

**Labette Community College  
Board of Trustees Meeting Agenda  
Thursday, March 21, 2024  
Board Meeting 5:30 p.m.  
Cardinal Event Center**

- I. Adoption of Agenda..... Exhibit 1
- II. Approval of February 8, 2024, Regular Meeting Minutes ..... Exhibit 2
- III. Approval of March 6, 2024, Special Meeting Minutes ..... Exhibit 3
- IV. Reports and/or Board Discussion
  - A. Faculty Senate Report
  - B. SGA Report
  - C. Administrative Reports
    - i. Comparison of Expenditure to Budget
    - ii. Audit – Emily Franks with Jarred, Gilmore & Phillips
    - iii. Facilities Report
  - D. President’s Report
- V. Old Business (Action, Report, or Discussion)
  - A. Cherokee Center Update.....
  - B. Tuition and Fees ..... Exhibit 4
- VI. New Business (Action, Report, or Discussion)
  - A. Professional Staff Employment Letter..... Exhibit 5
  - B. Program Reviews ..... Exhibit 6/7
  - C. Approval of Bills ..... Exhibit 8
- VII. Executive Session – for matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency.
- VIII. Public Comment
 

The Board of Trustees agenda shall contain one opportunity for public comment. This structure has been designed to provide the public with an opportunity to comment on any topic. The Chair of the Board explains the Board’s approach to public comment with the following statement:

***“At this time we invite anyone in the audience to speak to the Board about any item or concern that pertains to the college. By policy, at this time the Board will not take any action on any item or concern, but we will be happy to take it under advisement for possible future action.”*** The Board also retains the right to set time limits on public comment.

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

- IX. Next Regular Board Meeting: Thursday, April 11, 2024, 5:30 p.m., Cardinal Event Center
- X. Adjournment

**LABETTE COMMUNITY COLLEGE**  
**Board of Trustees Minutes**  
**February 8, 2024**

The Board of Trustees met at 5:30 p.m. on Thursday, February 8, 2024, at the Cardinal Event Center.

**Members Present**

Greg Chalker  
 Becky Dantic  
 Carl Hoskins  
 Rod Landrum (via conference call)  
 Montie Taylor  
 David Winchell

**Others Present**

|                  |                 |                   |                 |
|------------------|-----------------|-------------------|-----------------|
| Dr. Mark Watkins | Dr. Jason Sharp | Kelly Kirkpatrick | Theresa Hundley |
| Ross Harper      | Haley Walker    | Lindi Forbes      | Janice Reese    |
| Aaron Keal       | Tyler Allen     | Harrison Hall     | Allie Kashka    |
| Ray Nolting      |                 |                   |                 |

**Adoption of Agenda (ACTION ITEM)**

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

**Approval of Regular Meeting Minutes (ACTION ITEM)**

Chair Dantic asked for corrections or additions to the January 11, 2024, regular meeting minutes. There were none. Trustee Winchell moved to approve the minutes as presented. Trustee Taylor seconded the motion and the motion carried 6-0.

**Approval of Special Meeting Minutes (ACTION ITEM)**

Chair Dantic asked for corrections or additions to the January 25, 2024, special meeting minutes. There were none. Trustee Taylor moved to approve the minutes as presented. Trustee Chalker 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 an update on current events and happenings.

**Administrative Report:**

**Comparison of Expenditures to Budget** – The January financial report was placed on the tables. At the end of January, we were 58% through the year. The general fund was 55% expended and the technical education/vocational fund was 53% expended.

Vice-President Sharp said questions could be directed to Vice-President Doherty when she returns.

**Facility Report:** None

**President's Report:**

Dr. Watkins discussed the issue of installing restroom facilities at the women's softball field. He requested direction from the Board as to whether to move forward with the project or not. The Board agreed to move forward in identifying where utility connections are located.

Dr. Watkins reported on new requirements that came out from a recent NJCAA meeting he and Athletic Director, Aaron Keal, attended.

Dr. Watkins reported on the 100-year birthday celebrations at area elementary schools.

Dr. Watkins reported the LCC Radiography program received a revised eight-year accreditation approval from JRCERT which is the maximum length of time.

**New Business (ACTION, INFORMATION, OR DISCUSSION ITEMS)**

**Tuition and Fees for 2024-2025**

Trustees were asked to review the Tuition and Fees for Academic Year 2024-2025. This will be presented during the March Board of Trustee meeting for approval.

**Approval of Bills**

Trustee Hoskins moved to approve the Claims Register. Trustee Winchell seconded the motion and the motion carried 6-0.

**Executive Session**

Trustee Chalker moved to go into executive session at 6:02 p.m. for 20 minutes for the purpose of discussing personnel matters for nonelected personnel and to protect the privacy interests of an identifiable individual. Trustee Hoskins seconded the motion and the motion carried 6-0.

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

Trustee Hoskins moved to extend the executive session for 5 minutes. Trustee Chalker seconded the motion and the motion carried 6-0.

The Board returned to an open meeting at 6:27 p.m.

**Evaluation of the President**

Trustee Winchell moved to approve a 5% salary increase for Dr. Mark Watkins to begin July 1, 2024. Trustee Landrum seconded the motion and the motion carried 6-0.

**Public Comment**

Trustee Winchell expressed his appreciation for the campus pantry.

Trustee Landrum encouraged everyone to help where they could with the upcoming auction or scholarships.

**Next Board Meeting**

Chair Dantic reminded everyone of the next regular meeting of the Board of Trustees scheduled for March 21, 2024, at 5:30 p.m. in the Cardinal Event Center.

**Adjournment**

Chair Dantic moved to adjourn the meeting at 6:31 p.m. Trustee Chalker seconded the motion and the motion carried 6-0.

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**Heidi Flora, Clerk of the Board**

REF

**LABETTE COMMUNITY COLLEGE**  
**Board of Trustees Minutes**  
**March 6, 2024**

The Board of Trustees met at 12:00 p.m. on Wednesday, March 6, 2024, at the Cardinal Event Center.

**Members Present**

Becky Dantic  
Carl Hoskins  
Rod Landrum  
Montie Taylor  
David Winchell

**Members Absent**

Greg Chalker

**Others Present**

Dr. Mark Watkins    Dr. Jason Sharp    Leanna Doherty    Kelly Kirkpatrick  
Haley Walker

Heidi Flora recorded the minutes

**Adoption of Agenda (ACTION ITEM)**

Trustee Landrum moved to approve the special meeting agenda. Trustee Hoskins seconded the motion and the motion carried 5-0.

**Executive Session**

Trustee Landrum moved to recess into executive session at 12:01 p.m. for 15 minutes for the purpose of discussing personnel matters for nonelected personnel and to protect the privacy interests of an identifiable individual. Trustee Taylor seconded the motion and the motion carried 5-0.

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

Trustee Landrum moved to extend the executive session for 10 minutes. Trustee Hoskins seconded the motion and the motion carried 5-0.

Trustee Landrum moved to extend the executive session for 5 minutes. Trustee Hoskins seconded the motion and the motion carried 5-0

The Board returned to an open meeting at 12:31 p.m.

**Public Comment**

Trustee Taylor commented on a recent article in the Parsons Sun regarding Emporia State University and expressed concern for LCC.

Trustee Winchell thanked Leanna Doherty for her efforts in keeping LCC from having similar issues to Fort Scott Community College. Leanna said it was with help from the Administration.

**Next Board Meeting**

Chair Dantic reminded everyone of the next regular meeting of the Board of Trustees scheduled for March 21, 2024, at 5:30 p.m. in the Cardinal Event Center.

**Adjournment**

Trustee Landrum moved to adjourn the meeting at 12:34 p.m. Trustee Hoskins seconded the motion and the motion carried 5-0.

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**Heidi Flora, Clerk of the Board**

DRAFT

SUBJECT

Tuition and Fees for 2024-2025

REASON FOR CONSIDERATION BY THE BOARD

Kansas Statutes state that the Board of Trustee's approval is required for the adoption of student tuition and fees.

BACKGROUND

Last month the Board reviewed the tuition and fees for Labette Community College and the comparison to other schools. The exhibit shows how tuition and fees at LCC compare to the other Kansas schools. For comparison purposes, per credit hour technology fees are included with the fees.

Last year there was no increase in tuition and fees.

PRESIDENT'S RECOMMENDATION

The President recommends that the Board of Trustees approve a \$2 increase in tuition and a \$1 increase in fees for all residency categories for the 2024-2025 academic year.



**EXHIBIT 4**

**Kansas Community Colleges FY2024 Tuition and Fees Schedule**

| Institution       | Resident |           |          | Non-Resident |           |          | International |           |          |
|-------------------|----------|-----------|----------|--------------|-----------|----------|---------------|-----------|----------|
|                   | Tuition  | Inc. Fees | Total    | Tuition      | Inc. Fees | Total    | Tuition       | Inc. Fees | Total    |
| COFFEYVILLE CC    | \$39.00  | \$56.00   | \$95.00  | \$88.00      | \$56.00   | \$144.00 | \$104.00      | \$118.00  | \$222.00 |
| CLOUD COUNTY CC   | \$78.00  | \$35.00   | \$113.00 | \$103.00     | \$35.00   | \$138.00 | \$103.00      | \$35.00   | \$138.00 |
| KANSAS CITY KS CC | \$91.00  | \$23.00   | \$114.00 | \$201.00     | \$23.00   | \$224.00 | \$201.00      | \$23.00   | \$224.00 |
| JOHNSON COUNTY CC | \$100.00 | \$16.00   | \$116.00 | \$212.00     | \$16.00   | \$228.00 | \$212.00      | \$16.00   | \$228.00 |
| GARDEN CITY CC    | \$63.00  | \$58.00   | \$121.00 | \$82.00      | \$58.00   | \$140.00 | \$100.00      | \$58.00   | \$158.00 |
| SEWARD COUNTY CC  | \$76.00  | \$45.00   | \$121.00 | \$98.00      | \$60.00   | \$158.00 | \$98.00       | \$60.00   | \$158.00 |
| BARTON COUNTY CC  | \$76.00  | \$46.00   | \$122.00 | \$105.00     | \$46.00   | \$151.00 | \$168.00      | \$46.00   | \$214.00 |
| FORT SCOTT CC     | \$62.00  | \$61.00   | \$123.00 | \$62.00      | \$61.00   | \$123.00 | \$128.00      | \$61.00   | \$189.00 |
| HUTCHINSON CC     | \$97.00  | \$27.00   | \$124.00 | \$128.00     | \$27.00   | \$155.00 | \$137.00      | \$37.00   | \$174.00 |
| LABETTE CC        | \$57.00  | \$67.00   | \$124.00 | \$82.00      | \$67.00   | \$149.00 | \$141.00      | \$67.00   | \$208.00 |
| PRATT CC          | \$70.00  | \$57.00   | \$127.00 | \$84.00      | \$57.00   | \$141.00 | \$110.00      | \$57.00   | \$167.00 |
| HIGHLAND CC       | \$76.00  | \$53.00   | \$129.00 | \$76.00      | \$53.00   | \$129.00 | \$283.00      | \$53.00   | \$336.00 |
| BUTLER COUNTY CC  | \$103.00 | \$27.00   | \$130.00 | \$157.00     | \$27.00   | \$184.00 | \$163.00      | \$27.00   | \$190.00 |
| COLBY CC          | \$82.00  | \$50.00   | \$132.00 | \$136.00     | \$50.00   | \$186.00 | \$162.00      | \$50.00   | \$212.00 |
| NEOSHO COUNTY CC  | \$93.00  | \$50.00   | \$143.00 | \$93.00      | \$72.00   | \$165.00 | \$166.00      | \$54.00   | \$220.00 |
| INDEPENDENCE CC   | \$70.00  | \$78.00   | \$148.00 | \$77.00      | \$78.00   | \$155.00 | \$161.00      | \$78.00   | \$239.00 |
| ALLEN COUNTY CC   | \$85.00  | \$65.00   | \$150.00 | \$95.00      | \$65.00   | \$160.00 | \$105.00      | \$65.00   | \$170.00 |
| COWLEY COUNTY CC  | \$80.00  | \$75.00   | \$155.00 | \$130.00     | \$75.00   | \$205.00 | \$180.00      | \$75.00   | \$255.00 |
| DODGE CITY CC     | \$60.00  | \$125.00  | \$185.00 | \$70.00      | \$125.00  | \$195.00 | \$80.00       | \$125.00  | \$205.00 |

\*Values are per credit hour

State Resident Average:  
\$130.11

Non-State Resident Average:  
\$164.74

International Average:  
\$205.63

Southeast Average Residents  
\$130.50

Southeast Average Non-residents  
\$149.33

Southeast Average International  
\$208.00

|  |                     |
|--|---------------------|
| Pittsburg State University - Resident: \$299 | Non-Resident: \$677 |
|--|---------------------|

Agenda Item #: VI.A.  
Date: March 21, 2024

SUBJECT

Professional Staff Employment Letter

REASON FOR CONSIDERATION BY THE BOARD

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

BACKGROUND

Molly Coomes has accepted the position of Workforce Director.

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve the Professional Staff Employment letter for Molly Coomes, Workforce Director, starting February 26, 2024, at a salary of \$47,000.

## **Biography**

### **Molly Coomes**

Molly Coomes has accepted the position of Director of Workforce Education and Career Training to begin February 26th, 2024.

Molly has previously been employed at Strategic Partners for the last 14 years as the Public Relations & Marketing Director. She also has her own photography business and serves on multiple church and school committees. Molly holds a Bachelor of Arts in Journalism and Mass Communications/PR from Kansas State University.

A fun fact about Molly is that she lives on a ranch with her family and enjoys caring for their cattle and gardening.

**POSITION DESCRIPTION****DIRECTOR OF WORKFORCE EDUCATION AND CAREER TRAINING****Reports to: Dean of CTE & Workforce****Organizational Unit: Professional Staff****Salary Range: Highly Skilled Technical Profession, Exempt, Full time****Revision Date: January 2024****A. Basic Purpose of Position**

The Director of Workforce Education and Career Training is responsible for development, leadership and coordination of a sustainable and comprehensive program of Workforce and Community Education including customized contracted training programs, professional education courses, short term certificate programs and continuing education courses that meet the needs of business and industry, organizations, and community members in the College service area. These responsibilities include budget preparation and oversight, program marketing, curriculum development/ delivery, and the project management of several workshops, and special events. The Director is also responsible for supervision of staff, course scheduling, recruitment, and hiring of adjunct faculty. The director will work in partnership with all areas of the College.

**B. Essential Job Functions**

- A. Ability to determine needs, interests, and support for development of new workforce education, career training, and continuing education courses and services consistent with existing and evolving market conditions by utilizing a sound business approach to market analysis, proposal development, and closure of education/training agreements
- B. Ability to actively develop and maintain relationships with key individuals in service area businesses to determine potential education/training opportunities, market services, and enhance the visibility of the College in the business community
- C. Ability to manage the delivery of technical training and economic development activities with external agencies including business and industry, social services, governmental organizations, Kansas Board of Regents, the Technical Education Authority, school districts, and other Colleges and universities
- D. Ability to manage and direct program and curriculum development, class and facility scheduling; marketing materials and schedules; purchasing of goods and services; and the recruitment, hiring, orientation, and development and evaluation of faculty and staff
- E. Ability to establish and implement Workforce Education and continuing education policies and procedures; periodically evaluate policies and procedures and make recommendations to the Dean of CTE & Workforce
- F. Ability to oversee the preparation of Corporate Training proposals and negotiate and execute training and service contracts in accordance with established policies and procedures
- G. Ability to evaluate the effectiveness of Workforce Education, Career Training and continuing education contracts, programs, and services; analyze enrollment, fiscal and program/course evaluation data to ensure appropriateness and cost-effectiveness of programs
- H. Ability to manage the report system to state agencies and other agencies as required to acquire funding, including writing grants and assisting in grant writing and reporting
- I. Ability to collaborate with other community education and private organizations to leverage resources to deliver programs and services where shared common goals have been identified

- J. Ability to participate in and represent the College in district, regional, and state organizations related to workforce training and career and employment services
- K. Ability to comply with all College, system, state and federal rules and regulations including, but not limited to, health and safety policies, unlawful harassment policies, and all civil rights laws
- L. Ability to review, develop, revise and recommend curriculum, course descriptions, course content and program/course objectives
- M. Ability to ensure maintenance of student records as appropriate
- N. Ability to develop, recommend, and manage budget for department in collaboration with the Dean of CTE & Workforce
- O. Ability to develop and recommend course schedules in collaboration with other instructional areas
- P. Ability to coordinate efforts and programs with College faculty, staff, and administrators as appropriate
- Q. Ability to facilitate advisory committees as necessary and appropriate
- R. Ability to coordinate advertising and marketing efforts with Public Relations office
- S. Ability to follow all LCC policy and procedures
- T. Ability to serve as a Campus Security Authority (CSA) and complete annual training
- U. Ability to complete other duties/activities as assigned
- V. Ability to maintain regular and timely attendance

**C. Consulting Tasks**

- A. Consults with instructional team on matters pertaining to course offerings, scheduling, facilities, staffing, state requirements, budget, and other instructional issues
- B. Consults with student services staff on matters pertaining to enrollment, financial aid, graduation, records and student activities
- C. Consults with institutional/administrative staff on matters pertaining to budget, affiliate contracts and student accounts
- D. Consults with instructional services staff on matters pertaining to marketing, audio-visual equipment, library holdings, and Student Success Center assistance
- E. Consults with members in the community including advisory committees, service providers and employers
- F. Consults with decision makers in local industry to offer direct career training, and to gain an understanding of the pre-employment training/certificate needs of local industry

**D. Supervises the Following Staff**

- A. Adjunct faculty
- B. Workforce Allied Health Coordinator

**E. Required Knowledge, Skill and Personal Qualifications**

- A. Demonstrated skill in working with business entities
- B. Demonstrated skill in management of programs and resources
- C. Demonstrated ability to work in a participative environment
- D. Demonstrated computer capability in applications including spreadsheet, word processing, email, etc.

- E. Demonstrated student and client centeredness
- F. Demonstrated entrepreneurial skills
- G. Demonstrated ability to manage multiple tasks
- H. Good rapport and communication skills
- I. Knowledge of academic courses and programs
- J. Sales/marketing/public relations experience
- K. Management experience
- L. Valid Driver's license

**F. Preferred Qualifications**

- A. Community College experience
- B. Experience in supervision of faculty and staff and in adult education
- C. Previous educational programming experience
- D. Experience with program creation
- E. Demonstrated understanding of outside/business to business sales, and direct mass marketing

**G. Educational Background**

- A. Minimum of a Bachelor degree in a related field
- B. Master's in Career Technical Education or related Master's degree preferred

**H. Working Conditions/Environment**

- A. Evening and weekend work will occasionally be required
- B. Some off-campus/out of service area travel will be required
- C. Usual office environment

## SUBJECT

Program Review: Mathematics and Biology

## REASON FOR CONSIDERATION BY THE BOARD

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

## BACKGROUND

The purpose of 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.

VPAA, Dean and Program staff will present the program review to the Board of Trustees.

## PRESIDENT'S RECOMMENDATION

President recommends the acceptance of the program reviews



## Comprehensive Program Review 2023

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Program Name: Biology

Semesters Reviewed:

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

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

AY 2023: Fall 2022, Spring 2023, and Summer 2023

Completed by: Dr. Daudi Langat and Dr. Archana Lal

Date: Feb 19, 2024

**Assessment Committee Recommendation:** The committee agrees with the Program Vitality Statement; Category 2: Maintain current levels of support/continuous improvement.

**President's Council Recommendation:** President's Council agrees with the recommendation of the Program Vitality Statement, Category 2: Maintain current levels of support/continuous improvement.



## 1.0 Program Summary

Provide a descriptive summary of the program.

Biology is a science centered around the study of life. The courses offered by the biology department are designed to provide the foundation for students seeking a career in the biological and health fields. The biology department offers several courses and maintains excellence in every course. All the courses offered in the biology department are approved by KBOR and hence, are transferred seamlessly to other institutes of higher education throughout the state of Kansas.

Students who are biology majors, biology minors, and pre-professional students who plan to enter into nursing, pharmacy, medical technology, physical therapy, occupational therapy, dentistry, osteopathic medicine, pre-medicine, and allied health fields, take courses from the biology department. Additionally, many Associate of Arts, Associate of Science, and Associate of General Studies majors take courses from the biology department to fulfill their natural/physical science requirement.

### Narrative:

The mission of the biology program is to prepare students seeking a career in the health or biology fields by providing a solid foundation of key biological concepts and theories.

Biology Program Outcomes are as follows:

1. Students will demonstrate knowledge of the concepts that comprise the biological sciences.
2. Students will demonstrate the ability to read, understand, and critically review scientific papers and prepare oral and written reports in a standard scientific format.
3. Students will be able to think critically and reason analytically.
4. Apply the scientific process, including designing and conducting experiments and testing hypotheses.
5. Students will effectively communicate underlying principles of biology.
6. Express an awareness of the careers and professions available in the biological sciences and an understanding of the significance ethics plays in the field.

## 2.0 Student Success

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

The department defines student success as that of acquiring a set of skills and competencies to produce work that exhibits ingenuity and self-expression, compelling composition, along with strong technique and exceptional craftsmanship. In addition, student success is defined by acquiring the intellectual foundation to interpret and evaluate work. Students are assessed for attainment of each outcome using different techniques including practical laboratory assignments, quizzes, discussions and examinations. A student obtaining at least 70% in these graded assignments is considered to have succeeded in the course.

### 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.

Students who complete courses in the biology program can expect to have specific integrated experiences throughout the course content. The courses within the program are structured and offered in a specific sequence to mesh accumulative knowledge with growing proficiencies within each course as well as an interpretive whole of the program experience. In addition, to further meet the ever-changing needs for our students, use of active learning exercises and lab activities were incorporated within the last three years. Anatomy and Physiology as well as General Biology incorporated the use of the Labster Program for Online Laboratory simulations while Principles of Biology I & II utilize CONNECT (online study resources from McGrawHill textbook publisher). Principles of Biology textbook was changed in 2022 and updated to the latest edition in 2023.

## 3.0 Reflection on Current Curriculum

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

Courses are revised with changing outcomes whether through assessment, interaction with transfer institutions, or knowledge of the profession. The full-time faculty participate in annual meetings of Kansas Core Outcomes Group (KCOG) to review Course Outcomes in each of the courses offered by the department so they can transfer within all the Community Colleges and Universities in Kansas. The Outcomes of three of the courses were discussed and updated within the last three years. In addition, the faculty keep up with the advances in their respective fields by attending national and regional conferences of Professional Organizations.

### 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).

The biology department offers an Associate of Science in Biology and the requirements are shown below.

## BIOLOGY

### ASSOCIATE IN SCIENCE

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

**Credits Required:** 60

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

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

**Recommended Courses:**  
CHEM 126 Natural & Physical Sciences

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

|   |   |           |
|---|---|-----------|
| <b>Concentration Requirements</b>           |   | <b>25</b> |
| <input type="checkbox"/>                    | BIOL 128 Principles of Biology I                | 5         |
| <input type="checkbox"/>                    | BIOL 129 Principles of Biology II               | 5         |
| <input type="checkbox"/>                    | BIOL 130 Anatomy & Physiology                   | 5         |
| <input type="checkbox"/>                    | BIOL 201 Microbiology                           | 5         |
| <input type="checkbox"/>                    | CHEM 124 College Chemistry I                    | 5         |
| <b>General Education Requirement</b>        |   | <b>35</b> |
| <b>English</b>                              |   |           |
| <input type="checkbox"/>                    | ENGL 101 English Composition I                  | or        |
| <input type="checkbox"/>                    | ENGL 103 English Composition I with Review      | 3         |
| <input type="checkbox"/>                    | ENGL 102 English Composition II                 | 3         |
| <b>Communications</b>                       |   |           |
|   | Choose one class                                |           |
| <input type="checkbox"/>                    | _____   | 3         |
| <b>Math &amp; Statistics</b>                |   |           |
|   | Choose one class                                |           |
| <input type="checkbox"/>                    | _____   | 3         |
| <b>Natural &amp; Physical Science</b>       |   |           |
|   | Choose one class                                |           |
| <input type="checkbox"/>                    | _____   | 5         |
| <b>Social &amp; Behavioral Sciences</b>     |   |           |
|   | Choose two classes from different subject areas |           |
| <input type="checkbox"/>                    | _____   | 3         |
| <input type="checkbox"/>                    | _____   | 3         |
| <b>Arts &amp; Humanities</b>                |   |           |
|   | Choose two classes from different subject areas |           |
| <input type="checkbox"/>                    | _____   | 3         |
| <input type="checkbox"/>                    | _____   | 3         |
| <b>Personal &amp; Professional Behavior</b> |   |           |
|   | Choose two classes                              |           |
| <input type="checkbox"/>                    | _____   | 3         |
| <input type="checkbox"/>                    | _____   | 3         |

In addition, the program offers additional classes that feed to other degrees, programs and certificates. General Biology and Environmental Science courses are offered as General Education Electives for students completing Associate in Arts degrees, to fulfill the Science requirements for their program. Students majoring in Associate in Science (Health Science, Exercise Science, Pre-Pharmacy), Associate in Applied Science (Nursing, Radiography, Respiratory Therapy) as well as those joining certificate programs such as Medical Diagnostic Sonography, take classes from the Biology Program as prerequisites.

## 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.

The biology department has two full time faculty who teach courses at the main campus as well as at the Cherokee center. The department also has several adjuncts and concurrent instructors who teach at the main campus, online, and at area high schools.

Following are some of the highlights of full-time faculty success during 2020-2023:

### Archana Lal

#### Recent Academic Publications:

1. Bruns HA, Condry D, Elliott SL, Justement LB, Kleinschmit AJ, **Lal A**, Liepkalns J, Mixer PF, Pandey S, Paustain T, Sletten S, Sparks-Thissen BL, Taylor RT, Vanniasinkam T, Wisenden BD. (2023). CourseSource Immunology Learning Framework. <https://qubeshub.org/community/groups/coursesource/courses/immunology/>
2. **Archana Lal** & Thiru Vanniasinkam. 2023. An Integrated Approach to Teaching Cell Staining. J Microbiol Biol Educ. Vol 24, No. 2; <https://journals.asm.org/doi/full/10.1128/jmbe.00017-23>
3. Mixer P, Kleinschmit AJ, **Lal A**, Vanniasinkam T, Condry D, Taylor RT, Justement LB, Pandey S., Immune literacy: A Call to Action for a System-Level Change. J Microbiol Biol Educ. Feb 1 2023; <https://doi.org/10.1128/jmbe.00203-22>
4. Drew A Rholl, Naowarat Ann Cheeptham, **Archana Lal**, Adam J Kleinschmit, Samantha T. Parks, Tomislav Mestrovic. Making it Matter: Increasing Student-Perceived Value of Microbiology through Reflective and Critical News Story Analysis. J Microbiol Biol Educ. Feb 22 2023; <https://doi.org/10.1128/jmbe.00163-22>
5. Sumali Pandey, Heather A. Bruns, Danielle L. J. Condry, Adam J. Kleinschmit, **Archana Lal**, Sarah Sletten, Rebecca L. Sparks-Thissen, Thiru Vanniasinkam, Rebekah T. Taylor, Louis B. Justement, Samantha L. Elliott. Antigen and Immunogen: An Investigation into the Heterogeneity of Immunology Terminology in Learning Resources. ImmunoHorizons May 1, 2022, 6 (5) 312-323; <https://doi.org/10.4049/immunohorizons.2200004>

#### National or Regional Honors:

- Am a participant awardee for an NSF funded RCN-UBE incubator grant for \$75,000, titled "Incorporating Immunology into the Curriculum to Promote Interdisciplinary Science Education" (Award number 2120806). Dr. Sumali Pandey from Minnesota State University at Moorhead is the principal investigator. As a participant awardee, I collaborated with Dr. Thiru Vanniasinkham at Charles Sturt University at Australia to develop and publish an interdisciplinary active learning exercise.

### Other:

- Member of the American Society for Microbiology (ASM) since 2006.
- Participated in an online symposium organized by ImmunorReach co-group members every Friday from Oct 22, 2021 – May 26, 2022, Oct 2022 - May 2023, and Nov 2023 - date.
- Have been selected to serve as a Seasoned Veteran Representative in the planning committee for ASMCUE 2024
- Attended Annual meetings of American Society for Microbiology for Undergraduate Educators (ASMCUE) during 2021, 2022, and 2023 and presented microbrew sessions and posters and attended a workshop and various sessions.
- Serve as a reviewer for the Journal of Microbiology and Biology Education published by ASM
- Served as a reviewer for the Microbrew abstracts submitted for ASMCUE (American Society for Microbiology Conference for Undergraduate Educators...Spring 2021, 2022, and 2023
- Serve in the Nursing Program Advisory Committee

### Campus Activities that support Student Success:

- Respond to high school students who show inclination towards attending the biology program at LCC.
- Organized multiple on-demand zoom sessions during evening hours and weekends for students in Principles of Biology I and Microbiology classes who were unable to come during regular posted office hours. These zoom sessions were attended by many students throughout Fall 2023 specially before midterm lecture exams and lab exams. Am doing the same during Spring 2024.
- Virtually attended KU School of Medicine's Community College Pre-Medical Advisors Meeting on Mar 3, 2023.
- Have recorded video lectures for Microbiology and General Biology.

### Teaching Innovations:

- Have started using active learning exercises in my classrooms.
- Attended few webinars to get the latest in-depth knowledge on SARS-CoV2 virus and CRISPR-Cas technique to be able to discuss in my classrooms.

### Daudi Langat:

- Attended Conferences of the Human Anatomy and Physiology Society (HAPS) during 2021, 2022, and 2023 Annual Meetings and participated in several workshops on innovative ways to teach Anatomy and Physiology.
- Serve as a Reviewer for *Biology of Reproduction* (journal of the Society for the Study of Reproduction) and *American Journal for Reproductive Immunology* (Journal of the "American Society for Reproductive Immunology")
- Member of the American Physiological Society (APS) from July 2023 and Human Anatomy and Physiology Society (HAPS) from 2016.

Campus Activities that support Student Success:

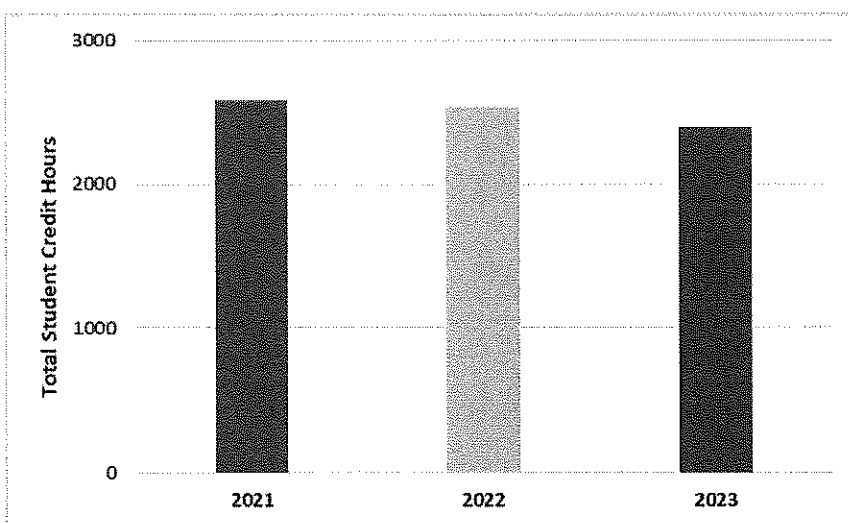
- Participated in presentations to High School students with interest in joining the Labette Community College Biology program (during school visits).
- Record lectures on specific concepts in the subjects I teach via zoom and share with students in the Online class LMS.
- Keep up with the "Monday Morning Mentor" Lecture series on different topics pertaining to teaching and learning.

## 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.

There were two separate majors with very similar course requirements in the biology program – biology and pre-med. During Fall 2023, these two majors were merged into one. Now the department offers one degree - AS in Biology.

Figure 1 shows the total student credit hours during AY 2021, 2022, and 2023. During the AY 2021, the department had a total student credit hours of 2585. There was a slight decrease in the next two academic years - 1.4% decrease in AY 2022 and 7.4% decrease in AY 2023 for a total credit hour of 2540 in AY 2022 and 2395 in AY 2023. This decrease can be correlated to an overall decrease in student enrollment numbers college-wide.



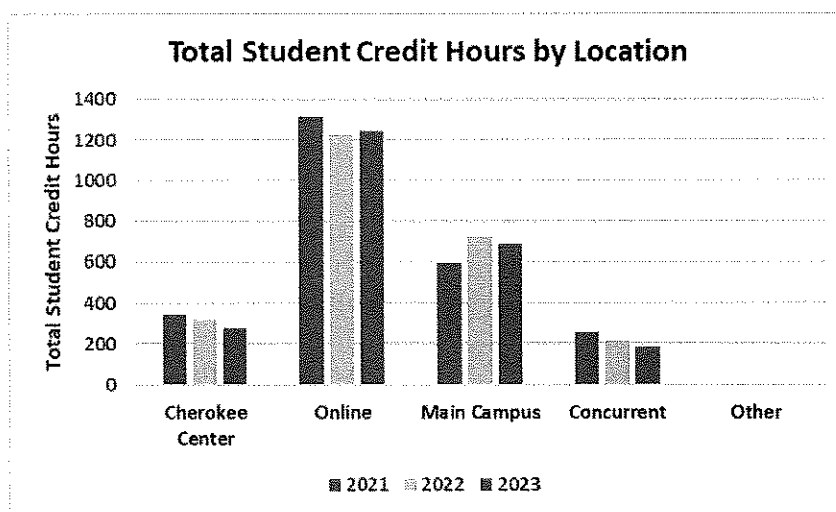
**Fig. 1:** Total student credit hours in AY 2021, 2022, and 2023.

Figure 2 shows the total number of credit hours by location. As evident from this data, the maximum student credit hours were generated from online enrollment, followed by main campus and Cherokee campus and the least were generated from concurrent enrollment. A total of six sections of biology courses were offered at the Cherokee center during AY 2021, 5 sections were offered during AY 2022 and only 4 sections were offered during AY 2023. This corresponds to lesser total student credit hours in AY 2022 and 2023 as compared to 2021 at the Cherokee center.

In the online format 14 sections were offered during AY 2021 while 12 and 13 sections were offered during AY 2022 and 2023 respectively. This corresponds to the maximum credit hours during AY 2021, followed by AY 2023 and slightly lower numbers in AY 2022.

At the main campus, maximum sections (14) were offered during AY 2021 but surprisingly least total credit hours were generated. There was a slight decrease in the maximum number of credit hours generated in AY 2023 when 11 sections were offered as compared to AY 2022 when only 10 sections were offered.

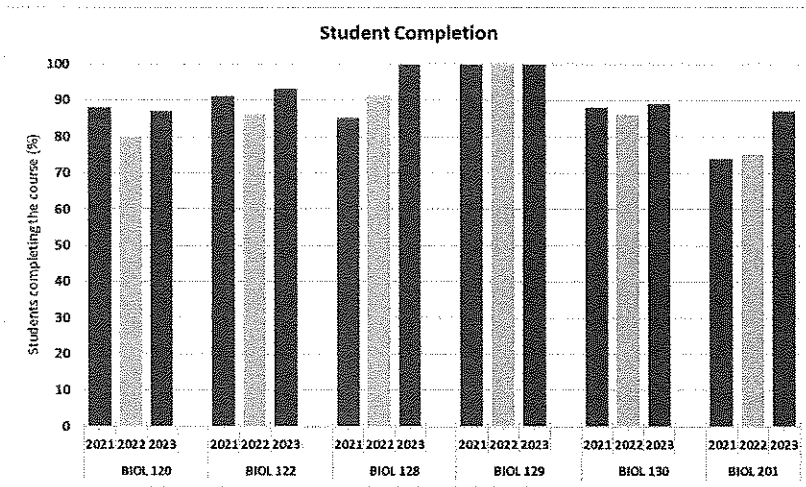
At the concurrent locations, although the same number of sections (4) were offered during AY 2021, 2022 and 2023, there was a decrease in total student credit hours from 260 in AY 2021, to 215 in AY 2022 and 185 during AY 2023 (about 31% decrease from 2021 - 2023).



**Fig 2:** Total student credit hours by locations in AY 2021, 2022, and 2023

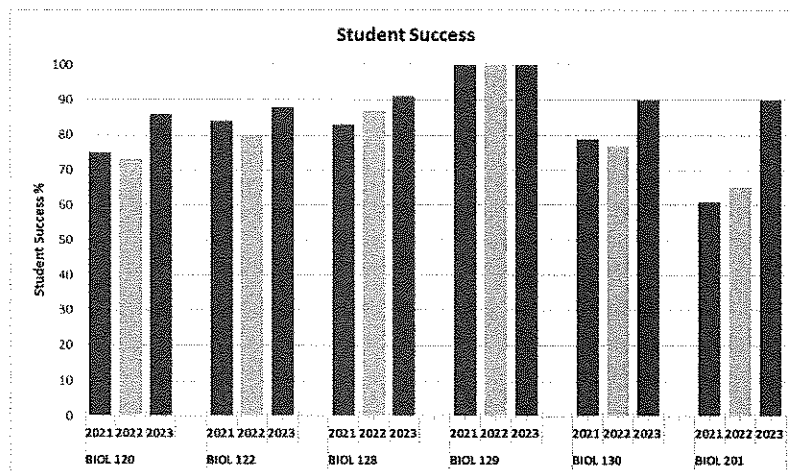
As shown in Fig 3, at least 74% of the students who were enrolled in courses offered by the biology department completed these courses. In 2023, the completion rate was above 85% in all six courses and as high as 100% in two courses. The department would like to see this trend of higher percentage of students completing the courses that they enroll in. Accordingly, the attrition rate was below 15% in all the courses except for BIOL 120 (20%, AY 2022), and BIOL 201 (26% in AY 2021 and 25% in AY 2022).





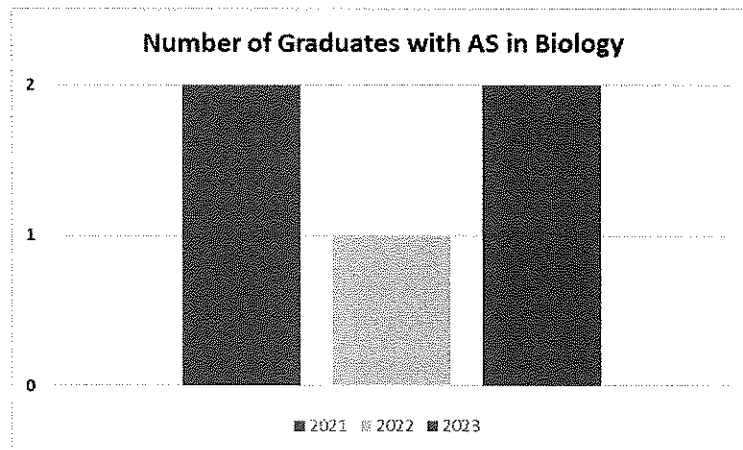
**Fig. 3:** Student completion rates in all six courses (combined) offered by the biology department during AY 2021, 2022, and 2023

Figure 4 shows the success rate of students who completed the courses offered by the department (success is defined in section 2.0). In all the courses except one (BIOL 201), the success rate has been at least 75%. In one course (BIOL 129) the success rate has been 100% in all three years. Though the success rate was lower in BIOL 201 in 2021 and 2022 (61% and 65% respectively, it increased to 90% in 2023. Again, the department would like to see this trend of higher percentage of students succeeding in the courses that they enroll in.



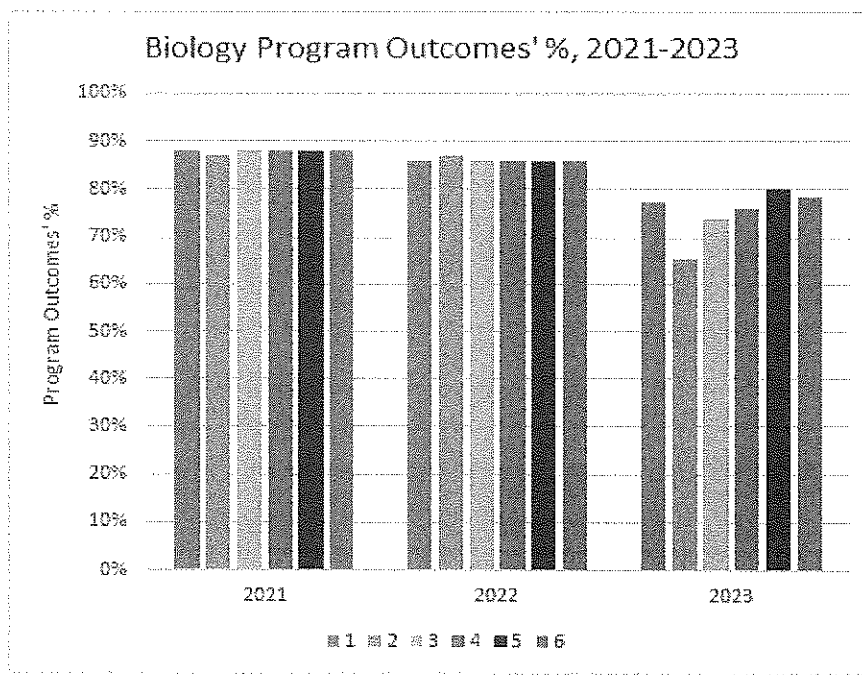
**Fig. 4:** Student success rates in all six courses (combined) offered by the biology department during AY 2021, 2022, and 2023

As shown in figure 5, in the past three years five students graduated with AS in biology. In addition, prior to merging AS degrees in biology and pre-med, one student graduated with an AS pre-med degree in 2021.



**Fig. 5:** Number of students who graduated with AS in biology degree in AY 2021, 2022, and 2023

As shown in figure 6, more than 85% of the students who completed different biology courses met all 6 program outcomes in AY 2021 and 2022. Academic year 2023 shows a much lower percentage (65% - 80%) due to an error in data reporting and processing. The aggregate data for the AY 2023 in fig. 6 shows the percentage of program outcomes fallen down from an average of 85% to about 75%. While reflecting on this data, It was discovered that the data was not entered and processed accurately for the courses that had more than 10 outcomes. Only the first 10 outcomes were processed and for the rest of the outcomes a zero was recorded while calculating these program outcomes. The issue has been fixed since.



**Fig. 6:** Biology program outcomes in AY 2021, 2022, and 2023

## **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 biology program offers 100 and 200 level courses that are aligned with KBOR and are seamlessly transferred to any higher education institution within the state of Kansas. Many students have successfully transferred courses to universities located in other states as well.

The courses offered in the biology program allow students to start their career in their desired fields. We have smaller class sizes (capped at 18, 22, or 24) where students receive more one on one interaction with faculty. Our laboratories are well equipped and have enough quality microscopes that each student has his and her own microscope to use. Our microscopes are high quality with 360 degrees head rotation and parfocal objective lenses with oil immersion lens. We also have microscopes with camera attachments for the histological and other demonstrations in all classrooms/labs at both campuses (microscopic images projected to the whole class via the class projector). We have quality autoclaves for sterilization needs, incubators, other equipment, and supplies to conduct all the labs listed in our curricula. For Anatomy and Physiology, we have sufficient skeletal and muscle models for group lab assignments, and sufficient instruments for students to work in pairs or individually on specimen dissections as well as experiments in nervous, cardiovascular, urinary and respiratory physiology.

The two full time faculty members have doctoral degrees and expertise that they teach the latest in their fields using innovative techniques in the classrooms. Students are taught not just what is available in the book but the innovative work and research done in that area.

Students get to learn from the faculty that keeps current in their field, using active learning exercises to keep it interesting, creating a classroom environment that is conducive to their learning. Students are challenged and motivated to push themselves to get the most out of the class so that they are ready to succeed in the real world.

## **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:** At this point we are not requesting any new money. The existing budget is sufficient to teach all the courses offered and maintain different equipment in biology and microbiology labs.

## **8.0 External Constituency and Significant Trends**

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

**Program Advisory Committee: N. A**

### **Other External Constituencies:**

All the courses offered in the biology department are approved by KBOR and hence, are transferred seamlessly to other institutes of higher education throughout the state of Kansas.

### **Significant Trends: N.A.**

Most of the students who take courses in biology program take them to fulfill prerequisites to enter allied health programs, e.g., nursing, dental hygiene, radiology, physical therapy assistant, etc. Few students transfer to other institutions without completing their AS in Biology degree here. That trend is slowly changing as we had 5 students who graduated with a AS degree in Biology in the last three academic years. In addition, we also had one student who graduated with an AS in pre-med. It is hoped that this trend will continue in the coming years as well.

## **9.0 Program Vitality Assessment**

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

**Vitality Category Chosen:** Category 2: Maintain current levels of support/continuous improvement

### **Explanation for Chosen Vitality Category:**

The Biology program shows a relatively stable trend in majors and student credit hour production. Though we do not have enough students who graduate with a biology degree, plenty of students take our courses, e.g., anatomy and physiology, microbiology, general biology, as prerequisites to enter many allied health programs. Many students take general biology and/or environmental science courses to fulfill natural science requirements towards their Associate in Arts degree.

The biology program is also meeting needs with adequate resources. All biology labs at the main campus as well as the Cherokee campus are well equipped (according to national criteria for teaching labs) to teach different biology courses.

Qualitative indicators suggest appropriate program quality and student outcomes.

## **10.0 Program Goals**

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

### **Short-Term:**

1. We changed the textbook for our Principles of Biology I and II courses from Fall 2022. Another new edition came out during summer 2023 and hence, we changed to the newest edition from Fall 2023.
2. New course outcomes for Microbiology were approved by KBOR during Spring 2022 and they were adopted for the first-time during Fall 2022. We changed the course matrices accordingly during Spring 2023.
3. There were two separate majors identified in the biology program – biology and pre-med. Both of these majors had very similar course requirements and hence, we merged these two majors into one during fall 2023.
4. The new edition of the currently used textbook for Microbiology came out during Fall 2023 and hence, we plan to adopt to the new edition from Fall 2024.
5. The lab manual that is currently used for microbiology has been recently bought over by an online learning platform, TopHat. We plan to adopt the TopHat platform briefly during Spring 2024 and fully during Fall 2024.
6. The college is in the process of adapting to the new LMS, Canvas. We volunteered to offer two courses in our program to pilot in Canvas during Spring 2024. We will fully transition to Canvas as LMS in all the courses from Fall 2024.

### **Long-Term:**

1. To enhance student understanding and retention, we plan to use more active learning exercises with interdisciplinary focus in our courses. Students would be able to see the connections and interdependence between different STEM disciplines (e.g., biology and chemistry). The first interdisciplinary active learning activity incorporating a case study was piloted during Spring 2022 in all sections of microbiology and the data showed learning gains and long-term retention of concepts taught. One new active learning exercise for Microbiology class has been used since Spring 2023. We plan to use more and more active learning exercises for better student learning and retention of the scientific concepts.
2. To continue to have more students who graduate with AS in biology in the next three years with the continuous and combined efforts of program faculty, advisors, retention committee and completion committee. This will be measured by looking at the actual number of students who would graduate with AS in Biology.



# 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.

Program: Biology

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 |
|-----------------|----------------|--------------------------|------------------|---------------|--------------------|----------------------|------------------|--------------------|----------------------|
| 2021            | BIOL 120       | General Biology          | 91               | 7             | 13                 | 88%                  | 75%              | 12%                | 455                  |
| 2022            |                |                          | 74               | 5             | 15                 | 80%                  | 73%              | 20%                | 370                  |
| 2023            |                |                          | 79               | 5             | 15                 | 87%                  | 86%              | 13%                | 395                  |
| 2021            | BIOL 122       | Environmental Science    | 57               | 4             | 14                 | 91%                  | 84%              | 9%                 | 285                  |
| 2022            |                |                          | 56               | 3             | 19                 | 86%                  | 80%              | 14%                | 280                  |
| 2023            |                |                          | 80               | 4             | 20                 | 93%                  | 88%              | 8%                 | 400                  |
| 2021            | BIOL 128       | Principles of Biology I  | 48               | 3             | 16                 | 85%                  | 83%              | 15%                | 240                  |
| 2022            |                |                          | 46               | 3             | 15                 | 91%                  | 87%              | 9%                 | 230                  |
| 2023            |                |                          | 35               | 4             | 8                  | 100%                 | 91%              | 0%                 | 175                  |
| 2021            | BIOL 129       | Principles of Biology II | 4                | 1             | 4                  | 100%                 | 100%             | 0%                 | 20                   |
| 2022            |                |                          | 1                | 1             | 1                  | 100%                 | 100%             | 0%                 | 5                    |
| 2023            |                |                          | 4                | 1             | 4                  | 100%                 | 100%             | 0%                 | 20                   |
| 2021            | BIOL 130       | Anatomy and Physiology   | 219              | 13            | 17                 | 88%                  | 79%              | 12%                | 1,095                |
| 2022            |                |                          | 236              | 12            | 20                 | 86%                  | 77%              | 14%                | 1,180                |
| 2023            |                |                          | 203              | 12            | 15                 | 89%                  | 90%              | 11%                | 1,015                |
| 2021            | BIOL 201       | Microbiology             | 84               | 8             | 11                 | 74%                  | 61%              | 26%                | 420                  |
| 2022            |                |                          | 84               | 8             | 11                 | 75%                  | 65%              | 25%                | 420                  |
| 2023            |                |                          | 78               | 6             | 12                 | 87%                  | 90%              | 13%                | 390                  |

### 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 |
|-----------------|---------------------------------------|------------------|---------------|--------------------|----------------------|------------------|--------------------|----------------------|
| 2021            | Cherokee                              | 69               | 6             | 12                 | 81%                  | 71%              | 19%                | 345                  |
| 2022            |                                       | 64               | 5             | 13                 | 80%                  | 70%              | 20%                | 320                  |
| 2023            |                                       | 56               | 4             | 14                 | 89%                  | 89%              | 11%                | 280                  |
| 2021            | Online                                | 263              | 14            | 19                 | 86%                  | 78%              | 14%                | 1,315                |
| 2022            |                                       | 245              | 12            | 20                 | 84%                  | 79%              | 16%                | 1,225                |
| 2023            |                                       | 249              | 13            | 19                 | 88%                  | 89%              | 12%                | 1,245                |
| 2021            | Main Campus                           | 119              | 13            | 9                  | 84%                  | 69%              | 16%                | 595                  |
| 2022            |                                       | 144              | 10            | 14                 | 79%                  | 66%              | 21%                | 720                  |
| 2023            |                                       | 137              | 11            | 11                 | 100%                 | 90%              | 9%                 | 685                  |
| 2021            | Concurrent                            | 52               | 4             | 13                 | 94%                  | 92%              | 6%                 | 260                  |
| 2022            |                                       | 43               | 4             | 11                 | 100%                 | 98%              | 0%                 | 215                  |
| 2023            |                                       | 37               | 4             | 8                  | 100%                 | 95%              | 0%                 | 185                  |
| 2021            | Other (Arrangement, Off-campus, etc.) | N/A              | N/A           | N/A                | N/A                  | N/A              | N/A                | N/A                  |
| 2022            |                                       | 1                | 1             | 1                  | 100%                 | 100%             | 0%                 | 5                    |

|      |  |     |     |     |     |     |     |     |
|------|--|-----|-----|-----|-----|-----|-----|-----|
| 2023 |  | 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) |
|-----------------|----------------------------|---|---|
| 2021            | 2                          | 1   | N/A                                       |
| 2022            | 1                          | 0   | N/A                                       |
| 2023            | 2                          | 2   | N/A                                       |

Student Credit Hours by Faculty Type

| Year (AY) | Number of Faculty |           | Student Credit Hours by Faculty Type |                 |           |                 | Total Credit Hours |
|-----------|-------------------|-----------|--------------------------------------|-----------------|-----------|-----------------|--------------------|
|           | Full Time         | Part Time | Full Time                            | % for Full Time | Part Time | % for Part Time |                    |
| 2021      | 3                 | 5         | 1,670                                | 65%             | 915       | 35%             | 2,585              |
| 2022      | 3                 | 4         | 1,835                                | 72%             | 705       | 28%             | 2,540              |
| 2023      | 2                 | 6         | 1,005                                | 42%             | 1390      | 58%             | 2,395              |

Faculty Name by Type for Most Recent Academic Year Full Time: Archana Lal and Daudi Langat

Part Time: Tom Brungardt, Prince Agbedanu, Arthur Commons, Chance Curran, Victoria Schneider, and Lesta Watkins





## Comprehensive Program Review 2023

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Program Name: Mathematics

Semesters Reviewed:

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

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

AY 2023: Fall 2022, Spring 2022, and Summer 2023

Completed by: Ralph Gouvion and Allie Kashka

Date: January 2024

**Assessment Committee Recommendation:** The committee agrees with the Program Vitality Statement; Category 3: Revitalization Opportunities or Needs.

**President's Council Recommendation:** President's Council agrees with the recommendation of the Program Vitality Statement, Category 3: Revitalization Opportunities or Needs.

## 1.0 Program Summary

Provide a descriptive summary of the program.

### Narrative:

The Department of Mathematics at Labette Community College is one of 27 departments. There are currently two full-time faculty, three adjunct instructors, and six concurrent/dual instructors.

The LCC Mathematics Department seeks to provide quality-learning opportunities to LCC students by providing qualified instructors with sufficient degrees or graduate hours in the disciplines to teach courses within the program. The math department is dedicated to creating a positive student experience and assisting students in meeting general education requirements at Labette Community College. The department currently offers an Associate of Science degree with a dedicated advisor available to work with participating students. The program seeks to prepare students for further study at a four-year institution and/or a career in STEM, industry, or education.

The current outcomes of the Math program are:

1. Apply the calculation rules and concepts of mathematics to solve problems.
2. The ability to collect and analyze data to test hypotheses and theories.
3. Use critical thinking skills, problem solving skills, and a knowledge and use of logic to analyze and solve applications problems.

## 2.0 Student Success

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

### Narrative:

For most students enrolled in math courses, success is measured when they are able to meet their general education and concentration requirements. LCC Math courses prepare students to learn to apply the calculation rules and concepts of mathematics to solve problems, to collect and analyze data to test hypotheses and theories, and to use critical thinking skills, problem solving skills, and a knowledge and use of logic to analyze and solve applications problems. These skills are beneficial across multiple disciplines.

### 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 LCC Math Department offers courses in developmental mathematics through the beginning of the Calculus sequence. Most students enrolled in math courses at LCC are not math majors. For many students, College Algebra or Elementary Statistics represent their terminal math course. However, not all students enrolled in math courses at LCC are ready for transfer level courses and as such assisting students in need of remediation is an integral part of the department's functions.

Additionally, each year the LCC Math Departments assists students planning on transferring to four-year institutions to pursue degrees in one of the sciences or engineering disciplines to meet their higher-level math requirements. For many of these degrees, Calculus I and Calculus II are foundational courses to Engineering, Mathematics, Natural Science, and Computer Science majors. The LCC Math Department considers these offerings to be a vital part of its mission, even if these courses do not count towards a degree at LCC. If students are not able to complete these foundational courses in their Freshman or Sophomore year, their chances of being successful after transferring to a four-year institution are greatly diminished.

There is currently not the demand or the staffing to regularly offer Calculus III or Differential Equations at LCC.

### **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:**

All transferable math courses taught at LCC are Kansas Core Outcomes Group aligned to ensure easy transferability across Kansas Board of Regents institutions.

LCC Math courses prepare students to learn to apply the calculation rules and concepts of mathematics to solve problems to include solving linear, quadratic, polynomial, radical, exponential, and logarithmic equations. Students enrolled in Calculus courses also learn to solve rate of change problems, related rates problems, integration problems, as well as area, volume, and length of curve problems, and work, fluid pressure, and force problems. Students enrolled in Statistics courses learn to calculate probabilities, estimate parameters with confidence intervals, and conduct statistical hypothesis testing. Students are trained to use critical thinking skills, problem solving skills, and a knowledge and use of logic to analyze and solve applications problems. These skills are beneficial across multiple disciplines.

### **3.1 Degrees and Certificate Offerings**

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

#### **Narrative:**

LCC offers an Associate in Science degree in Mathematics although there is currently not the demand or the staffing to regularly offer Calculus III or Differential Equations at LCC. The Math Department course offerings also satisfy the math and statistics general education course requirements for all other degrees programs.

## MATHEMATICS

**ASSOCIATE IN SCIENCE**

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

**Credits Required:** 60

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

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

**Recommended Courses:**

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

**After Graduation**

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

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

## **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 members serve on numerous committees and in various positions at the institutional level and in statewide capacities to include serving as a Division Chair, the Distance Ed Committee Chair, Institutional Assessment Committee Co-Chair, and Kansas Core Outcomes Math Group Co-Chair. All full time and adjunct faculty members meet State of Kansas mandated faculty credentialing requirements.

## **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.

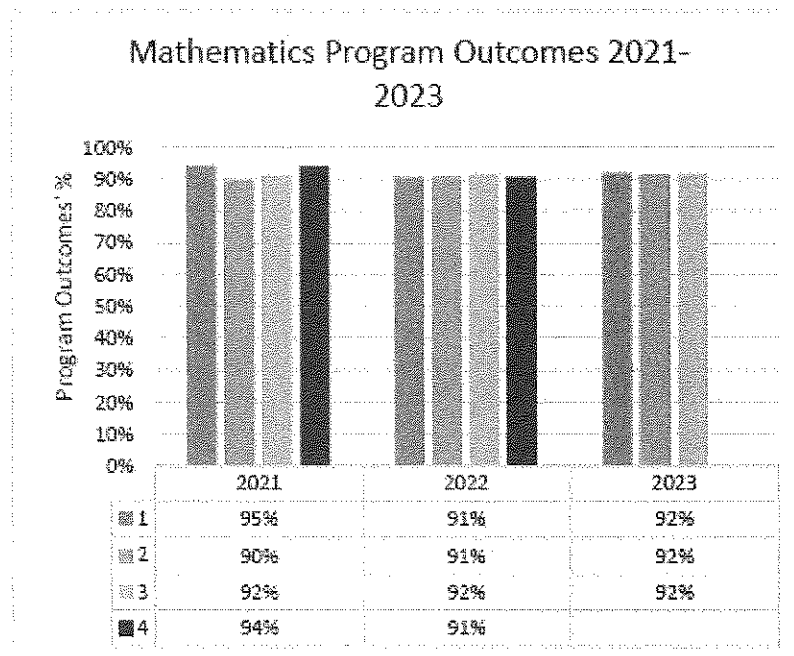
### **Narrative:**

Most of our students are not math majors, but students seeking to satisfy their gen-ed requirements. Attrition rates remain within acceptable parameters for college-level math courses. Enrollment continues to decline at the Cherokee Center and the Main Campus as more students either seek to obtain the math gen-ed requirements in a concurrent setting or in online classes.

The Math Department noticed that the student completion and success numbers for the concurrent math courses were extremely high. Student success rates of 94%-96% in college level math courses is somewhat above average but these students typically represent the upper echelon of high school students. The Math Department will continue to monitor the rigor in the concurrent courses. Overall, the math department is satisfied with its performance in assisting students in meeting the math gen-ed requirements.

The current outcomes of the Math program are:

1. Apply the calculation rules and concepts of mathematics to solve problems.
2. The ability to collect and analyze data to test hypotheses and theories.
3. Use critical thinking skills, problem solving skills, and a knowledge and use of logic to analyze and solve applications problems.



- What did you learn from the data?
  - The math department revised its program outcomes during AY23. The department feels that the revised outcomes better reflect the mission of the department. As a result of this reorganization the graphs for AY23 do not match the graphs for AY22. After investigation, it is apparent that incorrect and incomplete data was provided by some math faculty members which have skewed the data significantly. This affect was most notable in the measurement of Program Outcome #2. When the data was corrected as a test, calculations indicated that 94% of students assessed attained Program Outcome #2 as compared to the 69% reported. \*
- What did you not learn from the data?
  - The department did not learn anything actionable about curriculum or instructional strategies.
- What do you hope to learn and do differently this academic year?
  - The department plans to work with adjunct faculty to ensure that student outcomes are reported accurately. The department would also like to coordinate better with the administration and between departmental faculty members regarding reflection expectations and data collection best practices. For instance, we would like to better establish the measurements instructors will use in reporting outcomes assessment data.

\*The administration recalculated the data used in the above table. As such, the narrative for question 1 no longer accurate reflects the information presented in the given table.

## **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 Math Department program aligns with the Labette Community College's mission of providing quality-learning opportunities in a supportive environment for success in a changing world. The mission of the Math program is to assist students in meeting their general education requirements at LCC and to prepare students successfully transfer to four-year institutions. All transferable math courses taught at LCC are Kansas Core Outcomes Group aligned to ensure easy transferability across Kansas Board of Regents institutions.

The Math Department seeks to continue to change and adapt to provide student success in an ever-changing world. The curriculum is regularly reviewed to reflect expectations from four-year institutions and KBOR. Anticipated upcoming changes include transitioning degree offerings to reflect KBOR's new Math Pathways model and to transition the department's developmental math offerings away from a pre-req model to a co-req model.

The Math Department faculty are committed to providing a supportive learning environment. The faculty endeavor to create an atmosphere of trust and support, allowing students to ask questions and seek out advice when needed.

## **7.0 Fiscal Resource Narrative**

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

### **Narrative:**

No additional purchases are anticipated at this time.

## **8.0 External Constituency and Significant Trends**

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

### **Program Advisory Committee:**

The Mathematics Department does not have a Program Advisory Committee.

### **Other External Constituencies:**

Mathematics departments throughout the state of Kansas are undergoing significant changes at the moment. KBOR is introducing a new Math Pathways model, which will allow students to meet their gen-ed requirement by taking College Algebra, Elem Statistics, or Quantitative Reasoning. A soft launch of this new model is planned for Fall 2025 with full implementation in Fall 2026. This will significantly influence LCC's math course offerings and it is not yet clear what the demand will be for all three gen-ed math courses. The Math Department has obtained the approval from the Curriculum and Instruction Committee on a new Quantitative Reasoning course that is KCOG aligned and will be seeking approval for a new College Algebra with Review course. Development of this course is continuing to ensure that Math Department meets the above timeline for implementation.

At the same time the Math Department will be transitioning from a pre-req developmental math model to a co-req developmental math model. LCC will no longer focus on offering Beginning and Intermediate Algebra courses but College Algebra with Review sections for students needing supplemental assistance as per KBOR. The Math Department will be seeking the approval of the new College Algebra with Review course from the Curriculum and Instruction Committee. A soft launch of this new model is also planned for Fall 2025 with full implementation in Fall 2026.

Finally, as discussed earlier, there is currently not the demand or the staffing to regularly offer Calculus III or Differential Equations at LCC. The LCC Math Department is currently focused on assisting students in meeting their gen-ed requirements. In addition to assisting students pursuing associates degrees at LCC, the LCC Math Departments assists students planning to transfer to four-year institutions. For many of these degrees, Calculus I and Calculus II are foundational courses to Engineering, Mathematics, Natural Science, and Computer Science majors. The LCC Math Department considers these offerings to be a vital part of its mission, even if these courses do not count towards a degree at LCC. If students are not able to complete these foundational courses in their Freshman or Sophomore year, their chances of being successful after transferring to a four-year institution are greatly diminished.

### **Significant Trends:**

On a national level, the field of mathematics is on a significant upward trend. With ever-changing technology, our world is becoming more mathematical by the day. From the US Bureau of Labor Statistics:

"Overall employment in math occupations is projected to grow 29 percent from 2021 to 2031, much faster than the average for all occupations; this increase is expected to result in about 82,000 new jobs over the



decade. In addition to new jobs from growth, opportunities arise from the need to replace workers who leave their occupations permanently. About 30,600 openings each year, on average, are projected to come from growth and replacement needs. The median annual wage for this group was \$98,680 in May 2021, which was higher than the median annual wage for all occupations of \$45,760.”

## **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

Explanation for Chosen Vitality Category:

The Mathematics Department is integral to the ethos of Labette Community College. In fact, any math department in any educational institution is a core component of its curriculum. However, as discussed earlier, there is currently not the demand or the staffing to regularly offer Calculus III or Differential Equations at LCC. Additionally, LCC does not currently have the staff to offer an Engineering Physics I or II course. As such, the Department does not feel there is sufficient demand or staffing to justify continuing to offer an AS in Mathematics and recommends discontinuing the degree offering.

The LCC Math Department has been and is currently focused on assisting students in meeting their gen-ed requirements and believes that should be its focus in the foreseeable future. In addition to assisting students pursuing associates degrees at LCC, the LCC Math Departments assists students planning to transfer to four-year institutions. For many of these degrees, Calculus I and Calculus II are foundational courses to Engineering, Mathematics, Secondary Math Ed, Natural Science, and Computer Science majors. The LCC Math Department considers these offerings to be a vital part of its mission, even if these courses do not count towards a degree at LCC. If students are not able to complete these foundational courses in their Freshman or Sophomore year, their chances of being successful after transferring to a four-year institution are greatly diminished. The LCC Math Department is committed to continuing to offer Calculus I every Fall and Calculus II every Spring for students seeking to transfer to a four-year institution who will need them as part of the gen-ed requirements. The department seeks the administration’s support in this matter.

## **10.0 Program Goals**

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

### **Short-Term:**

- 1) Develop a "Quantitative Reasoning/Contemporary Math course" that will satisfy changing KBOR gen-ed requirements in time for the Fall 2025 schedule.
- 2) Develop a "College Algebra with Review course" that will satisfy changing KBOR gen-ed requirements in time for the Fall 2025 schedule.
- 3) Revise or replace the current College Algebra Textbook with the upcoming transition to a co-req developmental model in mind.

### **Long-Term:**

- 1) Revise the Math Schedule to reflect the new Math Pathways Model and Developmental Math model coming down from KBOR. A soft launch of this new model is planned for Fall 2025 with full implementation in Fall 2026.
- 2) Consider hiring a new math or physics instructor so as to meet the changing KBOR expectations for developmental math students and in the hopes of re-introducing an Engineering Physics Program by Fall 2027.



# 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

Subject: Mathematics

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 |
|-----------------|----------------|--------------------------|------------------|---------------|--------------------|----------------------|------------------|--------------------|----------------------|
| 2021            | MATH 095       | Beg. Algebra with Review | 24               | 4             | 6                  | 75%                  | 71%              | 25%                | 96                   |
| 2022            |                |                          | 10               | 2             | 5                  | 50%                  | 50%              | 50%                | 40                   |
| 2023            |                |                          | 2                | 1             | 2                  | 100%                 | 50%              | 0%                 | 8                    |
| 2021            | MATH 096       | Beg. Algebra             | 83               | 13            | 6                  | 78%                  | 6%               | 22%                | 249                  |
| 2022            |                |                          | 48               | 8             | 6                  | 83%                  | 71%              | 17%                | 144                  |
| 2023            |                |                          | 31               | 4             | 8                  | 90%                  | 64%              | 10%                | 93                   |
| 2021            | MATH 100       | Inter. Algebra           | 126              | 16            | 8                  | 94%                  | 80%              | 6%                 | 378                  |
| 2022            |                |                          | 104              | 13            | 8                  | 85%                  | 68%              | 15%                | 312                  |
| 2023            |                |                          | 73               | 9             | 8                  | 86%                  | 78%              | 14%                | 219                  |
| 2021            | MATH 111       | Math for Ed              | N/A              | N/A           | N/A                | N/A                  | N/A              | N/A                | N/A                  |
| 2022            |                |                          | 4                | 1             | 4                  | 100%                 | 100%             | 0%                 | 12                   |
| 2023            |                |                          | 4                | 1             | 4                  | 100%                 | 75%              | 0%                 | 12                   |
| 2021            | MATH 115       | College Algebra          | 378              | 31            | 12                 | 89%                  | 78%              | 11%                | 1,134                |
| 2022            |                |                          | 367              | 29            | 13                 | 87%                  | 84%              | 13%                | 1,101                |
| 2023            |                |                          | 384              | 28            | 14                 | 92%                  | 88%              | 8%                 | 1,152                |
| 2021            | MATH 120       | Elem Stats               | 81               | 5             | 16                 | 79%                  | 64%              | 21%                | 243                  |
| 2022            |                |                          | 90               | 7             | 13                 | 83%                  | 74%              | 17%                | 270                  |
| 2023            |                |                          | 79               | 7             | 11                 | 86%                  | 93%              | 8%                 | 237                  |
| 2021            | MATH 121       | Matrix Algebra           | 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                  |
| 2023            |                |                          | N/A              | N/A           | N/A                | N/A                  | N/A              | N/A                | N/A                  |
| 2021            | MATH 125       | Trigonometry             | 118              | 14            | 8                  | 95%                  | 90%              | 5%                 | 354                  |
| 2022            |                |                          | 107              | 16            | 7                  | 95%                  | 88%              | 5%                 | 321                  |
| 2023            |                |                          | 85               | 12            | 7                  | 100%                 | 99%              | 0%                 | 255                  |
| 2021            | MATH 130       | Calculus I               | 37               | 7             | 5                  | 97%                  | 92%              | 3%                 | 185                  |
| 2022            |                |                          | 35               | 5             | 7                  | 97%                  | 97%              | 3%                 | 175                  |
| 2023            |                |                          | 46               | 6             | 8                  | 100%                 | 100%             | 0%                 | 230                  |
| 2021            | MATH 131       | Calculus II              | 3                | 1             | 3                  | 100%                 | 100%             | 0%                 | 15                   |
| 2022            |                |                          | 7                | 1             | 7                  | 86%                  | 71%              | 14%                | 35                   |
| 2023            |                |                          | 5                | 1             | 5                  | 100%                 | 100%             | 0%                 | 25                   |
| 2021            | MATH 201       | Calculus III             | 1                | 1             | 1                  | 100%                 | 100%             | 0%                 | 5                    |
| 2022            |                |                          | N/A              | N/A           | N/A                | N/A                  | N/A              | N/A                | N/A                  |
| 2023            |                |                          | N/A              | N/A           | N/A                | N/A                  | N/A              | N/A                | N/A                  |
| 2021            | MATH 202       | Diff Equations           | 1                | 1             | 1                  | 100%                 | 100%             | 0%                 | 5                    |
| 2022            |                |                          | N/A              | N/A           | N/A                | N/A                  | N/A              | N/A                | N/A                  |
| 2023            |                |                          | N/A              | N/A           | N/A                | N/A                  | N/A              | N/A                | N/A                  |

### 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 |
|-----------------|----------|------------------|---------------|--------------------|----------------------|------------------|--------------------|----------------------|
| 2021            | Online   | 188              | 10            | 19                 | 83%                  | 68%              | 17%                | 564                  |

|      |                     |     |    |    |      |      |     |     |
|------|---------------------|-----|----|----|------|------|-----|-----|
| 2022 |                     | 190 | 11 | 18 | 76%  | 65%  | 24% | 570 |
| 2023 |                     | 191 | 11 | 13 | 89%  | 88%  | 11% | 573 |
| 2021 | Main                | 305 | 40 | 8  | 88%  | 75%  | 12% | 995 |
| 2022 |                     | 239 | 27 | 9  | 84%  | 70%  | 16% | 756 |
| 2023 |                     | 200 | 22 | 9  | 86%  | 76%  | 14% | 632 |
| 2021 | Cherokee Center     | 112 | 15 | 7  | 86%  | 76%  | 14% | 352 |
| 2022 |                     | 73  | 12 | 6  | 87%  | 77%  | 11% | 226 |
| 2023 |                     | 42  | 6  | 7  | 80%  | 80%  | 20% | 128 |
| 2021 | Concurrent          | 247 | 24 | 10 | 99%  | 94%  | 1%  | 793 |
| 2022 |                     | 290 | 30 | 10 | 98%  | 96%  | 2%  | 879 |
| 2023 |                     | 272 | 29 | 9  | 100% | 98%  | 0%  | 886 |
| 2021 | Other (Arrangement, | 1   | 1  | 1  | 100% | 100% | 0%  | 3   |
| 2022 |                     | 4   | 1  | 4  | 100% | 100% | 0%  | 12  |
| 2023 |                     | 4   | 1  | 4  | 100% | 75%  | 0%  | 12  |

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) |
|-----------------|----------------------------|---|---|
| 2021            | 0                          | 0   | N/A                                       |
| 2022            | 0                          | 0   | N/A                                       |
| 2023            | 1                          | 1   | N/A                                       |

Student Credit Hours by Faculty Type

| Year (AY) | Number of Faculty |           | Student Credit Hours by Faculty Type |                 |           |                 |                    |
|-----------|-------------------|-----------|--------------------------------------|-----------------|-----------|-----------------|--------------------|
|           | Full Time         | Part Time | Full Time                            | % for Full Time | Part Time | % for Part Time | Total Credit Hours |
| 2021      | 3                 | 11        | 1383                                 | 51%             | 1324      | 49%             | 2707               |
| 2022      | 3                 | 11        | 1297                                 | 53%             | 1146      | 47%             | 2443               |
| 2023      | 2                 | 8         | 1223                                 | 55%             | 1008      | 45%             | 2231               |

Faculty Name by Type for Most Recent Academic Year Full Time: Ralph Gouvion, Alan Pommier

Part Time: Carrie Case, Sara Davis, Micah DeWeese, Jordan Epler, Samuel Hardy, Amy Hartzell, Veronica Polak, Brenda Thenikl

Agenda Item: VI.C.  
Date: March 21, 2024

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

EXHIBIT 8

| Check Number | Vendor                   | Description                      | Account Number  | Amount      | Total       |
|--------------|--------------------------|----------------------------------|-----------------|-------------|-------------|
| 136834       | A T and T                | Phone Service - Cherokee Center  | 11-7103-631-000 | \$309.08    |             |
|              |                          | Phone Service - WTC              | 12-4204-631-000 | \$364.73    | \$673.81    |
| 136835       | A T and T                | Internet                         | 11-6401-631-000 | \$1,431.32  | \$1,431.32  |
| 136836       | A T and T                | Internet                         | 11-6401-631-000 | \$2,044.35  | \$2,044.35  |
| 136837       | Kaylena Marie Andersen   | Reimburse Team Meal - NCCC 1/24  | 11-5503-601-000 | \$124.41    | \$124.41    |
| 136838       | Daniel Colon             | Color Clicks                     | 11-4203-701-000 | \$66.55     |             |
|              |                          | Black Clicks                     | 11-4203-701-000 | \$14.61     |             |
|              |                          | Xerox Page Pack Base             | 11-4203-701-000 | \$52.00     | \$133.16    |
| 136839       | ESSDACK                  | Career Expo Reg - S Stolte       | 12-1211-601-000 | \$250.00    | \$250.00    |
| 136840       | Evegy Kansas Central INC | Electricity - 1230 Main          | 11-7102-634-000 | \$199.45    |             |
|              |                          | Electricity - Althetic Expansion | 11-7102-634-000 | \$4,855.39  |             |
|              |                          | Electricity - Vehicle Lot        | 11-7102-634-000 | \$93.44     | \$5,148.28  |
| 136841       | Heidi S Flora            | Reimburse Mileage - Oswego, KS   | 11-6101-702-000 | \$28.14     | \$28.14     |
| 136842       | GFL Environmental        | Trash Removal - Cherokee Center  | 11-7103-649-000 | \$348.86    | \$348.86    |
| 136843       | Ross Harper              | Reimburse Mileage - Meetings (5) | 12-4204-602-000 | \$211.72    | \$211.72    |
| 136844       | Jason Hinson             | Men's BB Travel - 2/10/2024      | 11-5508-601-000 | \$400.00    | \$400.00    |
| 136845       | Jason Hinson             | Men's BB Travel - 2/14/2024      | 11-5508-601-000 | \$400.00    | \$400.00    |
| 136846       | Jason Hinson             | Men's BB Travel - 2/21/2024      | 11-5508-601-000 | \$400.00    | \$400.00    |
| 136847       | Jason Hinson             | Men's BB Travel - 2/28/2024      | 11-5508-601-000 | \$400.00    | \$400.00    |
| 136848       | Kansas Gas Service       | Gas Service - 1306 Main          | 11-7102-633-000 | \$407.52    |             |
|              |                          | Gas Service - 1230 Main          | 11-7102-633-000 | \$335.87    |             |
|              |                          | Gas Service                      | 11-7102-633-000 | \$862.47    | \$1,605.86  |
| 136850       | KONE Inc                 | Down Payment - Hughes Elevator   | 11-6201-659-008 | \$58,788.00 | \$58,788.00 |
| 136852       | Tim Jon Miller           | Reimburse - AHA & OAH Membership | 11-4200-630-016 | \$238.00    | \$238.00    |
| 136853       | Ryan S. Phillips         | Softball Travel - 2/10/2024      | 11-5509-601-000 | \$750.00    | \$750.00    |


LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL

| Check Number | Vendor           | 2/1/2024 |  | Description                 | Account Number  | Amount             | Total    |
|--------------|------------------|----------|--|-----------------------------|-----------------|--------------------|----------|
|              |                  |          |  |                             |                 |                    |          |
| 136854       | Ryan S. Phillips |          |  | Softball Travel - 2/23/2024 | 11-5509-601-000 | \$750.00           | \$750.00 |
| 136855       | Ryan S. Phillips |          |  | Softball Travel - 2/20/2024 | 11-5509-601-000 | \$750.00           | \$750.00 |
| 136856       | Ryan S. Phillips |          |  | Softball Travel - 2/13/2024 | 11-5509-601-000 | \$500.00           | \$500.00 |
| 136857       | Verizon Wireless |          |  | J Burzinski Phone Charges   | 11-6401-701-000 | \$403.65           |          |
|              |                  |          |  | Blue Emergency Lights       | 11-6501-631-000 | \$88.13            |          |
|              |                  |          |  | Facilities Phone Charges    | 11-7102-649-000 | \$178.66           | \$670.44 |
| 136858       | Wave Wireless    |          |  | Internet - WTC              | 11-6401-631-000 | \$69.00            | \$69.00  |
|              |                  |          |  |                             |                 | <u>\$76,115.35</u> |          |

|   |                    |
|---|--------------------|
| 11-General Fund                           | \$75,288.90        |
| 12-Postsecondary Technical Education Fund | \$826.45           |
| 16-Auxillary Ent Fund                     | \$0.00             |
| 64-Deferred Maintenance                   | \$0.00             |
| 67-Capital Outlay                         | \$0.00             |
|   | <u>\$76,115.35</u> |

Checks approved for release prior to Board action

  
President

  
Vice President of Finance & Operations



**LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL**

2/8/2024

| Check Number | Vendor                       | Description                           | Account Number  | Amount      | Total       |
|--------------|------------------------------|---------------------------------------|-----------------|-------------|-------------|
| 136859       | A T and T                    | Internet                              | 11-6401-631-000 | \$4,112.23  | \$4,112.23  |
| 136861       | Tyler S Allen                | Reimburse Meal - Recruiting (Wichita) | 11-5302-601-000 | \$41.90     | \$242.23    |
|              |                              | Reimburse Mileage - Wichita (Maize)   | 11-5302-601-000 | \$200.33    |             |
| 136862       | Bob Fornelli Baseball Camp   | Games at PSU Baseball Field 2/1/24    | 11-5502-601-000 | \$400.00    | \$400.00    |
| 136863       | City of Parsons              | Water Service                         | 11-7102-632-000 | \$3,324.31  |             |
|              |                              | Water Service - WTC                   | 12-4204-632-000 | \$155.55    |             |
|              |                              | Water Service - Student Union         | 16-9482-632-000 | \$186.70    | \$3,666.56  |
| 136865       | Evergny Kansas Central INC   | Electricity                           | 11-7102-634-000 | \$17,912.45 |             |
|              |                              | Electricity - WTC                     | 12-4204-634-000 | \$480.05    |             |
|              |                              | Electricity - Student Union           | 16-9482-634-000 | \$748.92    | \$19,141.42 |
| 136866       | Evergny Kansas Central INC   | Electricity - Cherokee Center         | 11-7103-634-000 | \$976.25    | \$976.25    |
| 136867       | Heidi S Flora                | Reimburse Mileage - Oswego, KS        | 11-6101-601-000 | \$23.45     |             |
|              |                              | Reimburse - Cookies for KCCLI         | 11-6101-702-000 | \$33.00     |             |
|              |                              | Reimburse - Supplies for KCCLI        | 11-6101-702-000 | \$5.00      |             |
|              |                              | Reimburse - Coffee for KCCLI          | 11-6101-702-000 | \$8.98      | \$70.43     |
| 136868       | Freeman Health Systems       | Clinical Badges                       | 12-1208-672-000 | \$100.00    | \$100.00    |
| 136869       | Ross Harper                  | Reimburse Mileage - Area HS/CLNA      | 12-4204-602-000 | \$147.40    | \$147.40    |
| 136870       |                              | Reimburse - TOEFL iBT Test Fee        | 11-5701-601-000 | \$295.00    | \$295.00    |
| 136871       | Jock's Nitch/Parsons         | Merchandise Sales - 10/1 to 12/31/23  | 16-9381-741-000 | \$2,809.86  | \$2,809.86  |
| 136872       | Kansas Department of Revenue | Bookstore Sales Tax - January         | 16-0000-216-001 | \$176.83    |             |
|              |                              | Food Service Sales Tax - January      | 16-0000-216-002 | \$335.37    | \$512.20    |
| 136873       | KJCCC                        | Wrestling Officials (8 Duals)         | 11-5505-680-000 | \$1,994.00  | \$1,994.00  |
| 136876       | Marlys Shomber-Jones         | Catering for KCCLI Evening Event      | 11-6101-702-000 | \$400.00    | \$400.00    |
| 136877       | Sparklight                   | Cable Service                         | 11-6401-631-000 | \$207.19    | \$207.19    |



LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL

| Check Number | Vendor                                    | Description                             | Account Number  | Amount             | Total      |
|--------------|---|---|-----------------|--------------------|------------|
| 136878       | The NCHERM Group, LLC                     | Title IX Registration-Kirkpatrick/Walke | 11-5701-690-000 | \$2,000.00         | \$2,000.00 |
|              | 11-General Fund                           |   |                 |                    |            |
|              | 12-Postsecondary Technical Education Fund |   |                 |                    |            |
|              | 16-Auxiliary Ent Fund                     |   |                 |                    |            |
|              | 64-Deferred Maintenance                   |   |                 |                    |            |
|              | 67-Capital Outlay                         |   |                 |                    |            |
|              |   |   |                 | <u>\$37,074.77</u> |            |

Checks approved for release prior to Board action

Mark Wathen  
President

Deanna J. Dehaene  
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL**

2/13/2024

| Check Number | Vendor                                | Description                      | Account Number  | Amount            | Total      |
|--------------|---------------------------------------|----------------------------------|-----------------|-------------------|------------|
| 136879       | Kaylena Marie Andersen                | Reimburse Team Meals             | 11-5503-601-000 | \$131.78          |            |
|              |                                       | Reimburse Recruiting Meal        | 11-5503-603-000 | \$10.86           |            |
|              |                                       | Reimburse Locker Room Supplies   | 11-5503-701-000 | \$20.43           | \$163.07   |
| 136880       | B P                                   | Gasoline                         | 11-6502-720-000 | \$338.98          | \$338.98   |
| 136881       | Card Services                         | Groundskeeping Supplies          | 11-7102-649-000 | \$114.70          | \$114.70   |
| 136884       | Brittany Haley                        | Reimburse - CEU Courses (3)      | 11-5507-601-000 | \$276.00          | \$276.00   |
| 136887       | Kansas Gas Service                    | Gas Service                      | 11-7102-633-000 | \$1,273.40        |            |
|              |                                       | Gas Service - Cherokee Center    | 11-7103-633-000 | \$569.55          |            |
|              |                                       | Gas Service - WTC                | 12-4204-633-000 | \$445.25          |            |
|              |                                       | Gas Service - Student Union      | 16-9482-633-000 | \$273.74          | \$2,561.94 |
| 136888       | Kansas Society of Radiologic Technolo | KSRT Registration - Tammy Kimrey | 12-1246-630-000 | \$100.00          |            |
|              |                                       | KSRT Registration - Ashley Moore | 12-1246-630-000 | \$100.00          | \$200.00   |
| 136890       | Parsons Lions Club                    | Dues - Jason Sharp               | 11-4201-681-000 | \$50.00           | \$50.00    |
| 136893       | Touchtone Communications              | Long Distance                    | 11-6501-631-000 | \$114.58          | \$114.58   |
| 136894       | Touchtone Communications              | Long Distance - Cherokee Center  | 11-7103-631-000 | \$13.15           | \$13.15    |
|              |                                       |                                  |                 | <u>\$3,832.42</u> |            |

|   |                   |
|---|-------------------|
| 11-General Fund                           | \$2,913.43        |
| 12-Postsecondary Technical Education Fund | \$645.25          |
| 16-Auxillary Ent Fund                     | \$273.74          |
| 64-Deferred Maintenance                   | \$0.00            |
| 67-Capital Outlay                         | \$0.00            |
|   | <u>\$3,832.42</u> |

Checks approved for release prior to Board action

*Shannon Delety*  
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL**

2/22/2024

| Check Number | Vendor         | Description                         | Account Number  | Amount     | Total      |
|--------------|----------------|-------------------------------------|-----------------|------------|------------|
| 136927       | A T and T      | Phone Service                       | 11-6501-631-000 | \$146.90   |            |
|              |                | Phone Service                       | 11-6501-631-000 | \$1,866.16 | \$2,013.06 |
| 136928       | A T and T      | Internet                            | 11-6401-631-000 | \$1,090.35 |            |
|              |                | Internet                            | 11-6401-631-000 | \$2,044.35 |            |
|              |                | Internet                            | 11-6401-631-000 | \$1,628.28 | \$4,762.98 |
| 136929       | Tyler S Allen  | Reimburse Mileage - Recruiting (2)  | 11-5302-601-000 | \$307.53   | \$307.53   |
| 136930       | Amazon.com LLC | Wire Looping Rods                   | 11-1101-700-000 | \$17.98    |            |
|              |                | Drawing and Ceramics Supplies       | 11-1101-700-000 | \$77.02    |            |
|              |                | Bail Making Pliers                  | 11-1101-700-000 | \$8.97     |            |
|              |                | Adjustable Sign Holder              | 11-4203-701-000 | \$35.59    |            |
|              |                | Furnishings for Quiet Room          | 11-4208-701-000 | \$124.96   |            |
|              |                | Supplies for Coffee Bar             | 11-5304-701-000 | \$35.99    |            |
|              |                | Compression Sleeves & TAP Balls     | 11-5507-701-000 | \$594.58   |            |
|              |                | Supplies for KCCLI Event            | 11-6101-702-000 | \$105.45   |            |
|              |                | Lexmark C3224dw Color Laser         | 11-6401-646-002 | \$353.63   |            |
|              |                | Crucial MX500 Drives & Mounting Bra | 11-6401-646-002 | \$447.84   |            |
|              |                | APC Battery Backups/Battery Replace | 11-6401-701-000 | \$644.82   |            |
|              |                | HALO USB Laptop Powerbank           | 11-6401-701-000 | \$99.00    |            |
|              |                | Port to HDMI Adapter (5 pk)         | 11-6403-701-000 | \$32.29    |            |
|              |                | Water Heater Gas Valve              | 11-7103-649-000 | \$208.65   |            |
|              |                | Flashdrives (32 GB/10 pk)           | 12-1208-670-000 | \$62.98    |            |
|              |                | Simulation Lab Supplies             | 12-1208-700-001 | \$205.94   |            |
|              |                | Office Supplies                     | 12-4204-701-000 | \$128.99   |            |
|              |                | Envelope Shipping Bags (50 ct)      | 16-9381-701-000 | \$23.95    |            |
|              |                | Snack Order                         | 16-9381-742-000 | \$221.02   |            |

**LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL**

| Check Number | Vendor                             | Description                           | 2/22/2024       |             | Total       |
|--------------|------------------------------------|---------------------------------------|-----------------|-------------|-------------|
|              |                                    |                                       | Account Number  | Amount      |             |
| 136930       | Amazon.com LLC                     | 4-Ounce Portion Scoop                 | 16-9684-701-000 | \$37.65     | \$3,467.30  |
| 136931       | Kaylena Marie Andersen             | Reimburse Team Meal - 2/13/24         | 11-5503-601-000 | \$41.90     | \$41.90     |
| 136933       | Delyna R Bohnenblust               | Reimburse - APNA Membership           | 12-1208-681-000 | \$135.00    | \$135.00    |
| 136934       | Commerce Bank                      | Rental Car - Athletics                | 11-6502-720-000 | \$244.08    | \$244.08    |
| 136935       | Commercial Bank                    | Loan 110221672 - Principal            | 11-6201-761-000 | \$38,425.19 |             |
|              |                                    | Loan 110221672 - Interest             | 11-6201-762-000 | \$1,221.07  | \$39,646.26 |
| 136936       | Phylis A Coomes                    | Reimburse Book - Wandermore in KS     | 11-4101-703-000 | \$35.24     | \$35.24     |
| 136937       | Jaran Dixon                        | Reimburse Team Meal - 2/10/24         | 11-5503-601-000 | \$37.62     | \$37.62     |
| 136938       | First Dakota Indemnity Company     | Workman's Comp                        | 11-6501-590-001 | \$1,166.00  | \$1,166.00  |
| 136939       | Ross Harper                        | Reimburse Mileage - Wichita, KS       | 12-1246-630-000 | \$174.20    |             |
|              |                                    | Reimburse Meal - Wichita, KS          | 12-1246-630-000 | \$11.12     | \$185.32    |
| 136947       | Ashley Moore                       | Reimburse Mileage - Clinicals (Jan/Fe | 12-1210-602-000 | \$430.14    | \$430.14    |
| 136950       | Phillips 66 - Conoco - 76          | Gasoline                              | 11-6502-720-000 | \$993.60    | \$993.60    |
| 136951       | Ryan S. Phillips                   | Softball Travel - 3/28/2024           | 11-5509-601-000 | \$600.00    | \$600.00    |
| 136952       | Ryan S. Phillips                   | Softball Travel - 3/18/2024           | 11-5509-601-000 | \$500.00    | \$500.00    |
| 136953       | Prairie Mission Retirement Village | Memorial - Michael Doherty            | 11-6102-709-000 | \$50.00     | \$50.00     |
| 136954       | Elizabeth R Robinson               | Reimburse - VARK Renewal              | 11-4203-701-000 | \$25.00     | \$25.00     |
| 136955       | Rural Water District #5            | Water Service - Cherokee Center       | 11-7103-632-000 | \$33.23     | \$33.23     |
| 136956       | Security 1st Title                 | Courtesy Deed Document Prep           | 11-6501-662-000 | \$200.00    | \$200.00    |
| 136957       | SKIL Resource Center               | Memorial - Marion Leistikow           | 11-6102-709-000 | \$50.00     | \$50.00     |
| 136958       | Aaron Mabe Smith                   | Reimburse Mileage - Clinical Setup    | 12-1208-602-000 | \$40.20     | \$40.20     |
| 136959       | Susan Stolte                       | Reimburse Mileage - Clinicals (Feb)   | 12-1211-601-000 | \$373.86    | \$373.86    |
| 136960       | The Villas at LCC, LLC             | Housing                               | 11-0000-201-001 | \$666.00    |             |
|              |                                    | Housing                               | 11-0000-201-001 | \$2,040.00  |             |
|              |                                    | Housing                               | 11-0000-201-001 | \$543.00    |             |

LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL

2/22/2024

| Check Number | Vendor                 | Description | Account Number  | Amount     | Total |
|--------------|------------------------|-------------|-----------------|------------|-------|
| 136960       | The Villas at LCC, LLC | Housing     | 11-0000-201-001 | \$1,647.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$1,515.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$444.00   |       |
|              |                        | Housing     | 11-0000-201-001 | \$1,825.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$1,743.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,232.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,037.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,440.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,550.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,550.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,550.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,440.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,440.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |



**LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL**

2/22/2024

| Check Number | Vendor                 | Description | Account Number  | Amount     | Total |
|--------------|------------------------|-------------|-----------------|------------|-------|
| 136960       | The Villas at LCC, LLC | Housing     | 11-0000-201-001 | \$980.10   |       |
|              |                        | Housing     | 11-0000-201-001 | \$672.00   |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$1,830.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,186.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,040.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,550.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,520.94 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,440.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$2,440.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$582.00   |       |
|              |                        | Housing     | 11-0000-201-001 | \$466.00   |       |
|              |                        | Housing     | 11-0000-201-001 | \$347.12   |       |
|              |                        | Housing     | 11-0000-201-001 | \$1,764.00 |       |
|              |                        | Housing     | 11-0000-201-001 | \$1,655.00 |       |

LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL

2/22/2024

| Check Number | Vendor                 | Description                         | Account Number  | Amount              | Total        |
|--------------|------------------------|-------------------------------------|-----------------|---------------------|--------------|
| 136960       | The Villas at LCC, LLC | Housing                             | 11-0000-201-001 | \$1,613.00          |              |
|              |                        | Housing                             | 11-0000-201-001 | \$1,052.00          |              |
|              |                        | Housing                             | 11-0000-201-001 | \$2,040.00          |              |
|              |                        | Housing                             | 11-0000-201-001 | \$2,040.00          | \$105,800.16 |
| 136961       | Veritiv                | Paper                               | 11-6503-705-000 | \$1,034.20          |              |
|              |                        | Paper Fuel Surcharge                | 11-6503-705-000 | \$22.94             |              |
|              |                        | Paper Fuel Surcharge                | 11-6503-705-000 | \$11.47             | \$1,068.61   |
| 136962       | WoodRiver Energy LLC   | Natural Gas Service                 | 11-7102-633-000 | \$3,136.61          |              |
|              |                        | Natural Gas Service - WTC           | 12-4204-633-000 | \$1,110.15          |              |
|              |                        | Natural Gas Service - Student Union | 16-9482-633-000 | \$576.24            | \$4,823.00   |
|              |                        |                                     |                 | <u>\$167,030.09</u> |              |

|   |                     |
|---|---------------------|
| 11-General Fund                           | \$163,498.65        |
| 12-Postsecondary Technical Education Fund | \$2,672.58          |
| 16-Auxillary Ent Fund                     | \$858.86            |
| 64-Deferred Maintenance                   | \$0.00              |
| 67-Capital Outlay                         | \$0.00              |
|   | <u>\$167,030.09</u> |

Checks approved for release prior to Board action

  
President

  
Vice President of Finance & Operations

**LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL**

2/28/2024

| Check Number | Vendor               | Description                        | Account Number  | Amount   | Total      |
|--------------|----------------------|------------------------------------|-----------------|----------|------------|
| 136968       | Tyler S Allen        | Reimburse Mileage - Recruiting     | 11-5302-601-000 | \$86.43  | \$86.43    |
| 136969       | Haley Shae Beeman    | Reimburse - NEI Conference Reg     | 12-1246-630-000 | \$625.00 | \$625.00   |
| 136970       | Delyna R Bohnenblust | Reimburse - NEI Conference Reg     | 12-1246-630-000 | \$575.00 | \$575.00   |
| 136971       | Capital One          | Snacks for KCCLI Meeting           | 11-6101-702-000 | \$109.84 |            |
|              |                      | HDMI Cables                        | 11-6401-701-000 | \$47.04  |            |
|              |                      | Nursing Advisory Lunch Supplies    | 12-1208-709-000 | \$17.90  |            |
|              |                      | Nursing Advisory Lunch Supplies    | 12-1208-709-000 | \$70.21  |            |
|              |                      | Supplies                           | 16-9684-701-000 | \$61.33  |            |
|              |                      | Food                               | 16-9684-743-000 | \$5.66   |            |
|              |                      | Food                               | 16-9684-743-000 | \$43.84  |            |
|              |                      | Food                               | 16-9684-743-000 | \$97.79  |            |
|              |                      | Food                               | 16-9684-743-000 | \$26.71  |            |
|              |                      | Food                               | 16-9684-743-000 | \$39.77  |            |
|              |                      | Food                               | 16-9684-743-000 | \$67.92  |            |
|              |                      | Food                               | 16-9684-743-000 | \$125.41 |            |
|              |                      | Food                               | 16-9684-743-000 | \$19.52  |            |
|              |                      | Food                               | 16-9684-743-000 | \$91.40  |            |
|              |                      | Food                               | 16-9684-743-000 | \$218.48 |            |
|              |                      | Food                               | 16-9684-743-000 | \$81.10  |            |
|              |                      | Food                               | 16-9684-743-000 | \$130.41 |            |
|              |                      | Food                               | 16-9684-743-000 | \$124.68 |            |
|              |                      | Food                               | 16-9684-743-000 | \$80.45  |            |
|              |                      | Food                               | 16-9684-743-000 | \$14.04  |            |
|              |                      | Food                               | 16-9684-743-000 | \$236.87 | \$1,710.37 |
| 136972       | Haley Renee Cook     | Reimburse Mileage - Recruiting (4) | 11-5504-603-000 | \$688.76 | \$688.76   |



LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL

| Check Number | Vendor                  | 2/28/2024                               |                 | Amount     | Total   |
|--------------|-------------------------|---|-----------------|------------|---------|
|              |                         | Description                             | Account Number  |            |         |
| 136973       | Jaran Dixon             | Reimburse Team Meal - 2/17/24           | 11-5503-601-000 | \$22.05    | \$22.05 |
| 136974       | Elan Financial Services | Expedia Flight - Huffman - NewYork      | 11-4200-630-029 | \$308.92   |         |
|              |                         | Learning & Brain - Conf Reg - Huffma    | 11-4200-630-029 | \$649.00   |         |
|              |                         | SurveyMokey - Annual Subscription       | 11-4201-701-000 | \$372.00   |         |
|              |                         | Holiday Inn - Allen/Voliva - Recruiting | 11-5302-601-000 | \$110.55   |         |
|              |                         | Arbonne - Protein & Conditioning Sha    | 11-5504-701-000 | \$834.61   |         |
|              |                         | Quality Inn - Wrestling - Great Bend    | 11-5505-601-000 | \$669.20   |         |
|              |                         | Quality Inn - Wrestling - Great Bend    | 11-5505-601-000 | \$84.25    |         |
|              |                         | RockTape - Athletic Trainer Items       | 11-5507-701-000 | \$498.92   |         |
|              |                         | HLC - M Watkins - HLC Conf Reg          | 11-6101-601-000 | \$725.00   |         |
|              |                         | Fairfield Inn - M Watkins - Topeka, KS  | 11-6101-601-000 | \$113.35   |         |
|              |                         | Best Western - Watkins - KJCCC          | 11-6101-601-000 | \$90.05    |         |
|              |                         | Courtyard St. Louis - Watkins - HLC     | 11-6101-601-001 | \$157.74   |         |
|              |                         | Credit - Courtyard St. Peters - Watkin: | 11-6101-601-001 | (\$13.62)  |         |
|              |                         | Credit - Courtyard St. Louis - Watkins  | 11-6101-601-001 | (\$157.74) |         |
|              |                         | Courtyard St. Peters - Watkins - HLC    | 11-6101-601-001 | \$178.13   |         |
|              |                         | Courtyard St. Louis - Watkins - HLC     | 11-6101-601-001 | \$136.00   |         |
|              |                         | Chicken Coop - Deposit for Frames       | 11-6101-702-000 | \$50.00    |         |
|              |                         | Domino's - BOT Meeting Lunch            | 11-6102-709-000 | \$26.96    |         |
|              |                         | ChickenCoop - Frames for Board Pict     | 11-6102-709-000 | \$248.50   |         |
|              |                         | TaxBandits - KS & Fed Filing 1099-MI    | 11-6201-701-000 | \$17.25    |         |
|              |                         | TaxBandits - KS & Fed Filing 1099-NE    | 11-6201-701-000 | \$73.70    |         |
|              |                         | SkillShare - Annual Team Plan           | 11-6301-661-000 | \$318.00   |         |
|              |                         | SkillShare - Annual Membership          | 11-6301-661-000 | \$99.00    |         |
|              |                         | Marketplace - KCCLI Topeka Session      | 11-6501-681-000 | \$75.00    |         |

**LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL**

2/28/2024

Account  
Number

Check  
Number

Vendor

Description

Total

Amount

| Check Number | Vendor                           | Description                          | Account Number  | Amount     | Total       |
|--------------|----------------------------------|--------------------------------------|-----------------|------------|-------------|
| 136974       | Elan Financial Services          | KanPay - New Van Registration        | 11-6502-720-000 | \$29.47    |             |
|              |                                  | O'Reilly Auto - Van Battery          | 11-6502-720-000 | \$229.41   |             |
|              |                                  | Comfort Suites - HR - KS Employment  | 11-6504-601-001 | \$178.66   |             |
|              |                                  | Comfort Suites - HR - KS Employment  | 11-6504-601-001 | \$256.22   |             |
|              |                                  | Gerken Rent-All - Boom Lift Rental   | 11-7102-649-000 | \$264.00   |             |
|              |                                  | FirehouseVigilance - Fire School Spe | 12-1205-701-001 | \$2,500.00 |             |
|              |                                  | ProctorFree - Sono Proctored Exams   | 12-1214-700-000 | \$252.00   |             |
|              |                                  | ProctorFree - Sono Proctored Exams   | 12-1214-700-000 | \$406.00   |             |
|              |                                  | ProctorFree - Annual DMS Hosting     | 12-1214-700-000 | \$750.00   |             |
|              |                                  | CareerSafe - OSHA Vouchers           | 12-4204-701-001 | \$544.00   |             |
|              |                                  | CareerSafe - OSHA Vouchers           | 12-4204-701-001 | \$320.00   |             |
|              |                                  | CareerSafe - OSHA Voucher            | 12-4204-701-001 | \$15.00    |             |
|              |                                  | CareerSafe - OSHA Vouchers           | 12-4204-701-001 | \$320.00   |             |
|              |                                  | AARC - R Harper - Membership Fee     | 12-4204-701-002 | \$108.50   |             |
|              |                                  | Ozarks Coca-Cola - Bag in the Box Pr | 16-9684-743-000 | \$573.87   | \$12,411.90 |
| 136975       | Evegy Kansas Central INC         | Electricity - 1230 Main              | 11-7102-634-000 | \$235.45   |             |
|              |                                  | Electricity - Athletic Expansion     | 11-7102-634-000 | \$4,745.80 |             |
|              |                                  | Electricity - 1105 Main              | 11-7102-634-000 | \$80.56    | \$5,061.81  |
| 136977       | GFL Environmental                | Trash Removal - Cherokee Center      | 11-7103-649-000 | \$344.05   | \$344.05    |
| 136979       | Jennifer Harding                 | Reimburse - KS License Renewal       | 11-4200-630-033 | \$73.80    | \$73.80     |
| 136980       | Ross Harper                      | Reimburse Mileage - Meetings (5)     | 12-1205-602-000 | \$174.20   | \$174.20    |
| 136982       | K A S F A A                      | Spring Conf. Reg. - Teri Pearce      | 11-6201-601-000 | \$135.00   | \$135.00    |
| 136984       | Kansas Gas Service               | Gas Service - 1306 Main              | 11-7102-633-000 | \$267.19   |             |
|              |                                  | Gas Service - 1230 Main              | 11-7102-633-000 | \$204.11   | \$471.30    |
| 136986       | Labette County Register of Deeds | Filing Fee - 1401 Main Deed          | 11-6501-662-000 | \$21.00    | \$21.00     |

LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL

| Check Number | Vendor                | Description                            | Account         |        | Amount             | Total      |
|--------------|-----------------------|--|-----------------|--------|--------------------|------------|
|              |                       |  | Number          | Number |                    |            |
| 136987       | Jyssica Lahey         | Dessert - Beachner Gen Award           | 11-6505-701-000 |        | \$40.00            | \$40.00    |
| 136988       | Jessica A Letterman   | Reimburse Meals - Topeka, KS           | 11-6504-601-001 |        | \$22.65            | \$22.65    |
| 136989       | Kandi Midgett         | Reimburse Mileage - Recruiting (2)     | 11-5504-603-000 |        | \$435.50           | \$435.50   |
| 136990       | Jason L Sharp         | Reimburse Mileage - LCHS/Pitt/Rivert   | 11-4201-601-000 |        | \$166.16           | \$166.16   |
| 136991       | Aaron Mabe Smith      | Reimburse - NEI Conference Reg         | 12-1246-630-000 |        | \$625.00           | \$625.00   |
| 136992       | The Wright Signs      | Deposit - History Exhibit Decals       | 11-6301-709-000 |        | \$100.00           | \$100.00   |
| 136994       | Jeffrey Michael Vesta | Wrestling Nationals Travel - 2/28/2024 | 11-5506-600-000 |        | \$3,000.00         | \$3,000.00 |
| 136995       | Haley Walker          | Reimburse Meal - SHRM Conf             | 11-6504-601-001 |        | \$67.10            | \$67.10    |
|              |                       |  |                 |        | <u>\$26,857.08</u> |            |

|   |                    |
|---|--------------------|
| 11-General Fund                           | \$17,515.02        |
| 12-Postsecondary Technical Education Fund | \$7,302.81         |
| 16-Auxillary Ent Fund                     | \$2,039.25         |
| 64-Deferred Maintenance                   | \$0.00             |
| 67-Capital Outlay                         | \$0.00             |
|   | <u>\$26,857.08</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**

2/29/2024

| Check Number | Vendor             | Description                         | Account Number  | Amount      | Total       |
|--------------|--------------------|-------------------------------------|-----------------|-------------|-------------|
| 136996       | A Book Company     | Financial Aid Books                 | 16-0000-131-002 | \$33,013.34 |             |
|              |                    | Returned Financial Aid Books        | 16-0000-131-002 | (\$95.55)   | \$32,917.79 |
| 136997       | Ace Hardware, Inc. | Athletic Field Striping Paint       | 11-5502-701-000 | \$178.02    |             |
|              |                    | Lock & Extra Keys for SB Field Gate | 11-5509-701-000 | \$33.97     |             |
|              |                    | Sump Pump for SB Field              | 11-5509-701-000 | \$99.99     |             |
|              |                    | Poles for Sleds for SB Workouts     | 11-5509-701-000 | \$71.96     |             |
|              |                    | Padlocks, Keys & Tags SB Porta Pots | 11-5509-701-000 | \$37.20     |             |
|              |                    | Curved Snips                        | 11-5509-701-000 | \$24.99     |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$73.24     |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$16.99     |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$4.59      |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$37.97     |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$33.71     |             |
|              |                    | Groundskeeping Supplies             | 11-7102-649-000 | \$8.59      |             |
|              |                    | Groundskeeping Supplies             | 11-7102-649-000 | \$433.40    |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$37.01     |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$6.00      |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$1.50      |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$15.98     |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$410.99    |             |
|              |                    | Groundskeeping Supplies             | 11-7102-649-000 | \$27.58     |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$8.57      |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$139.99    |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$239.99    |             |
|              |                    | Maintenance Supplies                | 11-7102-649-000 | \$38.08     |             |

**LABETTE COMMUNITY COLLEGE  
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2/29/2024

| Check Number | Vendor                                 | Description                           | Account Number  | Amount      | Total       |
|--------------|--|---------------------------------------|-----------------|-------------|-------------|
| 136997       | Ace Hardware, Inc.                     | Custodial Supplies                    | 11-7102-702-000 | \$35.97     |             |
|              |  | Custodial Supplies                    | 11-7102-702-000 | \$26.99     | \$2,043.27  |
| 136998       | American Electric Company              | 4ft LED Line Voltage - Color          | 11-7102-649-000 | \$895.00    |             |
|              |  | 18" Direct Drive Lamps                | 11-7102-649-000 | \$51.00     | \$946.00    |
| 136999       | Assessment Technologies Institute, LLC | ATI 0525 Coursework Spring 2024       | 12-1208-661-000 | \$15,040.00 |             |
|              |  | Credit - Overpayment from Fall 2023   | 12-1208-661-000 | (\$243.00)  |             |
|              |  | ATI 0524 Coursework Spring 2024       | 12-1208-661-000 | \$7,443.25  | \$22,240.25 |
| 137000       | C D W Government Inc                   | Cisco AnyConnect Licensing            | 11-6401-701-000 | \$161.25    |             |
|              |  | Replacement 550 Sheet Tray            | 11-6401-701-000 | \$297.23    |             |
|              |  | Barracuda Renewal                     | 11-6401-701-000 | \$3,198.72  |             |
|              |  | Adobe Lightroom                       | 11-6401-701-000 | \$60.47     |             |
|              |  | Veeam Data Renewal                    | 11-6401-701-000 | \$3,674.88  |             |
|              |  | Logitech Meetup Video Conferencing    | 11-6403-850-000 | \$835.05    | \$8,227.60  |
| 137001       | Carolina Biological Supply Company     | Hot Plates, Test Tube Clamps/Racks    | 11-1102-700-000 | \$1,374.28  |             |
|              |  | Preserved Pigs, Double Injection      | 11-1102-700-000 | \$179.95    |             |
|              |  | Leica DM300 Binocular Microscopes     | 11-1102-700-000 | \$5,000.00  |             |
|              |  | Shipping                              | 11-1103-700-000 | \$81.39     |             |
|              |  | Preserved Frogs, 5"+                  | 11-1103-700-000 | \$13.23     |             |
|              |  | Preserved Earthworms, Tube of 10      | 11-1103-700-000 | \$8.46      |             |
|              |  | Preserved Pigs, Double Injection      | 11-1103-700-000 | \$94.89     |             |
|              |  | Preserved Squid                       | 11-1103-700-000 | \$29.70     | \$6,781.90  |
| 137002       | CFC Security, Inc.                     | Solis Cyber and Sentinel One Endpoint | 11-6401-646-003 | \$5,953.50  | \$5,953.50  |
| 137003       | Cintas Corporation No. 2               | Soap Dispenser & Sanitizer Refills    | 11-7102-702-000 | \$121.84    |             |
|              |  | Soap Dispenser & Sanitizer Refills    | 11-7102-702-000 | \$118.07    |             |
|              |  | Soap Dispenser & Sanitizer Refills    | 11-7102-702-000 | \$121.84    |             |



**LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL**

| Check Number | Vendor                                 | Description                          | Account         |        | Amount      | Total       |
|--------------|--|--------------------------------------|-----------------|--------|-------------|-------------|
|              |  |                                      | Number          | Number |             |             |
| 137003       | Cintas Corporation No. 2               | Soap Dispenser & Sanitizer Refills   | 11-7102-702-000 |        | \$118.07    | \$479.82    |
| 137004       | Copy Products Inc                      | Copy Usage - Cherokee Center         | 11-7103-701-000 |        | \$135.29    | \$135.29    |
| 137005       | Digital Connections Inc.               | Lanier Copier Maintenance            | 11-6503-648-000 |        | \$171.88    | \$171.88    |
| 137006       | Ebsco Information Services             | eBook Collection Renewal             | 11-4101-710-000 |        | \$2,778.00  |             |
|              |  | Discovery System Renewal             | 11-4101-710-000 |        | \$12,763.00 | \$15,541.00 |
| 137007       | Fastenal Company                       | AED Pedi-Padz Electrodes             | 11-5507-701-000 |        | \$138.44    |             |
|              |  | Alkaline Batteries                   | 11-7102-649-000 |        | \$152.71    |             |
|              |  | Assorted Hardware Supplies           | 12-1219-700-000 |        | \$202.17    | \$493.32    |
| 137008       | Max Good                               | Honorarium - Photography Exhibition  | 11-1101-702-000 |        | \$150.00    | \$150.00    |
| 137009       | Grand Rental Station                   | Machine Rental - Haulotte Lift       | 11-7102-649-000 |        | \$269.50    | \$269.50    |
| 137010       | Graves Foods                           | Supplies                             | 16-9684-701-000 |        | \$295.96    |             |
|              |  | Supplies                             | 16-9684-701-000 |        | \$123.08    |             |
|              |  | Food                                 | 16-9684-743-000 |        | \$1,156.55  |             |
|              |  | Food                                 | 16-9684-743-000 |        | \$712.43    | \$2,288.02  |
| 137011       | Green's Vegetation Control/William Gre | Granular Fertilizer - Softball Field | 11-5509-701-000 |        | \$270.00    | \$270.00    |
| 137012       | Herff Jones Inc.                       | Replacement Diploma                  | 11-5303-706-001 |        | \$45.21     | \$45.21     |
| 137013       | Herring Bank                           | ID Cards, Printer Leases & ACH Items | 11-6401-701-000 |        | \$486.90    | \$486.90    |
| 137014       | Herrman Lumber                         | Art Supplies                         | 11-1101-700-000 |        | \$72.25     |             |
|              |  | Maintenance Materials                | 11-7102-649-000 |        | \$252.79    | \$325.04    |
| 137015       | Hillyard/Springfield                   | Trigger Heads, Trash Bags, Floor Cle | 11-7102-702-000 |        | \$776.32    | \$776.32    |
| 137016       | Jarred, Gilmore & Phillips, PA         | FY23 Final Audit Report              | 11-6201-663-000 |        | \$7,500.00  | \$7,500.00  |
| 137017       | Jenzabar, Inc.                         | JFA Implementation & Training        | 11-6401-646-001 |        | \$1,618.75  | \$1,618.75  |
| 137018       | Johnson Controls                       | Service Call - Labor & Repair        | 11-7202-648-000 |        | \$1,970.00  | \$1,970.00  |
| 137019       | Kansas Outdoor Advertising             | February Digital Billboard           | 11-6301-613-000 |        | \$300.00    |             |
|              |  | February Billboard Rentals           | 11-6301-613-000 |        | \$725.00    | \$1,025.00  |

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| Check Number | Vendor                        | Description                | Account Number  | Amount     | Total      |
|--------------|-------------------------------|----------------------------|-----------------|------------|------------|
| 137020       | KMI Metals                    | Steel                      | 12-1219-700-000 | \$1,614.67 | \$1,614.67 |
| 137021       | Labette Avenue                | Spring 2024 Enrollment Ad  | 11-6301-613-000 | \$315.00   |            |
|              |                               | Cardinal Strong Game Ad    | 11-6301-613-000 | \$80.00    | \$395.00   |
| 137022       | Labette Health                | Vacuum Regulator           | 12-1246-850-004 | \$305.00   |            |
|              |                               | O2 Meter Hardware          | 12-1246-850-004 | \$9.93     |            |
|              |                               | O2 Flow Meters             | 12-1246-850-004 | \$204.00   | \$518.93   |
| 137023       | Marmic Fire and Safety Co Inc | Quarterly Inspections      | 11-7202-648-000 | \$483.11   | \$483.11   |
| 137024       | McCarty's Office Machines Inc | New Signature Stamps (2)   | 11-6201-701-000 | \$58.30    |            |
|              |                               | H Building Copier Toner    | 11-6401-701-000 | \$260.00   |            |
|              |                               | Canon Maintenance Contract | 11-6503-648-000 | \$846.66   |            |
|              |                               | Supplies                   | 11-6503-701-000 | \$245.73   |            |
|              |                               | Copy Usage - WTC           | 12-1219-700-000 | \$1.86     | \$1,412.55 |
| 137025       | Midwest Tape, LLC             | Hoopla Digital Documents   | 11-4101-710-000 | \$107.92   | \$107.92   |
| 137027       | P1 Service, LLC               | Maintenance Agreement      | 11-7103-649-000 | \$656.00   |            |
|              |                               | Maintenance Agreement      | 11-7202-648-000 | \$5,903.00 | \$6,559.00 |
| 137028       | Parsons High School           | TSA Sponsorship            | 11-6301-704-000 | \$150.00   | \$150.00   |
| 137029       | Parsons Recreation Commission | Chalk for Home SB Games    | 11-5509-701-000 | \$105.00   | \$105.00   |
| 137030       | Parsons Sun                   | Cancer Awareness Game Ad   | 11-6301-613-000 | \$120.00   |            |
|              |                               | Parsons Business Directory | 11-6301-613-000 | \$149.00   |            |
|              |                               | 2024 Spring Enrollment Ad  | 11-6301-613-000 | \$120.00   |            |
|              |                               | 2024 Spring Enrollment Ad  | 11-6301-613-000 | \$120.00   |            |
|              |                               | Cancer Awareness Game Ad   | 11-6301-613-000 | \$120.00   |            |
|              |                               | Director of Workforce Ad   | 11-6504-613-000 | \$48.00    | \$677.00   |
| 137031       | Print Image Solutions, Inc    | LEXMARK B2442dw Toner      | 11-6401-701-000 | \$96.00    |            |
|              |                               | B2242 Toner B241H00        | 11-6401-701-000 | \$620.00   |            |

**LABETTE COMMUNITY COLLEGE  
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| Check Number | Vendor                               | Description                          | Account Number  | Amount     | Total      |
|--------------|--------------------------------------|--------------------------------------|-----------------|------------|------------|
| 137031       | Print Image Solutions, Inc           | LEXMARK MS610 Maintenance Kit        | 11-6401-701-000 | \$337.00   | \$1,053.00 |
| 137032       | Promounds, Inc                       | Easton Z5 Helmets                    | 11-5502-701-000 | \$933.20   |            |
|              |                                      | Shipping - Helmets                   | 11-5502-701-000 | \$28.34    | \$961.54   |
| 137033       | QueenB Television of Kansas/Missouri | January Advertising - KOAM           | 11-6301-613-000 | \$1,380.00 |            |
|              |                                      | January Advertising - KFJX           | 11-6301-613-000 | \$360.00   |            |
|              |                                      | January Onsite Video Ads - KOAM      | 11-6301-613-000 | \$200.00   |            |
|              |                                      | January Digital Advertising - KOAM   | 11-6301-613-000 | \$2,700.00 | \$4,640.00 |
| 137034       | Relentless Sports, LLC               | Custom Backpacks & Wrap Series Ba    | 11-5502-701-000 | \$2,575.00 | \$2,575.00 |
| 137035       | Roy's Auto Service, LLC              | Vehicle Maintenance - Polaris Ranger | 11-6502-720-000 | \$245.46   | \$245.46   |
| 137036       | T & E Auto Sales and Service         | Vehicle Maintenance - RV 25          | 11-6502-720-000 | \$82.99    | \$82.99    |
| 137037       | The Sherwin Williams Co              | Paint Supplies                       | 11-7102-649-000 | \$23.87    | \$23.87    |
| 137038       | Thompson Bros. Supplies, INC         | Cut Off Wheels                       | 12-1219-700-000 | \$130.00   |            |
|              |                                      | Tig Torch                            | 12-1219-700-000 | \$155.71   |            |
|              |                                      | TIG Welder Supplies                  | 12-1219-700-000 | \$121.00   |            |
|              |                                      | Contact Tips                         | 12-1219-700-000 | \$19.00    |            |
|              |                                      | Mig Liner                            | 12-1219-700-000 | \$33.91    |            |
|              |                                      | Credit - Welding Supplies            | 12-1219-700-000 | (\$80.96)  |            |
|              |                                      | Credit - Transporation Charges       | 12-1219-700-000 | (\$278.42) |            |
|              |                                      | Welding Supplies                     | 12-1219-700-001 | \$660.88   |            |
|              |                                      | Cylinder Rentals                     | 12-1219-700-002 | \$243.04   |            |
|              |                                      | Welding Tips                         | 12-1219-700-004 | \$65.00    | \$1,069.16 |
| 137039       | UniFirst Corporation                 | Mats, Mops, Cloths                   | 11-7103-649-000 | \$60.51    |            |
|              |                                      | Mats, Mops, Cloths                   | 11-7103-649-000 | \$61.56    |            |
|              |                                      | Mats, Mops, Cloths                   | 11-7103-649-000 | \$60.51    |            |
|              |                                      | Mats, Mops, Cloths                   | 11-7103-649-000 | \$60.51    |            |



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| Check Number | Vendor                              | Description                      | Account Number  | Amount     | Total      |
|--------------|-------------------------------------|----------------------------------|-----------------|------------|------------|
| 137039       | UniFirst Corporation                | Mats, Mops, Cloths               | 11-7103-649-000 | \$60.51    |            |
|              |                                     | Mats, Mops, Cloths               | 11-7103-649-000 | \$61.56    |            |
|              |                                     | Aprons, Mats, Mops, Cloths       | 11-7202-648-000 | \$152.31   |            |
|              |                                     | Aprons, Mats, Mops, Cloths       | 11-7202-648-000 | \$152.31   |            |
|              |                                     | Aprons, Mats, Mops, Cloths       | 11-7202-648-000 | \$149.06   |            |
|              |                                     | Aprons, Mats, Mops, Cloths       | 11-7202-648-000 | \$149.06   |            |
|              |                                     | Aprons, Mats, Mops, Cloths       | 11-7202-648-000 | \$149.06   |            |
|              |                                     | 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    |            |
|              |                                     | Aprons, Mats, Mops, Cloths       | 16-9482-701-000 | \$50.00    |            |
|              |                                     | Aprons, Mats, Mops, Cloths       | 16-9482-701-000 | \$50.00    | \$1,366.96 |
| 137040       | Uplink, LLC                         | Monthly Monitoring Fee           | 11-7102-649-000 | \$45.00    |            |
|              |                                     | Monthly Monitoring Fee           | 11-7102-649-000 | \$45.00    | \$90.00    |
| 137041       | Vietti Marketing Group              | January Advertising - KBTN       | 11-6301-613-000 | \$750.00   |            |
|              |                                     | January Advertising - NBC Sports | 11-6301-613-000 | \$50.00    |            |
|              |                                     | Jan Digital Advertising - KBTN   | 11-6301-613-000 | \$800.00   |            |
|              |                                     | Jan Enrollment Campaign - Social | 11-6301-613-000 | \$1,040.00 | \$2,640.00 |
| 137042       | Mark Watkins                        | Reimburse Meals - KJCCC Meeting  | 11-6101-709-000 | \$31.05    |            |
|              |                                     | Vehicle Expense                  | 11-6501-590-001 | \$900.00   | \$931.05   |
| 137043       | Weis Fire and Safety Equipment, LLC | 14' Roof Ladders                 | 12-1205-701-001 | \$853.16   |            |
|              |                                     | Shipping and Handling            | 12-1205-701-001 | \$403.86   |            |
|              |                                     | Crate Fee & Freight Cost         | 12-1205-701-001 | \$1,620.63 |            |
|              |                                     | 24' Two-Section Ladders          | 12-1205-701-001 | \$1,821.38 |            |
|              |                                     | Fire School Hoses                | 12-1205-701-001 | \$5,231.68 | \$9,930.71 |

**LABETTE COMMUNITY COLLEGE  
CLAIMS REGISTER FOR APPROVAL**

| Check Number | Vendor                                    | Description                        | 2/29/2024           | Account Number  | Amount              | Total       |
|--------------|---|------------------------------------|---------------------|-----------------|---------------------|-------------|
| 137044       | Zimmer Radio, Inc                         | January Advertising - KSYN         |                     | 11-6301-613-000 | \$1,350.00          | \$1,350.00  |
| 137045       | ZOLL Medical Corporation                  | X Series Adv Monitor/Defibrillator |                     | 12-1205-701-001 | \$35,272.31         | \$35,272.31 |
|              |   |                                    |                     |                 | <u>\$186,911.59</u> |             |
|              | 11-General Fund                           |                                    | \$80,605.72         |                 |                     |             |
|              | 12-Postsecondary Technical Education Fund |                                    | \$70,850.06         |                 |                     |             |
|              | 16-Auxillary Ent Fund                     |                                    | \$35,455.81         |                 |                     |             |
|              | 64-Deferred Maintenance                   |                                    | \$0.00              |                 |                     |             |
|              | 67-Capital Outlay                         |                                    | \$0.00              |                 |                     |             |
|              |   |                                    | <u>\$186,911.59</u> |                 |                     |             |