LABETTE COMMUNITY COLLEGE

ANNUAL REPORT FY2024

Labette Community College

Introduction

Labette Community College's 2024 Annual Report is a comprehensive description of how we satisfied our mission, "…to provide quality learning opportunities in a supportive environment for success in a changing world" from July 1, 2023 through June 30, 2024.

Dr. Mark Watkins, Ed. D.
President

This has been a special year of celebration as our community college has operated continuously for 100 years! LCC may not be in existence today if it were not for the vision of Dr. Rees Hughes and his supporters. Thanks to the overwhelming support from Parsons voters on April 3rd, 1923, Parsons Junior College began in earnest five months later when classes began on Tuesday, September 12, 1923.

To commemorate the first day of classes, we started the year with a Founder's Day Celebration on September 12 and will continue to recognize the occasion annually. We then dedicated the new and improved Zetmeir Family Athletic Complex featuring both the "Modern Cardinal" which was designed by an LCC Latzer Art Award Student, Ross Benavediz and constructed by our LCC Welding students and Skip Smith's painted mural which celebrated PJC's National Basketball championship.

The Auction for Scholarships incorporated our 100th Birthday as the theme when a record $73,000 was raised for students. LCC graduates earned 267 degrees and 85 certificates as they walked across Forest Park's stage during LCC's 100th Commencement which completed an incredible year of celebration!

LCC experienced a four percent enrollment increase from the previous year. We celebrated with our wrestling coach, Jeff Vesta, who was named the National Coach of the Year! Finally, our health science students passed their national board exams at a rate as follows: Respiratory Care 100%, Radiography 100%, Nursing 95%.

We continue to work and innovate ways to help support our students and local business and industry.

We appreciate the support from our students and local communities!

Go Cardinals!

Mark Watkins

President

Labette Community College

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Labette Community College
Strategic Plan

VISION STATEMENT

Labette Community College will continue to enhance its standing as an exceptional College by striving for excellence in all its programs, services, and activities.

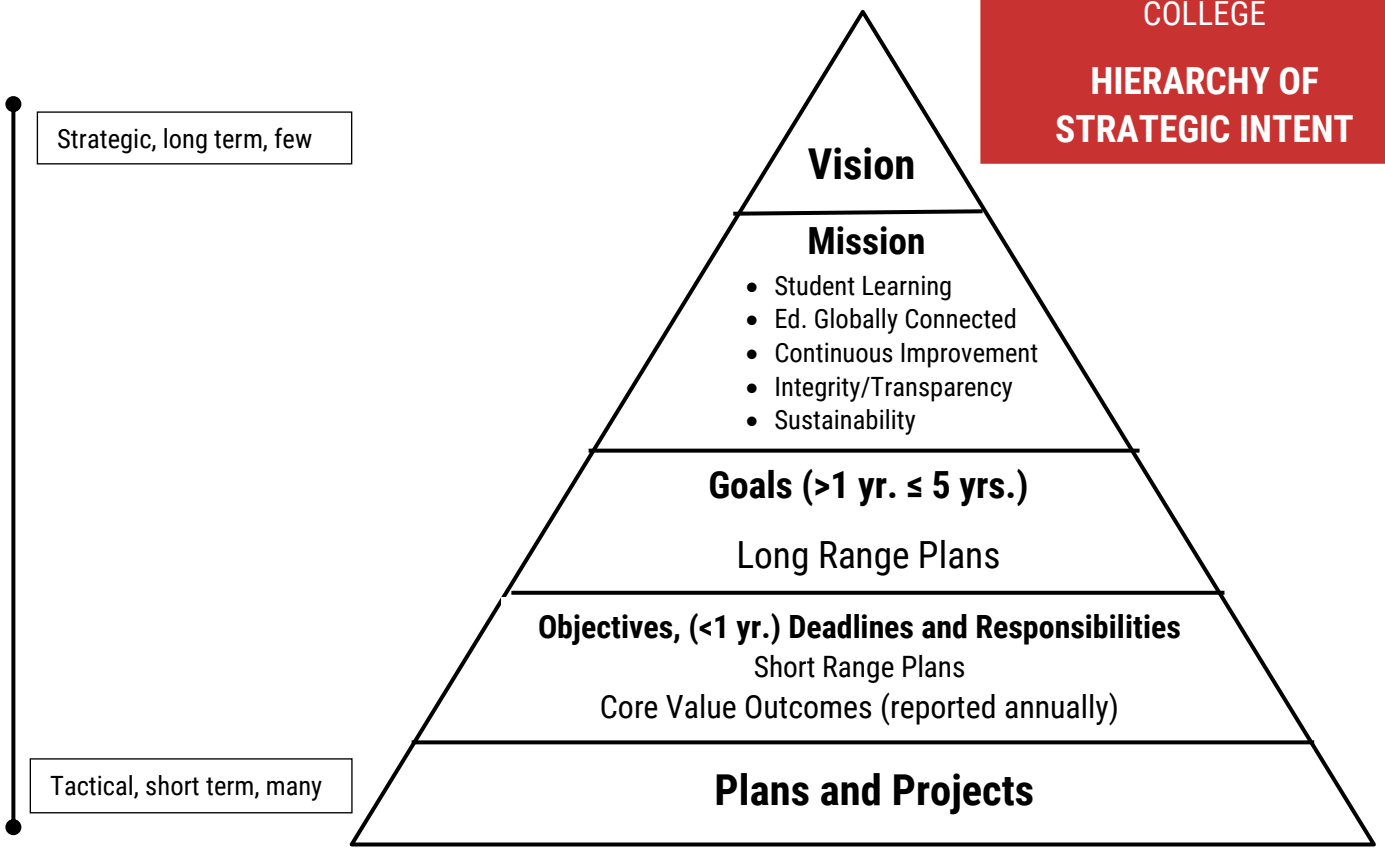
MISSION STATEMENT

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

Below is the Hierarchy of Strategic Intent which shows the relationships between global and more specific elements of LCC's strategy. The hierarchy construct is taken from the work of Alex Miller, University of Tennessee.

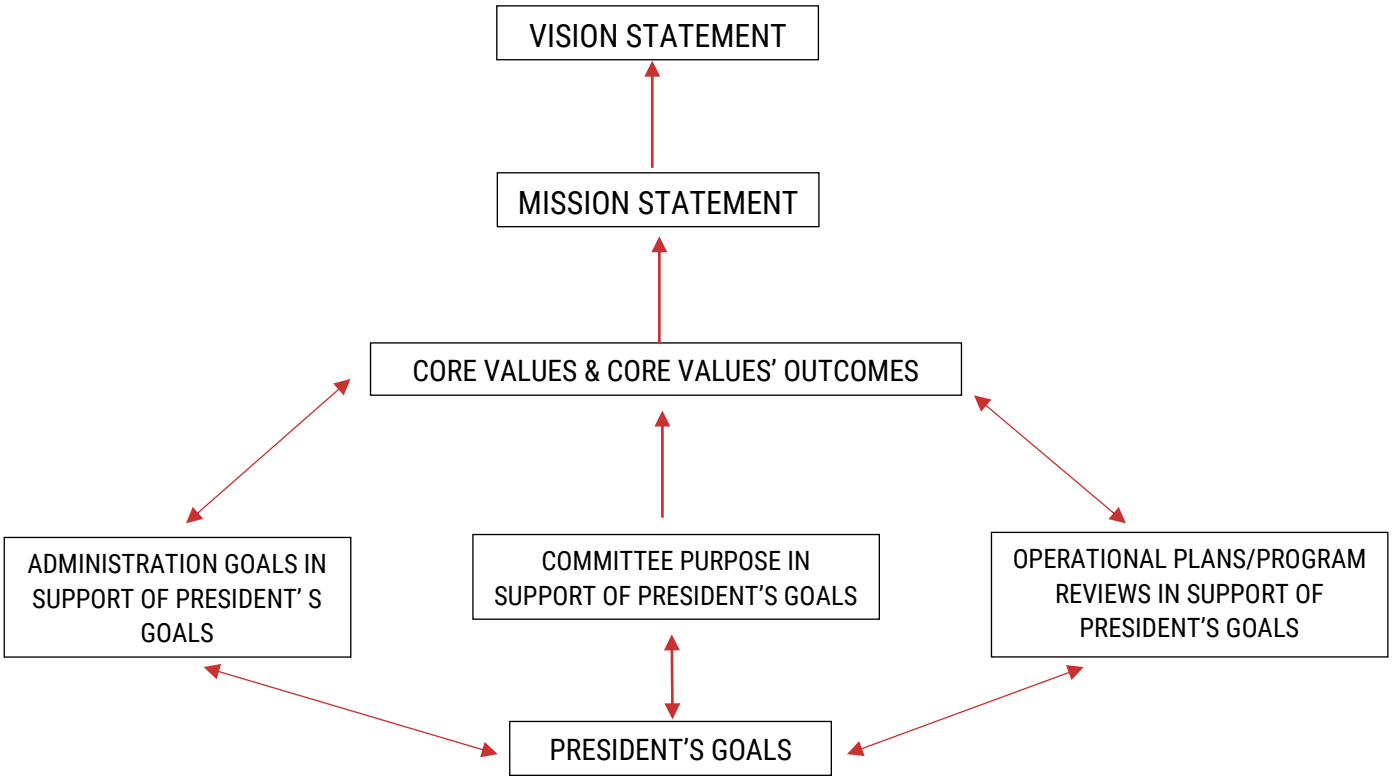
LABETTE COMMUNITY COLLEGE

HIERARCHY OF STRATEGIC INTENT



Strategic Planning Process

Our strategic planning process is depicted below. The conceptual model provides a guide as to how LCC's five major areas (Academic Affairs, Finance & Operations, Student Affairs, Public Relations, and Foundation) satisfy our mission.



LCC's Core Values more clearly define our mission in terms of student learning, global connections, continuous improvement, integrity and transparency, and institutional sustainability. Core Values include more specific outcomes which are supported in the Operational Plans. In order to fulfill our community college mission, goals must be set and achieved. Goals are long-term in nature taking anywhere from one to five years to accomplish which fit the term length of LCC's Operational Plans. In our case, these area goals such as, Academic Affairs or Student Affairs, are linked to the Core Values.

President's Message

The President's Goals for 2023-2024 are listed below. The intent is to link goals to one or more of our five Core Values in the Operational Plans according to the most appropriate Outcome so our work will be linked to our Mission Statement.

Core Value 1: Student Learning
Core Value 2: Education for a Globally Connected World
Core Value 3: Continuous Improvement
Core Value 4: Integrity and Transparency
Core Value 5: Sustainability of the Institution

The President's Goals are intended to be completed within one-five years of posted date and should support our students and communities.

Thank you for your support.

Mark Watkins

Core Value 1: Student Learning

Labette Community College makes every effort to provide collegial programs and services by providing a caring and qualified faculty/staff to assist all students and community members in attaining the foundational skills and knowledge essential for success in work and life, in a supportive and accountable environment.

President: Build “quality learning opportunities” for students in our service area and beyond. Emphasis should include new Career and Technical Educational (CTE) and Workforce opportunities. LCC will partner with area businesses and industries to help fulfill their skilled labor needs. Quality general education will continue to remain core to our comprehensive community college philosophy.

1. Implement a new Workforce/CTE program at the Workforce Training Center. Examples might include CAD & Engineering Graphics, Magnetic Resonance Imaging (MRI) Certification, and Paramedic Certification. (As of AY23)
2. Implement a co-curricular assessment and align with LCC’s Core Values. (HLC 4 Yr. report, 3E p. 23, 4B p27) (As of AY23) HLC: “… the college is encouraged to explore a broader definition of co-curricular beyond extracurricular clubs and organizations. This definition would provide a framework for assessing co-curricular activities. To better understand how the full scope of co-curricular activities supports students and their learning goals, the college could map all its co-curricular initiatives to institutional objectives and collect assessment data. By collecting and analyzing the evidence on the full range of co-curricular activities, Labette will be able to more comprehensively assess the impact of student experiences outside of the classroom.”
3. Provide means to improve student support such as periodic educational programming to improve mental health. (As of AY21)
4. Increase the number of articulation agreements. (KBOR Family Pillar, p.7)(As of AY23)

Outcomes

1A. Cultivate a culture in which services, practices, policies, procedures, and personnel support learning as a major priority.

Academic Affairs

- Provide a full-time/adjunct ratio that allows for the best learning opportunities for our students that our budget will allow. (ongoing)
- Support faculty when implementing additional instructional methods, such as flipping the classroom, or when developing educational support sessions, such as education sessions for clinical instructors. (ongoing)

Finance & Operations

- Support distance learning initiatives (As of FY23)
- Annually review sections of the policy and procedures manual and update as needed keeping in mind the impact on students (As of AY23)
- Transition to a more universal learning management system, LMS, platform to allow for more flexibility in online learning (As of AY24)

Public Relations

- PR department seeks to provide support of learning services to Career Technical Programs and General Ed through the promotion of "How the PR Team can Help." Creating a culture and practice for departments to reach out to the PR department for the promotion of their programs.
- Create a PR Content Calendar for Social/Print Media to match learning/activity opportunities offered at LCC. Content Calendar provides focus on supporting academic programs, sports, and student life activities.
- Create & design images and content in advertising which emulates the objective of the PR Content Calendar for Social/Print Media.

Student Affairs

- Continue to make connections between the core outcomes and student organization efforts. (As of AY20)
- Continue to administer Student Satisfaction Inventory and make modifications at the college based on the results. (As of AY20)
- Support the Advising Center's efforts to generate early academic alert warnings at 5 weeks, 8 weeks, and 12 weeks. (As of AY 23)
- Create partnerships of shared learning with other Kansas institutions that don't directly recruit the same student populations by visiting their institutions and shadowing their departments. (As of AY24)
- Start on additional student organizations. (As of AY24)
- Implement a more formal wellness team process to assist students in need. (As of AY24)

1B. Strive to make the student's experiences with LCC positive, nurturing, and focused on student learning and academic success.

Academic Affairs

- Support co-curricular activities and ensure they are accomplishing their goals by assessing year-end reports. (As of AY22)
- Promote diversity in all of our programs. (ongoing)
- Support program of study initiatives to improve program and course outcomes based on student and advisory committee feedback. (As of AY24)

Foundation

- Seek donations for enhancing learning opportunities or classroom needs
- Seek donations for scholarships

Public Relations

- Promotion of 12 student success stories through social media and news articles.

Student Affairs

- Increase the visibility of financial aid staff on campus. (As of AY23)
- Increase communication on the graduation process to incoming freshmen. (As of AY23)
- Develop an advising plan for at-risk students through the advising center. (As of AY24)
- Strengthen the monthly educational student programs that address mental health concerns. (As of AY24)
- Create a quiet room on campus for students. (As of AY24)

1C. Make accessible a variety of services and programs that address learning needs.

Academic Affairs

- Continue to work with Student Support Service to increase the success of our developmental students. (As of AY22)
- Monitor course enrollment trends and opportunities, and expand or reduce as needed. (ongoing)
- Evaluate KCOG alignment of newly approved courses. (ongoing)

Finance & Operations

- Support initiatives to start new workforce and/or CTE programs. (As of FY23)
- Perform the financial reporting for grants. (As of AY24)
- Continue to promote accessibility training for faculty and staff. (As of AY20)

Student Affairs

- Expand the role of the Academic Coordinator to address the academic support needs of all LCC students. (As of AY24)
- Strengthen the Academic Misconduct Intervention Seminar for students who violate the Academic Misconduct Procedure. (As of AY24)

1D. Use technology to expand opportunities for student learning and student services.

Academic Affairs

- Support technology needed to improve course offerings including online resources, simulation, clinical technologies, etc. (ongoing)
- Research and evaluate the implementation of synchronous and asynchronous learning opportunities in distance education. (As of AY24)

Finance & Operations

- Support new software and classroom technology. (As of FY23)
- Encourage new staff to participate in Jenzabar module training. (As of AY24)
- Plan for the changing landscape of the Jenzabar Enterprise System and transfer to J1 Web-based services. (As of FY24)
- Migrate from Powerfaids to JFA Cloud for Financial Aid packaging. (As of AY24)

Public Relations

- Use the digital signage to promote class/program/student services opportunities.
- Research/consider the possibility of an LCC App by working with IT as an expansion or reaching the public and students.

Student Affairs

- With IT explore methods to provide distance proctoring services to students testing through RedZone to further enhances services available to LCC online students. (As of AY23)
- With IT explore ways to track Case Management cases and their outcomes through Jenzabar or the development of the Access program. (As of AY23)
- Enhance Financial Aid Department's presence on social media to inform students. (As of AY24)

1E. Provide quality programs and services at the main campus, the Cherokee Center, all extension sites, and online.

Academic Affairs

- Research workforce training needs of our service area and offer appropriate upskill, crosstraining, or advanced training at their place of business or throughout LCC service areas. (As of AY24)
- Explore/implement new sustainable programs or educational opportunities which will benefit our service area, business, and industry, and articulate or transfer into university settings for continued educational opportunities. (As of AY22)
- Address any accrediting agency recommendations. (ongoing)

Student Affairs

- Increase student life activities/student organizations for all students. (As of AY23)
- Develop a procedural outline/flowchart for Case Management Services. (As of AY23)
- Participate in the Student Success Academy process through the Higher Learning Commission to create an initiative to increase student success at Labette Community College. (As of AY22)

Core Value 2: Education for a Globally Connected World

Labette Community College promotes diversity in our communities and our world by valuing the dignity, worth, and potential of all persons; by using diverse delivery methods and evolving technology; and by improving the communities we serve through civic engagement opportunities.

President: Prepare our students for the interconnected, interdependent, and globally diverse society.

1. Raise an active social awareness about human and cultural diversity in the world. (HLC 4 Year, 3B, pp. 17-18) (As of AY23) HLC: "The college may benefit from collecting and analyzing data on the effectiveness of its diversity training and programming to substantiate its claims, ensure efforts are affecting change, and ensure employees are demonstrating core values. The college may benefit from collecting and analyzing data on students who engage in these experiences and how they may impact post-graduation employment outcomes."
2. Increase international student presence. (As of AY21)
3. Increase an awareness of belonging among employees through annual training or exercises such as Safe Zone Training. (As of AY23)

Outcomes

2A. Improve and expand linkages with educational partners and community agencies for mutual benefit.

Academic Affairs

- Continue to work with stakeholders to strengthen our Excel in CTE course offerings. (As of AY22)
- Continue to expand program and institutional 2+2 Articulation and/or Affiliation Agreements to strengthen ties with state and regional universities. (As of AY22)

Finance & Operations

- Maintain the financial records for grant funds. (As of AY24)
- Assist in the Excel in CTE reporting requirements and the financial evaluation of new Excel in CTE offerings (As of FY23)

Public Relations

- Public Relations Department to seek/develop relationships with diverse community agencies- such as Communities in Schools, Skil, KS Works, etc.

Student Affairs

- Connect with area high schools, particularly through programs like JAG to educate youth on the possibilities of attending higher education and the financial aid process to ensure community youth success. (As of AY23)
- Investigate possible opportunities to increase international students on campus. (As of AY23)
- Partner with Labette Center for Mental Health to offer Adult Mental Health First Aid to all peer and professional tutors. (As of AY23)
- Through the SEM Recruitment Subcommittee, develop connections with the home school community to promote LCC. (As of AY23)
- Serve as a host institution for the new KACRAO (Kansas Association of College Registrars and Admissions Officers) Transfer Fairs in the fall and spring semesters. (As of AY23)
- Coordinate Centennial Cookout to connect current students with the community and alumni. (As of AY24)
- Connect with the Parsons Middle School Student Council or Career/College class as a possible mentoring opportunity. (As of AY24)

2B. Respond to the diverse learning needs of our community.

Academic Affairs

- Strengthen our personal enrichment educational offerings in response to the needs of our community. (ongoing)
- Support inclusion of class projects that reflect diversity. (ongoing)
- Research and evaluate the implementation of synchronous and asynchronous learning opportunities in distance education. (As of AY24)
- The Public Relations Department works with CTE/Workforce in providing Lunch & Learns to Community and/or Businesses & Industries-HR directors, CEO, and COO to provide needed education programs & to help promote LCC programs.

Finance & Operations

- Continue to provide support for Diversity Committee activities. (As of AY20)

Public Relations

- The Public Relations Department to work with CTE/Workforce in providing Lunch & Learns to Community and/or Businesses & Industries-HR directors, CEO, and COO to provide needed education programs & to help promote LCC programs.

Student Affairs

- Research through the SEM Recruitment Subcommittee the Native American Tribal benefits and how LCC can assist these potential students. (As of AY23)
- Design and implement formalized training methods for Talent Search tutors. (As of AY23)
- Admissions will partner with Academic Affairs and Concurrent Coordinator to implement Counselor Appreciation Days. (As of AY24)

2C. Increase the availability of skilled workers to meet the needs of the community and the State.

Academic Affairs

- Ensure all CTE courses and programs utilize industry-recognized assessment tools, and that all programs fully participate in KBOR alignment opportunities when scheduled to do so. (As of AY22)
- Ensure all HLC and KBOR requirements are adhered to when starting new programs. (ongoing)
- Monitor CTE programs regarding meeting enrollment/retention/graduation goals. (As of AY21)

Finance & Operations

- Support the Workforce Training Center and Excel in CTE initiatives. (As of AY23)

Student Affairs

- Grow the Cardinal Business Showcase from a once-a-year event to a twice-a-year event on campus. (As of AY23)

2D. Engage students in contributing to the well-being of their community through community service.

Academic Affairs

- Encourage faculty to include community service projects and activities as part of their course offerings. (As of AY24)
- Encourage Academic Affairs staff to participate in community service opportunities themselves. (As of AY24)

Public Relations

- Public Relations Department will encourage and promote on social media & print media LCC's students/athletic organizations that do volunteer work in the community. Request action photos to be taken of students and sent to the PR Dept. for posting and promoting on social media, and newspapers.

Opportunity to recognize our students and give back to the Parsons community.

Student Affairs

- Seek ways to help students interact with the needs of our community through the Student Life Department. (As of AY23)
- Create one new service project for all student organizations to participate in. (As of AY24)
- Talent Search will implement programming in the high schools to develop additional skills needed after graduation. (As of AY24)

2E. Offer a variety of online and on-ground courses at the main campus, the Cherokee Center, and all extension sites to best meet the needs of our students.

Academic Affairs

- Utilize ABE testing or another computerized testing to assess international students to address deficiencies and to try to improve just those deficiencies to get them through a course of action to have them ready to take college courses as quickly as possible. (As of AY21)
- Expand our face-to-face concurrent offerings and our online offerings to high school students. (As of AY21)
- Research and evaluate the implementation of synchronous and asynchronous learning opportunities in distance education. (As of AY24)

Student Affairs

- Support faculty with proctoring services on campus and online. (As of AY23)

Core Value 3: Continuous Improvement

Labette Community College strives for continual institutional improvement through strategic planning, program and department reviews, outcome assessments, professional development, performance agreements, policy and procedure updates, and campus environment enhancement.

President: Implement a salary/wage schedule for staff. (As of AY2023)

Increase the first to second-year retention rates of first-time, full-time college-ready freshmen to 62% based upon KBOR Bridge Performance Agreement AY2020-2022. (HLC 4 Year Report, 4C rationale, pp. 29-30) (As of AY2021) HLC: “Data that may accompany the final enrollment management plan or drive the President's initiatives could include, but are not limited to, the following: enrollment numbers, semester retention rates comparisons, program enrollment goals, and enrollment trends by populations, or Perkins CTE Credential Attainments. By including these data, LCC would position itself to improve the monitoring and tracking of student retention, persistence, and completion of all programs.”

Increase the retention rate of academically unprepared students who participate in our Student Support Services program to surpass our goal of 63.2% based on the KBOR Bridge Performance Agreement AY2020-2022. (HLC 4 Year Report, 4C rationale, pp. 29-30) (As of AY2021) Same as directly above

Track students’ academic misconduct and pilot learning opportunity modules for students in academic misconduct cases. (HLC 4 Year Report, 2E, p. 13) (As of AY2023) HLC: “LCC could consider incorporating learning modules (cheating, plagiarism, personal information safety, etc.) to accompany the penalties assigned through the academic misconduct process.”

Work to improve internal communication as a foundational element of institutional effectiveness. Identified as an area for improvement through results of Summer 2022 Happy Survey (As of AY2023)

Continue to pursue Professional Development opportunities for our employees. (As of AY2022)

Implement the revised complaint process, i.e. a process to receive, analyze, and respond to complaints. (As of AY2023)

Plan and implement 100th Commemoration activities. (As of AY2023)

Review HLC 4-Year Report to ensure we have addressed or are addressing HLC recommendations in preparation for the HLC team visit in 2025. (As of AY2024)

Outcomes

3A. Improve the system of defining and assessing student learning outcomes.

Academic Affairs

- Create co-curricular and extra-curricular assessment guides following HLC's criterion. (As of AY22)
- Research different software options for collecting and storing assessment data pertaining to student learning outcomes. (As of AY22)

Financial & Operations

- Support Academic Affairs in the implementation of gathering outcome measures for assessing student learning outcomes through the new LMS. (As of AY24)

Student Affairs

- Continue to administer and utilize the Student Satisfaction Inventory. (As of AY20)
- Review and update the complaint process for students. (As of AY23)
- Continue participation in HLC's Student Success Academy, Year 2, to develop a student-focused quality initiative. (As of AY23)
- Implement a new recognition program for student organizations. (As of AY23)

3B. Hire, develop, support, and empower employees throughout the organization who take an active role in student learning and success.

Academic Affairs

- Support efforts to increase student recruitment, retention, and graduation rates in all departments and among all student groups. (As of AY21)
- Support continuing education for adjunct faculty through Monday Morning Mentor presentations. (ongoing)

- Continue to review and revise online best practices, online handbook, and online teaching course to support instructors. (As of AY21)

Finance & Operations

- Implement salary increases for all employees to retain current employees and attract qualified applicants (As of AY24)
- Conduct a compensation study to develop salary scales for non-instructional staff to ensure fair pay based on education and experience (As of AY24)

3C. Offer and support professional development programs and opportunities to enhance faculty and staff effectiveness as facilitators of learning and strengthen leadership skills.

Academic Affairs

- Provide for faculty growth through the use of professional development funds. (ongoing)
- Encourage Academic Affairs personnel to read articles about research-based teaching strategies, effective use of other college activities, or best practices and benchmarks that we could incorporate at LCC. (ongoing)
- Support certification programs, continuing education modules, professional development opportunities, webinar reviews, and CEU opportunities to support our faculty. (As of AY21)

Finance & Operations

- Conduct professional development/training opportunities for faculty and staff: New Employee Orientation, Title IX, Redzone, Jenzabar, Red Flag, Safety, ALICE, Blood Borne Pathogens, FERPA, EEO for hiring committees, and Diversity Training. (As of AY24)
- Encourage employees to participate in and attend professional development seminars and activities. (As of AY24)
- Conduct customer service training for all staff and faculty. (As of AY24)

Public Relations

- Attend NCMRP or other marketing conferences or webinars to build networking and gain knowledge about new marketing trends and graphic design.

Student Affairs

- Training for financial aid staff on the new software program being implemented and on Department of Education regulations and process changes. (As of AY23)
- Develop and implement onboarding and ongoing training for peer and professional tutors in the Student Success Center. (As of AY23)

- Target academic interventions for students matriculating into Health Science programs to increase academic success and retention. (As of AY23)
- Seek training on academic advising for Student Support Services staff related to students with disabilities and student-athletes. (As of AY23)
- Talent Search staff to attend training on student recruitment of first-generation and low-income students. (As of AY23)
- Advising staff complete training on advising of diverse populations. (As of AY24)
- Seek in-person Strategic Enrollment Management training to further strengthen the institutional SEM plan. (As of AY24)

3D. Improve the utilization of human, physical, technological, and fiscal resources.

Academic Affairs

- Provide a budget that supports the best possible learning opportunities for our students at the main campus, Cherokee Center, area high schools, and through hybrid, online, and additional instructional modalities. (As of AY22)
- Academic Affairs Office will create a strategic 5-year staffing plan to ensure a viable educational infrastructure that meets the organizational mission and vision. (As of AY22)

Finance & Operations

- Thoroughly review expenditures using strong financial policies and procedures in place. (As of AY24)
- Perform roof restorations to prevent a backlog of deferred maintenance issues. (As of AY24)
- Renovate the Student Success Center restrooms. (As of AY23)
- Continue to strengthen cyber security efforts. (As of AY24)
- Assist in the purchase and installation of a new scoreboard for softball. (As of AY24)
- Repaint the gym floor (as of AY23)

Public Relations

- Use Public Relations Resources to create LCC video promotion and programs.

Student Affairs

- Build restrooms and storage space at off-campus fields for basic equipment. (As of AY20)
- Purchase a new volleyball net for the gymnasium. (As of AY20)

- Continue to revamp and/or streamline the institution and foundation scholarship process with input from admissions, the foundation, and the president's council. (As of AY23)
- Replace 3rd base dugout roof at the baseball field. (As of AY23)
- Purchase a scoreboard for the softball field. (As of AY24)
- Paint and replace wood on the press box at the baseball field. (As of AY24)

Core Value 4: Integrity and Transparency

Labette Community College operates in an environment of integrity and transparency through honest ethical practices, open communication, and accountability, for transactions with all constituencies.

President: Improve program outcomes' data integrity to inform both internal and external constituents about the effectiveness of our programs. (As of AY21)

Continue to work on five-year RedZone Coursework accessibility. (As of AY22)

Implement a Learning Management System. (As of AY23)

Implement JF1 (As of AY23)

Implement Jenzabar Financial Aid software (As of AY23)

Outcomes

4A. Improve tracking of and access to data to meet the needs of the institution and external contingencies.

Academic Affairs

- Research survey tools to assist with tracking efforts. (As of AY21)
- Prepare KBOR performance agreements. (ongoing)
- Prepare Perkins Core Indicators of Performance for CTE programs. (ongoing)
- Ensure academic program reviews accurately reflect the enrollment in our programs, the needs of our programs, and that the needs are pursued through the date on Perkins performance indicators, accreditation, and licensure exam pass rates when applicable. (As of AY22)
- Enhance CTE inventory of equipment. (As of AY24)

Finance & Operations

- Provide reports as needed for decision-making. (As of AY20)
- Provide reports to the Kansas Board of Regents and KACCT as needed. (As of AY23)

Public Relations

- Purchase of a project management app to interface with the PR requests from the department. Project Management software can help track PR requests from other departments and assist in completing jobs promptly.

Student Affairs

- Support the HLC and KBOR reporting efforts. (As of AY20)
- Implement yearly campus climate survey of students and employees related to Title IX. (As of AY23)

4B. Promote responsible stewardship of resources and public trust.

Academic Affairs

- Research and write to grants to provide additional funding streams for programs to either start new or continue support to reduce student or local costs. (As of AY24)
- Explore additional continuing education opportunities to maximize facility use and revenue-generating opportunities. (As of AY21)
- Provide more college informational civic engagements or public forum discussions to our service area communities to strengthen trust. (As of AY24)

Finance & Operations

- Participate in an annual financial audit. (As of AY20)
- Respond to requests for information under the Kansas Open Records Act. (As of AY20)
- Update transparency data on the LCC website. (As of AY23)

Public Relations

- Create a Fact Card or Annual Report that shows the transparency of funding and successes.
- Marketing pieces help tell the LCC story and gain support from the community.

Student Affairs

- Investigate grant opportunities to enhance student services. (As of AY23)

4C. Enhance the college image to stakeholders to generate business and community support by communicating the value and benefit of the college.

Academic Affairs

- Support the development of materials and/or possible external consultation in preparation for program site visits and self-study reports. (As of AY21)
- Support Public Relation's Department efforts in advertising, marketing, and creation of materials. (As of AY22)

Finance & Operations

- Continue to provide financial information for FACTS cards. (As of AY23)
- Participate in the KACCT Economic Impact Study. (As of AY24)

Foundation

- Begin a new recognition tradition – Cardinal Alumni Family night at an athletic event annual if unable to begin in 2023.

Public Relations

- Work with CTE or specific programs on Promotional materials (print, digital, radio, TV). New messages help promote LCC and gain attention from a variety of audiences.
- Work with Recruitment Department on promotional materials needed and strategies to get the LCC name out to prospective students. Creating strategies and promotional material will assist in reaching potential students/LCC Cardinals.
- Create new professional videos for departments and general education for recruitment, website, and social media.

Student Affairs

- Increase community outreach by attending annual and/or established community events. (As of AY23)

4D. Strengthen internal communication practices.

Academic Affairs

- Strengthen internal communication by sharing academic affairs departmental information about course changes, program changes, departmental changes, etc. more frequently throughout the institution. (ongoing)

Finance & Operations

- Share Finance & Operations information throughout the institution. (As of AY23)

Public Relations

- Promote LCC's image internally with the style guide and how LCC PR Team can help Departments' promotional endeavors.
- Implement a PR newsletter of LCC Happenings- Highlight Dept., Instructor, students, organizations, etc. This communication piece hopes to educate PR's promotional efforts and assist in improving communication on what is happening in departments at LCC.

Student Affairs

- Support SEM Retention Subcommittee efforts to upgrade RedZone and possibly add a mobile app for students and staff. (As of AY22)
- As a part of the SEM Retention Subcommittee, increase social interaction events for students and staff. (As of AY23)
- Student Support Services program will develop partnerships with Health Science Advisory groups to better prepare SSS participants for entry into the programs. (As of AY23)
- Admissions will implement monthly meetings with Public Relations and Advising Center to improve internal communication and streamline recruitment efforts. (As of AY24)
- Financial aid will collaborate with departments across campus to develop a better understanding of financial aid. (As of AY24)

Core Value 5: Sustainability of the Institution

Labette Community College encourages innovation and personal growth, maintains financial accountability, supports student retention and success, and plans strategically for the future while adhering to state, federal, and governing agency guidelines.

President: Develop a strategic enrollment management plan to maximize enrollment, retain students through completion of the college career goals, pass Board exams if needed, and place them into intended jobs or successfully transfer to four-year institutions. (HLC 4 Year Report, 4C, p. 30) (As of AY2021) HLC 4 Year Report "Data which accompanies the final enrollment management plan or drive the President's initiatives could include, but are not limited to, the following: enrollment numbers, semester retention rates comparisons, program enrollment goals, and enrollment trends by populations, or Perkins CTE Credential Attainments. By including these data, LCC would position itself to improve the monitoring and tracking of student retention and completion of all programs."

Repair or replace campus roofs. (As of AY23)

Install electronic scoreboards for baseball and softball fields. (As of AY23)

Increase the number of Foundation/Alumni events. (As of AY2023)

Increase enrollment and retention as per the following table. (As of AY23)

Goal	3-Yr Benchmark	AY26 Goal
1. Increase unduplicated headcount by 5%	2,180	2,289
2. Increase Fall to Fall Retention by 5%	581	610
3. Increase Fall to Spring Retention by 5%	1,015	1,066
4. Increase enrollment in CTE programs by 5%	258	272

4a. Increase enrollment in Sonography by 5%	10	11
4b. Increase enrollment in Graphic Design by 5%	12	13
4c. Increase enrollment in C.N.A. by 5%	93	98
4d. Increase enrollment in Nursing by 5%	45	47
4e. Increase enrollment in Radiography by 5%	28	29
4f. Increase enrollment in Respiratory Care by 5%	9	10
4g. Increase enrollment in Welding by 5%	61	64
5. Increase the number of completions by 5%	278	292

Add a Dean position to support CTE Programs and Grants

Investigate and implement new student services for our growing number of concurrent and online students.

Outcomes

5A. Achieve targeted growth through an integrated enrollment management process.

Academic Affairs

- Support the enrollment management process. (As of AY21)

Finance & Operations

- Support strategies put in place by the Strategic Enrollment Management Committee. (As of AY24)

Student Affairs

- Continue implementation of the formal Enrollment Management Plan. (As of AY20)
- Increase enrollment through new programs, enhanced recruitment efforts, and new partnerships. (As of AY20)
- Increase the number of students earning degrees and certificates. (As of AY20)

- Investigate creating a housing committee to research housing insecurity and related issues. (As of AY23)
- Create a mentorship program for students. (As of AY23)
- Further develop the intrusive advising program for students. (As of AY23)
- The Registrar's Office will notify students who are near graduation through a new process. (As of AY24)
- Continue to implement strategies to increase enrollment and retention from the SEM Subcommittees focused on Recruitment, Onboarding, Retention, and Completion.

5B. Enhance student opportunities through increased scholarships and endowments.

Academic Affairs

- Support the Foundations Department's scholarship and endowment efforts. (As of AY22)

Finance & Operations

- Assist the LCC Foundation with scholarship opportunities, grant applications, and the Auction for scholarships. (As of AY24)

Student Affairs

- Increase academic scholarships for students who meet the requirements. (As of AY20)
- Increase scholarships for student-athletes to the level the NJCAA allows. (As of AY20)

5C. Enhance the economic, academic, and social environment of the college to recruit and retain quality employees.

Academic Affairs

- Enhance Academic Affairs' social environment to be more conducive so that recruiting and retaining employees is unchallenging. (As of AY24)

Finance & Operations

- Continue to host the holiday luncheon. (As of AY20)
- Recognize the efforts of our employees. (As of AY24)
- Continue to look for ways to enhance the employee benefits package. (As of AY24)

Institutional Effectiveness by Core Values FY2024

		Core Value Level of Achievement
1.	**Student Learning** Labette Community College makes every effort to provide collegial programs and services by providing a caring and qualified faculty/staff to assist all students and community members in attaining the foundational skills and knowledge essential for success in work and in life, in a supportive and accountable environment.	**82.0%**
2.	**Education for a Globally Connected World** Labette Community College promotes diversity in our communities and our world by valuing the dignity, worth, and potential of all persons; by using diverse delivery methods and evolving technology; and by improving the communities we serve through civic engagement opportunities.	**80.8%**
3.	**Continuous Improvement** Labette Community College strives for continual institutional improvement through strategic planning, program and department reviews, outcome assessments, professional development, performance agreements, policy and procedure updates, and campus environment enhancement.	**87.9%**
4.	**Integrity and Transparency** Labette Community College operates in an environment of integrity and transparency through honest ethical practices, open communication, and accountability, for transactions with all constituencies.	**90.6%**
5.	**Sustainability of the Institution** Labette Community College encourages innovation and personal growth, maintains financial accountability, supports student retention and success, and plans strategically for the future while adhering to state, federal, and governing agency guidelines.	**87.5%**

LCC faculty, staff, and administration have attempted to demonstrate how well we have satisfied our five Core Values during the 2023-2024 Academic.

Data Generation

Data was collected and analyzed from our Operational Plans to measure how well we satisfied our Core Values. In the example below (Core Value 3, Outcome 3D, Objective 1), Academic Affairs personnel worked with Computer Support to implement a new Learning Management System (LMS) to support the changing needs of our students, additional reporting requirements of the Kansas Board of Regents, various accreditation agencies, the Federal Department of Education, etc. This was successfully completed. The level of success for the installation and implementation of the new LMS was rated a four out of a possible four.

Core Value 3: Continuous Improvement

Labette Community College strives for continual institutional improvement through strategic planning, program and department reviews, outcome assessments, professional development, performance agreements, policy and procedure updates, and campus environment enhancement.

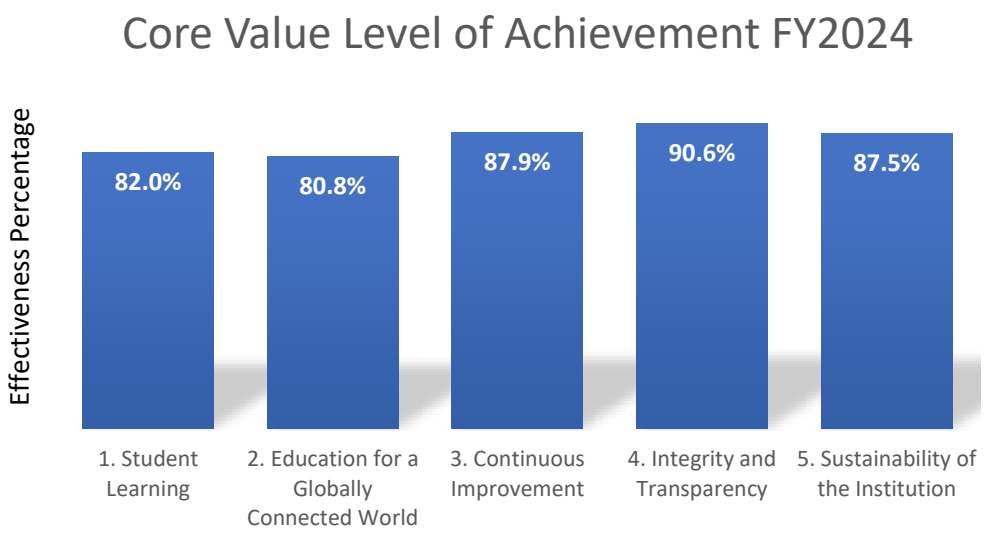
Outcome 3D: Offer and support professional development programs and opportunities to enhance faculty and staff effectiveness as facilitators of learning and strengthen leadership skills.

Objective 1	The Academic Affairs Office seeks to implement a Learning Management System (LMS) to address the changing landscape of distance-delivered course offerings.			
Estimated Cost	Existing Money	$	New Money One Time	$ 30,000
	Grant Funded	$	New Money Ongoing	$32,000
	Department Budget	General Fund	Student Fees (New/Existing)	$

Exp. Completion	May 2024	
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4
	Rating Rationale:	LCC offers over 35 programs of studies and certificates offered in a variety of learning modalities. These educational programs are regulated through 10 plus different accreditors to ensure governance, quality, and compliance. To meet the increased accreditation requirements, additional support is needed in to bolster institutional capacity, institutional transparency and disclosures, academic programs, support for students, program review and assessment, academic and institutional integrity.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	The college completed this objective with the installation of the LMS software, Canvas. LCC personnel will monitor results but initial reports and feedback were overwhelming from students and instructors who participated in the pilot.

Data Collection

These numbers are collected from the five areas of the college (Student Affairs, Finance and Operations, Academic Affairs, Foundation/Alumni, and Public Relations) and aggregated by Core Value. In the previous example of the Academic Affairs Objective, the chart below includes a four out of four score as part of the Core Value three aggregate for an overall level of satisfaction of 87.9%.



Operational Plans are built, then reviewed midyear, and finally evaluated at the end of the academic year. Objectives which were partially completed are either carried over to the next academic year's plans or discontinued depending on the situation. Results are then reviewed to determine what can be done to improve our ability to satisfy our mission.

Each Core Value represents differing objectives from one year to the next. Consequently, while the Core Value name remains the same from year to year, comparing percentages from one year to the next would be measuring "apples to oranges."

Labette Community College

Timeline for Operational Plans

July ★

1. All administrative areas other than Academic Affairs (which was done in May) will:
    - Update the FY2024 plans, including additional carryover plans from FY2023.
    - Complete the FY2023 Operational Plan reports (add results, comments, Satisfactory Level of Objective Completion (4-0) and Rationale, and change estimated costs to actual costs if possible) and submit to the Assistant to the President for Fiscal Year 2023 Annual Report.
2. President develops President's Goals for FY2025.
    - Before the development of the President's Goals, review the data from the following reports to identify areas of weakness upon which to improve.
        - President's Goals currently enforce
        - Completed Operational Plans
        - Vice Presidents' input
        - Performance Agreement results
        - Strategic Plan's areas of weakness (low scores)
        - HLC accreditation recommendations
        - Keep KBOR demands in mind
        - Consider Perkins goals
        - Consider Diversity, Equity, and Inclusion (KBOR)

August ★

1. President's Council (If there is not enough time for Council to review, include Cabinet) reviews, modifies, and approves carry-over report containing a list of items not completed in FY2023 to be completed in FY2024, then send to all LCC. This should be sent to all LCC only after the BOT budget work sessions in July.
2. Before in-service, which is scheduled for the week of August 14-17, the President's Council reviews and recommends any changes to the Academic Affairs FY2025 and FY2026 Operational Plans.
3. Student Affairs, Finance and Operations, Foundation, and Public Relations will use the Academic Affairs FY2025 and FY2026 Operational Plans to:

- Update or revise the first four areas of their Operational Plans for FY2025 and FY2026 (Objectives, Estimated Cost, Expected Completion Date, and Relevance to Outcome rating and rationale)
- Share their reports with the other administrative areas
- Submit to the President's Office by November 15 for the Assistant to combine into one document.

4. President's Office prepares the FY2023 Annual Report for the September BOT meeting. The Annual Report consists of:
    - Administrative Goals document (Goals from President, Academic Affairs (DOI, CTE, Library, ABE, Workforce) Student Affairs, Finance Operations, Foundation/Alumni, and Public Relations.)
    - Timeline
    - Organizational charts (HR)
    - Highlights
    - Student satisfaction inventory
    - Completed Operational Plans FY2023
    - Student Organization Annual Report
    - Program reviews (list of completed program reviews FY2023)
    - KBOR Performance Agreement
    - Committee Support of Core Values

5. The President's Office sends the FY2025 President's Goals to the Administration. This will enable a connection between the President's Goals, Administration's Goals, and Operational Plans. Any Administrative Goals (which will be included in Operational Plans as objectives) will become part of the normal OP development process.

September ★

1. Board of Trustees reviews Annual Report for FY2023.
2. Following their review, the President's Office emails the Annual Report to IT to create an Annual Report PDF which is then posted on the website.
3. Once posted to the website, the President's Office will send out a campus-wide email to announce the posting of the Annual Report.
4. Establish FY2024 Administrative Goals based upon Presidents' FY2024 newly created Goals.

October ★

1. Board of Trustees reviews Report of Student Learning.
2. The Strategic Operations Advisory Committee will review the completed FY2023 Annual Report, and FY2024 President/Administrative Goals, and review the FY2023 Report of Student Learning.

3. IT Department will convert the Report of Student Learning into a PDF and post it to the President's Office page on the website. The President's Office will send out an email campus-wide to announce the posting of the Report of Student Learning.

November ★

1. Student Affairs, Finance and Operations, Foundation, and Public Relations will submit FY2024 and FY2025 Operational Plans to the President's Office and will share them with the other administrative areas.

December ★

1. Mid-year update report of FY2024 Operational Plans by all departments is due to the Executive Assistant to the President.
2. The President's Office integrates FY2025 and FY2026 Operational Plans from all areas into one plan.
3. DOI begins evaluating Student Learning Outcomes' and Program Outcomes' results for the Fall 2023 semester in preparation for sharing with faculty at the February Faculty/Staff meeting. Academic Affairs Assistant obtains the data from Tracie Moon, IT.

January ★

1. President's Council will begin to review the FY2025 and FY2026 Operational Plans from all administrative areas.

February ★

1. President's Council will complete its review of the FY2025 and FY2026 Operational Plans from all administrative areas and approve the FY2024 Operational Plans.

March ★

1. The Strategic Planning Committee will complete the review of FY2025 and review FY2026 Operational Plans (Objectives, Estimated Cost, Expected Completion Date, Objective Relevance to Outcome Rating and Rationale) from all areas.
2. The President's Council will review the current Operational Plan. Any changes will be applied to the FY2025 Operational Plans.
3. The President's Office sends the President's Goals to all LCC.

May ★

1. Academic Affairs departments will:
    - Complete the FY2024 Operational Plan report (add a Satisfactory level of objective completion and Rationale, and change estimated costs to actual costs if possible) and submit it to the President's Assistant.
    - President's Office will combine all Academic Affairs FY2024 Operational Plans.
    - President's Office will complete the Academic Affairs FY2024 Carryover Report and insert it into the FY2025 Academic Affairs Operational Plans after review by the VP and DOI.
    - Update the first four areas of the Operational Plans for FY2025 and write the FY2026 (Objectives, Estimated Cost, Expected Completion Date, and Objective Relevance to Outcome Rating and Rationale) and submit to the President's Assistant. Be sure to use the Goals from the President, VP's, and Dean for guidance. (The FY2025 plans go into effect July 2024 while faculty members aren't under contract, so FY2026 is considered here as being 2 years out).
    - Faculty will complete the Highlights FY2024 list on WIKI.
2. Committee Chairs submit Committee Support of Core Values FY2024 to VPAA.

June ★

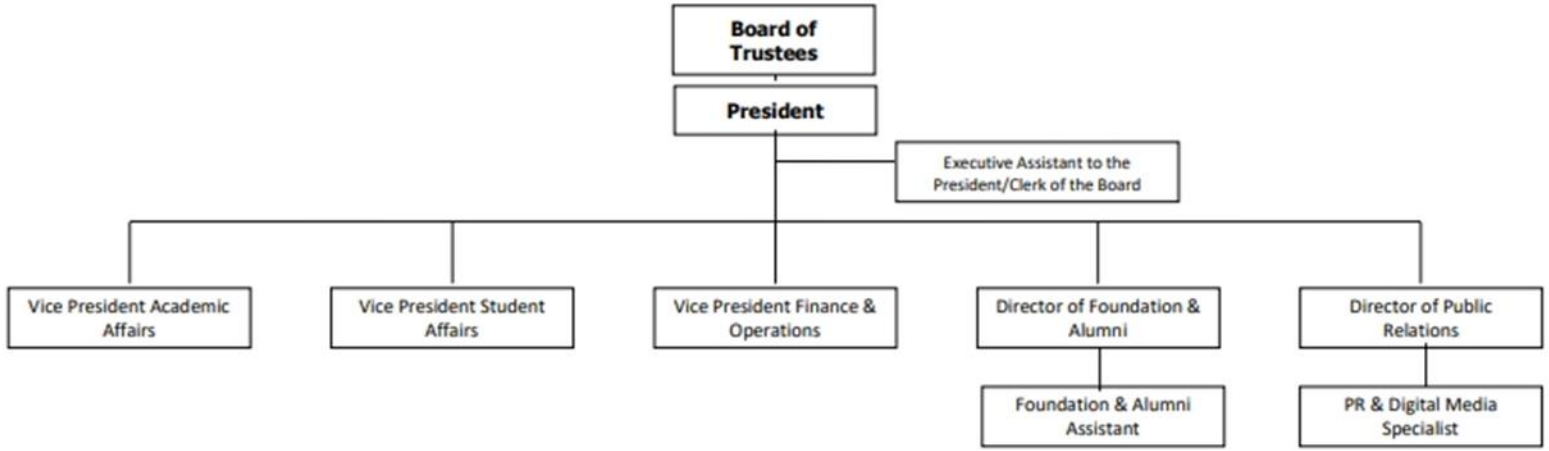
1. All administrative areas other than Academic Affairs (completed in May) will:
    - Complete the FY2024 Operational Plan reports (add a Satisfactory level of objective completion and Rationale, and change estimated costs to actual costs if possible) and submit them to the President's Office to prepare for the annual report.
    - Review and approve the FY2024 WIKI Highlights list and submit it to the President's Office to prepare for the annual report.
2. VPAA will submit the Committee Support of Core Values to prepare for the annual report.
3. VPSA will submit the Student Organization Annual Report to prepare for the annual report.
4. HR will submit the organizational chart to the President's Office to prepare for the annual report.
5. DOI begins evaluating Student Learning Outcomes' and Program Outcomes' results in preparation for sharing with Faculty at Fall In-service.

Labette Community College

Organizational Charts

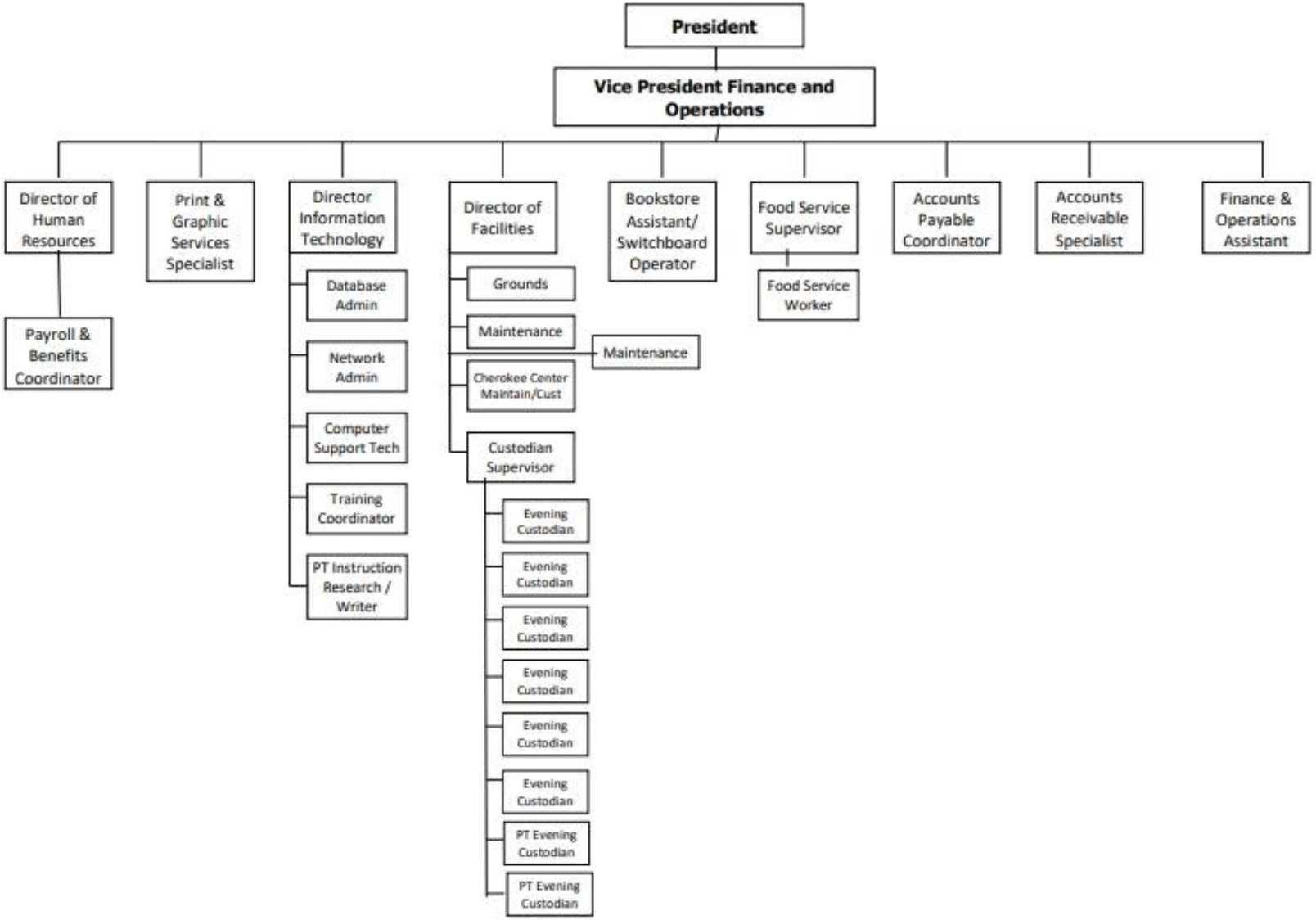
Updated 06/05/2024

Organizational Chart: Office of the President FY24



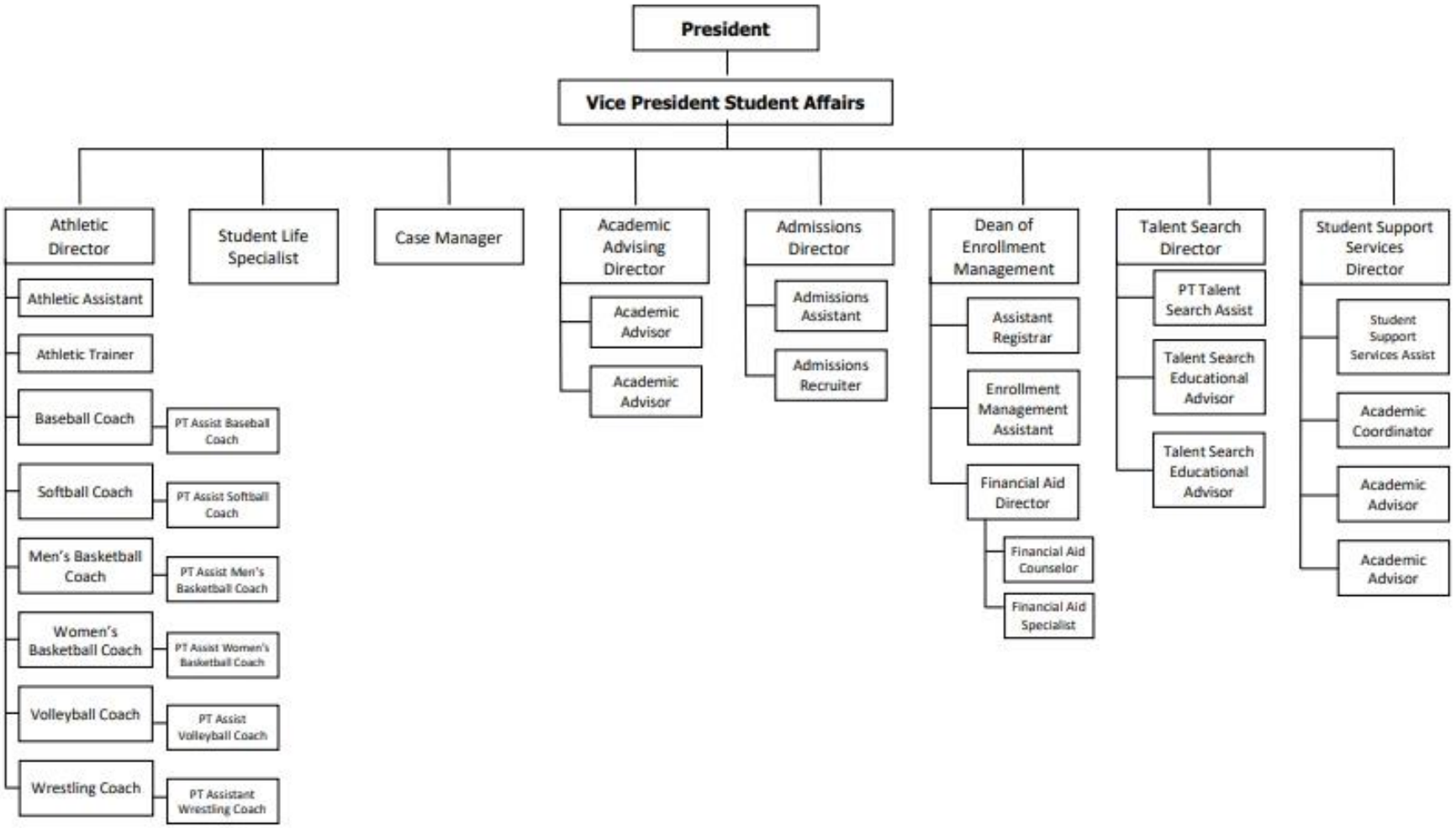
Updated 06/05/2024

Organizational Chart: Finance and Operations FY24



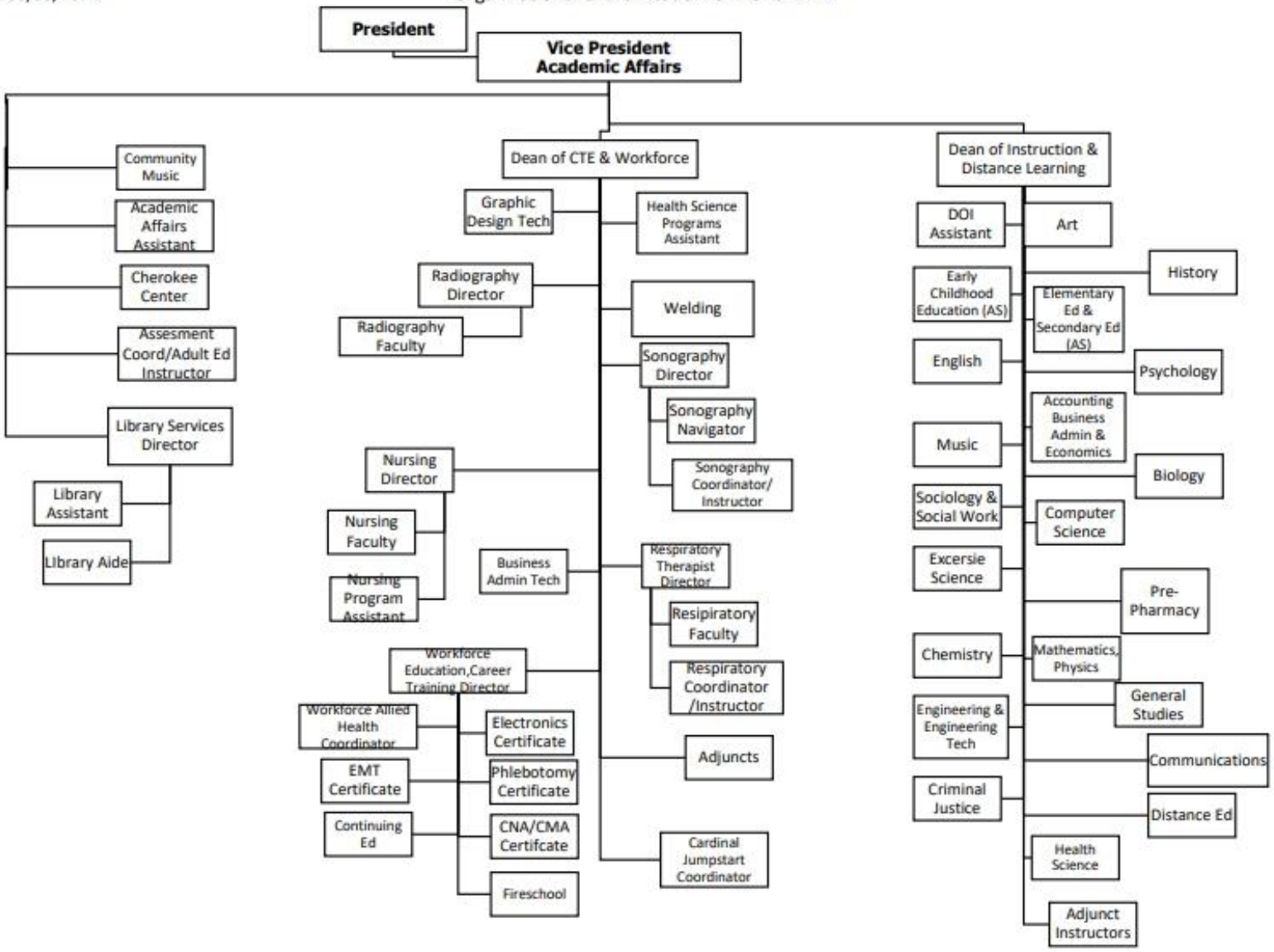
Updated 06/05/2024

Organizational Chart: Student Affairs FY24



Updated 06/05/2024

Organizational Chart: Academic Affairs FY24



Labette Community College

Highlights

Core Value 1: Student Learning:

Labette Community College makes every effort to provide collegial programs and services by providing a caring and qualified faculty/staff to assist all students and community members in attaining the foundational skills and knowledge essential for success in work and life, in a supportive and accountable environment.

1A: Cultivate a culture in which services, practices, policies, procedures, and personnel support learning as a major priority.

ACADEMIC AFFAIRS

Library

- Scotty offered a hands-on database workshop during the Spring In-service. No one attended.

PUBLIC RELATIONS

- Public Relations (PR) created numerous TV and digital media advertisements.
- Public Relations created and placed print advertisements in numerous area print publications and newspapers
- PR created various radio ads
- Kept LCC social media sites updated with content

STUDENT AFFAIRS

Admissions

- Admissions collaborated with the Advising Department to execute sport-specific enrollment days. Admissions and Advising are also collaborating on executing New Student Orientation.

Financial Aid

- Participated in financial aid nights at area high schools
- Spoke at various orientation days across campus
- Counseled students about their Federal Aid

Student Life

- Provided opportunities for students to connect and participate in clubs and organizations to promote networking and leadership
- FBLA Collegiate
    - Jackson Fugate 2nd Place Entrepreneurship Pitch Competition Who's Who in Kansas Future Business Leaders of America
    - Mia Howard 1st Place Foundations of Technology, 3rd Place Foundations of Entrepreneurship, Who's Who in Kansas Future Business Leaders of America, LCC Homecoming Queen
    - Ty James Who's Who in Kansas Future Business Leaders of America
- Radiography Club
    - KSRT Conference Competitions on April 5th, 2024: Rachel Bortz 1st place - T-spine Swimmers Image & Rachel Bortz, Allison Gideon & Savanah Tichenor 2nd place - Ray Bowl Competition
- Student Government
    - Top 20 Cardinals - Kaylee Walker, Becca Shackelford, Adilyn Daniels, Sydney Hart, Angelo Falcade Consorte, Carmella Stoneberger, Mackenzie Miden, Isaiah Fox, Kimberleigh Colbert, Mia Howard, Mikaela Padilla, Natalie Mann, Amy Reynolds, Jillian Holwick, Kenly Dixon, Jessica Struffert, Dailyn Ortiz-Zapatero, Emma Welch, Tanihya Porter, Taylor Storm
    - Cardinal Leadership Award - Jacey Whitcomb
- Student Nurse Organization
    - Brooklyn Tinker, Haley Farran, and Angela Ortega received ROPE awards for professionalism from the instructors, Kathi Bennett and Haley Beeman.
- Psychology Club
    - Allison Plumlee- "Saving those who can't save themselves," research presentation at KCKCC Psychology Symposium
    - Becca Shackelford- "The psychology of the Only child," research presentation at KCKCC Psychology Symposium
    - Both students were the only students chosen to orally present at the community college level.

Student Success Center

- Increased access to math and science academic support to students
- Expanded Zoom tutoring services

Student Support Services

- Provided TEAS preparation services for participants applying for LCC health science programs.

Talent Search

- 100% of TRIO Talent Search recruiting was completed by February 22, 2024 meeting all grant required goals. Our program priority is to support the learning success of our participants.

1B: Strive to make the student's experiences with LCC positive, nurturing, and focused on student learning and academic success.

ACADEMIC AFFAIRS

Biology

- Archana Lal used a new active learning exercise, "COVID-19 Tests" in her Microbiology labs. Students learned about RT-PCR, Antigen, and Antibody tests.
- Archana Lal used a new active learning exercise "Class Debate" in her microbiology class. Students were divided into groups; each group was assigned a pathogenic bacterium and each group created a power point presentation to present different characteristics of their assigned bacteria to rest of the class. In the end all students in the class debated which bacteria were the most pathogenic and detrimental to human health.

Respiratory Care

- Chaperoned students to the 44th Annual Kansas Respiratory Care Society Education Seminar.

FINANCE & OPERATIONS

- Completed the Athletic Expansion Project
- Completed the renovations for the Quiet Room
- Purchased a new 15 passenger van

FOUNDATION & ALUMNI

- Help with student-centered events by working with admissions and student life
- Executive Director also served as Spirit Squad coach, very connected with students and active in their academic success
- Foundation Assistant served as Co-Advisor of Cardinal Crew, very connected with students and encouraging them to support LCC Athletics
- Presented Latzer Art Award to recognize the best student artwork at the student exhibit in the Fall and Spring Semesters. These cash awards help students with expenses for college.
- Supervised Workstudy who learned valuable office skills and had several networking opportunities
- Was guest speaker in LCC Public Relations class sharing insights and advice for Communication students.

PUBLIC RELATIONS

- Public Relations wrote and distributed numerous press releases to area media and LCC's website and social media outlets
- Numerous television news stories were aired about LCC programs and events because of the relationship between PR and area media outlets

STUDENT AFFAIRS

Admissions

- Admissions employed Student Ambassadors who assisted the department with campus tours, enrollment events, visit days (Junior Days, Senior Days, etc).
- Labette Admissions hosted a College Planning Conference with 30+ institutions of higher learning and over 400 prospective students in attendance.

Advising

- Advising Center worked to advise all students, advisors, and coaching staff of below average grades several times during the semester. We also provided information on the supports available to these students.
- Advising Center recognized students on both the Dean's and President's Honor Roll for the Spring and Fall semesters. We plan to continue this each semester.

Athletics

- 47 student–athletes received NJCAA honors academics. All 47 were awarded Academic-All American status with a 3.5 GPA or higher.
- The L.C.C. Athletic Department finished with overall G.P.A. 3.07 for the 2023-2024 academic year. That ranked 9th out of the 21 KJCCC schools academically.
- 12 Student-athletes maintained a 4.00 G.P.A. this year.
- Wrestling won the Region VI wrestling tournament for 2023-2024.
- Coach Vesta the Wrestling Coach was awarded the NWCA Coach of the year 2023-2024.

Case Management

- Completed design and implementation of a Quiet Room on campus for those needing a respite from their day and stresses.

Registration/Enrollment Management

- The Registrar's Office hosted Graduate Night during the Free Student Dinner in March for the 2024 graduates to help complete the graduation process of ordering their cap and gown and Applying for Graduation.

Student Success Center

- Peer and professional tutors provided one-on-one and small group academic support services in general education courses and specialty health science programs.
- The SSC provided open computer lab space and free printing for students and community members.
- The SSC provides access to small group study space.

Student Support Services

- SSS Academic Advisors provided individualized, intensive and intrusive advising services to project participants which focused on their academic success, degree completion, and transfer needs.
- Implemented a series of regular grade check-ins at weeks four, eight, and twelve in cooperation with the Advising Center to provide better academic and personal interventions to aid in student success.

Talent Search

- Talent Search assisted TRIO students who declared LCC as their post-secondary school through admissions, financial aid and student success process by scheduling and attending one on one meetings with students. Our academic advisors assisted with LCC Senior Day and Junior Day. When LCC recruiters come to our participating schools our educational advisors partner with them.

1C: Make accessible a variety of services and programs that address learning needs.

ACADEMIC AFFAIRS

Library

- Scotty applied for a Southeast Kansas Library System Extended Services Grant for the amount of $2,500.

- Phylis completed the Southeast Kansas Library System's Materials Delivery Grant for $3,526, part of which goes toward paying for the interlibrary courier services used by the College.

FINANCE & OPERATIONS

- Renovated the Ted Hill Building for Workforce
- Bookstore Remodel
- Added the Online Bookstore Apparel Shop

PUBLIC RELATIONS

- PR dept. assisted with multiple hands-on learning opportunities for students in LCC's Public Relations class and Mass Media Class. This provided valuable real-life experiences for students to enhance what they had learned in the classroom and can use for their portfolios.
- Reviewed/edited communication student press releases then distributed them to area media contacts.

STUDENT AFFAIRS

Admissions

- Admissions recruited students through various learning methods, such as attending college fairs, job fairs, individual high school visits, and college planning conferences.

Student Success Center

- Peer and professional tutors provided individual and small-group academic supports and mentorship to LCC students in general education subjects.

Student Support Services

- SSS Academic Advisors provided ongoing support through RedZone for project participants, focusing on academic progress, planning, and support and financial aid and economic literacy
- SSS Academic Advisor for health science students provided specialized instruction to LCC, resulting in higher numbers of SSS participants being admitted to these programs
- Continued to focus on degree completion as a primary driver of academic intervention and support for general education students.

Talent Search

- Talent Search used former TRIO participants who are post-secondary students as paid mentors at meetings to inspire our current students.

1D: Use technology to expand opportunities for student learning and student services.

ACADEMIC AFFAIRS

Biology

- Archana Lal 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 semester specially before mid-term lecture exams and lab exam.
- As in Fall 2023, throughout Spring 2024 Archana Lal offered multiple on-demand zoom sessions during evening hours for students who were unable to come to the office during regular office hours.

Graphic Design Technology

- Melissa Kipp was part of the Canvas Pilot Team and offered GRAP 120 Color Theory through the new LMS during the Spring 2024 semester.

FINANCE & OPERATIONS

- Implemented Canvas for our Learning Management System
- Completed the JFA, Jenzabar Financial Aid, implementation
- Began the process of implementing Transact for payment plans and disbursements

STUDENT AFFAIRS

Admissions

- Continuing the online scheduling method for high schools to schedule Labette Admissions to visit their institution to recruit students
- Communicate with students through email and text messaging, while looking to add a social media account.

Advising

- Advising Center utilized Zoom for advising appointments as needed.
- Advising Center staff utilized a 24/7 online scheduling system (TimeTap) available for students to arrange appointments at a time that is most convenient for them.

Financial Aid

- Our JFA Portal is up and running for Fall 2024. This portal is more user friendly and transparent. This is a great benefit to our students.

Registration/Enrollment Management

- The Registrar's Office partnered with StageClip to provide a gift to LCC's 2024 graduates capturing a clip of each graduate walking across the stage at commencement.

Student Success Center

- Group and individual tutoring services were provided via Zoom in order to address the needs of distance students.

Student Support Services

- Utilized 24/7 online scheduling system (TimeTap) for project participants to schedule individual sessions with their SSS Academic Advisors.
- All project services were available via Zoom in order to address the needs of the project participants who are not able to meet in person at either the main campus or the Cherokee Center.
- Utilized the RedZone to provide structured academic advising and support to all project participants in an on-going, asynchronous system.

Talent Search

- Talent Search used our drones to teach our middle school participants about STEM.
- Talent Search educational advisors taught social media lessons to students at our participating schools.

1E: Provide quality programs and services at the main campus, the Cherokee Center, all extension sites, and online.

STUDENT AFFAIRS

Admissions

- Admissions represented the institution to prospective students, alumni, school administrators, educators, and the public at many events such as college fairs, community events, and visits to local schools.

Advising

- Advising Center staffed the Cherokee Center this year to ensure quality advising of students at that location.
- Advising Center hosted 2 KACRAO transfer fairs this year, and several Colleges and Universities scheduled table visits as well.
- Advising Center strives to participate in all campus activities including Health Science visit day, Workforce Educations visit day, Senior Days, etc.

Athletics

- Tested all student-athletes exhibiting Covid-19 symptoms.
- Monitored Healthy Roster for proper documentation of all athletic documents and student-athlete health concerns leading into competition.
- Tested all bats for all games for baseball and softball home dates.
- Worked with local agencies to provide Covid-19 testing to assure the safety of each student-athlete. (Labette Health, CHC, Bowen Pharmacy, and SEK ortho.)

Case Management

- Raised money to stabilize the Cardinal Kindness fund, so that students facing a temporary financial crisis have support.

Student Life

- ALICE Training
- Blood Drive in the Fall and Spring
- Easter Egg Hunt
- Kid's Fall Fest
- Fall and Spring Welcome Week
- Final Frenzy in the Fall and Spring
- Halloween Bash
- Cardinal Madness

- Homecoming Week Activities
- LCC Awards Ceremony
- LCC Free Dinner for Students
- LCC Student Food Pantry
- Student Government Association Election
- Student Government Association Monthly Meetings
- Student Organization Fair

Student Success Center

- Testing, tutoring, and advising services were provided at the main campus, the Cherokee Center, and online to address the academic support needs of all LCC students.

Student Support Services

- SSS Advisors ensure the provision of all project services to students whose primary attendance center is the main campus, the Cherokee Center, and/or online.

Core Value 2: Education for a Globally Connected World

Labette Community College promotes diversity in our communities and our world by valuing the dignity, worth, and potential of all persons; by using diverse delivery methods and evolving technology; and by improving the communities we serve through civic engagement opportunities.

2A: Improve and expand linkages with educational partners and community agencies for mutual benefit.

ACADEMIC AFFAIRS

Accounting/Business

- Cathy Kibler serves on the LCHS Business Department Advisory Board.
- Cathy Kibler serves as treasurer of her church's Board of Trustees.

Graphic Design Technology

- Hosted LCC GDT alumni and Pittsburg State University transfer student Josh Black on November 29, 2023 to present his portfolio of design work and to discuss his transition from LCC to a university. Professor Andrea Kent provided PSU graphics program information to GDT students.
- Melissa Kipp provided a job shadowing opportunity on April 1, 2024 for a Neodesha high school teacher to complete professional development.
- The Graphic Design Technology and Art Departments co-sponsored the 34th Annual High School Art Competition on April 4, 2024, providing an opportunity for art and design students to showcase their talents and receive local recognition. Eleven area high schools were in attendance for the event which included a competition, sidewalk chalk drawing, art/graphic design demonstrations, photo scavenger hunt, and judge's critique/awards ceremony.

History

- *Dr. Miller is the LCC representative on the OER committee through the Kansas Board of Regents.*
- *Dr. Miller moderated several panels at the Kansas Association of Historians' annual conference in Hays in late March, and made connections to other historians throughout the state.*

Library

- Scotty completed the Two-Year Library Directors Council Past Chair's Report.
- Phylis attended the SEKLS forum on Zoom
- Scotty attended the Southeast Kansas Library System's Executive Board Retreat as the Chair of the Board.
- Scotty participated on a panel of other two-year librarians discussing their work with library school students.

- Phylis completed the annual interlibrary loan statistics survey for the State Library and submitted the annual membership agreement.
- Phylis attended a webinar on the databases offered statewide by the State Library of Kansas.
- The Library received Nar Can from the Community Health Center of Southeast Kansas.
- Phylis serves as President of the Erie Public Library Board.
- Phylis serves as Secretary of her church's Board of Trustees.

Nursing

- Cheryl Smith attended the Kansas Works Job Fair for High School Students in Pittsburg, Kansas on November 5, 2023.

Radiography

- Gale Brown serves as the Immediate Past President and Executive Board member for the Kansas Society of Radiologic Technologists (KSRT).
- Gale Brown was nominated by the KSRT board to serve as a Kansas House Alternate Delegate at the ASRT Governance and House of Delegates Meeting in Orlando FL on June 27-30, 2024.
- Gale Brown serves on the city of Oswego Tree Board, Park Foundation Board and a member of Planning and Zoning Board.

Respiratory Care

- Susan Stolte and Tiffany Kotzman represented LCC and the Respiratory Care Program at ESSDACK-Career Expo in Hutchinson, KS 10/24 and 10/25.
- Susan Stolte and Tiffany Kotzman represented LCC and the Respiratory Care Program at CHC-SEK Inspire Health Camps 30 - 7th to 12th grade on 6/10/24.
- Susan Stolte and Tiffany Kotzman represented LCC and the Respiratory Care Program at CHC-SEK Inspire Health Camps 30 - K to 2nd grade on 6/19/2024.
- Susan Stolte and Tiffany Kotzman represented LCC and the Respiratory Care Program at CHC-SEK Inspire Health Camps 30 - 3rd to 6th grade on 6/24/2024.
- Susan Stolte, Tiffany Kotzman and Jennifer Harding represented LCC and the Respiratory Care Program, along with the nursing program, to Donate 6 AEDs to the Parsons Police Department 3/18/2024.

FOUNDATION & ALUMNI

- Executive Director is a member of Parsons Soroptimist club. She served as Vice President and served on the Publicity Committee.
- Served on LCC Gallery Committee
- Served on Christmas Parade Float committee
- Served on committee that decorated a Christmas tree (donated by LCC) to the Stella Wells Holiday Auction to raise funds for local families in need.
- Volunteered at LCC Kids Fall Fest

- Assisted Student Life with selecting a Black History Month Speaker
- Chaired the Pink Out Cancer Awareness Activities for Volleyball and Basketball games with proceeds donated to LB County Relay of Life
- Volunteered to help with Operation Bright Touch Garden Tour
- Volunteered at Moms Demand Action Suicide Prevention event
- Volunteered at Moms Demand Action LGBTQ+ event
- Volunteered at Moms Demand Action Wear Orange event

PUBLIC RELATIONS

- Public Relations co-sponsored the fall and spring Cardinal Connect Business Showcases
- PR wrote and distributed press release about LCC Respiratory and Nursing departments donating AEDs to the Parsons Police Dept. and the Labette Co. Sheriff Dept.
- Provided sponsorships to area high school booster clubs and yearbooks
- Sponsored Katy Days, Kids Safety Camp, Chamber Banquet, Labette County Fair, and Company Olympics

STUDENT AFFAIRS

Admissions

- Admissions staff assisted at the Annual KACRAO sponsored “Apply Kansas” event at Parsons High School.

Advising

- Advising Center staff participated in KACRAO sponsored “Apply Kansas” event at Parsons High School

Athletics

- Worked at PHS, PMS, and LCHS, athletic events and camps.
- Continue to work with youth sports in the community.
- Volunteer work includes: Stella Wells auction, Christmas parade, Veterans Day parade, L.C.C. Auction, Donor Appreciation Luncheon, Cardinal Citee, PRC youth activities. Student-athletes have volunteered at local elementary schools to help translate and read.
- Athletic Director and head Coaches have spoken at many Civic events and clinics in SEK.
- Wrestling and Volleyball have hosted several camps and clinics throughout the year.

Case Management

- Acted as Co-Chair of the Belonging Committee.
- Helped plan and execute several events for students on campus, in celebration of all the cultures our students represent.
- Guest speaker at Soroptimists meeting to raise awareness of program financial needs in Cardinal Kindness and the Student Pantry.
- Worked with the Care Cabinet at the First Baptist Church, to provide hygiene products through the student pantry.
- Built relationships with the staff of the Kansas Food Bank.

Financial Aid

- Attended FAFSA day/evening at Parsons High School, St. Paul High School and Oswego High School.
- Financial Aid presents at orientations for Nursing and Radiography
- Financial Aid also presents at Senior Day, Junior Day and other high school events on campus.

Registration/Enrollment Management

- LCC Partners with Garfield Elementary to hire tutors through the work-study program.

Student Life

- Student Lounge Mini Pantry
- LCC Free Dinners
- Worked with Youth Crisis Center for an open gym event, with Men's and Women's basketball players.

Student Success Center

- Provided physical space and use of College resources to the Stella Wells Christmas Baskets program in order to serve the needs of food-insecure persons in the Parsons community.

Talent Search

- Talent Search scheduled events with local colleges for TRIO students, including Labette Community College, Kansas City University, Missouri Southern State University.

- Hosted TRIO Day at Pittsburg State University.
- Talent Search director presented at "Together Pittsburg" Resource Fair sponsored by Kansas Division of Children and Families (DCF). At this event we were able to give out information about our program to families who are in three of our participating schools.

2B: Respond to the diverse learning needs of our community.

PUBLIC RELATIONS

- Public Relations promoted Black History Month, Adult Education and Family Literacy Awareness, Cancer Awareness
- Coordinated the college's participation in the local Veteran's Day Parade

STUDENT AFFAIRS

Admissions

- Admissions continued connecting with students from diverse backgrounds while representing LCC at college fairs, community events, career fairs, high school visits, and college planning conferences.

Athletics

- Coaches and student-athletes have worked local and regional camps.
- Student-athletes volunteered to help at most all L.C.C. functions
- Many bi-lingual student-athletes have worked in local elementary schools that struggle with Spanish speaking students.
- Volunteered for Parsons Middle School Site Council
- Athletic Director has met several times with local school districts to have goals for the future of Athletics and Facilities.

Case Management

- Worked in partnership with the Labette Center for Mental Health Services to deliver responsive care to our students.

Student Success Center

- Provided use of LCC computers and printing for community members during open lab hours.

2C: Increase the availability of skilled workers to meet the needs of the community and the state.

ACADEMIC AFFAIRS

English

- On October 27, the Department of English hosted the 38th Annual Jack & Ruth Gribben English Lecture. This year's guest speaker was Patty McGee.

STUDENT AFFAIRS

Admissions

- 7 Admissions Student Ambassadors graduated from LCC.
- 1 former Student Ambassador gained full-time employment at LCC.

Athletics

- Many student-athletes chose to participate in the Welding program at LCC.

2D: Engage students in contributing to the well-being of their community through community service.

ACADEMIC AFFAIRS

Accounting/Business

- Cathy Kibler and the FBLA Collegiate club members volunteered at the Fall 2023 and the Spring 2024 campus Blood Drives and Kids Fall Fest.

Nursing

- Kathi Bennett, Haley Beeman, Dr. Bohnenblust, and Dona Pendleton participated in a flu shot clinic in Independence with 34 Fundamentals of Nursing students administering flu vaccines.

Radiography

- Gale Brown and the radiography club members volunteered at the Fall 2023 and the Spring 2024 campus Blood Drives and Kids Fall Fest.
- Gale Brown and the radiography club members collected items to the Lexi Lamb Foundation and presented these items to them on April 5, 2024 in Wichita KS.

STUDENT AFFAIRS

Admissions

- Admissions and Student Ambassadors served the community in multiple ways including Fall Kids Fest, serving as hosts and servers for the St. Patrick's auction, and more.

Student Life

- Participated in multiple opportunities for community service.
    - Fall and Spring Blood Drives
    - Kid's Fall Fest

Talent Search

- Through lessons on Civic Responsibility and through mentoring at our schools Talent Search staff fulfill the expectations of our TRIO Program Grant Competitive Preference Priority #1 "Fostering knowledge and promoting the development of skills that prepare students to be informed, thoughtful, and productive individuals and citizens."

2E: Offer a variety of online and on-ground courses at the main campus, the Cherokee Center and all extension sites to best meet the needs of our students.

ACADEMIC AFFAIRS

Radiography

- Melissa Kipp developed GRAP 103 Intro to Graphic Design as an online course to be offered in Fall 2024.

Core Value 3: Continuous Improvement

Labette Community College strives for continual institutional improvement through strategic planning, program and department reviews, outcome assessments, professional development, performance agreements, policy and procedure updates, and campus environment enhancement.

3B: Hire, develop, support, and empower employees throughout the organization who take an active role in student learning and success.

ACADEMIC AFFAIRS

Library

- Phylis served on a hiring committee.
- Scotty attended a webinar called “Happiness at Work.

Respiratory Care

- Tiffany Kotzman was hired as a Simulation Lab Coordinator and Instructor 7/10/2023.
- Susan Stolte served on the Admission Recruiter Hiring Committee.

FINANCE & OPERATIONS

- Hired 18 new employees and 5 employees transferred to new positions
- One employee retirement

STUDENT AFFAIRS

Admissions

- Admissions staff oversees Student Ambassador team that participated in multiple community and institutional events including: Kids Fall Fest, Parsons Christmas Parade, LCC Student Awards Night, etc.
- The admissions Director leads the SEM Recruitment Committee.
- Admissions staff serve on multiple SEM Committees: Onboarding and Retention.

Advising

- Advising Center staff participate in several on campus committees including SEM subcommittees, Belonging Committee, Caring Cardinal Committee, and Hendershot Gallery Committee.

Athletics

- Hired a Men’s Basketball assistant coach.
- In the process of hiring a Women’s Basketball assistant.

- In the process of adding railing in front of dugouts for baseball.
- In the process of sanding and refinishing the gym floor.
- Researching feasibility of adding restrooms at the softball field.

Case Management

- Hired a Student Pantry Work Study to help with the daily operations.

Registration/Enrollment Management

- Attended the Jenzabar Annual Meeting
- Attended the Annual KACROA conference
- Attended the HLC conference
- Assistant Registrar is a member of the Financial Aid Appeal Committee

Student Life

- Auction Committee
- SEM Retention Sub-Committee for Mentorship Programming
- SEM Retention Committee
- 100 year Committee

Student Success Center

- Academic Coordinator recruited, trained, and supervised 5 peer and professional tutors in order to address LCC student academic support needs.
- Academic Coordinator is building an online training portal for peer and professional tutors to assist in continuing employee development and standardization of training for new tutors to ensure quality service delivery.

Student Support Services

- Shared a full-time Academic Coordinator with the SSC who specializes in addressing diverse academic supports and provides academic advising for SSS project participants pursuing general education programs.
- Hired a Program Director who has extensive TRIO experience, including previous experience implementing programming for at-risk students, including health science students.

3C: Offer and support professional development programs and opportunities to enhance faculty and staff effectiveness as facilitators of learning and strengthen leadership skills.

ACADEMIC AFFAIRS

Accounting/Business

- Robert Bartelli attended the Hawkes Learning Virtual Round Table Focus Group to discuss revisions to the Principles of Macroeconomics textbook and associated course software.
- Robert Bartelli attended the Innovative Educators Virtual Summit.
- Cathy Kibler attended multiple Monday Morning mentor lectures throughout the academic school year.
- Cathy Kibler attended the FBLA Collegiate Career Connections Conference in Des Moines, Iowa, October 26-28, 2023.
- Cathy Kibler will attend the FBLA Collegiate National Leadership Conference in Orlando, Florida in June 2024.
- Cathy Kibler took FBLA Collegiate members to compete at the FBLA State Leadership Conference held at Pittsburg State University on February 24, 2024.

Biology

- Daudi Langat attended the 2023 Human Anatomy and Physiology Society (HAPS) Virtual Conference, September 2023.
- Archana Lal attended Annual meeting of American Society for Microbiology for Undergraduate Educators (ASMCUE) in Phoenix, AZ from Nov 16 - 19, 2023 and co-presented the following:
- A microbrew on a poster titled "Let’s Get Excited About Immune Cells: A Class Debate". Received an overwhelmingly positive response from over 35 attendees willing to implement the activity in their classrooms.
- A poster titled "A Jigsaw and Role-Play Based Open Educational Resource Covering COVID-19 Tests Increases Student Understanding of Antigens, Antibodies, and Testing"
- Archana Lal volunteered as a timekeeper during two sessions at ASMCUE 2023 at Phoenix and made sure that the sessions start and end on time and have enough time left for Q & A.
- Archana Lal served as a "buddy" for 3 first-time attendees at ASMCUE 2023.
- Archana Lal attended a focus group session by Top Hat company, a part of Norton publishing groups, and discussed the future direction of virtual labs in introductory microbiology course.
- Archana Lal attended a workshop by HHMI BioInteractive "Integrating Assessments Into Videos with HHMI's Interactive Video Builder" at ASMCUE on Nov 17, 2023
- During ASMCUE 2023 Archana Lal attended various sessions, networked with colleagues from all over the country, and discussed ways to implement active learning exercises in our classrooms to increase student learning and retention.

- Archana Lal published the following:
- 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. Immunology
- Archana Lal co-presented in ImmunoReach Spring 2024 talk titled "Enhancing Student Engagement: Examples of Activities Implemented in our Classrooms" on Friday, May 3, 2024.

Graphic Design Technology

- Melissa Kipp attended Adobe MAX 2023 | The Creativity Conference in Los Angeles, CA on October 10-12, 2023.
- Melissa Kipp attended the Adobe Digital Literacy Café Webinar Series: Generative AI Essential Skills and Student Learning Outcomes February 27, 2024.
- Melissa Kipp completed the Adobe Education Exchange online course Certifying Adobe Skills in Your Classroom on March 20, 2024.
- Melissa Kipp attended the Adobe Digital Literacy Café Webinar Series: Designing and Assessing Generative AI Student Projects on March 27, 2024.
- Melissa Kipp attended the Adobe Digital Literacy Café Webinar Series: Student Showcase: Resume-Worthy Generative AI Projects on April 25, 2024.

Library

- Scotty, Phylis and Hillary completed the Safe Colleges Webinars
- Phylis attended the JSTOR Updates Webinar
- Scotty attended the Orientation for Administrators webinar from JSTOR
- Phylis attended the Southeast Kansas Library System's monthly forum webinar.
- Scotty, Phylis, and Hillary attended the Southeast Kansas Library System Academic In-Service at Chanute.

Nursing

- Cheryl Smith, Carly Beachner, Julie Page, and Kim Beachner attended the 15th Annual Kansas City Healthcare Simulation Conference "Simulation in Healthcare Education: Going Beyond Boundaries", on September 22, 2023.
- Dee Bohnenblust, Kim Beachner, Carly Beachner, Kathi Bennett, Haley Beeman, Julie Page, and Cheryl Smith attended the KCADNE Fall Forum on October 19-20, 2023.
- Cheryl Smith, Kathi Bennett, and Haley Beeman, viewed the Monday Morning Mentor, "How Can I Move from Supporting to Empowering Trans-spectrum Students?" on October 23, 2023.
- Cheryl Smith, Kathi Bennett, and Haley Beeman participated in an on-ground in-service of the new MediDispense Medication Dispensing System on October 5, 2023.

- Cheryl Smith hosted a MediDispense training for Nursing Faculty on 12-7-24
- Cheryl Smith, Kim Beachner, Haley Beeman, Julie Page, and Dee Bohnenblust attended the Nurse Educator Institute in Branson, MO on April 9-10, 2024.
- Dee Bohnenblust provided instruction to Nurse Faculty on Narcan Training on 4/3/24 and Cheryl Smith, Kim Beachner, Haley Beeman, and Julie Page, attended.
- Cheryl Smith, Haley Beeman, Kim Beachner, Julie Page, and Dee Bohnenblust attended Laerdal Mini-SUN (simulation users' network) on 4-25-24.
- Dee Bohnenblust attended the Kansas Hospital Association Conference 9/8/23.
- Dee Bohnenblust represented LCC Nursing at the Kansas Organization of Nurse Leaders 10/6/23.
- Dee Bohnenblust received the Nurse of the Year Award in Education from Kansas State Nurse Association 10/13/23.
- Dee Bohnenblust represents Associate Degree Nursing on the KS Council of Nursing Education 2023-2024.
- Dee Bohnenblust led nurse faculty in a Curriculum Review and Retreat 5/2-3/24.
- Dee Bohnenblust presented with Dr. Cindy Teel, KU School of Nursing Professor, for KU Community College Nurse Partnership Summit 4/26/24.
- Nursing Program Partnership with KU School of Nursing in research develop for Long-COVID 2022-2024
- Nursing Program Partnership with Respiratory Therapy Program to promote wellness in community with donation of six (6) AED devices to Parsons Police Department.

Radiography

- Ashley Moore, Tammy Kimrey, and Gale Brown attended the 31st Atlanta Society Student & Educator Conference on March 1-5th, 2024 in Atlanta Georgia.
- Ashley Moore, Tammy Kimrey and Gale Brown attend the 87th Kansas Society of Radiologic Technologists Convention in Wichita KS on April 4-5th, 2024.
- Gale Brown attended multiple Monday Morning mentor lectures throughout the academic school year.
- Gale Brown will be attending the American Society of Radiologic Technologist Educational Symposium and Annual Governance Meeting and House of Delegates Meeting in Orlando FL on June 27-30, 2024.
- Radiography second year students attended the Kansas Society of Radiologic Technologists convention in Wichita KS, and they competed in the student competitions; one student placed 1st in the swimmer's thoracic spine category and the LCC Ray Bowl team earned 2nd place in the team competition.

Respiratory Care

- Jennifer Harding and Tiffany Kotzman attended the 44th Annual Education Seminar by KRCS in Wichita on April 10th and 11th, 2024.
- Jennifer Harding attended the 42nd Annual Gore-Farha Critical Care Nursing Symposium virtual event on April 25th and 26th.
- Susan Stolte attended AARC Summer Forum in Ft. Lauderdale, FL July 15-17, 2023.
- Susan Stolte and Tiffany Kotzman attended KCWE student management and motivation workshop in Emporia, KS November 3,2023.
- Susan Stolte attended the Annual Education Seminar - KRCS in Wichita, KS April 10 and 11 2024.
- Tiffany Kotzman virtually Attended The Persing Review: TMC Exam Workshop, July 20-21,2023
- Tiffany Kotzman Attended Kansas Council for Workforce Education New Instructor Seminar at Kansas City Community College, July 25-27, 2023
- Tiffany Kotzman Attended the Annual Kansas City Healthcare Simulation Conference at Johnson County Community College September 22, 2023.
- Susan Stolte and Tiffany Kotzman participated in Anatomage Table 10 training at LCC on January 29, 2024.
- Tiffany Kotzman participated in a Webinar put on by Laerdal over implementation of stressful simulated scenario into courses to enhance critical thinking skills May 21, 2024.
- Tiffany Kotzman participated in Anatomage Tablet training on June 3, 2024.
- Tiffany Kotzman received education credentials for Pulmonary Rehabilitation Certification on June 23, 2024.

FOUNDATION & ALUMNI

- Executive Director represented LCC at the 24-25 Kansas Community College Leadership Institute (KCCLI) Class IX
- Both staff members attended KAP conference
- Both staff members completed trainings offered through LCC Human Resources Dept.

STUDENT AFFAIRS

Admissions

- Admissions Director & Recruiter attended the annual KACRAO Conference in Kansas City.

Advising

- Advising Center staff continues to pursue professional development opportunities sponsored by NACADA, HLC, and other professional organizations.

- Director of Advising has completed an additional micro credential in Career Advising.

Athletics

- All Coaches have attended or will be attending CPR/AED training to be in accordance with NJCAA by-laws.
- Athletic Director has attended all KJCCC/Region VI meetings. Also many zoom meetings for NJCAA BOR meeting monthly updates.
- Athletic Director and Athletic Department Assistant completed the NJCAA annual Compliance exam.

Case Management

- Attended Higher Education Case Management Association national conference.
- Participated in regular Zoom conference calls with other HECMA professionals.
- Attended seminar on Emotional Intelligence.

Financial Aid

- The Financial Aid Department has completed ongoing training all year setting up Jenzabar Financial Aid.
- The Financial Aid Department staff attended the KASFAA Conference in Salina in April.
- FA Director and FA Counselor attended the annual Jenzabar Annual Meeting in May.

Student Success Center

- Academic Coordinator attended virtual professional development offered through T.A.S.S. (Teaching Academic Success Skills) to address student academic support needs at LCC.
- SSC Director completed grant writing professional development

Student Support Services

- 2 SSS Academic Advisors attended the TRIO MKN regional conference for professional development seminars covering service needs and delivery for TRIO eligible students.

Talent Search

- Talent Search Director participated in priority training from the Department of Education focused on building the skills of new directors.

3D: Improve the utilization of human, physical, technological, and fiscal resources.

ACADEMIC AFFAIRS

Library

- Phylis and Scotty completed the paperwork and purchasing for the Kansas Notable Books Grant from the State Library of Kansas.
- The Library received a Materials Delivery Grant from the Southeast Kansas Library System in the amount of $3,526.

FINANCE & OPERATIONS

- Hughes Building Roof
- Hughes Building Elevator Repair
- Minor remodel to the Student Success Center Bathrooms
- Add a Sidewalk from the Villas to the Event Center and repaired sidewalks around campus
- Replaced Café software with Square
- Replaced the wide format printer
- New HVAC Unit at 1229
- New controller for HVAC
- New drill press for the Print Shop
- Completed press box repair at the baseball field

PUBLIC RELATIONS

- Oversaw creation and installation of new sign to identify the Workforce Training Center
- Oversaw creation and installation of new sign to identify the main campus

STUDENT AFFAIRS

Admissions

- Admissions utilized all available resources to: promote the institution, recruit prospective students, positively represent LCC, and connect with members of the community.

Athletics

- Installed a new softball scoreboard.
- Added new cameras and software to gymnasium for instant replay for Volleyball and basketball games per KJCCC by-laws.
- New livestream/HUDL for KJCCC sports network.
- Purchased underlayment for the wrestling room.
- Continued to maintain athletic fields with fundraised dollars.

Case Management

- Applied for and received a grant from the Parsons Area Community Foundation, for stabilization of the Cardinal Kindness Fund.
- Received over $10,000 in donations to the Student Pantry and Cardinal Kindness funds from area community organizations and individuals.

Student Life

- Provided snacks and drinks in the lounge daily

Core Value 4: Integrity and Transparency

Labette Community College operates in an environment of integrity and transparency through honest ethical practices, open communication, and accountability, for transactions with all constituencies.

4A: Improve tracking of and access to data to meet the needs of the institution and external contingencies.

ACADEMIC AFFAIRS

Library

- Scotty completed the 2023-24 Academic Library IPEDS Collection.
- Scotty completed the FY23 Association of College and Research Libraries Trends and Statistics Survey.
- Scotty completed the 2023 Library Automation Perceptions Survey.
- Phylis completed a satisfaction survey about the statewide courier service.
- Scotty completed two surveys for two different companies on the future of libraries and library analytics.

Nursing

- Nursing Program received a Kansas Nurse Initiative Grant for $48,972 to promote faculty development and student learning.
- Nursing was selected to participate in an HRSA Grant, Rural Public Heath Workforce Training Network Program in partnership with Kansas University.

FINANCE & OPERATIONS

- Moved from Jenzabar EX to J1 Cloud

STUDENT AFFAIRS

Admissions

- Developed and began to implement systems to more adequately track all contacts with students (contact cards, digital contact scans, campus visitors, etc.)

Advising

- Director of Advising continues to track student withdrawals in order to help student overcome barriers to completion.
- Director of Advising along with other staff is investigating additional resources to help track student progress and notes.

Registration/Enrollment Management

- Completed Annual Report for HEERF Funds.

Student Support Services

- Tracks programmatic data related to student persistence, good academic standing, graduation and transfer and reports the data annually to the LCC community and the US Department of Education.
- Monitors participant trends and shares relevant data with campus partners.

4B: Promote responsible stewardship of resources and public trust.

FINANCE & OPERATIONS

- Conducted two college wide paper shred/recycle days – 17 poly carts of paper
- Received an unqualified opinion on the financial audit

STUDENT AFFAIRS

Case Manageament

- Cardinal Kindness Fund was stabilized and increased through fundraising efforts and receipt of grant awards.

4C: Enhance the college's image to stakeholders to generate business and community support by communicating the value and benefit of the college.

ACADEMIC AFFAIRS

Accounting/Business

- Cathy Kibler and FBLA Collegiate members decorated a table for the LCC Foundation Annual Donor Luncheon on November 16, 2023.
- Cathy Kibler and FBLA Collegiate members donated a Lottery Basket to the LCC Scholarship Auction that was held on April 6, 2024.

Graphic Design Technology

- LCC received recognition for outstanding website design in the 2023 Collegiate Advertising Awards for the 100-Year Celebration website, designed by Melissa Kipp.
- GDT students and faculty decorated a 100-Year Celebration themed table for the Donor Appreciation Luncheon on November 16, 2023.

- GDT students and faculty participated in the Chris the Cardinal 100th Birthday Party on January 30, 2024, passing out crayons and coloring books that were designed by GDT students.
- Melissa Kipp provided program information to high school students during LCC Tech Days and during Cardinal Visit Days.

Library

- Phylis constructed displays about the history of Labette Community College and for Constitution Day.
- Scotty advised the High School Librarian on databases.

Radiography

- Gale Brown presented at the LCC Health Science Fair in the Thiebaud Theatre on September 28, 2023.
- Gale Brown and several radiography students volunteered and the Four States Heart Walk that was held on the MSSU campus in Joplin MO on September 30, 2023.
- Gale Brown provided a presentation over the career of medical imaging at the Girard Journey Greenbush on October 25, 2023 in Girard, Ks.
- Radiography club members decorated a table for the LCC Foundation Annual Donor Luncheon.
- Gale Brown attended the KANSASWORKS Key Summit on November 1, 2023 at Pittsburg, KS and discussed the medical imaging career with participants.
- Tammy Kimrey provided a presentation over the career of Radiography and LCC to the student body of Prairie View High School in LaCygne Ks on November 17, 2023.
- Gale Brown provided a presentation over the career of Radiography and LCC to the student body of Galena KS high school on November 17, 2023.
- Gale Brown and second year radiography students hosted two Cancer Awareness Nights: Oct.18, 2023 with the LCC Volleyball team and January 27, 2024 with LCC Basketball teams.
- Gale Brown and the radiography club members hosted a Heart Awareness Day on February 7, 2024 on the LCC campus.
- Tammy Kimrey provided a presentation over the career of Radiography and LCC to the student body of Riverton KS High School on April 3, 2024.
- Gale Brown and the radiography club members donated a Garden Basket to the LCC Scholarship Auction that was held on April 6, 2024.

Respiratory Care

- Susan Stolte and Tiffany Kotzman presented at the LCC Health Science Fair in the Thiebaud Theatre on September 28, 2023.

- Susan Stolte and Tiffany Kotzman represented LCC and the Respiratory Care Program at HOSA - Future Health Professionals Leadership Conference in Manhattan, KS 10/4/2023
- Susan Stolte represented LCC and the Respiratory Care Program at Lamar High School Career Fair in Lamar, MO 10/26/2023.
- Susan Stolte attended the KANSASWORKS Key Summit on November 1, 2023 at Pittsburg, KS and discussed the Respiratory Care Field/Career.
- Tiffany Kotzman presented at the LCC Health Science Day on 3/26/2024.
- Susan Stolte and Tiffany Kotzman represented LCC and the Respiratory Care Program at HOSA - Future Health Professionals Leadership Conference in Manhattan, KS 3/27/2024.
- Tiffany Kotzman represented LCC and the Respiratory Care Program at Riverton High School Career Fair in Riverton, KS 4/3/2024.
- The Respiratory Care Program decorated a table for the LCC Foundation Annual Donor Luncheon.
- The Respiratory Care Program donated a "Date Night" themed basket to the LCC Scholarship Auction that was held on April 6, 2024.
- Tiffany Kotzman and Susan Stolte were guests on "Good Morning Four-states" on KODE, with representation of Labette Community College and exposure of the Respiratory Care Program and field of study on June 6, 2024.
- Susan Stolte and Tiffany Kotzman were guest on "Living Well" television program on KSN for Respiratory Care Program promotion and Representation of Labette Community College on June 19, 2024.
- Susan Stolte and Tiffany Kotzman were guests on "The Morning Show" television program on KOAM for Respiratory Care Program promotion and Representation of Labette Community College on June 20, 2024.

FOUNDATION & ALUMNI

- Created and launched first annual “Cardinal Generational Family” recognition
- Held the Distinguished Alumni award Luncheon
- Held the Van Meter award Luncheon
- Held the Cardinal Citation Award Reception
- Led many individual and small group campus tours
- Executive Director served as Interim Public Relations Director for four months.
- Executive Director and Assistant were instrumental in 2nd annual “Cardinal Madness” event

100-Year Celebration

- Director Chaired and Assistant served on 100-Yr Celebration Committee. The 100-year committee strategized ideas for special events, activities, and other ways to promote the college’s century of service. The committee consisted of key employees from a variety of campus divisions and community leaders.
- A 100-yr celebration skit was performed at Inservice to get campus enthused about upcoming events. Additionally, all areas of campus were asked to find

ways to incorporate the 100-year celebration into their events, curriculum, and projects when it made sense.

- A special section was added to the LCC website for the 100-year celebration. The committee gave input on what to include: timeline, interesting facts, special events, photo gallery.
- Light Pole Banners were created with the 100-year logo and displayed in downtown Parsons
- 100-year merchandise was designed and sold through online orders and in the Bird's Nest Bookstore.
- Director invited key alumni and other important stakeholders to participate in a tribute video by giving short testimonials about what LCC has meant for their lives. The video was compiled, and a highlight reel was made. It was presented at Founder's Day, Distinguished Alumni Award Luncheon, and Cardinal Citation Award reception.
- LCC's Welcome Week (the first week of classes) had a 100th Birthday theme
- 1st annual "Founder's Day" was celebrated to commemorate the very first day of classes at our college. A full day of events were held including a Dedication ceremony for the new Athletic Complex, free lunch for campus and community, Selfie scavenger hunt, aerial photo of students in a 100 formation. Founder's Day will continue to be observed annually. Director secured several sponsors to provide funding and in-kind gifts for Founder's Day. Approximately 300 people attended.
- LCC welding students built a bench displaying the 100-year logo. Tickets for a chance to win the bench will be sold by the 100-year committee.
- "100th Birthday Bash" was held on for the campus and community. The event featured a slate of impressive speakers: Parsons Mayor, a past LCC President, State Representative, and the oldest known living graduate. There were also performances by the LCC Community Choir, a professional band called 2nd House, and an original skit about LCC's history by staff and community members. A drawing was held for five special $1,000 Centennial Scholarships for LCC students funded by the LCC Foundation. Additionally, a free dinner was served, and other family friendly activities provided by student organizations and staff. Raffle tickets were sold for a custom heavy-duty metal bench designed with 100-yr logo and fabricated by LCC Welding. Director secured several sponsors to provide funding and in-kind gifts for the Bash. Approximately 200 people attended.
- Annual Donor Appreciation Luncheon theme centered around the college's centennial. More chances to win the bench and 100-yr merchandise was sold at a "pop up shop" at the event. 118 people attended, which was our largest crowd since Covid.
- LCC will had a special 100-Year themed float in several area Christmas parades
- LCC participated in Stella Wells by providing the "Grand Finale" tree for the live auction. It was decorated with a cardinal/100-yr theme. It raised a record-breaking $16,000, which is the highest total a tree has ever brought.
- The LCC Foundation hosted "A Gatsby Holiday Gala" Featuring Cardinals of Christmas Past at the Edwards Manor House, which is a new Bed &

Breakfast/Event Venue in Parsons. The Victorian style home boasts period furnishings and décor that transported our guests into the roaring 20s. The event showcased the history of the college by having staff and students portray interesting characters from our past. 75 people attended, which was the maximum capacity.

- 100-Yr Committee partnered with LCC Workforce to hold a Cardinal Cookie Decorating Class. Special scholarships were given so a percentage of LCC students could participate at a very reduced rate. 28 students participated.
- Throughout the month of February, Chris the Cardinal 100th Birthday assemblies were held at 13 area elementary schools. Our mascot and other student and staff representatives delivered custom coloring books, designed by LCC Graphic Design students featuring all LCC academic programs and athletic teams, along with a fun and interactive program that tied into their 100th day of school. Over 1,500 students were reached throughout Labette County.
- From March 19 – April 24 a LCC History 100-Year Exhibit was presented in Hendershot Gallery. We had an opening reception and a Chamber of Commerce After Hours. 102 people attended.
- On April 6, we held the 25th Annual Auction for Scholarships "LCC Through the Eras" theme in conjunction with the centennial celebration. 232 Tickets were sold

PUBLIC RELATIONS

- CTE programs were promoted through Digital Marketing and traditional advertising methods

100-Year Anniversary Celebration

- PR staff served on 100-year committee
- Coordinated participation in area Christmas parades
- Participated in LCC's tree for Stella Wells Christmas Auction
- Promoted Founders Day
- Promoted 100th Birthday Bash
- Promoted Gatsby Holiday Gala
- Promoted 100-Year Exhibit
- Helped organize and participate in Chris the Cardinal Birthday assemblies at area elementary schools
- Created special 100 anniversary article with photos for "Show Me" magazine
- Helped organize and promoted dedication of Zetmeir Athletic Complex

STUDENT AFFAIRS

Admissions

- Admissions promoted the image of LCC by serving as representatives for the institution at various public appearances across multiple states.

Advising

- Advising Center strives to help every community member that we come in contact with, even if they are not able to become enrolled. They do this through providing resources and support for all community members.

Case Management

- Case Manager attended community groups such as Soroptimists to promote programs on campus which lead to donations from the Parsons Area Community Foundation, and other local groups.

Registration/Enrollment Management

- 2024 graduates were asked to share a positive experience they had while attending LCC when Applying for Graduation. These experiences were shared in the 2024 Commencement program.

Talent Search

- Recruited, hired, onboarded and trained a new Talent Search Director and Project Assistant.

Core Value 5: Sustainability of the Institution

Labette Community College encourages innovation and personal growth, maintains financial accountability, supports student retention and success, and plans strategically for the future while adhering to state federal, and governing agency guidelines.

5A: Achieve targeted growth through an integrated enrollment management process.

STUDENT AFFAIRS

Admissions

- The Admissions Team (Director, Recruiter, and Assistant) served during "Grad Night" event that encouraged students to apply for and participate in Commencement Exercises at LCC.

Advising

- Director of Advising regularly participates in SEM steering committee as well as the Onboarding, Recruitment, and Retention subcommittees.

Registration/Enrollment Management

- The Registrar's Office has implemented a new process for Degree Check Requests. The Registrar's office has started initiating the degree check process for students that are getting closer to graduation. Through this process there were a number of students that were identified as an eligible to graduate.

Student Life

- Student Life Specialist is a member of a Retention Subcommittee.
- Student Life Specialist is a member of the Admissions/Recruiting team

5B: Enhance student opportunities through increased scholarships and endowments.

ACADEMIC AFFAIRS

Accounting/Business

- Cathy Kibler and FBLA Collegiate members volunteered at the LCC Foundation's Annual Auction for Scholarships on April 6, 2024.

FOUNDATION & ALUMNI

- Assisted with special recruitment and enrollment days
- Foundation Scholarship selection and award process provided over $127,309 in scholarships to LCC students.
- Partnered with PACF to participate in Giving Tuesday. $2019 was raised for Arts Endowment and $2,227 was raised for Athletics Endowment.
- Maintained and updated Foundation and Alumni Facebook page
- Held Auction for Scholarships grossing $74,828
- Executive Director served as Co-Advisor of Spirit Squad and recruited students to come to LCC and cheer.

PUBLIC RELATIONS

- Public Relations promoted the Foundation Auction for Scholarships through print, radio, and social media.

STUDENT AFFAIRS

Admissions

- Admissions collaborated with LCC Foundation and Financial Aid to award scholarships to students at multiple awards ceremonies, scholarship nights, and signing days (celebrating both athletic and academic success).

Athletics

- Continue to help raise funds for scholarship dollars.
- Continue to explore new ways to make scholarship dollars bring in more enrollment.

Financial Aid

- Continue to work with Athletics, LCC Foundation and VP of Student Affairs to come up with scholarships for our students.

Registration/Enrollment Management

- The 100-year committee hosted a 5k for scholarships, there were multiple departments that were involved, the 5k earned over $650

Student Support Services

- Student Support Services awarded $54,000 in supplemental grant aid to qualified participants through its College Completion Grant program.

5C: Enhance the economic, academic, and social environment of the college to recruit and retain quality employees.

FINANCE & OPERATIONS

- Implemented the flexible, compressed work schedule as a result of the Happy Survey

FOUNDATION & ALUMNI

- Wrote and secured $20,000 grant from Parsons Area Community Foundation for Athletic Complex construction and assisted with a $1,000 grant to support Cardinal Kindness Fund
- Helped keep Cardinal Event Center tidy and professional in appearance. Assisted several different people prepare the main room and/or kitchen for use by helping set up tables, chairs, podium, show them where things are located, etc.
- Helped re-implement the campus Aesthetics Committee and served as Chair for four months. This committee provides valuable input to President's Council about maintaining the beauty of both structures and grounds on campus.

PUBLIC RELATIONS

- Public Relations department creates/posts social media advertisements for job openings at LCC.

Core Value 1: Student Learning: Labette Community College makes every effort to provide collegial programs and services by providing a caring and qualified faculty/staff to assist all students and community members in attaining the foundational skills and knowledge essential for success in work and life, in a supportive and accountable environment.

Outcome 1A: Cultivate a culture in which services, practices, policies, procedures, and personnel support learning as a major priority.

ACADEMIC AFFAIRS	CORE VALUE 1			OUTCOME 1A
Adult Education/GED				
Objective 1	Work closely with Workforce/CTE to get our students enrolled in college courses.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	We didn't have many AE students enrolled in Workforce/CTE courses, but we were able to go into the Welding classes to increase the math skills needed to make them successful. Most of the AE students had employment and were completing their high school education.		

Library				
Objective 1	Investigate the possibilities of renovation option for Phylis's office and complete the renovations.			
Estimated Cost	Existing Money	$	New Money One Time	$TBD
	Grant Funded	$	New Money Ongoing	$
	Department Budget:	$	Student Fees (New/Existing)	$
Exp. Completion	June 2025			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This work was not completed with the initial remodel due to funding. The current arrangement that was decided on in order to get the Library opened has not functioned since installed. This impedes Phylis's work flow and she is unable to complete all of her work tasks. Also, she has to move back and forth in order to observe the Library, additionally cutting down on the work that she can accomplish. Options need to be determined as to the most efficient placement of her office and completed. Academic Affairs Core Values Objective #4.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	A plan has been made with the Director of Facilities and will be implemented this summer (2024).		
Objective 2	Institute hands-on database workshops for employees during in-service meetings			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:	$	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The databases' interfaces and enhancements change each year. These workshops would provide instructors with hands-on training in the new updates. This will allow them to be aware of the updates before they have to lead students through them. No funding will be required.		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0
	Satisfactory Level Rationale:	The workshop was offered during in-service week. No one attended.

FINANCE & OPERATIONS	**CORE VALUE 1**			**OUTCOME 1A**
Human Resources				
Objective 1	Review and update the LCC Policy and Procedure Manual, Chapter 3			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Object Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	It is important to have up-to-date policies and procedures to limit the institution's risk. Chapter 3 review.		
Satisfactory level of object completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	In progress as of 1/24/24		
Objective 2	Research and possibly implement an updated Performance Review Process for non-instructional staff.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Object Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Performance Reviews are necessary for accountability, productivity, and quality of work in addition to cooperation and achievement between the employee & supervisor.		
Satisfactory level of object completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	In progress as of 1/24/24. Completion and implementation expected June 2024.		

IT				
Objective 1	Emergency Response Plan			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	Annually			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Required		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Complete		
Objective 2	Review Policy and Procedure IT Specific			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	Annually			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	It is important to have up-to-date policies and procedures to keep up with tech changes.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Complete		
Objective 3	Business Continuity Plan			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	Annually			
	Rating:	4		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	Required
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	In progress – awaiting Solis review.

PUBLIC RELATIONS	**CORE VALUE 1**			**OUTCOME 1A**
Objective 1	Create design images/content in advertising which emulates LCC in support of new CTE.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded Perkins	$1500	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Create through photos, and design work.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	CTE programs were advertised through print and digital media as part of the regular PR advertising budget. No additional grant funds were made available to do extra.		

STUDENT AFFAIRS	**CORE VALUE 1**			**OUTCOME 1A**
Admissions				
Objective 1	Create partnerships of shared learning with other KS institutions that don't directly recruit the same student population by visiting their institutions and shadowing their departments. Also, host those institutions as they shadow our department and offer feedback and evaluation			
Estimated Cost	Existing Money	$ TBD	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
	Rating:	4		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	Building partnerships with other institutions of similar and larger size that don't directly "compete" with our recruiting efforts will greatly improve our own systems/strategies as an institution and as individual staff members. Hosting those institutions at LCC would give our department access to direct feedback from others who also understand the challenges and opportunities of higher education admissions.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3
	Satisfactory Level Rationale:	Admissions Director was appointed to KACRAO Executive Council. This appointment also gives the Director and the department the opportunity to connect with intuitions from across the state.

Student Life				
Objective 1	Start at least one new student organization.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$1000 Supplemental
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Providing more opportunities for students to get involved will help with the retention of students.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
		Art Club was reimagined and re-introduced. Cardinal Crew became a full club. Spirit Squad is in process of attempting to transition from club status to sport/athletic status.		

Outcome 1B: Strive to make the student's experiences with LCC positive, nurturing, and focused on student learning and academic success.

ACADEMIC AFFAIRS	CORE VALUE 1			OUTCOME 1B
Accounting/Business Administration				
Objective 1	Utilize the student learning outcomes to evaluate the effectiveness of the change to the Pathways curriculum for student success and seamless transfer.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	April 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	As outlined in the BUAD comprehensive program review, this plan is abandoned – the Pathways model is in process of being replaced for the AY 2024.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	The Plan was not implemented. Pathways has been abandoned.		

FINANCE & OPERATIONS	CORE VALUE 1			OUTCOME 1B
IT				
Objective 1	LMS Conversion			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The review should be complete in 2023 with conversion and go live.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	In progress. Pilot will begin in January as scheduled.		

FOUNDATION/ALUMNI	CORE VALUE 1			OUTCOME 1B
Objective 1	Seek in-kind donations of equipment/technology for CTE and academic programs.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	On-going			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	A ventilator (Evita V500) was donated to the Respiratory Care program by Drager, which is an international leader in medical equipment manufacturing.		

STUDENT AFFAIRS	CORE VALUE 1			OUTCOME 1B
Advising				
Objective 1	Develop a plan to advise students of unsatisfactory grades and supports them to raise those grades.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	December 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Informing students of grades and the support available to them will help them to make more informed decisions and lead to greater academic success.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
		Students were advised of grades and the available supports three times each semester. We will continue to gather data to determine the success of this approach and to determine the best way to continue.		

Case Management				
Objective 1	Continue to develop, expand and distribute monthly educational programs for students to address mental health concerns.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$500
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Establish connections and provide programming that is proactive in identifying mental health issues rather than waiting to be reactive.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	We continue to offer monthly group meetings, but I'd like to see more attendance. Informational emails were sent out, but I'd like to increase frequency and include food insecurity information.		
Objective 2	Create a quiet room on campus for student usage when they are in an emotional crisis or need a space to take care of personal needs.			
Estimated Cost	Existing Money	$1000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	August 2023			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Students need a space that is quiet, soft, and lowly lit that offers a place to calm down when they are upset or need privacy (for example injecting medication).		
Satisfactory level of	Rating:	4		
	Satisfactory Level Rationale:	Quiet room has been completed.		

objective completion (4: Extremely Effective 0: Not at all Effective)		

Financial Aid				
Objective 1	Financial Aid staff will set up a table in the Cardinal Café to speak to students during the semester to make sure they have completed their financial aid and answer student questions.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Outreach to students is vital, especially in making connections to students where students can recognize the financial aid staff and be more comfortable coming to visit. Additionally, the staff needs to alleviate the fear and stress in students around talking to the financial aid office.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	There were so many changes with the FAFSA simplification that this was not feasible to do this year. The FAFSA did not go live until January 2024 and even after it went live, there were still so many problems and glitches in the system.		
Objective 2	The Financial Aid Department will work with various staff on campus to make contact with students and student-athletes to ensure their financial aid needs are met.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$

Exp. Completion	May 2024	
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4
	Rating Rationale:	Outreach to students is vital, especially in making connections to students where students can recognize the financial aid staff and be more comfortable coming to visit.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1
	Satisfactory Level Rationale:	Not feasible this year due to FAFSA simplification and the late go live date of the FAFSA for 2024-2025.

Registrar's Office				
Objective 1	Work with students in their first year at LCC regarding what to expect when it is time to graduate.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Work with students early in their education on how the graduation process works. Let them know what steps they will need to take once they are enrolled or have earned 42 credits and are eligible to complete a Degree Check Request.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The Registrar's Office created a Steps to Becoming a Labette Community College Graduate. This was sent out students and posted on the Graduation website. A bulletin board in the Student union was updated throughout the academic year with the next step for Graduation.		

Outcome 1C: Make accessible a variety of services and programs that address learning needs.

ACADEMIC AFFAIRS	CORE VALUE 1			OUTCOME 1C
English				
Objective 1	Work with the PR department to develop marketing for individual classes on campus to improve student interest and enrollment.			
Estimated Cost	Existing Money	$	New Money One Time	$200
	Grant Funded	$	New Money Ongoing	$
	Department Budget:	PR	Student Fees (New/Existing) $	$
Exp. Completion	May 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Provide students with information to make informed decisions about general education courses that may be of interest to them.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating	NA		
	Satisfactory Level Rationale:	The PR department had transition within the department and the priorities were not on individual classes but more global for the college.		

Academic Affairs Office				
Objective 1	The Academic Affairs Office seeks to provide quality, in-demand programs of study, and are preparing to create a career technical program at the Workforce Training Center. The new program would need a classroom built on the east side of the facility and initial startup equipment.			
Estimated Cost	Existing Money	$	New Money One Time	$75,000
	Grant Funded	$	New Money Ongoing	$
	Department Budget:	General Fund	Student Fees (New/Existing) $	$
Exp. Completion	May 2024			
	Rating:	3		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	Labette Community College's mission is to provide quality learning opportunities in a supportive environment for success in a changing world doing so through continuous improvement and education programs for a globally connected world. The need for career technical programs is growing at a rapid rate to address workforce shortages throughout the country. The US Chamber of Commerce compiled data demonstrating state by state open v. unemployment rates and quit rates. Kansas had an unemployment percentage change from 2019- to 2021 of 24.4% (46,973 October 2019 – to 58,441 October 2021). Additionally, The Pew Research Center estimates that 1.1 million more people retired than expected in 2020. Local businesses and groups such as Tank Connections, Ducommun, Great Plains Industrial Park, etc. have expressed different program that needs to be researched for best implementation.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating	3
	Satisfactory Level Rationale:	The college received B&I money from the state designated to support education and training for business and industry. At this time, rather than starting a new program the funding was designated to enhance current programs which resulted in students having more experiences and exposure to industry level equipment. Programs enhanced with the purchases were welding (band saw and press brake), graphic design (printer), fire school (fire hoses, etc.), health science and biology (Anatamoge table).

STUDENT AFFAIRS	**CORE VALUE 1**			**OUTCOME 1C**
Student Support Services/Student Success Center				
Objective 1	Expand the role of the Academic Coordinator to address the academic support needs of all LCC students. The position would be allocated 50% time and pay to SSS and 50% time and pay to SSC.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	Student Support Services	Student Fees (New/Existing)	$

Exp. Completion	Full implementation and funding Fall 2023	
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4
	Rating Rationale:	Recent historical usage data for the Academic Coordinator's skills and expertise suggest a greater need for these services for non-SSS students than is currently budgeted/allocated.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	The Academic Coordinator has offered increased services to students outside of the SSS program. This has generated an additional recruiting stream for the SSS program.

Outcome 1D: Use technology to expand opportunities for student learning and student services.

ACADEMIC AFFAIRS	CORE VALUE 1			OUTCOME 1D
BIOLOGY				
Objective 1	Completing the floor in the storage room in M106 and changing the sliding doors of the cabinets/shelves.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The floor in the storage room in M 106 is unfinished and has not been maintained over the years. The sliding doors/doors to the shelves that are built in the walls are in pretty bad shape. Finishing the floor and changing the sliding doors will improve the working conditions in that storage area.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	This has not happened and will be carried over to FY25.		

FINANCE & OPERATIONS	CORE VALUE 1			OUTCOME 1D
IT				
Objective 1	Upgrade/Replace the gymnasium sound system mixer/rack components.			
Estimated Cost	Existing Money	$ 20000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	IT	Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Object Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The sound system is over 15 years old and parts are getting difficult to find.		
	Rating:			

Satisfactory level of object completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	This was moved out in order to use the funds for a more pressing need.		
Objective 2	JFA			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:	IT	Student Fees (New/Existing)	$
Exp. Completion	2025			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Begin the process for go live.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	JFA is currently implemented and in the final configuration states. Will go live in spring.		

STUDENT AFFAIRS	**CORE VALUE 1**		**OUTCOME 1D**	
Financial Aid				
Objective 1	Enhance presence on social media to keep the students informed about Financial Aid information.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Social media is how students connect with the world. We have to stay up to date with the ever-changing trends. This is a great way to connect with students to keep them informed of important dates in financial aid.		
Satisfactory level of objective completion	Rating:	2		
	Satisfactory Level Rationale:	We are still working on this process to see how it can be most beneficial to the students. Also, the Department of Education was not forthcoming with		

(4: Extremely Effective 0: Not at all Effective)		information and updates on FAFSA. We did not have a lot of updates to send out.

Outcome 1E: Provide quality programs and services at the main campus, the Cherokee Center, all extension sites, and online.

ACADEMIC AFFAIRS	CORE VALUE 1			OUTCOME 1E
Library				
Objective 3	Finalize and begin the Library Tech program			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Work has begun on this objective. The administration and the Library Director have worked in the past with the Dean of the library school at Emporia State to provide a 2+2 program. Since then, budget cuts have closed the door to working with ESU. However, the Dean suggested that we work with the University of Nebraska Omaha which has a similar program and who has worked with out-of-state partners. The program would use both contents from LCC and UNK. Courses are currently ready to be adapted and sent through the appropriate channels.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	Prep work was completed and cooperation was established with UNK. However, this project was not completed at this time at the request of the administration.		

STUDENT AFFAIRS	CORE VALUE 1			OUTCOME 1E
Case Management				
Objective 1	Develop a procedural outcome/flowchart for Case Management Services			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	May 2024			
	Rating:	3		

Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	To provide consistent services to all students, the Case Manager will develop and maintain a procedural outline/flowchart of case management services. An abbreviated version can be distributed to other departments and online to ensure a consistent experience from referral to closure for students referred to case management.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3
	Satisfactory Level Rationale:	Procedural outline is in place but I feel it could be simplified, given most CM referrals do not warrant a threat assessment. I am working on a new flowchart.

Core Value 2: Education for a Globally Connected World: Labette Community College promotes diversity in our communities and our world by valuing the dignity, worth, and potential of all persons; by using diverse delivery methods and evolving technology; and by improving the community we serve through civic engagement opportunities.

Outcome 2A: Improve and expand linkages with educational partners and community agencies for mutual benefit.

ACADEMIC AFFAIRS	CORE VALUE 2			OUTCOME 2A
Library				
Objective 1	Work with the Chamber of Commerce to increase the community's awareness of library services and the availability of the Library for meetings.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	November 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	With the return of the public library, it would be good to let the public know what resources they may access at the library besides the internet. These assets would include the building which could be used for small meetings. President's Core Values Objective #1 and Academic Affairs Core Values Objective #5.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	This has been placed on repeated Operational Plans and not completed. This is incomplete.		
Objective 2	Coordinate with faculty and adjunct faculty to display class projects, especially those that reflect diversity.			

Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	August 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The Library staff already encourages the faculty to use the library as a display venue for students' work. This would be a slight tweak. No finances would be required. Academic Affairs Values Objective #2		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Requests were made and no one participated.		

FINANCE & OPERATIONS	**CORE VALUE 2**			**OUTCOME 2A**
IT				
Objective 1	Support High School Enrollment by making services available for coordinators.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	Fal2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	To allow high school coordinators to enroll students faster		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed. High school coordinators can enroll high school students in courses online.		
Objective 2	Upgrade Exchange			
Estimated Cost	Existing Money	$20,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$

	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	We will need to upgrade the Exchange Server.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Moved to FY25. Decided to move to Office 365.		

FOUNDATION & ALUMNI	**CORE VALUE 2**			**OUTCOME 2A**
Objective 1	Work with the Athletic Department to enhance the LCC Hall of Fame Induction			
Estimated Cost	Existing Money	$ 2,000 (moved from travel)	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	Foundation College Budget	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Due to the pandemic, Athletic Hall of Fame inductions have been on hold for public safety. As more and more people are vaccinated and the risks of transmission decrease, we can bring this great project back to honor former student-athletes who excelled in their sport. This helps bring people on campus, creates positive publicity, and deepens relationships with alumni and their families and special guests.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	The Athletic Hall of Fame inductions have not occurred because the athletic department has had other priorities.		

STUDENT AFFAIRS	CORE VALUE 2			OUTCOME 2A
Financial Aid				
Objective 1	Connect with high schools, particularly with programs like JAG to educate youth on the possibilities of attending higher education and the financial aid process to ensure community youth success.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Presenting to high schoolers about financial aid and higher education is an affordable way to improve the surrounding communities by showing low-income youth that higher education is a possibility, encouraging higher education attendance, and improving education in the communities in general.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	The Financial Aid Department attended four financial aid nights at area schools in Spring 2024. The events were well attended even with all the issues surrounding FAFSA simplification. We would like to increase the number of schools that we visit next year.		

Student Life				
Objective 1	Coordinate a Centennial Cookout to connect current students with the community and alumni.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	September 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Providing this opportunity for students to connect with the community will create new opportunities for both.		
	Rating:	3		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)		Student Life partnered with Public Relations and Foundation & Alumni to plan and present several Centennial Celebration events for students, community and alumni.		
Objective 2	Connect with the Parsons Middle School Student Council or Career/College class as a possible mentoring opportunity.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Connecting with middle school students to help them understand the importance of being involved in middle school and high school could provide future leaders for the college.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
		Due to change in Student Affairs leadership, this objective has been moved to FY25.		

Outcome 2B: Respond to the diverse learning needs of our community.

ACADEMIC AFFAIRS	CORE VALUE 2			OUTCOME 2B
Library				
Objective 1	Review all Library publications to ensure they are created with an eye toward diversity.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The pamphlets are reviewed annually for content updates. This would coincide with that review. Academic Affairs Core Values Objective #2. No funding is required.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	This will be completed this summer (2024)		
Objective 2	Develop, with the help of area librarians and the Chamber of Commerce, a series of community dialogues that deal with deterring hate, fostering community, and opposing bigotry toward or oppression against any group in the community. New Money One Time			
Estimated Cost	Existing Money	$400	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:	71-0000-026-249	Student Fees (New/Existing)	$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This will be a series of three talks, one on each topic. I will develop these in conjunction with the area librarians and the Chamber of Commerce. It is hoped that these talks to develop a community dialogue to face these issues. Funds will be used for speaker fees and refreshments.		
	Rating:	0		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	This was not completed.

STUDENT AFFAIRS	**CORE VALUE 2**			**OUTCOME 2B**
Admissions				
Objective 1	Partner with Academic Affairs/Dual & Concurrent Credit Coordinator to host "Counselor Appreciation Days" to connect with local High School Counselors in an effort to learn what needs their students have and how LCC Admissions can both partner with the local counselors and respond to the needs of their diverse student populations.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	$	Student Fees (New/Existing)	$
Exp. Completion	December 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	As an institution, we need to be seen by the local schools (especially counselors) as a resource for them and their students. Partnering with local counselors can both increase dual/concurrent enrollment and relationships with site coordinators while also strategically increasing recruiting efforts in a more guided and efficient manner.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Due to continued turnover in Academic Affairs and Dual/Concurrent Credit Director position, the planned Counselor Appreciation Day did not occur. Department was able to partner with Dual/Concurrent Credit to jointly attend events at some local schools.		

Outcome 2D: Engage students in contributing to the well-being of their community through community service.

STUDENT AFFAIRS	CORE VALUE 1			OUTCOME 2D
Student Life				
Objective 1	Create one new service project for all student organizations to participate in.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Student Life has been helping the community through various events such as Kid's Fall Fest and the Blood Drive. With the 100th-year celebration, we will add an additional service project.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY 2025. Student Life Specialist was not aware of this due to changes in position and in leadership. Student Life Specialist is working with new Blood Drive organization for fall 2024.		

Talent Search				
Objective 1	Implement High School programming to foster knowledge and promote the development of skills that prepare students to be informed, thoughtful, and productive individuals and citizens.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$500	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This objective directly outlines an academic and project-based learning model for project participants that is both relevant and rigorous		

		and meets one of the program's competitive preference priorities.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3
	Satisfactory Level Rationale:	Our educational advisors met in groups and individually with our project participants this school year, focusing on included career exploration activities and how to be prepare themselves for the world of work and being productive citizens.

Outcome 2E: Offer a variety of online and on-ground courses at the main campus, the Cherokee Center, and all extension sites to best meet the needs of our students.

<table>
<tr><th colspan="2">ACADEMIC AFFAIRS</th><th colspan="2">CORE VALUE 2</th><th colspan="2">OUTCOME 2E</th></tr>
<tr><td colspan="6">Radiography</td></tr>
<tr><td>Objective 1</td><td colspan="5">Continuous program development for Magnetic Resonance Imaging & Computed Tomography: Online/Hybrid Certificate Programs.</td></tr>
<tr><td rowspan="3">Estimated Cost</td><td>Existing Money</td><td>$</td><td>New Money One Time</td><td>$ TBD</td></tr>
<tr><td>Grant Funded</td><td>$ TBD</td><td>New Money Ongoing</td><td>$</td></tr>
<tr><td>Department Budget</td><td>Cost Unknown – Perkins Funding</td><td>Student Fees (New/Existing)</td><td>$</td></tr>
<tr><td>Exp. Completion</td><td colspan="4">Spring 2024</td></tr>
<tr><td rowspan="2">Objective Relevance to Outcome
(4: Extremely Relevant
1: Slightly Relevant)</td><td>Rating:</td><td colspan="3">2</td></tr>
<tr><td>Rating Rationale:</td><td colspan="3">With MRI/CT certificate program approval move forward with the implementation of these certificate program(s). The hiring of program officials with the required professional credentials; Clinical Coordinator and Adjunct faculty as required by the JRCERT. Curriculum development of courses and clinical affiliation agreements for the program(s). Continue with JRCERT Accreditation approval. US Labor Statistics Job Outlook for Radiologic and MRI Techs to increase 13% from 2019-2029. TBD spring 2023 – JRCERT Accreditation Approval (program implementation and new site accreditation approval with fees and cost of qualified CTE personnel unknown.</td></tr>
<tr><td rowspan="2">Satisfactory level of objective completion
(4: Extremely Effective
0: Not at all Effective)</td><td>Rating:</td><td colspan="3">1</td></tr>
<tr><td>Satisfactory Level Rationale:</td><td colspan="3">Offering MRI & CT post-primary certifications MRI & CT should still be considered to enhancing graduates' employability and address the healthcare staff shortages in our service area.

**It is not cost effective for the program to introduce these new certification programs as this time due to start up costs for these programs.</td></tr>
</table>

Core Value 3: Continuous Improvement: Labette Community College strives for continual institutional improvement through strategic planning, program and department reviews, outcome assessments, professional development, performance agreements, policy and procedure updates, and campus environment enhancement.

Outcome 3A: Improve the system of defining and assessing student learning outcomes.

ACADEMIC AFFAIRS	CORE VALUE 2			OUTCOME 3A
Respiratory Therapy				
Objective 1	Separate the RT lab from the classroom (Z119 from Z120)			
Estimated Cost	Existing Money	$	New Money One Time	$5000
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	FY2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The RT program would like to change classes to Tuesdays and Thursdays to retain/recruit students. We will need a way to separate the lab and classroom so that students can be engaged in lectures and lab work without distractions. Many of the items needed may already be available on campus. We would need a room divider, projector, projector screen, chairs, and a computer whiteboard.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Changing classes to Tuesday/Thursday was successful. It helps with the students and with clinical. We still do not have our lab and classroom separated or all the equipment		

		needed to divide the rooms. The hope is it is done this summer.

Outcome 3B: Hire, develop, support, and empower employees throughout the organization who take an active role in student learning and success.

ACADEMIC AFFAIRS	CORE VALUE 3			OUTCOME 3B
Nursing				
Objective 1	The program will evaluate the need to add an "Application and Program Information Orientation" for applicants who struggle to complete the process promptly.			
Estimated Cost	Existing Money	$ 200	New Money One Time	$
	Grant Funded	$0	New Money Ongoing	$
	Department Budget	Nursing	Student Fees (New/Existing)	$
Exp. Completion	FY2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	1		
	Rating Rationale:	The program has noticed an increasing trend in the number of incomplete applications received during the application cycle. Unfortunately, many of these applications may have been qualified, but incomplete applications are not accepted as part of the process. The program continues to evaluate ways to attract quality applicants to the program to ensure program outcomes are met to satisfy both the state and national accreditation guidelines.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	Students were met with on an individual bases to help complete the program application. Students voiced need for individual help and did not have a desire to complete the application process in a group setting. However, the program did conduct the application for the NCLEX PN and RN exams in a group setting without any issues. Moving forward, the program will continue to work with pre-program students individually for the program application process and in a group setting for the NCLEX application.		

FINANCE & OPERATIONS	CORE VALUE 3			OUTCOME 3B
Human Resources				
Objective 1	Implement salary increases for employees at cost of living rate or higher.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$TBD
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Object Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Faculty and staff are key to the success of the college. Paying and offering competitive salaries will retain valuable employees and attract quality applicants.		
Satisfactory level of object completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed cost of living raises of 5% to 7% for all non-faculty. Completed negotiated raise of 5% to schedule base for faculty.		
Objective 2	Research compensation consultants and implement a market-based or similar value pay structure for non-instructional staff			
Estimated Cost	Existing Money	$	New Money One Time	$50,000-$60,000
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The current number of non-instructional staff position openings and lack of applicants has been critical for over a year. Researching and implementing a pay structure to ensure employees are compensated fairly.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	In progress as of 1/24/24		

Outcome 3C: Offer and support professional development programs and opportunities to enhance faculty and staff effectiveness as facilitators of learning and strengthen leadership skills.

ACADEMIC AFFAIRS	CORE VALUE 3			OUTCOME 3C
English				
Objective 1	Research multiple delivery modalities to discover the best practices for data-driven decision-making for future course delivery methods.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	To improve student success through enhanced student engagement by increasing student interest and removing barriers to time and place.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The English department researched different modalities for course delivery and will be discussing that data with administration in AY25.		

Radiography				
Objective 1	Provide a continuing education module for our clinical preceptors.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$200	New Money Ongoing	$1500
	Department Budget	12-1210-709-000	Student Fees (New/Existing)	$
Exp. Completion	Spring 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Program officials host a clinical preceptor workshop and provide a minimum of one lecture session the continue educational category A+ credit can be awarded for attendance. Program officials select a lecture		

		topic and submit the proper paperwork to the American Society of Radiologic Technologists (ASRT)for seeking approval for CEU continuing education credit approval (CEU credit value is depending on the live lecture minutes: 50-62 minutes = 1 CEU Category A or A+ credit) Cost-Effective and allow program officials to enhance their professional knowledge and leadership skills. JRC Standard Three Objectives 3.5: Program to provide continued professional development for program officials.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1
	Satisfactory Level Rationale:	*Needs to be moved to FY2025 Operational Plan due to the increased number of new clinical preceptors and imaging department managers at multiple clinical sites in the past year. Program Director will make clinical visits over the summer to speak with each new clinical preceptor about program hosting a workshop in Fall or Spring 2025.

FINANCE & OPERATIONS	**CORE VALUE 3**			**OUTCOME 3C**
Human Resources				
Objective 1	Conduct professional development training opportunities for staff.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Professional Development is key to student success and continued learning for employees. Computer, Jenzabar, Safety, Diversity, Red Flag/Identity Theft, ALICE, Title IX, Sexual Harassment, FERPA, Bloodborne Pathogens, EEO laws, department.		
Satisfactory level of objective completion (4: Extremely Effective	Rating:	4		
	Satisfactory Level Rationale:	Completed Red Flag, SafeColleges, Customer Service, and ALICE.		

0: Not at all Effective)		

PUBLIC RELATIONS	CORE VALUE 3			OUTCOME 3C
Objective 1	Attend NCMPR or other marketing conferences or webinars to build networking and gain knowledge about new marketing trends and graphic design			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$3000
	Department Budget	PR	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The PR department has not taken part in off-campus professional development in many years. There is a need to stay current on marketing trends within the realm of community colleges.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	The Digital Media/PR Specialist participated in a state-wide Community College marketing campaign. She attended virtual meetings and collaborated through email, thus expanding her network of peers and gaining new knowledge that will benefit LCC.		

STUDENT AFFAIRS	CORE VALUE 3			OUTCOME 3C
Advising				
Objective 1	Seek professional development opportunities in academic advising, specifically related to diverse populations.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	A large portion of our students fit into one or more diverse populations. Expanding the advisors' knowledge and training of all populations will benefit our students and		

		increase the rate at which our students find success.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	Advisors have participated in a number of professional development opportunities with special focus on student athletes and international students.

Student Support Services				
Objective 1	Seek professional development in academic advising issues related to student-athletes who are also members of SSS.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$5000	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	Spring 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	A large portion of our student-athletes is eligible for SSS program services. Expanding our advisors' knowledge of the academic and social needs of student-athletes, as well as their specific transfer advising needs will help us increase the rates at which SSS-participating student-athletes succeed, graduate, and transfer from LCC.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Original joint training opportunity through K-State fell through due to turnover within SE Kansas SSS programs. Some gap training was provided by SSS Director during staff meetings.		

Financial Aid				
Objective 1	Financial Aid software training			
Estimated Cost	Existing Money	$	New Money One Time	$ 6000
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
	Rating:	4		

Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	LCC will be changing to JFA in the cloud. So staff will need training to implement the software.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The Financial Aid department has been training for over a year to prepare for our go live date in JFA. Two members of the department attended JAM again this year to get more personalized training.		
Objective 2	Implementation and Go Live date for JFA			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	We will be working on the implementation of JFA and going live in the new system. Training on the new software will be required.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	JFA is live and we will transition to that software fully in Fall 2024.		

Outcome 3D: Improve the utilization of human, physical, technological, and fiscal resources.

<table>
<tr><th colspan="2">ACADEMIC AFFAIRS</th><th colspan="2">CORE VALUE 3</th><th colspan="2">OUTCOME 3D</th></tr>
<tr><th colspan="6">Academic Affairs Office</th></tr>
<tr><td>Objective 1</td><td colspan="5">The Academic Affairs Office seeks to implement a Learning Management System (LMS) to address the changing landscape of distance-delivered course offerings.</td></tr>
<tr><td rowspan="3">Estimated Cost</td><td>Existing Money</td><td>$</td><td>New Money One Time</td><td colspan="2">$ 150,000(Start-up/implementation/ training)</td></tr>
<tr><td>Grant Funded</td><td>$</td><td>New Money Ongoing</td><td colspan="2">$40000</td></tr>
<tr><td>Department Budget</td><td>General Fund</td><td>Student Fees (New/Existing)</td><td colspan="2">$</td></tr>
<tr><td>Exp. Completion</td><td colspan="5">May 2024</td></tr>
<tr><td rowspan="2">Objective Relevance to Outcome
(4: Extremely Relevant
1: Slightly Relevant)</td><td>Rating:</td><td colspan="4">4</td></tr>
<tr><td>Rating Rationale:</td><td colspan="4">LCC’s mission is to provide quality learning opportunities in a supportive environment for success in a changing world doing so through continuous improvement and educational programs for a globally connected world. LCC currently offers over 35 programs of studies and certificates offered in a variety of learning modalities. These educational programs are regulated through 10 plus different accreditors to ensure governance, quality, and compliance. The significant Federal Department of Education (DOE)changes in legislation, the Higher Learning Commission’s need to meet the DOE’s legislation integrated into their new 2025 strategic plan, EVOLVE, the NC-SARA regulations shared in March 2021 and the Kansas Board of Regent’s adoption of their new strategic plan, Building a Future, have significantly increased reporting, compliance/regulations, and assessments. To meet these increased accreditation requirements in the areas of institutional capacity, institutional transparency and disclosures, academic programs, support for students, program review and assessment, academic and institutional integrity, etc. an implementation of LMS that can</td></tr>
</table>

		better support the compliance and variable vendors used at the institution. This objective supports many Core Values (1&2).
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	The college completed this objective by transitioning to Instructure (Canvas). Spring 2024 the college conducted a pilot launch, Summer 2024 a soft launch, and full launch in Fall 2024. The college will continue to monitor the results but initial reports and feedback were overwhelming from students and instructors who participated in the pilot.

FINANCE & OPERATIONS	**CORE VALUE 3**			**OUTCOME 3D**
Human Resources				
Objective 1	Research the possibility of uploading W-2s in Redzone			
Estimated Cost	Existing Money	$	New Money One Time	$ 0
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The process will make it easier for employees to obtain their W-2s.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Moved to FY25		
Objective 2	Implement electronic timesheets			
Estimated Cost	Existing Money	$	New Money One Time	$ 0
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
	Rating:	3		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	Currently, timesheets are completed in Excel, printed, and turned in to the Business Office on hardcopy after the supervisor's signature. An electronic completion and submission process would be more streamlined and green efficient.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Moved to FY26		
Objective 3	Implement electronic leave forms			
Estimated Cost	Existing Money	$	New Money One Time	$ 0
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Electronic timesheets were implemented in FY23. An electronic completion and submission process would be more streamlined and green efficient.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Moved to FY26		

Facilities				
Objective 1	Purchase a new van			
Estimated Cost	Existing Money	$	New Money One Time	$29,000-$38,000
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	December 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Needed to transport students.		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Complete. Purchased a 15-passenger van locally.		
Objective 2	Repair two roofs to be determined after Tremco evaluation			
Estimated Cost	Existing Money	$TBD	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	To prevent leaking and further damage.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Complete. The Cardinal Event Center and the Hughes Building roofs were completed over the summer 2023.		
Objective 3	Finish Sidewalk Repair Around Campus			
Estimated Cost	Existing Money	$10,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	To improve the look of the campus.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Complete		
Objective 4	Upgrade one HVAC Controller			
Estimated Cost	Existing Money	$20,000 to $30,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$

Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Replace old dated equipment.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	Complete		
Objective 5	Remove carpet in Art Classroom H109			
Estimated Cost	Existing Money	$TBD	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	August 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	To make it easier to clean the classroom		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Moved to FY25		
Objective 6	Renovate Student Success Center bathrooms			
Estimated Cost	Existing Money	$15,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The bathrooms need repair and updating.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	Minor renovations were completed to save funds.		
Objective 7	Paint the exterior of the Annex			
Estimated Cost	Existing Money	$5,000	New Money One Time	$

	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	This will enhance the appeal of the campus.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Moved to FY25		
Objective 8	Repair Press Box at the baseball field			
Estimated Cost	Existing Money	$TBA	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Mostly cosmetic repairs: pieces of siding needs replaced, and some rotten spots on wooden stairs needed to be fixed.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	Completed		
Objective 9	New Carpet in the Bookstore			
Estimated Cost	Existing Money	$5,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	To improve the look of the bookstore.		
Satisfactory level of objective completion (4: Extremely Effective	Rating:	4		
	Satisfactory Level Rationale:	Complete		

0: Not at all Effective)				
Objective 10	Repaint Gym Floor			
Estimated Cost	Existing Money	$15,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Due to the construction, the floor was nicked up badly. Several old lines are on the floor which is no longer used. Repainting the floor and removing the unused lines will finish off the look of the freshly renovated gym.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Approved by Board of Trustees and scheduled for August 2024.		

IT				
Objective 1	Virtual Machine Refresh			
Estimated Cost	Existing Money	$15,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Server rotation schedule.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Moved to FY25 to do with Exchange.		
Objective 2	Computer Rotation Schedule			
Estimated Cost	Existing Money	$15,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$

Exp. Completion	June 2024	
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4
	Rating Rationale:	Server rotation schedule.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	Will complete in spring

PUBLIC RELATIONS	**CORE VALUE 3**			**OUTCOME 3D**
Objective 1	Replace photography equipment (if needed)			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$2000
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	To provide quality photographs for marketing materials		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	New photo backdrops, and an iPad with tripod and accessories were purchased to enhance photo and videography capabilities		
Objective 2	Update other campus signage-wayfinding, logo, etc			
Estimated Cost	Existing Money	$	New Money One Time	$ 3,500
	Grant Funded	$	New Money Ongoing	$
	Department Budget	Facilities/PR	Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Needs to be updated to provide positive branding and campus image.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	New signage was purchased for main campus. Wayfinding is still a work in progress.		

Objective 3	Workforce Center signage			
Estimated Cost	Existing Money	$	New Money One Time	$ 3,500
	Grant Funded	$	New Money Ongoing	$
	Department Budget	Facilities/PR	Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Additional lighting and lettering (Workforce Training Center) need to be added to the side of the building to create branding and a positive campus image so passers-by can easily identify what LCC property the building is.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	New signage was purchased and installed at the WTC.		

STUDENT AFFAIRS	**CORE VALUE 3**			**OUTCOME 3D**
Athletics				
Objective 1	Purchase scoreboard for softball fields.			
Estimated Cost	Existing Money	$	New Money One Time	$ 15,000
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The scoreboard has broken down at times and is several years old.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Scoreboard was installed and completed September of 2023.		
Objective 2	Purchase a new volleyball net			
Estimated Cost	Existing Money	$	New Money One Time	$ 8600
	Grant Funded	$	New Money Ongoing	$

	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	A new net is needed due to wear and tear over the years.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	Purchased Summer of 2024. We did not purchase the entire net system. We only purchased the net portion for $1,000.00 to save dollars. We will need to eventually replace system.		
Objective 3	Paint and replace wood on the press box at the baseball field.			
Estimated Cost	Existing Money	$	New Money One Time	$ 7500
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The press box is deteriorating and needs to be updated.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed the summer of 2023.		
Objective 4	Replace the 3rd base dugout roof at the baseball field.			
Estimated Cost	Existing Money	$	New Money One Time	$ 6500
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The roof is deteriorating and needs to be replaced as a safety issue.		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed the summer of 2023.		
Objective 5	Provide safe storage buildings for baseball and softball.			
Estimated Cost	Existing Money	$	New Money One Time	$ 18000
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Dedicated storage space for each program rather than under the football stadium is needed. Could also provide a location in case of inclement weather.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY2025		

Core Value 4: Integrity and Transparency: Labette Community College operates in an environment of integrity and transparency through honest ethical practices, open communication, and accountability, for transactions with all constituencies.

Outcome 4A: Improve tracking of and access to data to meet the needs of the institution and external contingencies.

FINANCE & OPERATIONS	**CORE VALUE 3**			**OUTCOME 4A**
IT				
Objective 1	Budgeting for cost effective IT projects			
Estimated Cost	Existing Money	$	New Money One Time	$ 0
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	IT projects are getting added at a very rapid rate, so it is important to consider the cost effectiveness of each project.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Complete		

PUBLIC RELATIONS	**CORE VALUE 4**			**OUTCOME 4A**
Objective 1	Recreate style manual			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$

	Department Budget	PR	Student Fees (New/Existing)	$
Exp. Completion	2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	The role of the PR department is to ensure that the campus community adheres to the guidelines and proper usage of the college brand.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Due to changes in staffing, this has been postponed until FY25.		
Objective 2	Purchase of a project management app to interface with the PR request from departments.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$ Need to check on pricing.
	Department Budget:	$	Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Project Management software can help track PR requests from other departments and assist in completing jobs in a timely matter.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	An upgrade to a paid version of Trello has taken place. This helps the PR Team communicate, collaborate, track projects and status in an efficient manner.		

Outcome 4B: Promote responsible stewardship of resources and public trust.

PUBLIC RELATIONS	CORE VALUE 4			OUTCOME 4B
Objective 1	Update/redesign fact cards, or another form of marketing material that shows the transparency of funding			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	PR	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Marketing pieces are necessary to gain the support of the community.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Due to staffing changes and other priorities from the 100-year anniversary this has been postponed.		

Outcome 4C: Enhance the college's image to stakeholders to generate business and community support by communicating the value and benefit of the college.

FOUNDATION & ALUMNI	CORE VALUE 4		OUTCOME 4C	
Objective 1	Launch a new Alumni event for LCC – tie in an athletic or cultural event with it.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$5000
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	To engage Alumni and deepen relationships with LCC.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	A wide variety of alumni testimonials were compiled for a special Tribute video. It was shown at the Donor Appreciation Luncheon, Distinguished Alumni Award Luncheon, and Cardinal Citation reception.		
Objective 2	Begin a new recognition tradition – Cardinal Alumni Family night at an athletic event annually if unable to begin in 2023.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$1500
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	To help get more people into the newly renovated/constructed Athletic Complex and to recognize the families with strong ties to LCC.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	We held the 1st annual Cardinal Generational Family recognition in honor of the Beachner family on Jan. 17, 2024. It was well attended and successful.		

PUBLIC RELATIONS	CORE VALUE 4			OUTCOME 4C
Objective 1	Redesign of view books			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	Admissions	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Yearly or every other year, updates are necessary to stay current with the design and correct content of view books used for recruiting.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Through a collaboration with Admissions, an updated format was created that is less cumbersome, which made it easier for the recruiters to haul and pass out at events, while also presenting all needed information in a clear, concise, attractive way.		
Objective 2	Increase digital marketing for general enrollment			
Estimated Cost	Existing Money	$2,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	PR	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Digital marketing has proven response rates proven through the analytics provided by a marketing company		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Targeted digital marketing approaches were used throughout the year including: streaming tv ads, geofencing, YouTube ads, search engine marketing, in app ads, paid keyword searches, and Tik Tok ads.		
Objective 3	Increase digital marketing for the specific program- CTE			
Estimated Cost	Existing Money	$2,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	PR	Student Fees (New/Existing)	$

Exp. Completion	June 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Digital marketing has proven response rates proven through the analytics provided by a marketing company		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Targeted digital marketing approaches were used throughout the year including: streaming tv ads, geofencing, YouTube ads, search engine marketing, in app ads, paid keyword searches, and Tik Tok ads.		
Objective 4	Update new professional videos for departments or general recruiting			
Estimated Cost	Existing Money		New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	PR	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Last completed in 2020 for general and CTE health science programs, reshooting to update footage or create new.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Due to staffing changes this has been postponed.		
Objective 5	Create a new campus tour video			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget	PR Admissions	Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	New virtual campus tour video to recruitment.		
Satisfactory level of objective completion (4: Extremely Effective	Rating:	0		
	Satisfactory Level Rationale:	Due to staffing changes this has been postponed.		

0: Not at all Effective)				
Objective 6	Redesign of CTE, or specific program print material			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	PR	Student Fees (New/Existing)	$
Exp. Completion	Continuous, every year			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Yearly updates are necessary to stay current with the design and correct content of brochures used for recruiting.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	All health science information sheets were updated to reflect changes in the programs.		
Objective 7	Athletic Expansion Grand Opening event			
Estimated Cost	Existing Money	$1,000	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget	PR President Foundation	Student Fees (New/Existing)	$
Exp. Completion	September 2023			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Celebrate LCC's success of the athletic complex expansion with stakeholders, the public, and alumni.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The dedication was very successful with about 300 people attending. Featured speakers included Lead Donor-Sophia Zetmeir, LCC President- Mark Watkins, Volleyball player-Kenly Dixon, and Athletic Director-Aaron Keal. We also dedicated the Modern Cardinal statue, which sits at the Main Street entrane and provided guided tours of the Athletic Complex.		

Outcome 4D: Strengthen internal communication practices.

ACADEMIC AFFAIRS	CORE VALUE 4			OUTCOME 4D
LIBRARY				
Objective 1	Change the Library marketing focus from a service orientation to an educational partnership orientation			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	November 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The view of the Library for years has been that it is a service provided by the college to assist the students, the employees, and the community. In reality, the Library is an equal partner in the educational process of these entities. Marketing materials, tours, webpages, and other outlets, publications, and offerings from the Library will be edited to reflect this change in philosophy. No funding will be needed. The editing will be a part of the annual revision of this sort of document.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	This will be completed this summer (2024).		

STUDENT AFFAIRS	CORE VALUE 4			OUTCOME 4D
Admissions				
Objective 1	Implement monthly meetings with Public Relations and Advising Center to improve internal communication and streamline recruiting efforts.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant	Rating:	4		
	Rating Rationale:	Meet monthly with Public Relations to ensure communications with the public and		

1: Slightly Relevant)		prospective students uses the same language across all departments. Also keeps the vision and mission of recruiting focused. Meet monthly with Advising Center to stay connected in terms of current and future student needs. Also ensures that shared events (Enrollment Days, New Student Orientation, Transfer Fair) are cohesive across departments.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3
	Satisfactory Level Rationale:	Despite transition in the Public Relations Director, we have been able to vastly improve communication. Notably, this has led to increased press releases, news broadcast opportunities, etc. Additionally, Admissions and Advising have continued meeting together both during SEM Subcommittee meetings and in additional meetings; while also partnering on New Student Orientation and Sport/Team Specific Enrollment Days.

Financial Aid				
Objective 1	Work with departments across campus for a better understanding of financial aid to ensure students have the best customer service.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The various departments must communicate and understand each other's processes to convey the correct information to the students.		
	Rating:	3		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	We are still working to achieve this goal fully. We have tried to be diligent to let our Supervisors know what is going on with the Department of Education and the delays that have come with FAFSA Simplification and trying to get that information out to various departments. The input from the Financial Aid department is not always taken into consideration by other departments which can hinder our collaborative efforts.

Core Value 5: Sustainability of the Institution: Labette Community College encourages innovation and personal growth, maintains financial accountability, supports student retention and success, and plans strategically for the future while adhering to state, federal, and governing agency guidelines.

Outcome 5A: Achieve targeted growth through an integrated enrollment management process.

STUDENT AFFAIRS	CORE VALUE 5			OUTCOME 5A
Registrar				
Objective 1	The Registrar's Office will notify students when they are getting close to graduation by using the advising trees in Jenzebar.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This will let students know that they are getting closer to their goal of meeting their degree requirements. Send a communication to students letting them know what they need to do to graduate earlier.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	A Registrar Degree Check was complete on behalf of the student. There were several students that were eligible to graduate that did not complete the Degree Check Request. The Registrar's Office has idea on how to make the process more efficient.		

Student Affairs/Strategic Enrollment Management				
Objective 1	Continue to implement strategies to increase enrollment from the subcommittees on Recruitment, Onboarding, Retention, and Completion.			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget:		Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The work of this group is impacting the employees' ability to have a role in enrollment management. As the committees meet throughout the year, new activities are developed.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Continued work in each subcommittee has led to significant development of cross-campus initiatives to positively impact each segment of the Enrollment Management lifecycle.		

Outcome 5B: Enhance student opportunities through increased scholarships and endowments.

FOUNDATION & ALUMNI ASSOCIATION	CORE VALUE 5		OUTCOME 5B	
Objective 1	Host a scholarship luncheon where donors meet students who received their awards.			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$3000
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	May 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	To allow time for donors to meet the students they are helping. This will make donors feel good about the support they've given and hopefully inspire students to "give back to LCC" when they become financially able in the future. This may also help with student retention as they meet other people who truly care about their success. It may push them to stay in college and do well in classes.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	Due to the numerous 100-year anniversary events, this was postponed because staffing and funding wouldn't accommodate doing everything. However, thank you letters from scholarship recipients were mailed to scholarship contacts to maintain donor relations and link the students to the donors in an alternative way.		
Objective 2	Work with donors to secure new scholarships and endowments			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	May2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Scholarship endowments provide support for students in perpetuity. The more scholarships we can provide, the more		

		students we can recruit to make our college stronger.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3
	Satisfactory Level Rationale:	The Foundation received a gift to establish the Leota A. Bolander RN & John W. Bolander RN Endowed Scholarship. Additionally, we received an estate gift of approximately $85,000 and new annual scholarship funds.

PUBLIC RELATIONS	**CORE VALUE 5**			**OUTCOME 5B**
Objective 1	Solicit new donors for annual scholarship auction (Foundation provides PR with acquisition list)			
Estimated Cost	Existing Money	$	New Money One Time	$0
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	June 2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	The auction has noticed an increase in attendance, and items donated. The acquisition of items/services donated for the auction is needed to assist the Foundation office.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Staffing changes prevented this from happening.		

Outcome 5C: Enhance the economic, academic, and social environment of the college to recruit and retain quality employees.

FINANCE & OPERATIONS	CORE VALUE 3			OUTCOME 5C
Human Resources				
Objective 1	Evaluation of Flexible Schedule			
Estimated Cost	Existing Money	$	New Money One Time	$
	Grant Funded	$	New Money Ongoing	$
	Department Budget		Student Fees (New/Existing)	$
Exp. Completion	July 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	To look for ways to better retain employees.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed		

CORE VALUE OUTCOMES

Core Value 1: Student Learning:

Labette Community College makes every effort to provide collegial programs and services by providing a caring and qualified faculty/staff to assist all students and community members in attaining the foundational skills and knowledge essential for success in work and in life, in a supportive and accountable environment.

A. Cultivate a culture in which services, practices, policies, procedures, and personnel support learning as a major priority.

Curriculum & Instruction Committee (C&I):

1. The C&I Committee reviewed curriculum to ensure appropriate learning strategies were being applied in academic courses, and aligned academic content with academic standards.
2. The C&I Committee added SOCI 208 Culture and Ethnicity to the Social and Behavioral bucket and MATH 129 Quantitative Reasoning to the Math and Statistics bucket.
3. The C&I Committee reviewed curriculum mappings and Developmental Education initiatives.

Distance Education Committee:

1. The Distance Education Committee continued to have as a major component of each Committee Meeting the sharing of ideas, teaching strategies, and solutions to problems common to the online environment.

Belonging Committee:

1. The Chair forwards information and articles he receives to the members. He also has a magazine that is circulated among the members to read.

Institutional Assessment Committee:

1. The Assessment Committee reviewed and approved the Report of Student Learning for AY23. It was presented and approved by the Board.

2. The Assessment Committee reviewed and approved a new handbook for co-curricular Reviews.

3. The Assessment Committee reviewed the following Comprehensive Program Reviews:
    - Art
    - Biology
    - Criminal Justice
    - Electronics Certificate
    - English
    - General Studies
    - History
    - Math
4. The Assessment Committee reviewed the following Comprehensive Departmental Reviews:
    - Admissions
    - Human Resources

Library Committee:

1. The members of the Library Committee advise and suggest ways to improve existing library services and offer suggestions for new ones.
2. The members of the Library Committee advocate for the Library in their r espective departments and groups.

SEM Recruiting Committee:

1. The committee recommended Tech and Health Science Visit days which were implemented in the Spring to provide area secondary school students the opportunity to interact with the various CTE programs at LCC.

B. Strive to make the student's experiences with LCC positive, nurturing, and focused on student learning and academic success.

Curriculum & Instruction Committee (C&I):

1. The C&I Committee focused on student learning and academic success by reviewing catalog changes, revising course outcomes, competencies, and aligning program processes.

Distance Education:

1. The Distance Education Committee continued to review all new online courses developed by new instructors and to offer recommendations to experienced instructors who seek the committees input on new online courses.
2. The Distance Ed Committee discussed the ongoing transition to the Canvas LMS.

Belonging Committee:

1. The committee exists to promote the diversity of our service area and the world beyond. We support and encourage the discovery and learning about other cultures and viewpoints which hopefully lead the students and employees of LCC to valuing the dignity, worth and potential found in all people, and thus each other. We also encourage the students and employees to broaden their viewpoint, challenge and/or examine their own viewpoints, and to make needed changes in those viewpoints for success in our changing world.
2. The chair serves as the trainer for the Safe Zone training module in Red Zone.
3. The Committee held an International Fair that featured the food of three main cultures of international students on campus. The event also had games from around the world for students to interact with. The students and Committee members interacted and shared stories of our cultures.
4. The Committee displayed a remembrance table in honor of our military students and those who have lost members of their family who were in the military.
5. The Committee held a Barbie day for Women's month to emphasize that women can be whatever they want.

Library Committee:

1. The Library Committee advocates, monitors and advises the staff on the needs of the main campus, Cherokee Center, and online programs.
2. The Library Committee will inform their areas of the changes in the database offerings and updates. They will refer their students to these resources.

SEM Retention Committee:

1. The committee recommended starting a program to transport students from the Villas to Walmart for shopping needs. Case Management and Student Life partnered to begin this service in the Spring.
   SEM Completion Committee:
2. The committee recommended implementing Stage Clips as a way to recognize graduates after Commencement.

C. Make accessible a variety of services and programs that address learning needs.

Caring Cardinal Committee (C3):

1. The C3 Committee participates in the following campus activities and student services:
   - Annual campus clean-up
   - Candy, sweet and non-sweet treats for Halloween
   - Snacks in student lounge
   - Coffee bar

- Final Frenzy Nacho bar with salsa

Distance Education:
1. The Distance Education Committee is committed to utilizing new technology in support of online education.
2. The Distance Ed Committee discussed the ongoing transition to the Canvas LMS.

SEM Completion Committee:
1. The committee recommended changing the degree check process to better identify students close to graduation. This solution was piloted by the Registrar's Office for AY24.

D. Use technology to expand opportunities for student learning and student services.

Distance Education:
1. The Distance Education Committee continued to have as a major component of each Committee Meeting the sharing of ideas, teaching strategies, and solutions to problems common to the online environment.

Belonging Committee:
1. The Belonging Committee's Student Social Media Assistant published diversity- inspired messages that went along with the monthly themes on Instagram.

E. Provide quality programs and services at the main campus, the Cherokee Center, all extension sites, and online.
Distance Education Committee:

Distance Education:
1. The Distance Education Committee continued to review all new online courses developed by new instructors and to offer recommendations to experienced instructors who seek the committees input on new online courses.

Belonging Committee:
1. The Committee co-sponsored a speaker with Student Life for Black History month.

Core Value 2: Education for a Globally Connected World

Labette Community College promotes diversity in our communities and our world by valuing the dignity, worth, and potential of all persons; by using diverse delivery methods and evolving technology; and by improving the communities we serve through civic engagement opportunities.

A. Improve and expand linkages with educational partners and community agencies for mutual benefit.

Curriculum & Instruction Committee (C&I):

1. The C&I Committee reviewed course transferability to baccalaureate degree programs with four-year institutions.

Belonging Committee:

1. The Chair and Co-Chair of the Committee are members of KBOR's Chief Diversity Officers organization.
2. One of them attends each meeting with the group and then, shares the notes from the meetings on to the administration and the Belonging Committee.

Library Committee:

1. A retired instructor that was a member of the Committee continues as the Community representative on the Committee.

B. Respond to the diverse learning needs of our community.

Distance Education:

1. The Distance Education Committee continued to explore the best use of the College's resources in providing online education by continuously evaluating online platforms and technologies and seeking to find better ways to offer training to instructors in the use of the technologies available to them.

Library Committee:

1. The Library Advisory Committee advocates for the needed library services for the faculty and students in their respective departments and groups.

C. Increase the availability of skilled workers to meet the needs of the community and the State.

D. Engage students in contributing to the well-being of their community through community service.

E. Offer a variety of online and on-ground courses at the main campus, the Cherokee Center, and all extension sites to best meet the needs of our students.

Curriculum & Instruction Committee (C&I):

Art

- Revision of Art Program. 2023-2024 catalog. Removed ART 115 Painting I from concentration requirements.

Business Administration

- Revision of BUAD 110 Business Communication. Course outcomes change aligns with the new outcomes adopted at the Fall 2023 KCOG meeting.

Computer Science

- Revision COMP 110 Computer Concepts and Applications. Course outcomes change aligns with the new outcomes adopted at the Fall 2023 KCOG meeting.

Diagnostic Medical Sonography

- Added new Program. AAS Diagnostic Medical Sonography. With the changes to Department of Education the funding requirements for certificates is that the program needed to have an AAS option in order for students to receive financial aid to cover the entire program.
- Revision of DMS 214 Introduction to Echocardiography. Revision of credit hours from 3 to 4 credit hours.

Early Childhood Education

- Revision of Early Childhood Education. KBOR requires MATH 129 Quantitative Reasoning for the Math component.

Elementary Education

- Revision of Elementary Education program. Aligned the program to that of the Kansas Board of Regents Program to Program Alignment.
- Revision of Elementary Education Program. KBOR requires MATH 129 Quantitative Reasoning for the Math component.
- New 3 credit hour course EDUC 205 Educating Exceptional Students was added.
- Revision of EDUC 201 Technology for Teaching & Learning. Course outcomes change aligns with the new outcomes adopted at the Fall 2023 KCOG meeting.

English

- Revision of ENGL 209 American Literature I. Course outcomes change aligns with the new outcomes adopted at the Fall 2023 KCOG meeting.
- Revision of ENGL 102 English Composition II. Course outcomes change aligns with the new outcomes adopted at the Fall 2023 KCOG meeting.
- Revision of English. 2023-2024 catalog. Removed ENGL 207 British Literature I from concentration requirements and adding ENGL 206 General Literature and ENGL 200 Creative Writing to concentration requirements. Also, removed one general elective.

Radiography

- Revision of Radiography Program. 2023-2024 catalog. PSYC 201 added to recommended course sequence.

Respiratory Therapy

- Revision of RESP 110 Clinical Practice II. Revision of credit hours from 5 to 4. Title change to Clinical Practice III and outcomes revision.
- Revision of RESP 113 Pediatric Respiratory Care. Revision of title to Neonatal and Pediatric Respiratory Care.
- New one credit hour course RESP 119 Clinical Practice II was added.
- Revision of RESP 161 Fundamentals of Respiratory Care III Lab. Revision of title to Advanced Mechanical Ventilation Lab.
- Revision of RESP 203 Fundamentals of Respiratory Care III. Revision of title to Advanced Mechanical Ventilation.
- Revision of RESP 211 Clinical Practice III. Revision of title to Clinical Practice IV.

Sociology

- New 3 credit hours course SOCI 205 Culture and Ethnicity was added.

Core Value 3: Continuous Improvement

Labette Community College strives for continual institutional improvement through strategic planning, program and department reviews, outcome assessments, professional development, performance agreements, policy and procedure updates, and campus environment enhancement.

A. Improve the system of defining and assessing student learning outcomes.

Library Committee:

1. The Library Advisory Committee advocates for the needed library services for the faculty and students in their respective departments and groups.
2. The Library Committee keeps apprised of the Library's operational plans, budgets, and other administrative documents, giving input on their content.

B. Hire, develop, support, and empower employees throughout the organization who take an active role in student learning and success.

C. Offer and support professional development programs and opportunities to enhance faculty and staff effectiveness as facilitators of learning and strengthen leadership skills.

Belonging Committee:

1. The Chair forwards information and articles he receives to the members. He also has a magazine that is circulated among the members to read.

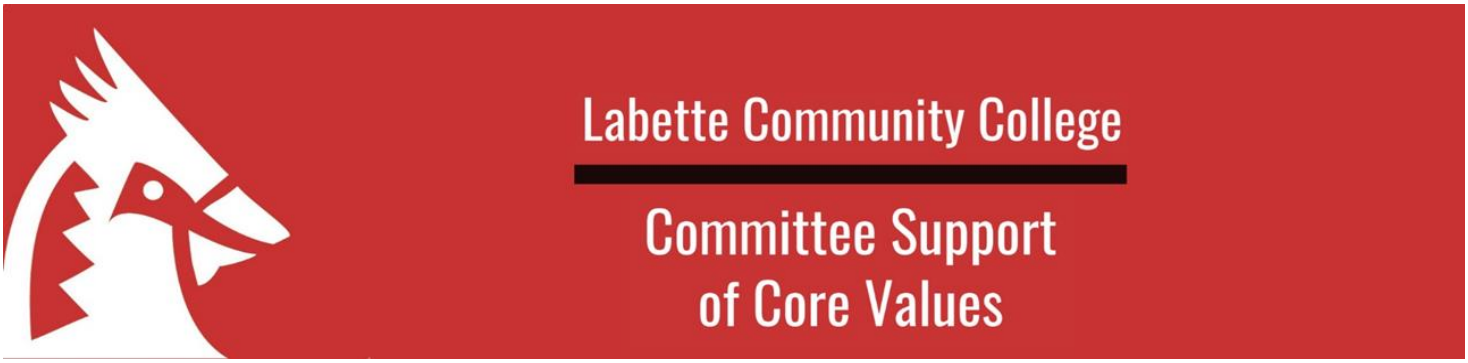
SEM Steering Committee:

1. The committee hosted a customer service skills-focused inservice training in Fall 2023 for all employees.

D. Improve the utilization of human, physical, technological, and fiscal resources.

Distance Education:

1. The Distance Education Committee continued to explore the best use of the College's resources in providing online education by continuously evaluating online platforms and seeking to find a way to utilize human, physical, technological, and fiscal resources effectively.



Core Value 4: Integrity and Transparency

Labette Community College operates in an environment of integrity and transparency through honest ethical practices, open communication, and accountability, for transactions with all constituencies.

A. Improve tracking of and access to data to meet the needs of the institution and external contingencies.

Belonging Committee:

1. A subcommittee of the Committee continues its work on evaluating documents that the President received concerning diversity in academia. Using these documents and others, the Subcommittee compiled a report on how to best communicate the College's values and practices internally and externally and presented it to the administration.

Financial Aid Appeals Committee:

1. The Financial Aid Appeals Committee continually works to improve the appeals process.

Library Committee:

1. The Library Committee is kept aware of the Library's budget and gives input on the purchasing of resources.

B. Promote responsible stewardship of resources and public trust.

Belonging Committee:

1. The Committee drafted a Land and Work Statement and presented it to the administration.

C. Enhance the college's image to stakeholders to generate business and community support by communicating the value and benefit of the college.

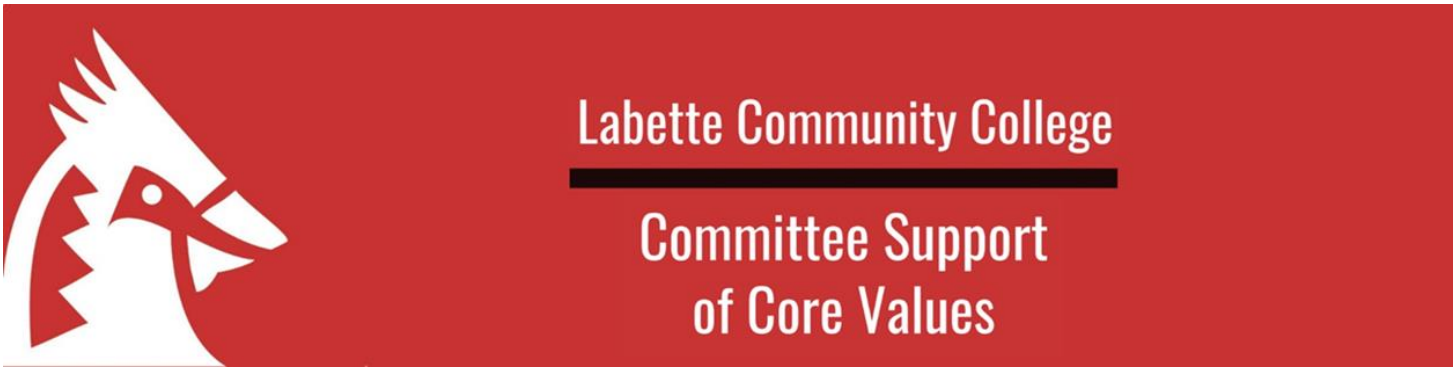
Caring Cardinal Committee (C3):

1. The C3 committee held its annual campus clean up that included staff and students.

D. Strengthen internal communication practices.

Distance Education:

1. The Distance Education Committee promoted internal communication by releasing immediately after each meeting a summary of what happened at that meeting. These summaries were emailed to all faculty and staff. Once approved, the minutes were also emailed to all faculty and staff.



Core Value 5: Sustainability of the Institution

Labette Community College encourages innovation and personal growth, maintains financial accountability, supports student retention and success, and plans strategically for the future while adhering to state, federal, and governing agency guidelines.

A. Achieve targeted growth through an integrated enrollment management process.

B. Enhance student opportunities through increased scholarships and endowments.

C. Enhance the economic, academic, and social environment of the college to recruit and retain quality employees.