

Labette Community College
Board of Trustees Meeting Agenda
Thursday, May 4, 2023
5:30 p.m.
Cardinal Event Center

- I. Adoption of Agenda..... (Exhibit 1)
- II. Approval of April 13, 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. Budget Assumptions FY24
 - iii. Facilities Report – Kevin Doherty, Facilities Director
 - D. President’s Report
- IV. Old Business (Action, Report, or Discussion)
 - A. Policy Approvals..... (Exhibit 3,4)
- V. New Business (Action, Report, or Discussion)
 - A. Program Reviews..... (Exhibit 5,6,7)
 - B. Faculty Resignation..... (Exhibit 8)
 - C. Approval of Bills..... (Exhibit 9)
- 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. 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.

- VIII. Next Regular Board Meeting: Thursday, June 8, 2023, 5:30 p.m., Cardinal Event Center

IX. Adjournment

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
April 13, 2023

The Board of Trustees met at 5:30 p.m. on Thursday, April 13, 2023, at the Ted Hill Building.

Members Present

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

Members Absent

Others Present

Dr. Mark Watkins	Dr. Jason Sharp	Leanna Doherty	Dr. Kara Wheeler
Janice Every	Haley Walker	Janice Reese	Aaron Keal
Ross Harper	Heather Beasley	Colleen Williamson	

Heidi Flora recorded the minutes.

Adoption of Agenda (ACTION ITEM)

Chair Winchell asked for changes or additions to the meeting agenda. There were none. Trustee Landrum moved to approve the meeting agenda as presented. Trustee Dantic seconded the motion and the motion carried 5-0. Trustee Howerter was not present for the vote.

Approval of Regular Meeting Minutes (ACTION ITEM)

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

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 March financial report was placed on the tables. At the end of March, we were 75% through the year. The general fund was 70% expended and the technical education/vocational fund was 57% expended. Leanna invited questions from the Trustees.

Leanna shared a Student Athlete Scholarship report that was previously requested by the Board.

Facilities Report:

Leanna, gave a brief facilities report.

President's Report:

Ross Harper, Workforce Director, gave a report of the recent 2023 Fire School which was held April 1-2, 2023

Dr. Watkins reminded the Board members that the May Board of Trustee meeting will be held a week earlier due to commencement activities.

Old Business (ACTION, REPORT, OR DISCUSSION ITEMS)**Hughes Building Roof Restoration**

Trustee Landrum moved to approve the base scope of work for restoration of the Hughes Building roof in the amount of \$169,335.20 through Tremco. Trustee Hoskins seconded the motion and the motion carried 6-0.

Trustee Landrum moved to approve a 20-year Bi-Annual Preventative Maintenance Service Agreement in the amount of \$20,551.00. Trustee Hoskins seconded the motion and the motion carried with 5 in favor and 1 abstention by Trustee Howerter.

New Business (ACTION, INFORMATION, OR DISCUSSION ITEMS)**City of Altamont Interlocal Agreement/Neighborhood Revitalization**

Trustee Taylor moved to approve the City of Altamont Interlocal Agreement. Trustee Dantic seconded the motion and the motion carried 6-0.

Professional Staff Employment Letter

Trustee Dantic moved to approve the professional staff employment letter for Jason Hinson, Head Men's Basketball Coach, beginning April 1, 2023 at a salary of \$41,000. Trustee Landrum seconded the motion and the motion carried 6-0.

Program Reviews

Trustee Taylor moved to approve the Program Reviews for Exercise Science, Pre-Pharmacy and Chemistry. Trustee Landrum seconded the motion and the motion carried 6-0.

Policy Reviews

Dr. Watkins presented the revised Policy 3.28 Library Users Confidentiality of Personally Identifiable Information, and new Policy 4.10 Comment, Compliments and Complaints for review.

New Professional Staff Position

Trustee Landrum moved to approve the new professional staff position of Simulation & Skills Lab Coordinator/Instructor of Respiratory Therapy. Trustee Dantic seconded the motion and the motion carried 6-0.

Approval of Bills

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

Executive Session

Trustee Dantic moved to recess into executive session at 6:35 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 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, Janice Every and Haley Walker.

The Board returned to the open meeting at 6:40 p.m.

Executive Session

Trustee Dantic moved to recess into executive session at 6:40 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 Hoskins seconded the motion and the motion carried 6-0.

No one was invited to participate in the executive session

The Board returned to the open meeting at 6:50 p.m.

Trustee Dantic moved to approve a 5% salary increase for Dr. Mark Watkins. Trustee Hoskins seconded the motion and the motion carried 6-0.

Public Comment

Dr. Watkins invited everyone to the 24th Annual Auction for Scholarships on Saturday, April 15 at the Parsons VFW.

David Winchell reported that the Athletic Complex had recently had monitors installed so that the Administrative Assistant is now able to see people coming and going from the entrances.

Montie Taylor reported that Dee Bohnenbiust, LCC Director of Nursing, is now serving as Vice-Chair on the Labette Health Board of Trustees.

Rod Landrum suggested the LCC License Plates be mentioned during the auction on Saturday to encourage participation.

Next Board Meeting

Chair Winchell reminded everyone of the next regular meeting of the Board of Trustees scheduled for May 4, 2023 at 5:30 p.m. in the Cardinal Event Center.

Adjournment

Trustee Landrum moved to adjourn the meeting at 6:55 p.m. Trustee Hoskins seconded the motion and the motion carried 6-0.

Heidi Flora, Clerk of the Board

Agenda Item #: IV.A.

Date: May 4, 2023

SUBJECT

Approval 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 approve the revised Policy 3.28 Library Users Confidentiality of Personally Identifiable Information and the added Policy 4.10 Comments, Compliments and Complaints

EXHIBIT 3*

Formatted: Font: (Default) +Headings (Calibri Light), 14 pt

POLICY 3.28

LIBRARY USERS CONFIDENTIALITY OF PERSONALLY IDENTIFIABLE INFORMATION

Formatted: Font: (Default) +Headings (Calibri Light), 14 pt

Formatted: Right

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.

Deleted: T

Deleted:

Deleted: ¶

Deleted: T

Deleted: Labette Community College

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's (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 the Board of Trustees.

Comments and compliments are valuable, welcome, and important when they are received, either verbally or in writing. Comments and compliments enable the college to understand that services are being provided satisfactorily, provide positive feedback to staff, or influence 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 addressing concerns.

The college recognizes that there will be times when employees make mistakes, or get things wrong. 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 that accompany this policy statement.

Agenda Item #: V.A.

Date: May 4, 2023

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 Sociology, Social Work, and Psychology.



Comprehensive Program Review 2022

Program Name: Sociology

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: Robert Perez

Date: 1/24/23

Assessment Committee Recommendation:

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

President's Council Recommendation:

Council agrees with the Assessment Committee's recommendation of Category 2.

1.0 Program Summary

Provide a descriptive summary of the program.

Narrative:

The Sociology Department at Labette Community College is designated for students who are planning to continue their education at a four-year university in the Social Sciences. Students can choose an emphasis in Sociology, or Social Work. The academic Sociology program also serves students who intend to become certified to teach at the secondary level in the Social Sciences. The Sociology program supports the Health Science Programs, as well as provides social science elective courses for many other degree programs such as Education, and History.

2.0 Student Success

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

Narrative:

The Sociology program curricula include the following courses: Marriage and Family, Anthropology, Social Problems, Introduction to Women's Studies, and Criminology. Successful completion of the Sociology program curricula provides a strong foundation for students in developing cross-cultural competency, empathy, and insight into the human experience. Successful completion of the curricula will also provide the ability to synthesize sociological knowledge with knowledge from other disciplines and to arrive at a more holistic understanding of social life that transcends curriculum competency.

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 Sociology program, as the science of society, provides the student with a perspective for viewing and assessing major political, economic, religious, and familial trends in contemporary social systems. My pedagogical approach to student learning involves weekly class assignments and in-class activities that promote critical thinking, communication, and problem-solving skills. This approach takes place through round-table type discussions, online discussion boards, in-class lectures as well as required semester research papers. The overarching goal of this approach is to support written and communication skills consistent with the defined student learning outcomes in each of the academic courses.

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:

Each of the course's lectures and in-class activities utilizes current social issues that are relevant on a national and international level as part of the pedagogy beyond the content of the adopted textbook.

The ongoing development and revision of the curriculum for the Sociology courses are based on current Sociological peer review research findings of social issues published in current academic journals as well as ongoing participation in professional peer-group webinars, and regional and annual conferences.

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 Associate of Science degree in Sociology is based on the successful accomplishment of coursework that is aligned with specific lower-division major requirements for the Sociology major at various universities within the Kansas Board of Regents system-wide transfer systems.

SOCIOLOGY

ASSOCIATE IN SCIENCE

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

Credits Required: 60-62

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

Recommended Course Sequence

SEM 1: SOCI 101
SEM 2: SOCI 203
SEM 3: SOCI 207

After Graduation

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

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

<u>Concentration Requirements</u>		<u>9</u>
<input type="checkbox"/>	SOCI 101 Sociology *	3
<input type="checkbox"/>	SOCI 203 Social Problems	3
<input type="checkbox"/>	SOCI 207 Anthropology	3

<u>Pathway Requirements</u>		<u>36-38</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		
Choose one class		
<input type="checkbox"/>	_____	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		
Choose one class		
<input type="checkbox"/>	_____	5

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

<u>General Electives</u>		<u>15</u>
<input type="checkbox"/>	SOCI 201 Marriage & Family	3
<input type="checkbox"/>	SOCI 211 Criminology	3

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

The current full-time instructor has over 30 years of experience as an adjunct and full-time instructor and maintains current membership with the American Sociological Association. The current full-time faculty member is an academic advisor, cultural diversity committee member, and faculty representative to the nursing advisory committee at Labette Community College.

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:

The data for the Introduction to Sociology courses on the main campus reflects a sustained trend of students' grade point average scores of 70% or above over a three-year cycle.

Classes offered at Cherokee were done so through the IDL system, which provides an audio/video synchronous link between the classroom where the lecture is presented at the main campus building and the classroom located at the Cherokee Center. Except for the 2022 AY observations, the data are not conclusive as the number of students that have taken the Sociology course through the IDL format is much too small to make any constructive assessment. Additionally, the use of the IDL system that links the Cherokee Center to the main campus classroom has been discontinued. Since the use of the IDL has been discontinued, this report will not include any further review assessment related to the Cherokee Center.

Student Success and Completion

The data reflect the total enrollment, student completion, student success, and student attrition rates for the associated sociology study areas which include the following courses: Marriage and Family (SOC 201), Intro to Women's Studies (SOC 202), Social Problems (SOC 203), Anthropology (SOC 207), and Criminology (SOC 211). The Introduction to Women's Studies (SOC 202) as a general elective course under the Sociology program started in the 2022 Academic Year.

The courses were offered as online courses during the three-year review period. The data for all courses reflect a significant increase in student success and completion rates over the three-year review period 2020 AY through 2022 AY.

Total Aggregate Enrollment

As noted in Appendix 1, the rate of student total online enrollment for all Sociology courses during the 2020-2022 AY reflects a steady increase of 31% over the three-year review period from 162 enrolled students in

2020 to 212 enrolled students in 2022. The student total enrollment for the main campus remains steady with a small variation.

Student Completion, Success, and Attrition by Location

A review of the data of student completion, success, and attrition rates, by location, over the three-year review period for all of the academic study areas in the sociology program, reflects a consistent difference in improved rates for online courses compared to the main campus rates.

Online Courses Completion and Success Rates

For all online courses in the sociology program during the three-year review period, the average student completion rate is 94% and the average student success rate is 86%. Regarding student attrition, the data indicate a gradual increase in student attrition from 2020 AY through 2022 AY from 4% to 8%.

Main Campus Completion and Success Rates

For all main campus courses, the average student completion rate is 79%. The average student success rate during the three-year review period is 70%. It should be noted that the rate of Student Success for the main campus courses reflects a trend toward improved percentage completion and success rates.

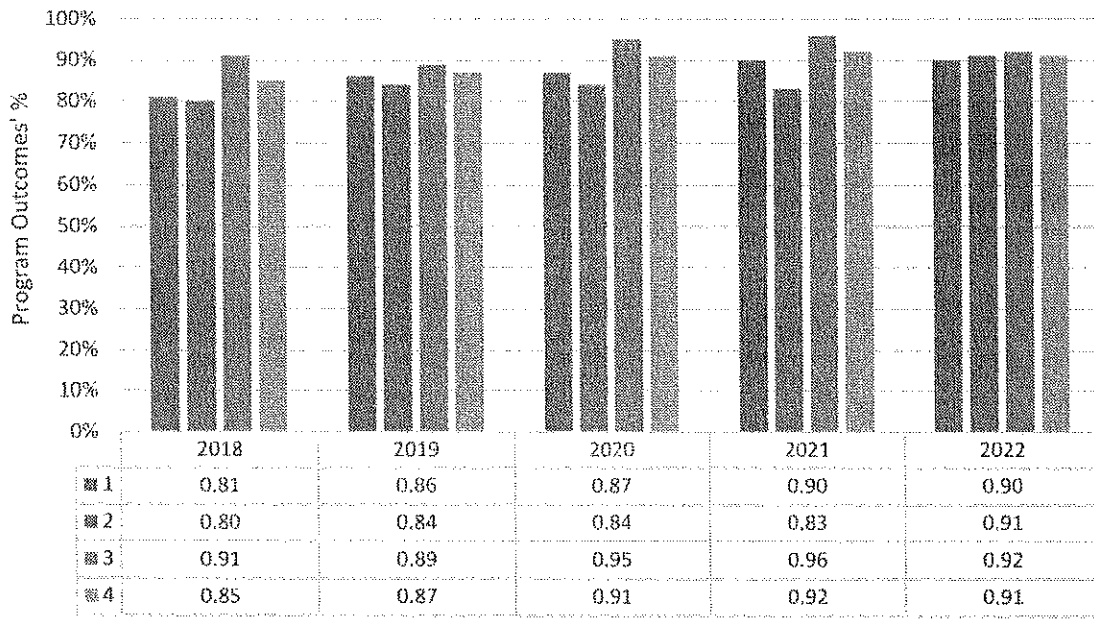
Attrition Rates by Location

The attrition rates are much higher for the main campus courses compared to the online courses. The main campus attrition rates are 23% in 2020, 22% in 2021, and 12% in 2022 during the three-year review period. The attrition rate for the online courses during that same period is 4% in 2020, 5% in 2021, and 8% in 2022 respectively. The COVID 19 pandemic has been a major significant event in affecting the concerns for large gathering of individuals in an enclosed area such as the classrooms, and as such, the high attrition rate for the on-campus course may be associated with the COVID pandemic.

Declared Awards, Transfers, and Placements

The program assessment data for declared awards, transfers, and placements for the Sociology program through the 2020 through 2022 academic year review period indicate the following: at the end of the 2020 academic year there were 3 Associate of Arts Degrees awarded and 2 graduates transferring from the previous academic year. There were no degrees awarded at the end of the 2021 academic year and at the end of the 2022 academic year there were 2 Associate of Arts Degrees awarded. Currently there are 7 students who are majoring in sociology. It is difficult to assess whether this is a reflection of the declining number of students majoring in sociology overall in college and universities. It should be noted in an article by C. Hand, and B. Judkins, in the *Journal of Applied Sociology*, 2002, (<https://www.jstor.org/stable/43481455>), that there have been declines and revivals in sociology majors.

Sociology Program Outcomes' %, 2018-2022



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

- The results of the Sociology combined program data reflect the % of successful program learning outcomes of 81% (Theoretical concepts) and 85% (critical thinking) skills in 2018 improved to a level of understanding of 90% (Theoretical concepts) and 91% (critical thinking) skills in 2022.
- The Sociology program's combined program outcomes assessment summary reflects consistent improvement in student understanding of basic theoretical concepts and improved application of critical thinking skills.

2. What did you not learn from the data?

- The data presented in aggregate form makes it difficult to determine levels of improvement specific to outcome goals regarding cognitive understanding, and critical thinking as defined in each of the Sociology, Marriage and Family, and Social Problem courses.

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

- While the data indicates that the pedagogical approach that I have employed in teaching the combined sociology program courses is effective. I will continue to pursue instructional (didactic, traditional, innovative) methods not only as an instructor but also as a facilitator, that will challenge students to understand the field of Sociology and our society from a sociological perspective.

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 Sociology Program at Labette Community College is designated for students who are planning to continue their education at a four-year university in the Social Sciences. Students can choose an emphasis in one of the following areas: Sociology or Social Work. The program also serves students who intend to become certified to teach at the secondary level in the Social Sciences. The Sociology Program supports the Health Science Programs, as well as provides social science elective courses for many other degree programs.

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 current instructor has utilized free resources to enhance the class lectures of the Sociology courses including, but not limited to, lecture notes, videos, and in-class exercises. There have been no requests for resource needs over the three-year review period, and there are no requests planned for the current academic year budget.

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.

Other External Constituencies:

Member of the American Sociological Association since 1996. Active section membership in Urban Sociology, Demography, Criminology, and Race. Current Sociological Academic subscription; Teaching Sociology, and Community and Urban Sociology.

Significant Trends *:

Sociologists: Employment of sociologists is projected to grow 5 percent from 2021 to 2031, about as fast as the average for all occupations. About 300 openings for sociologists 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.

Sociologists will continue to be needed to apply sociological research to other disciplines. For example, sociologists may collaborate with researchers in other social sciences, such as economists, psychologists, and survey researchers, to study how social structures or groups influence policy decisions about health, education, politics, criminal justice, business, or economics.

The median annual wage for sociologists was \$92,910 in May 2021. The median wage is the wage at which half the workers in an occupation earned more than that amount, and half earned less. The lowest 10 percent earned less than \$60,770, and the highest 10 percent earned more than \$135,420.

In May 2021, the median annual wages for sociologists in the top industries in which they worked were as follows:

State government, excluding education and hospitals	\$105,120
Research and development in the social sciences and humanities	\$99,640
Educational services; state, local, and private	\$64,670

Most sociologists work full-time during regular business hours.

***Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Sociologists, at <https://www.bls.gov/ooh/life-physical-and-social-science/sociologists.htm> (visited November 21, 2022).**

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.

The Sociology program with its associated academic study areas is well aligned with LCC's mission, and strategic plan in providing quality learning opportunities for success in a changing world. The 21st-century labor market is changing and becoming increasingly global. The Introduction to Sociology courses and the associated academic area courses offer ongoing opportunities for students to develop the capacity for critical thinking, research, communication, and problem-solving skills and apply these skills to real-world settings. The data for the Sociology 101 online courses indicate a consistent trend in successful student outcomes of over 70% of all sections, except for two during the three-year review period.

In summary, under the scope of program vitality, maintaining current levels of support, for the Sociology (SOCI 101) introduction courses offered both on campus and online and the following study area course the Marriage and Family (SOCI 201), Intro to Women's Studies (SOCI 202), Social Problems (SOCI 203), Anthropology (SOCI 207), and Criminology (SOCI 211) is recommended. However, the goal to increase the rate of student success will benefit from enhanced student learning resources (e.g. linked video presentations, and class activity software programs) that are offered by the textbook publishing company. The resources that are made available through the publishing company's software programs require specific Learning Management System (LMS) platforms. The LMS platform currently used by Labette Community College is Jenzabar. Unfortunately, Jenzabar is not compatible with the learning resource software that is used in conjunction with the current textbook. I have reviewed major Sociology textbook publication companies that offer online interactive video learning tools that are specific to the textbook that may be used by students. Unfortunately, the publishing companies surveyed indicated that their interactive software programs were not compatible with the Jenzabar LMS currently used by Labette Community College. The enhanced student learning resources that are made available through the publisher's interactive software programs will benefit student's critical thinking skills that are necessary to fully understand the association of theoretical concepts linked to discussion of various social issues. In spite of the challenges offered by the continued use of Jenzabar as a learning management system platform, the instructor utilizes various suggestions and recommendations from the American Sociological Association's "Teaching Sociology" journal regarding learning enhancement in-class activities as part of the teaching pedagogy.

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.

Focus and Goal

The focus of the field of sociology as a science examines the interaction between human behavior and social systems, social structures, and social institutions. The focus and goal of the Introduction to Sociology course is to develop student skills related to foundational sociological research, as well as analytical, and critical thinking skills. These skills are essential to understand and contextualize behavioral interaction within the social-structural setting.

Short-Term:

1. Develop a Red Zone Discussion Board forum for the Intro to Sociology (SOCI 101) On-campus courses by August 2023.

The discussion forum format is a standard assignment activity for all online Sociology and online-related study area courses. Incorporating this learning format into the course curricula can enhance the traditional in-class discussion, and in many cases may be more approachable for students to fully understand complex social issues than in the traditional lecture classroom setting.

The student online discussion forum will assist student-to-student interaction in approaching each of the weekly social and theoretical topics from a personal real-world perspective outside the normal context of a traditional classroom lecture setting.

A student is provided with a writing prompt regarding a current social issue provided by the instructor and is instructed to submit an online post in fully developed paragraphs (75-100 words). This assignment will require students to have an online discussion board in which they can share their posts. Once students submit their posts to the discussion board, students are then required to respond to another post. Key points raised in the discussion board will be identified by the instructor and will be used as a follow-up in the class discussion forum round table setting. The follow-up in-class discussion forum allows the instructor to provide not only individual feedback on students' ideas and assessments but will also allow students to have a more open understanding of other students' assessments.

The interactive online discussion board and follow-up in-class round-table discussion will enhance the understanding of abstract sociological theoretical concepts that are alien to the student's past learning experiences.

2. Increase the academic success of students' critical thinking skills reflected in increased exam scores of 70% or better by May 2023.
3. Increase in the ratio of the number of students enrolled and number of students who have successfully completed the course by May 2023

Long-Term:

1. Create a more comprehensive guide to assist students in the development of the semester research paper by Fall 2024.

2. Increase the number of successfully submitted research semester papers with a grade of 90% or better in over 80% of the papers submitted by Spring 2025.

The capstone sociology assignment for students each semester is the semester research paper. Historically, students have struggled to develop a sound research semester paper. One of the primary objectives of the sociology program is to provide students with practical knowledge of the models, and research methodologies used in behavioral science. The ability to research and complete an academically sound research paper will help students develop the aptitude and skill that will be required as they continue toward their academic goal



LABETTE COMMUNITY COLLEGE

Program Review Data Summary

Note: All Definitions of data pulled for this summary can be found in Appendix 1 of the Academic Program Review, Planning, and Development Handbook.

Subject: Sociology

Average Class Size, Completer Success, and Attrition

Year (AY dates)	Subject Prefix	Course Name	Total Enrollment	# of Sections	Average Class Size	% Student Completion	%Student Success	%Student Attrition	Student Credit Hours
2020	SOCI 101	Sociology	155	14	11	90%	82%	10%	465
2021			193	15	13	91%	83%	9%	579
2022			200	16	13	84%	78%	16%	600
2020	SOCI 201	Marriage and Family	24	2	12	92%	92%	8%	72
2021			18	2	9	89%	78%	11%	54
2022			27	2	14	100%	100%	0%	81
2020	SOCI 202	Intro to Women's Studies	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2021			N/A	N/A	N/A	N/A	N/A	N/A	N/A
2022			6	1	6	100%	100%	0%	18
2020	SOCI 203	Social Problems	43	4	11	93%	79%	7%	129
2021			26	4	7	88%	85%	12%	78
2022			22	3	7	100%	86%	0%	66
2020	SOCI 207	Anthropology	7	1	7	71%	71%	29%	21
2021			5	1	5	100%	100%	0%	15
2022			11	2	6	100%	100%	0%	33
2020	SOCI 211	Criminology	5	1	5	60%	40%	40%	15
2021			N/A	N/A	N/A	N/A	N/A	N/A	N/A
2022			13	1	13	100%	100%	0%	39

Course Completion, Success, & Attrition by Location

Year (AY dates)	Location	Total Enrollment	# of Sections	Average Class Size	% Student Completion	%Student Success	%Student Attrition	Student Credit Hours
2020	Online	162	11	15	96%	87%	4%	486
2021		185	14	13	95%	88%	5%	555
2022		212	15	14	92%	85%	8%	636
2020	Main Campus	61	9	7	77%	67%	23%	183
2021		54	5	11	78%	67%	22%	162
2022		60	7	9	82%	78%	12%	180
2020	Cherokee Center	11	6	2	73%	73%	27%	33
2021		3	2	2	67%	67%	33%	9
2022		7	2	4	43%	43%	57%	21

2020	Concurrent	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2021		N/A	N/A	N/A	N/A	N/A	N/A	N/A
2022		N/A	N/A	N/A	N/A	N/A	N/A	N/A
2020	Other (Arrangement, Off-campus, etc.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2021		N/A	N/A	N/A	N/A	N/A	N/A	N/A
2022		N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	3	2	N/A
2021	0	0	N/A
2022	2	0	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	1	1	744	96%	33	4%	777
2021	1	1	633	77%	189	23%	822
2022	1	2	555	64%	318	36%	873

Faculty Name by Type for Most Recent Academic Year

Full Time: Robert Perez

Part Time: Malinda Williams, Regina Williams-Decker



Comprehensive Program Review 2022

Program Name: Social Work

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: Robert Perez

Date: 1/25/2023

Assessment Committee Recommendation:

The committee recommends Category 2 instead of Category 3 to align with the objectives and goals set forth by all programs up to this point. It is noted that a supplemental contract may be needed for the Social Work program to pay for coordination of all the clinical sites that students visit within this program as that goes above what a normal adjunct is responsible for.

President's Council Recommendation:

Council agrees with the Assessment Committee's recommendation of Category 2 and the potential need for a supplemental contract.

1.0 Program Summary

Provide a descriptive summary of the program.

Narrative:

The Social Work program at Labette community college is designated for students who are planning to continue their education at a four-year university in the Social Sciences. The Social Work program provides fundamental academic knowledge to students who intend to become eligible for licensure to serve the underrepresented community through the Social Service programs, or students' who continue bachelor's level programs at various area Universities.

2.0 Student Success

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

Narrative:

The LCC Social Work program defines student success through its Introduction to Social Work, Basic Helping Skills, and Basic Helping Skills Experience core curricula. The core curricula are structured in order to develop student competency that demonstrates ethical, professional behavior and judgment. The development of these competencies will provide students with the foundation of transferable skills to deliver quality practice that serves individuals, and families, of the underrepresented communities.

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 Social Work program includes a collaborative relationship with designated program affiliation agencies as part of the Basic Helping Skills experience course. The collaborative agreement between Labette Community College and the participating practicum affiliated agency offers a mentorship-guided opportunity where student can accompany a social worker at a social service agency to learn about the various responsibilities associated at the Social Service agency. It is within this collaborative setting that students also learn how to respect their client's culture, ethnicity, religion, and beliefs that are key components of a successful relationship. Numerous students who have participated in the Basic Helping Skills class field experience have been offered positions within the agencies where they have completed their observation hours. This speaks to not only the need for more social workers/social work students in this area, but also for the reputation that these students have obtained as representatives of LCC. Students have also sent feedback that they have completed their degree in Social Work from LCC, and have started bachelor's level programs at various area Universities, and have felt prepared and competent in doing so.

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 Introduction to Social Work course provides a foundational level of knowledge about social work as a profession, as well as its history and formation, and what types of jobs social workers can expect to pursue. It also provides an overview of the social work ethical code and an introduction to most common theories/theorists. The level of knowledge gained in this class is appropriate for students who will then be applying for a Bachelor's level Social Work program, with the end goal of being eligible for licensure. This program and curricula remain relevant by using updated textbooks as they are released, and by providing real-life examples of the need for social work which occur within our area on a regular basis.

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 Associate of Science degree in Social Work includes coursework that aligns with specific lower-division major requirements for the Social Work major at various universities within the Kansas Board of Regents system-wide transfer systems.

SOCIAL WORK

ASSOCIATE IN SCIENCE

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

Credits Required: 60

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

Recommended Course Sequence

SEM 1: SOCI 101
SEM 2: SWK 101
SEM 3: SWK 102, SWK 103
SEM 4: SOCI 207

After Graduation

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

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

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

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

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

<u>Pathway Requirements</u>			<u>36-38</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			
Choose one class			
<input type="checkbox"/>	_____		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			
<input type="checkbox"/>	POLS 105	American Government	3

Natural World/Scientific Inquiry			
<input type="checkbox"/>	BIOL 120	General Biology OR	
<input type="checkbox"/>	BIOL 122	Environmental Life Science	5

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

<u>General Electives</u>			<u>15-18</u>
--------------------------	--	--	--------------

<input type="checkbox"/>	SOCI 201	Marriage & Family	3
<input type="checkbox"/>	SOCI 203	Social Problems	3
<input type="checkbox"/>	SOCI 207	Anthropology	3

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

Adjunct faculty used, overseen by Full-time Sociology instructor.

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:

The data (**taken from the Social Work Program Review Data Summary Chart AY 2020-2022**) in the below chart for the Introduction to Social Work (SWK 101), Basic Helping Skills (SWK 102) and Basic Helping Skills Experience (SWK 103) courses over the three-year review period reflects the following total enrollment, student success, student completion and student attrition rates:

Total Enrollment

The rate of student total enrollment for each of the Social Work courses during the 2020-2022 AY reflects a steady increase over the three-year review period. As reflected in the following tables, the Introduction to Social Work (SWK 101) course increased from 21 enrolled students in 2020 to 27 enrolled students in 2022. The Basic Helping Skills course (SWK 102) and Basic Helping Skills Experience course (SWK 103) increased from 12 enrolled students in 2020 to 14 enrolled students in 2022. This could be due to a renewed interest in the social work field of study.

See Appendix 1.

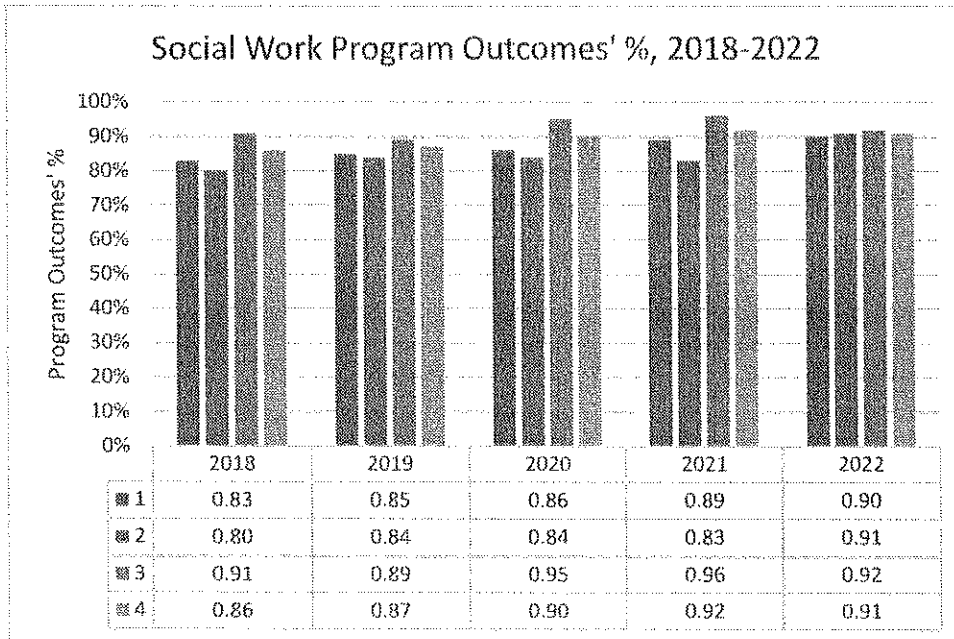
Student Completion and Success Rates

The data of student completion, and success rates over the three-year review period for the Introduction to Social Work (SWK 101) course reflects an upward trend, however, the data in student success and completion rates for the Basic Helping Skills (SWK 102) and Basic Helping Skills Experience (SWK 103) courses in the social work program reflects a gradual decline from 2020 AY through 2022 AY.

Student Attrition Rates

The attrition rate in the Introduction to Social Work (SWK 101) course was 0% in 2020, had a slight increase of 7% in AY 2021, but returned to 0% in AY 2022, over the three-year review.

However, the attrition rate for both Basic Helping Skills (SWK 102) and Basic Helping Skills (SWK 103) reflected an increase from 0% in 2020 to 11% in AY 2021 and 21% in AY 2022.



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

- An improvement was shown in the data, I think at least partially based off of changes in my grading strategies, which do not allow for students to successfully complete the course (they receive a W or F) if they do not complete all major exams. This ensures that I am able to evaluate my outcomes more accurately. This semester I have also added a final project which is also required, and will focus on some of the areas of information that I have received feedback from students on which they would like to learn in more depth.

Additionally, I took the class time for the Basic Helping Skills from 1 hour a month (as it was previously taught) to meeting for two hours every other week. This allows student more learning time, as well as an opportunity to process what they are experiencing at their volunteer sites. Feedback I have gotten from my students has been positive, and I have noticed that their papers tend to be more in-depth and substantial when we discuss more in class.

2. What did you not learn from the data?

- Though looking at how well students learn the concepts and theories of social work is essential and gives data that can then be studied, the personal growth and ability to apply those concepts to their own lives is absolutely valuable as well. Many students have very little experience in the professional world, or have not had any experience with social services, and then are able to leave the social work program with a wide range view of what social workers do, the professional values that we are required to hold, and often a new outlook on their own lives, as well. I find all of these aspect to be important in the development of prospective social workers.

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

- I am excited to give my students an opportunity to create a more "creative" assignment in their final project that will address some of the areas that students have mentioned wanting to learn more. I am looking forward to seeing the kinds of projects they create in various presentation mediums.

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 Social Work Program at Labette Community College is provided for students who are planning to continue their education at a four-year university in the Social Sciences. Students can choose an emphasis in Sociology or Social Work. The Social Work program provides fundamental academic knowledge to students who intend to become certified to serve the underrepresented community through the Social Service programs, or to students who continue bachelor's level programs at various area universities.

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:

There have been no requests for resource needs over the three-year review period, and there are no requests planned for the current academic year budget.

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.

Other External Constituencies:

Service Learning Agencies:

Through the Basic Helping Skills (SWK 102) and Basic Helping Skills Experience (SWK 103) courses students are provided with the opportunity to receive practical experience in the field. This course is the result of a joint effort between Labette Community College (LCC) and the Practicum Affiliated Agency (PAA). This affiliated agreement will provide an appropriate setting for students to learn under guidelines and stipulations understood and agreed upon by the Practicum Affiliated Agency and the Labette Community College. It is important to note that this collaborative effort between the professional community (Social Service Agencies) and Labette Community College must continue in order to provide real-world experience to students who are majoring in Social Work.

Significant Trends:

According to the most recent Bureau of Labor Statistics report* Social Work Employment Opportunities; overall employment of social workers is projected to grow 9 percent from 2021 to 2031, faster than the average for all occupations. About 74,700 openings for social workers 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.

Projected employment of social workers varies by occupation. Child and family social workers will be needed to work with families to strengthen parenting skills, prevent child abuse, and identify alternative homes for children who are unable to live with their biological families. However, employment growth of child, family, and school social workers may be limited by federal, state, and local budget constraints. Healthcare social workers will continue to be needed to help aging populations and their families adjust to new treatments, medications, and lifestyles.

Employment of mental health and substance abuse social workers will grow as more people seek treatment for mental illness and substance abuse. In addition, drug offenders are increasingly being directed to treatment programs, which are staffed by these social workers, rather than being sent to jail.

The median annual wage for social workers was \$50,390 in May 2021. The median wage is the wage at which half the workers in an occupation earned more than that amount, and half earned less. The lowest 10 percent earned less than \$36,520, and the highest 10 percent earned more than \$82,840.

Median annual wages for social workers in May 2021 were as follows:

- Social workers, all other \$61,190
- Healthcare social workers \$60,840
- Child, family, and school social workers \$49,150
- Mental health and substance abuse social workers \$49,130

In May 2021, the median annual wages for social workers in the top industries in which they worked were as follows:

- Local government, excluding education and hospitals \$61,190
- Ambulatory healthcare services \$58,700
- State government, excluding education and hospitals \$48,090
- Individual and family services \$46,640

***Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook, Social Workers*, at <https://www.bls.gov/ooh/community-and-social-service/social-workers.htm> (visited November 28, 2022).**

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.

Student Completion and Success Rates

The Social Work program over the three-year review period reflects two different trends. The below table reflects an upward trend regarding the student completion and success rates in the Introduction to Social Work (SWK 101) academic course, but a gradual decline in the success and completion rates in the Basic Helping Skills (SWK 102) and Basic Helping Skills Experience (SWK 103) courses.

The data in the following tables indicate that the students have demonstrated the ability to succeed in the traditional academic class setting as reflected in the Introduction to Social Work (SWK 101) course, but, the student's ability to successfully transition to the understanding and application of theory and practice in the Basic Helping Skills (SWK 102) and Basic Helping Skills Experience (SWK 103) as required in the student learning outcomes does not reflect a positive trend.

The student learning outcomes in the Basic Helping Skills (SWK 102) course and the Basic Helping Skills Experience (SWK 103) are structured to reflect the student's understanding and application of the Generalist Social Work principles as; professional conduct as a social worker, knowledge of the field of study, professional organization, current issues within the field of Social Work, as well as demonstrate awareness of diversity in a practicum setting and employ sensitivity skills in working with diverse clients as well as learning the fundamental theories and models used in generalist practice.

As such there is a need for improvement in student success and student completion rates for the Basic Helping Skills (SWK 102) and Basic Helping Skills Experience (SWK 103) courses.

Many students do not have work experience in the professional world or have very little experience with public social services programs. Therefore, the restructuring of the Basic Helping Skills (SWK 102) and Basic Helping Skills (SWK 103) courses to a more inclusive curricula to help students successfully understand the relationship between the learning outcomes of a course and real life social work experiences should be considered in addressing the downward trend of student success and completion rates for these courses. The restructuring strategy should include various representatives from different Behavioral Health Agencies as guest speakers. As a representative of a social service agency, the guest speaker would offer students a deeper understanding of the connection of Social Work principles and real-life generalist social work experience.

Attrition Rates

As noted earlier in this report, the attrition rate in the Introduction to Social Work (SWK 101) course was 0% in 2020, had a slight increase of 7% in AY 2021, and returned to 0% in AY 2022, over the three-year review period.

However, the attrition rate for both Basic Helping Skills (SWK 102) and Basic Helping Skills (SWK 103) reflected an increase from 0% in 2020 to 11% in AY 2021 and 21% in AY 2022. While it is difficult to assess factors that may be associated with increased rates of student attrition, a review of the data suggests that every effort

should be made available by the instructor to assist and maintain student's active interest in successfully completing the Basic Helping Skills and Basic Helping Skills Experience courses in the Social Work program.

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:

The following short-term goals are proposed:

1. Orient the new adjunct for the program to the courses we offer and have them take over teaching of the classes seamlessly prior to the beginning of the Fall 2023 semester.

Long-Term:

1. Increase the number of participating practicum affiliated agencies by a minimum of 2 in the next 2 years.



LAFAYETTE COMMUNITY COLLEGE

Program Review Data Summary

Note: All Definitions of data pulled for this summary can be found in Appendix 1 of the Academic Program Review, Planning, and Development Handbook.

Subject: Social Work

Average Class Size, Completer Success, and Attrition

Year (AY dates)	Subject Prefix	Course Name	Total Enrollment	# of Sections	Average Class Size	% Student Completion	%Student Success	%Student Attrition	Student Credit Hours
2020	SOCI 112 or SWK101	Intro to Social Work	21	1	21	100%	81%	0%	63
2021			30	2	15	93%	90%	7%	90
2022			27	2	14	100%	96%	0%	81
2020	SOCI 122 or SWK102	Basic Helping Skills	12	1	12	100%	100%	0%	36
2021			9	1	9	89%	89%	11%	27
2022			14	2	7	79%	71%	21%	42
2020	SOCI 123 or SWK 103	Basic Helping Skills Experience	12	1	12	100%	100%	0%	12
2021			9	1	9	89%	78%	11%	9
2022			14	2	7	79%	71%	21%	14

Course Completion, Success, & Attrition by Location

Year (AY dates)	Location	Total Enrollment	# of Sections	Average Class Size	% Student Completion	%Student Success	%Student Attrition	Student Credit Hours
2020	Online	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2021		39	3	13	92%	90%	8%	117
2022		41	4	10	93%	88%	7%	123
2020	Main Campus	18	2	9	100%	78%	0%	54
2021		N/A	N/A	N/A	N/A	N/A	N/A	N/A
2022		N/A	N/A	N/A	N/A	N/A	N/A	N/A
2020	Cherokee Center	15	2	8	100%	100%	0%	45
2021		N/A	N/A	N/A	N/A	N/A	N/A	N/A
2022		N/A	N/A	N/A	N/A	N/A	N/A	N/A
2020	Concurrent	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2021		N/A	N/A	N/A	N/A	N/A	N/A	N/A
2022		N/A	N/A	N/A	N/A	N/A	N/A	N/A
2020	Other (Arrgt, Off-campus, etc.)	12	1	12	100%	100%	0%	12
2021		9	1	9	89%	78%	11%	9
2022		14	1	14	79%	71%	21%	14

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	9	7	N/A
2021	3	1	N/A
2022	9	4	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	0	1	0	0%	156	100%	156
2021	0	1	0	0%	87	100%	87
2022	0	1	0	0%	176	100%	176

Faculty Name by Type for Most Recent Academic Year

Full Time:

Part Time: Brenna Shepard



Annual Program Review 2022

Program Name: Psychology

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: DeAnna Huffman

Date: 1/31/2023

Assessment Committee Recommendation:

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

President's Council Recommendation:

Council agrees with the Assessment Committee's recommendation of Category 2.

1.0 Program Summary

Provide a descriptive summary of the program.

Narrative:

Psychology is the study of the mind and behavior. The Psychology department at Labette Community College teaches the foundations of the discipline from the psychological, biological, and social perspectives, beginning at conception and continuing throughout one's lifespan. The department offers courses that provide a general knowledge of the field of psychology and meets the Kansas Department of Higher Education General Education requirements. The Psychology courses teaches students to utilize research to prove theories within the field. The Psychology Department through courses offered promotes self-growth and applying psychology methods in day to day life to enhance academic achievement.

The Associate in Science Degree in Psychology is designed for a student planning to transfer to a four-year institution and concentration in Psychology, Human Services, Counseling, and Social Work. The degree also helps students to advance in their career within the area of Psychology and Human Services.

2.0 Student Success

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

Narrative:

The department promotes student success through the utilization of a variety of teaching strategies to meet each learning style and help students to retain the course material being taught. The department assesses the needs of the students and accommodates course offerings to meet the demand such as offering additional online sections within the discipline. The department also provides community service opportunities through Psychology Club involvement.

The department defines students' success as the mastering of each outcome that has been established for the course by Kansas Core Outcome Group (KCOG) at 70% or higher. The courses, General Psychology and Developmental Psychology are both Kansas Core Outcome Group (KCOG) aligned which means both courses are fully transferrable to any Kansas college or university.

The Psychology Department graduation rates rose significantly from 4 students in 2020, to 6 students in 2021 and 20 students in 2022. Of those that graduated with their Associate in Science in Psychology, 12 students transferred to a 4-year institution.

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 department promotes student success through the utilization of a variety of teaching strategies to meet each learning style and help students to retain the course material being taught. The department assesses the

needs of the students and accommodates course offerings to meet the demand such as offering additional online sections within the discipline. The department also provides community service opportunities through Psychology Club involvement.

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 Psychology Program Outcomes for each of the courses that are offered are established by KCOG (Kansas Core Outcome Group). Instructors develop curriculum to ensure each core outcome is met successfully at 70% and higher for the courses, General Psychology and Developmental Psychology. This is measured through assessments given by the instructor and reported at the end of the semester. The course Psychology of Adjustment is not currently KCOG aligned but is encouraged for Psychology majors to take as an elective. General Psychology has maintained utilization of an OER textbook. This helped to reduce the cost of textbooks for Psyc 101 and has had positive feedback from both students and instructors. Developmental Psychology and Psychology of Adjustment do not have OER options.

In the wake of globalization, the acceptance of the field of psychology varies greatly by culture. The department curriculum identifies cultural differences/similarities in the field. General Psychology and Developmental Psychology meets the General Education requirements for the Social and Behavioral Science component of all LCC Associate of Science and Associate of Arts Degrees.

3.1 Degrees and certificates 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:

Associate of Science in Psychology

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:

Full time faculty implemented a Psychology Club that encouraged discussion of current mental health issues/concerns and to increase knowledge of careers in the field. The club established in 2022, one student was able to participate in a volunteer/career shadowing project with the Children's Advocacy Center in Pittsburg, Ks. The opportunity is given to club members to have a job shadow opportunity in the field of Psychology. Community service activities are also completed by psychology club members such as the "Underwearness," campaign that partnered with KVC (Kaw Valley Center) gathering socks/underwear for children in foster care as well as ringing the bell opportunities to partner with the Salvation Army at Christmas time.

Faculty participated in global community service acts by traveling to El Salvador in 2021 and Brazil in 2022 to help impoverished families with basic needs and education. Faculty utilizes cultural experiences in the lessons when appropriate to increase education in cultural diversity.

5.0 Program Accomplishments and Reflection on Data/Trends

In this section, departments should highlight noteworthy program accomplishments over the past year. 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:

In the academic year 2022, 489 Students were enrolled in 28 sections of General Psychology- Psyc 101. Of those enrolled, 94% students who initially enrolled completed the course with 88% student success of a grade of 70% or higher. The student enrollment increased from the 477 students that were enrolled in 20 sections in 2020 which I believe was a result of COVID. Also, the addition of more online course sections allowed for additional flexibility for students when creating their course schedule.

Developmental Psychology, Psyc 201, decreased enrollment numbers from 288 in 2020 to 244 in 2021 and rose to 245 students in 19 course sections. Of completion in the course, 95% who initially enrolled remained in the course with 90% student success of a grade of 70% or higher. I feel that the numbers were lower in 2021 and 2022 as students may have taken a leave from school during the COVID pandemic and readjustment of schedules Post COVID.

Psychology of Adjustment, Psyc 202 seen a growth in enrollment since 2020. One section was offered in the year 2020 with 12 students enrolled with only a 67% success rate of a grade of 70% or higher. Two sections were offered in 2021 with 18 students enrolled. Of those enrolled, 67% achieved success with a grade of 70% or higher with 89% students retained from the initial enrollment for the course. During the academic year of

2022, student enrollment increased to 34 students in two sections. The student success rate was 97% with a grade of 70% or higher with 97% retained from initial enrollment for the course. I believe the academic success in 2022 for Psyc of Adjustment was due to the students increase in motivation to learn Post COVID and desire to further their education in the field of Psychology. I believe the numbers increased for Psyc of Adjustment because students wanted to gain further knowledge about their own mental health.

Online enrollment has also seen an increase from 358 students in 2020, 392 students in 2021 to 476 students in 2022. I believe this is due to the flexibility in schedule that online courses offer and also that students may have become accustomed to completely online course work during the COVID pandemic and prefer to learn in that format.

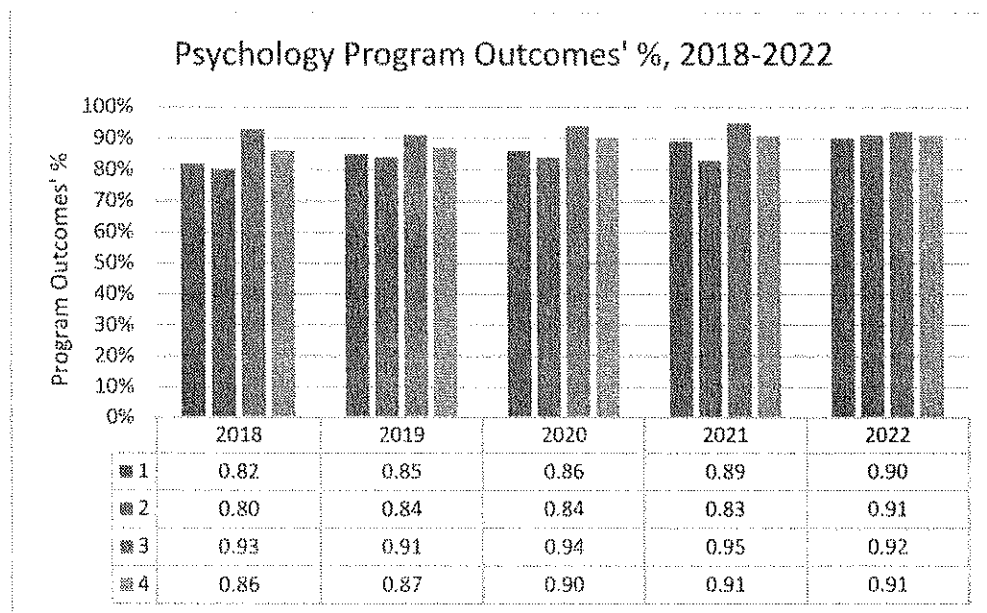
The main campus saw a decrease in class enrollment for the department to 147 in 2020, down to 111 in 2021 and up to 132 in 2022. I feel the numbers have increased with on campus enrollment due to the increase in recruiting done by Admissions and students returning to campus Post COVID.

The Cherokee Center had 78 students enrolled in the program in 2020 and reduced to 50 students in 2021. The department reduced further to 40 students in 2022. Unfortunately, I feel that the number of students declined at the Cherokee Center because of the lack of evening course availability in Psychology and the increase in the number of students wishing to complete online courses.

Some national trends to consider when evaluating the program numbers include the presence of COVID in 2020 and how that impacted student success. This also should be considered when witnessing the shift of the preference of online courses to on ground.

The Psychology Department graduation rates rose significantly from 4 students in 2020, to 6 students in 2021 and 20 students in 2022. Of those that graduated with their Associate in Science in Psychology, 12 students transferred to a 4-year institution.

Since 2020, there is one full time faculty position in the Psychology Department with 9 Adjunct Instructors.



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

- I learned that the Psychology Program Outcomes' ranked on average 91 percent in all 4 outcomes. I also learned that the percentage of students who met the program outcomes had increased from the previous 4 years.

2. What did you not learn from the data?

- I did not learn the number of students that were assessed within the Department of Psychology to meet the program outcomes.

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

- I hope to be very specific in my monitoring for the number of students who achieve each outcome to increase accuracy in the data being collected.

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 Psychology Department aligns with LCC mission: Labette Community college provides quality learning opportunities in a supportive environment for success in a changing world. This is seen with the department adapting to the students' needs by adding additional online courses each semester. Faculty also worked with students when absences were a result of COVID to get caught up on missed work and maintain academic success.

7.0 Fiscal Resource Narrative

Based on program data review, planning and development for student success, programs will complete the budget worksheets 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 Psychology Department is requesting 200 dollars for FY 23 to be used to supplement supplies used for lessons in the classroom. Some of these hands on lessons include: Creating stress release bottles and homemade play-dough which can help students learn how to regulate a child's behavior.

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 faculty should document the relevant information within this section.

Program Advisory Committee:

None

Other External Constituencies:

The Psychology Department participates in the Concurrent program partnering with area high schools to help students enroll in college. In 2020 the department had 182 students enrolled in 10 course sections. Of those 10 sections, 97% students completed successfully with a grade of 70% or higher with 99% student retained from the total number initially enrolled in course. In 2021, 161 students were enrolled in 10 course sections with 89% students completed successfully of a grade of 70% or higher with 93% student retained from the total number of students enrolled. In 2022, concurrent enrollment declined to 108 students in 9 sections. The success rate was 97% of a grade of 70% or higher of the 99% students retained from the total number of students enrolled in the course.

Significant Trends:

According to the Occupational Outlook Handbook (2022), Overall employment of psychologists is projected to grow 6 percent from 2021 to 2031, about as fast as the average for all occupations.

About 14,100 openings for psychologists 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.

Psychologists held about 181,600 jobs in 2021. Employment in the detailed occupations that make up psychologists was distributed as follows:

Clinical and counseling psychologists	65,400
School psychologists	57,900
Psychologists, all other	55,400
Industrial-organizational psychologists	2,900

The largest employers of psychologists were as follows:

Elementary and secondary schools; state, local, and private	27%
Self-employed workers	27
Ambulatory healthcare services	21
Government	9
Hospitals; state, local, and private	5

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

Program will be consistent in ensuring learning outcomes in each course established by KCOG are successfully obtained to the best of the department's ability. The psychology department will continue to work on increasing the graduation rate in upcoming years.

10.0 Program Goals

Each program should set 1-3 short-term goals and 1-3 long-term goals. These goals should be SMART goals that can be reflected upon in the upcoming annual or comprehensive review.

Short-Term:

1. Continue the availability of Psychology Club for students to get more involved on campus and increase knowledge/opportunity in field by giving the students the opportunity to attend the annual Kansas City Community College Research Symposium by May 2023.

Long-Term:

1. Have Psychology Club participate in at least 2 Community Service opportunities by May 2024.
2. Faculty will attend a Conference in the field of Psychology to improve instruction for courses offered by May 2025.



LABETTE COMMUNITY COLLEGE

Program Review Data Summary

Note: All Definitions of data pulled for this summary can be found in Appendix 1 of the Academic Program Review, Planning, and Development Handbook.

Subject: Psychology

Average Class Size, Completer Success, and Attrition

Year (AY dates)	Subject Prefix	Course Name	Total Enrollment	# of Sections	Average Class Size	% Student Completion	%Student Success	%Student Attrition	Student Credit Hours
2020	PSYC 101	General Psych	477	20	24	94%	85%	6%	1,431
2021			487	29	17	95%	89%	5%	1,461
2022			489	28	17	94%	88%	6%	1,467
2020	PSYC 201	Develop Psych	288	20	14	96%	87%	4%	864
2021			244	18	14	95%	91%	5%	732
2022			245	19	13	95%	90%	5%	735
2020	PSYC 202	Psych of Adjustment	12	1	12	92%	67%	8%	36
2021			18	2	9	89%	78%	11%	54
2022			34	2	17	97%	97%	3%	102

Course Completion, Success, & Attrition by Location

Year (AY dates)	Location	Total Enrollment	# of Sections	Average Class Size	% Student Completion	%Student Success	%Student Attrition	Student Credit Hours
2020	Online	358	19	19	91%	85%	8%	1,074
2021		392	22	18	93%	86%	7%	1,176
2022		476	25	19	94%	88%	6%	1,428
2020	Main Campus	147	11	13	97%	80%	3%	441
2021		111	9	12	94%	89%	6%	333
2022		132	10	13	93%	88%	7%	396
2020	Cherokee Center	78	8	10	96%	79%	4%	234
2021		50	5	10	92%	90%	8%	150
2022		40	4	10	93%	80%	7%	120
2020	Concurrent	182	10	18	99%	97%	1%	546
2021		161	10	16	93%	89%	7%	483
2022		108	9	12	99%	97%	1%	324
2020	Other (Arrangement, Off-campus, etc.)	12	1	12	92%	83%	8%	36
2021		15	1	15	87%	73%	13%	45
2022		12	1	12	92%	92%	8%	36

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	4	4	N/A
2021	6	6	N/A
2022	20	12	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	1	11	690	28%	1,755	72%	2,445
2021	1	10	831	35%	1,569	65%	2,400
2022	1	9	888	37%	1,539	63%	2,427

Faculty Name by Type for Most Recent Academic Year

Full Time: DeAnna Huffman

Part Time: Michelle Bernd, Misty Burke, Claudia Christiansen, Sally Clay, Tammy Fuentes, Lynette Goddard, Casey Mayfield, Megan Smith, Stephanie Spitz

Agenda Item #: V.B.
Date: May 4, 2023

SUBJECT

Faculty Resignation

REASON FOR CONSIDERATION BY THE BOARD

LCC Procedure 10.08 Separation of Employment Guideline states the member must request release from contract and obtain Board approval.

BACKGROUND

Alan Pommier, Math Instructor, has submitted his letter of resignation effective August 11, 2023.

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve the resignation of Alan Pommier, Math Instructor.

Agenda Item: V.C.
Date: May 4, 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	Account Number	Amount	Total
134987	Heritage Tractor, Inc	John Deere ZTrak 48" Mower	11-7102-649-000	\$2,750.00	\$2,750.00
		11-General Fund		\$2,750.00	
		12-Postsecondary Technical Education Fund		\$0.00	
		16-Auxillary Ent Fund		\$0.00	
		64-Deferred Maintenance		\$0.00	
		67-Capital Outlay		\$0.00	
				<u>\$2,750.00</u>	

Checks approved for release prior to Board action


Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/6/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134988	A T and T	Phone Service - Cherokee Center	11-7103-631-000	\$167.12	
		Phone Service - WTC	12-4204-631-000	\$352.00	\$519.12
134989	A T and T	Internet	11-6401-631-000	\$1,431.32	\$1,431.32
134990	Tyler S Allen	Reimburse Hotel - Wichita, KS	11-5302-601-000	\$268.62	
		Reimburse Meals - WSU Observation	11-5302-601-000	\$56.99	\$325.61
134992	Robert J Bartelli	Reimburse - NBEA Membership Dues	11-4200-630-008	\$149.00	\$149.00
134993	Capital One	Items for Scrapbook and Campaign	11-1126-604-000	\$72.48	
		Graduate Night Bingo Prizes	11-5303-706-001	\$104.28	
		Graduate Night - Raffle Prize	11-5303-706-001	\$104.94	
		Picture Frames Sophomore Day	11-6301-709-000	\$114.74	
		Maintenance Supplies	11-7102-649-000	\$71.96	
		Nursing Advisory Luncheon	12-1208-709-000	\$239.23	
		Supplies	16-9684-701-000	\$35.84	
		Supplies	16-9684-701-000	\$7.97	
		Supplies	16-9684-701-000	\$158.76	
		Food	16-9684-743-000	\$52.66	
		Food	16-9684-743-000	\$5.22	
		Food	16-9684-743-000	\$102.27	
		Food	16-9684-743-000	\$234.66	
		Food	16-9684-743-000	\$154.14	
		Food	16-9684-743-000	\$324.47	
		Food	16-9684-743-000	\$175.37	
		Food	16-9684-743-000	\$162.57	
		Food	16-9684-743-000	\$307.51	\$2,429.07
134994	Cardmember Service	Survey Monkey Renewal	11-4202-701-000	\$372.00	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/6/2023

Check Number	Vendor	Description	Account Number	Amount	Total
134994	Cardmember Service	Hotel - M Fugate - JAM Conference	11-5201-601-000	\$273.66	
		Hotel - B McCall - JAM Conference	11-5201-601-000	\$227.86	
		Holiday Inn - T Allen - Pratt	11-5302-601-000	\$183.60	
		Hampton Inn - T Allen - Topeka	11-5302-601-000	\$149.83	
		Hampton Inn - Topeka - Tax Credit	11-5302-601-000	(\$11.80)	
		Hampton Inn - Wichita - Tax Credit	11-5302-601-000	(\$9.04)	
		Jenzabar Annual Meeting - Hotel	11-5303-601-000	\$227.86	
		Holiday Inn - NACADA Conf - OKC	11-5304-601-000	\$688.36	
		NACADA Reg. 6 Conf Reg	11-5304-601-000	\$225.00	
		NACADA Membership - S Shaw	11-5304-681-000	\$95.00	
		Academic Advising Books	11-5304-701-000	\$107.00	
		Econo Lodge - Regionals (Cancelled)	11-5503-601-000	\$533.82	
		Hampton Inn - Regionals - Olathe, KS	11-5503-601-000	\$807.72	
		Refund Expedia - B Vogel	11-5505-603-000	(\$9.00)	
		Expedia - B Vogel - Casper, WY	11-5505-603-000	\$9.00	
		Quality Inn - B Vogel - Casper, WY	11-5505-603-000	\$325.58	
		Comfort Suites - Wrestling Nationals	11-5506-600-000	\$447.50	
		Hampton Inn - Wrestling Nationals	11-5506-600-000	\$3,000.48	
		Comfort Suites - J Letterman - Topeka	11-6201-601-000	\$187.72	
		KASFAA Spring Conf - T Pearce	11-6201-601-000	\$135.00	
		Check Postage & Stamps	11-6201-701-000	\$30.24	
		Jenzabar Annual Meeting Hotel	11-6401-601-000	\$227.86	
		Cox - Internet - Cherokee Center	11-6401-631-000	\$190.06	
		Cox - Cable Service - Cherokee Center	11-7103-701-000	\$125.60	
		Simulator Battery	12-1208-700-001	\$153.00	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	4/6/2023		Description	Account Number	Amount	Total
134994	Cardmember Service			PLUM 360 Infusers	12-1208-700-001	\$805.00	
				Hilton - Wichita - JRCERT Site Visit	12-1210-670-000	\$258.82	
				Holiday Inn - Parsons - Tax Credit	12-1210-670-000	(\$42.00)	
				Holiday Inn - Incorrect Card Used	12-1210-670-000	(\$532.32)	
				CoARC Annual Accreditation Fee	12-1211-670-000	\$2,300.00	
				Ultrasound Registry Review Access	12-1214-700-000	\$2,450.00	
				Hampton Inn - T Brumback - Tulsa, O	12-1248-850-000	\$1,013.74	
				Cyrus Hotel - R Harper - Topeka, KS	12-4204-605-000	\$105.93	
				KDADS Fees	12-4204-701-002	\$164.00	
				KDADS Fees	12-4204-701-002	\$205.00	
				KDA Food License Renewal	16-9684-683-000	\$250.00	\$15,672.08
134995	City of Parsons			Water Service	11-7102-632-000	\$2,891.69	
				Water Service - WTC	12-4204-632-000	\$149.05	
				Water Service - Student Union	16-9482-632-000	\$204.83	\$3,245.57
134996	Daniel Colon			Color Clicks	11-4203-701-000	\$26.07	
				Black Clicks	11-4203-701-000	\$16.50	\$42.57
134997	Alexander J Coplon			Baseball Travel - 5/6/23	11-5502-601-000	\$570.00	\$570.00
134998	Alexander J Coplon			Baseball Travel - 4/27/23	11-5502-601-000	\$570.00	\$570.00
134999	Alexander J Coplon			Baseball Travel - 4/22/23	11-5502-601-000	\$420.00	\$420.00
135000	Alexander J Coplon			Baseball Travel - 4/13/23	11-5502-601-000	\$1,520.00	\$1,520.00
135001	Alexander J Coplon			Baseball Travel - 4/8/23	11-5502-601-000	\$420.00	\$420.00
135003	Tonya Evans			Reimburse Meals - AKCCOP Conf	11-6501-601-000	\$47.83	\$47.83
135004	Evergy Kansas Central INC			Electricity	11-7102-634-000	\$15,057.66	
				Electricity - WTC	12-4204-634-000	\$482.50	
				Electricity - Student Union	16-9482-634-000	\$786.81	\$16,326.97

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/6/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135005	Brandy Marie Habiger	Landscaping	11-7102-550-000	\$200.00	\$200.00
135006	Brittany Haley	Reimburse - Elbow Brace (Softball)	11-5507-701-000	\$90.42	\$90.42
135008	Health Facilities Group, LLC	Architect Services/Athletic Expansion	67-9900-661-000	\$215.95	\$215.95
135010	Kansas Gas Service	Gas Service	11-7102-633-000	\$686.27	\$686.27
135011	John Keene	Fire School Lunch	12-4204-699-000	\$2,565.00	\$2,565.00
135012	Kelly D. Kirkpatrick	Reimburse - Graduation Honor Cords	11-4203-701-000	\$1,050.00	\$1,050.00
		Reimburse - Shipping for Honor Cord:	11-4203-701-000	\$4.00	\$4.00
135013	Elizabeth Anne Kitterman	Reimburse Meals - AKCCOP Conf.	11-6501-601-000	\$46.83	\$46.83
135017	Rural Water District #5	Water Service - Cherokee Center	11-7103-632-000	\$24.63	\$24.63
135018	Ingrid M Schneickert	Reimburse Meals - AKCCOP Conf.	11-6501-601-000	\$26.53	\$26.53
135019	Jason L Sharp	Reimburse Mileage - Baxter & KC Airf	11-4201-601-000	\$298.68	\$298.68
		Airport Taxi Service - HLC - J. Sharp	11-4201-601-000	\$81.50	\$81.50
		Reimburse Meals - HLC (Chicago)	11-4201-601-000	\$137.02	\$137.02
		Reimburse Hotel - KC Airport (HLC)	11-4201-601-000	\$169.19	\$169.19
135020	Verizon Wireless	J Burzinski Phone Charges	11-6401-701-000	\$407.50	\$407.50
		Blue Emergency Lights	11-6501-631-000	\$96.72	\$96.72
		Custodian Phone Charges	11-7102-649-000	\$185.24	\$185.24
135022	Wave Wireless	Internet Service - WTC	11-6401-631-000	\$69.00	\$69.00
135023	Kara L Wheeler	Reimburse Meals & Cabs - HLC Conf	11-4202-601-000	\$254.09	\$254.09

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	4/6/2023	Account Number	Amount	Total
135023	Kara L Wheeler	Reimburse Mileage - KCI Airport (HLC 11-4202-602-000			\$226.63	\$480.72
					<u>\$50,524.34</u>	
		11-General Fund	\$36,676.36			
		12-Postsecondary Technical Education Fund	\$10,668.95			
		16-Auxillary Ent Fund	\$2,963.08			
		64-Deferred Maintenance	\$0.00			
		67-Capital Outlay	\$215.95			
			<u>\$50,524.34</u>			

Checks approved for release prior to Board action

Mark Watkins

President

Deanna Dobson

Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

4/13/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135032	A T and T	Internet	11-6401-631-000	\$4,104.56	\$4,104.56
135033	Tyler S Allen	Reimburse Mileage - Recruiting (4)	11-5302-601-000	\$383.83	\$383.83
135034	Amazon.com LLC	MS Surface Stylus	11-4200-630-004	\$64.99	
		MS Surface Laptop 5	11-4200-630-004	\$1,199.99	
		Glucose Monitoring Kit	11-4201-701-000	\$33.45	
		Full Motion TV Wall Mount	11-4203-701-000	\$16.99	
		Refrigerator Organizer Bins (8 pcs)	11-4203-701-000	\$21.99	
		AAA Batteries (100 pack)	11-4203-701-000	\$30.19	
		5-Port Gigabit Ethernet Switch	11-6401-646-002	\$119.98	
		Wireless Outdoor Access Point	11-6401-646-002	\$338.20	
		Notebooks	11-6401-701-000	\$9.99	
		File Tags	11-6401-701-000	\$9.99	
		Wireless Keyboard and Mouse	11-6401-701-000	\$29.95	
		Auction Items	11-6505-701-000	\$94.61	\$1,970.32
135035	Bryan Kerry Amor	Live Music for LCC Auction	11-6505-701-000	\$100.00	\$100.00
135036	B P	Gasoline	11-6502-720-000	\$241.29	\$241.29
135037	Delyna R Bohnenblust	Reimburse - INACSL Dues	12-1208-681-000	\$160.00	\$160.00
135038	Linda Gale Brown	Reimburse Mileage - PSU HOSA Event	12-1210-601-000	\$47.16	
		Reimburse Meals - KSRT Convection	12-1210-601-000	\$23.87	
		Reimburse Mileage - KSRT Conventic	12-1210-601-000	\$440.16	
		Reimburse Supplies - JRCERT SiteVisit	12-1210-670-000	\$52.00	\$563.19
135039	Butler Community College	KCCLI Networking Reg - J Sharp	11-4201-601-000	\$20.00	
		KCCLI Networking Reg - K Wheeler	11-4202-681-000	\$20.00	\$40.00
135040	Commerce Bank	Rental Car - Men's BB Recruiting	11-5508-603-000	\$293.80	\$293.80
135041	Diamond Coach Charter, LLC	Bus Trip - Baseball - Highland, KS	11-5502-601-000	\$2,228.88	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

4/13/2023

Check Number	Vendor	Description	Account		Amount	Total
			Number	Number		
135041	Diamond Coach Charter, LLC	Bus Trip - Baseball - Highland, KS	11-6502-720-000		\$1,197.12	\$3,426.00
135042	Caden Patrick Forbes	Live Music for LCC Auction	11-6505-701-000		\$100.00	\$100.00
135043	Lori Ford	Reimburse Mileage - NBEA Conventic	11-4200-630-005		\$204.36	
		Reimburse Meals - NBEA Convention	11-4200-630-005		\$30.87	\$235.23
135045	Brandy Marie Habiger	Landscaping	11-7102-550-000		\$200.00	\$200.00
135046	Ross Harper	Reimburse Mileage - Fire School & K	12-4204-601-000		\$504.35	
		Reimburse Meals - KCCLI	12-4204-601-000		\$40.46	\$544.81
135047	Jason Hinson	Reimburse Mileage - Recruiting, OKC	11-5508-603-000		\$237.11	
		Reimburse Mileage - All-Star Game	11-5508-603-000		\$172.92	\$410.03
135049	Kansas Department of Revenue	Bookstore Sales Tax - Mar	16-0000-216-001		\$81.28	
		Food Service Sales Tax - Mar	16-0000-216-002		\$443.26	\$524.54
135053	Proforma	Fire School Giveaways	12-4204-699-000		\$1,212.46	\$1,212.46
135054	Cheryl Smith	Reimburse - INACSL Conference	12-1208-700-001		\$942.00	\$942.00
135055	Sparklight	Cable Service	11-6401-631-000		\$192.12	\$192.12
135057	The Villas at LCC, LLC	Housing	11-0000-201-001		\$50.00	
		Housing	11-0000-201-001		\$200.00	
		Housing	11-0000-201-001		\$200.00	
		Housing	11-0000-201-001		\$225.00	
		Housing	11-0000-201-001		\$225.00	
		Housing	11-0000-201-001		\$300.00	
		Housing	11-0000-201-001		\$93.00	
		Housing	11-0000-201-001		\$25.00	
		Housing	11-0000-201-001		\$200.00	\$1,518.00
135058	Touchtone Communications	Long Distance	11-6501-631-000		\$89.12	\$89.12
135059	Touchtone Communications	Long Distance - Cherokee Center	11-7103-631-000		\$26.71	\$26.71

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/13/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135061	WoodRiver Energy LLC	Natural Gas Service	11-7102-633-000	\$2,358.57	
		Natural Gas Service - WTC	12-4204-633-000	\$747.31	
		Natural Gas Service - Student Union	16-9482-633-000	\$423.26	\$3,529.14
				<u>\$20,807.15</u>	
	11-General Fund			\$15,689.58	
	12-Postsecondary Technical Education Fund			\$4,169.77	
	16-Auxillary Ent Fund			\$947.80	
	64-Deferred Maintenance			\$0.00	
	67-Capital Outlay			\$0.00	
				<u>\$20,807.15</u>	

Checks approved for release prior to Board action

Mark Watkins
President

Kenneth Scherby
Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/20/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135063	A T and T	Phone Service	11-6501-631-000	\$102.60	
		Phone Service	11-6501-631-000	\$4,002.06	\$4,104.66
135064	Carly Nicole Beachner	Reimburse Hotel - NEI Conf. (MO)	12-1246-630-000	\$334.80	
		Reimburse Meals - NEI Conference	12-1246-630-000	\$48.54	\$383.34
135065	Kim Beachner	Reimburse Hotel - NEI Conference (M)	12-1246-630-000	\$334.80	
		Reimburse Travel - NEI Conference	12-1246-630-000	\$20.00	
		Reimburse Meals - NEI Conference	12-1246-630-000	\$46.02	
		Reimburse - NEI Registration	12-1246-630-000	\$500.00	\$900.82
135066	Kathleen A Bennett	Reimburse Hotel - NEI Conf (MO)	12-1246-630-000	\$334.80	
		Reimburse Travel - NEI Conference	12-1246-630-000	\$20.00	
		Reimburse Meals - NEI Conference	12-1246-630-000	\$41.21	
		Reimburse - NEI Registration	12-1246-630-000	\$500.00	\$896.01
135067		Paper of the Year Creative - 3rd Place	11-4101-701-000	\$50.00	\$50.00
135068	Delyna R Bohnenblust	Reimburse Meals - KSBN/ KCADNE	12-1208-601-000	\$115.74	
		Reimburse Hotel - Conferences (Tope)	12-1208-601-000	\$276.12	
		Reimburse Flights - INACSL Conf. (RI)	12-1208-601-000	\$1,073.14	\$1,465.00
135069	Cardmember Service	Autoclave Service at M 106	11-1102-646-000	\$502.99	
		Autoclave Service at C115	11-1102-646-000	\$389.33	
		Kansas City Marriott - L Ford - NBEA	11-4200-630-005	\$403.56	
		Hyatt Regency - K Wheeler - HLC	11-4202-601-000	\$704.34	
		Holiday Inn - Financial Aid - KASFAA	11-5201-601-000	\$268.04	
		StriveScan - WPS College Fair Reg	11-5302-681-000	\$115.00	
		Bus Trip - Baseball - Highland	11-5502-601-000	\$1,689.33	
		Fairfield Inn - Baseball - Kansas City	11-5502-601-000	\$1,327.48	
		Quality Inn - WBB Recruiting	11-5503-603-000	\$94.34	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	Account Number	Amount	Total
135069	Cardmember Service	NASPA Conference Reg. - Decker	11-5701-601-000	\$795.00	
		Marriott - M Watkins - HLC	11-6101-601-001	\$180.35	
		Hyatt Regency - M Watkins - HLC	11-6101-601-001	\$704.34	
		Fairfield Inn - M Watkins - HLC	11-6101-601-001	\$189.64	
		Holiday Inn - T Pearce - KASFAA	11-6201-601-000	\$268.04	
		E-Filing Quarterly Payroll Form 941	11-6201-701-000	\$4.95	
		Gaylord Resort - T Moon - JAM	11-6401-601-000	\$683.58	
		Wichita Eagle - Newspaper Publicatio	11-6401-701-000	\$875.50	
		Holiday Inn - AKCCOP Conference	11-6501-601-000	\$386.28	
		Plate Pay - Toll Fee - OKC	11-6502-720-000	\$3.95	
		Bus Trip - Baseball - Highland	11-6502-720-000	\$980.40	
		Higher Ed Ad - Dean of CTE & Workfr	11-6504-613-000	\$370.00	
		Home Depot - Mulch (30), Gloves	11-7102-649-000	\$249.06	
		Tax Credit - JC3 Innovations	12-1208-700-000	(\$37.00)	
		JC3 Innovations - Diabetic Fingers	12-1208-700-000	\$437.00	
		KS Nursing License Applications	12-1208-700-002	\$3,459.51	
		NCLEX-RN Exams - Nursing Students	12-1208-700-002	\$5,200.00	
		Tax Credit - Hilton Garden	12-1210-601-000	(\$23.10)	
		Hilton Garden - KSRT Convention	12-1210-601-000	\$310.86	
		Holiday Inn - Rad. Accreditation	12-1210-670-000	\$1,064.64	
		RT License Renewal - R Harper	12-1211-681-000	\$73.80	
		ProctorFree Exam Units	12-1214-700-000	\$665.00	
		ProctorFree - Online Sono Testing	12-1214-700-000	\$553.00	
		Fairfield Inn - R Harper - KCCLI	12-4204-605-000	\$232.14	
		Fire Science School Hotel Rooms	12-4204-699-000	\$3,061.80	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/20/2023 Account

Check Number	Vendor	Description	Account Number	Amount	Total
135069	Cardmember Service	KDADS Fees	12-4204-701-002	\$61.50	\$26,244.65
135070		Paper of the Year Creative - 1st Place	11-4101-701-000	\$100.00	\$100.00
135072	Colin H Coronado	Reimburse Mileage - Recruiting (2)	11-5302-601-000	\$131.00	\$131.00
135074	Evegy Kansas Central INC	Electricity - Cherokee Center	11-7103-634-000	\$689.74	\$689.74
135075	Janice S Every	Reimburse Mileage - Cherokee Cente	11-6504-601-001	\$39.30	\$39.30
135076	F B L A Inc.	NLC Registration - Advisor	11-1127-604-000	\$100.00	\$100.00
135078	Tammy Fuentes	Reimburse Mileage - KCSAA Confere	11-5701-601-000	\$260.69	
		Reimburse Hotel - KCSAA Conferenc	11-5701-601-000	\$102.82	\$363.51
135079	Megan Fugate	Reimburse Meal - KASFAA Conferenc	11-5201-601-000	\$57.64	
		Reimburse Mileage - KASFAA Confer	11-5201-601-000	\$300.65	\$358.29
135080	Brandy Marie Habiger	Landscaping	11-7102-550-000	\$200.00	\$200.00
135081	Ross Harper	Reimburse Mileage - Pittsburg (2)	12-4204-601-000	\$104.15	\$104.15
135082	Jason Hinson	Men's Basketball Recruiting - Dallas	11-5508-603-000	\$500.00	\$500.00
135084	JRCERT	Site Visit Team Glidewell Transportat	12-1210-670-000	\$385.15	\$385.15
135085	Kansas Gas Service	Gas Service	11-7102-633-000	\$775.06	
		Gas Service - Cherokee Center	11-7103-633-000	\$389.60	
		Gas Service - WTC	12-4204-633-000	\$249.56	
		Gas Service - Student Union	16-9482-633-000	\$176.58	\$1,590.80
135086	Kansas Secretary of State	Notary Bond - H Walker	11-6504-701-000	\$25.00	\$25.00
135091	Cody Nuft	Reimburse Mileage - IT Conf (10/22)	11-6401-601-000	\$200.63	\$200.63
135092	Julie Page	Reimburse - Missouri License Renewal	11-4200-630-024	\$86.95	
		Reimburse Mileage - Clinicals (3)	12-1208-602-000	\$255.45	
		Reimburse Hotel - NEI Conference (M	12-1246-630-000	\$334.80	
		Reimburse Travel - NEI Conference	12-1246-630-000	\$20.00	
		Reimburse Meals - NEI Conference	12-1246-630-000	\$54.65	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/20/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135092	Julie Page	Reimburse - NEI Registration	12-1246-630-000	\$500.00	\$1,251.85
135093	Teri Pearce	Reimburse Mileage - KASFAA Conf. S	11-6201-601-000	\$301.30	
135094		Reimburse Meals - KASFAA Conf.	11-6201-601-000	\$26.34	\$327.64
135095	Phillips 66 - Conoco - 76	Paper of the Year Research - 1st Plac	11-4101-701-000	\$100.00	\$100.00
135098	The Wright Signs	Athletic Complex Exterior Signage	67-9900-850-000	\$2,200.00	\$1,537.19
135099		Paper of the Year Creative - 2nd Plac	11-4101-701-000	\$75.00	\$2,200.00
135100	Veritiv	Paper	11-6503-705-000	\$99.07	\$75.00
135101	Kara L Wheeler	Paper	11-6503-705-000	\$512.00	\$611.07
		Reimburse - AAWCC Membership	11-4202-681-000	\$50.00	\$50.00
				<u>\$44,984.80</u>	

11-General Fund	\$22,000.14
12-Postsecondary Technical Education Fund	\$20,608.08
16-Auxillary Ent Fund	\$176.58
64-Deferred Maintenance	\$0.00
67-Capital Outlay	\$2,200.00
	<u>\$44,984.80</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

4/27/2023


Check Number	Vendor	Description	Account Number	Amount	Total
135105	A T and T	Internet	11-6401-631-000	\$2,044.35	\$2,044.35
135106	Tyler S Allen	Reimburse Mileage - Career Fair & F	11-5302-601-000	\$262.00	
135107	Coleen Carter	Reimburse Meals - KS State FCCLA	11-5302-601-000	\$33.85	\$295.85
135108	Commercial Bank	Reimburse Mileage - Cherokee Cente	11-6401-601-000	\$40.61	\$40.61
		Loan 110221672 - Principle	11-6201-761-000	\$38,278.96	
		Loan 110221672 - Interest	11-6201-762-000	\$1,367.30	\$39,646.26
135109	Colin H Coronado	Reimburse Meal - Recruiting	11-5302-601-000	\$28.73	\$28.73
135111	Leanna Doherty	Reimburse - Sam's Club Membership	11-6501-681-000	\$185.00	\$185.00
135112	Evegy Kansas Central INC	Electricity - 1230 Main	11-7102-634-000	\$220.61	
		Electricity - Vehicle Lot	11-7102-634-000	\$66.92	
		Electricity - Athletic Complex	11-7102-634-000	\$3,799.03	\$4,086.56
135113	Lori Ford	Reimburse Travel - NBEA Conference	11-4200-630-005	\$56.02	\$56.02
135114	GFL Environmental	Trash Removal - Cherokee Center	11-7103-649-000	\$291.55	\$291.55
135116	Brandy Marie Habiger	Landscaping	11-7102-550-000	\$200.00	\$200.00
135119	Joe Smith Company, Inc	Concessions	16-9381-742-000	\$431.17	\$431.17
135121	Kansas Gas Service	Gas Service - 1306 Main	11-7102-633-000	\$233.68	
		Gas Service - 1230 Main	11-7102-633-000	\$229.63	\$463.31
135122	Tammy Kimrey	Reimburse Mileage - Clinicals (5)	12-1210-602-000	\$297.37	\$297.37
135124	Ashley Moore	Reimburse Mileage - Clinicals (7)	12-1210-602-000	\$454.57	\$454.57
135126	Mitchell A Rolls	Reimburse Mileage - Airport Trips	11-5503-603-000	\$693.75	
		Reimburse Mileage - Recruiting (6)	11-5503-603-000	\$939.93	\$1,633.68

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

Check Number	Vendor	Description	4/27/2023	Account Number	Amount	Total
135127	Sam's Club Direct	Snacks and Drinks		12-4204-699-000	\$1,220.84	\$1,220.84
	11-General Fund		\$48,971.92			
	12-Postsecondary Technical Education Fund		\$1,972.78			
	16-Auxiliary Ent Fund		\$431.17			
	64-Deferred Maintenance		\$0.00			
	67-Capital Outlay		\$0.00			
			\$51,375.87			
					\$51,375.87	

Checks approved for release prior to Board action


President


Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/30/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135128	4-Imprint, Inc.	3D Phone Wallets	11-5302-711-000	\$381.33	\$381.33
135130	Ace Hardware, Inc.	Supplies for Field	11-5502-701-000	\$87.53	
		Athletic Field Paint & Cable Ties	11-5502-701-000	\$69.33	
		Maintenance Supplies	11-7102-649-000	\$45.56	
		Maintenance Supplies	11-7102-649-000	\$26.17	
		Groundskeeping Supplies	11-7102-649-000	\$179.55	
		Groundskeeping Supplies	11-7102-649-000	(\$99.75)	
		Groundskeeping Supplies	11-7102-649-000	\$57.86	
		Groundskeeping Supplies	11-7102-649-000	\$71.91	
		Maintenance Supplies	11-7102-649-000	\$5.99	
		Maintenance Supplies	11-7102-649-000	\$11.98	
		Groundskeeping Supplies	11-7102-649-000	\$77.57	
		Maintenance Supplies	11-7102-649-000	\$69.30	
		Groundskeeping Supplies	11-7102-649-000	\$70.95	
		Maintenance Supplies	11-7102-649-000	\$40.53	
		Groundskeeping Supplies	11-7102-649-000	\$181.46	
		Maintenance Supplies	11-7102-649-000	\$4.74	
		Groundskeeping Supplies	11-7102-649-000	\$82.89	
		Groundskeeping Supplies	11-7102-649-000	\$38.57	
		Groundskeeping Supplies	11-7102-649-000	\$84.97	
		Maintenance Supplies	11-7102-649-000	\$59.14	
		Groundskeeping Supplies	11-7102-649-000	\$0.05	
		Groundskeeping Supplies	11-7102-649-000	\$43.53	
		Groundskeeping Supplies	11-7102-649-000	\$95.80	
		Maintenance Supplies	11-7102-649-000	\$63.01	

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/30/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135130	Ace Hardware, Inc.	Maintenance Supplies	11-7102-649-000	\$39.98	
		Maintenance Supplies	11-7102-649-000	\$31.98	
		Groundskeeping Supplies	11-7102-649-000	\$102.97	
		Groundskeeping Supplies	11-7102-649-000	\$117.99	
		Maintenance Supplies	11-7102-649-000	\$19.99	
		Groundskeeping Supplies	11-7102-649-000	\$79.07	
		Custodial Supplies	11-7102-702-000	\$25.45	
		Custodial Supplies	11-7102-702-000	\$65.44	
		Paint and Drill Bits	12-1219-700-000	\$69.15	
		Paint (1 gallon)	12-1219-700-000	\$47.99	
		Supplies	12-4204-701-000	\$42.16	
		Supplies	12-4204-701-000	\$213.59	
		Fire Block	12-4204-701-001	\$9.99	\$2,234.39
135131	All Seasons Floral, LLC	Plant - Dennis Brungardt Service	11-6102-709-000	\$57.00	
		Plant - Chase Langston Service	11-6102-709-000	\$50.01	\$107.01
135132	Carolina Biological Supply Company	Lab Supplies - General & Microbiology	11-1102-700-000	\$263.47	\$263.47
135133	CFC Security, Inc.	SentinelOne Protection - Feb	11-6401-646-002	\$5,953.50	
		SentinelOne Protection - April	11-6401-646-002	\$6,369.50	
		SentinelOne Protection - March	11-6401-646-002	\$5,953.50	\$18,276.50
135134	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
135135	Copy Products Inc	Copy Usage - Cherokee Center	11-7103-701-000	\$119.83	\$119.83
135136	Dave's Phone Service	Fire Alarm Inspections	11-7102-649-000	\$510.00	\$510.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

4/30/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135137	Dell Marketing L P	Microsoft Software Renewal	11-6401-701-000	\$13,630.42	\$13,630.42
135138	Digital Connections Inc.	Lanier Copier Maintenance	11-6503-648-000	\$94.67	\$94.67
135139	Ebsco Information Services	Magazine and Journal Renewals	11-4101-704-001	\$6,632.25	\$6,632.25
135140	Extreme Rental, LLC	Machinery Rental - Stump Grinder	11-7102-649-000	\$91.00	\$185.00
135141	Brian Foreman	Machinery Rental - Rotary Hammer	11-7102-649-000	\$94.00	\$140.00
135142	Four State Maintenance Supply Inc	Lab Books (General)	11-1102-740-000	\$140.00	\$140.00
135143	Graves Foods	Bowl Cleaner & Bacterial Wipes	11-7102-702-000	\$1,620.36	\$1,620.36
		Supplies	16-9684-701-000	\$132.44	
		Supplies	16-9684-701-000	\$525.55	
		Supplies	16-9684-701-000	\$636.54	
		Supplies	16-9684-701-000	\$378.10	
		Supplies	16-9684-701-000	\$114.17	
		Supplies	16-9684-701-000	\$275.35	
		Supplies - Cups & To-Go Containers	16-9684-701-000	\$0.79	
		Food	16-9684-743-000	\$744.61	
		Food	16-9684-743-000	\$799.79	
		Food	16-9684-743-000	\$763.57	
		Food	16-9684-743-000	\$346.39	
		Food	16-9684-743-000	\$502.75	
		Food	16-9684-743-000	\$1,430.19	\$6,650.24
135144	Herff Jones Inc.	Caps & Gowns - Graduates	11-5303-706-001	\$4,466.05	
		Faculty Regalia	11-5303-706-001	\$1,060.85	
		Nursing Pins for Graduates	12-1208-700-002	\$1,266.19	\$6,793.09
135145	Herring Bank	ID Card Supplies	11-6401-701-000	\$444.90	\$444.90
135146	Hillyard/Springfield	Custodial Supplies	11-7102-702-000	\$5,407.09	\$5,407.09

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	4/30/2023		Total
			Account Number	Amount	
135147	Jenzabar, Inc.	JFA Implementation & Training	11-6401-646-001	\$1,942.50	\$1,942.50
135148	Jock's Nitch/Parsons	Volleyball Gear	11-5504-701-000	\$9,850.64	
		Cleats for SB & Shipping	11-5509-701-000	\$1,208.25	
		Jugs SB Protection Net & Shipping	11-5509-701-000	\$800.00	
		BP Net Barrier & 1" Hose for SB Field	11-5509-701-000	\$425.00	
		SB Belts (Red, Black, White)	11-5509-701-000	\$247.50	
		Hats for SB and shipping	11-5509-701-000	\$393.00	
		3 sets of Catchers Gear (Helmet, che	11-5509-701-000	\$878.00	
		SB Bats Easton Ghost Advance 33/23	11-5509-701-000	\$1,101.00	\$14,903.39
135149	K L K C	State Basketball Ad - Vikings	11-6301-613-000	\$40.00	
		March Advertising	11-6301-613-000	\$400.00	\$440.00
135150	Kansas Outdoor Advertising	April Billboard Rental	11-6301-613-000	\$575.00	\$575.00
135151	Kansas State Board of Nursing	KSBN Annual Reapproval Fee	12-1208-670-000	\$400.00	\$400.00
135152	Kitchen Pass, Inc.	Welding Advisory Lunch	12-1219-709-000	\$119.17	\$119.17
135153	KMI Metals	Square Tube	12-1219-700-000	\$369.50	
		Steel Sheets	12-1219-700-000	\$2,672.30	\$3,041.80
135154	Labette Avenue	Spring Green Edition -Auction Ad	11-6301-613-000	\$95.00	
		Finance/Ops Asst & DMS Clinical Coc	11-6504-613-000	\$138.00	\$233.00
135155	Labette Health	Nursing Faculty Drug Screens	12-1208-672-000	\$39.60	\$39.60
135156	Laerdal Medical Corporation	Geriatric Nursing Simulator Skins	12-1208-700-001	\$8,852.55	\$8,852.55
135157	LaForge and Budd Construction	Installation of Baseball Scoreboard	11-6201-659-003	\$8,350.00	\$8,350.00
135158	Archana Lal	Lab Books (General)	11-1102-740-000	\$140.00	\$140.00
135159	Laser Designs/PSHTC	Summa Cum Laude Awards	11-5303-706-001	\$405.00	
		Retirement Plaques - Ecoff & Every	11-6504-692-001	\$80.00	
		Name Badge - H Walker	11-6504-701-000	\$5.00	\$490.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

4/30/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135160	Legal Eagle Eye Newsletter	Subscription Renewal - Nursing	12-1208-670-000	\$120.00	\$120.00
135161	Locke Supply Co	Refrigerant (25 lb)	11-7102-649-000	\$735.64	
		Refrigerant (25 lb)	11-7102-649-000	\$735.64	\$1,471.28
135162	Marmic Fire and Safety Co Inc	Fire Extinguisher Inspection	11-7202-648-000	\$92.40	\$92.40
135163	McCarty's Office Machines Inc	Canon Maintenance Contract	11-6503-648-000	\$158.72	
		Supplies	11-6503-701-000	\$46.69	
		Supplies	11-6503-701-000	\$67.62	
		Notary Stamp - H Walker	11-6504-701-000	\$25.00	
		Office Chair & Chair Mat	11-7102-649-000	\$662.72	
		Copy Usage - WTC	12-1219-700-000	\$275.92	
		Cash Register Overlay	16-9684-701-000	\$54.90	
		Thermal Receipt Paper (50 rolls)	16-9684-701-000	\$68.86	\$1,360.43
135164	McKinzie Pest Control	Contract Treatment - Student Union	11-7102-649-000	\$85.00	\$85.00
135165	Midwest Tape, LLC	Hoopla eBook Credit	11-4101-710-000	(\$43.33)	
		Hoopla eBook Document	11-4101-710-000	\$59.39	
		Hoopla eBook Document	11-4101-710-000	\$79.68	
		Hoopla eBook Document	11-4101-710-000	\$107.13	\$202.87
135166	Napa Auto Parts	Oil Filter & Brake Cleaner	11-6502-720-000	\$67.48	
		Fuel Filter & Spark Plug	11-6502-720-000	\$19.94	\$87.42
135167	Northeast Kansas Library System	Kansas Library Express Courier 2023	11-4101-701-000	\$3,850.00	\$3,850.00
135168	OCLC INC	EZProxy Hosting Renewal	11-4101-710-000	\$2,111.46	\$2,111.46
135169	Ozarks Coca-Cola/Dr Pepper Bottling	Bag in the Box	16-9684-743-000	\$212.98	
		Returned CO2 Tank	16-9684-743-000	(\$75.00)	
		Bag in the Box	16-9684-743-000	\$263.59	\$401.57
135170	P1 Service, LLC	Unit Maintenance - Zetmier Building	11-7102-649-000	\$994.39	

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

4/30/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135170	P1 Service, LLC	Unit Maintenance - Zetmier Building	11-7102-649-000	\$140.80	
		Unit Maintenance - Zetmier Building	11-7102-649-000	\$1,497.00	\$2,632.19
135171	Parsons Chamber of Commerce	Golf Tournament Sponsorship	11-6301-709-000	\$100.00	\$100.00
135172	Parsons Fine Jewelry	Retirement Gift - J Every	11-6504-692-001	\$150.00	\$150.00
135173	Parsons Sun	School News Ad	11-6301-613-000	\$76.00	
		Dean of CTE & Workforce Ad	11-6504-613-000	\$78.00	
		Finance & Operations Asst Ad	11-6504-613-000	\$60.00	
		DMS Clinical Coordinator Ad	11-6504-613-000	\$60.00	\$274.00
135174	Pitney Bowes Bank, Inc	Postage - Account #20352357	11-6503-611-000	\$2,000.00	\$2,000.00
135175	Pitney Bowes Global Financial Services	Postage Machine Quarterly Lease	11-6503-641-000	\$1,277.13	\$1,277.13
135176	Presbyterian Manors	Background Checks	12-4204-701-002	\$147.09	\$147.09
135177	Print Image Solutions, Inc	T642 Maintenance Kit	11-6401-701-000	\$359.00	
		T642 Toner	11-6401-701-000	\$675.00	
		Canon GPR-22 Black Toner	11-6401-701-000	\$130.50	
		Lexmark MX431 Imaging Unit	11-6401-701-000	\$69.00	
		Lexmark MX431 Toner	11-6401-701-000	\$960.00	
		Lexmark B2442 Toner	11-6401-701-000	\$695.00	\$2,888.50
135178	T H Rogers Lumber Company	Lumber for Fire School	12-4204-699-000	\$901.02	
		Lumber for Fire School	12-4204-699-000	\$34.32	
		Lumber for Fire School	12-4204-699-000	\$148.39	
		Lumber for Fire School	12-4204-699-000	\$624.59	
		Lumber for Fire School	12-4204-699-000	\$15.78	
		Lumber for Fire School	12-4204-699-000	\$32.65	
		Lumber for Fire School	12-4204-699-000	\$107.05	
		Lumber for Fire School	12-4204-699-000	\$131.17	\$1,994.97

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

4/30/2023

Check Number	Vendor	Description	Account Number	Amount	Total
135179	Technology Group Solutions, LLC	Duo MFA Licensing and Setup	11-6401-646-002	\$1,800.00	\$1,800.00
135180	Thompson Bros. Supplies, INC	Welding Wire Cleaning Pads	12-1219-700-000	\$88.14	
		Plasma Cutter	12-1219-700-001	\$3,338.00	
		Safety Glasses	12-1219-700-004	\$38.24	\$3,464.38
135181	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	
		Uniforms	11-7202-648-000	\$65.10	
		Aprons, Mats, Mops, Cloths	11-7202-648-000	\$151.24	
		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	
		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	
		Monthly Monitoring Fee	11-7102-649-000	\$45.00	\$45.00
135182	Uplink, LLC	Mar Digital Media & Streaming	11-6301-613-000	\$2,200.00	
135183	Vietti Marketing Group	March Advertising - IKS NF	11-6301-613-000	\$500.00	
		March Advertising - KSNF	11-6301-613-000	\$500.00	
		Reimburse Parking - HLC Conference	11-6101-601-000	\$118.50	
135184	Mark Watkins	Reimburse Meals - HLC Conf.	11-6101-709-000	\$233.88	
				\$1,249.74	\$1,249.74
				\$45.00	\$45.00
				\$3,200.00	\$3,200.00

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

Check Number	Vendor	Description	Account Number	Amount	Total
4/30/2023					
135184	Mark Watkins	Reimburse Meals - PTK Luncheon	11-6101-709-000	\$51.32	
		Vehicle Expense	11-6501-590-001	\$900.00	\$1,303.70
135185	Weatherproofing Technologies, Inc	Roof Repairs - H Building, Annex, SU	11-7102-649-000	\$12,000.00	\$12,000.00
				<u>\$147,765.21</u>	
	11-General Fund			\$120,285.09	
	12-Postsecondary Technical Education Fund			\$20,104.55	
	16-Auxillary Ent Fund			\$7,375.57	
	64-Deferred Maintenance			\$0.00	
	67-Capital Outlay			\$0.00	
				<u>\$147,765.21</u>	