

Labette Community College
Board of Trustees Meeting Agenda
Thursday, April 13, 2023
5:30 p.m.
Ted Hill Building

- I. Adoption of Agenda..... (Exhibit 1)
- II. Approval of March 9, 2023, Regular Meeting Minutes..... (Exhibit 2)
- III. Reports and/or Board Discussion
 - A. Faculty Senate Report
 - B. SGA Report
 - C. Administrative Reports
 - i. Comparison of Expenditures to Budget
 - ii. Facilities Report – Kevin Doherty, Facilities Director
 - D. President’s Report
- IV. Old Business (Action, Report, or Discussion)
 - A. Hughes Building Roof Restoration
- V. New Business (Action, Report, or Discussion)
 - A. City of Altamont Interlocal Agreement/Neighborhood Revitalization..... (Exhibit 3)
 - B. Professional Staff Employment Letter..... (Exhibit 4)
 - C. Program Reviews..... (Exhibits 5,6,7)
 - D. Policy Reviews..... (Exhibit 8,9)
 - E. New Professional Staff Position..... (Exhibit 10)
 - F. Approval of Bills..... (Exhibit 11)
- VI. Executive Session for the purpose of matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency.
- VII. Executive Session for the purpose of discussing personnel matters for non-elected personnel.
- VIII. 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 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 opposition to an issue before the Board, the Board reserves the right to poll the number of citizens in favor of and 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.

IX. Next Regular Board Meeting: Thursday, May 4, 2023, 5:30 p.m., Cardinal Event Center

X. Adjournment

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
March 9, 2023

The Board of Trustees met at 5:30 p.m. on Thursday, March 9, 2023, at the Cardinal Event Center.

Members Present

Rod Landrum
 David Winchell
 Montie Taylor
 Carl Hoskins
 Becky Dantic
 Mike Howerter

Members Absent

Others Present

Dr. Mark Watkins	Dr. Jason Sharp	Leanna Doherty	Tammy Fuentez
Dr. Kara Wheeler	Theresa Hundley	Janice Every	Lindi Forbes
Kevin Doherty	Janice Reese	Randee Baty	Ken Elliott
Colleen Williamson	Ashley Savage	Robert Bartelli	Cathy Kibler
Cody Nutt	Jody Burzinski	Elizabeth Stoneberger	

Heidi Flora recorded the minutes.

Adoption of Revised Agenda (ACTION ITEM)

Chair Winchell asked for changes or additions to the revised meeting agenda. There were none. Trustee Landrum moved to approve the revised meeting agenda as presented. Trustee Dantic seconded the motion and the motion carried 6-0.

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair Winchell asked for corrections or additions to the February 9, 2023, regular meeting minutes. There were none. Trustee Hoskins moved to approve the minutes as presented. Trustee Landrum seconded the motion and the motion carried 6-0.

Executive Session -

Trustee Landrum moved to recess into executive session at 5:35 p.m. for 15 minutes for the purpose of consultation with an attorney which would be deemed privileged in the attorney-client relationship. To protect attorney-client privilege and the public interest. Trustee Hoskins seconded the motion and the motion carried 6-0.

The following were invited to participate in the executive session: Dr. Mark Watkins, Dr. Jason Sharp, Leanna Doherty, Tammy Fuentez, Jody Burzinski, Cody Nutt, Karen Bridges, and Farzana Ahmed.

The Board returned to the open meeting at 5:50 p.m.

Reports and/or Board Discussion**Faculty Senate Report:**

None

Student Government Report:

Harrison Hall, Student Life Specialist, provided a written report about recent and upcoming SGA events and activities.

Administrative Report:

Comparison of Expenditures to Budget – The February financial report was placed on the tables. At the end of February, we were 67% through the year. The general fund was 62% expended and the technical education/vocational fund was 51% expended. Leanna invited questions from the Trustees.

Facilities Report:

Kevin Doherty, Facilities Director, gave a report which included information on the new addition's HVAC unit, as well as the new parking area. He also reported on new information regarding upcoming elevator inspections.

President's Report:

Dr. Watkins informed the Board that the April Board meeting would be held in the Ted Hill Building.

Dr. Watkins reported that LCC was currently in the process of an accreditation visit.

Dr. Watkins gave a COVID update.

Old Business (ACTION, REPORT, OR DISCUSSION ITEMS)**Tuition & Fees for 2023-2024**

Trustee Taylor moved to approve the Tuition and Fees for 2023-2024. Trustee Landrum seconded the motion and the motion carried 6-0.

Policy Approval

Trustee Landrum moved to approve the revised Policies 3.01 Curriculum, 3.02 Academic Standards, 3.04 Adjunct Faculty, and 3.09 Library Copyright. Trustee Hoskins seconded the motion and the motion carried 6-0.

Roof Bid Approval

Trustee Hoskins moved to approve the bid of \$189,301.10 from Harness Roofing for roof repairs. Trustee Dantic seconded the motion and the motion carried 6-0.

Roof Repair Quote

Trustee Howerter moved to approve obtaining a quote from Tremco for additional roof repairs. Trustee Landrum seconded the motion and the motion carried 6-0.

New Business (ACTION, INFORMATION, OR DISCUSSION ITEMS)**Professional Staff Employment Letter**

Trustee Landrum moved to approve the professional staff employment letters for Haley Walker, Director of Human Resources, beginning March 27, 2023, at a salary of \$50,000; and, Sara Nickell, Financial Aid Specialist, beginning March 20, 2023, at a salary of \$32,000. Trustee Hoskins Seconded the motion and the motion carried 6-0.

New Course Approvals

Trustee Landrum moved to approve new courses Sonography Virtual Lab, 6 credit hours, and, Quantitative Reasoning, 3 credit hours. Trustee Dantic seconded the motion and the motion carried 6-0.

Program Reviews

Trustee Landrum moved to approve the Program Reviews for Accounting, Business Administration, and Nursing. Trustee Hoskins seconded the motion and the motion carried 6-0.

Approval of Bills

Trustee Landrum moved to approve the Claims Register. Trustee Dantic seconded the motion and the motion carried 6-0.

New Professional Staff Position

Trustee Landrum moved to approve the addition of the new Professional Staff Position of Clinical Coordinator/Instructor of the Diagnostic Medical Sonography Program. Trustee Taylor seconded the motion and the motion carried 6-0.

New Administration Position

Trustee Landrum moved to approve the addition of the new Administration Position of Dean of Career & Technical Education and Workforce. Trustee Taylor seconded the motion and the motion carried 6-0.

Executive Session

Trustee Landrum moved to recess into executive session at 6:41 p.m. for 10 minutes for the purpose of discussing personnel matters for nonelected personnel. To protect the privacy interests of an identifiable individual. Trustee Dantic seconded the motion and the motion carried 6-0.

The following were invited to participate in the executive session: Dr. Mark Watkins.

The Board returned to the open meeting at 6:51 p.m.

Executive Session

Trustee Landrum moved to recess into executive session at 6:53 p.m. for 5 minutes for matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency. To protect the institution's right to the confidentiality of its negotiating position and the public interest. Trustee Howerter seconded the motion and the motion carried 6-0.

The following were invited to participate in the executive session: Dr. Mark Watkins, Dr. Jason Sharp, Leanna Doherty, and Janice Every.

The Board returned to the open meeting at 6:58 p.m.

Public Comment

Trustee Taylor commented on the roof repairs needed for the Cardinal Event Center stating that LCC had only owned the building for a short period and better attention needs to be paid in the future.

Trustee Taylor asked about the concerns regarding artificial intelligence. Dr. Sharp addressed how LCC faculty attempt to handle those issues.

Trustee Landrum complimented the appearance of the LCC campus from Main Street.

Adjournment

Trustee Landrum moved to adjourn the meeting at 7:04 p.m. Trustee Hoskins seconded the motion and the motion carried 6-0.

Heidi Flora, Clerk of the Board

DRAFT

Agenda Item #: V.A.

Date: April 13, 2023

SUBJECT

Resolution to Adopt the Neighborhood Revitalization Act for the City of Altamont.

REASON FOR CONSIDERATION BY THE BOARD

Statutes require Board of Trustees approval for inter-agency agreements.

BACKGROUND

The Attorney General requested to have a resolution passed by each signing organization on the interlocal agreement.

PRESIDENT'S RECOMMENDATION

The President recommends that the Board of Trustees approve the resolution for the Neighborhood Revitalization Plan in Altamont.

Agenda Item #: V.B.
Date: April 13, 2023

SUBJECT

Professional Staff Employment Letters

REASON FOR CONSIDERATION BY THE BOARD

Kansas statutes require the Board of Trustees' approval of selected employment contracts and letters.

BACKGROUND

Jason Hinson has accepted the position of Head Men's Basketball Coach

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve the Professional Staff Employment letter for Jason Hinson, Head Men's Basketball Coach, beginning April 1, 2023, at a salary of \$41,000.

BIOGRAPHY

Jason Hinson

Jason Hinson has accepted the position of Head Men's Basketball Coach. Coach Hinson earned Associate and Bachelor of Science degrees in Multidisciplinary Studies from Grantham University and a Master's of Science in Performance Improvement, also from Grantham.

Jason has had prior experience as lead assistant at Northwestern Oklahoma State University and Northern Oklahoma College. Jason has been LCC's Interim Men's Basketball Coach since August 2022.

He begins work on April 1, 2023.

POSITION DESCRIPTION

HEAD MEN'S BASKETBALL COACH

Reports to: Director of Athletics

Organizational Unit: Professional Staff

Salary range: Coordinator/Coach/Counselor, Exempt, Full time

Revision Date: June 2020

I. Basic Purpose of Position

The Men's Basketball Coach is charged with the recruitment, supervision, and placement of students who are skilled in the areas of competitive amateur basketball at the college level. As an integral part of a well-rounded program, the sport requires that the coach cover areas of support to the men's basketball students on and off the court. The coach acts as a liaison between student athletes, the community and the school.

II. Essential Job Functions

Recruitment and Retention Related

- A. Ability to recruit potential student athletes
- B. Ability to promote the program at high schools, in the community, and to other sources of potential student athletes through media (printed, audio, video)
- C. Ability to hold camps for recruiting and publicity purposes
- D. Ability to promote program to increase attendance at events to support student athletes
- E. Ability to evaluate student athletes
- F. Ability to communicate recruit signing as appropriate, in collaboration with Public Relations
- G. Ability to educate and counsel athletes
- H. Ability to evaluate academic ability of student athlete as well as supervise academic stability

General

- A. Ability to place student athletes at the four year level
- B. Ability to schedule facilities for practices and games
- C. Ability to build a season and pre-season schedule that suits the athletic program
- D. Ability to send athletic contracts to opponents and officials for program
- E. Ability to order equipment and uniforms
- F. Ability to schedule transportation and required funds with Business Office
- G. Ability to prepare annual operating budget
- H. Ability to evaluate all aspects of program
- I. Ability to set up and supervise home events
- J. Ability to report to Athletic Director on upcoming games and events
- K. Ability to provide data and information to Athletic Director and Vice President of Student Affairs for reporting purposes
- L. Ability to attend annual media days and provide correspond with the media
- M. Ability to recognize and evaluate athletic injuries in collaboration with the Athletic Trainer

- N. Ability to coordinate supplemental jobs for student athletes
- O. Ability to serve on the CSA (campus security authority) team for Title IX
- P. Ability to serve as a Campus Security Authority (CSA) and complete annual training
- Q. Ability to follow all LCC policy and procedures
- R. Ability to perform other duties as assigned
- S. Ability to maintain regular and timely attendance

III. Consulting Tasks

- A. Consults with advisors on athlete's class schedules
- B. Consults with faculty on student athlete's academic progress
- C. Consults with Director of Public Relations regarding all media items related to program
- D. Consults with the Business Office and other college personnel
- E. Consults with other college coaches to schedule events
- F. Consults with other coaches to participate in and sponsor workshops, camps, and clinics in county and community, as well as state and nationwide

IV. Supervises the Following Staff

- A. Assistant Coaches
- B. Student assistants assigned to their area

V. Required Knowledge, Skills and Personal Qualifications:

- A. Knowledge of fundamentals of basketball
- B. The ability to establish rapport with media and all College personnel
- C. Knowledge of requirements for eligibility
- D. Good organizational skills with attention to details
- E. Good oral and written communication skills

VI. Preferred Experience

Three years college basketball coaching experience

VII. Educational Background

Bachelor's degree required; Master's preferred

VIII. Working Conditions/Environment

- A. Must possess physical ability to validate skills
- B. Evening and weekend work required
- C. Occasional overnight travel required
- D. Must maintain valid driver's license

SUBJECT

Program Reviews: Exercise Science, Pre-Pharmacy, and Chemistry

REASON FOR CONSIDERATION BY THE BOARD

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

BACKGROUND

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

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve the Program Reviews for Exercise Science, Pre-Pharmacy, and Chemistry.



Comprehensive Program Review 2022

Program Name: **Exercise Science**

Semesters Reviewed:

AY 2020: Fall 2019, Spring 2020, and Summer 2020

AY 2021: Fall 2020, Spring 2021, and Summer 2021

AY 2022: Fall 2021, Spring 2022, and Summer 2022

Completed by: Ralph Gouvion

Date: January 2023

Assessment Committee Recommendation:

The committee agrees with the Program Vitality Statement; Category 2.

President's Council Recommendation:

President Council agrees with the Assessment Committee's recommendation of the Program Vitality Statement; Category 2.

1.0 Program Summary

Provide a descriptive summary of the program.

Narrative:

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

2.0 Student Success

Provide a definition of how student success is defined by the program.

Narrative:

The goal of the Exercise Science program is to produce top caliber graduates who can contribute to the body of knowledge in the fight against diseases associated with inactivity and/or an unhealthy lifestyle and to conduct research for the purpose of educating medical and health professionals on the importance of exercise in the health and well-being of humans. Students who successfully complete the program will be prepared to transfer to a Bachelor's Degree program at a four-year institution. Coursework and lab participation lay the foundation of skills they will need to succeed at a four-year institution and success is measured accordingly. Student success is also measured by accommodating a diverse student population in satisfying their gen-ed requirements through a combination of on-ground, online, concurrent, and mini courses.

2.1 Achieve/Promote Student Success

Describe how the program achieves and promotes student success. Focus on those activities and innovation that are within the three-year comprehensive cycle.

Narrative:

The Associate in Science Exercise Science degree is designed to prepare the student to transfer to a four-year institution and continue their degree in Exercise Science, Health, Kinesiology, or other related field of choice. The Exercise Science degree is also a wonderful option for those students interested in Personal Training, Health and Fitness, Group Fitness, and other health related fields.

The department defines student success in multiple ways including not only laying a solid academic foundation for students hoping to pursue a career in health and human performance but also by developing the interpersonal skills necessary to promote teamwork and community service in a diverse and equitable manner.

As many of the students enrolled in this program are also athletes, the coaching staff work collaboratively together to achieve these goals.

3.0 Reflection on Current Curriculum

Please describe the curriculum holistically, speaking specifically to the breadth, depth, and level of the discipline. Additionally, provide narrative on the coherence of the curriculum and the processes by which the program updates and keeps curriculum relevant.

Narrative:

The Exercise Science program is an umbrella under which numerous career paths can begin. Core concentration requirements include Anatomy and Physiology along with Basic Nutrition and First Aid & CPR. General Education electives are typically geared toward the career path students are contemplating pursuing. General Education requirements for the program also prepare students for statewide transfer to four-year institutions. This program has been aligned with Pittsburg State University's Exercise Science program. The general requirements also match exercise science program requirements across the state, both at the four-year and two-year level. Currently five Physical Education courses are Kansas Regents Shared Number (KSRN) aligned as a result of LCC's participation in Kansas Core Outcomes Group (KCOG) meetings.

The five courses that are KCOG aligned include:

Basic Nutrition

Personal and Community Health

First Aid and CPR

Introduction to Exercise Science

Care and Prevention of Athletic Injuries

As a transfer degree, LCC monitors changes in degree requirements at the university level to determine whether curriculum needs to be updated or changed. This is why in 2020-2021 academic year; the exercise science program requirements were updated to align with Pittsburg State University after our faculty and Dean of Instruction met with their faculty to align curriculum. More science courses are now required versus physical education classes due to the transition of the program to being more medical based instead of physical education based.

3.1 Degrees and Certificate Offerings

List what degrees and certificates are offered and describe how the program curriculum supports other degrees and certificates awarded by the college (if applicable).

Narrative:

LCC offers an Associate in Science degree in Exercise Science. Additionally, students completing PED 118 First Aid and CPR will receive certification from the American Heart Association.

Students completing the Associate in Science degree in Exercise Science generally pursue an undergraduate degree in Exercise Science or related field.

EXERCISE SCIENCE

ASSOCIATE IN SCIENCE

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

Credits Required: 60

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

Recommended Course Sequence

SEM 1: PED 118
SEM 2: PED 114
SEM 3: BIOL 130

After Graduation

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

Concentration Requirements		10
<input type="checkbox"/>	BIOL 130 Anatomy & Physiology	5
<input type="checkbox"/>	PED 118 First Aid and CPR	2
<input type="checkbox"/>	PED 114 Basic Nutrition	3
Pathway Requirements		44
Written Communication		
<input type="checkbox"/>	ENGL 101 English Composition I	3
<input type="checkbox"/>	ENGL 102 English Composition II	3
Verbal Communication		
<input type="checkbox"/>	COMM101 Public Speaking	3
Quantitative/Analytic Methods		
<input type="checkbox"/>	MATH 120 Elementary Statistics	3
Human Experience		
Choose one class		
<input type="checkbox"/>	_____	3
Human Systems/No companion Elements		
Choose one class		
<input type="checkbox"/>	_____	3
Human Systems/Diverse Perspectives		
Choose one class		
<input type="checkbox"/>	_____	3
Human Systems/Social Responsibility		
<input type="checkbox"/>	BUAD 205 Personal Finance	3
<input type="checkbox"/>	ECON 101 Issues in Today's Economy	3
<input type="checkbox"/>	PHIL 106 Ethics	3
Natural World/Scientific Inquiry		
<input type="checkbox"/>	BIOL 120 General Biology	5
<input type="checkbox"/>	CHEM 120 Intro to Chemistry	5
Wellness Strategies/No Companion Elements		
<input type="checkbox"/>	PED 116 Lifetime Fitness	1
Wellness Strategies/Scientific Inquiry		
<input type="checkbox"/>	PSYC 101 General Psychology	3
General Electives		6
<input type="checkbox"/>	PED 103 Care & Prevention of Athletic Injuries	3
<input type="checkbox"/>	PED 110 Intro to Exercise Science	3

4.0 Faculty Success

Faculty success over the three-year comprehensive cycle should be highlighted in this section. The accomplishments can embrace academic achievement in the discipline, national or regional honors, campus activities that support student success, or other innovations, research, teaching, and community service.

Narrative:

LCC recently discontinued the full-time position for the Physical Education, Athletic Training program that taught some of the courses used for this degree due to a shrinking number of Physical Education courses that could be used only for Exercise Science. The college still employs a full-time A&P Instructor who meets faculty credentialing requirements. The adjunct faculty currently teaching required courses have their Master's Degree in Physical Education or Biology, depending on the courses they are teaching within the program. One adjunct has also completed certification in nutrition counseling, and another has completed their CPR Instructor certification.

5.0 Program Accomplishments and Reflection on Data/Trends

In this section, departments should highlight noteworthy program accomplishments over the three-year comprehensive cycle. Programs should also provide thoughtful reflection on the data provided on student success, attrition, completion, etc. Programs should also report on findings from course and program assessment data. Programs should also provide context of any trends in the data, as well as external trends that may have affected the data.

Narrative:

Enrollment in Exercise Science courses remained consistent during the time period under review. The total number of credit hours generated for the concentration courses saw a slight dip in 2021, but a slight gain again in 2022. Lifetime Fitness, Basic Nutrition, and A&P represented a bulk of the enrollment although all the courses showed relatively strong enrollment.

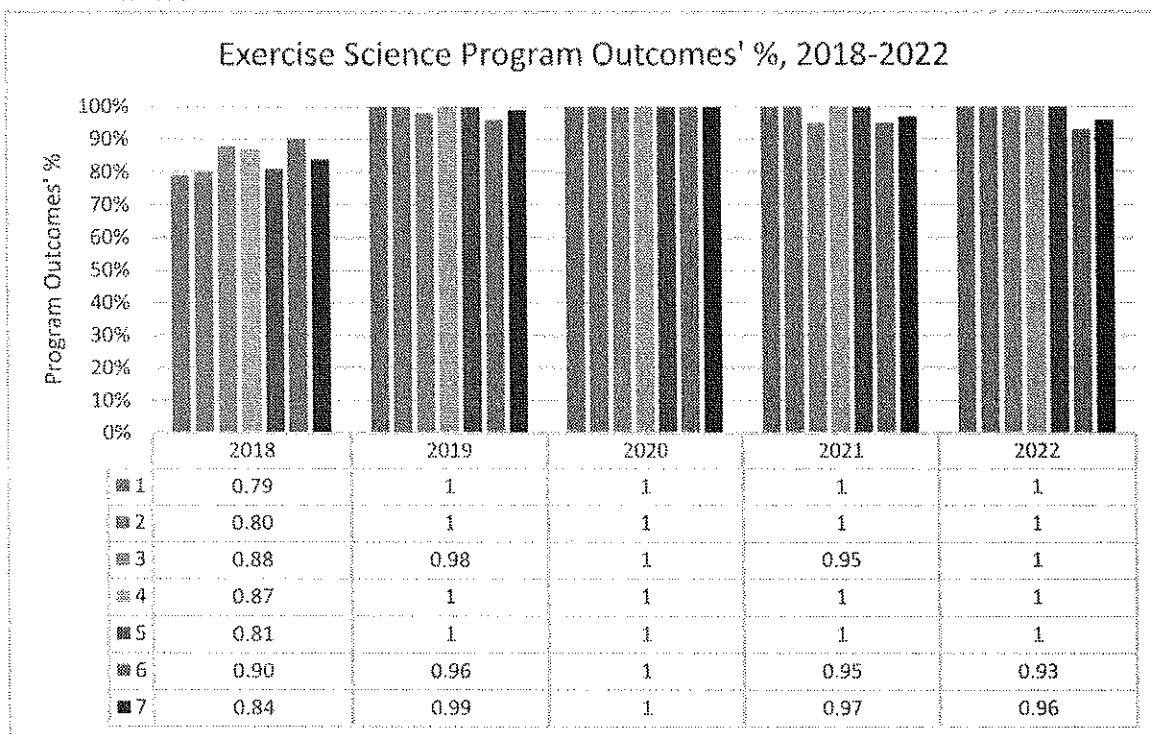
All of the courses demonstrated relatively strong student success although in 2022 Intro to Exercise Science and Basic Nutrition did show increased student attrition. The majority of student enrollment in Physical Education courses was in online courses with the Main Campus coming in second but courses continued to be offered at the Cherokee Center and in concurrent settings as well. Roughly two thirds of all students were taught by full time faculty.

In Academic Year (AY) 2020 eight students received degrees and seven students from the previous AY transferred to a four-year institution. In AY 2021 three students received degrees and three students from the previous AY transferred to a four-year institution. In AY 2022 two students received degrees and two students from the previous AY transferred to a four-year institution. This shows a decline in the number of potential majors for this program, which could account for the higher rigor of coursework required now to graduate.

The Exercise Science Program has seven student learning outcomes see below.

1. Recognize the introductory concepts, common terminology, and history of Exercise Science.
2. Demonstrate concepts fitness testing, examination, and prescription of fitness programs.
3. Recognize general medical conditions, injuries, and health concerns in exercise planning.
4. Demonstrate various methods of strength training, group exercise, and fitness training.
5. Analyze and define biomechanical movements and principles.

- 6. Analyze dietary concerns and demonstrate knowledge of dietary planning for health conditions.
- 7. Demonstrate the ability to prepare, instruct, and analyze a fitness program for individual and group work.



1. What did you learn from this past year's program data?

- Although the program received data for all 7 program outcomes, the program alignment map is out of date and needs to be updated. The program underwent significant changes that need to be reflected in the program alignment.

2. What did you not learn from the data?

- We do not have a true reflection of how students did in this program since the alignment map was not updated. It is hard to believe that 100% of students met 5 out of the 7 outcomes, but without digging into the alignment map and what was used to pull the table, we cannot get an accurate picture of student mastery.

3. What do you hope to learn and/or do for this upcoming school year?

- The program alignment map will be updated to reflect true program results.

6.0 Mission Alignment

Programs should indicate how the program's offerings align with the LCC mission: Labette Community College provides quality learning opportunities in a supportive environment for success in a changing world.

Narrative:

The Exercise Science program seeks to continue to change and adapt to provide student success in an ever-changing world. The curriculum is continuously being reviewed to reflect expectations from four-year institutions students may transfer to. Many such changes have occurred over the last several years and more are expected.

The Exercise Science faculty are committed to providing a supportive learning environment and assist students in navigating the various career pathways available to them. The faculty endeavor to create an atmosphere of trust and support, allowing students to ask questions and seek out advice when needed.

7.0 Fiscal Resource Narrative

Based on program data review, planning and development for student success, programs will complete the budget worksheet to identify proposed resource needs and adjustments. Resource requests should follow budgeting guidelines as approved by the Board of Trustees for each fiscal year. The resource requests should be used to provide summary and detailed information to the DOI/VPAA and other decision-makers and to inform financial decisions made throughout the year. In the narrative below, please explain any requests for additional dollars over the current academic year budget, then include the budget amounts on the budget worksheet.

Narrative:

The Exercise Science department has an annual supplies budget of \$112.00 which covers the material fees collected from students for Care and Prevention of Athletic Injuries and First Aid and CPR. The material fee for Care/Prevention is used to buy tape, wrapping, etc. The material fee for First Aid/CPR includes their CPR card and miscellaneous supplies needed for first aid such as band aids, wraps, etc.

No additional new expenditures are anticipated at this time.

8.0 External Constituency and Significant Trends

An important component of maintaining a superior program lies in awareness and understanding of other possible factors that may impact the program and/or student outcomes. After consideration of these other factors, program directors/faculty should document the relevant information within this section.

Program Advisory Committee:

N/A

Other External Constituencies:

N/A

Significant Trends:

The Department of Labor states that Employment of exercise physiologists is projected to grow 9 percent from 2021 to 2031, faster than the average for all occupations.

About 1,700 openings for exercise physiologists are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

Exercise physiologists typically need at least a bachelor's degree to enter the occupation. Degree programs include science and health-related courses, such as biology, anatomy, kinesiology, and nutrition, as well as clinical work.

9.0 Program Vitality Assessment

Program faculty should use all available information to consider the category assignment which best reflects the program's current status and subsequent goals and anticipated action plans.

Vitality Category Chosen: Category 2—Maintain Current Levels of Support/Continuous Improvement

Explanation for Chosen Vitality Category:

The Exercise Science Program is a successful program which supports the larger institution as a whole. Student credit hours in Exercise Science classes have remained consistent, with a slight dip in AY 2021. This program provides an opportunity for students and student-athletes who are highly interested in helping others in their physical health goals.

10.0 Program Goals

Each program should set 1-3 short-term goals (will be completed in the next year) and 1-3 long-term goals (will be completed by next comprehensive program review). These goals should be SMART goals that can be reflected upon in the upcoming annual or comprehensive review.

Short-Term:

1. Revise the program assessment alignment map so as to improve measurements of student success in the program.

Long-Term:

1. In the next three years, complete a 2+2 articulation agreement with Pittsburg State University.



Comprehensive Program Review 2022

Program Name: **Chemistry**

Semesters Reviewed:

AY 2020: Fall 2019, Spring 2020, and Summer 2020

AY 2021: Fall 2020, Spring 2021, and Summer 2021

AY 2022: Fall 2021, Spring 2022, and Summer 2022

Completed by: Doug Ecoff

Date: January 2023

Assessment Committee Recommendation:

The committee agrees with the Program Vitality Statement; Category 3: due to changing needs and retirement of full-time faculty member.

President's Council Recommendation:

Council agrees with the Assessment Committee's recommendation of Category 3.

1.0 Program Summary

Provide a descriptive summary of the program.

Narrative:

The Chemistry Department of Labette Community College provides the chemistry courses needed to obtain an Associate in Science Degree in Chemistry and Pre-Pharmacy and meets the Natural Science General Education requirements for all students. In addition, chemistry courses are required for Associate degrees in Biology, Pre-Medical, Physics, and Engineering

2.0 Student Success

Provide a definition of how student success is defined by the program.

Narrative:

Student success occurs whenever students achieve the educational goals they want to accomplish including career goals. In addition, success is measured by completion rate and the learning that occurs in chemistry courses.

2.1 Achieve/Promote Student Success

Describe how the program achieves and promotes student success. Focus on those activities and innovation that are within the three-year comprehensive cycle.

Narrative:

The Chemistry department of LCC strives to help students to be successful. Some of the ways this is accomplished is as follows.

- Using the apprentice approach in which the instructor shows how to work problems followed by students working similar problems in class. Hands-on helps students to better understand how to problem solve and helps them to be more attentive in class.
- Tests that can be retaken in which the retake tests are similar, but not the same as the original. This gives the students another chance to learn the materials.
- Applying concepts to real-life occurrences, which helps students see relevance to the courses.
- Creating and revising experiments to help students better understand concepts and develop laboratory techniques.
- The faculty keep current on new developments in the field.

3.0 Reflection on Current Curriculum

Please describe curriculum holistically, speaking specifically to the breadth, depth, and level of the discipline. Additionally, provide narrative on the coherence of the curriculum and the processes by which the program updates and keeps curriculum relevant.

Narrative:

The content of College Chemistry 1 and 2 are in accordance with the goals determined by the Kansas Core Outcomes Groups Conference (KCOG). Additionally, new and important discoveries in chemistry have been content additions to all chemistry courses. These include, nanotechnology, global warming, new uses of mass spectrometry, quirks concerning quantum chemistry, unusual phase diagrams, and nuclear fusion. General Chemistry is a course that can be taken for any student just needing to complete their science requirement for their AA or AS degree. Organic Chemistry 1 and 2, while in the past have been good classes for students who wanted smaller class sizes to learn the material before moving on to the university, are now listed at most institutions as upper division courses (300 level or higher). This means the transferability of the courses is limited and no longer worth the risk for students to take.

3.1 Degrees and Certificate Offerings

List what degrees and certificates are offered and describe how the program curriculum supports other degrees and certificates awarded by the college (if applicable).

Narrative:

The Chemistry Department of Labette Community College provides Associate in Science degrees in Chemistry and Pre-Pharmacy. It also meets the course needs for chemistry-related fields such as Biology and Engineering. Finally, it provides general science education for courses for all other students.

CHEMISTRY

ASSOCIATE IN SCIENCE

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

Credits Required: 66-68

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

Recommended Course Sequence SEM

1: CHEM 124, MATH 115

SEM 2: CHEM 126, MATH 130

SEM 3: CHEM 204, PHYS 201 or PHYS 203

SEM 4: CHEM 207, PHYS 205 or PHYS 208

After Graduation

Transfer to a four-year college to complete a bachelor's degree to work in industry, education, or government.

See the wide range of career opportunities: Chemistry Careers-American Chemistry Society,
<http://www.acs.org/content/acs/en/careers/college-to-career/chemistry-careers.html>

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

Concentration Requirements			35
<input type="checkbox"/>	CHEM 124	College Chemistry I	5
<input type="checkbox"/>	CHEM 126	College Chemistry II	5
<input type="checkbox"/>	CHEM 204	Organic Chemistry I	5
<input type="checkbox"/>	CHEM 207	Organic Chemistry II	5
<input type="checkbox"/>	MATH 130	Calculus I	5
<input type="checkbox"/>	PHYS 201	College Physics I <i>or</i>	
<input type="checkbox"/>	PHYS 203	Engineering Physics I	5
<input type="checkbox"/>	PHYS 205	College Physics II <i>or</i>	
<input type="checkbox"/>	PHYS 208	Engineering Physics II	5

Pathway Requirements			31
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Written Communication

<input type="checkbox"/>	ENGL 101	English Composition I	3
<input type="checkbox"/>	ENGL 102	English Composition II	3
Verbal Communication			
<input type="checkbox"/>	COMM 101	Public Speaking	3
Quantitative/ Analytic Methods			
<input type="checkbox"/>	MATH 115	College Algebra or higher	3
Human Experience			
Choose one class			
<input type="checkbox"/>	_____		3
Human Systems/No companion Elements			
Choose one class			
<input type="checkbox"/>	_____		3
Human Systems/Diverse Perspectives			
Choose two classes			
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
Human Systems/Social Responsibility			
Choose one class			
<input type="checkbox"/>	_____		3
Natural World/Scientific Inquiry			
Met through Concentration			
Wellness Strategies/No Companion Elements			
Choose one class			
<input type="checkbox"/>	_____		1-3
Wellness Strategies/Scientific Inquiry			
<input type="checkbox"/>	PSYC 101	General Psychology	3

4.0 Faculty Success

Faculty success over the three-year comprehensive cycle should be highlighted in this section. The accomplishments can embrace academic achievement in the discipline, national or regional honors, campus activities that support student success, or other innovations, research, teaching, and community service.

Narrative:

Faculty keep abreast of current trends in their fields by watching webinars and reading journals such as the Chemical and Engineering News.

Community activities of Douglas Ecoff include:

- On the Board of Directors and volunteering for the Care Cupboard which provides non-food products to the disadvantaged in the community.
- Volunteer at First Baptist Church as Sunday School teacher and as video and sound technician.
- Volunteer for Stella Wells which provides food during the Christmas season for the disadvantaged in the community
- Volunteered for Food Pantry at LCC
- Advisor to Cardinal Christian Fellowship

5.0 Program Accomplishments and Reflection on Data/Trends

In this section, departments should highlight noteworthy program accomplishments over the three-year comprehensive cycle. Programs should also provide thoughtful reflection on the data provided on student success, attrition, completion, etc. Programs should also report on findings from course and program assessment data. Programs should also provide context of any trends in the data, as well as external trends that may have affected the data.

Narrative:

Accomplishments:

- Lecture videos were completed for College Chemistry 1 and 2, and Organic Chemistry 1 and 2. Complete laboratory instruction videos were made for College Chemistry 1. The purpose of these videos are to (1) help absent students make up missed work (2) to increase understanding (i.e., act as a tutor) and (3) be used as replacement for lectures in online courses.
- Some corrections and additions were made to in-house textbooks and laboratory manuals made and used in six classes.
- *Labster* Software simulated experiments have replaced or added to existing laboratory experiments.

Data and Trends:

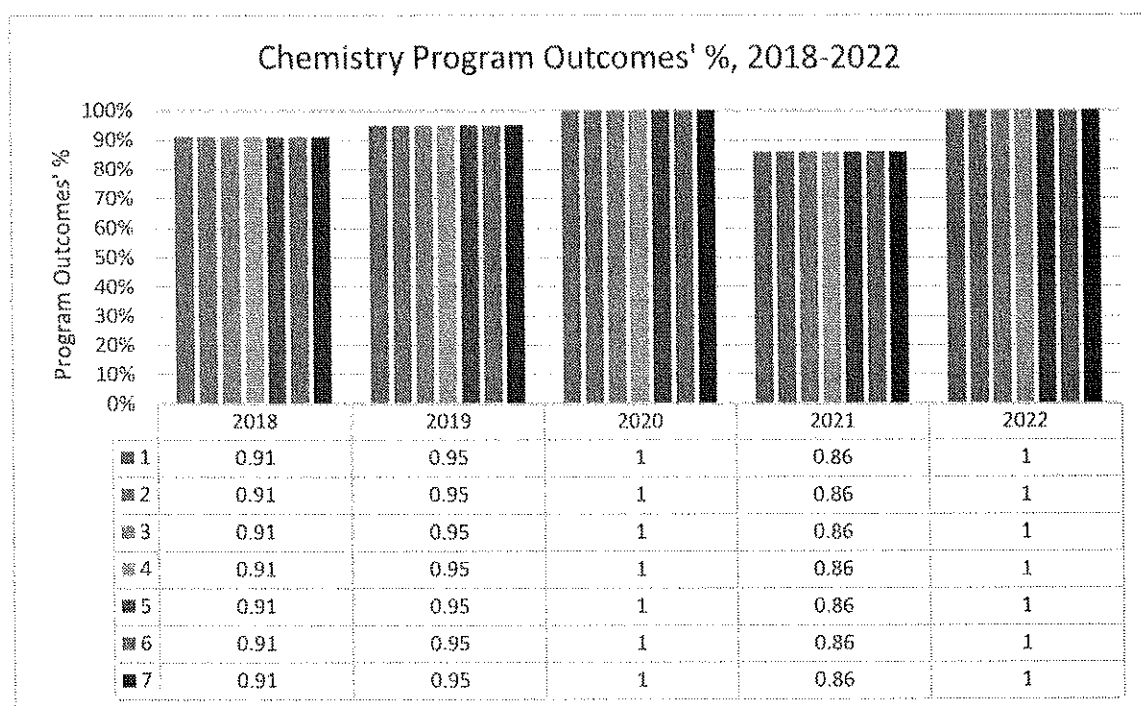
While enrollment in General Chemistry and College Chemistry I have declined rapidly over the last 3 years, enrollment in Chemistry II, Organic Chemistry 1, and Organic Chemistry 2 have stayed consistent. Student

completion and success remain high in all areas except for Introduction to Chemistry. This could be because more students are taking it as their science elective, and are not Chemistry majors.

All courses have been taken either on main campus or through our concurrent locations. Enrollment at both locations has declined by approximately 50% in the last 3 three years, which is not good. We have added back a Chemistry class at LCHS that will hopefully bring back up the concurrent enrollment numbers in this next academic year data. Students at the concurrent level tend to be more successful in passing the courses, which matches the trend overall due to more instructor and class time overall.

The Chemistry degree saw an increase in graduates from 0 to 2 in the last 3 years. This degree is very robust and heavy on science courses, so the increase to 2 is good overall.

Full-time faculty still teach a majority of the courses, with currently only 1 adjunct at the concurrent level.



1. What did you learn from this past year's program data?

- There was an increase from 2018 to 2019 and I would attribute this to notebook changes and addition of lecture and laboratory videos to the courses.
- There was a marked drop after 2019. I would attribute this to the pandemic and shift to on-line learning.

2. What did you not learn from the data?

- Details about the needs or problems associated with each individual course.

3. What do you hope to learn and/or do for this upcoming school year?

- Perhaps to determine more ways online can be used, but without detrimental loss of student learning.

6.0 Mission Alignment

Programs should indicate how the program's offerings align with the LCC mission: Labette Community College provides quality learning opportunities in a supportive environment for success in a changing world.

Narrative:

This is repeated from 2.1 Achieve/Promote Student Success above.

The Chemistry department of LCC strives to help students to be successful. Some of the ways this is accomplished is as follows.

- Using the apprentice approach in which the instructor shows how to work problems followed by students working similar problems in class. Hands-on helps students to better understand how to problem solve and helps them to be more attentive in class.
- Tests that can be retaken in which the retake tests are similar, but not the same as the original. This gives the students another chance to learn the materials.
- Applying concepts to real-life occurrences, which helps students see relevance to the courses.
- Creating and revising experiments to help students better understand concepts and develop laboratory techniques.
- The faculty keep current on new developments in the field.

7.0 Fiscal Resource Narrative

Based on program data review, planning and development for student success, programs will complete the budget worksheet to identify proposed resource needs and adjustments. Resource requests should follow budgeting guidelines as approved by the Board of Trustees for each fiscal year. The resource requests should be used to provide summary and detailed information to the DOI/VPAA and other decision-makers and to inform financial decisions made throughout the year. In the narrative below, please explain any requests for additional dollars over the current academic year budget, then include the budget amounts on the budget worksheet.

Narrative:

Fiscal Resource Requests/Adjustments

Material fees will need to increase for this academic year:

Requested Material Fees for 2023-2024 fiscal year:

- All chemistry on-line classes (Introduction to Chemistry, College Chemistry 1, and College Chemistry 2)- \$100 per student to pay for Labster fees (10 modules) and material fees for four one-ground experiments and photocopying costs and binders.
- All on-ground chemistry classes – maintain \$75 per student to pay for Labster fees (5 modules) and material fees for seven on-ground experiments and photocopying costs and binders.

8.0 External Constituency and Significant Trends

An important component of maintaining a superior program lies in awareness and understanding of other possible factors that may impact the program and/or student outcomes. After consideration of these other factors, program directors/faculty should document the relevant information within this section.

Program Advisory Committee:

None

Other External Constituencies:

Significant Trends:

Below is the job outlook information from the U.S. Bureau of Labor Statistics.

Overall employment of chemists and materials scientists is projected to grow 6 percent from 2021 to 2031, about as fast as the average for all occupations.

About 8,200 openings for chemists and materials scientists are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

The median annual wage for chemists was \$79,430 in May 2021.

The median annual wage for materials scientists, which is a closely related field, was \$100,090 in May 2021.

9.0 Program Vitality Assessment

Program faculty should use all available information to consider the category assignment which best reflects the program's current status and subsequent goals and anticipated action plans.

Vitality Category Chosen: Category 3—Revitalization Opportunities or Needs

The enrollment of classes has steadily been in decline over the last few years. It is believed that this is due to two factors. One is the popularity of online classes. Students are choosing online classes over on-ground classes. The second is the requirement of KBOR colleges of forty-five-hour upper division hours for a bachelor's degree. Because community college courses cannot transfer as upper division classes and because Organic Chemistry 1 and Organic Chemistry 2 are numbered as upper division classes at the state 4-year colleges, many students are electing to take these classes at the 4-year colleges so they do not have to take additional courses to meet this requirement.

Thus, the Chemistry department is recommending that College Chemistry 1 and 2 be offered as online classes in addition to their offering as on-ground classes. Additionally, that offering Organic Chemistry 1 and Organic Chemistry 2 be discontinued, at least in the near future.

Vitality Indicators that Could Impact Chosen Category

The Chemistry department recommends the continuance of the department, but with the reduction of offering Organic Chemistry 1 and 2 as stated previously.

10.0 Program Goals

Each program should set 1-3 short-term goals (will be completed in the next year) and 1-3 long-term goals (will be completed by next comprehensive program review). These goals should be SMART goals that can be reflected upon in the upcoming annual or comprehensive review.

Short-Term:

1. To increase enrollment and to increase flexibility of scheduling by adding online courses.
2. To improve financial vitality by removing Organic Chemistry 1 and 2 as offerings for the near future.

Long-Term:

To develop laboratory videos for College Chemistry 2 so students will clearly know how to do the on-ground experiments. Quality of the videos will be judged by student surveys, laboratory report improvements, and observations by instructor during laboratory work. If these indicators warrant it, the videos could be replaced by better videos.

Declared Awards, Transfers, and Placements

Year (AY Dates)	# of Degrees/Certs Awarded	# of Graduates Transferring from previous AY year	% Placement Rate for Graduates (CTE Only)
2020	0	0	N/A
2021	0	0	N/A
2022	2	2	N/A

Student Credit Hours by Faculty Type

Year (AY)	Number of Faculty		Student Credit Hours by Faculty Type				Total Credit Hours
	Full Time	Part Time	Full Time	% for Full Time	Part Time	% for Part Time	
2020	2	2	420	65%	225	35%	645
2021	2	1	360	73%	130	27%	490
2022	2	1	240	69%	110	31%	350

Faculty Name by Type for Most Recent Academic Year

Full Time: Douglas Ecoff, Tom Brungardt

Part Time: Cordaro Baldwin



Comprehensive Program Review 2022

Program Name: **Pre-Pharmacy**

Semesters Reviewed:

AY 2020: Fall 2019, Spring 2020, and Summer 2020

AY 2021: Fall 2020, Spring 2021, and Summer 2021

AY 2022: Fall 2021, Spring 2022, and Summer 2022

Completed by: Doug Ecoff

Date: January 2023

Assessment Committee Recommendation:

The committee agrees with the Program Vitality Statement; Category 3 due to changing needs and retirement of full-time faculty member.

President's Council Recommendation:

Council agrees with the Assessment Committee's recommendation of Category 3.

1.0 Program Summary

Provide a descriptive summary of the program.

Narrative:

The Pre-Pharmacy program provides most of the courses needed to begin the Pharmacy program at University of Kansas or at other universities.

2.0 Student Success

Provide a definition of how student success is defined by the program.

Narrative:

Student success occurs whenever students are accepted into a pharmacy program and become successful pharmacists. Success is also measured by the learning in courses taken by Pre-Pharmacy students and completion.

2.1 Achieve/Promote Student Success

Describe how the program achieves and promotes student success. Focus on those activities and innovation that are within the three-year comprehensive cycle.

Narrative:

The Pre-Pharmacy degree of LCC strives to help students to be successful. Some of the ways this is accomplished is as follows.

- Using the apprentice approach in which the instructor shows how to work problems followed by students working similar problems in class. Hands-on helps students to better understand how to problem solve and helps them to be more attentive in class.
- Tests that can be retaken in which the retake tests are similar, but not the same as the original. This gives the students another chance to learn the materials.
- Applying concepts to real-life occurrences, which helps students see relevance to the courses.
- Creating and revising experiments to help students better understand concepts and develop laboratory techniques.
- The faculty keep current on new developments in the field.

3.0 Reflection on Current Curriculum

Please describe curriculum holistically, speaking specifically to the breadth, depth, and level of the discipline. Additionally, provide narrative on the coherence of the curriculum and the processes by which the program updates and keeps curriculum relevant.

Narrative:

The course requirements for entry into the University of Kansas Pharmacy program have changed. The LCC catalog will reflect these changes. These include the following additional courses LCC requires and courses LCC will not offer.

Additional Courses that LCC Offers	Courses LCC Will Not Offer
Math 120 Elementary Statistics	Organic Chemistry 1
PHYS 201 College Physics 1 (no longer wave if B or higher in high school physics)	Organic Chemistry 2
	Physiology (after taking Anatomy and Physiology)

Currently, general education courses that Kansas University requires and those that LCC require are not synchronized, but they may be in the future.

3.1 Degrees and Certificate Offerings

List what degrees and certificates are offered and describe how the program curriculum supports other degrees and certificates awarded by the college (if applicable).

Narrative:

Labette Community College provides the Associate in Science degree for Pre-Pharmacy.

PRE-PHARMACY

ASSOCIATE IN SCIENCE

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

Credits Required: 68-70

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

Recommended Course Sequence

SEM 1: BIOL 128, CHEM 124
SEM 2: BIOL 130, CHEM 126
SEM 3: BIOL 201, CHEM 204
SEM 4: CHEM 207

After Graduation

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

KU School of Pharmacy accepts 68 transfer credits

<u>Concentration Requirements</u>			<u>35</u>
<input type="checkbox"/>	BIOL 128	Principles of Biology I	5
<input type="checkbox"/>	BIOL 130	Anatomy & Physiology	5
<input type="checkbox"/>	BIOL 201	Microbiology	5
<input type="checkbox"/>	CHEM 124	College Chemistry I	5
<input type="checkbox"/>	CHEM 126	College Chemistry II	5
<input type="checkbox"/>	CHEM 204	Organic Chemistry I	5
<input type="checkbox"/>	CHEM 207	Organic Chemistry II	5

<u>Pathway Requirements</u>			<u>33-35</u>
Written Communication			
<input type="checkbox"/>	ENGL 101	English Composition I	3
<input type="checkbox"/>	ENGL 102	English Composition II	3
Verbal Communication			
<input type="checkbox"/>	COMM 101	Public Speaking	3
Quantitative/Analytic Methods			
<input type="checkbox"/>	MATH 130	Calculus I	5
Human Experience			
	Choose one class		
<input type="checkbox"/>	_____		3
Human Systems/No companion Elements			
	Choose one class		
<input type="checkbox"/>	_____		3
Human Systems/Diverse Perspectives			
	Choose two classes		
<input type="checkbox"/>	_____		3
<input type="checkbox"/>	_____		3
Human Systems/Social Responsibility			
	Choose one class		
<input type="checkbox"/>	_____		3
Natural World/Scientific Inquiry			
	Met in Concentration		
Wellness Strategies/No Companion Elements			
	Choose one class		
<input type="checkbox"/>	_____		1-3
Wellness Strategies/Scientific Inquiry			
<input type="checkbox"/>	PSYC 101	General Psychology	3

4.0 Faculty Success

Faculty success over the three-year comprehensive cycle should be highlighted in this section. The accomplishments can embrace academic achievement in the discipline, national or regional honors, campus activities that support student success, or other innovations, research, teaching, and community service.

Narrative:

Faculty keep abreast of current trends in their fields by watching webinars and reading journals such as the Chemical and Engineering News.

Community activities of Douglas Ecoff include:

- On the Board of Directors and volunteering for the Care Cupboard which provides non-food products to the disadvantaged in the community.
- Volunteer at First Baptist Church as Sunday School teacher and as video and sound technician.
- Volunteer for Stella Wells which provides food during the Christmas season for the disadvantaged in the community
- Volunteered for Food Pantry at LCC
- Advisor to Cardinal Christian Fellowship

5.0 Program Accomplishments and Reflection on Data/Trends

In this section, departments should highlight noteworthy program accomplishments over the three-year comprehensive cycle. Programs should also provide thoughtful reflection on the data provided on student success, attrition, completion, etc. Programs should also report on findings from course and program assessment data. Programs should also provide context of any trends in the data, as well as external trends that may have affected the data.

Narrative:

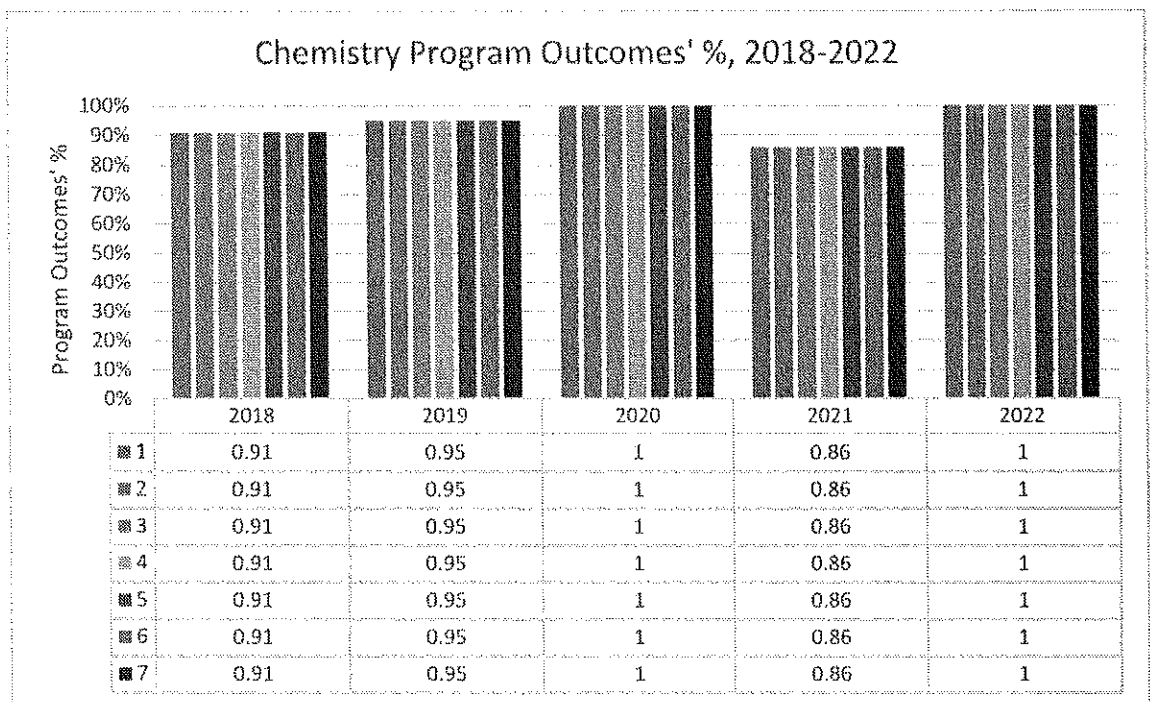
Accomplishments:

The completion rate for chemistry classes is high. While enrollment in Chemistry courses fell over the last three years, enrollment in A&P and Microbiology stayed steady. This is due to the number of Biology courses required as pre-reqs for health science programs, but not necessarily Chemistry courses because they are no longer required as pre-reqs for programs as they were several years ago.

Main campus is still strongest when it comes to enrollment in Pre-Pharmacy classes, with online following next, and then concurrent. There has only been 1 Pre-Pharmacy degree awarded in the last 3 years, but many students at LCC have been accepted into University of Kansas Pharmacy and other pharmacy programs and are currently working pharmacists. For example, in the past two years, four students out of five have been accepted into the Pharmacy Program at Kansas University. The one person not accepted will not apply until next year.

Pre-Pharmacy courses are still heavily taught by full-time faculty versus adjuncts, with the data showing 85% of credit hours taught by full-time faculty and 15% taught by adjuncts.

While Pre-Pharmacy is a stand-alone program in the catalog, it was not treated as such when it came to program review and program assessment. This will be changing moving forward, with the program having its own program outcomes and program review.



1. What did you learn from this past year’s program data?

- There was an increase from 2018 to 2019 in outcome levels and I would attribute this to notebook changes and addition of lecture and laboratory videos to the courses.
- There was a marked drop after 2019. I would attribute this to the pandemic and shift to on-line learning.

2. What did you not learn from the data?

- Details about the needs or problems associated with each individual course.

3. What do you hope to learn and/or do for this upcoming school year?

- Perhaps to determine more ways online can be used, but without detrimental loss of student learning.

6.0 Mission Alignment

Programs should indicate how the program’s offerings align with the LCC mission: Labette Community College provides quality learning opportunities in a supportive environment for success in a changing world.

Narrative:

The Chemistry department of LCC strives to help students to be successful. Some of the ways this is accomplished is as follows.

- Using the apprentice approach in which the instructor shows how to work problems followed by students working similar problems in class. Hands-on helps students to better understand how to problem solve and helps them to be more attentive in class.

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- Applying concepts to real-life occurrences, which helps students see relevance to the courses.
- Creating and revising experiments to help students better understand concepts and develop laboratory techniques.
- The faculty keep current on new developments in the field.

7.0 Fiscal Resource Narrative

Based on program data review, planning and development for student success, programs will complete the budget worksheet to identify proposed resource needs and adjustments. Resource requests should follow budgeting guidelines as approved by the Board of Trustees for each fiscal year. The resource requests should be used to provide summary and detailed information to the DOI/VPAA and other decision-makers and to inform financial decisions made throughout the year. In the narrative below, please explain any requests for additional dollars over the current academic year budget, then include the budget amounts on the budget worksheet.

Narrative:

The Pre-Pharmacy program does not have its own budget. It shares resources from both the Chemistry and Biology programs/budgets.

8.0 External Constituency and Significant Trends

An important component of maintaining a superior program lies in awareness and understanding of other possible factors that may impact the program and/or student outcomes. After consideration of these other factors, program directors/faculty should document the relevant information within this section.

Program Advisory Committee:

None

Other External Constituencies:

The course requirements for entry into the University of Kansas Pharmacy program has changed. The LCC catalog will reflect these changes. These include the following additional courses LCC requires and courses LCC will not offer.

Additional Courses that LCC Offers	Additional Course LCC Will Not Offer
Math 120 Elementary Statistics	Organic Chemistry 1
PHYS 201 College Physics 1 (no longer wave if B or higher in high school physics)	Organic Chemistry 2
	Physiology (after taking Anatomy and Physiology)

Currently, general education courses that Kansas University requires and those that LCC require are not synchronized, but they may in the future.

Significant Trends:

Below is the job outlook information from the U.S. Bureau of Labor Statistics.

Employment of pharmacists is projected to grow 2 percent from 2021 to 2031, slower than the average for all occupations.

Despite limited employment growth, about 13,600 openings for pharmacists are projected each year, on average, over the decade. Most of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

The median annual wage for pharmacists was \$128,570 in May 2021.

9.0 Program Vitality Assessment

Program faculty should use all available information to consider the category assignment which best reflects the program's current status and subsequent goals and anticipated action plans.

Vitality Category Chosen: Category 3—Revitalization Opportunities or Needs

Enrollment in the Pre-Pharmacy program is difficult to determine because not all students who plan to be pharmacists major in Pre-Pharmacy. Many are Pittsburg State University students who do not state a major and only take a few classes at LCC however, from what I have observed that while the number of students who wish to be pharmacists are relatively small, they do seem to be consistent.

Vitality Indicators that Could Impact Chosen Category

It is recommended that the Pre-Pharmacy program of LCC be continued, but the course requirements will have to be changed. Organic Chemistry 1 and 2 are recommended for discontinuance at least in the near future.

10.0 Program Goals

Each program should set 1-3 short-term goals (will be completed in the next year) and 1-3 long-term goals (will be completed by next comprehensive program review). These goals should be SMART goals that can be reflected upon in the upcoming annual or comprehensive review.

These, below, are the same as stated in the Chemistry Program Review.

Short-Term:

1. To increase enrollment and to increase flexibility of scheduling by adding online courses.
2. To improve financial vitality by removing Organic Chemistry 1 and 2 as offerings for the near future.

Long-Term:

To develop laboratory videos for College Chemistry 2 so students will clearly know how to do the on-ground experiments. Quality of the videos will be judged by student surveys, laboratory report improvements, and observations by instructor during laboratory work. If these indicators warrant it, the videos could be replaced by better videos.

Declared Awards, Transfers, and Placements

Year (AY Dates)	# of Degrees/Certs Awarded	# of Graduates Transferring from previous AY year	% Placement Rate for Graduates (CTE Only)
2020	0	0	N/A
2021	0	0	N/A
2022	2	2	N/A

Student Credit Hours by Faculty Type

Year (AY)	Number of Faculty		Student Credit Hours by Faculty Type				Total Credit Hours
	Full Time	Part Time	Full Time	% for Full Time	Part Time	% for Part Time	
2020	2	2	420	65%	225	35%	645
2021	2	1	360	73%	130	27%	490
2022	2	1	240	69%	110	31%	350

Faculty Name by Type for Most Recent Academic Year

Full Time: Douglas Ecoff, Tom Brungardt

Part Time: Cordaro Baldwin

Agenda Item #: V.D.
Date: April 13, 2023

SUBJECT

Review of Board Policy Changes

REASON FOR CONSIDERATION BY THE BOARD

Per Policy 1.13, adopted 12/12/2020, the President would conduct a review and update the policies of the Board of Trustees.

BACKGROUND

The President has revised/added the following policy(s) for approval:

- Policy 3.28 Library Users Confidentiality of Personally Identifiable Information
- Policy 4.10 Comments, Compliments and Complaints

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees review the revised Policy 3.28 Library Users Confidentiality of Personally Identifiable Information and the added Policy 4.10 Comments, Compliments and Complaints

EXHIBIT 8

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It is the ethical and legal responsibility of the Labette Community College (LCC) Library staff to protect the privacy of library users. The Library staff recognizes that its circulation records and other records identifying the name of patrons are confidential in nature and includes database search records, reference interviews, circulation records, interlibrary loan records, and other personally identifiable uses of library materials, facilities, or services. The staff also affirms that the collection of personally identifiable information should only be a matter of routine or policy when necessary for the fulfillment of the mission of the Library. These records will be kept for reports and student holds. When these reports and holds are completed the records will be destroyed.

The role of the Library as such a resource must not be compromised by an erosion of the privacy rights of library users. Although the LCC Library upholds the constitutional right to freedom of information, (combine paragraphs) the Library recognizes that, under limited circumstances, access to certain information might be restricted due to a legitimate national security concern. However, there has been no showing of a plausible probability that national security will be compromised by any use made of unclassified information available in libraries. Thus, the right of access to this information by individuals, including foreign nationals, must be recognized as part of the library staff's legal and ethical responsibility to protect the confidentiality of the library user.

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The LCC Library also recognizes that law enforcement agencies and officers may occasionally believe that library records contain information, which would be helpful to the investigation of criminal activity. The Library staff will not release any patron library records to any agency of federal, state, or local government except pursuant to such process, order, or subpoena as may be authorized under the authority of, and pursuant to, federal, state, or local law relating to civil, criminal, or administrative discovery procedures or legislative investigative power accompanied by evidence of good cause from a court of competent jurisdiction. When Library staff are themselves Library users, they are entitled to equal protection of their privacy and confidentiality of their records as Library users.

Deleted: Labette Community College

Updated: 12/7/04

Revised: 9/14/07, 5/1/14

Reviewed: 11/18/15

POLICY 4.10 COMMENTS, COMPLIMENTS AND COMPLAINTS

Labette Community College (LCC) mission is to provide quality learning opportunities in a supportive environment for success in a changing world. This is done through the college's core values shared by students, faculty, staff, administration and Board of Trustees.

Comments and compliments are valuable, welcome and important and when they are received, either verbally or in writing. Comments and compliments enable the college to understand that services are being provided satisfactorily, provides positive feedback to staff, or influences organizational and service development.

The college welcomes every opportunity to monitor and improve services, and having a "comments, compliments and complaints" policy with a clear procedure for resolving complaints is one way of doing addressing concerns.

The college recognizes that there will be times when employees make mistakes, or get things wrong. In order to learn from mistakes, the college must know about them and encourage people to provide that information. Such comments or complaints will always be taken seriously, recorded and responded to as detailed in the procedure for resolving complaints which accompanies this policy statement.

SUBJECT

New Professional Staff Position

REASON FOR CONSIDERATION BY THE BOARD

Kansas Statutes require the Board of Trustees' approval for new Professional Staff Positions.

BACKGROUND

The Respiratory Care Program made changes over the last year. These changes have helped increase enrollment in the program and is expected to maintain enrollment for the program. A recent accreditation visit provided the program with recommendations. Adding the Simulation & Skills Lab Coordinator and Instructor position will allow the program to continue to grow, maintain compliance & accreditation, and most importantly, effectively serve students.

PRESIDENT'S RECOMMENDATION

The Board of Trustees approves the new Professional Staff Position of Simulation & Skills Lab Coordinator/Instructor of Respiratory Care Program

POSITION DESCRIPTION

SIMULATION & SKILLS LAB COORDINATOR/INSTRUCTOR OF RESPIRATORY CARE PROGRAM

Reports to: Director of Respiratory Care Program
Organizational Unit: Professional Staff
Salary Range — Allied Health Professional– Exempt – Full time
Revision Date: April 2023

I. Basic Purpose of Position

The Simulation & Skills Lab Coordinator/Instructor of Respiratory Care coordinates and manages the program's skills labs and simulations. The individual in the position will assure the effective and efficient operation of the lab, assess and provide for meeting program and student needs, and oversee the operation of skills lab and simulations to ensure safe and effective use of equipment. The Simulation & Skills Lab Coordinator/Instructor's primary responsibilities are to plan, coordinate, teach, facilitate, administer, and monitor activities on behalf of the academic program and in coordination with program director and program faculty. In addition, the individual will assist with clinicals. These activities include but are not limited to the following:

II. Essential Job Functions

- A. Ability to assist the Respiratory Care Program Director throughout the CoARC accreditation process; establish and implement department goals; assist in hiring and development of new faculty or adjuncts.
- B. Ability to perform the duties and functions of a Respiratory Care Instructor up to a maximum of ten (10) credit hours in the fall semester, ten (10) credit hours in the spring semester, and five (5) credit hours in the summer semester for a maximum of 25 credit hours per college year. These can be adjusted to meet program needs so long as the hours do not go over the maximum.
- C. Ability to develop, implement, update, and monitor simulation lab policies, procedures, use and operations.
- D. Ability to develop, present evaluate and refine scenarios for simulation/skills lab experiences, utilizing role playing, props, and dialogue to create a realistic learning environment.
- E. Ability to monitor and schedule use, signing out, and movement of simulation lab equipment.
- F. Ability to continuously update and refine simulation/skills lab experiences based on identified needs and to serve as a resource for student's use of simulation/skills lab in classroom/lab activities.
- G. Ability to create and maintain respectful and professional working environment, incorporating active learning, reflective thinking and confidential debriefing process.
- H. Ability to perform remediation with students in the program.
- I. Ability to assist in the use of clinical software, evaluate clinical program, assist in evaluating educational program, students, and any other duties necessary to provide for program effectiveness and to assure compliance with CoArc to continue program accreditation.
- J. Ability to work cooperatively with advisory committee, program director, and instructors to insure logical sequencing of the curriculum objectives through didactic, simulation/skills lab, and clinical components of the program.
- K. Ability to maintain current knowledge of legislative, regulatory, legal, and practice issues affecting respiratory care education, students, and the profession.

- L. Ability to travel to meetings/conferences and other conferences or educational opportunities as directed by the Respiratory Care Director.
- M. Ability to maintain good working relationships with all employees, students, and clinical instructor.
- N. Ability to identify the need for and provide training for the simulation/skills labs.
- O. Ability to teach online didactic simulation/skills lab or clinical courses within the program as assigned by the Program Director and maintain accurate records/grade in a timely manner.
- P. Ability to evaluate students' performance, in cooperation with other faculty, to determine their ability to integrate didactic, simulation/skills lab and clinical learning experiences and to progress within the curriculum.
- Q. Ability to assist in coordinating development, scheduling, evaluation, and revision of curriculum.
- R. Ability to maximize available resources for the simulation/skills labs.
- S. Ability to assist in the recruitment and selection process of students for the program.
- T. Ability to assist in advising students and prospective students.
- U. Ability to assist program director in developing and administering departmental budget.
- V. Ability to serve on institutional committees as assigned by the program director and Vice President of Academic Affairs.
- W. Ability to assist in developing departmental strategic, operational, and technology plans.
- X. Ability to participate in public relations activities and promote the program within the region.
- Y. Ability to follow all LCC policy and procedure.
- Z. Ability to perform other duties as assigned.
- AA. Ability to maintain regular and timely attendance.

III. **Consulting Tasks**

- A. Consults with Program Director and clinical education centers on matters pertaining to institutional policies, program accreditation and student supervision, scheduling, and evaluation.
- B. Communicates news and current information (e.g., curriculum, clinical education objectives, staffing changes and site availability) among all concerned stakeholders—the academic institution, clinical education sites, clinical faculty and students.
- C. Consults within institution regarding equipment and resource sharing.
- D. Consults with Student Affairs Staff on matters pertaining to enrollment, financial aid, graduation, records and student activities.
- E. Consults with institutional/administrative staff on matters pertaining to budget, affiliate contracts, and student accounts.
- F. Consults with Instructional Services Staff on matters pertaining to marketing, audio-visual equipment, computer equipment, library holdings, and learning resource center assistance.

IV. **Required Experience, Education & Skills**

- A. The Simulation & Skills Lab Coordinator/Instructor must hold licensure and or certification as a respiratory therapist and maintain an active status in state.
- B. Candidate must demonstrate a minimum of two years' clinical experience in the Respiratory Care field.
- C. Working knowledge of computer systems and software or possesses the ability to learn these skills.

- D. Organizational skills with special attention to details.
- E. Written and oral communication skills.
- F. Active membership in state and national professional organizations.
- G. Comprehensive knowledge of a Respiratory Care program with maintenance of continuing professional development that benefits the program's development.
- H. Able to meet the faculty requirements as stated in the Evaluative Criteria for the Accreditation of Respiratory Care Programs (CoArc).
- I. Able to work independently and coordinate work with colleagues and peers.
- J. Earned associate degree or higher in Respiratory Care.

V. Preferred Experience

- A. Prior teaching experiences in a Respiratory Care academic program and/or administrative experience in Simulation/skills lab/clinical practice.
- B. Earned status as a National Board Respiratory Therapist (NBRC) credentialed clinical Instructor and maintain active status.
- C. Registered Respiratory Therapist (RRT).
- D. Two-year experience or a minimum of two years of experience in teaching, curriculum development and administration in a Respiratory Care Program.

VI. Working Conditions/Environment

- A. Normal office, online classroom, and clinical settings.
- B. No office windows
- C. Periodic evening and weekend hours required.
- D. Travel may be required.
- E. Potential health hazards include exposure to contagious disease including blood borne pathogens.

Agenda Item: V.F.
Date: April 13, 2023

SUBJECT

Approval of Bills

REASON FOR CONSIDERATION BY THE BOARD

Kansas statutes require the 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

The President recommends approval of the bills.

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	3/2/2023		Total
			Account Number	Amount	
134777	A T and T	Internet	11-6401-631-000	\$2,044.35	\$2,044.35
134778	Tyler S Allen	Reimburse Meals - Pratt CC Observa	11-5302-601-000	\$58.63	
		Reimburse Mileage - Carthage & Prat	11-5302-601-000	\$350.43	\$409.06
134781	Kim Beachner	Reimburse - MO Nursing License Rer	11-4200-630-025	\$86.95	\$86.95
134782	Linda Gale Brown	Reimburse Mileage - Clinicals (2)	12-1210-601-000	\$129.69	
		Reimburse Mileage - Clinical	12-1210-601-000	\$46.88	\$176.57
134783	Travis T Brumback	Reimburse Meals - CWI Training	12-1248-850-000	\$122.41	
		Reimburse Mileage - Tulsa, OK	12-1248-850-000	\$167.03	\$289.44
134784	Capital One	Lab Supplies	11-1102-700-000	\$40.12	
		Cardinal Mascot Shirts	11-5302-711-000	\$10.00	
		Office Supplies	11-5304-701-000	\$35.55	
		Transfer Fair Supplies	11-5304-701-000	\$41.04	
		Homecoming/Honor Roll Supplies	11-5304-701-000	\$76.02	
		First Aid Kits	11-6504-701-000	\$32.16	
		Maintenance Supplies	11-7102-649-000	\$34.03	
		Supplies	16-9684-701-000	\$113.55	
		Supplies	16-9684-701-000	\$9.56	
		Supplies	16-9684-701-000	\$106.15	
		Supplies	16-9684-701-000	\$27.76	
		Food	16-9684-743-000	\$44.88	
		Food	16-9684-743-000	\$63.40	
		Food	16-9684-743-000	\$6.14	
		Food	16-9684-743-000	\$154.60	
		Food	16-9684-743-000	\$160.19	
		Food	16-9684-743-000	\$75.88	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/2/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134784	Capital One	Food	16-9684-743-000	\$160.02	
		Food	16-9684-743-000	\$246.94	
		Food	16-9684-743-000	\$161.24	
		Food	16-9684-743-000	\$32.72	
		Food	16-9684-743-000	\$25.82	\$1,657.77
134785	Colin H Coronado	Reimburse Meals - Wichita, KS 2/22	11-5302-601-000	\$40.09	\$40.09
134786	Diamond Coach Charter, LLC	Bus Trip - MBB & WBB - Hesston, KS	11-6502-720-000	\$2,504.00	\$2,504.00
134787	Evegy Kansas Central INC	Electricity - 1230 Main	11-7102-634-000	\$223.64	
		Electricity - Vehicle Lot	11-7102-634-000	\$83.22	
		Electricity - Athletic Complex	11-7102-634-000	\$6,216.72	\$6,523.58
134788	GFL Environmental	Trash Removal - Cherokee Center	11-7103-649-000	\$292.86	\$292.86
134789	Jason Hinson	Men's Basketball - 3/6, 3/10, 3/11	11-5508-601-000	\$1,200.00	\$1,200.00
134791	Kansas Gas Service	Gas Service - 1230 Main	11-7102-633-000	\$377.40	
		Gas Service - 1306 Main	11-7102-633-000	\$426.58	
		Gas Service	11-7102-633-000	\$895.84	\$1,699.82
134792	Tammy Kimrey	Reimburse Mileage - Clinicals (3)	12-1210-602-000	\$163.10	
		Reimburse Mileage - Clinicals (6)	12-1210-602-000	\$291.25	\$454.35
134793	Elizabeth Anne Kitterman	Reimburse Mileage - Recruiting Oswe	11-5302-601-000	\$26.20	\$26.20
134795	Labster, Inc	Lab Simulations - Spring 23	11-1103-700-000	\$3,663.00	\$3,663.00
134799	Jessica A Letterman	Reimburse - Books for Library	11-4101-703-000	\$19.00	
		Reimburse Meals - Topeka, KS	11-6201-601-000	\$46.19	
		Reimburse Mileage - Topeka, KS	11-6201-601-000	\$188.64	\$253.83
134800	Ashley Moore	Reimburse Mileage - Clinicals (7)	12-1210-602-000	\$453.26	\$453.26
134801	Orscheln - Card Services	Groundskeeping Supplies	11-7102-649-000	\$2.49	\$2.49
134802	Ozarks Coca-Cola/Dr Pepper Bottling	CREDIT - Bag in the Box	16-9684-743-000	(\$10.24)	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	3/2/2023		Total
			Account Number	Amount	
134802	Ozarks Coca-Cola/Dr Pepper Bottling @ Bag in the Box		16-9684-743-000	\$452.72	\$442.48
134804	Phillips 66 - Conoco - 76	Gasoline	11-6502-720-000	\$1,409.93	\$1,409.93
134805	Ryan S. Phillips	Softball Travel - 3/28/23	11-5509-601-000	\$400.00	\$400.00
134806	Ryan S. Phillips	Softball Travel - 3/23/23	11-5509-601-000	\$450.00	\$450.00
134807	Ryan S. Phillips	Softball Travel - 3/21/23	11-5509-601-000	\$450.00	\$450.00
134808	Ryan S. Phillips	Softball Travel - 3/8-10/23	11-5509-601-000	\$2,200.00	\$2,200.00
134810	Terri Swanson	Session - Teaching Students with AS	11-4201-630-002	\$1,097.98	\$1,097.98
134811	Veritiv	Envelopes	11-6503-705-000	\$576.14	\$576.14
134812	Jeffrey Michael Vesta	Reimburse Rental - Recruitment Trip	11-5505-603-000	\$175.26	\$175.26
134813	Wave Wireless	Internet Service - WTC	11-6401-631-000	\$69.00	\$69.00
				\$29,048.41	

11-General Fund	\$25,843.46
12-Postsecondary Technical Education Fund	\$1,373.62
16-Auxillary Ent Fund	\$1,831.33
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	\$29,048.41

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Doherty
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	3/7/2023	Account Number	Amount	Total
134817	Crossland Construction Company	Athletic Expansion Project		67-9900-820-000	\$198,055.91	\$198,055.91
	11-General Fund		\$0.00			
	12-Postsecondary Technical Education Fund		\$0.00			
	16-Auxillary Ent Fund		\$0.00			
	64-Deferred Maintenance		\$0.00			
	67-Capital Outlay		\$198,055.91			
			<u>\$198,055.91</u>		<u>\$198,055.91</u>	

Checks approved for release prior to Board action

Mark Watkins
President

James D. Schady
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/9/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134818	A T and T	Phone Service - Cherokee Center	11-6501-631-000	\$167.21	
		Phone Service - WTC	11-6501-631-000	\$352.17	\$519.38
134819	A T and T	Internet	11-6401-631-000	\$1,431.32	\$1,431.32
134820	Tyler S Allen	Reimburse Meal - Topeka, KS	11-5302-601-000	\$25.71	
		Reimburse Mileage - Topeka, KS	11-5302-601-000	\$201.74	\$227.45
134822	B P	Gasoline	11-6502-720-000	\$40.46	\$40.46
134823	April Bolinger	Reimburse Travel - Parking & Toll	11-5304-601-000	\$42.00	
		Reimburse Meal - Conference OKC	11-5304-601-000	\$91.97	\$133.97
134825	Micheal Brown	Fall 2022 Basketball - Shot Clock	11-5506-576-000	\$210.00	\$210.00
134826	Travis T Brumback	Reimburse - Master Calculator	12-1219-700-000	\$43.46	\$43.46
134827	City of Parsons	Water Service	11-7102-632-000	\$3,313.16	
		Water Service- WTC	12-4204-632-000	\$149.05	
		Water Service - Student Union	16-9482-632-000	\$256.42	\$3,718.63
134828	Alexander J Coplon	Baseball Meal Money - 3/30/23	11-5502-601-000	\$740.00	\$740.00
134829	Alexander J Coplon	Baseball Meal Money - 3/25/23	11-5502-601-000	\$380.00	\$380.00
134830	Alexander J Coplon	Baseball Meal Money - 3/16/23	11-5502-601-000	\$460.00	\$460.00
134831	Alexander J Coplon	Baseball Meal Money - 3/12/23	11-5502-601-000	\$570.00	\$570.00
134832	Colin H Coronado	Reimburse Meal - Topeka, KS	11-5302-601-000	\$14.51	
		Reimburse Mileage - Galena Recruitir	11-5302-601-000	\$68.78	\$83.29
134833	Department of Veterans Affairs	Return Funds	11-0100-484-000	\$372.00	\$372.00
134834	Leanna Doherty	Reimburse Mileage - KACCBO Meetir	11-6201-601-000	\$192.57	\$192.57
134835	Evergry Kansas Central INC	Electricity	11-7102-634-000	\$16,482.98	
		Electricity - WTC	12-4204-634-000	\$502.75	
		Electricity - Student Union	16-9482-634-000	\$888.81	\$17,874.54
134836		Reimburse Mileage - Region Convent	11-1126-604-000	\$171.61	\$171.61

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/9/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134837	FedEx Express	Package Shipping (4)	12-1208-700-001	\$69.88	\$69.88
134838	Tammy Fuentes	Reimburse Mileage - Wichita, KS	11-1126-604-000	\$171.61	\$171.61
134839	Jennifer Harding	Reimburse Travel - KRCS Seminar	11-4200-630-033	\$365.95	
		Reimburse - OK License Renewal	11-4200-630-033	\$100.00	\$465.95
134840	Ross Harper	Reimburse Mileage - CNA, CPR, KCC	12-4204-601-000	\$421.82	
		Reimburse Travel - Parking	12-4204-605-000	\$2.30	
		Reimburse Meals - KCCLI Conference	12-4204-605-000	\$73.65	\$497.77
134841	Jason Hinson	Men's Basketball Travel - Spring Brea	11-5508-603-000	\$500.00	\$500.00
134843	Kansas Department of Revenue	Bookstore Sales Tax - Feb	16-0000-216-001	\$91.57	
		Food Service Sales Tax - Feb	16-0000-216-002	\$453.18	\$544.75
134845	Kelly D. Kirkpatrick	Reimburse - TimeTap Fees	11-4203-701-000	\$810.00	
		Reimburse - VARK Training Kit	11-4203-701-000	\$10.23	
		Reimburse - VARK Subscription	11-4203-701-000	\$37.50	
		Reimburse - TimeTap Fees	11-5304-701-000	\$270.00	\$1,127.73
134846	Elizabeth Anne Kitterman	Reimburse Mileage - Riverton High	11-5302-601-000	\$70.74	\$70.74
134849	Dr. Tim Jon Miller	Reimburse - OAH Membership	11-4200-630-016	\$100.00	
		Reimburse - AHA Membership	11-4200-630-016	\$134.00	
		Reimburse - KS Assoc of Historians	11-4200-630-016	\$100.00	\$334.00
134850	Parsons High School	TSA Sponsorship	11-6301-709-000	\$150.00	\$150.00
134851	Philadelphia Indemnity Insurance Company	Workforce Ambulance Ins.	11-6502-623-000	\$313.00	\$313.00
134852	Proforma	Fire School Giveaways	12-4204-699-000	\$411.51	\$411.51
134853	Rural Water District #5	Utility Water - Cherokee Center	11-7103-632-000	\$21.13	\$21.13
134854	Sparklight	Cable Service	11-6401-631-000	\$192.12	\$192.12
134855	Susan Stolte	Reimburse - KS License Renewal	12-1211-681-000	\$73.25	\$73.25
134856	The Villas at LCC, LLC	Housing	11-0000-201-001	\$1,996.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	3/9/2023		Account Number	Amount	Total
134856	The Villas at LCC, LLC	Housing			11-0000-201-001	\$1,373.00	
		Housing			11-0000-201-001	\$1,996.00	
		Housing			11-0000-201-001	\$1,263.00	
		Housing			11-0000-201-001	\$667.00	
		Housing			11-0000-201-001	\$48.00	
		Housing			11-0000-201-001	\$853.88	
		Housing			11-0000-201-001	\$1,494.02	
		Housing			11-0000-201-001	\$9,690.90	
134857	Verizon Wireless	J Burzinski Phone Charges			11-6401-701-000	\$407.50	
		Blue Emergency Towers			11-6501-631-000	\$96.72	
		Custodian Phone Charges			11-7102-649-000	\$185.25	\$689.47
134858		Reimburse Mileage - Region Convent			11-1126-604-000	\$171.61	\$171.61
134859	Brady W Vogel	Reimburse - State Tournament			11-5505-603-000	\$204.41	\$204.41
						<u>\$42,868.51</u>	

11-General Fund	\$39,430.86
12-Postsecondary Technical Education Fund	\$1,747.67
16-Auxillary Ent Fund	\$1,689.98
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	<u>\$42,868.51</u>

Checks approved for release prior to Board action

Mark Watkins
President

Shanna Doney
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/15/2023


Check Number	Vendor	Description	Account Number	Amount	Total
134860	A T and T	Internet	11-6401-631-000	\$4,104.73	\$4,104.73
134862	Butler Community College	AKCCOP Conference Registrations	11-6501-601-000	\$150.00	\$150.00
134863	Evergry Kansas Central INC	Electricity - Cherokee Center	11-7103-634-000	\$857.39	\$857.39
134865	Kansas Gas Service	Gas Service	11-7102-633-000	\$1,034.62	
		Gas Service - Cherokee Center	11-7103-633-000	\$402.87	
		Gas Service - WTC	12-4204-633-000	\$257.67	
		Gas Service - Student Union	16-9482-633-000	\$190.77	\$1,885.93
134866	Touchtone Communications	Long Distance - Cherokee Center	11-7103-631-000	\$26.64	\$26.64
134867	Touchtone Communications	Long Distance	11-6501-631-000	\$82.59	\$82.59
134868	Veritiv	Fuel Surcharge	11-6503-705-000	\$29.50	\$29.50
134869	WoodRiver Energy LLC	Natural Gas Service	11-7102-633-000	\$4,388.60	
		Natural Gas Service - WTC	12-4204-633-000	\$979.09	
		Natural Gas Service - Student Union	16-9482-633-000	\$607.75	\$5,975.44
				<u>\$13,112.22</u>	

11-General Fund	\$11,076.94
12-Postsecondary Technical Education Fund	\$1,236.76
16-Auxillary Ent Fund	\$798.52
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$0.00
	<u>\$13,112.22</u>

Checks approved for release prior to Board action



 President



 Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/23/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134872	A T and T	Phone Service	11-6501-631-000	\$4,014.23	
		Phone Service	11-6501-631-000	\$103.07	\$4,117.30
134873	A T and T	Internet	11-6401-631-000	\$2,044.35	\$2,044.35
134874	Amazon.com LLC	iPad Pro Case - Berry Purple	11-4200-630-029	\$67.99	
		Keyboard Case for iPad	11-4200-630-031	\$84.99	
		Symphony Livescribe Ink Refills	11-4206-701-000	\$19.90	
		Livescribe Symphoney Smartpen	11-4206-701-000	\$319.80	
		Sony ICD Digital Voice Recorder	11-4206-701-000	\$176.60	
		Graduate Night Supplies	11-5303-706-001	\$28.97	
		Foam Rollers for ATR	11-5507-701-000	\$108.48	
		Credit Card Holders	11-6201-701-000	\$19.75	
		NETGEAR 5-Port Gigabit Ethernet Sv	11-6401-701-000	\$224.95	
		WD 8TB My Cloud EX2 Ultra Network	11-6401-701-000	\$650.36	
		Corsair Dual SSD Mounting Bracket	11-6401-701-000	\$69.90	
		EEEKit DisplayPort to VGA Adapter	11-6401-701-000	\$48.44	
		USB C Fast Charger for iPad	11-6401-701-000	\$21.99	
		Ailun Screen Protector for iPad Air	11-6401-701-000	\$17.92	
		Fargo DTC1000 Ribbon	11-6401-701-000	\$50.89	
		Black Door Closer, Adjustable	11-7102-649-000	\$602.66	
		EZ-Tone Door Chimes	11-7102-649-000	\$101.55	
		Office Chair - Registrar	11-7102-649-000	\$149.99	
		In Case of Emergency DVD	12-1208-700-001	\$10.99	
		Cafe Supplies	16-9684-701-000	\$20.63	\$2,796.75
134875	Carly Nicole Beachner	Reimburse - Nurse Educator Conf.	11-4200-630-023	\$500.00	\$500.00
134876	Commercial Bank	Loan 110221672 - Principle	11-6201-761-000	\$38,232.67	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	3/23/2023		Total
			Account Number	Amount	
134876	Commercial Bank	Loan 110221672 - Interest	11-6201-762-000	\$1,413.59	\$39,646.26
134877	Diamond Coach Charter, LLC	Bus Trip - Baseball - Carl Albert	11-5502-601-000	\$1,788.20	
		Bus Trip - Baseball - Hesston, KS	11-5502-601-000	\$1,594.32	
		Bus Trip - Baseball - Hesston, KS	11-6502-720-000	\$892.68	
		Bus Trip - Baseball - Carl Albert	11-6502-720-000	\$1,186.80	\$5,462.00
134878	First Dakota Indemnity Company	Workman's Comp	11-6501-590-001	\$1,134.00	\$1,134.00
134879	Brittany Haley	Reimburse Mileage - Chanute & Olatt	11-5507-601-000	\$254.80	\$254.80
134880	Harrison William Hall	All Kansas Academic Award	11-6101-702-000	\$300.00	\$300.00
134881	Jennifer Harding	Reimburse Mileage - Clinicals (Jan-M)	12-1211-602-000	\$1,067.65	\$1,067.65
134882	Jason Hinson	Reimburse - Sophomore Frames	11-5508-701-000	\$420.86	\$420.86
134883	Phillip S Jack	Reimburse - Unused Wallet Card Fun	16-0000-217-000	\$119.09	\$119.09
134885	Aaron Keal	Reimburse Mileage - Region VI (Olatt	11-5506-601-000	\$199.12	\$199.12
134888	National Business Education Associati	CBTR Registration- Lori Ford	11-4200-630-005	\$399.00	\$399.00
134889	Parsons Rotary Club	Quarterly Dues - Mark Watkins	11-6101-702-000	\$138.00	\$138.00
134890	Phillips 66 - Conoco - 76	Gasoline	11-6502-720-000	\$1,593.58	\$1,593.58
134891	Ryan S. Phillips	Softball Travel - 5/4/23	11-5509-601-000	\$400.00	\$400.00
134892	Proforma	Best Can Coolies	12-4204-699-000	\$217.35	\$217.35
134894	Elizabeth A Stoneberger	Reimburse Mileage - Adjunct Evals	11-4202-602-000	\$236.59	\$236.59

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	3/23/2023	Account Number	Amount	Total
134895		All Kansas Academic Award		11-6101-702-000	\$300.00	\$300.00
	11-General Fund		\$59,910.99			
	12-Postsecondary Technical Education Fund		\$1,295.99			
	16-Auxillary Ent Fund		\$139.72			
	64-Deferred Maintenance		\$0.00			
	67-Capital Outlay		\$0.00			
					<u>\$61,346.70</u>	

Checks approved for release prior to Board action

Mark Watkins

President

Deanna Doherty

Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/30/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134898	Haley Renee Cook	Volleyball Travel - 4/23/23	11-5504-601-000	\$350.00	\$350.00
134899	Haley Renee Cook	Volleyball Travel - 4/15/23	11-5504-601-000	\$350.00	\$350.00
134900	Haley Renee Cook	Volleyball Travel - 4/6/23	11-5504-601-000	\$350.00	\$350.00
134901	Cox Communications	Internet - Cherokee Center	11-6401-631-000	\$190.06	
		Cable Service - Cherokee Center	11-7103-701-000	\$125.60	\$315.66
134902	Diamond Coach Charter, LLC	Bus Trip - Baseball - KCKCC	11-5502-601-000	\$1,597.72	
		Bus Trip - Baseball - KCKCC	11-6502-720-000	\$815.28	\$2,413.00
134903	Evergy Kansas Central INC	Electricity - 1230 Main	11-7102-634-000	\$208.75	
		Electricity - Vehicle Lot	11-7102-634-000	\$75.60	
		Electricity - Athletic Complex	11-7102-634-000	\$4,360.43	\$4,644.78
134904	GFL Environmental	Trash Removal - Cherokee Center	11-7103-649-000	\$292.86	\$292.86
134905	Brandy Marie Habiger	Landscaping	11-7102-550-000	\$200.00	\$200.00
134906	Ross Harper	Reimburse Mileage - Galena & Pitt	12-4204-601-000	\$220.74	\$220.74
134911	Kansas FCCLA	State Leadership Conf Registration	11-5302-601-000	\$150.00	\$150.00
134912	Kansas Gas Service	Gas Service - 1306 Main	11-7102-633-000	\$320.00	
		Gas Service - 1230 Main	11-7102-633-000	\$288.22	\$608.22
134913	Tammy Kimrey	Reimburse Mileage - Clinicals (3)	12-1210-602-000	\$479.46	\$479.46
134916	Ryan S. Phillips	Softball Travel - 4/27/23	11-5509-601-000	\$500.00	\$500.00
134917	Ryan S. Phillips	Softball Travel - 4/25/23	11-5509-601-000	\$500.00	\$500.00
134918	Ryan S. Phillips	Softball Travel - 4/22/23	11-5509-601-000	\$400.00	\$400.00
134919	Ryan S. Phillips	Softball Travel - 4/17/23	11-5509-601-000	\$500.00	\$500.00
134920	Ryan S. Phillips	Softball Travel - 4/13/23	11-5509-601-000	\$450.00	\$450.00
134921	Ryan S. Phillips	Softball Travel - 4/2/23	11-5509-601-000	\$450.00	\$450.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	3/30/2023	Account Number	Amount	Total
134922	Ryan S. Phillips	Softball Travel - 4/1/23		11-5509-601-000	\$400.00	\$400.00
	11-General Fund		\$12,874.52			
	12-Postsecondary Technical Education Fund		\$700.20			
	16-Auxiliary Ent Fund		\$0.00			
	64-Deferred Maintenance		\$0.00			
	67-Capital Outlay		\$0.00			
			<u>\$13,574.72</u>			
					<u>\$13,574.72</u>	

Checks approved for release prior to Board action

Mark Wathen

President

Deann Spohr

Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/31/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134923	A Book Company	FA Book	11-6201-701-000	\$26.54	
		FA Books	16-0000-131-002	\$243.74	
		Returned FA Books	16-0000-131-002	(\$232.17)	\$38.11
134924	Ace Hardware, Inc.	Athletic Field Paint & Cable Ties	11-5502-701-000	\$42.96	
		Cable Ties & White Field Paint	11-5502-701-000	\$53.95	
		Water Can - Pitchers/Catchers area	11-5509-701-000	\$11.99	
		Groundskeeping Supplies	11-7102-649-000	\$14.98	
		Groundskeeping Supplies	11-7102-649-000	\$64.97	
		Maintenance Supplies	11-7102-649-000	\$5.18	
		Groundskeeping Supplies	11-7102-649-000	\$51.63	
		Groundskeeping Supplies	11-7102-649-000	\$65.27	
		Groundskeeping Supplies	11-7102-649-000	\$16.16	
		Maintenance Supplies	11-7102-649-000	\$61.35	
		Groundskeeping Supplies	11-7102-649-000	\$22.99	
		Maintenance Supplies	11-7102-649-000	\$92.95	
		Groundskeeping Supplies	11-7102-649-000	\$39.99	
		Maintenance Supplies	11-7102-649-000	\$88.55	
		Maintenance Supplies	11-7102-649-000	\$46.95	
		Groundskeeping Supplies	11-7102-649-000	\$62.25	
		Maintenance Supplies	11-7102-649-000	\$43.98	
		Custodial Supplies	11-7102-702-000	\$99.99	
		Custodial Supplies	11-7102-702-000	\$47.96	
		Custodial Supplies	11-7102-702-000	\$16.78	
		Paint for Welding Students	12-1219-700-000	\$304.68	
		Paint for Fire School	12-4204-699-000	\$143.97	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	3/31/2023		Total
			Account Number	Amount	
134924	Ace Hardware, Inc.	Paint for Fire School	12-4204-699-000	\$95.94	\$1,495.42
134925	American Electric Company	LED Wiring Socket & LED Lamp	11-7102-649-000	\$867.50	
		Lamp Bases & LED U-Lamp Bulbs	11-7102-649-000	\$1,948.00	\$2,815.50
134926	APACHE INDUSTRIES INC	Plasma Cutter Repair	12-1219-700-000	\$563.75	\$563.75
134927	Apple Inc.	MacBook Pro GD	11-6402-850-000	\$3,559.00	\$3,559.00
134928	Bleacher Gear	Banners - 100 Year Celebration	11-6301-709-000	\$996.00	\$996.00
134929	Blick Art Materials	Drawing 1 Supplies	11-1101-700-000	\$93.44	
		Drawing 1 Supplies	11-1101-700-000	\$16.32	\$109.76
134930	Micheal Brown	Shot Clock for Basketball SP '23	11-5506-576-000	\$450.00	\$450.00
134931	ByWater Solutions	KOHA Support/Hosting Library ILS	11-4101-710-000	\$3,394.00	\$3,394.00
134932	Carolina Biological Supply Company	Biology & Microbiology Lab Supplies	11-1102-700-000	\$284.37	
		Earthworms (Lumbricus terrestris)	11-1103-700-000	\$23.10	
		Squid, Crayfish, Frogs, Grasshoppers	11-1103-700-000	\$143.05	\$450.52
134933	Carol's Plants and Gifts	Plant - Haley Beeman - New Baby	11-6102-709-000	\$47.00	\$47.00
134934	Cintas Corporation No. 2	Soap Dispenser & Sanitizer Refills	11-7102-702-000	\$109.63	
		Soap Dispenser & Sanitizer Refills	11-7102-702-000	\$109.63	
		Soap Dispenser & Sanitizer Refills	11-7102-702-000	\$109.63	
		Soap Dispenser & Sanitizer Refills	11-7102-702-000	\$109.63	\$438.52
134935	Daniel Colon	Color Clicks	11-4203-701-000	\$64.13	
		Black Clicks	11-4203-701-000	\$27.60	
		Xerox Page Pack Base	11-4203-701-000	\$52.00	\$143.73
134936	Copy Products Inc	Copy Usage - Cherokee Center	11-7103-701-000	\$119.83	\$119.83
134937	Digital Connections Inc.	Lanier Copier Maintenance	11-6503-648-000	\$49.25	\$49.25
134938	Ebsco Information Services	Discovery System Renewal	11-4101-710-000	\$12,155.00	\$12,155.00
134939	Extreme Rental, LLC	Machinery Rental	11-7102-649-000	\$104.00	\$104.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/31/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134940	Fastenal Company	Washers and Bolts	12-1219-700-000	\$9.85	
		Welding Supplies	12-1219-700-000	\$115.31	
		Bolts	12-1219-700-000	\$20.32	\$208.80
		Washers and Toolbag	12-1219-700-000	\$63.32	
134941	Good News Publishing, Inc.	February Advertising	11-6301-613-000	\$25.00	\$25.00
134942	Graves Foods	Supplies	16-9684-701-000	\$308.71	
		Supplies	16-9684-701-000	\$480.45	
		Food	16-9684-743-000	\$78.21	
		Food	16-9684-743-000	\$1,674.61	
		Food	16-9684-743-000	\$30.73	
		Food	16-9684-743-000	\$541.01	\$3,113.72
134944	H W Wilson Company, Inc	Reader's Guide & Current Bio 2023	11-4101-704-001	\$637.10	\$637.10
134945	Herring Bank	ID Card Supplies	11-6401-701-000	\$956.50	\$956.50
134946	Hillyard/Springfield	Custodial Supplies	11-7102-702-000	\$52.68	\$52.68
134947	Hugo's Industrial Supply, Inc	Cutlery System Refill	16-9684-701-000	\$77.20	\$77.20
134948	Jenzabar, Inc.	Jenzabar FA Implementation	11-6401-646-001	\$786.25	\$786.25
134949	Jock's Nitch/Parsons	Men's Basketball - Team Bags	11-5508-701-000	\$642.00	
		Men's Basketball - Team Shoes	11-5508-701-000	\$1,721.00	
		Men's Basketball Gear	11-5508-701-000	\$440.36	
		Men's Basketball - Travel Gear	11-5508-701-000	\$2,556.40	
		Men's Basketball Team Shoes	11-5508-701-000	\$1,478.00	
		Men's Basketball Travel Gear	11-5508-701-000	\$1,090.35	
		Men's BB Shorts	11-5508-701-000	\$336.00	
		Adidas BP Cage JKT	11-5509-701-000	\$924.00	
		Field Paint, Game Balls, Home Plates	11-5509-701-000	\$2,373.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	3/31/2023		Total
			Account Number	Amount	
134949	Jock's Nitch/Parsons	Metro Socks & Red Batting Gloves	11-5509-701-000	\$999.00	
		Head Bands - blk & Visors- blk/red/on	11-5509-701-000	\$1,680.00	
		Merchandise Sales - 11/1 to 12/31/22	16-9381-741-000	\$1,455.63	\$15,695.74
134950	Johnson Controls	Annual Service Agreement	11-7202-648-000	\$8,270.00	\$8,270.00
134951	K L K C	Video Stream Sponsor - HS	11-6301-613-000	\$200.00	
		February Advertising	11-6301-613-000	\$400.00	\$600.00
134952	Kansas Association of School Boards	LAF Contract Renewal 2023-24	11-6501-681-000	\$2,750.00	
		Membership Renewal	11-6501-681-000	\$3,200.00	\$5,950.00
134953	Kansas Outdoor Advertising	March Billboard Rental	11-6301-613-000	\$575.00	\$575.00
134954	Deardin Gracen Kelley	Shot clock for Basketball SP 2023	11-5506-576-000	\$60.00	\$60.00
134955	Kitchen Pass, Inc.	Cardinal Citation Committee Lunch	11-6505-701-000	\$95.80	\$95.80
134956	KMI Metals	Steel	12-1219-700-000	\$185.80	\$185.80
134957	KONE Inc	Zetmeir Elevator Service Call	11-7102-649-000	\$1,842.62	
		Maintenance Agreement	11-7202-648-000	\$523.50	
		Maintenance Agreement	11-7202-648-000	\$169.00	\$2,535.12
134958	Labette Health	Drug Screen - Nursing	12-1208-700-002	\$19.80	\$19.80
134959	Laser Designs/PSHTC	Replacement Awards	11-1126-604-000	\$30.00	\$30.00
134960	Locke Supply Co	Mini Split Unit - 1229 Broadway (North	11-7102-649-000	\$3,585.98	\$3,585.98
134962	McCarty's Office Machines Inc	Canon IR1643IF Copier/Scanner	11-5303-701-000	\$1,550.00	
		Copier Toner IR1023	11-6401-701-000	\$52.80	
		Copier Toner IR1023	11-6401-701-000	\$52.80	
		Canon DX525IF - H Building Replace	11-6402-850-000	\$4,250.00	
		Canon Maintenance Contract	11-6503-648-000	\$506.93	
		Staple Cartridges (Nursing)	11-6503-648-000	\$66.00	
		Supplies	11-6503-701-000	\$230.11	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	3/31/2023		Total
			Account Number	Amount	
134962	McCarty's Office Machines Inc	Supplies	11-6503-701-000	\$107.44	
		Supplies	11-6503-701-000	\$74.34	
		Supplies	11-6503-701-000	\$82.20	
		Office Desk Left Return	11-7102-649-000	\$356.95	
		Copy Usage - WTC	12-1219-700-000	\$1.44	\$7,331.01
134963	Medco Sports Medicine	Athletic Trainer Supplies	11-5507-701-000	\$2,919.83	
		Athletic Trainer Supplies	11-5507-701-000	\$156.58	
		Athletic Trainer Supplies	11-5507-701-000	\$34.37	
		Athletic Trainer Supplies	11-5507-701-000	\$403.20	
		Athletic Trainer Supplies	11-5507-701-000	\$187.20	\$3,701.18
134964	Connie Nance	Scorebook for Basketball SP '23	11-5506-576-000	\$510.00	\$510.00
134965	Ozarks Coca-Cola/Dr Pepper Bottling	Bag in the Box	16-9684-743-000	\$291.95	\$291.95
134966	P1 Service, LLC	Maintenance Agreement	11-7103-649-000	\$607.00	
		Maintenance Agreement	11-7103-649-000	\$607.00	
		Maintenance Agreement	11-7202-648-000	\$5,466.00	
		Maintenance Agreement	11-7202-648-000	\$5,466.00	\$12,146.00
134967	Par Forms Corporation	Board Packet Front & Back Covers	11-6503-705-000	\$1,522.00	\$1,522.00
134968	Parsons Recreation Commission	Field Chalk for Softball Field	11-5509-701-000	\$177.84	\$177.84
134969	Parsons Sun	Bid Request - Roofing Repairs	11-6201-701-000	\$35.54	
		School News Ad	11-6301-613-000	\$76.00	
		Labette Community Guide	11-6301-613-000	\$325.00	
		Wrestling Nationals Send Offs	11-6301-613-000	\$144.00	
		High School Boys Wrestling Ad	11-6301-613-000	\$48.00	
		High School Girls Wrestling Ad	11-6301-613-000	\$48.00	
		Pink Out Night Ads	11-6301-613-000	\$144.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/31/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134969	Parsons Sun	Business Card Directory	11-6301-613-000	\$135.00	
		School News Ad	11-6301-613-000	\$76.00	\$1,031.54
134970	Pitney Bowes Bank, Inc	Postage - Account #20352357	11-6503-611-000	\$2,000.00	\$2,000.00
134971	Professional Window Cleaning, Inc.	Window Cleaning	11-7202-648-000	\$4,300.00	\$4,300.00
134972	Roy's Auto Service, LLC	Vehicle Maintenance - RV 29	11-6502-720-000	\$140.90	\$140.90
134973	Russell Cellular Inc	Cell Phone Activation	11-6501-631-000	\$35.00	\$35.00
134974	Simple Foundry LLC	SureCall Fusion5X 2.0 Signal Booster	11-6402-850-000	\$3,399.98	\$3,399.98
134975	Southeast Kansas Library System	2023 Contrib. SEKLS eBook Collectio	11-4101-710-000	\$480.00	\$480.00
134976	State Library of Kansas	Satewide Database Contribution 2023	11-4101-710-000	\$250.00	\$250.00
134977	Sweetwater Sounds, Inc.	QSC 650W 2-ch RMXa Power Amp	11-6402-850-000	\$992.00	\$992.00
134978	Technology Group Solutions, LLC	Cisco Duo MFA Renewal	11-6401-701-000	\$836.50	\$836.50
134979	The Wright Signs	Sponsorship Banners - Softball	11-5509-701-000	\$120.00	\$120.00
134980	Thompson Bros. Supplies, INC	Grinder Disc	12-1219-700-000	\$300.00	
		Plasma Table Concentrate	12-1219-700-000	\$358.44	
		Cylinder Rental	12-1219-700-002	\$215.60	
		Welding Supplies	12-1219-700-004	\$91.49	\$965.53
134981	UniFirst Corporation	Mats, Mops, Cloths	11-7103-649-000	\$61.46	
		Mats, Mops, Cloths	11-7103-649-000	\$61.46	
		Mats, Mops, Cloths	11-7103-649-000	\$61.46	
		Mats, Mops, Cloths	11-7103-649-000	\$61.46	
		Uniforms	11-7202-648-000	\$65.10	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$151.24	
		Uniforms	11-7202-648-000	\$65.10	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$151.24	
		Uniforms	11-7202-648-000	\$65.10	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

3/31/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134981	UniFirst Corporation	Aprons, Mats, Mops, Cloths	11-7202-648-000	\$151.24	
		Uniforms	11-7202-648-000	\$65.10	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$151.24	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	
		Aprons, Mats, Mops, Cloths	16-9482-701-000	\$50.00	\$1,311.20
134982	Universal Medical	Slope X-ray Compensating Filter	12-1246-701-006	\$340.76	\$340.76
134983	Uplink, LLC	Monthly Monitoring Fee	11-7102-649-000	\$45.00	\$45.00
134984	Vietti Marketing Group	Feb Digital Media & Streaming	11-6301-613-000	\$2,200.00	
		February Advertising - IKS NF	11-6301-613-000	\$500.00	
		February Advertising - KSNF	11-6301-613-000	\$500.00	\$3,200.00
134986	Mark Watkins	Reimburse Meal - Women's BB (Olatr	11-6101-709-000	\$30.96	
		Reimburse - Chamber Lunch & Learn	11-6101-709-000	\$12.00	
		Vehicle Expense	11-6501-590-001	\$900.00	\$942.96
				<u>\$116,461.23</u>	
	11-General Fund			\$108,480.69	
	12-Postsecondary Technical Education Fund			\$2,830.47	
	16-Auxillary Ent Fund			\$5,150.07	
	64-Deferred Maintenance			\$0.00	
	67-Capital Outlay			\$0.00	
				<u>\$116,461.23</u>	