

Labette Community College  
**Academic Affairs**  
**STRATEGIC PLAN – FY 2009**

**GOAL:** Provide quality instruction and curriculum that achieve the College Mission in collaboration with Student Services and Finance and Operations.

**Goal 1: Improve instructional effectiveness to meet students’ personal and career goals as a top priority.**

Example: Professional development, tutoring, active learning, portfolio development, etc.

**Career Technical Education**

<b>Financial Services</b>	
<b>Objective 1</b>	In order to better meet student's personal and career goals, faculty must know and discuss this information with students. Develop an outline of career topics, goal questions and goal formulation to discuss with students during enrollment and advisement.
<b>Expected Outcomes</b>	Better advisement, better knowledge of our students, help students achieve their goals
<b>Completion Date</b>	February 2009
<b>Results</b>	Currently implemented during enrollment advisement
<b>Comments</b>	

<b>Graphic Design</b>	
<b>Objective 1</b>	Improve instructional material to aid within the development of students’ practical and theoretical knowledge. Faculty professional development: Staff training on software required for the design and communication industries. Training, courses and ongoing professional development.
<b>Expected Outcomes</b>	Improve quality of instruction, improved student retention. Improve student knowledge of industry.

<b>Completion Date</b>	Spring/Summer 2008
<b>Results</b>	Instructor is regularly participating in LYNDACOM online training for various software taught in the department.
<b>Comments</b>	Higher quality of teaching, increase in student learning, raised profile for college.

<b>Networking</b>	
<b>Objective 1</b>	The computer field is ever changing with a complete change every 12-15 months. I would like to attend more meetings and conferences that deal with hardware and software. As of now most of my work is done with online workshops.
<b>Expected Outcomes</b>	To share this information with the students and to give them a better opportunity to succeed in the business world.
<b>Completion Date</b>	I completed two Networking online courses, one in the Fall 2008 semester and the other in the Spring 2009 semester.
<b>Results</b>	Information gained from these courses was used to introduce the students to new security features for networking.
<b>Comments</b>	Costs: \$79 per course total of \$158

<b>Nursing</b>	
<b>Objective 1</b>	Enhance student career goals and job placement by promoting area medical care centers.
<b>Expected Outcomes</b>	Students will become aware of job opportunities and career goals in the field of nursing.
<b>Completion Date</b>	May 2009
<b>Results</b>	Completed
<b>Comments</b>	8-10 hospitals and area healthcare organizations met with graduating class to promote career goals in nursing.
<b>Objective 2</b>	Implement the new LPN core curriculum into the 1 <sup>st</sup> level of the program.
<b>Expected Outcomes</b>	Compliance with recommended curriculum from Kansas Board of Regents (KBOR) and Kansas State Board of Nursing (KSBN).
<b>Completion Date</b>	August 2009
<b>Results</b>	Partly completed

<b>Comments</b>	Hired/Replaced nurse faculty member to ensure implementation of core curriculum as required. Core curriculum is in process at KBOR and KSBN level. Director attends meetings to represent LCC.
<b>Objective 3</b>	Increase active learning and teaching skills to improve instructional effectiveness.
<b>Expected Outcomes</b>	All nursing courses will have some type of active learning experience.
<b>Completion Date</b>	January 2009
<b>Results</b>	Completed
<b>Comments</b>	Nursing courses have implemented more active learning such as the simulation learning system or technology such as YouTube for visual learners to stimulate critical thinking.

<b>Office Technology</b>	
<b>Objective 1</b>	Establish positive expectations for all students
<b>Expected Outcomes</b>	Connect to students. Improved student performance. Increase in student awareness of instructor's expectations.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Work in progress.
<b>Comments</b>	Developed project rubrics and included them with the assignments. They helped students understand what is expected of them. The quality of their work was much better on their portfolio's/projects compared to prior semesters .
<b>Objective 2</b>	Attend professional development workshops.
<b>Expected Outcomes</b>	Increase knowledge within field and vocational requirements.
<b>Completion Date</b>	End of the fiscal year
<b>Results</b>	Did not attend professional development workshops this year.
<b>Comments</b>	The Wichita Connection Employment to Education changed formats and my area was not included this year. My dragon speak voice workshop was not offered due to low enrollment.

<b>Radiography</b>	
<b>Objective 1</b>	Continue to develop computer programs for student review.
<b>Expected Outcomes</b>	Increase learning skills and preparedness.

<b>Completion Date</b>	Ongoing
<b>Results</b>	Developed more computer programs for the procedures and lab courses.
<b>Comments</b>	
<b>Objective 2</b>	Professional development for staff on digital radiography and methods of instruction.
<b>Expected Outcomes</b>	Improved instructional skills and improved student learning outcomes.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Director and instructors attended a national educator seminar in Orlando, and the K.S.R.T. convention in April 2009. Digital presentations were also presented at the both seminars.
<b>Comments</b>	The educators' seminar presented a lot of new ideas for teaching ethics and also for the use of technology in the classroom.

<b>Recording Arts</b>	
<b>Objective 1</b>	Update the Thiebaud Theater for a live television show and lighting production class
<b>Expected Outcomes</b>	Provide students with the hands on experience needed to be a contender in the job market, function as a place for two classes that currently require students to drive to other towns, and house two classes we currently have no facility for.
<b>Completion Date</b>	August 2009
<b>Results</b>	Not completed
<b>Comments</b>	Timeline being extended.

<b>Respiratory Care</b>	
<b>Objective 1</b>	A minimum of 1 staff member of the Respiratory Care Program will become certified as an Asthma Educator through the National Asthma Educator Association.
<b>Expected Outcomes</b>	Validation of expertise at a national level in the area of asthma education.
<b>Completion Date</b>	June 2009
<b>Results</b>	Course work completed
<b>Comments</b>	Certification to be obtained FY2010
<b>Objective 2</b>	Program staff to complete online teaching course.

<b>Expected Outcomes</b>	Prepare staff to provide online services to students in the form of hybrid and online course and supplemental materials.
<b>Completion Date</b>	May 2008
<b>Results</b>	Jennifer Harding successfully completed the online teaching course.
<b>Comments</b>	Jennifer developed Respiratory Care Pharmacology online course Summer 2008. It was first delivered to students Fall 2008.

<b>Workforce Education, Community Services, &amp; Education</b>	
<b>Objective 1</b>	(EDUC) Ask faculty who teach education courses to encourage use of portfolio development.
<b>Expected Outcomes</b>	Education students need to know the importance of portfolios in being admitted to teacher education programs and to take with them as they enter the field.
<b>Completion Date</b>	Fall 2008
<b>Results</b>	Initiated.
<b>Comments</b>	Director conversed with adjuncts, and sent the item to education advisors and advisees.
<b>Objective 2</b>	(COMM SERV) Actively seek to offer one new night workshop per semester.
<b>Expected Outcomes</b>	This will help us be visible to the community and utilize resources of those in our community to conduct such workshops.
<b>Completion Date</b>	Fall 2008
<b>Results</b>	Achieved.
<b>Comments</b>	Fall 2008: Created "Foundations of Small Business" course. Spring 2009: Offered (3) new credit courses: Foundations of Small Business, Home Horticulture, and Basic Concepts of Herbs. Offered: (6) new non-credit workshop style options: Wine Sense 101, Beginning Computer 1, Wills & Estate Planning, Self Defense, Hospice, and Spring Plant Swap.

## General Education

<b>Biology</b>	
<b>Objective 1</b>	Purchase additional Manikens for use in Anatomy and Physiology
<b>Expected Outcomes</b>	Improve learning and retention of anatomical knowledge with this additional active learning tool. Increase the availability of the learning tool to all lab sections. (Currently only able to use with a single lab section.) This requires more involvement than the cat dissection, requires more practical application for learning muscles and nervous system, and will reduce the number of cats needed for dissection.
<b>Completion Date</b>	ASAP (ongoing need)
<b>Results</b>	5 additional Manikens were purchased from A&P general funds
<b>Comments</b>	
<b>Objective 2</b>	Purchase additional physiology equipment sets.
<b>Expected Outcomes</b>	Increase the understanding of human physiology with the students able to actively conduct the experiments and see evidence of the physiology they are studying. Add the ability to study the physiology at our extension site, as well as possibly using equipment for outreach to public schools.
<b>Completion Date</b>	ASAP (ongoing need)
<b>Results</b>	Unable to purchase and no grants found
<b>Comments</b>	
<b>Objective 3</b>	Purchase laptop computers with wireless internet access and computer cart for use in biology labs.
<b>Expected Outcomes</b>	This is to support active learning and required to run the physiology equipment. The laptops can take the place of the outdated microscopes which are actually inadequate for histology study in the anatomy and physiology lab.
<b>Completion Date</b>	ASAP (ongoing need)
<b>Results</b>	Unable to find grants
<b>Comments</b>	

<b>Chemistry / Physical Science</b>	
<b>Objective 1</b>	Develop experiments that utilize the laboratory computers.
<b>Expected Outcomes</b>	Provide students with a greater breadth of laboratory experiences.
<b>Completion Date</b>	August 2008 and ongoing
<b>Results</b>	Not completed
<b>Comments</b>	An "Aldol Condensation" experiment was developed for Organic Chemistry II to correlate with a new topic added to the course. The new experiment does not use the lab computers, but it is a "green" experiment. Several experiments were revised in all courses. The revisions and addition do not make better use of the laboratory computers, but they do make the laboratory experience better for students. However, there is a need to introduce at least one new experiment in Physical Science which probably will involve greater use of the laboratory computers. This will be a goal for next year.

<b>Communication</b>	
<b>Objective 1</b>	Continue faculty professional development activities to expand capacity to provide highest quality teaching
<b>Expected Outcomes</b>	Improved quality of instruction
<b>Completion Date</b>	
<b>Results</b>	Attended KS Music Educators Conference
<b>Comments</b>	Although conference outside of discipline, gained valuable information to improve quality of teaching

<b>Computer Science</b>	
<b>Objective 1</b>	Attend Vista and Office 2007 training sessions--either workshops or online training webinars
<b>Expected Outcomes</b>	Mastery of skills needed to effectively teach applications in Fall 2008
<b>Completion Date</b>	Ongoing
<b>Results</b>	Viewed online demos and receive online informal training at no cost to LCC.
<b>Comments</b>	Subscribed to several RSS Feeds that provide up-to-date tips on using Office 2007: Microsoft Office Work, Microsoft Office Home, Microsoft Office Live, Point-Haired Dilbert (spreadsheets).

<b>Economics</b>	
<b>Objective 1</b>	Attend a professional development seminar/webinar on economics education or instructional methods
<b>Expected Outcomes</b>	Networking with other professors, new ideas, knowledge of alternative teaching methods
<b>Completion Date</b>	November 2008 (Economics Teaching Conference), February 2009 (Business Teacher Conference)
<b>Results</b>	New ideas implemented in the classroom; online stock market project
<b>Comments</b>	
<b>Objective 2</b>	In order to better meet student's personal and career goals, faculty must know and discuss this information with students. Develop an outline of career topics and goal questions to discuss with students during enrollment and advisement.
<b>Expected Outcomes</b>	Better advisement, better knowledge of our students, help students achieve their goals
<b>Completion Date</b>	February 2009
<b>Results</b>	Currently implemented during enrollment advisement
<b>Comments</b>	

<b>English</b>	
<b>Objective 1</b>	Increase number of online courses
<b>Expected Outcomes</b>	Meet the needs of students who prefer online offerings
<b>Completion Date</b>	May 2009
<b>Results</b>	Increased number of online sections
<b>Comments</b>	All courses offered "make" and have waiting lists.

<b>History, Geography, &amp; Government</b>	
<b>Objective 1</b>	Continue professional development through attendance at Scholarly Conferences (two per year), continued research and scholarly writing
<b>Expected Outcomes</b>	The more I learn the better I teach. I truly believe that my effectiveness as a professor is linked to my effectiveness as a student. To teach life-long learning, I must be one first!
<b>Completion Date</b>	2009

<b>Results</b>	Presented two papers this year: 1 at the MidAmerican History Conference in Springfield, MO and the other at the Kansas Association of Historians Annual Conference in Ft. Hays, KS
<b>Comments</b>	
<b>Objective 2</b>	Utilize resources better by acquiring an ELMO machine in new classroom
<b>Expected Outcomes</b>	This machine will allow me to use my extensive collection of maps, graphs, pictures in my teaching so as to engage the students visually
<b>Completion Date</b>	2009
<b>Results</b>	The ELMO machine was installed and has been used to great benefit -- especially to show older maps that are not available digitally
<b>Comments</b>	
<b>Objective 3</b>	Continue to find and purchase DVDs related to course content
<b>Expected Outcomes</b>	Since we live in a visual culture and since students are used to accessing information visually, using appropriate video can further student learning. This is especially true in World Regional Geogrpahy where appropriate documentaries and foreign films help students understand and experience other cultures.
<b>Completion Date</b>	2009
<b>Results</b>	Because of budget constraints, no new DVDs were purchased.
<b>Comments</b>	

<b>Math &amp; Physics</b>	
<b>Objective 1</b>	Attend AMAYTYC Conference in Fall 2008 in Washington D.C.
<b>Expected Outcomes</b>	Attend meetings and bring back information, techniques, and ideas concerning use of technology, manipulatives, and so forth in math instruction.
<b>Completion Date</b>	November 2008
<b>Results</b>	All of the full-time math faculty attended the AMATYC Conference in November 2008. The department members learned about the latest technologies and teaching strategies. As a result, MathZone and ALEKS programs have been incorporated into Elementary Statistics and Foundations of Math, starting with the Spring 2009 semester. MathZone will be phased into the entire Algebra sequence, starting with the Summer 2009 semester. Kim Miller has successfully used several of the teaching strategies and collaborative learning projects

	in her courses to improve student learning.
<b>Comments</b>	Professional development funds used.
<b>Objective 2</b>	<p>Increase active learning through curriculum changes in selected courses. Specifically, David Beach intends to use course materials developed for the Online Trig course in onground sections of this course (when offered) as alternative/additonal lecture presentations, enabling more time in class to be spent on activities and problem solving. David will create a set of notes/presentations for physics, similar to those of online Trig for the same purpose.</p> <p>Ralph Gouvion intends to use instructional material from the Online College Algebra course to supplement the instructional material used in his onground sections providing for increased instructional time for struggling students and enabling more time in class for active learning and problem solving.</p>
<b>Expected Outcomes</b>	Increase students' active involvement with problem solving and application of trig concepts.
<b>Completion Date</b>	2009
<b>Results</b>	Camtasia and Adesso pads have been purchased by the Math/Physics Departments. They will be used to design course materials for online and on ground courses starting in Summer 2009. The department is moving to computerized course materials and clicker technology for use in math courses at LCC. Math Zone and Aleks are in use in some courses and further implementation will occur during the next two years. The goal is to have Foundations, Beg, Int., and Coll Algebra, as well as Elementary Stats using these products with plans for perhaps Applied Math, Trig, and other courses during the next few years.
<b>Comments</b>	

<b>Outreach</b>	
<b>Objective 1</b>	Provide accessible needed professional development through online "5 minute workshops"
<b>Expected Outcomes</b>	Improve number of adjunct faculty who actually make use of faculty development
<b>Completion Date</b>	2009
<b>Results</b>	Not fully implemented due to organizational changes .
<b>Comments</b>	This objective will be developed for the future.

<b>Physical Education</b>	
<b>Objective 1</b>	Continue to monitor student learner outcomes by monitoring outcome assessment.
<b>Expected Outcomes</b>	The necessary changes will be made so that students keep up with the current trends in Physical Education.
<b>Completion Date</b>	12/08
<b>Results</b>	Outcomes assessments were monitored and the necessary changes were implemented into coursework for the Fall of 2008 and the same will be completed for the Spring of 2009.
<b>Comments</b>	
<b>Objective 2</b>	Attend National Athletic Trainers Association National Conference.
<b>Expected Outcomes</b>	Instructor will be kept current in the continually changing field of sports medicine and athletic training. Gain valuable experience in current classroom trends amongst HPERD professionals.
<b>Completion Date</b>	6/08
<b>Results</b>	Instructor attended annual NATA meeting held in St. Louis. The instructor attended seminars put on by the NCAA on weight certification and NFL Athletic Trainers on injury management. The instructor also attended courses on curriculum development, injury prevention, and emergency medical treatment plans.
<b>Comments</b>	This is a very valuable experience and should be attended on an annual basis.

<b>Sociology</b>	
<b>Objective 1</b>	Continue to utilize and update active learning assignments by incorporating professional development activities attended into the courses, such as information gathered from attendance at NEH Landmarks and ASA Workshops.
<b>Expected Outcomes</b>	Expanded application of concepts learned in the classroom thru applied sociology with the goal of diversifying student knowledge.
<b>Completion Date</b>	2009
<b>Results</b>	Changes made to assignments in class, as a result of professional development activities, have made learning more meaningful to the students.
<b>Comments</b>	

## Library

<b>Library</b>	
<b>Objective 1</b>	Attended Kansas Library Association conferences and South East Kansas Academic Librarians Council meetings.
<b>Expected Outcomes</b>	Increase professional knowledge. Network with other librarians across the state
<b>Completion Date</b>	2009
<b>Results</b>	Scotty attended the College & University Libraries Section (CULS) of the Kansas Library Association (KLA) Conference October 23-24 and the Kansas Library Association/Mountain Plains Library Association (KLA/MPLA) Joint Conference April 1-3. Scotty attended South East Kansas Academic Librarians Council (SEKALC) meetings September 26th and January 30 <sup>th</sup> , and hosted the group on March 27 <sup>th</sup> . Each time, notes and handouts were shared with the staff. As per Joe's request, notes were also shared with him from the conference. This will be continued.
<b>Comments</b>	Knowledge gained will be shared with the staff
<b>Objective 2</b>	Actively participate in state and regional library groups.
<b>Expected Outcomes</b>	Develop leadership skills.
<b>Completion Date</b>	2009
<b>Results</b>	Finished work with the CULS of nominating committee and work as secretary of SEKALC. Scotty Zollars will be the chair of SEKALC for FY2010.
<b>Comments</b>	The Director is the chair of a state level committee and will be secretary of the regional group (SEKALC). Expenses covered in Objective 1.
<b>Objective 3</b>	Send staff to professional development opportunities as staffing and funds permit.
<b>Expected Outcomes</b>	Increase the staff's knowledge of the field, especially the aspects that they work with daily.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Attended the Southeast Kansas Library System's annual meeting November 7 <sup>th</sup> and a webinar on updates to the state's interlibrary loan software on March 3 <sup>rd</sup> .
<b>Comments</b>	

## Student Success Center

<b>Student Success Center</b>	
<b>Objective 1</b>	All staff to attend yearly KBOR professional development offerings.
<b>Expected Outcomes</b>	To meet grant training mandates for instructor expertise, staff will attend KBOR trainings to acquire additional instructional techniques to increase instructional effectiveness. As instructors gain new techniques then students will be taught with a variety of training methods so they are able to better reach their personal and career goals.
<b>Completion Date</b>	June 2009
<b>Results</b>	All staff were able to attend all required KBOR professional development mandatory meetings.
<b>Comments</b>	Additional professional development meetings were available but because of lack of funding to support those expenses the staff was not able to attend conferences they would like to have been able to attend. This year the staff was not able to attend Kansas Adult Education Association Conference.
<b>Objective 2</b>	Staff to attend appropriate college inservice trainings.
<b>Expected Outcomes</b>	To acquire additional knowledge for individual professional development.
<b>Completion Date</b>	June 2009
<b>Results</b>	All staff were not able to attend all college inservice trainings they would like to have because of their classroom schedule.
<b>Comments</b>	ABE classes would have to be closed for some to attend-so classes are closed for mandatory KBOR training or personal reasons to accommodate staff needs. ABE staff were not allowed to attend Kansas Adult Education Association trainings this year because we could not afford to with potential cuts and losses.

**Goal 2: Respond to community needs and provide services through expanded programs, courses and diverse lifelong learning opportunities.**

Example: New courses, new delivery methods, special interest, etc.

**Career Technical Education**

<b>Criminal Justice</b>	
<b>Objective 1</b>	Provide a seminar for law enforcement
<b>Expected Outcomes</b>	Providing a seminar for law enforcement will assist Kansas officers in obtaining state required 40 hours of continuing education hours.
<b>Completion Date</b>	June 3-4, 2009
<b>Results</b>	Approximately 30 attendees.
<b>Comments</b>	The seminar was very well received and will be repeated next year.
<b>Objective 2</b>	Work towards developing the remainder of criminal justice courses online to earn an Associate in Applied Science degree.
<b>Expected Outcomes</b>	Expanding the availability of online courses will help towards providing more learning options and opportunities for the community; will also assist with recruiting and retaining enrollment. Courses needed to develop are community policing, accident investigation, and patrol procedures.
<b>Completion Date</b>	Ongoing
<b>Results</b>	
<b>Comments</b>	

<b>Networking</b>	
<b>Objective 1</b>	Work with Parsons High School in their robotics competition.
<b>Expected Outcomes</b>	Send more students from the Networking program to work on this project.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Competed in the robotics competition in Spring 2009
<b>Comments</b>	

<b>Nursing</b>	
<b>Objective 1</b>	Develop new pharmacology nursing course for student nurses as an elective.
<b>Expected Outcomes</b>	Increase NCLEX first time pass rates.
<b>Completion Date</b>	May 2009
<b>Results</b>	Completed
<b>Comments</b>	Jill Coomes and Dee Bohnenblust developed and taught this course Fall 2008.

<b>Radiography</b>	
<b>Objective 1</b>	New computer delivery course development for Radiography procedure courses.
<b>Expected Outcomes</b>	Expanded learning materials for clinical lap top computers.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Developed new testing programs for the lab simulations courses and for the CT courses.
<b>Comments</b>	Gale developed 3 online CT courses, and June developed one online CT course.
<b>Objective 2</b>	Incorporate digital and computed radiography into the program curriculum.
<b>Expected Outcomes</b>	Improved student and clinical staff understanding of digital radiography.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	With the implementation of the new curriculum, a new digital radiography course was developed.
<b>Comments</b>	
<b>Objective 3</b>	Develop computer assisted learning activities for the clinical instructors and hospital staff.
<b>Expected Outcomes</b>	Professional development for hospital staff.
<b>Completion Date</b>	Ongoing
<b>Results</b>	We purchased 6 PDA's to be used for clinical evaluations by the clinical instructors.
<b>Comments</b>	We have been developing the evaluation forms that will be used with the PDA's and will do a trial run with them this summer. We plan to conduct a CI seminar next fall.

<b>Respiratory Care</b>	
<b>Objective 1</b>	Offer a minimum of one core course in the respiratory care program as a hybrid or completely online.
<b>Expected Outcomes</b>	Improve accessibility and scheduling for students in the respiratory care program.
<b>Completion Date</b>	Fall 2008
<b>Results</b>	Successfully completed.
<b>Comments</b>	RC Pharmacology was taught online. Jennifer is going to be adding a study period that will meet weekly to help students who have difficulty with this delivery style. Most of the students were satisfied with the course taught this way.
<b>Objective 2</b>	Provide continuing education courses for graduates and clinical instructors.
<b>Expected Outcomes</b>	Provides necessary continuing education units, strengthens ties to clinical affiliates, and encourages life-long learning.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	2 online for-credit courses offered. 1 noncredit course offered.
<b>Comments</b>	Clinical instructors did not take advantage of the for-credit courses but did attend the noncredit offering.

<b>Workforce Education, Community Services, &amp; Education</b>	
<b>Objective 1</b>	(WE) Create Workforce Education Advisory Committee
<b>Expected Outcomes</b>	Create forums to invite targeted industries to meet with their educational and training needs.
<b>Completion Date</b>	Fall 2008
<b>Results</b>	Achieved
<b>Comments</b>	First Workforce Ed Advisory Meeting was on February 25, 2009. This group will meet twice annually with the next projected meeting date in October of 2009.
<b>Objective 2</b>	(EDUC/PARA) Develop new course in Assistive Technology for the paraprofessional program.
<b>Expected Outcomes</b>	This course could be made available to all who might work with special needs adults and children.

<b>Completion Date</b>	Spring 2009
<b>Results</b>	Not Done.
<b>Comments</b>	Paraprofessional courses now fall under Associate Dean of Career Technical Education. CTE supervises Paraprofessional Advisory Meetings as of October 2008.

### General Education Division

<b>Accounting/Business</b>	
<b>Objective 1</b>	Offer a continuing education course (1-3 credit hours) using Quickbooks to teach computer accounting.
<b>Expected Outcomes</b>	There has been some interest in this type of class. We should be able to serve 10 - 15 members of the community. Labette County tuition scholarship may cover the students' cost. The estimated cost is the cost of an instructor.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	The course was not offered this spring.
<b>Comments</b>	We will attempt to offer this course at another time. The department is working with MiChielle Cooper on this.

<b>Biology</b>	
<b>Objective 1</b>	Continue Science Fair as an annual event.
<b>Expected Outcomes</b>	Increase visibility in the community and the support of K-12 teachers. Eventually, hope to see this assist with recruitment. College students will assist with the fair and gain experience in working with community members.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	Handed over to Greenbush due to space issues, inadequate time and help.
<b>Comments</b>	

<b>Chemistry / Physical Science</b>	
<b>Objective 1</b>	Videotaping of laboratory procedures
<b>Expected Outcomes</b>	Students will be better prepared for laboratory work.
<b>Completion Date</b>	August 2008 and ongoing
<b>Results</b>	Videotaping of College Chemistry II laboratory directions were accomplished during Summer 2008.

<b>Comments</b>	The videos have not been used as yet because there has not been found a way to change the video format so that it can be edited by Camtasia Studio Any additional videotaping will in part be dependent on whether a work study or someone else will do the camera work.
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<b>Communication</b>	
<b>Objective 1</b>	Fundamentals of Speech Online
<b>Expected Outcomes</b>	Improved quality of student's access to distance education
<b>Completion Date</b>	
<b>Results</b>	Spring 2008, Fall 2008, and Spring 2009 offered Fundamentals of Speech course online
<b>Comments</b>	Successful facilitation of online Speech course

<b>Computer Science</b>	
<b>Objective 1</b>	Attend Podcasting training on campus and consider using this technology in at least one course in Fall 2008
<b>Expected Outcomes</b>	Increased diversity of delivery methods for course materials
<b>Completion Date</b>	Spring 2008
<b>Results</b>	Attending Podcasting training.
<b>Comments</b>	Have not yet utilized podcasting for online courses.

<b>English</b>	
<b>Objective 1</b>	Offer an evening course such as Film Appreciation that hasn't been offered in the last two years
<b>Expected Outcomes</b>	Expand lifelong learning opportunity
<b>Completion Date</b>	December 2008
<b>Results</b>	Elected to offer course over the lunch hour in Fall 2008 and the course "made."
<b>Comments</b>	Members of the community were enrolled in the lunch-hour course offering.
<b>Objective 2</b>	Offer international travel
<b>Expected Outcomes</b>	Lifelong learning experience
<b>Completion Date</b>	August 2009
<b>Results</b>	Offered.

<b>Comments</b>	Required minimum number of travelers not reached due to economic conditions. Interest continues, however.
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<b>History, Geography, &amp; Government</b>	
<b>Objective 1</b>	Work with the KATY Days Committee to develop projects and to recruit speakers for the "History Zone"
<b>Expected Outcomes</b>	This is a fantastic way for the History Department to support the local community and engage the college with local residents
<b>Completion Date</b>	May 2009
<b>Results</b>	The History Department is now "in charge" of the Zone and is working with the College Foundation to offer exciting new history oriented programs that introduce people both to Parsons History and to the College's history
<b>Comments</b>	
<b>Objective 2</b>	Work with PTK to offer presentations to PTK students about contemporary issues and events
<b>Expected Outcomes</b>	This will increase student learning and create a socially engaged and civically responsible campus community.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Together with the Economics professor, offered two seminars, also chaired 2 PTK sessions.
<b>Comments</b>	

<b>Math &amp; Physics</b>	
<b>Objective 1</b>	Have all three online courses (College Algebra, Elementary Statistics, and Trigonometry) up and running during the academic year.
<b>Expected Outcomes</b>	Improve access for students
<b>Completion Date</b>	2009
<b>Results</b>	All courses are up and running. Trig online was offered the first time during Spring 2009.
<b>Comments</b>	

<b>Outreach</b>	
<b>Objective 1</b>	Open new satellite campus in Cherokee County
<b>Expected Outcomes</b>	Increased visibility to college, increased ability to offer variety of courses for students

<b>Completion Date</b>	Fall 2008
<b>Results</b>	Successful opening of the Cherokee Center in Fall 2008
<b>Comments</b>	This has exceeded expectations in the first year.

<b>Physical Education</b>	
<b>Objective 1</b>	Continue to expand on the number of courses available to meet the public demand for coursework by developing and implementing 4 semester plans and course rotations.
<b>Expected Outcomes</b>	Community needs are met and graduation rates in PE increase.
<b>Completion Date</b>	8/08
<b>Results</b>	Course rotations were developed to meet the continued interest in Physical Education.
<b>Comments</b>	
<b>Objective 2</b>	Increase the number of First Aid and CPR re-certification classes available to meet community needs.
<b>Expected Outcomes</b>	Increased availability to students who may not be traditional PE students.
<b>Completion Date</b>	8/08
<b>Results</b>	Courses were available with maximum capacity enrollment in the courses.
<b>Comments</b>	Expanded course offerings for night course in Spring 09.
<b>Objective 3</b>	Continue to expand online courses in Physical Education with an emphasis on coursework relevant to other areas of study.
<b>Expected Outcomes</b>	Increased enrollment in Physical Education courses from non-traditional students.
<b>Completion Date</b>	8/08
<b>Results</b>	Personal and Community Health available online for Spring 2009.
<b>Comments</b>	

### Library

<b>Library</b>	
<b>Objective 1</b>	Develop an online section of Information Literacy.

<b>Expected Outcomes</b>	Provide the course in an additional format.
<b>Completion Date</b>	April 2009
<b>Results</b>	The course was developed over the summer and fall. It was approved by the Distance Education Committee at their April meeting. It is scheduled to be offered during the Fall 2009 semester.
<b>Comments</b>	
<b>Objective 2</b>	Put the tour of the library online.
<b>Expected Outcomes</b>	Allow the students in extension, Saturday and online courses to have the ability to tour the library like on-ground, regular hours students have.
<b>Completion Date</b>	Summer 2009
<b>Results</b>	Matt has completed the video. It will be updated and inserted on the Web page Summer 2009.
<b>Comments</b>	The cost will be for Camtasia software to capture the computer screens. This will make the tour more useful for the students.

### Student Success Center

<b>Student Success Center</b>	
<b>Objective 1</b>	Increase rotational sessions to extension sites as needed per community.
<b>Expected Outcomes</b>	Increase numbers of participants served/or increase the skill levels of participants because the number of hours of training is increased.
<b>Completion Date</b>	June 2009
<b>Results</b>	One extension site was closed and another one was served for the first time.
<b>Comments</b>	Waiting lists continue because extension sites cannot be offered on a monthly basis. For example the Galena site is held once a semester. Baxter is held once a semester. Columbus is held once a semester.
<b>Objective 2</b>	Increase academic skill requirements beyond GED completion needs for ABE participants.
<b>Expected Outcomes</b>	Expand the number of ABE participants who are able to meet academic skills needed for successful post secondary training.
<b>Completion Date</b>	June 2009

<b>Results</b>	91% of the ABE participants who enrolled in continuing education courses either to obtain a degree or certificate attained that goal.
<b>Comments</b>	This information may be available through Jenzabar report formatting changes in the future.
<b>Objective 3</b>	Allow all participants to take the COMPASS tests for reading, writing, and math after scoring high enough to take the GED tests but before GED testing. This would be added to the Transition Plan.
<b>Expected Outcomes</b>	Participants will have access to standardized testing to document their skills and understand what is needed to be able to enroll in College classes if they desire post secondary training.
<b>Completion Date</b>	June 2009
<b>Results</b>	Students who took the COMPASS placement tests for reading, writing and math were placed in the appropriate level for success, according to their test score, in order to enhance their success in college.
<b>Comments</b>	Since the grant fiscal year is not finished for FY09 it is not possible at this time to give the numbers who were involved.

**Goal 3: Enhance civic responsibility by providing relevant student learning experiences.**

Example: Service learning, community service, volunteerism, internship, practicum, etc.

**Career Technical Education**

<b>Criminal Justice</b>	
<b>Objective 1</b>	Encourage students to enroll in a criminal justice internship course.
<b>Expected Outcomes</b>	Internships will provide students a first hand opportunity to observe the criminal justice system at work by observing, analyzing and participating in assignments while interning with police departments, courts, and correctional facilities.
<b>Completion Date</b>	Ongoing
<b>Results</b>	One student completed an Internship with Parsons Police Department in December 2008; One student completed an internship with Judge Jeff Jack in June 2009.
<b>Comments</b>	

<b>Financial Services</b>	
<b>Objective 1</b>	Promote Skills USA to students during advisement and through Blackboard notices.
<b>Expected Outcomes</b>	Most Financial Services students are non-traditional and do not regularly attend classes on campus. It may be difficult to foster membership in SkillsUSA, but it is worth letting students know the opportunity exists.
<b>Completion Date</b>	March 2009
<b>Results</b>	Increased awareness of SkillsUSA; no memberships generated at this time.
<b>Comments</b>	

<b>Graphic Design</b>	
<b>Objective 1</b>	Utilize Public Relations and Advertising for student experience. Endeavour to obtain external projects from industry to give students real world experience.
<b>Expected Outcomes</b>	To enable students to relate classroom teaching to real world industry.
<b>Completion Date</b>	Summer 2008
<b>Results</b>	Students were involved in several local design opportunities such as the Carnegie Arts Center 100 <sup>th</sup> Anniversary Banners, Parsons Public Library Logo Contest, LCC Admissions Logo Contest, promotional materials, and

	Logo design for Katy Days.
<b>Comments</b>	Greater knowledge and awareness of their intended industry. Gain greater confidence within themselves as designers and problem solvers.

<b>Nursing</b>	
<b>Objective 1</b>	Enhance civic responsibility of student nurses reflective of community needs.
<b>Expected Outcomes</b>	All nursing courses will have a service experience that encourages civic responsibility.
<b>Completion Date</b>	May 2009
<b>Results</b>	Completed
<b>Comments</b>	All nursing courses have some type of civic engagement activity as part of their curriculum.

<b>Radiography</b>	
<b>Objective 1</b>	Radiography club participates in college and community service programs. Blood drive, Fall Festival, Music in the Park, breast cancer awareness booth.
<b>Expected Outcomes</b>	Promote community awareness and involvement in community service.
<b>Completion Date</b>	Ongoing
<b>Results</b>	All participation objectives achieved.
<b>Comments</b>	The annual Radiography Club report lists all of their activities. Gale Brown is the Radiography Club sponsor and participates in all college and community service programs that are available.

<b>Recording Arts</b>	
<b>Objective 1</b>	Provide students the opportunity to show area church members, band members, club owners, etc. the techniques they are learning.
<b>Expected Outcomes</b>	Reinforce the students understanding of concepts and techniques they have learned through teaching someone else.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Students have demonstrated their skill in local clubs and at the city auditorium
<b>Comments</b>	

<b>Respiratory Care</b>	
<b>Objective 1</b>	Continue internship rotations and look for ways to encourage students to utilize this opportunity.
<b>Expected Outcomes</b>	Increase knowledge of respiratory therapist role and improve employability.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	No students took advantage of this opportunity this year.
<b>Comments</b>	Continue this as an option for students who would like to do extra clinical. I would like to offer it as a way to strengthen a student who may need additional clinical experience prior to graduation.
<b>Objective 2</b>	Continue service learning component in clinical practice.
<b>Expected Outcomes</b>	Increase knowledge of respiratory therapists role in the community.
<b>Completion Date</b>	Fall 2008/Spring 2009
<b>Results</b>	Well received.
<b>Comments</b>	Students made presentations in local grade schools and high schools.

<b>Workforce Education, Community Services, &amp; Education</b>	
<b>Objective 1</b>	(EDUC & COMM SERV) Adjunct Professional Development needs to include a session on Service Learning.
<b>Expected Outcomes</b>	Those who teach in health care and education are most likely to utilize service learning, volunteerism, and internship opportunities, but may receive little information because of their adjunct status.
<b>Completion Date</b>	Fall 2008
<b>Results</b>	Not Done.
<b>Comments</b>	

### General Education Division

<b>Art</b>	
<b>Objective 1</b>	Expand the art education class curriculum to involve students more in visiting local elementary schools. Some

	local elementary schools do not have an art teacher.
<b>Expected Outcomes</b>	Local elementary students will have more access to quality art instruction that they may not currently have. Improved college image.
<b>Completion Date</b>	2009 (ongoing project)
<b>Results</b>	This project is ongoing and plan to continue with the art education class in Fall 2009.
<b>Comments</b>	

<b>Biology</b>	
<b>Objective 1</b>	General Biology students will perform community service by picking up trash.
<b>Expected Outcomes</b>	To serve local community and learn civic responsibility of ecological problems produced by humans.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	Biology Club has been active in picking up trash in the Forest Park and Highway cleaning during the Fall 2008 and Spring 2009.
<b>Comments</b>	
<b>Objective 2</b>	General biology students and botany students will do service learning by assisting with lab preps for experiments.
<b>Expected Outcomes</b>	Student will learn applications of biology such as sterilization or other preparatory procedures.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	Many students of Microbiology, Biology and Botany students learned how to assist in the lab preps as volunteers. Some of the students helped in the preparation of some labs and help sterilize some media.
<b>Comments</b>	Students had hands on experience to get some laboratories ready for class. It is a very good learning experience to students who are planning to work in a laboratory setting.

<b>Communication</b>	
<b>Objective 1</b>	Utilize Public Relations and Advertising course projects for service learning
<b>Expected Outcomes</b>	Increased service learning opportunities for students
<b>Completion Date</b>	2009
<b>Results</b>	LCC Student Support Services - LCC Online system - LCC Adult Education
<b>Comments</b>	Media Kit - SWOT analysis - created commercials - YouTube video creation - press releases

<b>Economics</b>	
<b>Objective 1</b>	Learn more about PBL and promote this organization to economics students. Examine having group sponsor or group president give a short presentation to Micro and Macro classes.
<b>Expected Outcomes</b>	Increased awareness of PBL and possible increased membership in the organization
<b>Completion Date</b>	September 2008 - presentations and videos by student officers
<b>Results</b>	Increased student awareness of PBL
<b>Comments</b>	

<b>History, Geography, &amp; Government</b>	
<b>Objective 1</b>	Work with local History Societies to develop opportunities for student learning projects
<b>Expected Outcomes</b>	This will give students a "hands-on" experience in the work of "doing history" and will help to support the work of local historians to preserve the unique historical record of SEK
<b>Completion Date</b>	2009
<b>Results</b>	One student worked at the History Museum in Osage Mission. Also had several students visit local musuems and write reflection papers.
<b>Comments</b>	

<b>Math &amp; Physics</b>	
<b>Objective 1</b>	The math department will collaborate with the Director of Tourism for the City of Parsons in order to provide LCC Elementary Statistics students with the opportunity to use statistics to develop and analyze surveys that will help to enhance the tourism industry of Parsons.
<b>Expected Outcomes</b>	Elementary Statistics students will gain first-hand experience in how statistics is used and its connection to business, specifically tourism.
<b>Completion Date</b>	2009
<b>Results</b>	This is an ongoing project, to be completed as needed by the city. No oportunites for data analysis were available for the Spring 2009 semester.
<b>Comments</b>	

<b>Music</b>	
<b>Objective 1</b>	Continue to provide large and small ensembles to community for local nursing homes, community and service organizations.
<b>Expected Outcomes</b>	Students will learn the value of civic engagement and the community will benefit from the services of the college.
<b>Completion Date</b>	2009
<b>Results</b>	This has been achieved and will continue throughout FY2010.
<b>Comments</b>	I would like to see more of this as the size of LCC Singers increases.

<b>Physical Education</b>	
<b>Objective 1</b>	Continue to make physical education students available for internships and community service events such as the special rodeo and Company Olympics.
<b>Expected Outcomes</b>	Students gain the ability to apply classroom lectures to actual events.
<b>Completion Date</b>	12/08
<b>Results</b>	Students successfully assisted with the special rodeo and Company Olympics among other things.
<b>Comments</b>	
<b>Objective 2</b>	Extend the amount of opportunities available to student athletic trainers at community events.
<b>Expected Outcomes</b>	Students will have a better understanding of how to apply classroom principles in real life settings under the direction of certified athletic trainers.
<b>Completion Date</b>	2008
<b>Results</b>	Students were able to participate in activities outside of the normal college athletic training setting while covering high school football games under the direction of an athletic trainer.
<b>Comments</b>	We will continue to attempt to expand these opportunities.

**Goal 4: Increase enrollment through recruitment and retention efforts.**

Example: Recruitment trips, career/major fairs, marketing, advisement, community involvement, etc.

**Career Technical Education**

<b>Financial Services</b>	
<b>Objective 1</b>	Attend at least one career fair to promote the Financial Services program
<b>Expected Outcomes</b>	Increased awareness of the program, increased enrollment, more traditional students in the program
<b>Completion Date</b>	Parsons High School Career Fair (Feb 2009), Senior Day participation (Feb 2009), NTO Day (April 2009)
<b>Results</b>	Increased awareness of LCC's programs by high school students
<b>Comments</b>	
<b>Objective 2</b>	Continue to enhance procedures associated with online advertising, including development of a checksheet and follow-up procedures for prospective students
<b>Expected Outcomes</b>	Increased enrollment
<b>Completion Date</b>	March 2009
<b>Results</b>	Online advertising has been discontinued due to costs, PDF packets developed for online inquiries with follow-up post cards, three panel brochures updated.
<b>Comments</b>	

<b>Graphic Design</b>	
<b>Objective 1</b>	Recruitment trips, working collaboratively with other institutions.
<b>Expected Outcomes</b>	Possible increase in student's numbers.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Instructors attended Parsons High School Career Day, Crawford County Career Day, and SEK High School Art Competition as part of program recruitment efforts.
<b>Comments</b>	

<b>Networking</b>	
<b>Objective 1</b>	Spend more time on recruiting trips and working the PR department to advertise more in the local area. problems.
<b>Expected Outcomes</b>	Increase enrollment
<b>Completion Date</b>	Ongoing
<b>Results</b>	The PR department was able to create a tv ad for the spring 2009
<b>Comments</b>	This should help in expanding the number of students in the program

<b>Nursing</b>	
<b>Objective 1</b>	Recruitment of five LPN articulation positions to the 2 <sup>nd</sup> level of the program.
<b>Expected Outcomes</b>	Compliance with KBOR nursing grant awarded fall 2007.
<b>Completion Date</b>	January 2009
<b>Results</b>	Completed
<b>Comments</b>	5 articulating LPN's added in fall 2008 and 3 articulating LPN's added in spring 2009.
<b>Objective 2</b>	Expand nursing program recruitment efforts through high schools and community events.
<b>Expected Outcomes</b>	All members of the department will participate in program recruitment each year.
<b>Completion Date</b>	May 2009
<b>Results</b>	Partly Complete
<b>Comments</b>	Director continues to be the only person to attend and recruit at community events. Faculty are too busy with theory and clinical teaching assignments to take time off for this activity.
<b>Objective 3</b>	Utilize National Council of State Boards of Nursing program analysis reports for NCLEX-PN and RN exams for program evaluation.
<b>Expected Outcomes</b>	Improve program evaluation for both PN and RN level per request of Kansas State Board of Nursing.
<b>Completion Date</b>	January 2009
<b>Results</b>	Completed
<b>Comments</b>	Program reports are reviewed each semester as part of program improvement in Nurse Faculty Organization.

<b>Office Technology</b>	
<b>Objective 1</b>	Develop and implement LCC's non-traditional vocational plan. (with others)
<b>Expected Outcomes</b>	Plan should result in a working plan that increases awareness of opportunities for non-traditional students in Labette Community College's technical programs.
<b>Completion Date</b>	On-going
<b>Results</b>	A school plan was developed. Photos of nontraditional students were posted on the bulletin board.
<b>Comments</b>	A new and revised plan was developed by those attending the second state meeting. The college held non-traditional informational meetings for high school students; no students attended.
<b>Objective 2</b>	Develop promotional materials for the Medical Transcription Certificate Program.
<b>Expected Outcomes</b>	Increase community awareness of Office Technology's Medical Transcription Certificate program.
<b>Completion Date</b>	End of fiscal year
<b>Results</b>	A brochure was created by Public Relations for Medical Transcription and Medical Coding.
<b>Comments</b>	The brochure needs to be reformatted.

<b>Radiography</b>	
<b>Objective 1</b>	Participate in career fairs.
<b>Expected Outcomes</b>	Expand recruitment area.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Participated in the Parsons Career Fair which included LCHS, Oswego, and Erie HS; Frontenac career fair; Pittsburg career fair.
<b>Comments</b>	
<b>Objective 2</b>	Increase student capacity by increasing the number of students at Freeman Hospital and checking into additional clinical site affiliations.
<b>Expected Outcomes</b>	Increased enrollment for the program.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	Freeman has agreed to add an additional student, but because of the recession we do not plan to increase our numbers at this time.

<b>Comments</b>	JRC/ERT application fees for additional clinical sites.
<b>Objective 3</b>	Continue to add review programs onto the lap top computers at the clinical sites and in the computer lab.
<b>Expected Outcomes</b>	Increased review material for students to use at the clinical sites and therefore, increased student retention.
<b>Completion Date</b>	On-going
<b>Results</b>	We continue to work on new programs for the students to use at the clinical sites.
<b>Comments</b>	We purchased some new software for the CT laptops.

<b>Recording Arts</b>	
<b>Objective 1</b>	Expose the program to the public by means of a bi weekly television program designed by students promoting the college its other programs and student produced commercials for area businesses
<b>Expected Outcomes</b>	Increased community awareness of the program and the benefits it can provide will greatly increase the word of mouth exposure of the program, as well as boost the public's perception of the diversity the college is providing for the surrounding area.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Waiting for facilities to be updated and fiber switch to be installed. Storyboards and bumpers for show segments are in the works.
<b>Comments</b>	

<b>Respiratory Care</b>	
<b>Objective 1</b>	Concentrate on follow-up calls/emails to students we have contacted via letters.
<b>Expected Outcomes</b>	Increase recruitment through personal contact.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	Increased response to recruitment.
<b>Comments</b>	Using email and telephone as a follow-up to letters has seemed to work well with more response from our applicants. We will need to continue to evaluate this to make sure this has truly been a change due to how we are doing things.
<b>Objective 2</b>	Decrease number of semesters in the program.
<b>Expected Outcomes</b>	Increase retention and enrollment by making program more attractive.

<b>Completion Date</b>	Presented and approved by LCC Curriculum and Instruction Committee in Spring 2008.
<b>Results</b>	Shortened program started Fall 2008.
<b>Comments</b>	Monitor and evaluate success.

<b>Workforce Education, Community Services, &amp; Education</b>	
<b>Objective 1</b>	(COMM SERV) Seek further classification of students enrolling in Community Service Courses.
<b>Expected Outcomes</b>	Correct some of the advising codes that are currently in our system. Our data system should be able to generate those who are taking healthcare courses as a means to a job versus taking a course for special interest. Eliminate many of the "other" categories in our system.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	On hold.
<b>Comments</b>	Waiting to see if new JENZABAR system will have a better tracking system/method.
<b>Objective 2</b>	(WE, COMM SERV) Make Workforce Education more visible in catalog along with Health Care Certification courses.
<b>Expected Outcomes</b>	Students looking through catalog will frequently overlook career choices because there is not a "program" listed for EMT, CNA, etc. Other workforce education offerings are spread throughout the course descriptions.
<b>Completion Date</b>	Fall 2008
<b>Results</b>	Initiated
<b>Comments</b>	Worked with Kathy Johnston on updates to catalog, and with IT for web page.

### General Education Division

<b>Biology</b>	
<b>Objective 1</b>	Through the Public Relations department create a CD showing the Chemistry, Biology, and Physics departments and what LCC has to offer, and visit area schools on recruitment trips as requested at least once a year.

<b>Expected Outcomes</b>	Increase visibility of science and recruit more science majors to LCC.
<b>Completion Date</b>	Spring 2009
<b>Results</b>	Due to scheduling conflicts this goal was not accomplished during the 2008-2009 academic year. But made several phone calls to prospective students and their parents and some families visited the department.
<b>Comments</b>	If there are funds available maybe the above may be purchased during the next few years.
<b>Objective 2</b>	Continue to replace oil immersion Microbiology microscopes; purchase Dark-field microscope, purchase Quebec colony counter, and purchase automated pipetters.
<b>Expected Outcomes</b>	Improved equipment used by students.
<b>Completion Date</b>	Summer 2009
<b>Results</b>	Could not replace oil immersions microscopes for Microbiology students during 2009 due to the budget constraints. Dark-field microscope colony counters and automated pipetters are not purchased this year.
<b>Comments</b>	

<b>Computer Science</b>	
<b>Objective 1</b>	Develop a marketing and recruitment plan including high school visitations, media advertisement, and on campus visibility for computer science.
<b>Expected Outcomes</b>	Improved student awareness of and interest in computer science degrees
<b>Completion Date</b>	2009
<b>Results</b>	Not started
<b>Comments</b>	
<b>Objective 2</b>	Continue advisement activities to help students meet educational goals
<b>Expected Outcomes</b>	Better retention and graduation rates for computer science department
<b>Completion Date</b>	Ongoing.
<b>Results</b>	Have not really seen many computer advisees; many of the business students went to the Business instructor and many of the computer science went to Networking.
<b>Comments</b>	This will be a goal for the upcoming year once the new Jenzabar advising system is in place. This year has made it difficult to track advisees with the change-over. Will complete transfer sheet information for our degrees to the area universities.

<b>Economics</b>	
<b>Objective 1</b>	Participate in at least 1 recruitment trip or career fair per semester.
<b>Expected Outcomes</b>	Increased awareness of LCC's Social Sciences/Economics program, increased enrollment in the Social Sciences or Business fields
<b>Completion Date</b>	Erie recruitment trip (Oct 2008), Parsons High School Career Fair (Feb 2009), Senior Day participation (Feb 2009)
<b>Results</b>	Increased awareness of LCC's programs by high school students
<b>Comments</b>	

<b>English</b>	
<b>Objective 1</b>	Create a plan for an English Scholarship Endowment
<b>Expected Outcomes</b>	Recruitment and retention of English majors
<b>Completion Date</b>	May 2009
<b>Results</b>	Department has spoken to Foundation about setting up an endowment for an English Scholarship. To date, department has accumulated approximately \$700 to begin the endowment.
<b>Comments</b>	
<b>Objective 2</b>	Followup on request from student services to consider development of an English Department club
<b>Expected Outcomes</b>	Provide intellectual stimulation and activities for majors
<b>Completion Date</b>	May 2009
<b>Results</b>	In process
<b>Comments</b>	4-year clubs are not appropriate for our demographic; the department has recently learned of a 2-year club and will continue to research this possibility.

<b>History, Geography, &amp; Government</b>	
<b>Objective 1</b>	Volunteer to go to local High School to support recruitment
<b>Expected Outcomes</b>	This will help recruit students

<b>Completion Date</b>	Fall or Spring semester -- as opportunity is offered
<b>Results</b>	This did not occur as the schedules conflicted with teaching.
<b>Comments</b>	
<b>Objective 2</b>	Offer lectures on various historical topics as requested by local Clubs and Organizations
<b>Expected Outcomes</b>	This will help to recruit students and expand knowledge of the History Department
<b>Completion Date</b>	Ongoing
<b>Results</b>	Spoke at the Kiwanis Club on the history of the housing bubble and at the local Soroptomist Club on women's history in the 1870s. Gave two presentations (in February and then again in March) at the Senior Center.
<b>Comments</b>	

<b>Math &amp; Physics</b>	
<b>Objective 1</b>	Math department will host Math Awareness Week during the spring semesters.
<b>Expected Outcomes</b>	We will have activities for LCC students, high school students, and elementary students.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Math Awareness week was April 20-24, 2009. LCC students had an opportunity to participate in an online competition hosted by the LCC math department on the department webpage. One student won a \$100 gift certificate to the LCC bookstore, and another student won a \$50 gift certificate to the LCC bookstore. The math department was a local sponsor for an international math competition that was conducted online. This competition is called the Purple Comet Math Competition and is hosted by the University of Wisconsin. We had about 20 local high school students participate in this event. On April 24, the math department hosted the 2 <sup>nd</sup> Annual Math Fact Competition for the local 4 <sup>th</sup> grade students. This was a success, with about 75 kids participating.
<b>Comments</b>	

<b>Music</b>	
<b>Objective 1</b>	Expand recruiting trips of the choir and small instrumental ensembles to area high schools.
<b>Expected Outcomes</b>	Increase knowledge of program and increase enrollment.
<b>Completion Date</b>	Ongoing throughout FY2008
<b>Results</b>	Continued ongoing

<b>Comments</b>	Visited several area high schools and spoke with students about scholarship and continued involvement in music activities in college.
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<b>Outreach</b>	
<b>Objective 1</b>	Provide web page for Concurrent and Dual Credit parents and students
<b>Expected Outcomes</b>	Better communication of information on an immediate basis for parents and students
<b>Completion Date</b>	Immediately
<b>Results</b>	Completed
<b>Comments</b>	Have received good response from parents, students, and the community

<b>Physical Education</b>	
<b>Objective 1</b>	Upgrade the physical education website with better information on program offerings and available coursework.
<b>Expected Outcomes</b>	Increased enrollment in physical education courses.
<b>Completion Date</b>	7/08
<b>Results</b>	Physical Education website is still in need of improvements, although with the addition of jenzebar to the on the website, all course descriptions and scheduling are accessible to students. Physical Education classes still continue to have excellent enrollment.
<b>Comments</b>	Physical Education will work further on the website in the summer of 2009. PE coordinator is more familiar with web pages than in previous attempts at upgrading web.

<b>Psychology</b>	
<b>Objective 1</b>	Attend a recruitment fair or trip outside of scheduled class time.
<b>Expected Outcomes</b>	Increase interest in psychology or other social sciences.
<b>Completion Date</b>	2009
<b>Results</b>	Dates and times did not fit schedule
<b>Comments</b>	

<b>Sociology</b>	
<b>Objective 1</b>	Continue to work with Public Relations to get the message out about student poster presentations

<b>Expected Outcomes</b>	Better awareness in the community of happenings in the Sociology area.
<b>Completion Date</b>	2009
<b>Results</b>	There has been better than ever coverage of the Poster Presentations, including articles in the newspaper, homepage coverage, and internal coverage of the event held each semester
<b>Comments</b>	
<b>Objective 2</b>	Create an interest in the area of Sociology thru recruitment efforts via recruitment trips and marketing.
<b>Expected Outcomes</b>	More student interest in the areas of Social Work and Sociology.
<b>Completion Date</b>	2009
<b>Results</b>	Negligible so far. Will work with other Social Science Instructors to rotate appearances at career fairs and at other recruiting opportunities.
<b>Comments</b>	
<b>Objective 3</b>	Continue to work closely with vested interest groups, such as coaches and Operation Excel, to insure that students get the help needed earlier in the semester.
<b>Expected Outcomes</b>	Increased retention.
<b>Completion Date</b>	2009
<b>Results</b>	Keeping coaches and OE informed of student progress has helped with retention, only so far as the other vested groups keep track. It seems as though there is generally only interest among some coaches about progress when it comes to eligibility, as only 1 or 2 coaches have given me grade checks during the Spring semester.
<b>Comments</b>	

<b>Workforce Education, Community Services, &amp; Education</b>	
<b>Objective 1</b>	(EDUC) Host an "Education Week" by setting up a table in Cardinal Café, seeking transfer materials for four-year colleges, and provide information about Teacher Admission programs and requirements.
<b>Expected Outcomes</b>	Market education and encourage better transferability to four-year colleges.

<b>Completion Date</b>	Fall 2008
<b>Results</b>	Not done.
<b>Comments</b>	

## Library

<b>Library</b>	
<b>Objective 1</b>	Provide library services to members of the community in the service area.
<b>Expected Outcomes</b>	Provide reference assistance and circulation services to community patrons.
<b>Completion Date</b>	Ongoing
<b>Results</b>	A pamphlet detailing our services to the public was developed in October by Matt. This has been distributed in the community. We received an annual grant from the Southeast Kansas Library System in the amount of \$1644. This money was used to by café tables and chairs for the reading area. These are popular with the patrons.
<b>Comments</b>	Because we are a public institution, we are required to do this.
<b>Objective 2</b>	Library Director is an active member of the Lions Club and of the Parsons Public Library Board of Trustees
<b>Expected Outcomes</b>	Donate time to help this international service organization on the local level. Record minutes. Offer advice and expertise to the Board as appropriate.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Due to staffing issues, Scott Zollars was not as active as before in these groups. He has been elected Secretary for the Lions organization and he asked to step down as Secretary of the Library Board of Trustees.
<b>Comments</b>	
<b>Objective 3</b>	Maintain an electronic presence through the college's Web site, the library's FaceBook page and the library's MySpace.
<b>Expected Outcomes</b>	The staff will maintain the links, keep the pages current, and keep them up-to-date with new materials and applications.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Matt has kept the MySpace and Facebook sites up and running. Scotty has maintained the Library's Web pages.

<b>Comments</b>	
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### Student Success Center

<b>Student Success Center</b>	
<b>Objective 1</b>	Provide our service delivery area with additional marketing to better inform the public of service availability.
<b>Expected Outcomes</b>	Increased participant numbers.
<b>Completion Date</b>	June 2009
<b>Results</b>	Distribution of additional marketing material to our service delivery area resulted in an increased number of participants and improved general public knowledge of our services.
<b>Comments</b>	
<b>Objective 2</b>	Public more aware of the number of times AE services are available to them.
<b>Expected Outcomes</b>	The number of participants may increase or the number of hours each participant is in training may increase. Since rotational sites allow participants to follow the instructor from site to site then the training continues even though the number in attendance changes continually. This type of "open" enrollment allows the participant to continue to receive services even though their original class may have closed temporarily.
<b>Completion Date</b>	June 2009
<b>Results</b>	Students were able to complete their goals by allowing them to go from one extension site to another after their original enrollment class had ended.
<b>Comments</b>	Example would be a student starting class in Galena and the class ending. The student could then move to Baxter Springs and continue without a loss of class time.

**Goal 5: Create an instructional environment that encourages problem solving and critical thinking skills.**

Example: Active learning, collaborative learning, simulations, etc.

**Career Technical Education**

<b>Financial Services</b>	
<b>Objective 1</b>	Implement at least 1 role play exercise in Financial Services concentration courses
<b>Expected Outcomes</b>	Improve work-related and problem solving skills. Students currently in the workforce can contribute and learn and students wishing to enter the field can learn from the instructor and other students working in the financial services industry.
<b>Completion Date</b>	November 2008
<b>Results</b>	Improved interaction between traditional and non-traditional students
<b>Comments</b>	

<b>Graphic Design</b>	
<b>Objective 1</b>	Re-organization of design classroom.
<b>Expected Outcomes</b>	Encourage critical thinking in a more conducive environment.
<b>Completion Date</b>	Summer 2008/ongoing
<b>Results</b>	Reevaluated course offerings and made some changes to the Interactive Graphics degree.
<b>Comments</b>	Ongoing procedure

<b>Networking</b>	
<b>Objective 1</b>	The computer advisory committee has offered to help the students with setting up a secure system by using a separate Internet service.
<b>Expected Outcomes</b>	This would help the students with a real world experience with direct input from different IT personnel.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Larry Eudaley from the advisement committee met with the students and demonstrated setting up a virtual server
<b>Comments</b>	

<b>Nursing</b>	
<b>Objective 1</b>	Increase active learning by adding health smart draw software, electronic medical dictionaries, and clinical anatomy cards for both students and faculty use.
<b>Expected Outcomes</b>	Improve problem solving skills and critical thinking using teaching and learning technology.
<b>Completion Date</b>	May 2009
<b>Results</b>	Complete
<b>Comments</b>	Smartdraw has been installed on nurse faculty, director, and five student laptop computers. Cody Nutt provided training to the department on May 11, 2009.

<b>Radiography</b>	
<b>Objective 1</b>	Continue to develop simulations in exploration labs.
<b>Expected Outcomes</b>	Active learning and improved clinical skills.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Simulations labs were taught by both Gale and Ashley. This has improved student learning skills by providing them with more one-on-one instruction.
<b>Comments</b>	Continue to have both faculty teach simulation labs together.
<b>Objective 2</b>	Group poster board projects for Pathology and Imaging Modalities courses.
<b>Expected Outcomes</b>	Improvement of research skills and active learning.
<b>Completion Date</b>	Ongoing
<b>Results</b>	The Pathology course continues to develop poster board projects and the Imaging Modalities course did mammography projects this year.
<b>Comments</b>	
<b>Objective 3</b>	Development of situation judgement test items.
<b>Expected Outcomes</b>	Improved ARRT examination results.
<b>Completion Date</b>	Ongoing
<b>Results</b>	We have been working on questions throughout the year. We got a lot of good ideas at the Educator seminar in April.
<b>Comments</b>	The ARRT has added situation judgement test items to the national registry examination.

<b>Recording Arts</b>	
<b>Objective 1</b>	The objective is exactly the same as goal #5
<b>Expected Outcomes</b>	The area with a permanent PA system will allow me to "bug" the system in a class environment, allowing the students to use troubleshooting skills when the same venue and equipment is being used for performance situations.
<b>Completion Date</b>	8/1/09
<b>Results</b>	Not completed
<b>Comments</b>	Insufficient time and money to address project.

<b>Respiratory Care</b>	
<b>Objective 1</b>	Acquire additional adult mechanical ventilator.
<b>Expected Outcomes</b>	Increase student exposure to modern ventilators to allow practice of patient care in a laboratory environment.
<b>Completion Date</b>	Ongoing
<b>Results</b>	Servo added.
<b>Comments</b>	Plans to add a BiPAP FY2010.
<b>Objective 2</b>	Add interactive games as a review tool using student designed games and "college" bowl type situations.
<b>Expected Outcomes</b>	Improve learning through repetition of material, increase student enthusiasm and involvement.
<b>Completion Date</b>	Ongoing
<b>Results</b>	We have added interactive games to Introduction to Ventilators and Pediatric Respiratory Care.
<b>Comments</b>	The response has been positive from students.

### General Education Division

<b>Biology</b>	
<b>Objective 1</b>	Professional Development: Review scientific literature and attend teaching technique workshops, or seminars.
<b>Expected Outcomes</b>	Deliver up-to-date information to all biology department students, learn new methods of instruction, and gain exposure to new ideas.
<b>Completion Date</b>	Summer 2009

<b>Results</b>	Attended two local workshops and planning to attend a National Conference during the Summer of 2009.
<b>Comments</b>	Local workshops helped to update the ever changing knowledge in Biological Sciences.
<b>Objective 2</b>	Purchase models for general biology and botany.
<b>Expected Outcomes</b>	Improve comprehension of students.
<b>Completion Date</b>	Summer 2009
<b>Results</b>	Could not purchase any models due to lack of funds.
<b>Comments</b>	As the funds are available the above models may be purchased.

<b>Chemistry / Physical Science</b>	
<b>Objective 1</b>	Purchase computer modelling program and use it to problem solve.
<b>Expected Outcomes</b>	Students will better understand lecture concepts.
<b>Completion Date</b>	August 2009 and ongoing
<b>Results</b>	This was not accomplished because there was not enough money in the chemistry budget.
<b>Comments</b>	

<b>Communication</b>	
<b>Objective 1</b>	Question raising, think-pair-share, argument analysis writing, debates, group activities
<b>Expected Outcomes</b>	Improved analysis process, problem solving and decision making as well as critical thinking abilities
<b>Completion Date</b>	2009
<b>Results</b>	Critical Thinking and Argumentation course - Forensics and Debate program
<b>Comments</b>	Successful facilitation of higher order thinking - The LCC Debate team competed successfully in numerous tournaments

<b>Computer Science</b>	
<b>Objective 1</b>	Expand learning and understanding of course concepts and skills through use of real world resources and examples for research projects and application of knowledge assignments
<b>Expected Outcomes</b>	Improved mastery of course concepts and ability to apply the concepts to complete tasks and solve problems that are acceptable in a business environment

<b>Completion Date</b>	2009
<b>Results</b>	Have only begun gathering real-world documents for Word Processing Concepts & Applications which was not taught this year. Have used a couple of real-world examples in Spreadsheets Concepts & Applications. Had students create their own workable personal budget using Excel.
<b>Comments</b>	

<b>English</b>	
<b>Objective 1</b>	Increase number of classes in English department using clickers
<b>Expected Outcomes</b>	Increase student learning through active learning opportunities
<b>Completion Date</b>	May 2009
<b>Results</b>	Ongoing
<b>Comments</b>	Intended additional section by a second instructor did not "make" in this school year; that instructor is scheduled to teach a developmental course in the fall and intends to begin using clickers in that section.
<b>Objective 2</b>	Research the feasibility of creating a writing lab/writing center staffed by student tutors
<b>Expected Outcomes</b>	Reach a decision about feasibility
<b>Completion Date</b>	May 2009
<b>Results</b>	Determined that student staffing is not feasible due to cost and limited student abilities
<b>Comments</b>	

<b>Math &amp; Physics</b>	
<b>Objective 1</b>	Include Group Projects in the Discussion Board component of the Online College Algebra course so as to encourage collaborative and active learning.
<b>Expected Outcomes</b>	Ongoing.
<b>Completion Date</b>	2009
<b>Results</b>	Group Projects were included in the Discussion Board component of the Online College Algebra course on a voluntary process for both the fall and spring semesters. The group projects are more challenging than the alternatives, but interest in them has increased each semester they are used. Opportunities to improve them are still being considered.
<b>Comments</b>	

<b>Objective 2</b>	Use projects to enhance the problem solving and critical thinking skills of math students. For example, Math for Education students will develop an activity for Math Awareness Week - specifically, this will be an activity for the elementary students. The physics courses will continue to expand the use of Vernier software and equipment in lab experiences for those courses.
<b>Expected Outcomes</b>	
<b>Completion Date</b>	2009
<b>Results</b>	The Math for Education students developed questions for the Math Fact competition. They also developed a project to teach the children how math is used to investigate our climate.
<b>Comments</b>	

<b>Music</b>	
<b>Objective 1</b>	Supposing the computer lab receives reallocated computers, I would like to purchase an additional 1 gigabyte of ram for them. This would increase computing power in the music lab so that students can better use the software and hardware included. Students have shown a lot of interest in using the Second Life software in the regular music appreciation classes as well as some of the commercial music students, who would like to create music to feature in Second Life. In addition to Second Life, several of the music programs such as Sibelius now have integrated video editing and syncing included in them. These kinds of computing processes take up a lot of memory.
<b>Expected Outcomes</b>	Students will increase their use of technology and solve problems using that technology. This should lead to better retention of materials and concepts
<b>Completion Date</b>	August 2008
<b>Results</b>	This was not achieved as far as I know.
<b>Comments</b>	Added Finale Print Music to four computers in the computer lab. Would also like to see the software in the music lab be more compatible with the computers in the Recording Arts lab, especially MIDI sequencing. This would give the students the opportunity to study the theoretical aspects of MIDI composition.

<b>Outreach</b>	
<b>Objective 1</b>	Used Second Life in online music courses to enhance engagement and collaborative learning
<b>Expected Outcomes</b>	Student test scores will improve

<b>Completion Date</b>	2009
<b>Results</b>	Student test scores on listening assignments have improved in online courses. Full time faculty member received an award for innovation in teaching with this project.
<b>Comments</b>	This project will continue to be maintained by an adjunct after the departure of the full time faculty member who started the project.

<b>Psychology</b>	
<b>Objective 1</b>	Create working groups in Developmental Psychology for critical thinking on parenting & developmental principles
<b>Expected Outcomes</b>	Class cohesiveness will increase; which will be seen in attendance and it will create relevant thinking about developmental principles which will be seen in essays.
<b>Completion Date</b>	May 2009
<b>Results</b>	Students do well on final project after collaborating together
<b>Comments</b>	Will continue

<b>Sociology</b>	
<b>Objective 1</b>	Continue Poster Presentations related to diverse social/cultural issues in all classes of Brad Huffaker thru active learning, in cooperation with the LCC Library.
<b>Expected Outcomes</b>	Better student awareness of diverse social/cultural issues relevant in society today.
<b>Completion Date</b>	2009
<b>Results</b>	This assignments remains a key assignment to the students application of concepts learned and toward student research skills. The cooperation of the LCC Library has been key to the success of this assignment.
<b>Comments</b>	

## Library

<b>Library</b>	
<b>Objective 1</b>	Make the Information Literacy class a two hour general education elective
<b>Expected Outcomes</b>	Gain approval of the course changes through the various channels. Teach the class both semesters.
<b>Completion Date</b>	August 2008

<b>Results</b>	The class was taught in the fall by appointment. The class was not taught in the spring due to lack of enrollment.
<b>Comments</b>	All of the accreditation agencies except for the Higher Learning Commission are requiring an information literacy component. There are current discussions in the Higher Learning Commission to do so.
<b>Objective 2</b>	Promote awareness and cooperate with instructors to present students' work.
<b>Expected Outcomes</b>	Assist instructors with presentations. Promote the Paper of the Year across the campuses and with instructors.
<b>Completion Date</b>	May 2009
<b>Results</b>	There were poster presentations from the Sociology department in November and April. After each presentations the posters were displayed in the library. The Nursing department had a display in May for Nursing Week. There were seven entries in the Paper of the Year contest. The library used its budget to fund the award and gave checks to the five winners. The two first place winners will be bound and placed in the library's permanent collection.
<b>Comments</b>	
<b>Objective 3</b>	Investigate and initiate the purchase of an integrated library system.
<b>Expected Outcomes</b>	Investigate different systems. Send out bids. Determine options. Begin preparations for the migration.
<b>Completion Date</b>	June 1, 2009
<b>Results</b>	It was determined that we would purchase the Koha system hosted by Liblime in August. The system was purchased in October and the staff began the migration process. Training on the system will occur the week of May 18 <sup>th</sup> . The library will go live with the system June 1, 2009.
<b>Comments</b>	The current system is built on the AS-400 which will be phased out in 2009.