

**LABETTE COMMUNITY COLLEGE
BOARD OF TRUSTEES**

November 8, 2018

5:30 p.m.

Conference Room

Review Copy

EXHIBIT 1

**Labette Community College
Board of Trustees Meeting Agenda
Thursday, November 8, 2018
5:30 p.m.
Conference Room #1, Student Union Building**

- I. Adoption of Agenda (Exhibit 1)
- II. Approval of October 11th, 2018, 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
 - b. Architects-Factory Connections Building
 - 4. President's Report
- IV. Old Business (Action, Report, or Discussion)
- V. New Business (Action, Report, or Discussion)
 - A. Discontinuance of Health & Human Services Program (Agenda Item V.A.)
 - B. Course Approval (Agenda Item V.B.)
(Exhibit 3)
 - C. Program Review: Math/Physics/Engineering (Agenda Item V.C.)
(Exhibit 4)
 - D. Independent Contractor Contract..... (Agenda Item V.D.)
 - E. Board of Trustee Meeting Date Change..... (Agenda Item V.E.)
 - F. Approval of Bills (Agenda Item V.F.)
(Exhibit 5)

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.

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.

EXHIBIT 1

- VII. Next Regular Board Meeting: Thursday, December 13, 2018, 5:30 p.m. and Tentative Agenda Items
- VIII. Adjournment

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
October 11, 2018

The Board of Trustees met at 5:30 p.m. on Thursday, October 11, 2018 in the Conference Room, Student Success Center Building.

Members Present

Mr. Montie Taylor
Mr. Rod Landrum
Mr. David Winchell
Mr. Pat McReynolds
Mr. Mike Howerter
Mr. Carl Hoskins

Others Present

Dr. Mark Watkins
Leanna Doherty
Tammy Fuentez
Joe Burke
Jason Sharp
Lindi Forbes
Bethany Kendrick

Ed Kurtz
Terry Hardman
Terri Leroy
Conner O'Hare
Daniel Hefley
Kathy Johnston
Dr. Jimmie Wilson

Megan Fugate recorded the minutes.

Adoption of Agenda (ACTION ITEM)

Chair McReynolds asked for changes or additions to the agenda. President Watkins had no changes. Mr. Landrum moved to approve the agenda as presented. Mr. Hoskins seconded and motion carried 6-0.

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair McReynolds asked for corrections or additions to the September 13, 2018 regular meeting minutes. Mr. Winchell moved to approve the minutes as presented. Mr. Hoskins seconded and motion carried 6-0.

Reports and/or Board Discussion

Faculty Senate Report

None

SGA Report

Conner O'Hare, SGA President 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% the year. The general fund was 25% expended and the technical education/vocational fund was 24% expended. She invited questions from the Trustees and welcomed phone calls at a later date.

Ed Kurtz and Terry Hardman were in attendance to discuss the renovation designs with the Board for the Factory Connections building. The Board reviewed the plans and will have more discussions at the November meeting.

President's Report

President Watkins gave a short report.

Old Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

None

New Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

2018 Report of Student Learning

Jason Sharp, Dean of Instruction, reviewed the Report of Student Learning.

Program Review: Physical Therapist Assistant

The Physical Therapist Assistant Program Review was discussed. Jason Sharp, Dean of Instruction reviewed the program review and Dr. Jimmie Wilson was in attendance to answer any questions. The Board requested to see a follow-up to the program in one year. Mr. Taylor moved to approve the Physical Therapist Assistant Program Review. Mr. Winchell seconded and motion carried 6-0.

Policy Approval

Mr. Winchell moved to approve Policy 2.01 Nondiscrimination, Equal Opportunity, and Harassment. Mr. Landrum seconded and motion carried 6-0.

Approval of Bills

Mr. Landrum moved to approve the Claims Register. Mr. Hoskins seconded and motion carried 6-0.

Public Comment

Tammy Fuentez invited everyone to the PTK Induction Ceremony on Thursday, October 18th at 6:00pm in Thiebaud Theater.

Mr. Taylor invited anyone wanting to help with the Ronald McDonald Christmas Tree decorating, it will be at Northpark Mall on Saturday, November 3rd. Times are from 9am-12pm and 1pm-4pm.

Mr. Landrum visited the new building and said it looks great.

Joe Burke informed the Trustees of the Gribben Lecture Series to be held on Friday, October 19, 2018.

Tammy also reminded everyone of Manufacturers Day scheduled for Thursday, October 18th from 9am-11am at the Rec Center.

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

Chair McReynolds reminded everyone of the next regular meeting of the Board of Trustees scheduled for November 8, 2018 at 5:30 p.m., Conference Room, Student Success Center Building.

Adjournment

Mr. Winchell moved to adjourn the meeting at 7:30pm. Mr. Landrum seconded and motion carried 6-0.

Megan Fugate, Clerk of the Board

SUBJECT

Discontinuance of Health & Human Services Program

REASON FOR CONSIDERATION BY THE BOARD

Consideration is based on Procedure 3.34 including number of program completers over the past 5 years, 3rd party credentialing, projected enrollment numbers with new instructor hired, current and past revenue/expense reports, need for out-of-county/state student enrollment to sustain program without college infrastructure in place (dorms) to support these students, and KBOR's goal of programs meeting the needs of the Kansas economy.

BACKGROUND

The administration and affected faculty would like to discontinue the development of the Social and Human Services program. The development of this program was initiated by Dr. Kalynn Amundson. She left LCC and Robert Perez was hired to replace her. Dr. JoLene Klumpp was also a recent hire who had worked a bit on the program. In addition, Dr. Mike Dixon spoke with the Board in support of the new program. Dr. David Hurford from Pittsburg State University (PSU) was also consulted for the development of the program.

The program was initially developed as an Associate of Applied Science degree, a type of degree which would allow the graduate an opportunity to go into the workforce. The original goal for the program was to award students a degree to satisfy work requirements and be paid extra because of the degree. We have learned workers who fill these jobs will not be required to have a degree and will not receive additional pay for the degree, although, we have been informed, our program graduate would receive preference when being hired.

Because of the change in personnel, the program has changed to an Associate of Science degree (AS) rather than an AAS degree to satisfy baccalaureate degree requirements at PSU. The new instructors do not have the desire to teach courses for this new AS program format.

On a separate issue, there are also HLC guidelines which state we cannot have more programs than full time faculty members. Currently, we are at the limit. We currently employ one Psychology Instructor and one Sociology Instructor. We currently offer programs in Psychology, Social Work, and Sociology. Adding another Social/Psychology program without hiring an additional instructor would be an issue for HLC.

Currently, there are no declared majors in the Social and Human Services program or students enrolled in the program. Dr. Mike Dixon from the Parsons State Hospital and Training Center and Dr. Hurford from PSU have been informed.

PRESIDENT'S RECOMMENDATION

That the Board of Trustees approve the discontinuance of the Social & Human Services Program.

Agenda Item #: V.B.
Date: November 8, 2018

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

- British Literature, 3 credit hours
- American Literature, 3 credit hours
- World Literature, 3 credit hours
- Beginning Golf, 1 credit hour
- Research Skills, 1 credit hour

Approval is recommended.

**List of New Courses and Programs 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
British Literature	3	ENGL 207	10/1/2018	2019/2020
Course Description: This course is a survey of British Literature from Early Anglo-Saxon writing to the present. Students will study representative poetry, fiction, and drama.				
American Literature	3	ENGL 209	10/1/2018	2019/2020
Course Description: This course is a survey of American Literature from 1865 to the present covering fiction, poetry and drama in historical, cultural and thematic context.				
World Literature	3	ENGL 208	10/1/2018	2019/2020
Course Description: 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.				
Beginning Golf	1	PED 150	10/1/2018	2019
Course Description: An introduction to the rules and biomechanics of the lifetime sporting activity of golf. Students will learn the introductory concepts for selecting and utilizing golf equipment, player conduct and rules, and basic golfing techniques to prevent injury and play effectively.				
Research Skills	1	EDUC 133	10/11/2018	FY2019
Course Description: 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.				

Agenda Item #: V.C.
Date: November 8, 2018

SUBJECT

Program Review – Math, Physics, and Engineering

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 Table of Contents reflects these components. This is also a very collegial process where there is a strong faculty presence in the review committee. This underscores LCC's commitment to a faculty-driven curriculum.

PRESIDENT'S RECOMMENDATION

That the Board of Trustees accept the Program Review for Math/Physics/Engineering and endorse the recommendations.

Revised 10/24/2018

**COVER SHEET
ACADEMIC PROGRAM REVIEW
SELF STUDY AND SUMMARY REPORT**


Academic Program/Discipline: Math/Physics/Engineering

Report Prepared by: Math/Physics/Engineering Committee

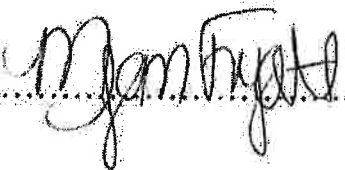
<i>Lead Faculty</i>	<i>Signature</i>	<i>Date</i>
David Beach	<i>David Beach</i>	10-29-18
Ralph Gouvion	<i>Ralph Gouvion</i>	10-29-18
Alan Pommier	<i>Alan Pommier</i>	10-29-18

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

<i>Committee Members</i>	<i>Signature</i>	<i>Date</i>
Vice President of Student Affairs or Designate	<i>Tammy Fuentes</i>	10/29/18
Vice President of Finance and Operations or Designate	<i>Leanna Doherty</i>	10/30/18
Director of Public Relations or Designate	<i>Bethany Kendrick</i>	10/29/18
Director of Information Technology or Designate	<i>Jody Buczinski</i>	10/30/18
Dean of Instruction	<i>Jason Sharp</i>	10/29/18
Educational Support Staff	<i>Lindsey Drummond</i>	10/29/18

<i>Committee Members</i>	<i>Signature</i>	<i>Date</i>
Faculty Brian Vuch		24 Oct 2018
Robert Bertelli		29 OCT 2018
Faculty		
Donj Eloff		10/29/18
Faculty		
Joe Burke		10/29/18
Vice President of Academic Affairs		

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

<i>President's Council Designate</i>	<i>Date</i>
	10/31/18

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


<i>President</i>	<i>Date</i>
	10.31.18

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Executive Summary

The purpose of a five year Program Review is to evaluate the viability and quality of a particular program and institute a process to improve services to our students and supporting constituency. The Program Review committee recommends maintaining the current Math/Physics/Engineering program.

Program Review committee members include the lead faculty as well as other faculty, staff, and the Dean of Instruction. Program data were collected and analyzed for program relevance, quality, and effectiveness.

The faculty reviewed progress from the 2013 Program Review. One identified need was to add a fourth instructor for the growing student enrollment. Such a person was not hired, as it was no longer identified as a program need. The previous review also recommended addressing the needs of developmental math students to help them be more successful.

Faculty members have also received professional development in the area of developmental education. Therefore, the department has thoroughly investigated the institution of some of the more recent best practices in the field. Several changes have therefore been made to the developmental courses to facilitate that purpose. These courses now only require five students to be considered full. Several courses possess non-traditional schedules, including a Beginning/Intermediate Algebra class comprised of two 8-week courses. This allows students to streamline the remediation process so that they may meet their College Algebra requirement more quickly. In addition, students are allowed to re-take placement tests so that they may enroll in the most appropriate course. Meanwhile, the department is exploring the idea of an in-house placement test.

Below is a list of additional work done by the department:

- ✦ A new course, Beginning Algebra with Review, has been recently added to the schedule. This course combines a traditional three credit hour class with two 30-minute labs so that the students can get additional instructor assistance. This has been developed with the goal of removing Foundations of Mathematics, a non-credit bearing course.
- ✦ The department produced its own Beginning, Intermediate, and College Algebra textbooks to aid in completion of topics and reduction of cost to students for textbooks.
- ✦ KUTA software is used in the generation of textbook and test materials in some courses, including algebra courses, trigonometry, and calculus.
- ✦ The department has worked closely with the Student Success Center to make tutoring services available to all students, especially those in developmental courses. These services are available by appointment, as well as during “walk-in” hours. The department assists the SSC by recommending upper-level students to serve as peer tutors.

Full time faculty teach College Algebra in the fall and Trigonometry at PHS in the spring. When scheduling has permitted, calculus courses have been offered on the grounds of LCHS by LCC full time or adjunct faculty. Currently, calculus is also offered on a concurrent basis at LCHS.

- The department has utilized various software, such as Jing, Screencast, and Camtasia Studios, to create online How-To videos so that students can review the material covered in class.

The committee identified several strengths which indicate a strong, viable Math/Physics/Engineering program. The faculty members are well qualified and provide a strong curriculum. Through active participation in the KCOG process, Math/Physics/Engineering courses transfer seamlessly to other Kansas universities. The department offers flexible class schedules for greater access to support diversified student needs. Math/Physics/Engineering majors also support the greater college curriculum when taking other general education courses.

Labette Community College's Higher Learning Commission Reaffirmation Review cited, *"Discussions with academic personnel indicate that the College is not implementing some of the recent best practices in developmental education which are being used successfully nationally. The College would be well served to provide professional development opportunities for faculty and staff in this area so they can provide leadership in determining how the developmental education area can be enhanced."* To meet this recommendation the math department professors, staff and others instructing developmental courses were provided an opportunity to participate in the Developing Education: The Latest Trends to Support, Engage and Retain at Risk Students Webinar. After this professional development opportunity, Mr. Pommier developed a math course that incorporates a review component to further engage and retain students.

The program continues to work with developmental students to help them graduate. New technology is incorporated into the classroom as often as budget permits. It is recognized, however, that graduation rates will always be a challenge.

The Math/Physics/Engineering program seeks to provide courses to meet the societal demands of all students with mathematical and science needs.

Continued support for the Math/Physics/Engineering program will provide excellent learning opportunities for both transfer and terminal students.

MATHEMATICS AND PHYSICS PROGRAM REVIEW

Labette Community College

Introduction to Program

The LCC Math/Physics/Engineering Department seeks to provide quality learning opportunities to students by providing qualified instructors with sufficient degrees or graduate hours in the disciplines to teach courses within the program. The faculty members in the program seek new methods of instruction (online courses, incorporating computer technology, projects, discussion, etc.) to better prepare LCC students for transfer to university environments or to the workplace.

The department offers a variety of courses (Foundations of Math, Beginning, Intermediate, and College Algebra, Applied Math, Trigonometry, Math for Education, Matrix Algebra, Elementary Statistics, College and Engineering Physics I and II, Calculus I, II, and III, and Differential Equations) for general education degree requirements, general education electives, terminal courses for degree programs at LCC, and for transfer to university Bachelor's Degree programs in various disciplines. College and Engineering Physics I and II meet the natural/physical science requirement for LCC degrees and appear as part of the course requirements for Math, Physics, and Engineering Associate of Science degree specialty. Physics I and II are required courses for the Associate of Science- Chemistry.

Full-time members of the department all have Master's Degrees in the discipline, serve on various committees at LCC, and have some level of community involvement. Full-time faculty members have participated in professional development activities and conferences such as AMATYC – American Mathematical Association of Two Year Colleges. Adjunct instructors teaching College Algebra or above have a Master's Degree in the discipline or adequate graduate credit hours in the discipline. Adjunct instructors teaching below College Algebra have at least a Bachelor's Degree in their discipline. Concurrent instructors meet Kansas Board of Regents standards as specified in the concurrent enrollment partnership (CEP).

The department delivers courses primarily on-ground, with Elementary Statistics and College Algebra sections available online. The Physics Department teaches courses only on-ground. Both departments use a variety of delivery formats, including lecture, class activities, video presentations, lab activities and experiments, active learning activities, and group learning. Calculators, computer software packages, PowerPoint, and other means of classroom presentations are used in the delivery of course materials to students. Mobile carts with laptop computers are available in A107. Math courses in M304 are able to schedule lab time in the third floor labs in M305 or M308, if needed.

Curriculum and outcomes for LCC Math courses (College Algebra to Calculus 1) and Physics courses are maintained and developed in consultation with other colleges and universities via the Kansas Core Outcomes Group (KCOG) and/or direct interaction with departments at universities to where the courses will transfer. The programs participate

and use the outcomes assessment process at LCC for review and development of curriculum in LCC Math/Physics/Engineering courses.

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

Labette Community College Mission Statement

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

The Math/Physics/Engineering Department helps LCC meet its mission, values, and strategic plan in the following ways:

- # The department seeks to provide quality learning opportunities to students by providing qualified instructors who meet Higher Learning Commission requirements in terms of degrees or graduate hours in the disciplines to teach courses within the program. The faculty regularly seeks new methods of instruction (online courses, incorporating computer technology, projects, discussion, etc.) to better prepare students for transfer to university environments or to the workplace.
- # The department is dedicated to the goal of strengthening the mathematics capability of all individuals. The general purpose of all mathematics courses is to help students to think critically and precisely, and to apply mathematical principles to their lives.
- # The Physics Department fulfills the LCC Mission Statement by offering courses for transfer into 4 year programs in Engineering, Physics, and Engineering Technology at Regents' universities in Kansas. The goal is to help students attain an appreciation for the physical sciences, the role of the sciences in society, and an understanding of the scientific method and how it applies to their world.

Core Value 1: 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.

Outcomes

- A. Cultivate a culture in which services, practices, policies, procedures, and personnel support learning as a major priority.
- B. Strive to make the student's experiences with LCC positive, nurturing, and focused on student learning and academic success.
- C. Make accessible a variety of services and programs that address learning needs.
- D. Use technology to expand opportunities for student learning and student services.

- E. Provide quality programs and services at the main campus, the Cherokee Center, all extension sites, and online.

Examples of Classroom Activities or Services Provided that Support These Outcomes:

1. Advising – Department faculty advise students in the Math, Physics, Engineering areas.
2. Tutoring – Department faculty tutor students during regular office hours and on campus time as needed.
3. Developmental Courses – The Math Department curriculum includes Foundations of Math, Beginning Algebra, and Intermediate Algebra courses offered in a variety of formats, including an 8 week-8 week Beginning/Intermediate Algebra course. A new course, Beginning Algebra with Review was instituted in Fall 2018 after consultation with the Student Success Center.
4. Textbooks - The first edition of the LCC Beginning Algebra Textbook and the Intermediate Algebra Textbook were fielded in Fall 2014. Suggested corrections and revisions were solicited and a revised edition was fielded in Fall 2015. The first edition of the LCC College Algebra Textbook was fielded in Spring 2018. The Department is reviewing whether to continue with this textbook in light of the new online bookstore.
5. Instructional Methods – The Math/Physics/Engineering Department utilizes:
 - a) Active learning, including lab activities in Physics, computer activities and assignments in Math courses, and projects in Elementary Statistics courses.
 - b) Collaborative learning, including lab groups in Physics, group projects in Elementary Statistics courses.
 - c) Computer Aided Instruction such as Graphmatica, Excel, Logger Pro, WinPlot, K3DSurf, Connect Math and Jing/Screencast video tutorials and lectures.
6. Course Availability – Department faculty members teach developmental and core courses at the main campus, the Cherokee Center, and online.
7. Faculty Availability – A full time departmental faculty member maintains office hours at both the main campus and the Cherokee Center.

Core Value 2: 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.

Outcomes

- A. Improve and expand linkages with educational partners and community agencies for mutual benefit.
- B. Respond to the diverse learning needs of our community.
- C. Increase the availability of skilled workers to meet the needs of the community and the State.

- D. Engage students in contributing to the wellbeing of their community through community service.
- E. Offer a variety of online and on-ground courses at the main campus, the Cherokee Center and all extension sites to best meet the needs of our students.

Examples of Classroom Activities or Services Provided that Support These Outcomes:

- 1. Advising – Department faculty advise students in the Math, Physics, Engineering areas.
- 2. Concurrent Credit – College Algebra and higher level math courses are offered at several area high schools through concurrent credit
- 3. Cherokee Center – Math Department full time faculty teaches at the Cherokee Center. Courses offered at this site run from Foundations of Math through Trigonometry.
- 4. Online Courses – The department offers College Algebra and Elementary Statistics online.
- 5. Parsons High School – Fall College Algebra and Spring Trigonometry courses are taught by full time faculty at Parsons High School.
- 6. Instructional Methods – The Math/Physics/Engineering Department utilizes:
 - a) Active learning, including lab activities in Physics, computer activities and assignments in Math courses, and projects in Elementary Statistics courses.
 - b) Collaborative learning, including lab groups in Physics, group projects in Elementary Statistics courses.
 - c) Computer Aided Instruction such as Graphmatica, Excel, Logger Pro, WinPlot, K3dSurf, Connect Math and Jing / Screencast video tutorials and lectures.

Core Value 3: 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.

Outcomes

- A. Improve the system of defining and assessing student learning outcomes.
- B. Hire, develop, support, and empower employees throughout the organization who take an active role in student learning and success.
- C. Offer and support professional development programs and opportunities to enhance faculty and staff effectiveness as facilitators of learning and strengthen leadership skills.
- D. Improve the utilization of human, physical, technological, and fiscal resources.

Examples of Classroom Activities or Services Provided that Support These Outcomes:

1. KCOG – Department faculty members attend the annual Kansas Core Outcomes Group meetings and align the course outcomes and competencies of courses taught at LCC with those approved by the Kansas Core Outcomes Project.
2. Committees – Department Members have served or are serving on the Outcomes Committee, C & I Committee, Distance Education Committee, Strategic Planning Committee, Library Committee, Military Committee and numerous Ad Hoc Committees.
3. Department Meetings – The department holds departmental meetings upon matters of curriculum development and other matters as needed.

Core Value 4: 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.

Outcomes

- A. Improve tracking of and access to data to meet the needs of the institution and external contingencies.
- B. Promote responsible stewardship of resources and public trust.
- C. Enhance the college image to stakeholders to generate business and community support by communicating the value and benefit of the college.
- D. Strengthen internal communication practices.

Examples of Classroom Activities or Services Provided that Support These Outcomes:

1. The department has participated in the KBOR Performance Agreement process.
2. Department members are active in their communities.

Core Value 5: 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.

Outcomes

- A. Achieve targeted growth through an integrated enrollment management process.
- B. Enhance student opportunities through increased scholarships and endowments.
- C. Enhance the economic, academic, and social environment of the college to recruit and retain quality employees.

Examples of Classroom Activities or Services Provided that Support These Outcomes:

1. The Math/Physics/Engineering department maintains its Operational Plans.
2. The department has a good retention rate (see section G. Student Enrollment).
3. The department has viable enrollment.
4. The department awards a \$500 scholarship annually to students majoring in Math/Physics/Engineering.

B. Program Recognition/Accreditation

The Math/Physics/Engineering program is accredited as a sub-unit of the college as a whole by the Higher Learning Commission.

C. Program/Discipline Demand/Need

U.S. Department of Labor, Bureau of Labor Statistics, Occupational Handbook:
Salary Range for Professionals in Field(s) supported by the program.

As of 2017:

Field	Median Wage
Architecture/Engineering (7% growth – about avg.)	\$79,180
Mathematics (28% growth – much faster than avg.)	\$84,060
Mathematics-Education (9% growth – about avg.)	\$48,740
Life/Physical/Social Science (10% growth – above average)	\$64,510

Do program courses transfer? How is this assured?

Instructors in the Math/Physics/Engineering program regularly participate in the Kansas Core Outcome Groups (Kansas Board of Regents) process to insure transferability of program courses.

Additionally, more detailed information from the BLS-Occupational Handbook can be found in Appendix C.

The Math/Physics/Engineering program supports all degree areas of the college by providing general education math and physical science course offerings.

D. Summary Statement of Faculty Qualifications

All three current full-time instructors, as well as other full time instructors teaching in the department since the last program review have Master's Degrees in Mathematics, with over 18 graduate hours in the discipline. The Math/Physics/Engineering instructor has a Bachelor's Degree, with a major in Math and a minor in Physics, as well as a Master's Degree in Math, with an additional 7 graduate hours in Physics. All Developmental Math adjunct instructors (Foundations of Math, Beginning Algebra, Intermediate Algebra, and Applied Math) have a minimum of a Bachelor's Degree in Math. Adjunct instructors who teach College Algebra and above have a minimum of a Master's Degree, with at least 18 graduate hours in math. Concurrent credit instructors meet Kansas Board of Regents requirements for concurrent education by having either, a) a Master's Degree with 18 graduate hours in math, or b) a Bachelor's degree with at least 24 hours in math and utilizing the same final exam and scoring rubric as is used for on-campus courses.

It is recognized that changing credential requirements to meet KBOR standards will be a future challenge.

E. Faculty Recognition

David Beach – Distinguished Faculty Award (2013-2014)
Alan Pommier – Distinguished Faculty nominee (Spring 2018)
Ralph Gouvion – Distinguished Faculty nominee (Spring 2018)

F. How Does the Discipline Use Professional Development?

Full time faculty members have used professional development funds to attend AMATYC (American Mathematical Association of Two-Year Colleges) conferences in New Orleans, Nashville, and Denver as well as purchasing software for curriculum development.

G. Student Enrollment

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

Major	Number 2013-18	Completed 2013-18
Engineering/Eng. Tech	14	4
Mathematics	9	2
Mathematics Education	13	2

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

Introductory emails are sent out based on Interest Cards from Admissions Recruiting. Faculty meet with students during events like Senior Day. Department faculty offer courses at PHS and a department scholarship is awarded each year.

The Admissions/Recruiting Department recruits for the program during high school visits.

The department has streamlined the developmental math process by implementing a Beginning Algebra with Review course, an 8-week/8-week Beginning Algebra / Intermediate Algebra course, and reviewing and revising placement test cut off scores through consultation with Administration and the Student Success Center.

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

Year	Course	Course Title	Total Number of Students
2014	MATH 088	Foundations of Math	34
2014	MATH 096	Beginning Algebra	236
2014	MATH 100	Intermediate Algebra	246
2014	MATH 106	Applied Mathematics	37
2014	MATH 115	College Algebra	378
2014	MATH 120	Elementary Statistics	60
2014	MATH 121	Matrix Algebra	4
2014	MATH 125	Trigonometry	137
2014	MATH 130	Calculus I	39
2014	MATH 131	Calculus II	9
2014	MATH 201	Calculus III	4
2014	MATH 202	Different Equations	3
2015	MATH 088	Foundations of Math	46
2015	MATH 096	Beginning Algebra	230
2015	MATH 100	Intermediate Algebra	251
2015	MATH 106	Applied Mathematics	10
2015	MATH 111	Mathematics for Education	5
2015	MATH 115	College Algebra	355
2015	MATH 120	Elementary Statistics	73
2015	MATH 121	Matrix Algebra	3
2015	MATH 125	Trigonometry	112
2015	MATH 130	Calculus I	39
2015	MATH 131	Calculus II	6

2015	MATH 201	Calculus III	3
2015	MATH 202	Different Equations	3
2016	MATH 088	Foundations of Math	36
2016	MATH 096	Beginning Algebra	199
2016	MATH 100	Intermediate Algebra	270
2016	MATH 106	Applied Mathematics	3
2016	MATH 111	Mathematics for Education	5
2016	MATH 115	College Algebra	489
2016	MATH 120	Elementary Statistics	70
2016	MATH 121	Matrix Algebra	1
2016	MATH 125	Trigonometry	162
2016	MATH 130	Calculus I	28
2016	MATH 131	Calculus II	3
2016	MATH 201	Calculus III	2
2016	MATH 202	Differential Equations	1
2017	MATH 088	Foundations of Math	56
2017	MATH 096	Beginning Algebra	178
2017	MATH 100	Intermediate Algebra	232
2017	MATH 106	Applied Mathematics	1
2017	MATH 111	Mathematics for Education	2
2017	MATH 115	College Algebra	451
2017	MATH 120	Elementary Statistics	72
2017	MATH 121	Matrix Algebra	1
2017	MATH 125	Trigonometry	179
2017	MATH 130	Calculus I	34
2017	MATH 131	Calculus II	7
2017	MATH 201	Calculus III	1
2017	MATH 202	Differential Equations	1
2018	MATH 088	Foundations of Math	70
2018	MATH 096	Beginning Algebra	185
2018	MATH 100	Intermediate Algebra	220
2018	MATH 111	Mathematics for Education	1
2018	MATH 115	College Algebra	443
2018	MATH 120	Elementary Statistics	78
2018	MATH 121	Matrix Algebra	2
2018	MATH 125	Trigonometry	180
2018	MATH 130	Calculus I	41
2018	MATH 131	Calculus II	6

2018	MATH 201	Calculus III	2
2018	MATH 202	Differential Equations	3

Year	Course	Course Title	Total Number of Students
2014	PHYS 201	College Physics I	12
2014	PHYS 203	Engineering Physics I	8
2014	PHYS 205	College Physics II	7
2014	PHYS 208	Engineering Physics II	7
2015	PHYS 201	College Physics I	7
2015	PHYS 203	Engineering Physics I	1
2015	PHYS 205	College Physics II	5
2015	PHYS 208	Engineering Physics II	3
2016	PHYS 201	College Physics I	7
2016	PHYS 203	Engineering Physics I	1
2016	PHYS 205	College Physics II	4
2016	PHYS 208	Engineering Physics II	1
2016	PHYS 214	Indep Stdy/College or Eng Physics	1
2017	PHYS 201	College Physics I	6
2017	PHYS 203	Engineering Physics I	3
2017	PHYS 205	College Physics II	3
2017	PHYS 208	Engineering Physics II	1
2018	PHYS 201	College Physics I	10
2018	PHYS 203	Engineering Physics I	1
2018	PHYS 205	College Physics II	3
2018	PHYS 208	Engineering Physics II	3

3b. Mean class size of courses per year.

Year	Course	Course Title	Mean Class Size
2014	MATH 088	Foundations of Math	6
2014	MATH 096	Beginning Algebra	18
2014	MATH 100	Intermediate Algebra	15
2014	MATH 106	Applied Mathematics	5
2014	MATH 115	College Algebra	13
2014	MATH 120	Elementary Statistics	15
2014	MATH 121	Matrix Algebra	4

2014	MATH 125	Trigonometry	11
2014	MATH 130	Calculus I	7
2014	MATH 131	Calculus II	9
2014	MATH 201	Calculus III	4
2014	MATH 202	Differential Equations	3
2015	MATH 088	Foundations of Math	9
2015	MATH 096	Beginning Algebra	17
2015	MATH 100	Intermediate Algebra	16
2015	MATH 106	Applied Mathematics	5
2015	MATH 111	Mathematics for Education	5
2015	MATH 115	College Algebra	14
2015	MATH 120	Elementary Statistics	14
2015	MATH 121	Matrix Algebra	3
2015	MATH 125	Trigonometry	11
2015	MATH 130	Calculus I	7
2015	MATH 131	Calculus II	6
2015	MATH 201	Calculus III	3
2015	MATH 202	Differential Equations	3
2016	MATH 088	Foundations of Math	5
2016	MATH 096	Beginning Algebra	14
2016	MATH 100	Intermediate Algebra	15
2016	MATH 106	Applied Mathematics	3
2016	MATH 111	Mathematics for Education	5
2016	MATH 115	College Algebra	15
2016	MATH 120	Elementary Statistics	17
2016	MATH 121	Matrix Algebra	1
2016	MATH 125	Trigonometry	13
2016	MATH 130	Calculus I	9
2016	MATH 131	Calculus II	3
2016	MATH 201	Calculus III	2
2016	MATH 202	Differential Equations	1
2017	MATH 088	Foundations of Math	11
2017	MATH 096	Beginning Algebra	12
2017	MATH 100	Intermediate Algebra	13
2017	MATH 106	Applied Mathematics	1
2017	MATH 111	Mathematics for Education	1
2017	MATH 115	College Algebra	14
2017	MATH 120	Elementary Statistics	14

2017	MATH 121	Matrix Algebra	1
2017	MATH 125	Trigonometry	11
2017	MATH 130	Calculus I	8
2017	MATH 131	Calculus II	7
2017	MATH 201	Calculus III	1
2017	MATH 202	Differential Equations	1
2018	MATH 088	Foundations of Math	10
2018	MATH 096	Beginning Algebra	13
2018	MATH 100	Intermediate Algebra	14
2018	MATH 111	Mathematics for Education	1
2018	MATH 115	College Algebra	14
2018	MATH 120	Elementary Statistics	15
2018	MATH 121	Matrix Algebra	2
2018	MATH 125	Trigonometry	12
2018	MATH 130	Calculus I	10
2018	MATH 131	Calculus II	6
2018	MATH 201	Calculus III	2
2018	MATH 202	Differential Equations	3

Year	Course	Course Title	Mean Number of Students
2014	PHYS 201	College Physics I	12
2014	PHYS 203	Engineering Physics I	8
2014	PHYS 205	College Physics II	7
2014	PHYS 208	Engineering Physics II	7
2015	PHYS 201	College Physics I	7
2015	PHYS 203	Engineering Physics I	1
2015	PHYS 205	College Physics II	5
2015	PHYS 208	Engineering Physics II	3
2016	PHYS 201	College Physics I	7
2016	PHYS 203	Engineering Physics I	1
2016	PHYS 205	College Physics II	4
2016	PHYS 208	Engineering Physics II	1
2016	PHYS 214	Indep Stdy/College or Eng Physics	1
2017	PHYS 201	College Physics I	6
2017	PHYS 203	Engineering Physics I	3
2017	PHYS 205	College Physics II	3

2017	PHYS 208	Engineering Physics II	1
2018	PHYS 201	College Physics I	10
2018	PHYS 203	Engineering Physics I	1
2018	PHYS 205	College Physics II	3
2018	PHYS 208	Engineering Physics II	3

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

Year	Location	Course	Course Title	Number of Students
2014	ALTA	MATH 130	Calculus I	7
2017	ALTA	MATH 130	Calculus I	8
2018	ALTA	MATH 130	Calculus I	7
2014	OSWE	MATH 130	Calculus I	10
2015	OSWE	MATH 130	Calculus I	3
2016	OSWE	MATH 130	Calculus I	4
2017	OSWE	MATH 130	Calculus I	6
2018	OSWE	MATH 130	Calculus I	4
2015	PARS	MATH 130	Calculus I	1
2014	RIVE	MATH 130	Calculus I	7
2015	RIVE	MATH 130	Calculus I	11
2016	RIVE	MATH 130	Calculus I	4
2017	RIVE	MATH 130	Calculus I	9
2018	RIVE	MATH 130	Calculus I	13
2016	MAIN	MATH 130	Calculus I	20
2017	MAIN	MATH 130	Calculus I	11
2018	MAIN	MATH 130	Calculus I	17
2014	MAIN	MATH 131	Calculus II	9
2015	MAIN	MATH 131	Calculus II	6
2016	MAIN	MATH 131	Calculus II	3
2017	MAIN	MATH 131	Calculus II	7
2018	MAIN	MATH 131	Calculus II	6
2014	MAIN	MATH 201	Calculus III	4
2015	MAIN	MATH 201	Calculus III	3
2016	MAIN	MATH 201	Calculus III	2
2017	MAIN	MATH 201	Calculus III	1
2018	MAIN	MATH 201	Calculus III	7
2014	MAIN	MATH 202	Differential Equations	3
2015	MAIN	MATH 202	Differential Equations	3
2016	MAIN	MATH 202	Differential Equations	1
2017	MAIN	MATH 202	Differential Equations	1

2018	MAIN	MATH 202	Differential Equations	3
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Year	Location	Course	Course Title	Total Number of Students
2014	Main	PHYS 201	College Physics I	12
2014	Main	PHYS 203	Engineering Physics I	8
2014	Main	PHYS 205	College Physics II	7
2014	Main	PHYS 208	Engineering Physics II	7
2015	Main	PHYS 201	College Physics I	7
2015	Main	PHYS 203	Engineering Physics I	1
2015	Main	PHYS 205	College Physics II	5
2015	Main	PHYS 208	Engineering Physics II	3
2016	Main	PHYS 201	College Physics I	7
2016	Main	PHYS 203	Engineering Physics I	1
2016	Main	PHYS 205	College Physics II	4
2016	Main	PHYS 208	Engineering Physics II	1
2016	Main	PHYS 214	Indep Stdy/College or Eng . Physics	1
2017	Main	PHYS 201	College Physics I	6
2017	Main	PHYS 203	Engineering Physics I	3
2017	Main	PHYS 205	College Physics II	3
2017	Main	PHYS 208	Engineering Physics II	1
2018	Main	PHYS 201	College Physics I	10
2018	Main	PHYS 203	Engineering Physics I	1
2018	Main	PHYS 205	College Physics II	3
2018	Main	PHYS 208	Engineering Physics II	3

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

Number of Math Sections (Percentage) Taught by Full Time Faculty
326 (73.1%)
Number of Math Sections (Percentages) Taught by Adjunct Faculty
120 (26.9%)

Number of Physics Sections (Percentage) Taught by Full Time Faculty
31 (100%)
Number of Physics Sections (Percentages) Taught by Adjunct Faculty
0 (0%)

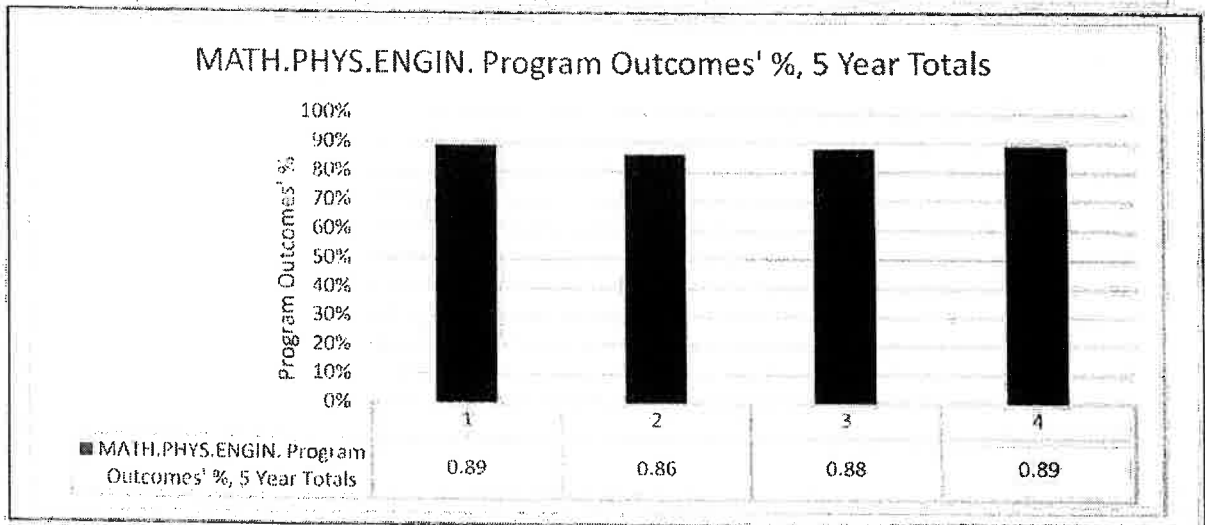
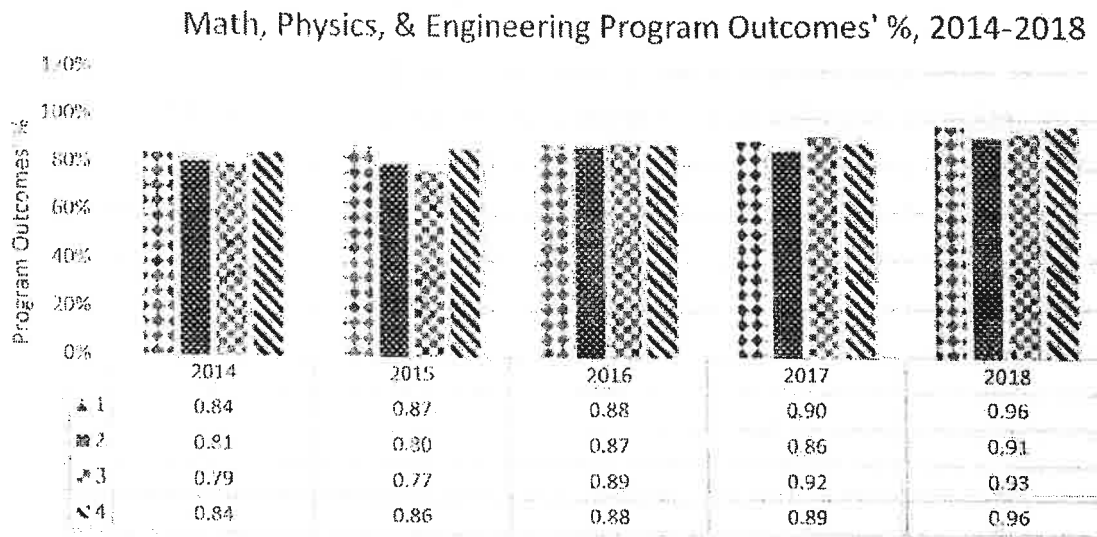
H. Program Assessment

What are the Program Outcomes Results?

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

Math, Physics, & Engineering Program's Combined Program Outcomes

1. Apply the calculation rules and concepts of mathematics to solve problems.
2. Use of the scientific method to perform experiments, create reports and collect and analyze numerical data to solve problems in a variety of contexts.
3. The ability to collect and analyze data to test hypotheses and theories.
4. Use of critical thinking skills, problem solving skills, and a knowledge and use of logic to analyze and solve problems.



I. Learning Resources

- ✦ The Math Department uses rooms M304, A103, A107, and sometimes A101 for math courses taught on campus during day and night sessions. The Physics Department uses A107 and sometimes A103. There are no classrooms at the Cherokee Center specifically dedicated to Math courses, but the room availability is adequate.
- ✦ A103 and A107 are adequate for their purpose, although space and resources are strained to support Physics courses when class size is more than 18.
- ✦ A101 Chemistry Lab space is sufficient for use in Math courses when needed.

- ✦ The Math Department facilities in use for extension courses at the various high schools are adequate for the task.
- ✦ There is ample classroom space at the Cherokee Center for teaching mathematics, although no classrooms are specifically dedicated to mathematics. These rooms have ample white board space, access to overhead projectors, and are all equipped with computer projection systems. A limited number of scientific calculators exist to provide emergency backup calculators for students during tests. There is a lab and a laptop cart available in the facility.

Are the following instructional support services adequate for the program/discipline needs? Please provide comments.

Information Technology

Yes. The IT department services and replaces laptop computers available in A107 and A103 and updates software as needed.

Library

Yes.

Student Success Center

Yes.

The Student Success Center provides tutoring services for all math students. Math students who are members of the Student Support Services program may also attend workshops to help them succeed in math class. An additional tutor/learning specialist has been hired for the service of general population students. Also, students who have missed exams may take them in the SSC by appointment. This service is a tremendous help to both teachers and students. The SSC also provides proctoring services for online math courses.

In addition, the Student Success Center provides access to computers for students needing to work on assignments and projects for classes.

Instructional Media Center

Yes.

Instructors have access to training with new technologies for use in on-ground and online classes. The Instructional Media Center has assisted department instructors with the production of videos and voice-overs for power points to be used in online classes. The Media Center staff also helps provide computer support for the department.

Print Shop

Yes.

The department receives exemplary support from the Office Services. The Office Services is able to meet special orders for flyers, forms, etc. for special events held on campus. The Office Services also provides paper for office printers and basic supplies for

the classrooms and offices. They also provide access to copy machines, a color printer, a fax machine, and mail service.

Facilities Department

Yes.

Bookstore

Yes.

Shifting to the online bookstore has reversed many efforts to minimize textbook costs to students. The bookstore is available to distribute internally produced textbooks to students.

J. Partnerships

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

The Math/Physics/Engineering Program faculty meets regularly with faculty at sister institutions via the Kansas Core Outcomes Project to address transfer and curricular matters.

Concurrent/Dual Credit Relationships with High Schools in the Service Area:

Baxter—College Algebra, Trigonometry, and Calculus I. Sara Davis, a semi-retired (and long-term LCC) instructor teaches the courses in the afternoons. By definition, this would be dual credit as she is a Riverton instructor.

Chetopa—College Algebra online.

Columbus—Currently College Algebra online. Starting Spring 19, Luke College Algebra for concurrent credit. Current plan is to teach College Algebra, Trigonometry, and Calculus I starting Fall 2019.

Galena – College Algebra online.

LCHS—College Algebra, Trigonometry, and Calculus I.

Oswego—College Algebra, Trigonometry, and Calculus I.

Parsons—Alan Pommier (LCC full time faculty member) teaches College Algebra and Trigonometry at Parsons High School—dual credit.

Riverton—College Algebra, Trigonometry, and Calculus I.

Additional Comment: “I want to add that the math department at LCC fully supports and collaborates with the math faculty at these locations. They are quick to address any questions, concerns or needs when asked. They are true

partners in our efforts to provide college-level coursework to our high school students.” – Nancy Newby, Concurrent/Dual Credit Coordinator, LCC

Review of Previous Action Plan

2013 Action Plan

Weakness/Opportunities/ Challenges	Department Goal	Action	Timeline	Person Responsible	Results
There is a lack of time to focus on new courses and programs that could be offered.		Reduce the number of sections offered		Math/Physics/Engineering Dept.	8/8 Beginning and Intermediate Algebra Mini-courses, Beginning Algebra with Review have been added.
Lack of Physics equipment	Maintain/Replace Math/Physics/Engineering equipment		As needed	David Beach	The department has been able to purchase items such as gas pressure sensors, temperature probes, mirror and lens sets, a new Van De Graff generator, a Wimshurst generator, a Venturi tube demonstrator, a demonstrations manometer, an Atwood Machine for pulley labs, digital vernier calipers, and DC Motors
Math/Physics/Engineering majors who require developmental courses are less likely to graduate	Continue to support developmental math students			Math/Physics/Engineering Dept.	-8/8 Beginning and Intermediate Algebra Mini-courses, Beginning Algebra with Review -Work with SSC in recruiting tutors from advanced math courses

SUMMARY REPORT: Strengths, Weaknesses, Opportunities, Challenges

ACADEMIC PROGRAM REVIEW

REVIEW COMMITTEE IDENTIFIED STRENGTHS

- The program is self-sustaining.
- The program has well-qualified math instructors.
- Graduates transfer seamlessly to other Kansas institutions of higher learning.
- The faculty utilizes technology to stay up-to-date with their teaching methods.
- The faculty are involved in their communities.
- The faculty utilizes innovative teaching strategies to help assure student learning.
- The faculty offer a diversified course schedule with a wide variety of developmental through advanced courses offered during the day, at night, at extension sites, at the Cherokee center, at concurrent credit sites, and online.
- Courses offered by the Math program supports every degree and certificate program offered by Labette Community College.
- The Physics program supports the natural/physical science requirement for LCC degrees and meets the course requirement for the Math, Physics, Engineering, and Chemistry.
- Tutorial services are available through the Student Success Center with students provided from advanced math courses.

SUMMARY REPORT ACADEMIC PROGRAM REVIEW

REVIEW COMMITTEE IDENTIFIED WEAKNESSES/OPPORTUNITIES/CHALLENGES

Weaknesses:

I. Budget constraints make it difficult to incorporate new technology into the classroom.

Challenges:

II. Preparing developmental math students for their terminal course or degree in a timely fashion is challenging as additional courses are required. Research shows these students are less likely to graduate.

III. Textbook costs are a continuing challenge for students taking courses at LCC.

IV. KBOR decisions on credentialing levels for faculty are a challenge for procuring instructors for some courses.

V. Meeting accessibility standards for departmental textbooks and instructional materials affects the program's ability to deliver instruction materials at lower cost.

Opportunities:

VI. Development of a technical math course in conjunction with workforce and applied science programs.

VII. Continue to use and explore ways to increase use of Jing, Screencast, and other software.

Recommendations

Based on the information presented in the program review, should the program be maintained, strengthened, diminished, or removed and why?
The Math/Physics/Engineering program should be maintained.

What additional resources would be needed to take this action?

No additional resources needed as department will be operating at current budget levels.

Program Action Plan

Date:

An Action Plan addressing weaknesses, opportunities, and challenges found during the Program Review process was developed by the full-time faculty in the program and the Program Director, if appropriate, and the Dean of Instruction. The Action Plans goals will be included in the program Operational Plans for the upcoming years as a part of the Strategic Planning process. The associated Core Value and Outcome should be included for Operational Plan reference, such as 1A for Core Value 1 and Outcome A. The person or persons responsible will determine the necessary actions to complete the suggestions needed in the Weaknesses/Opportunities/Challenges for the specific areas that are being reviewed.

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
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I. Budget Constraints	Maintain funding levels for program activities such as Screencast Account, Connect Math Codes, and Physics equipment acquisition	Program will follow zero-based budgeting until administration decides otherwise.	Ongoing Core Value 5	DOI / Program Faculty
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II. Developmental Math	<p>-Eventually replace Foundations of Math with Beginning Algebra with Review</p> <p>-Explore developing curriculum for a College Algebra with Review course</p> <p>-Continue to work with Administration on placement testing cut scores</p>	No new costs anticipated.	Ongoing Core Value 1	Program Faculty
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III. Textbook Cost	Continue to explore means to minimize textbook costs to students	No new costs anticipated	Ongoing Core Value 5	Program Faculty
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IV. KBOR Credentialing	Faculty teaching program courses will meet credentialing guidelines	No new costs	Ongoing Core Value 4,5	Administration
V. Accessibility Standards	Continue to explore means to meet accessibility standards for materials used in LCC program courses	No new costs anticipated	Core Values 1,2,3, and 5 Ongoing	Program Faculty and Administration
VI. Tech Math Course	Work with Tech Ed Coordinator to produce a Technical Math Course	Curriculum development for new course	Core Values 1,2 Date as yet unknown	Program Faculty / Tech Ed Coordinator
VII. Software	-Continue use of software such as KUTA, Screencast, Connect Math, Graphmatica, etc. -Explore additional software as faculty become aware of it	-Site License fees where required	Core Values 2,3, and 5 Ongoing	Program Faculty / IT Department

Appendix A: List of Courses

Math Courses

1. Foundations of Math
2. Beginning Algebra
3. Intermediate Algebra
4. Matrix Algebra
5. Math for Education
6. College Algebra
7. Elementary Statistics
8. Applied Mathematics
9. Trigonometry
10. Calculus I
11. Calculus II
12. Calculus III
13. Differential Equations

Physics Courses

1. College Physics I
2. Engineering Physics I
3. College Physics II
4. Engineering Physics II
5. Independent Study (Physics)

Appendix B: Faculty in Program Qualifications

Full-time Faculty:

David Beach

Mr. Beach has been at LCC since Fall, 1992. He completed his Bachelor's Degree in Secondary Education at Pittsburg State University in Pittsburg, KS. Mr. Beach also completed his Masters of Science Degree in Mathematics from Pittsburg State University.

Ralph Gouvion

Mr. Ralph Gouvion joined the faculty of LCC in the Fall of 2006. He received his Bachelor's Degree in Mathematics Education from Pittsburg State University in Pittsburg, KS and his Master's Degree in Mathematical Science also from Pittsburg State University.

Alan Pommier

Mr. Alan Pommier earned a Bachelor of Science in Secondary Education majoring in Mathematics. He went on to earn his Master of Science degree majoring in Mathematics with both degrees from PSU. Alan's work experience includes 12 years of tutoring, two years of graduate teaching, three years of community college adjunct teaching and seven years of mathematics at the high school level, Northeast in Arma. He was awarded the Teacher of Promise and the PSU Excellence of Teaching Awards, both while working on his Master's degree.

Adjunct and Concurrent Instructors (all meet HLC requirements):

Brenda Thenikl, Master Degree: teaches Found. of Math & Beginning Algebra

Veronica Polak, Master Degree: teaches Found. of Math, Beginning Algebra, Intermediate Algebra

Nancy Steinert, Bachelor Degree: teaches Found. of Math

Amy Hartzell, Bachelor Degree: teaches Beginning Algebra & Intermediate Algebra

Gail Bishir, Bachelor Degree: teaches Beginning Algebra

Micah DeWeese, College Algebra

Luke Henke, Master Degree: teaches College Algebra & Trigonometry

Carrie Case, Master Degree: teaches College Algebra & Trigonometry (LCHS)

Sara Davis, Master Degree: teaches Trigonometry (Baxter Springs)






Jennifer Schenker, Master Degree: teaches College Algebra and Trigonometry (Oswego)







Appendix C: Bureau of Labor Statistics Information





Architecture and Engineering Occupations







Employment of architecture and engineering occupations is projected to grow 7 percent from 2016 to 2026, about as fast as the average for all occupations. About 194,300 new jobs are projected to be added. Most of the projected job growth in this group is in the engineer occupations, as their services will be in demand in various areas such as rebuilding of infrastructure, renewable energy, oil and gas extraction, and robotics.







The median annual wage for architecture and engineering occupations was \$79,180 in May 2017. The median annual wages for all occupations in this group was higher than the median annual wage for all occupations in the economy, which was \$37,690.



	OCCUPATION	JOB SUMMARY	ENTRY-LEVEL EDUCATION [⊙]	2017 MEDIAN PAY [⊙]
	<u>Aerospace Engineering and Operations Technicians</u>	Aerospace engineering and operations technicians operate and maintain equipment used in developing, testing, producing, and sustaining new aircraft and spacecraft. Increasingly, these workers are using computer-based modeling and simulation tools and processes in their work, as well as advanced automation and robotics.	Associate's degree	\$67,240
	<u>Aerospace Engineers</u>	Aerospace engineers design primarily aircraft, spacecraft, satellites, and missiles. In addition, they create and test prototypes to make sure that they function according to design.	Bachelor's degree	\$113,030
	<u>Agricultural Engineers</u>	Agricultural engineers attempt to solve agricultural problems concerning power supplies, the efficiency of machinery, the use of structures and facilities, pollution and environmental issues, and the storage and processing of agricultural products.	Bachelor's degree	\$74,780
	<u>Architects</u>	Architects plan and design houses, factories, office buildings, and other structures.	Bachelor's degree	\$78,470
	<u>Biomedical Engineers</u>	Biomedical engineers combine engineering principles with medical sciences to design and	Bachelor's degree	\$88,040

	OCCUPATION	JOB SUMMARY	ENTRY-LEVEL EDUCATION	2017 MEDIAN PAY
	<u>Cartographers and Photogrammetrists</u>	<p>create equipment, devices, computer systems, and software used in healthcare.</p> <p>Cartographers and photogrammetrists collect, measure, and interpret geographic information in order to create and update maps and charts for regional planning, education, emergency response, and other purposes.</p>	Bachelor's degree	\$63,990
	<u>Chemical Engineers</u>	<p>Chemical engineers apply the principles of chemistry, biology, physics, and math to solve problems that involve the production or use of chemicals, fuel, drugs, food, and many other products. They design processes and equipment for large-scale manufacturing, plan and test production methods and byproducts treatment, and direct facility operations.</p>	Bachelor's degree	\$102,160
	<u>Civil Engineering Technicians</u>	<p>Civil engineering technicians help civil engineers to plan, design, and build highways, bridges, utilities, and other infrastructure projects. They also help to plan, design, and build commercial, industrial, residential, and land development projects.</p>	Associate's degree	\$51,620
	<u>Civil Engineers</u>	<p>Civil engineers conceive, design, build, supervise, operate, construct, and maintain infrastructure projects and systems in the public and private sector, including roads, buildings, airports, tunnels, dams, bridges, and systems for water supply and sewage treatment.</p>	Bachelor's degree	\$84,770
	<u>Computer Hardware Engineers</u>	<p>Computer hardware engineers research, design, develop, and test computer systems and components such as processors, circuit boards, memory devices, networks, and routers.</p>	Bachelor's degree	\$115,120
	<u>Drafters</u>	<p>Drafters use software to convert the designs of engineers and architects into technical drawings. Most workers specialize in architectural, civil, electrical, or mechanical drafting and use</p>	Associate's degree	\$54,170

	OCCUPATION	JOB SUMMARY	ENTRY-LEVEL EDUCATION	2017 MEDIAN PAY
	<p><u>Electrical and Electronics Engineering Technicians</u></p>	<p>technical drawings to help design everything from microchips to skyscrapers.</p> <p>Electrical and electronics engineering technicians help engineers design and develop computers, communications equipment, medical monitoring devices, navigational equipment, and other electrical and electronic equipment. They often work in product evaluation and testing, and use measuring and diagnostic devices to adjust, test, and repair equipment. They are also involved in the manufacture and deployment of equipment for automation.</p>	<p>Associate's degree</p>	<p>\$63,660</p>
	<p><u>Electrical and Electronics Engineers</u></p>	<p>Electrical engineers design, develop, test, and supervise the manufacturing of electrical equipment, such as electric motors, radar and navigation systems, communications systems, and power generation equipment. Electronics engineers design and develop electronic equipment, including broadcast and communications systems, such as portable music players and Global Positioning System (GPS) devices.</p>	<p>Bachelor's degree</p>	<p>\$97,970</p>
	<p><u>Electro-mechanical Technicians</u></p>	<p>Electro-mechanical technicians combine knowledge of mechanical technology with knowledge of electrical and electronic circuits. They operate, test, and maintain unmanned, automated, robotic, or electromechanical equipment.</p>	<p>Associate's degree</p>	<p>\$56,740</p>
	<p><u>Environmental Engineering Technicians</u></p>	<p>Environmental engineering technicians carry out the plans that environmental engineers develop. They test, operate, and, if necessary, modify equipment used to prevent or clean up environmental pollution. They may collect samples for testing, or they may work to mitigate sources of environmental pollution.</p>	<p>Associate's degree</p>	<p>\$50,230</p>

	OCCUPATION	JOB SUMMARY	ENTRY-LEVEL EDUCATION	2017 MEDIAN PAY
	<u>Environmental Engineers</u>	Environmental engineers use the principles of engineering, soil science, biology, and chemistry to develop solutions to environmental problems. They are involved in efforts to improve recycling, waste disposal, public health, and water and air pollution control.	Bachelor's degree	\$86,800
	<u>Health and Safety Engineers</u>	Health and safety engineers develop procedures and design systems to protect people from illness and injury and property from damage. They combine knowledge of engineering and of health and safety to make sure that chemicals, machinery, software, furniture, and other products will not cause harm to people or damage to property.	Bachelor's degree	\$88,510
	<u>Industrial Engineering Technicians</u>	Industrial engineering technicians assist industrial engineers in devising efficient systems that integrate workers, machines, materials, information, and energy to make a product or provide a service. They prepare machinery and equipment layouts, plan work flows, conduct statistical production studies, and analyze production costs.	Associate's degree	\$54,280
	<u>Industrial Engineers</u>	Industrial engineers find ways to eliminate wastefulness in production processes. They devise efficient systems that integrate workers, machines, materials, information, and energy to make a product or provide a service.	Bachelor's degree	\$85,880
	<u>Landscape Architects</u>	Landscape architects design parks and the outdoor spaces of campuses, recreational facilities, businesses, private homes, and other open areas.	Bachelor's degree	\$65,760
	<u>Marine Engineers and Naval Architects</u>	Marine engineers and naval architects design, build, and maintain ships, from aircraft carriers to submarines and from sailboats to tankers. Marine engineers are responsible for the internal systems of a ship, such as the propulsion, electrical, refrigeration, and steering systems. Naval architects are responsible for the ship	Bachelor's degree	\$90,970


OCCUPATION	JOB SUMMARY	ENTRY-LEVEL EDUCATION	2017 MEDIAN PAY
 <p><u>Materials Engineers</u></p>	<p>design, including the form, structure, and stability of hulls.</p> <p>Materials engineers develop, process, and test materials used to create a wide range of products, from computer chips and aircraft wings to golf clubs and biomedical devices. They study the properties and structures of metals, ceramics, plastics, composites, nanomaterials (extremely small substances), and other substances in order to create new materials that meet certain mechanical, electrical, and chemical requirements.</p>	Bachelor's degree	\$94,610
 <p><u>Mechanical Engineering Technicians</u></p>	<p>Mechanical engineering technicians help mechanical engineers design, develop, test, and manufacture mechanical devices, including tools, engines, and machines. They may make sketches and rough layouts, record and analyze data, make calculations and estimates, and report their findings.</p>	Associate's degree	\$55,360
 <p><u>Mechanical Engineers</u></p>	<p>Mechanical engineers design, develop, build, and test mechanical and thermal sensors and devices, including tools, engines, and machines.</p>	Bachelor's degree	\$85,880
 <p><u>Mining and Geological Engineers</u></p>	<p>Mining and geological engineers design mines to safely and efficiently remove minerals such as coal and metals for use in manufacturing and utilities.</p>	Bachelor's degree	\$94,240
 <p><u>Nuclear Engineers</u></p>	<p>Nuclear engineers research and develop the processes, instruments, and systems used to derive benefits from nuclear energy and radiation. Many of these engineers find industrial and medical uses for radioactive materials—for example, in equipment used in medical diagnosis and treatment.</p>	Bachelor's degree	\$105,810
 <p><u>Petroleum Engineers</u></p>	<p>Petroleum engineers design and develop methods for extracting oil and gas from deposits below the Earth's surface. Petroleum engineers</p>	Bachelor's degree	\$132,280



	OCCUPATION	JOB SUMMARY	ENTRY-LEVEL EDUCATION	2017 MEDIAN PAY
	<u>Surveying and Mapping Technicians</u>	<p>also find new ways to extract oil and gas from older wells.</p> <p>Surveying and mapping technicians collect data and make maps of the Earth's surface. Surveying technicians visit sites to take measurements of the land. Mapping technicians use geographic data to create maps. They both assist <u>surveyors</u> and <u>cartographers</u> and <u>photogrammetrists</u>.</p>	High school diploma or equivalent	\$43,340
	<u>Surveyors</u>	<p>Surveyors make precise measurements to determine property boundaries. They provide data relevant to the shape and contour of the Earth's surface for engineering, mapmaking, and construction projects.</p>	Bachelor's degree	\$61,140

Math Occupations

Employment of math occupations is projected to grow 28 percent from 2016 to 2026, much faster than the average for all occupations, which will result in about 50,400 new jobs. Growth is anticipated as businesses and government agencies continue to emphasize the use of big data, which math occupations can analyze.

Math occupations had a median annual wage of \$84,060 in May 2017, which was higher than the median annual wage for all occupations of \$37,690.



	OCCUPATION	JOB SUMMARY	ENTRY-LEVEL EDUCATION	2017 MEDIAN PAY
	<u>Actuaries</u>	<p>Actuaries analyze the financial costs of risk and uncertainty. They use mathematics, statistics, and financial theory to assess the risk of potential events, and they help businesses and clients develop policies that minimize the cost of that risk. Actuaries' work is essential to the insurance industry.</p>	Bachelor's degree	\$101,560





	OCCUPATION	JOB SUMMARY	ENTRY-LEVEL EDUCATION	2017 MEDIAN PAY
	<u>Mathematicians and Statisticians</u>	Mathematicians and statisticians analyze data and apply mathematical and statistical techniques to help solve real-world problems in business, engineering, healthcare, or other fields.	Master's degree	\$84,760
	<u>Operations Research Analysts</u>	Operations research analysts use advanced mathematical and analytical methods to help organizations investigate complex issues, identify and solve problems, and make better decisions.	Bachelor's degree	\$81,390

Math / Education Occupations

Employment of education, training, and library occupations is projected to grow 9 percent from 2016 to 2026, about as fast as the average for all occupations. About 888,900 new jobs are projected to be added from 2016 to 2026. Enrollment is projected to increase at both the college and university level and among public elementary and secondary schools, therefore postsecondary teachers and preschool, elementary and secondary school teachers will be needed to meet the demand. Education, training, and library occupations, however, are affected by state and local budgets, and budgetary restrictions can limit employment growth.

The median annual wage for education, training, and library occupations was \$48,740 in May 2017, which was higher than the median annual wage for all occupations of \$37,690.


	<u>Career and Technical Education Teachers</u>	Career and technical education teachers instruct students in various technical and vocational subjects, such as auto repair, healthcare, and culinary arts. They teach academic and technical content to provide students with the skills and knowledge necessary to enter an occupation.	Bachelor's degree	\$55,240
	<u>High School Teachers</u>	High school teachers help prepare students for life after graduation. They teach academic lessons and various skills that students will need to attend college and to enter the job market.	Bachelor's degree	\$59,170







	<u>Instructional Coordinators</u>	Instructional coordinators oversee school curriculums and teaching standards. They develop instructional material, coordinate its implementation with teachers and principals, and assess its effectiveness.	Master's degree	\$63,750
	<u>Kindergarten and Elementary School Teachers</u>	Kindergarten and elementary school teachers instruct young students in basic subjects, such as math and reading, in order to prepare them for future schooling.	Bachelor's degree	\$56,900
	<u>Middle School Teachers</u>	Middle school teachers educate students, typically in sixth through eighth grades. They help students build on the fundamentals they learned in elementary school and prepare them for the more difficult curriculum they will face in high school.	Bachelor's degree	\$57,720
	<u>Postsecondary Teachers</u>	Postsecondary teachers instruct students in a wide variety of academic and technical subjects beyond the high school level. They may also conduct research and publish scholarly papers and books.	See How to Become One	\$76,000





Life, Physical, and Social Science Occupations

Employment of life, physical, and social science occupations is projected to grow 10 percent from 2016 to 2026, faster than the average for all occupations, which will result in about 124,800 new jobs. Increasing demand for expertise in the sciences, particularly in occupations involved in biomedical research, psychology, energy management, and environmental protection, is projected to result in employment growth.

The median annual wage for life, physical, and social science occupations was \$64,510 in May 2017, which was higher than the median wage for all occupations of \$37,690.

	<u>Atmospheric Scientists, Including Meteorologists</u>	Atmospheric scientists study the weather and climate, and examine how those conditions affect human activity and the earth in general.	Bachelor's degree	\$92,070
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	<u>Biochemists and Biophysicists</u>	Biochemists and biophysicists study the chemical and physical principles of living things and of biological processes, such as cell development, growth, heredity, and disease.	Doctoral or professional degree	\$91,190
	<u>Economists</u>	Economists study the production and distribution of resources, goods, and services by collecting and analyzing data, researching trends, and evaluating economic issues.	Master's degree	\$102,490
	<u>Epidemiologists</u>	Epidemiologists are public health professionals who investigate patterns and causes of disease and injury in humans. They seek to reduce the risk and occurrence of negative health outcomes through research, community education, and health policy.	Master's degree	\$69,660
	<u>Forensic Science Technicians</u>	Forensic science technicians aid criminal investigations by collecting and analyzing evidence. Many technicians specialize in various types of laboratory analysis.	Bachelor's degree	\$57,850
	<u>Geological and Petroleum Technicians</u>	Geological and petroleum technicians provide support to scientists and engineers in exploring and extracting natural resources, such as minerals, oil, and natural gas.	Associate's degree	\$54,190
	<u>Geoscientists</u>	Geoscientists study the physical aspects of the Earth, such as its composition, structure, and processes, to learn about its past, present, and future.	Bachelor's degree	\$89,850

	<u>Hydrologists</u>	Hydrologists study how water moves across and through the Earth's crust. They use their expertise to solve problems in the areas of water quality or availability.	Bachelor's degree	\$79,990
	<u>Medical Scientists</u>	Medical scientists conduct research aimed at improving overall human health. They often use clinical trials and other investigative methods to reach their findings.	Doctoral or professional degree	\$82,090
	<u>Nuclear Technicians</u>	Nuclear technicians assist physicists, engineers, and other professionals in nuclear research and nuclear energy production. They operate special equipment and monitor the levels of radiation that are produced.	Associate's degree	\$80,370
	<u>Physicists and Astronomers</u>	Physicists and astronomers study the ways in which various forms of matter and energy interact. Theoretical physicists and astronomers may study the nature of time or the origin of the universe. Some physicists design and perform experiments with sophisticated equipment such as particle accelerators, electron microscopes, and lasers.	Doctoral or professional degree	\$117,220

Agenda Item #: V.D.
Date: November 8, 2018

SUBJECT

Independent Contractor Contract

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

At the budget work session, the need for a grant writer to seek funding opportunities for the college was discussed.

PRESIDENT'S RECOMMENDATION

The President recommends that the Board approve the independent contractor contract with Debra Mikulka.

(agnbudget07-08adopt)

Agenda Item #: V.E.
Date: November 8, 2018

SUBJECT

Change one meeting date for the Board of Trustees

REASON FOR CONSIDERATION BY THE BOARD

BACKGROUND

We need to move the March regularly scheduled meeting of the Board of Trustees.

PRESIDENT'S RECOMMENDATION

Recommend changing the March 14th Board of Trustees meeting to Thursday, March 21st.

Agenda Item: V.F.
Date: November 9, 2018

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

10/3/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123026	A T and T	Phone Service - Cherokee Center	11-7103-631-000	\$336.76	\$336.76
123027	Randee Baty	Reimburse Mileage - Faculty Teaching	11-4202-602-000	\$130.80	\$130.80
123030	Bruce Bowles	Reimburse Meals - Sim Conf	11-4200-630-028	\$60.30	\$60.30
123031	CareerSafe	OSHA Voucher	12-4204-701-000	\$625.00	\$625.00
123032	City of Parsons	Water Service	11-7102-632-000	\$2,096.87	
		Water Service	16-9482-632-000	\$221.50	\$2,318.37
123033	Cox Communications	Internet - Cherokee Center	11-6401-631-000	\$169.55	
		Cable - Cherokee Center	11-7103-701-000	\$94.05	\$263.60
123035	Cynthia Dyson	Reimburse Meals - KACRAO Conf	11-5303-601-000	\$50.02	\$50.02
123036	Kenneth Elliott	Reimburse Mileage - Faculty Teaching	11-4202-602-000	\$276.53	\$276.53
123037	Enterprise Rent-a-Car	VB Van Rental	11-5504-603-000	\$64.96	
		Men's Basketball Recruiting	11-5508-603-000	\$183.19	
		VB Van Rental	11-6502-720-000	\$1,065.04	
		VB Van Rental	11-6502-720-000	\$1,065.04	\$2,443.19
123038	Farm Bureau Financial Services	Life Insurance Premiums-MW	11-6501-590-001	\$447.00	\$447.00
123041	Kara Good	Reimburse Supplies	11-5507-701-000	\$59.97	\$59.97
123044	Jason Hinson	Reimburse Mileage - Recruiting	11-5508-603-000	\$39.24	\$39.24
123045	Phillip S Jack	Reimburse Mileage - WSU	11-6503-701-000	\$144.97	\$144.97
123046	Kathy Johnston	Reimburse Meals - KACRAO Conf	11-5303-601-000	\$23.24	\$23.24
123048	Kansas Outdoor Advertising	October Billboard Rental	11-6301-613-000	\$300.00	
		October Advertising	11-6301-613-000	\$575.00	\$875.00
123050	Leigh Ann Martin	Reimburse Mileage - Clinicals	12-1215-602-000	\$98.10	\$98.10
123051	Ashley Moore	Reimburse KS License	11-4200-630-030	\$46.13	\$46.13
123056	Parsons Rotary Club	Membership Fee - D Bohnenblust	12-1208-670-000	\$30.00	\$30.00

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/3/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123058	Mitchell A Rolls	Iowa Jamboree Entry Fee	11-5503-601-000	\$100.00	
		Iowa Hotel	11-5503-601-000	\$566.40	
		Women's BB Travel -	11-5503-601-000	\$470.00	\$1,136.40
123059	Mitchell A Rolls	Women's BB Travel - 10/13/18	11-5503-601-000	\$180.00	
		Springfield Jamboree Entry Fee	11-5503-601-000	\$135.00	\$315.00
123060	Mitchell A Rolls	Women's BB Travel - 10/20/18	11-5503-601-000	\$200.00	
		Lawrence Jamboree Entry Fee	11-5503-601-000	\$135.00	\$335.00
123062	Jason Sharp	Reimburse Mileage - Instructor Eval	11-4202-602-000	\$33.79	\$33.79
123063	Jerrold W Stanford	Reimburse Mileage - Recruiting	11-5508-603-000	\$262.69	\$262.69
123064	Brian Vediz	Reimburse Airfare - SDMS Conferenc	12-1246-630-000	\$241.50	\$241.50
123065	Verizon Wireless	J Burzinski Phone Charges	11-6401-701-000	\$248.32	
		Custodians Phone Charges	11-7102-649-000	\$348.17	\$596.49
123067	Westar Energy, Inc	Electricity	11-7102-634-000	\$18,486.95	
		Electricity - Cherokee Center	11-7103-634-000	\$1,353.16	
		Electricity	16-9482-634-000	\$538.41	\$20,378.52
123068	Wichita Hoops, LLC	Men's Basketball Jamboree	11-5508-701-000	\$100.00	\$100.00
				<u>\$31,667.61</u>	
	11-General Fund			\$29,913.10	
	12-Postsecondary Technical Education Fund			\$994.60	
	16-Auxiliary Ent Fund			\$759.91	
	67-Capital Outlay			\$0.00	
				<u>\$31,667.61</u>	

Checks approved for release prior to Board action

President

Mark Wattens

Vice President of Finance & Operations

Deann Schenck

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/10/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123069	A T and T	Internet	11-6401-631-000	\$3,472.54	\$3,472.54
123072	Bruce Bowles	Reimburse Hotel - ACEN Pre-Flight	11-4200-630-028	\$136.05	
		Reimburse Meals - ACEN Fall Forum	11-4200-630-028	\$145.57	\$281.62
123073	CableONE	Cable Service	11-7202-648-000	\$138.70	\$138.70
123077	Tiffany R Conner	Reimburse Mileage - Recruiting	11-5503-603-000	\$130.80	\$130.80
123078	Jill Coral Coomes	Reimburse Meals - Sim Conf	11-4200-630-023	\$27.27	\$27.27
123080	Alexander J Coplon	Reimburse Mileage - Recruiting	11-5502-603-000	\$237.62	\$237.62
123084	Brittany Haley	Reimburse Glute/Hamstring/Ab Roller	11-5507-701-000	\$99.39	
		Reimburse Supplies	11-5507-701-000	\$28.95	\$128.34
123085	Ross Harper	Reimburse Mileage - Recruiting (9)	11-5302-601-000	\$493.77	
		Reimburse Meals - KACRAO	11-5302-601-000	\$36.32	
		Reimburse Mileage - Conf & Recruit (1)	11-5302-601-000	\$742.29	\$1,272.38
123086	Theresa M Hundley	Reimburse Mileage - Baxter High Sch	11-5201-601-000	\$54.50	\$54.50
123088	Linseh Johnson	Reimburse Mileage - Welding Day, Cc	12-4204-601-000	\$189.66	
		Reimburse Meal - KBOR Workforce C	12-4204-605-000	\$9.68	\$199.34
123089	Kansas Gas Service	Gas Service	11-7103-633-000	\$37.46	\$37.46
123091	KJCCC	Women's Basketball Officials	11-5503-680-000	\$7,308.00	\$7,308.00
123093	Kylie Lucas	Reimburse Mileage - Recruiting(5)	11-5302-601-000	\$385.86	\$385.86
123094	Haley Renee Miller	Reimburse Mileage - Recruiting (4)	11-5504-603-000	\$220.18	\$220.18
123095	Ashley Moore	Reimburse Mileage - Clinicals (6)	12-1210-602-000	\$444.72	\$444.72
123096	Robert E Perez	Reimburse Mileage - Cherokee Instr.	11-4202-602-000	\$98.10	\$98.10
123097	Miranda D Plumlee	Reimburse Meals - ACEN Conf	11-4200-630-026	\$86.88	
		Reimburse Hotel - ACEN Pre-Flight	11-4200-630-026	\$92.20	\$179.08
123098	Mitchell A Rolls	Reimburse Springfield Showcase Entr	11-5503-603-000	\$90.00	
		Reimburse Mileage - Recruiting	11-5503-603-000	\$141.70	\$231.70

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/10/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123099	Ashley N Savage	Reimburse Mileage - Main Campus	11-7103-602-000	\$33.79	\$33.79
123100	Barry Seal	Reimburse Mileage - Main Campus	11-7103-602-000	\$33.79	\$33.79
123101	Jerrold W Stanford	Men's BB Travel - 10/10/18	11-5508-601-000	\$1,200.00	\$1,200.00
123102	Jerrold W Stanford	Men's BB Travel - 10/20/18	11-5508-601-000	\$350.00	\$350.00
123103	Jerrold W Stanford	Men's BB Travel - 10/18/18	11-5508-601-000	\$350.00	\$350.00
123104	Touchtone Communications	Long Distance	11-6501-631-000	\$99.30	
		Long Distance - Cherokee Center	11-7103-631-000	\$19.36	\$118.66
				<u>\$16,934.45</u>	
	11-General Fund			\$16,290.39	
	12-Postsecondary Technical Education Fund			\$644.06	
	16-Auxiliary Ent Fund			\$0.00	
	67-Capital Outlay			\$0.00	
				<u>\$16,934.45</u>	

Checks approved for release prior to Board action

Mark Watland
President

Deanna Doherty
Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/18/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123106	A T and T	Phone Service	11-6501-631-000	\$69.68	
		Phone Service	11-6501-631-000	\$2,572.31	\$2,641.99
123107	A T and T	Internet	11-6401-631-000	\$1,570.40	\$1,570.40
123108	Accident Fund	Workman's Comp	11-6501-590-001	\$3,348.90	\$3,348.90
123109	Amazon.com LLC	Supplies	11-4203-701-000	\$367.92	
		Newer Adjustable Desktop Camera	11-6401-701-000	\$31.98	
		IT Supplies	11-6403-701-000	\$209.87	
		Maintenance Supplies	11-7102-649-000	\$40.24	
		Washer Pump	11-7102-649-000	\$23.98	
		Sound Machine	16-9482-701-000	\$19.99	\$693.98
123110	B P	Gasoline	11-6502-720-000	\$259.88	\$259.88
123112	Kim Beachner	Reimburs Meals - ACEN Fall Forum	11-4200-630-025	\$72.07	
		Reimburs Hotel - ACEN Pre-Flight	11-4200-630-025	\$69.98	
		Reimburs Meal - Simulation Conf	11-4200-630-025	\$30.00	\$172.05
123114	Joseph Burke	Reimburs Mileage - Cherokee Cente	11-4201-601-000	\$32.70	\$32.70
123115	CableONE	Ted Hill Internet	11-6401-631-000	\$88.94	\$88.94
123116	Tarah L Cockrell	Reimburs Meal - KCCLI	11-7103-601-000	\$17.02	
		Reimburs Mileage - KCCLI	11-7103-601-000	\$156.96	\$173.98
123117	Enterprise Rent-a-Car	Rental Van, Volleyball	11-5504-601-000	\$32.48	
		Rental Van, Volleyball	11-6502-720-000	\$1,002.52	\$1,035.00
		Package Shipping (4)	11-5303-701-000	\$88.77	\$88.77
123118	FedEX Express	Reimburs Mileage - Orient & Evals	12-4204-601-000	\$298.66	\$298.66
123121	Trudy E Hill	Old Library Renovation	11-6201-659-009	\$4,522.00	\$4,522.00
123122	Home Store	PrintShop Sales Tax/Sept	11-6503-701-000	\$2.54	
123123	Kansas Department of Revenue	Bookstore Sales Tax/Sept	16-0000-216-001	\$223.35	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/18/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123123	Kansas Department of Revenue	Food Service Sales Tax/Sept	16-0000-216-002	\$727.53	\$953.42
123124	Kansas Gas Service	Gas Service	11-7102-633-000	\$387.99	\$387.99
123126	Cathy D Kibler	PBL National Fall Leadership Trip	11-1127-604-000	\$200.00	\$200.00
123128	Debra Elaine Mikulka	Grant Writing	11-4201-661-000	\$1,500.00	\$1,500.00
123129	Tracie D Moon	Reimburse Mileage - Cherokee Cente	11-6401-601-000	\$33.79	\$33.79
123130	NTHERM, LLC	Gas Service	11-7102-633-000	\$17.80	
		Gas Service	11-7102-633-000	\$48.32	
		Gas Service	16-9482-633-000	\$38.14	\$104.26
123131	Julie Page	Reimburse Hotel - ACEN Pre-Flight	11-4200-630-024	\$69.98	
123132	Teri Pearce	Reimburse Meals - ACEN Fall Forum	11-4200-630-024	\$91.56	\$161.54
123133	Pepsi-Cola	Reimburse Mileage - KDRS Training	11-6201-601-000	\$74.12	\$74.12
123134	Phillips 66 - Conoco - 76	Food	16-9684-743-000	\$479.26	\$479.26
123135	Rural Water District #5	Gasoline	11-6502-720-000	\$1,919.40	\$1,919.40
123136	Jason Sharp	Utility Water, Cherokee	11-7103-632-000	\$55.33	\$55.33
		Reimburse Mileage - Inst Evals & KC	11-4202-602-000	\$188.03	
123137	Cheryl Smith	Reimburse Meals - CTE/Workforce C	12-1246-630-000	\$35.89	\$223.92
123138	Kelly Stammer	Reimburse Patho Case Studies Book	11-4200-630-022	\$43.17	\$43.17
		Groundskeeping, Spec Building	11-7202-648-000	\$400.00	\$400.00
123139	Brian Vediz	Reimburse Parking - SDMS Conf	12-1246-630-000	\$26.00	
		Reimburse Transportation - SDMS Co	12-1246-630-000	\$201.34	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/18/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123139	Brian Vediz	Reimburse Meals - SDMS Conf	12-1246-630-000	\$152.75	\$380.09
		11-General Fund		\$19,640.63	
		12-Postsecondary Technical Education Fund		\$714.64	
		16-Auxiliary Ent Fund		\$1,488.27	
		67-Capital Outlay		\$0.00	
				<u>\$21,843.54</u>	

Checks approved for release prior to Board action

Mark Mattson
President

James Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/25/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123151	American Heritage Life Insurance	ComCancer Premiums	11-0000-273-000	\$150.39	\$150.39
123152	American United Life Ins Co Group	PreTerm Life Insurance Premiums	11-6501-590-001	\$401.17	\$401.17
123153	Bay Bridge Administrators, LLC	f/b/o SEMPLOYEE 403 (b) Contributions	11-0000-258-000	\$14,271.00	
		Cancer Premiums	11-0000-273-000	\$388.13	
		Disability Premiums	11-0000-275-000	\$488.06	
		Term Life Insurance Premiums	11-0000-276-000	\$713.28	
		Employer 403(b) Matching	11-6501-590-001	\$4,010.00	\$19,870.47
123154	L C C Faculty Association	Faculty Dues	11-0000-264-000	\$1,083.46	\$1,083.46
123155	L C C Foundation	Employee Contributions	11-0000-268-000	\$1,325.95	\$1,325.95
123157	Security Benefit Life Insurance Co.	Medical Reimb/Child Care	11-0000-277-000	\$2,430.82	\$2,430.82
				<u>\$25,262.26</u>	
	11-General Fund			\$25,262.26	
	12-Postsecondary Technical Education Fund			\$0.00	
	16-Auxillary Ent Fund			\$0.00	
	67-Capital Outlay			\$0.00	
				<u>\$25,262.26</u>	

Checks approved for release prior to Board action

Mark Watkins
President

Shane Disher
Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/26/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123158	A S C A P	Licensing Fee	11-1111-682-000	\$442.89	\$442.89
123159	Katrlleen A Bennett	Reimburse Hotel - ACEN Pre-Flight	11-4200-630-027	\$92.20	
		Reimburse Meals - ACEN Fall Forum	11-4200-630-027	\$90.91	\$183.11
123161	CableONE	Cable Service	11-7202-648-000	\$131.56	\$131.56
123162	Commercial Bank/Cash	Summer Book Buyback	16-9381-740-000	\$1,269.90	\$1,269.90
123165	Janice S Every	Reimburse Mileage - Title IX Training	11-6504-601-001	\$142.79	\$142.79
123166	FedEx Express	Package Shipping	11-5303-701-000	\$58.35	\$58.35
123167	Tammy Fuentes	Reimburse Meal - Title IX Training	11-5701-690-000	\$42.00	\$42.00
123169	Joshua A Ghering	Reissue Paper of the Year 1st Place	11-4101-701-000	\$100.00	\$100.00
123170	Ross Harper	Reimburse Meals - CPC Trip KC	11-5302-601-000	\$42.11	
		Reimburse Meals - CPC Trip Hays	11-5302-601-000	\$52.82	\$623.04
123171	Megan Hentzen	Reimburse Mileage - CPC Trips (2)	11-5302-601-000	\$528.11	
		Reimburse Meals - Title IX Training	11-5701-690-000	\$42.56	
123172	Hofer & Hofer & Associates, Inc	Reimburse Mileage - Title IX Training	11-5701-690-000	\$153.15	\$195.71
123173	Joe Smith Company, Inc	WTC Renovations	11-6201-659-004	\$102,151.17	\$102,151.17
		Snacks	16-9381-742-000	\$10.21	
		Returned Snacks	16-9381-742-000	(\$7.67)	
		Snacks	16-9381-742-000	\$387.99	\$390.53
123175	Kansas Gas Service	Gas Service	11-7102-633-000	\$133.92	
		Gas Service - 1306 Main	11-7102-633-000	\$87.60	
		Gas Service - 1230 Main	11-7102-633-000	\$34.89	\$256.41
123176	KJCCC	Men's Basketball Officials	11-5508-680-000	\$9,135.00	\$9,135.00
123179	Kylie Lucas	Reimburse Mileage - Recruiting (6)	11-5302-601-000	\$465.98	
		Reimburse Event Supplies	11-5302-701-000	\$38.74	\$504.72
123180	Tracie D Moon	Reimburse-Subquery Magic Class	11-6401-701-000	\$10.00	\$10.00

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/26/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123181	Orschem	Fan - Workforce Training Center	12-4204-701-000	\$299.99	\$299.99
123182	Tiffany L Poyner	Reimburse Mileage - Independence	11-5504-680-000	\$34.55	\$34.55
123185	Mitchell A Rolls	Women's BB Meal - 11/28/18	11-5503-601-000	\$100.00	\$100.00
123186	Mitchell A Rolls	Women's BB Meal - 11/27/18	11-5503-601-000	\$120.00	\$120.00
123187	Mitchell A Rolls	Women's BB Travel - 11/24/18	11-5503-601-000	\$300.00	\$300.00
123188	Mitchell A Rolls	Women's BB Travel - 11/20/18	11-5503-601-000	\$300.00	\$300.00
123189	Mitchell A Rolls	Women's BB Travel - 11/15/18	11-5503-601-000	\$300.00	\$300.00
123190	Mitchell A Rolls	Women's BB Travel - 11/13/18	11-5503-601-000	\$300.00	\$300.00
123191	Mitchell A Rolls	Women's BB Travel - 11/9/18	11-5503-601-000	\$600.00	\$600.00
123192	Mitchell A Rolls	Women's BB Travel - 11/6/18	11-5503-601-000	\$300.00	\$300.00
123193	Mitchell A Rolls	Women's BB Meal - 11/3/18	11-5503-601-000	\$100.00	\$100.00
123194	Mitchell A Rolls	Women's BB Travel - 11/1/18	11-5503-601-000	\$300.00	\$300.00
123195	Jason Sharp	Reimburse Hotel Charge - HLC 2019	11-4202-601-000	\$220.69	
		Reimburse Mileage - Workforce Innov	12-1246-630-000	\$144.97	\$365.66
123196	Jerrod W Stanford	Men's BB Travel - 11/16/18	11-5508-601-000	\$700.00	\$700.00
123197	Jerrod W Stanford	Men's BB Travel - 11/9/18	11-5508-601-000	\$700.00	\$700.00
123198	Jerrod W Stanford	Men's BB Travel - 11/6/18	11-5508-601-000	\$350.00	\$350.00
123199	Jerrod W Stanford	Men's BB Travel - 11/2/18	11-5508-601-000	\$700.00	\$700.00
123200	Jerrod W Stanford	Men's BB Travel - 11/1/18	11-5508-601-000	\$350.00	\$350.00
123201	The Villas at LCC, LLC	Housing.	11-0000-201-001	\$1.00	
		Housing//	11-0000-201-001	\$1,637.00	
		Housing	11-0000-201-001	\$1,251.00	
		Housing/	11-0000-201-001	\$1,397.00	
		Housing/	11-0000-201-001	\$2,400.00	
		Housing/	11-0000-201-001	\$1,119.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/26/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123201	The Villas at LCC, LLC	Housing/	11-0000-201-001	\$316.00	\$17,803.32
		Housing	11-0000-201-001	\$2,618.00	
		Housing/	11-0000-201-001	\$2,100.00	
		Housing	11-0000-201-001	\$1,405.32	
		Housing/	11-0000-201-001	\$1,680.00	
		Housing/	11-0000-201-001	\$1,879.00	
		Senior Day Supplies	11-5302-701-000	\$92.01	
		Supplies	11-5504-680-000	\$165.14	
		Volleyball Supplies	11-5504-701-000	\$103.34	
		Supplies	11-5508-701-000	\$89.04	
		Office Items	11-7103-701-000	\$52.64	
		Fire Prevention Week Items	12-4204-699-000	\$51.27	
123202	Wal-Mart Community	Food	16-9684-743-000	\$86.45	\$1,160.38
		Food	16-9684-743-000	\$119.87	
		Food	16-9684-743-000	\$75.31	
		Food	16-9684-743-000	\$191.33	
		Food	16-9684-743-000	\$79.52	
		Food	16-9684-743-000	\$54.46	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/26/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123203	Paula S Weidert	Reimburse Meal - AKCCOP Board Me	11-6501-601-000	\$23.63	\$23.63

11-General Fund	\$138,081.11
12-Postsecondary Technical Education Fund	\$496.23
16-Auxillary Ent Fund	\$2,267.37
67-Capital Outlay	\$0.00
	<u>\$140,844.71</u>

\$140,844.71

Checks approved for release prior to Board action

Mark Weidert
President

Samuel Deberry
Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/31/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123204	Ace Hardware, Inc.	Plumbing Supplies	11-7102-649-000	\$86.56	
		Maintenance Supplies	11-7102-649-000	\$71.41	
		Maintenance Supplies	11-7102-649-000	\$8.48	
		Maintenance Supplies	11-7102-649-000	\$18.85	
		Plumbing Supplies	11-7102-649-000	\$11.11	
		Pipe Cutter	11-7102-649-000	\$13.99	
		Maintenance Supplies	11-7102-649-000	\$44.47	
		Maintenance Supplies	11-7102-649-000	\$56.12	
		Maintenance Supplies	11-7102-649-000	\$18.92	
		Kneepads	11-7102-649-000	\$17.99	
		Spraypaint	11-7102-649-000	\$9.18	
		Maintenance Supplies	11-7102-649-000	\$35.90	
		Flag	11-7102-649-000	\$34.99	
		Flex Tape	11-7102-649-000	\$12.99	
		Batteries	11-7102-649-000	\$9.99	
		Snap Knife	11-7102-649-000	\$4.99	
		Maintenance Supplies	11-7102-649-000	\$55.90	
		Slyde Holster	11-7102-649-000	\$0.99	
		Maintenance Supplies	11-7102-649-000	\$59.97	
		Smoke Alarms	12-4204-699-000	\$75.89	\$648.69
123205	All Seasons Floral, LLC	Plant - Patricia Mayberry's Service	11-6102-709-000	\$62.00	
		Plant - Phyllis Coomes	11-6102-709-000	\$52.00	\$114.00
123206	American Media Investments	September Advertising	11-6301-613-000	\$330.00	\$330.00
123207	B and H Photo Video	Epson Ink Maintenance Tank	12-1203-700-000	\$31.99	\$31.99
123208	B's Massage and Yoga	PED 19300004-12 students	11-1133-523-001	\$475.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123208	B's Massage and Yoga	PED 19300003-8 students	11-1133-523-001	\$475.00	
		PED 19300009-5 students	11-1133-523-001	\$395.80	
		PED 19300006-1 student	11-1133-523-001	\$79.16	
		PED 19300005-2 students	11-1133-523-001	\$158.33	
		PED 19300010-8 students	11-1133-523-001	\$475.00	
		PED 19300008-9 students	11-1133-523-001	\$475.00	
		PED 19300007-11 students	11-1133-523-001	\$475.00	
		PED 19300002-11 students	11-1133-523-001	\$475.00	\$3,483.29
123209	C J's Uniforms Unlimited	Polo Shirt for PTA Student	12-1213-700-000	\$30.00	\$30.00
123210	Carolina Biological Supply Company	Dialysis Tubing	11-1102-700-000	\$36.13	\$36.13
123211	Chicken Annie's	Meal - Dental Asst Advisory Council	12-1215-709-000	\$82.50	\$82.50
123212	CoARC	Co-ARC Annual Accreditation Fee	12-1211-670-000	\$2,100.00	\$2,100.00
123213	Collegiate Directories, Inc	Athletics Online Subscription	11-5504-680-000	\$29.95	\$29.95
123214	Copy Products Inc	Copy Usage for Cherokee Center	11-7103-701-000	\$117.31	\$117.31
123215	Culligan of Wichita	Dionizer Service - Biology Lab	11-1102-646-000	\$208.00	
		Dionizer Service - Chemistry Lab	11-1106-700-000	\$173.00	\$381.00
123216	Dell Marketing L P	Dell Replacement Screen	11-4203-701-000	\$132.98	\$132.98
123217	Design Group Architects LTD	Architect Fees - 1306 Main	11-6201-659-002	\$1,066.00	
		Architect Fees - WTC	11-6201-659-004	\$923.96	\$1,989.96
123218	Doyle Glass Co. LLC	Door Repair	11-7102-649-000	\$385.64	
		Door Repair	11-7102-649-000	\$35.73	\$421.37
123219	EMC Corporation	EMC SAN Replacement	11-6402-850-000	\$22,311.06	\$22,311.06
123221	Family Traditions	Family Tradition Children's Books	11-6301-704-000	\$310.58	\$310.58
123222	Farm Talk Newspaper	Annual Subscription	11-4101-704-001	\$45.00	\$45.00
123223	Fastenal Company	Maintenance Supplies	11-7102-649-000	\$6.82	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/31/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123223	Fastenal Company	Maintenance Supplies	11-7102-649-000	\$38.56	
		Maintenance Supplies	11-7102-649-000	\$19.10	
		AED Pads	11-7102-649-000	\$249.14	
		Batteries	11-7102-649-000	\$9.12	
		Maintenance Supplies	11-7102-649-000	\$3.49	
		Maintenance Supplies	11-7102-649-000	\$24.99	\$351.22
123224	Joyce Fields	JAM Instructor	11-1133-523-001	\$325.00	\$325.00
123225	Flinn Scientific Inc	Nitrile Gloves	11-1103-700-000	\$581.58	\$581.58
123226	Four State Maintenance Supply Inc	Air Fresheners	11-7102-702-000	\$80.33	\$80.33
123227	Graves Menu Maker Foods	Supplies	16-9684-701-000	\$141.14	
		Supplies	16-9684-701-000	\$29.06	
		Supplies	16-9684-701-000	\$229.87	
		Supplies	16-9684-701-000	\$127.14	
		Supplies	16-9684-701-000	\$69.51	
		Supplies	16-9684-701-000	\$54.97	
		Supplies	16-9684-701-000	\$96.60	
		Food	16-9684-743-000	\$362.16	
		Food	16-9684-743-000	\$565.67	
		Food	16-9684-743-000	\$640.37	
		Food	16-9684-743-000	\$556.95	
		Food	16-9684-743-000	\$1,307.23	
		Credit on Food	16-9684-743-000	(\$45.16)	
		Food	16-9684-743-000	\$513.51	
		Food	16-9684-743-000	\$803.14	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123227	Graves Menu Maker Foods	Food	16-9684-743-000	\$702.20	
		Food	16-9684-743-000	\$797.95	\$7,222.96
123228	Green's Vegetation Control/William Gr	Post-Emerge and Nutsedge control	11-5509-701-000	\$230.00	
		Turf Kind starter fert 18-24-12	11-5509-701-000	\$230.00	\$460.00
123229	Herring Bank	ID Card Supplies	11-6401-701-000	\$879.80	\$879.80
123230	Hillyard/Springfield	Paper Towels and Toilet Paper	11-7102-702-000	\$1,388.40	
		Trash Bags	11-7103-702-000	\$696.12	\$2,084.52
123231	Home Store	Cove Base Nozzle	11-6201-659-009	\$25.95	\$25.95
123232	Hugo's Industrial Supply, Inc	Vacuums	11-7102-702-000	\$1,409.07	\$1,409.07
123233	J W Pepper and Son, Inc	Sheet Music	11-1111-700-000	\$229.99	
		Sheet Music	11-1111-700-000	\$100.00	\$429.99
		Sheet Music	11-1111-700-000	\$100.00	
123234	Jarred, Gilmore & Phillips, PA	FY18 Audit	11-6201-663-000	\$11,000.00	\$11,000.00
123235	Jenzabar, Inc.	Jenzabar Annual Maintenance	11-6401-646-001	\$86,288.00	
		SAN Move Support	11-6401-646-002	\$225.00	\$86,513.00
123236	Jock's Nitch/Parsons	Hoodies	11-5508-701-000	\$1,248.74	
		Gear Bags	11-5508-701-000	\$602.48	\$1,851.22
123237	K L K C	September Advertising	11-6301-613-000	\$350.00	\$350.00
123238	K S Y N-FM	September Advertising	11-6301-613-000	\$600.00	\$600.00
123239	Kansas Council of Workforce Education	Membership - Linseh Johnson	12-4204-701-000	\$250.00	\$250.00
123240	Kitchen Pass, Inc.	Fire School Advisory Luncheon	12-4204-701-000	\$100.00	\$100.00
123241	L and R Specialties, Inc.	Control Panel for Skutt	11-1101-648-000	\$317.50	\$317.50
123242	Darren Lubbers	PED19600010-crossfit-3 students	11-1133-523-001	\$237.48	
		PED19600003-crossfit-1 student	11-1133-523-001	\$79.16	
		PED19600002-Crossfit 4 students	11-1133-523-001	\$316.64	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

10/31/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123242	Darren Lubbers	PEED19600001-Crossfit-4 students	11-1133-523-001	\$316.64	
		Strength and Conditioning	11-5504-680-000	\$400.00	\$1,349.92
123243	Marrmic Fire and Safety Co Inc	Fire Inspection	11-7202-648-000	\$100.50	\$100.50
123244	MBS Direct, LLC	FA Books	16-0000-131-002	\$185.19	\$185.19
123245	McCarty's Office Machines Inc	Service Contract	11-4201-701-000	\$556.00	
		Laser Tabs	11-6101-702-000	\$28.72	
		Office Supplies	11-6503-701-000	\$468.41	
		Office Supplies	11-6503-701-000	\$398.53	
		Fax Toner	11-6503-701-000	\$79.95	
		Folders, Fax toner	11-6503-701-000	\$114.82	
		Chair	11-7102-649-000	\$249.00	
		Keys	11-7102-671-000	\$42.00	\$1,937.43
123246	Meridian Professional Imaging	Printed Photographs	11-6301-661-000	\$0.29	
		Printed Photographs	11-6301-661-000	\$1.09	\$1.38
123247	Mytown Media, Inc	September Advertising	11-6301-613-000	\$260.00	\$260.00
123248	Napa Auto Parts	Headlight	11-6502-720-000	\$16.42	\$16.42
123249	Nasco	Art Supplies	11-1101-700-000	\$28.95	
		Art Supplies	11-1101-700-000	\$219.10	\$248.05
123250	National CineMedia, LLC	September Advertising	11-6301-613-000	\$520.00	\$520.00
123251	National League for Nursing, Inc	Membership Dues	12-1208-670-000	\$1,189.00	\$1,189.00
123252	Newsbank Inc.	Database Annual Subscription	11-4101-710-000	\$7,119.00	\$7,119.00
123253	Nexstar Broadcasting, Inc	September Advertising - KSNF	11-6301-613-000	\$735.00	
		September Advertising - FourState	11-6301-613-000	\$200.00	
		September Advertising - FourState	11-6301-613-000	\$100.00	
		September Advertising - FourState	11-6301-613-000	\$500.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123253	Nexstar Broadcasting, Inc	September Advertising - FourState	11-6301-613-000	\$200.00	\$1,735.00
123254	O'Reilly Automotive Stores, Inc	Returned Core	11-6502-720-000	(\$18.00)	
		Windshield Wipers	11-6502-720-000	\$41.97	
		Battery, RV25	11-6502-720-000	\$172.99	
		Battery	12-4204-701-000	\$13.98	\$210.94
123255	Oriental Trading Company, Inc	Bulletin Board Supplies	11-7103-701-000	\$95.36	\$95.36
123256	P1 Group Inc	Maintenance Agreement	11-7103-649-000	\$500.00	
		Maintenance Agreement	11-7202-648-000	\$4,749.00	\$5,249.00
123257	ParCom Telephone Company	Admissions iPad	11-6501-631-000	\$538.00	\$538.00
123258	Parsons Chamber of Commerce	Golf Tournament Sponsorship	11-6301-709-000	\$50.00	\$50.00
123259	Parsons High School Business Office	Yearbook Ad	11-6301-613-000	\$100.00	\$100.00
123260	Parsons Sun	SEK Family Health Magazine	11-6301-613-000	\$345.00	
		Barefoot Ad	11-6301-613-000	\$56.75	
		Barefoot Ad	11-6301-613-000	\$113.50	
		Position Announcement	11-6504-613-000	\$34.05	
		Position Announcement	11-6504-613-000	\$39.95	
		Position Announcement	11-6504-613-000	\$39.95	
123261	Pitney Bowes Inc.	Postage Machine	11-6503-648-000	\$1,277.13	\$1,277.13
123262	QueenB Television of Kansas/Missouri	September Advertising	11-6301-613-000	\$600.00	\$600.00
123263	R R Donnelley	1098T Forms & Envelopes	11-6201-701-000	\$467.26	\$467.26
123264	Reserve Account	PBP #20352357 (Postage)	11-6503-611-000	\$2,500.00	\$2,500.00
123265	Roy's Auto Service, LLC	Vehicle Maintenance, PK2	11-6502-720-000	\$963.11	
		Vehicle Maintenance, MV40	11-6502-720-000	\$1,305.75	\$2,268.86
123266	Save-a-Lot	Food	16-9684-743-000	\$8.37	
		Food	16-9684-743-000	\$7.07	\$15.44

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123267	Scantron Corporation	Survey Sheet - 95607 - Student Surve	11-4202-701-000	\$94.23	\$94.23
123268	Scott Manufacturing, LLC	Neon Sign	11-7102-649-000	\$281.95	\$281.95
123269	The Cleaners	Table Cloths	12-4204-701-000	\$24.60	\$24.60
123270	The Irrigation Co LLC	Irrigation Repairs	11-7102-649-000	\$685.00	\$685.00
123271	Thompson Bros. Supplies, INC	Welding Supplies	12-4204-701-000	\$549.45	
		Welding Paint	12-4204-701-000	\$43.20	
		Welding Supplies	12-4204-701-000	\$275.50	
		Gas Refills for Welders	12-4204-701-000	\$407.40	\$1,275.55
123272	Tibbetts-Fischer Funeral Home	Memorial - Betty Evert	11-6102-709-000	\$50.00	\$50.00
123273	Tip Plus Corporation	Sandblast Cabinet and Supplies	12-4204-701-000	\$3,085.90	\$3,085.90
123274	Tom Davis Auto Group, LLC	Vehicle Maintenance, RV28	11-6502-720-000	\$42.50	
		Vehicle Maintenance, RV27	11-6502-720-000	\$112.33	\$154.83
123275	UniFirst Corporation	Mats, Mops, Towels, Uniforms	11-7103-649-000	\$45.42	
		Mats, Mops, Towels, Uniforms	11-7103-649-000	\$45.42	
		Mats, Mops, Uniforms	11-7103-649-000	\$45.42	
		Uniforms	11-7202-648-000	\$57.03	
		Uniforms	11-7202-648-000	\$57.03	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$96.54	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$89.04	
		Uniforms	11-7202-648-000	\$57.03	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$96.54	
		Aprons, Mats, Mops, 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	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$43.04	\$718.59
123276	Vance Lawn Care	Groundskeeping, Cherokee	11-7103-649-000	\$360.00	\$360.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

10/31/2018

Check Number	Vendor	Description	Account Number	Amount	Total
123277	Ward's Science	Autoclave	11-6404-850-001	\$8,395.21	\$8,395.21
123278	Mark Watkins	Reimburse Hotel Deposit HLC Meetin.	11-6101-601-000	\$220.69	
		Reimburse Meal - KBOR Meeting	11-6101-601-000	\$10.89	
		Vehicle Expense	11-6501-590-001	\$900.00	\$1,131.58
123279	West IP Communications	School Messenger Renewal	11-6401-701-000	\$3,125.00	\$3,125.00
					<u>\$195,473.47</u>

11-General Fund	\$179,661.35
12-Postsecondary Technical Education Fund	\$8,259.41
16-Auxillary Ent Fund	\$7,552.71
67-Capital Outlay	\$0.00
	<u>\$195,473.47</u>