	\$133.04	
		Supplies	11-5507-701-000	\$5.97	\$3,904.94
119706	Meridian Professional Imaging	Printed Photos	11-6301-661-000	\$3.98	\$3.98
119707	Mytown Media, Inc	September Advertising	11-6301-613-000	\$500.00	\$500.00
119708	Nasco	Handy Art Acrylic 1/2 gals	11-1101-700-000	\$144.95	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	Account Number	Amount	Total
119708	Nasco	Dynasty Brush Set 60 flats	11-1101-700-000	\$107.25	
		Nasco Bulk-Krylic Class Set 40 5oz tu	11-1101-700-000	\$110.50	
		Merchandise Fall 2017	16-9381-741-000	\$313.60	\$676.30
119709	Nexion	Flight Atlanta/Tammy Kimrey	12-1246-630-000	\$396.00	
		Flight Atlanta/Ashley Moore	12-1246-630-000	\$396.00	
		Flight Atlanta/Gale Brown	12-1246-630-000	\$396.00	\$1,188.00
119710	Nexstar Broadcasting, Inc	September Advertising	11-6301-613-000	\$100.00	
		September Advertising	11-6301-613-000	\$500.00	\$600.00
119711	NIMCO, Inc.	Nursing Displays and Posters	12-1246-701-004	\$292.44	\$292.44
119712	O'Reilly Automotive Stores , Inc	Wiper Blades, MV-40	11-6502-720-000	\$25.99	\$25.99
119713	Overhead Door Co. of Springfield, Inc.	Service Call	11-7103-649-000	\$312.00	\$312.00
119714	Overhead Door of Wichita	Door Handles	11-7102-649-000	\$1,234.63	\$1,234.63
119715	P1 Group Inc	Monthly Contract	11-7103-649-000	\$500.00	
		Monthly Contract	11-7202-648-000	\$4,646.00	\$5,146.00
119716	Parsons Recreation Commission	Membership for Baseball 16-17, 17-18	11-5502-701-000	\$100.00	\$100.00
119717	Parsons Sun	Hughes Dedication Ad	11-6301-613-000	\$56.75	
		Hughes Dedication Ad	11-6301-613-000	\$113.50	
		Junior Cardinal Paint Class Ad	11-6301-613-000	\$34.05	
		Junior Cardinal Paint Class Ad	11-6301-613-000	\$68.10	\$272.40
119718	Performance Health Supply, Inc	Deluxe Universal Belt System	12-1246-850-006	\$292.60	
		Tilt Wheel Chair	12-1246-850-006	\$1,907.42	\$2,200.02
119719	PJC Services, LLC	LCC Employee Spotlights	11-6301-704-000	\$500.00	\$500.00
119720	QueenB Television of Kansas/Missouri	September Advertising	11-6301-613-000	\$980.00	\$980.00
119721	Reserve Account	PBP #20352357 (Postage)	11-6503-611-000	\$2,500.00	\$2,500.00
119722	Roy's Auto Service, LLC	Vehicle Maintenance, MV 40	11-6502-720-000	\$37.35	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2017

Check Number	Vendor	Description	Account Number	Amount	Total
119722	Roy's Auto Service, LLC	Vehicle Maintenance, RV 22	11-6502-720-000	\$48.34	
		Vehicle Maintenance, RV 24	11-6502-720-000	\$68.93	
		Vehicle Maintenance, CA13	11-6502-720-000	\$47.35	\$201.97
119723	Scantron Corporation	Scantron	11-4202-701-000	\$89.00	\$89.00
119724	Sherwin-Williams Company	Paint	11-7102-649-000	\$31.71	\$31.71
119725	Southwest Binding and Laminating	Supplies	11-6503-701-000	\$59.22	\$59.22
119726	The CORE - Labette Health	PED16200008-Swimming - 18 Studer	11-1133-523-001	\$469.00	
		PED16200007-Swimming - 19 Studer	11-1133-523-001	\$469.00	
		PED16200006-Swimming - 20 Studer	11-1133-523-001	\$469.00	
		PED16200005-Swimming - 19 Studer	11-1133-523-001	\$469.00	
		PED16200004-Swimming - 19 Studer	11-1133-523-001	\$469.00	
		PED16200003-Swimming- 19 Studen	11-1133-523-001	\$469.00	
		PED16200001-Swimming-18 Student	11-1133-523-001	\$469.00	
		PED16200002-Swimming- 21 Studen	11-1133-523-001	\$469.00	
		PED16200016-Swimming - 19 Studer	11-1133-523-001	\$469.00	
		PED16200015-Swimming - 19 Studer	11-1133-523-001	\$469.00	
		PED16200014-Swimming - 19 Studer	11-1133-523-001	\$469.00	
		PED16200013-Swimming - 21 Studer	11-1133-523-001	\$469.00	
		PED16200012-Swimming- 18 Studen	11-1133-523-001	\$469.00	
		PED16200011-Swimming - 18 Studen	11-1133-523-001	\$469.00	
		PED16200010-Swimming - 22 Studer	11-1133-523-001	\$469.00	
		PED16200009-Swimming - 19 Studer	11-1133-523-001	\$469.00	
		PED16200021-Swimming - 18 Studer	11-1133-523-001	\$469.00	
		PED16200020-Swimming - 22 Studer	11-1133-523-001	\$469.00	
		PED16200019-Swimming - 19 Studer	11-1133-523-001	\$469.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	10/31/2017		Description	Account Number	Amount	Total
119726	The CORE - Labette Health			PED16200018-Swimming - 19 Studer	11-1133-523-001	\$469.00	
				PED16200017-Swimming - 20 Studer	11-1133-523-001	\$469.00	\$9,849.00
119727	The Wright Signs			5'x18' Banners for Graduation	11-5303-706-001	\$1,875.00	
				Vehicle Graphic Design, RV25	11-6502-720-000	\$400.00	\$2,275.00
119728	Theta Enterprise, Inc			Ventilator	12-1246-850-007	\$834.00	\$834.00
119729	U S Medical Specialities, Inc.			Swan Ganz Catheter	12-1211-700-000	\$138.00	\$138.00
119730	UniFirst Corporation			Mats, Mops, Towels, Uniforms	11-7103-649-000	\$39.53	
				Mats, Mops, Towels, Uniforms	11-7103-649-000	\$39.53	
				Mats, Mops, Towels, Uniforms	11-7103-649-000	\$39.53	
				Mats, Mops, Towels, Uniforms	11-7103-649-000	\$40.72	
				Aprons, Mats, Mops, Cloths	11-7202-648-000	\$82.04	
				Uniforms	11-7202-648-000	\$58.99	
				Aprons, Mops, Mats, Cloths	11-7202-648-000	\$82.04	
				Uniforms	11-7202-648-000	\$96.19	
				Aprons, Mats, Mops, Cloths	11-7202-648-000	\$82.04	
				Uniforms	11-7202-648-000	\$58.99	
				Aprons, Mops, Mats, Cloths	11-7202-648-000	\$82.04	
				Uniforms	11-7202-648-000	\$110.50	
				Aprons, Mats, Mops, Cloths	16-9482-701-000	\$43.04	
				Aprons, Mops, Mats, Cloths	16-9482-701-000	\$43.04	
				Aprons, Mats, Mops, Cloths	16-9482-701-000	\$43.04	
				Aprons, Mats, Mops, Cloths	16-9482-701-000	\$43.04	
119731	Vance Lawn Care			Lawn Care, Cherokee	11-7103-649-000	\$1,180.00	\$984.30
119732	Mark Watkins			Reimburse Meals - ACCT/Mark & Pat	11-6101-601-000	\$351.58	\$1,180.00
				Reimburse Transportation - ACCT	11-6101-601-000	\$42.57	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	10/31/2017	Account Number	Amount	Total
119732	Mark Watkins	Vehicle Expense		11-6501-590-001	\$900.00	\$1,294.15
	11-General Fund		\$143,141.46			
	12-Postsecondary Technical Education Fund		\$24,450.46			
	16-Auxillary Ent Fund		\$11,453.13			
	67-Capital Outlay		\$0.00			
			<u>\$179,045.05</u>			
					<u>\$179,045.05</u>	