

**Labette Community College
Board of Trustees Meeting Agenda
Thursday, March 12, 2026
Board Meeting 5:30 p.m.
Cardinal Event Center**

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

- I. Adoption of Agenda Exhibit 1
- II. Approval of February 12, 2026, Regular Meeting Minutes Exhibit 2
- III. Reports and/or Board Discussion
 - A. Faculty Senate Report
 - B. SGA Report
 - C. Administrative Reports
 - i. Comparison of Expenditure to Budget
 - ii. Facilities Report
 - D. President's Report
- IV. Old Business (Action, Report, or Discussion)
 - A. Policy Approvals..... Exhibit 3/4
- V. New Business (Action, Report, or Discussion)
 - A. Program Reviews..... Exhibit 5/6/7/8
 - B. Tuition & Fees Exhibit 9
 - C. Purchase/Bid..... Exhibit 10
 - D. Staff Employment Letters Exhibit 11/12/14
 - E. Approval of Bills Exhibit 13
- VI. Executive Session for matters relating to employer-employee negotiations.
- VII. Executive Session for discussion relating to the acquisition of property.
- VIII. Executive Session for matters relating to actions adversely or favorably affecting a person as a student, except that any such person shall have the right to a public hearing if requested by that person.
- IX. Public Comment
The Board of Trustees agenda shall contain one opportunity for public comment. This structure has been designed to provide the public with an opportunity to comment on any topic. The Chair of the Board explains the Board's approach to public comment with the following statement:

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

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

- X. Next Regular Board Meeting: Thursday, April 9, 2026, 5:30 p.m., Cardinal Event Center
- XI. Adjournment

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
February 12, 2026

The Board of Trustees met at 5:30 p.m. on Thursday, February 12, 2026, at the Cardinal Event Center.

Members Present

Greg Chalker
 Becky Dantic
 John 'JR' Keene
 Rod Landrum
 Montie Taylor
 David Winchell

Members Absent

Others Present

| | | | |
|------------------|-----------------|-----------------|-------------------|
| Dr. Mark Watkins | Dr. Jason Sharp | Leanna Doherty | Kelly Kirkpatrick |
| Theresa Hundley | Ross Harper | Dr. Ken Elliott | Haley Walker |
| Hannah Kennedy | Lindi Forbes | Hannah Emberton | Carl Hoskins |
| Robert Perez | Mark Mikel | Jeff Vesta | |

Heidi Flora recorded the minutes.

Adoption of Agenda (ACTION ITEM)

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

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair Landrum asked for corrections or additions to the January 15, 2026, regular meeting minutes. There were none. Trustee Chalker moved to approve the minutes as presented. Trustee Taylor seconded the motion, and the motion carried 6-0.

Executive Session

Trustee Chalker moved to recess into executive session at 5:30 for 10 minutes for consultation with an attorney, which would be deemed privileged in an attorney-client relationship. To protect attorney-client privilege and the public interest. Trustee Dantic seconded the motion, and the motion carried 6-0.

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

At 5:40 p.m., Trustee Chalker moved to extend the executive session by 5 minutes. Trustee Dantic seconded the motion, and the motion carried 6-0.

The Board returned to open meeting at 5:45 p.m.

Reports and/or Board Discussion

Faculty Senate Report: None

Student Government Report: None

Administrative Report:

Comparison of Expenditures to Budget - The January financial report was placed on the tables. At the end of January, we were 58% through the year. The general fund was 57% expended, and the post-secondary technical education fund was 56% expended. Vice-President Doherty invited questions from the Trustees.

Facilities – Vice-President Doherty gave an update on the Zetmeir Building HVAC installation, reporting it should be up and running sometime next week.

President's Report:

Dr. Sharp provided an HLC update and said he was currently waiting on a schedule for the March 2 & 3 visit and would provide this to Trustees as soon as possible. He also said the HLC student survey results were mostly positive.

Dr. Watkins reported on a recent trip to Topeka to meet with the Senate Higher Education Committee. He believes the meeting went well.

New Business (ACTION, INFORMATION, OR DISCUSSION ITEMS)

FY2026 Audit

Trustee Chalker moved to approve the quote from Jarred, Gilmore, and Phillips for \$24,000 to perform the FY26 financial audit. Trustee Winchell seconded the motion, and the motion carried 6-0.

Program Reviews

Dr. Sharp, Robert Perez, and Mark Mikel presented the Sociology Program Review and the Social Work Program Review. Trustee Dantic moved to accept both the Sociology Program Review and the Social Work Program Review. Trustee Keene seconded the motion, and the motion carried 6-0.

Policy Reviews

Dr. Watkins presented revisions to Policy 2.05 Drug Abuse Policy and Policy 4.17 Tutoring Services for review. These revisions will be brought for a vote at the March 12, 2026, Board of Trustees meeting.

Approval of Bills

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

Executive Session

Trustee Chalker moved to recess into executive session at 6:12 p.m. for 15 minutes for a preliminary discussion relating to the acquisition of property. To protect the institution's financial interest and bargaining position. Trustee Dantic seconded the motion, and the motion carried 6-0.

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

At 6:27 p.m., Trustee Chalker moved to extend the executive session by 5 minutes. Trustee Dantic seconded the motion, and the motion carried 6-0.

The Board returned to open meeting at 6:32 p.m.

Public Comment

Chair Landrum commended Hannah Kennedy, PR Director, on the new LCC television commercial.

Heidi Flora gave Trustees a reminder to turn in their commencement regalia information.

Jeff Vesta, Head Wrestling Coach, provided hand-outs to the Trustees and inquired about a salary increase.

Chair Landrum reminded everyone to start gearing up for the upcoming Auction for Scholarships.

Adjournment

Trustee Chalker moved to adjourn the meeting at 6:36 p.m. Trustee Dantic seconded the motion, and the motion carried 6-0.

Heidi Flora, Clerk of the Board

SUBJECT

Approval of Board Policy Changes

REASON FOR CONSIDERATION BY THE BOARD

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

BACKGROUND

The President has revised the following policies for approval:

- Policy 4.17 Tutoring Services
- Policy 2.05 Substance Use Prevention Program

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve revisions to Policy 4.17 Tutoring Services and Policy 2.05 Substance Use Prevention Program.

EXHIBIT 3

POLICY 2.05

SUBSTANCE

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Deleted: POLICY

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Deleted: (Public Law 100-690, Sec. 5151 et. seq.)

Deleted: (Public Law 101-226).

The College supports and endorses the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989.

Pursuant to these Acts, the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance or abuse of alcohol (as defined in these Acts) by an employee or student on College property, as part of any College activities, or while operating and traveling in a college owned or leased vehicle is prohibited. College employees and students while on College business or a College sponsored trip, may not transport fellow employees or students or drive in a personally owned or leased vehicle while under the influence of alcoholic beverages, illegal drugs or while impaired by the use of prescription medications.

Alcohol can be served at select events in accordance with the provisions of Policy and Procedure 2.10 Alcohol Exemptions.

Under Title 28 CFR Part 83, an employee must notify the College of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction. Such notice shall be provided in writing by the employee to the Director of Human Resources.

Commented [HW2]: Source: <https://www.ecfr.gov/current/title-28/chapter-I/part-83>

Deleted: Public Law 100-690, Sec. 5151 et. seq.

Under Title 34 CFR 86.100, the College will maintain a procedure to annually distribute to all employees a statement of compliance in accordance with the applicable provisions of the law. The College will conduct a biennial review of its Substance Use Prevention program to determine the effectiveness and implement changes as needed, and to ensure the disciplinary sanctions are consistently enforced. The review should identify current prevention efforts and point to program areas that need improvement or can remain unchanged.

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Deleted: procedure as required by the Drug-Free Schools and Communities Act of 1989.

The Department of Education Secretary will annually review a representative sample from institutions of higher education's drug prevention programs, if so requested the institution is to provide any requested documentation which may include the most recent biennial review, personnel documents, and any other necessary information requested. The institution shall retain records pertaining to the Substance Abuse program for three years after the fiscal year in which the record was created, this includes the annual notifications sent to all campus, policy and procedures versions.

Moved down [1]: An employee who violates this policy shall be subject to appropriate disciplinary action as outlined in Policy and Procedure 2.16 Performance Improvement.¶
¶
Students who violate this policy will be reported to the appropriate law enforcement officials and are subject to sanctions outlined in the Student Code of Conduct Policy and Procedure 4.08.¶

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In order to ensure that students and employees of the College are aware of the Substance Use Prevention policy and procedures, the following items will be annually distributed to all employees, including adjunct faculty, and to each student who is taking one or more classes for any type of academic credit except for continuing education units:

Deleted: standard of conduct established by this policy, the sanctions for violation of that standard, the health risks associated with drug and alcohol use and abuse, the legal sanctions for unlawful possession and distribution of illicit drugs and alcohol, and the drug or alcohol counseling, treatment, rehabilitation or re-entry programs that are available in the area for employees and students,

Deleted: documents

Deleted: all students,

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1. A copy of this policy and procedure that references the standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on institution property or as part of any of its activities.
2. A description of the applicable legal sanctions under local, State and Federal law for the unlawful possession or distribution of illicit drugs and alcohol.

EXHIBIT 3

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3. A description of health risks associated with the use of illicit drugs and the abuse of alcohol.
4. A description of any drug or alcohol counseling, treatment, rehabilitation or re-entry programs that are available to employees or students.
5. A clear statement that the institution will impose disciplinary sanctions on students and employees, a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

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An employee who violates this policy shall be subject to appropriate disciplinary action as outlined in Policy and Procedure 2.16 Performance Improvement. Students who violate this policy will be reported to the appropriate law enforcement officials and are subject to sanctions outlined in the Student Code of Conduct Policy and Procedure 4.08.

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Definition of Terms:

- "College property" means any property owned, leased or rented by Labette Community College including hotel rooms, rental cars, and meeting rooms or facilities rented by the College on a short or long term basis.
- "Alcoholic beverages" mean beverages which are alcoholic liquor or cereal malt beverages as defined in Kansas Statutes.
- "College funds" mean any funds managed and controlled within the College's financial accounting system. Funds of the LCC Foundation are not controlled by the College and are not included in this definition.

Source: <https://www.ecfr.gov/current/title-34/subtitle-A/part-86>

Adopted: 8/9/90

Reviewed: 2/7/17

Revised: 6/7/22

EXHIBIT 4

POLICY 4.17 TUTORING SERVICES

Labette Community College believes that supplemental instructional activities such as tutoring and other academic supports are essential services for students' academic success. To support and enhance the academic achievement, advancement, and retention of its students, the College provides Tutoring Services at no cost to currently-enrolled students through the Student Success Center (SSC) which oversees services at both the Main Campus and Cherokee Center. Tutoring Services support a wide range of subject areas, focusing primarily on math, science, and writing skills.

Adopted: 2/14/19
Revised: XX/XX/26

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- Deleted:** The Student Success Center supervises tutoring operations for the main campus and the Cherokee Center
- Deleted:** are available
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- Deleted:** ¶
The Student Success Center endeavors to offer meaningful academic supports for a variety of subjects.
- Deleted:** Definitions: ¶
DROPP-IN TUTORING: Drop-in tutoring services are available to all LCC students and do not require an appointment or contract. Sessions are scheduled at various times of the day and at various campus locations. Students using drop-in tutoring services should have no expectation of one-on-one time with the tutor. ¶
INDIVIDUAL TUTORING: Individual tutoring appointments are available at student request at the discretion of the Academic Coordinator. Preference for individual appointments will be given to students that have demonstrated an academic need. Academic need will be deemed established for the following students, although this list is not exhaustive: SSS (Student Support Services) participants, students receiving ADA (Americans with Disabilities Act) accommodations, students with course grades below a C and/or students who are not available during current drop-in tutoring times. Students using individual tutoring services should have an expectation of one-on-one time with the tutor. ¶
¶
WRITING LABS: Writing labs are open to all LCC students. Students with a writing assignment in any course are encouraged to visit the writing lab for help in writing or reviewing papers. Services include, but are not limited to: brainstorming ideas, constructing a thesis, assistance in understanding citation styles, and grammar/paper review. Students may work on papers in the writing lab, but the tutor will not provide editing services or provide one-on-one help while they construct their paper. ¶
¶
ONLINE WRITING ASSISTANCE: Online writing assistance is provided to all LCC students via a link on the LCC Tutoring webpage. Students must complete the online submission form, upload the assignment requirements and upload their paper. Students must allow 24-48 business hours to receive a response. This "drop box" then notifies all profession... [1]
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Agenda Item #: V.A.
Date: March 12, 2026

SUBJECT

Comprehensive Program Reviews: Accounting, Business Administration, Psychology, Radiography

REASON FOR CONSIDERATION BY THE BOARD

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

BACKGROUND

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

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

PRESIDENT'S RECOMMENDATION

President recommends the acceptance of the Comprehensive Program Reviews for Accounting, Business Administration, Psychology, Radiography



Comprehensive Program Review 2025

Program Name: **Accounting**

Semesters Reviewed:

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

AY 2024: Fall 2023, Spring 2024, and Summer 2024

AY 2025: Fall 2024, Spring 2025, and Summer 2025

Completed by: Cathy Kibler

Date: February 2026

Assessment Committee Recommendation:

The Assessment Committee accepts this report and recommends it be brought to President's Council for acceptance.

President's Council Recommendation:

The President's Council accepts this report and recommends it be brought to the LCC Board of Trustees for acceptance.

1.0 Program Summary

Provide a descriptive summary of the program.

Narrative:

The Associate of Science in Accounting is designed for transfer to a four-year institution. The program is the appropriate first step toward the study of accounting, management, marketing, finance, economics and other business concentrations at a four-year institution. The degree can also prepare a student for immediate work in the field.

Accounting Program Outcomes are as follows:

- 1 Apply financial accounting concepts
- 2 Understand legal and ethical concepts related to operating a business
- 3 Evaluate information to make effective business decisions
- 4 Demonstrate effective computer skills

2.0 Student Success

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

Student success in an accounting degree program is the ability to apply accounting, business, economic, computer and interpersonal skills effectively in a professional setting. This includes demonstrating an understanding of the fundamentals of various business disciplines, the ability to think critically and analyze data, and the ability to communicate effectively with peers and business associates. Additionally, success in an accounting degree program should include the development of leadership skills, as these are essential to navigating the complexities of the business world. This definition of student success is embedded in the program outcomes and is measured through class and departmental outcomes assessment.

Student success can also be achieved through career-oriented goals such as obtaining a job or advancing in their current career.

2.1 Achieve/Promote Student Success

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

The accounting degree program promotes student success by providing students with a well-rounded education in accounting and business-related topics. Concentration and required courses provide students with an understanding of the business world, the ability to think critically and make decisions, and the skills necessary to succeed in business or transfer to a university for further education. Accounting and business courses also provide students with the opportunity to build their verbal and written communication and skills, which are essential for succeeding in the competitive business world. Accounting courses also provide students with learning and applying accounting related computer skills which are also necessary for success in the accounting industry. Finally, the accounting program helps students develop the self-discipline and perseverance necessary for career success.

The department works to ensure these goals by fostering individual relationships with students, creating and refining teaching methods to spark active learning and reflection, adjusting course availability to meet student needs, and exploring innovative strategies to involve students with the subject matter.

This enables instructors to promote student success by providing students with the skills, resources, and support they need to succeed in either the business world immediately after graduation, or the university experience upon transfer.

This success is evident in the performance of LCC's Future Business Leaders of America (FBLA) chapter. Members engage in various business-related competitive events at the regional, state and national level. FBLA has continued to have student success with students placing at the State Leadership Conference making them eligible to compete at the National Leadership Conference each of the three years in review with one student placing in the top 10 at the National Leadership Conference in June 2025.

3.0 Reflection on Current Curriculum

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

Accounting is a general business degree, which encompasses various other business subfields and related fields of study. The concentration requirements include classes from the Accounting, Business, and Economics disciplines. General Education requirements from English, Math, and Science, along with Social & Behavioral Sciences, Arts & Humanities, Personal & Professional Behavior, and General Electives are included in the required curriculum. The structure provides a well-rounded degree program that enables students to enter the workforce, or transfer to a four-year institution and focus on a business subfield, such as Business Administration, Human Resources, Management, Finance, Economics, or Marketing. For those students who transfer, the Kansas Core Outcomes Group (KCOG) has aligned ten Accounting, Business Administration and Economics courses offered by LCC to support seamless transfer.

Future Business Leaders of America (FBLA) is not a required part of the Business curriculum, but this extra-curricular activity provides students with leadership, team building and technical skills. Membership is encouraged.

3.1 Degrees and Certificate Offerings

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

An Associate of Science in Accounting is one of the degrees offered through the department.

Many of the shared Business Administration courses, BUAD 106 Principles of Leadership, BUAD 205 Personal Finance, and BUAD 215 Principles of Management are options under "Bucket 7" general education requirements for all AA, AS and AGS LCC students. These courses in addition to BUAD 110 Business

Communications, and BUAD 104 Business Law can be taken as general electives to complete the Associate of Science in Accounting degree.

ACCOUNTING

ASSOCIATE IN SCIENCE

This program is designed for students who wish to study accounting and transfer to a four year institution. The degree program can also prepare a student for immediate work in the field.

Credits Required: 60

General Advisor: Ashley Savage
620-820-1196
ashleys@labette.edu

Major Advisor: Cathy Kibler
620-820-1186
cathyk@labette.edu

Recommended Courses:

- BUAD 205 Personal & Professional Behavior
- COMP 110 Personal & Professional Behavior
- ACCT 121 General Elective
- COMP 115 General Elective

Student Organization

Membership in Future Business Leaders of America (FBLA) is encouraged. This organization develops and enhances leadership and business skills. Students can participate in state and national competitions, where top students are recognized with trophies and cash awards.

After Graduation

Students can gain entry-level employment in or enhance their career advancement opportunities. Students can transfer to a four year institution to pursue a bachelor's degree.

| | | |
|---|---|-----------|
| Concentration Requirements | | 15 |
| <input type="checkbox"/> | ACCT 112 Financial Accounting | 3 |
| <input type="checkbox"/> | ACCT 114 Managerial Accounting | 3 |
| <input type="checkbox"/> | BUAD 101 Introduction to Business | 3 |
| <input type="checkbox"/> | ECON 203 Macroeconomics | 3 |
| <input type="checkbox"/> | ECON 204 Microeconomics | 3 |
| General Education Requirement | | 35 |
| English | | |
| <input type="checkbox"/> | ENGL 101 English Composition I | or |
| | ENGL 103 English Composition I with Review | 3 |
| <input type="checkbox"/> | ENGL 102 English Composition II | 3 |
| Communication | | |
| | Choose one class | |
| <input type="checkbox"/> | _____ | 3 |
| Math & Statistics | | |
| <input type="checkbox"/> | MATH 115 College Algebra | or |
| | MATH 114 College Algebra with Review | 3 |
| Natural & Physical Science | | |
| | Choose one class | |
| <input type="checkbox"/> | _____ | 5 |
| Social & Behavioral Sciences | | |
| | Choose two classes from different subject areas | |
| <input type="checkbox"/> | _____ | 3 |
| <input type="checkbox"/> | _____ | 3 |
| Arts & Humanities | | |
| | Choose two classes from different subject areas | |
| <input type="checkbox"/> | _____ | 3 |
| <input type="checkbox"/> | _____ | 3 |
| Personal & Professional Behavior | | |
| | Choose two classes | |
| <input type="checkbox"/> | _____ | 3 |
| <input type="checkbox"/> | _____ | 3 |
| General Electives | | 10 |
| <input type="checkbox"/> | _____ | 3 |
| <input type="checkbox"/> | _____ | 3 |
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| <input type="checkbox"/> | _____ | 1 |

4.0 Faculty Success

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

Cathy Kibler is a member of the LCHS Business Department Advisory Board, the LCHS Prom Committee and serves as the Future Business Leaders of America advisor at LCC. Ms. Kibler is involved with LCC Foundation events and is active within her church.

Robert Bartelli has attended the Innovative Educators Summit and the St. Louis Federal Reserve continuing education seminars.

Both faculty members have served on multiple LCC employment search committees and both have attended Kansas Core Outcomes Group meetings to improve system wide transfer.

5.0 Program Accomplishments and Reflection on Data/Trends

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

Enrollment in Accounting courses increased/decreased slightly during the time period under review: from 241 students in AY 2022, 258 students in AY 2023 and then 243 students in AY 2024. Credit hours in ACCT 112 Financial Accounting and BUAD 101 Intro to Business have averaged 163 and 444 respectively which is an increase from the 2024 Annual Review. Some of this increase may be explained by the increase in our overall enrollment increase as both classes are aligned and transferrable within the Kansas statewide system. Several non-business majors have taken Intro to Business as a general education elective option.

The percentage of student success increased for Financial Accounting and Introduction to Business in AY2024 compared to AY2023. The increase for Intro to Business was the most significant, from 78% to 89%.

With the exception of ACCT 121, Computer Accounting, average class sizes for accounting department offerings were strong, ranging from 11 to 21 students per class. Computer Accounting is not an aligned course, and is no longer being offered as a general elective. Accounting is a popular degree, both nationwide and at Labette Community College.

During the time period under review, 55% of all accounting concentration credit hours were delivered online; 42% of credit hours were at the Main Campus and 2% were delivered through concurrent enrollment. Student completion, student success and student attrition metrics were all the same or slightly better via online delivery than at the Main Campus for AY 2023 and AY 2025.

The number of degrees awarded during the time period under review changed with – 6 for AY2023 and 13 for both AY2024 and 2025. The percent of credit hours taught by full time faculty increased from 67% in AY 2023 to 78% in AY 2025.



LABETTE COMMUNITY COLLEGE

Program Review Data Summary

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

Program: Accounting

Average Class Size, Completer Success, and Attrition

| Year (AY dates) | Subject Prefix | Course Name | Total Enrollment | # of Sections | Average Class Size | % Student Completion | %Student Success | %Student Attrition | Student Credit Hours |
|-----------------|----------------|-----------------------|------------------|---------------|--------------------|----------------------|------------------|--------------------|----------------------|
| 2023 | ACCT 112 | Financial Accounting | 54 | 3 | 18 | 93% | 88% | 7% | 162 |
| 2024 | | | 62 | 3 | 21 | 95% | 93% | 5% | 186 |
| 2025 | | | 56 | 3 | 20 | 89% | 86% | 11% | 168 |
| 2023 | ACCT 114 | Managerial Accounting | 32 | 3 | 11 | 91% | 97% | 9% | 96 |
| 2024 | | | 36 | 4 | 9 | 97% | 97% | 3% | 108 |
| 2025 | | | 41 | 3 | 17 | 98% | 90% | 2% | 123 |
| 2023 | ACCT 121 | Computer Accounting | 9 | 2 | 5 | 100% | 78% | 0% | 27 |
| 2024 | | | 9 | 1 | 9 | 100% | 89% | 0% | 27 |
| 2025 | | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2023 | BUAD 101 | Intro to Business | 163 | 10 | 16 | 95% | 89% | 5% | 489 |
| 2024 | | | 136 | 9 | 11 | 97% | 91% | 3% | 408 |
| 2025 | | | 127 | 8 | 12 | 97% | 95% | 3% | 381 |

Course Completion, Success, & Attrition by Location

| Year (AY dates) | Location | Total Enrollment | # of Sections | Average Class Size | % Student Completion | %Student Success | %Student Attrition | Student Credit Hours |
|-----------------|---------------------------------|------------------|---------------|--------------------|----------------------|------------------|--------------------|----------------------|
| 2023 | Cherokee | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2024 | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2025 | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2023 | Online | 142 | 8 | 18 | 94% | 91% | 6% | 426 |
| 2024 | | 124 | 8 | 15 | 98% | 89% | 2% | 372 |
| 2025 | | 139 | 6 | 24 | 96% | 94% | 4% | 417 |
| 2023 | Main Campus | 108 | 7 | 15 | 94% | 86% | 6% | 324 |
| 2024 | | 116 | 8 | 14 | 95% | 96% | 5% | 348 |
| 2025 | | 80 | 7 | 11 | 94% | 89% | 6% | 240 |
| 2023 | Concurrent | 5 | 1 | 5 | 100% | 100% | 0% | 15 |
| 2024 | | 3 | 1 | 3 | 100% | 100% | 0% | 9 |
| 2025 | | 5 | 1 | 5 | 100% | 80% | 0% | 15 |
| 2023 | Other (Arrgt, Off-campus, etc.) | 3 | 1 | 2 | 100% | 100% | 0% | 12 |
| 2024 | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2025 | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |

Declared Awards, Transfers, and Placements

| Year (AY Dates) | # of Degrees/Certs Awarded | # of Graduates Transferring from previous AY year | % Placement Rate for Graduates (CTE Only) |
|-----------------|----------------------------|---|---|
| 2023 | 6 | 2 | N/A |
| 2024 | 13 | 6 | NA |
| 2025 | 13 | 10 | N/A |

Student Credit Hours by Faculty Type

| Year (AY) | Number of Faculty | | Student Credit Hours by Faculty Type | | | | Total Credit Hours |
|-----------|-------------------|-----------|--------------------------------------|-----------------|-----------|-----------------|--------------------|
| | Full Time | Part Time | Full Time | % for Full Time | Part Time | % for Part Time | |
| 2023 | 1 | 2 | 519 | 67% | 255 | 33% | 774 |
| 2024 | 1 | 1 | 579 | 79% | 150 | 21% | 729 |
| 2025 | 1 | 1 | 522 | 78% | 150 | 22% | 672 |

Faculty Name by Type for Most Recent Academic Year Full Time: Cathy Kibler

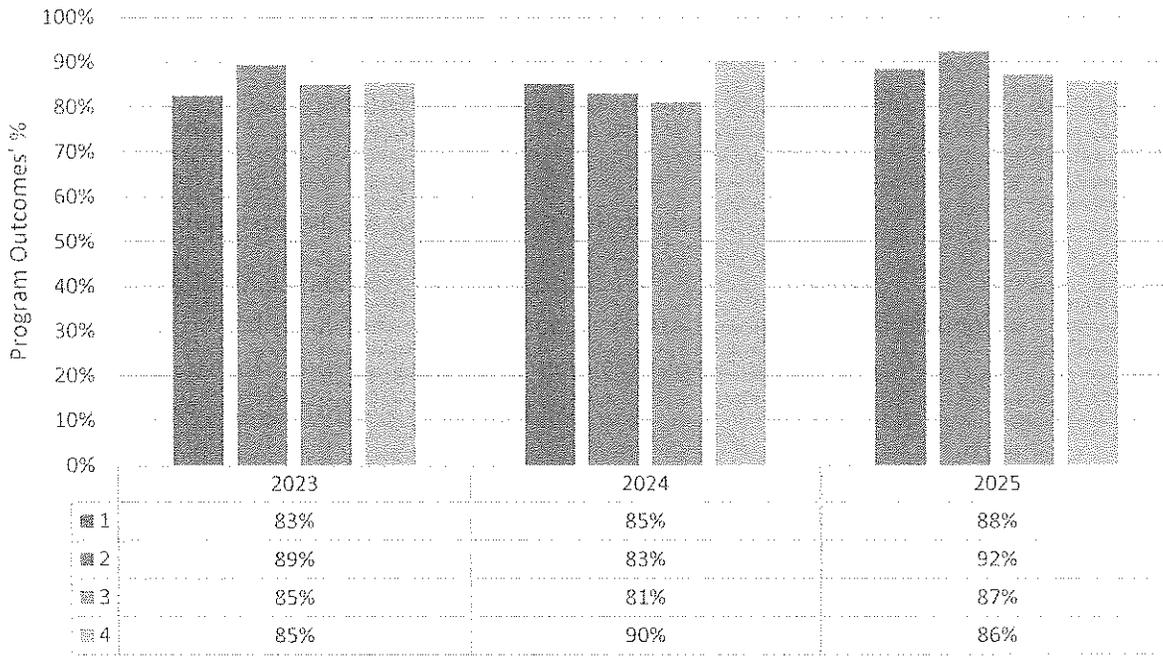
Part Time: Laura Boeckman

The Accounting department has four learning outcomes.

1. Apply financial accounting concepts
2. Understand legal and ethical concepts related to operating a business
3. Evaluate information to make effective business decisions
4. Demonstrate effective computer skills

The success rates for these outcomes were strong during AY 2023 to AY 2025. The lowest percentage of success was on departmental outcome number three in AY 2024, which was 81%. With that one exception, student success for the departmental outcomes ranged from 83% to 92% during the period of AY 2022 to AY 2025.

Accounting Program Outcomes' %, 2023-2025



- What did you learn from the data?
 - Three of the four outcomes for 2025 were improved over 2024. Outcome 1 has shown improvement every year of this analysis and outcome 4 increased from 2023 to 2024 before dropping in 2025.
- What did you not learn from the data?
 - The data does not tell us how Accounting majors performing in their concentration classes because majors and non-majors are assessed together.
 - The success rate is 70% - the data does not tell us how far above or below this cutoff that students are performing.
- What do you hope to learn and do differently this academic year?
 - We hope to learn the impact of the new catalog/general education package on outcomes for the ACCT program.
 - We hope to see the impact of continuing the early warning grade system implemented campus wide.

6.0 Mission Alignment

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

Narrative:

The Accounting degree program aligns with the Labette Community College's mission of providing quality learning opportunities in a supportive environment for success in a changing world.

The curriculum of the accounting degree program is designed to equip students with the skills and knowledge necessary to succeed in the modern and changing workplace. In accounting classes, students learn the fundamentals of accounting, finance, management and international business, which are critical skills for any business professional.

At LCC, the faculty are committed to providing a supportive learning environment, which is important for students to gain the most from their business administration classes. The courses are taught by experienced faculty who are knowledgeable in the field of business. They provide students with the guidance and support needed to succeed in their studies.

The faculty create an atmosphere of trust and support, allowing students to ask questions and seek out advice when needed. This type of environment encourages interpersonal communication between students and instructors, which is essential in the business world. The support from the faculty and staff also helps to cultivate a sense of community among the accounting students, allowing them to learn from each other and foster relationships that will benefit them throughout their career.

The accounting courses at LCC are specifically designed to help students gain the knowledge and skills they need to succeed in a changing world. With a curriculum focused on the fundamentals of business, students are able to gain the knowledge necessary to understand the complexities of the modern workplace.

Because Accounting is a subfield of Business Administration, these programs share their mission alignment.

7.0 External Constituency and Significant Trends

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

External Constituencies:

LCC is the only community college in southeast Kansas with a chapter of Future Business Leaders of America. It is the largest business career and technical organization in the world. Its mission is to prepare "students to become community-minded business leaders in a global society through relevant career preparation and leadership experiences."

Starting in Fall 2025 semester, the new state-wide program alignment will be in effect. At this time, we do not know how this will impact our transfer students. In theory, it should improve transfer, but results may be different in practice.

Significant Trends:

According to the National Center for Educational Statistics, Business is the most popular major for post-secondary students. According to the U.S. Bureau of Labor Statistics, Occupational Outlook Handbook, overall employment in these fields is projected to grow faster than average from 2024 to 2034. Approximately 940,000 jobs openings per year are projected. Business and Financial occupations have an annual median wage of \$80,920, which is much higher than the median wage of \$49,500 for all occupations.

8.0 Program Vitality Assessment

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

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

Explanation for Chosen Vitality Category:

Accounting is a desired degree, both nationally and at Labette Community College. Student credit hours in accounting classes have remained fairly consistent from AY 2023 to AY 2025 with a slight increase in the last of the academic years being examined. Student class size and total headcount has been stable. Degrees awarded has doubled from AY 2023 to AY 2024 and remained at that level the last of the academic years examined. Departmental learning outcomes success rate have remained high. All these metrics point to continued support of the Accounting program with continual improvement.

9.0 Program Goals

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

The Accounting department currently has operational plans through AY 2027. The AY 2025 plan involves developing a Management class, which is being offered Spring 2026 semester. The AY 2026 plan involves developing a Business Law class, which is also being offered Spring 2026. The plan for AY 2027 is to evaluate these offerings and make necessary changes.

Short-Term:

In AY 2023, Future Business Leaders of America Collegiate (FBLA) reported six paid members, with membership increasing to eight by AY 2026. The goal is to maintain current membership levels. While growth is a common objective for student organizations, maintaining membership presents an increasing challenge as a greater proportion of students enroll in online courses. Although online students are eligible and encouraged to participate in student organizations, engagement remains more difficult in a virtual environment. Responsibility for achieving this goal rests with the FBLA sponsor and business faculty. This goal is shared with the Business Administration department, as FBLA is interdisciplinary and supports student development in both programs. Planned interventions to support this goal include the development of updated marketing

materials, improved communication regarding the benefits of membership, and a sustained membership recruitment effort at the beginning of each academic term.

Long-Term:

In AY 2025, the statewide business program was aligned, with implementation beginning in AY 2026. The objective of this goal is to evaluate the impact of this change on the Accounting program, and identify any aligned courses that should be added to the curriculum. This could increase the transferability for students who are transferring to a four-year institution and help them finish their Bachelor degree on time.



Comprehensive Program Review 2025

Program Name: **Business Administration**

Semesters Reviewed:

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

AY 2024: Fall 2023, Spring 2024, and Summer 2024

AY 2025: Fall 2024, Spring 2025, and Summer 2025

Completed by: Robert Bartelli

Date: February 2026

Assessment Committee Recommendation:

The Assessment Committee accepts this report and recommends it be brought to President's Council for acceptance.

President's Council Recommendation:

The President's Council accepts this report and recommends it be brought to the LCC Board of Trustees for acceptance.

1.0 Program Summary

Provide a descriptive summary of the program.

The Associate of Science in Business Administration is designed for transfer to a four-year institution. The program is the appropriate first step toward the study of accounting, management, marketing, finance, economics and other business concentrations at a four-year institution. The degree can also prepare a student for immediate work in the field.

Business Administration Program Outcomes are as follows:

- 1 Apply financial accounting concepts
- 2 Understand legal and ethical concepts related to operating a business
- 3 Evaluate information to make effective business decisions
- 4 Demonstrate effective business communication skills

Accounting is a subfield of Business Administration, and the two programs share several program outcomes.

2.0 Student Success

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

Student success in a business degree program is the ability to apply accounting, business, economic and interpersonal skills effectively in a professional setting. This includes demonstrating an understanding of the fundamentals of various business disciplines, the ability to think critically and analyze data, and the ability to communicate effectively with peers and business associates. Additionally, success in a business degree program should include the development of leadership skills, as these are essential to navigating the complexities of the business world. This definition of student success is embedded in the program outcomes and is measured through class and departmental outcomes assessment.

Student success can also be measured through career-oriented goals such as obtaining a job or advancing in their current career.

2.1 Achieve/Promote Student Success

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

The business degree program promotes student success by providing students with a well-rounded education in business-related topics. Concentration and required courses provide students with an understanding of the business world, the ability to think critically and make decisions, and the skills necessary to succeed in business or transfer to a university for further education. Business courses also provide students with the opportunity to build their verbal and written communication and skills, which are essential for succeeding in the competitive business world. Finally, the business program helps students develop the self-discipline and perseverance necessary for career success.

The department works to ensure these goals by fostering individual relationships with students, creating and refining teaching methods to spark active learning and reflection, adjusting course availability to meet student needs, and exploring innovative strategies to involve students with the subject matter.

This enables instructors to promote student success by providing students with the skills, resources, and support they need to succeed in either the business world immediately after graduation, or the university experience upon transfer.

This success is evident in the performance of LCC's Future Business Leaders of American (FBLA) chapter. Members engage in various business-related competitive events at the regional, state and national level. FBLA has continued to have success with students placing at the State Leadership Conference making them eligible to compete at the National Leadership Conference each of the three years in review with one student placing in the top 10 at the National Leadership Conference in June 2025.

3.0 Reflection on Current Curriculum

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

Business Administration is a general business degree that encompasses multiple business subfields and related areas of study. Program requirements include coursework from the Accounting, Business, Economics, and Mathematics disciplines. This structure provides a well-rounded curriculum that prepares students to enter the workforce or transfer to a four-year institution to pursue a specialized area of business, such as Accounting, Management, Finance, Economics, or Marketing. For students who choose to transfer, Business Administration is a state-aligned program in Kansas. Under this alignment, the majority of the curriculum is prescribed, with limited elective options. Of the 62 credit hours required for the degree, only 11 credit hours—one Science course and two Arts and Humanities courses—are not specifically mandated. In addition, the Kansas Core Outcomes Group (KCOG) has aligned ten Accounting, Business Administration, and Economics courses offered by LCC to support seamless transfer.

Future Business Leaders of America is not a required part of the Business curriculum, but this extra-curricular activity provides students with leadership, team building and technical skills. Membership is encouraged.

3.1 Degrees and Certificate Offerings

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

An Associate of Science in Business Administration is the degree offered through the department.

Graphic Design Technology students can take BUAD 110 Business Communications, in place of Public Speaking. BUAD 106 Principles of Leadership, BUAD 205 Personal Finance, and BUAD 215 Principles of Management are options under "Bucket 7" general education requirements for all AA, AS and AGS LCC students.

BUSINESS ADMINISTRATION

ASSOCIATE IN SCIENCE

This program is designed for transfer to a four year institution. This program is appropriate if the student wishes to study management, marketing, finance, or other business concentrations at a four year institution. The degree program can also prepare a student for immediate work in the field.

Credits Required: 60

General Advisor: Ashley Savage
620-820-1196
ashleys@labette.edu

Major Advisors: Cathy Kibler
620-820-1186
cathyk@labette.edu

Robert Bartelli
620-820-1261
robertb@labette.edu

Business Suggested Electives:

- BUAD 106 Principles of Leadership
- BUAD 110 Business Communication
- BUAD 205 Personal Finance

Student Organization

Membership in Future Business Leaders of America (FBLA) is encouraged. This organization develops and enhances leadership and business skills. Students can participate in state and national competitions, where top students are recognized with trophies and cash awards.

After Graduation

Students can gain entry-level employment or enhance their career advancement opportunities. Students can transfer to a four year institution to pursue a bachelor's degree.

| Concentration Requirements | | | 18 |
|----------------------------|----------|--------------------------|----|
| <input type="checkbox"/> | ACCT 112 | Financial Accounting | 3 |
| <input type="checkbox"/> | ACCT 114 | Managerial Accounting | 3 |
| <input type="checkbox"/> | BUAD 101 | Introduction to Business | 3 |
| <input type="checkbox"/> | BUAD 104 | Business Law | 3 |
| <input type="checkbox"/> | BUAD 215 | Principles of Management | 3 |
| <input type="checkbox"/> | ECON 204 | Microeconomics | 3 |

| General Education Requirement | | | 35 |
|-------------------------------|--|--|----|
|-------------------------------|--|--|----|

| English | | | |
|--------------------------|----------|-----------------------------------|----|
| <input type="checkbox"/> | ENGL 101 | English Composition I | or |
| | ENGL 103 | English Composition I with Review | 3 |
| <input type="checkbox"/> | ENGL 102 | English Composition II | 3 |

| Communication | | | |
|--------------------------|----------|-----------------|---|
| <input type="checkbox"/> | COMM 101 | Public Speaking | 3 |

| Math & Statistics | | | |
|--------------------------|----------|-----------------------------|----|
| <input type="checkbox"/> | MATH 115 | College Algebra | or |
| | MATH 114 | College Algebra with Review | 3 |

| Natural & Physical Science | | | |
|----------------------------|-------|--|---|
| Choose one class | | | |
| <input type="checkbox"/> | _____ | | 5 |

| Social & Behavioral Sciences | | | |
|------------------------------|----------|--------------------|---|
| <input type="checkbox"/> | ECON 203 | Macroeconomics | 3 |
| <input type="checkbox"/> | PSYC 101 | General Psychology | 3 |

| Arts & Humanities | | | |
|---|-------|--|---|
| Choose two classes from different subject areas | | | |
| <input type="checkbox"/> | _____ | | 3 |
| <input type="checkbox"/> | _____ | | 3 |

| Personal & Professional Behavior | | | |
|----------------------------------|----------|----------------------------------|---|
| <input type="checkbox"/> | COMP 110 | Computer Concepts & Applications | 3 |
| <input type="checkbox"/> | MATH 120 | Elementary Statistics | 3 |

| Business Electives | | | 7 |
|--------------------------|----------|--------------------------|---|
| <input type="checkbox"/> | BUAD 106 | Principles of Leadership | 3 |
| <input type="checkbox"/> | BUAD 110 | Business Communication | 3 |
| <input type="checkbox"/> | BUAD 205 | Personal Finance | 3 |

4.0 Faculty Success

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

Cathy Kibler is a member of the LCHS Business Department Advisory Board, and serves as the Future Business Leaders of America advisor at LCC. Ms. Kibler is involved with LCC Foundation events and is active within her church.

Robert Bartelli has attended the Innovative Educators Summit and the St. Louis Federal Reserve continuing education seminars.

Both faculty members have served on LCC employment search committees and both have attended Kansas Core Outcomes Group meetings to improve system wide transfer.

5.0 Program Accomplishments and Reflection on Data/Trends

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

Enrollment in Business Administration courses increased during the period under review, from 251 students in AY 2022 to 363 students in AY 2023, before stabilizing at 346 students in AY 2024. Overall, the Business Administration department experienced a 38% increase in student enrollment in AY 2024 compared to AY 2022. A portion of this growth is attributable to Personal Finance being designated as a "Bucket 7" general education option, with enrollment in Personal Finance increasing by 211% in AY 2024 compared to AY 2022.

Student success rates demonstrated strong improvement during the period under review. BUAD 101 (Introduction to Business), BUAD 110 (Business Communications), and BUAD 205 (Personal Finance) all showed increased student success and course completion rates.

Average class sizes remained strong across delivery modalities, ranging from 16 to 18 students per online section and 12 to 15 students per Main Campus section. Business Administration continues to be a popular degree program, both nationally and at Labette Community College.

During the period under review, 66% of Business Administration credit hours were delivered online, 31% were delivered at the Main Campus, and 3% were delivered through concurrent enrollment. Student completion rates were consistently higher in online courses than in Main Campus courses across all three years. This may be attributable to a higher proportion of non-traditional students enrolling in online courses. These students often have well-defined personal and professional goals, which may contribute to higher persistence and completion rates compared to traditional students, who are more heavily represented in Main Campus courses. The percentage of Business Administration credit hours taught by full-time faculty increased from 55% in AY 2022 to 82% in AY 2024.

Degree completions increased from 12 awards in AY 2023 to 22 awards in AY 2024.



Program Review Data Summary

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

Program: Business Administration

Average Class Size, Completer Success, and Attrition

| Year (AY dates) | Subject Prefix | Course Name | Total Enrollment | # of Sections | Average Class Size | % Student Completion | %Student Success | %Student Attrition | Student Credit Hours |
|-----------------|----------------|--------------------------|------------------|---------------|--------------------|----------------------|------------------|--------------------|----------------------|
| 2023 | BUAD 101 | Intro to Business | 163 | 10 | 16 | 95% | 89% | 5% | 489 |
| 2024 | | | 136 | 9 | 11 | 97% | 91% | 3% | 408 |
| 2025 | | | 127 | 8 | 12 | 100% | 99% | 0% | 381 |
| 2023 | BUAD 106 | Principles of Leadership | 2 | 1 | 2 | 100 | 100 | 0 | 6 |
| 2024 | | | 11 | 2 | 5 | 73% | 88% | 27% | 33 |
| 2025 | | | 19 | 2 | 9 | 100% | 100% | 0% | 57 |
| 2023 | BUAD 110 | Business Communication | 51 | 4 | 13 | 94% | 86% | 6% | 153 |
| 2024 | | | 37 | 4 | 7 | 95% | 89% | 5% | 111 |
| 2025 | | | 41 | 4 | 8 | 100% | 100% | 0% | 123 |
| 2023 | BUAD 205 | Personal Finance | 147 | 8 | 18 | 91% | 82% | 9% | 441 |
| 2024 | | | 165 | 9 | 18 | 95% | 83% | 5% | 495 |
| 2025 | | | 157 | 9 | 17 | 100% | 95% | 0% | 471 |

Course Completion, Success, & Attrition by Location

| Year (AY dates) | Location | Total Enrollment | # of Sections | Average Class Size | % Student Completion | %Student Success | %Student Attrition | Student Credit Hours |
|-----------------|--------------------------------|------------------|---------------|--------------------|----------------------|------------------|--------------------|----------------------|
| 2023 | Cherokee | 0 | 0 | N/A | N/A | N/A | N/A | N/A |
| 2024 | | 0 | 0 | N/A | N/A | N/A | N/A | N/A |
| 2025 | | 0 | 0 | N/A | N/A | N/A | N/A | N/A |
| 2023 | Online | 247 | 14 | 18 | 95% | 86% | 5% | 741 |
| 2024 | | 225 | 13 | 16 | 97% | 86% | 3% | 675 |
| 2025 | | 232 | 12 | 18 | 96% | 93% | 4% | 696 |
| 2023 | Main Campus | 107 | 7 | 15 | 90% | 82% | 10% | 321 |
| 2024 | | 120 | 9 | 12 | 91% | 88% | 9% | 360 |
| 2025 | | 104 | 9 | 11 | 84% | 85% | 16% | 312 |
| 2023 | Concurrent | 9 | 2 | 5 | 100% | 100% | 0% | 27 |
| 2024 | | 4 | 2 | 2 | 100% | 100% | 0% | 12 |
| 2025 | | 8 | 2 | 4 | 100% | 88% | 0% | 24 |
| 2023 | Other (Arrg, Off campus, etc.) | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2024 | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2025 | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |

Declared Awards, Transfers, and Placements

| Year (AY Dates) | # of Degrees/Certs Awarded | # of Graduates Transferring from previous AY year | % Placement Rate for Graduates (CTE Only) |
|-----------------|----------------------------|---|---|
| 2023 | 12 | 4 | N/A |
| 2024 | 22 | 18 | N/A |
| 2025 | 21 | 9 | N/A |

Student Credit Hours by Faculty Type

| Year (AY) | Number of Faculty | | Student Credit Hours by Faculty Type | | | | Total Credit Hours |
|-----------|-------------------|-----------|--------------------------------------|-----------------|-----------|-----------------|--------------------|
| | Full Time | Part Time | Full Time | % for Full Time | Part Time | % for Part Time | |
| 2023 | 2 | 3 | 816 | 75% | 273 | 25% | 1089 |
| 2024 | 2 | 2 | 861 | 82% | 186 | 18% | 1047 |
| 2025 | 2 | 2 | 816 | 79% | 216 | 21% | 1032 |

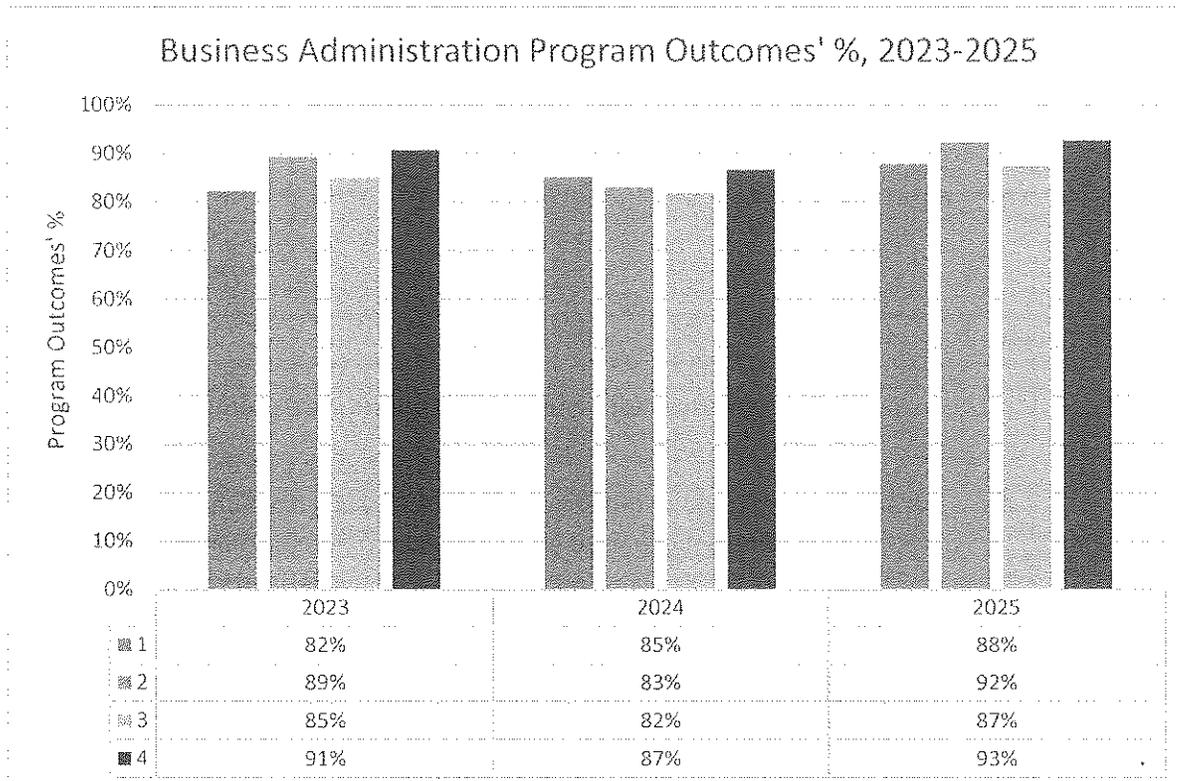
Faculty Name by Type for Most Recent Academic Year Full Time: Robert Bartelli, Cathy Kibler

Part Time: Jason Sharp, Laura Boeckman

The Business Administration department has four learning outcomes:

1. Apply financial accounting concepts
2. Understand legal and ethical concepts related to operating a business
3. Evaluate information to make effective business decisions
4. Demonstrate effective business communication skills

The success rate for these outcomes were strong during AY 2023 to AY 2025. Student success for the departmental outcomes ranged from 82% to 92% during the period under review.



- What did you learn from the data?

All four outcomes for 2025 were improved over 2024. Outcome 1 has shown improvement every year of this analysis.

- What did you not learn from the data?

The data does not tell us about the success rate of Business Administration majors specifically. Students of other majors frequently take BUAD classes as part of their general education requirements.

The success rate in our program is 70%. The data does not tell us how the degree to which students are performing above or below 70%.

- What do you hope to learn and do differently this academic year?

The Business program alignment goes into effect this academic year. The alignment required many changes to the curriculum. We will examine the data over the current and future years to see if there is any impact.

6.0 Mission Alignment

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

The Business Administration degree program aligns with the Labette Community College's mission of providing quality learning opportunities in a supportive environment for success in a changing world.

The curriculum of the Business Administration degree program is designed to equip students with the skills and knowledge necessary to succeed in the modern and changing workplace. In business administration classes, students learn the fundamentals of accounting, finance, management, economics, marketing and international business, which are critical skills for any business professional.

At LCC, the faculty are committed to providing a supportive learning environment, which is important for students to gain the most from their business administration classes. The courses are taught by experienced faculty who are knowledgeable in the field of business. They provide students with the guidance and support needed to succeed in their studies.

The faculty create an atmosphere of trust and support, allowing students to ask questions and seek out advice when needed. This type of environment encourages interpersonal communication between students and instructors, which is essential in the business world. The support from the faculty and staff also helps to cultivate a sense of community among the business administration students, allowing them to learn from each other and foster relationships that will benefit them throughout their career.

The business administration courses at LCC are specifically designed to help students gain the knowledge and skills they need to succeed in a changing world. With a curriculum focused on the fundamentals of business, students are able to gain the knowledge necessary to understand the complexities of the modern workplace.

Because Accounting is a subfield of Business Administration, these programs share their mission alignment.

7.0 External Constituency and Significant Trends

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

External Constituencies:

LCC is the only community college in southeast Kansas with a chapter of Future Business Leaders of America. It is the largest business career and technical organization in the world. Its mission is to prepare "students to become community-minded business leaders in a global society through relevant career preparation and leadership experiences."

Starting in Fall 2025 semester, the new state-wide program alignment will be in effect. At this time, we do not know how this will impact our transfer students. In theory, it should improve transfer, but results may be different in practice.

Significant Trends:

According to the National Center for Educational Statistics, Business is the most popular major for post-secondary students. According to the U.S. Bureau of Labor Statistics, Occupational Outlook Handbook, overall employment in these fields is projected to grow faster than average from 2024 to 2034. Approximately 940,000 jobs openings per year are projected. Business and Financial occupations have an annual median wage of \$80,920, which is much higher than the median wage of \$49,500 for all occupations.

8.0 Program Vitality Assessment

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

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

Explanation for Chosen Vitality Category:

Business Administration is a very popular degree, both nationally and at Labette Community College. Enrollment in Business Administration classes have increased 38% from AY 2022 to AY 2024. Student class size is more than adequate. Degrees awarded and number of graduates transferring are increasing. Departmental learning outcomes success rate have remained high. All these metrics point to continued support of the business program with continual improvement.

9.0 Program Goals

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

The Business department currently has operational plans through AY 2027. The AY 2025 plan involves developing a Management class, which is being offered Spring 2026 semester. The AY 2026 plan involves developing a Business Law class, which is also being offered Spring 2026. The plan for AY 2027 is to evaluate these offerings and make necessary changes.

Short-Term:

In AY 2023, Future Business Leaders of America (FBLA) reported six paid members, with membership increasing to eight by AY 2026. The goal is to maintain current membership levels. While growth is a common objective for student organizations, maintaining membership presents an increasing challenge as a greater proportion of students enroll in online courses. Although online students are eligible and encouraged to participate in student organizations, engagement remains more difficult in a virtual environment. Responsibility for achieving this goal rests with the FBLA sponsor and business faculty. This goal is shared with the Accounting department, as FBLA is interdisciplinary and supports student development in both programs. Planned interventions to support this goal include the development of updated marketing materials, improved communication regarding the benefits of membership, and a sustained membership recruitment effort at the beginning of each academic term.

Long-Term:

The new Business program alignment includes three slots for “Business Electives,” which are intended for KCOG-aligned BUS courses not otherwise included in the curriculum. Currently, LCC offers only three courses that qualify for these slots, leaving students with no elective choices. *Principles of Marketing* is a KCOG-aligned course that would also qualify. Although this course exists in LCC’s catalog, it has not been offered for a significant period of time. The goal is to investigate reinstating *Principles of Marketing* at LCC to provide students with an additional option within their Business studies.



Comprehensive Program Review 2025

Program Name: **Psychology**

Semesters Reviewed:

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

AY 2024: Fall 2023, Spring 2024, and Summer 2024

AY 2025: Fall 2024, Spring 2025, and Summer 2025

Completed by: DeAnna Huffman

Date: February 16, 2026

Assessment Committee Recommendation:

The Assessment Committee accepts this report and recommends it be brought to President's Council for acceptance.

President's Council Recommendation:

The President's Council accepts this report and recommends it be brought to the LCC Board of Trustees for acceptance

1.0 Program Summary

Provide a descriptive summary of the program.

Narrative:

Psychology is the scientific study of the mind and behavior. The Psychology Department at Labette Community College provides a strong foundation in the discipline from psychological, biological, and social perspectives.

The department offers courses that provide a broad understanding of the field of psychology while meeting the Kansas Department of Higher Education General Education requirements. Students learn to apply research methods to evaluate and support psychological theories. Through its curriculum, the department promotes self-growth and encourages students to apply psychological principles in their daily lives to enhance academic achievement and personal development.

The Associate in Science Degree in Psychology is designed for students planning to transfer to a four-year institution to pursue concentrations in Psychology, Human Services, Counseling, or Social Work. The degree also supports individuals seeking career advancement in psychology-related and human services fields.

2.0 Student Success

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

Narrative:

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

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

The Psychology Department graduation rates remained consistent from 17 students in 2023, to 19 students in 2024 and 17 students in 2025. Of those who graduated with an Associate of Science in Psychology, 28 students transferred to a 4-year institution within the years 2023-2025.

2.1 Achieve/Promote Student Success

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

Narrative:

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

methods include; research projects, in-class activities, cooperative learning, in-class lectures and online discussion boards. The department assesses the needs of the students and accommodates course offerings to meet the demand such as offering additional online sections within the discipline.

Students attended the KCKCC Psychology Research Symposium

- 2023- 8 students attended the symposium with 2 students chosen to orally present their research.
- 2024- 8 students attended the symposium with 3 students chosen to orally present their research.
- 2025- 9 students attended the symposium with 6 students chosen to orally present their research and 2 students were chosen to present posters of their research.

Students are encouraged to submit their research assignments completed in class to be considered for LCC's "Paper of the Year." Psychology students placed each year between 2023-2025 in the research category.

Full time faculty continued to advise the psychology club. The psychology club allows students to discuss current mental health issues/concerns and to increase knowledge in the field. Students also have community service opportunities which include creating handmade holiday cards to deliver to Presbyterian Manor nursing home in Parsons, KS to help promote positive mental health during the holiday season as well as volunteer to ring the Salvation Army bell.

3.0 Reflection on Current Curriculum

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

Narrative:

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

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

3.1 Degrees and certificates offerings

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

Narrative:

Associate of Science in Psychology

General Psychology and Developmental Psychology are required for the following degrees:

- A.S Early Childhood Education
- A.S Secondary Education
- A.S Social Work
- A.A.S Nursing
- A.A.S Radiologic Technology may choose General Psychology or Developmental Psychology

General Psychology and Developmental Psychology meets the General Education requirements for the Social and Behavioral Science bucket with all LCC Associate of Science and Associate of Arts Degrees.

PSYCHOLOGY

ASSOCIATE IN SCIENCE

This degree is designed for a student planning to transfer to a four-year institution and concentration in psychology, human services, counseling, and social work. Please consult an advisor for guidance about electives.

Credits Required: 60-62

Major Advisor: Deanna Huffman
620-820-1265
deannag@labette.edu

Recommended Course Sequence

- SEM 1: PSYC 101
- SEM 2: PSYC 201
- SEM 3: PSYC 202, SOCI 101
- SEM 4: ECON 101

After Graduation

LCC has an articulation agreement with Kansas State University.

According to the Bureau of Labor Statistics an Associates in Psychology provides a student the jump start they need to transfer to a four year bachelor's degree program. Once a student completes their bachelors they can move on to a Master's Degree and even a PhD but it all begins with the Associates in Psychology.

Additionally, the Associates in Psychology could mean about \$130.00 extra a week in wages, more than a person would earn with only a high school diploma. Students who complete an Associates in Psychology may be eligible for social and human service assistance jobs. In these jobs the student might provide client services to individuals and/ or families from several different fields including: psychology, rehabilitation, and social work; assisting other workers such as social workers whose clients are seeking assistance or benefits from community programs/services.

| | | |
|--|-----------------------------------|--------------|
| Concentration Requirements | | 6 |
| <input type="checkbox"/> | PSYC 101 General Psychology | 3 |
| <input type="checkbox"/> | PSYC 201 Developmental Psychology | 3 |
| Pathway Requirements | | 33-35 |
| Written Communication | | |
| <input type="checkbox"/> | ENGL 101 English Composition I | 3 |
| <input type="checkbox"/> | ENGL 102 English Composition II | 3 |
| Verbal Communication | | |
| <input type="checkbox"/> | COMM101 Public Speaking | 3 |
| Quantitative/Analytic Methods | | |
| Choose one class | | |
| <input type="checkbox"/> | _____ | 3 |
| Human Experience | | |
| Choose one class | | |
| <input type="checkbox"/> | _____ | 3 |
| Human Systems/No companion Elements | | |
| Choose one class | | |
| <input type="checkbox"/> | _____ | 3 |
| Human Systems/Diverse Perspectives | | |
| <input type="checkbox"/> | SOCI 101 Sociology | 3 |
| Human Systems/Social Responsibility | | |
| Choose two classes | | |
| <input type="checkbox"/> | _____ | 3 |
| <input type="checkbox"/> | _____ | 3 |
| Natural World/Scientific Inquiry | | |
| Choose one class | | |
| <input type="checkbox"/> | _____ | 5 |
| Wellness Strategies/No Companion Elements | | |
| Choose one class | | |
| <input type="checkbox"/> | _____ | 1-3 |
| Wellness Strategies/Scientific Inquiry | | |
| Met through Concentration * | | |
| General Electives | | 21 |
| <input type="checkbox"/> | PSYC 202 Psychology of Adjustment | 3 |
| General Electives | | |
| <input type="checkbox"/> | _____ | 3 |

4.0 Faculty Success

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

Narrative:

2025-Labette Community College Distinguished Faculty Award

April 2025- Present the faculty address at the 2025 Kansas City, Kansas Community College Psychology Research Symposium. Keynote Speaker: "Empowering Minds: The significance of integrating empirical research into community college psychology curricula"

Psychology club advisor- Provide students and opportunity to gain additional knowledge in the field of psychology as well as an opportunity to unite students on campus with similar interests. As an advisor, coordinating community service events to help students give back to the community as well as promote mental health wellness.

To increase professional development, full time faculty attended "The Learning and the Brain Conference," in New York City, NY on April 17-20, 2024.

November 2025- Explorica Leadership Training- Madrid, Spain

Full time faculty is involved in numerous committees on campus which include:

- Curriculum and Instruction Committee
- Retention Committee
- Institutional Assessment Committee
- Strategic Operations Advisory Committee
- Cardinal Kindness Committee
- Professional Development Committee
- Student Government Meetings- Psychology Club Sponsor
- Pantry Volunteer
- Multiple Hiring Committees

Encourage students to attend and present their research at the KCKCC Psychology Research Symposium

- 2023- 8 students attended the symposium with 1 student chosen to orally present their research.
- 2024- 8 students attended the symposium with 2 students chosen to orally present their research.
- 2025- 9 students attended the symposium with 6 students chosen to orally present their research and 2 students were chosen to present posters of their research.

Faculty participated in global community service acts by traveling to Belize in 2023, Tanzania in 2024 and the Middle East in October 2025 to help impoverished families with basic needs and education. Faculty utilizes cultural experiences in the lessons when appropriate to increase education in cultural diversity.

5.0 Program Accomplishments and Reflection on Data/Trends

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

Narrative:

In the academic year 2025, 487 Students were enrolled in 25 sections of General Psychology- Psych 101. Of those enrolled, 94% students who initially enrolled completed the course with 90% student success of a grade of 70% or higher. The student enrollment-maintained consistency from the 473 students that were enrolled in 25 sections in 2023 and the 478 students that were enrolled in 26 sections in 2024. Also, the addition of more online course sections allowed for additional flexibility for students when creating their course schedule.

Developmental Psychology, Psych 201, had 250 students in 20 sections in 2023 which declined in 2024 with 215 students in 19 sections. Student number increased in 2025 with 270 students in 17 course sections. Of those completing the course Ay 23-25 averaged 97% completion and 95% of 70% or higher.

Online enrollment has also seen an increase from 472 students in 2023 then down to 429 students in 2024 and back up to 468 in 2025.

The main campus saw a decrease in class enrollment for the department with 114 students in 2023 to 104 students in 2024 and 105 students in 2025.

The Psychology Department graduation rates remained consistent from 17 students in 2023, to 19 students in 2024 and 17 students in 2025. Of those who graduated with an Associate of Science in Psychology, 28 students transferred to a 4-year institution within the years 2023-2025.

Since 2023, there is one full time faculty position in the Psychology Department with 8 Adjunct Instructors.



LAFAYETTE COMMUNITY COLLEGE

Program Review Data Summary

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

Subject: Psychology

Average Class Size, Completer Success, and Attrition

| Year (AY dates) | Subject Prefix | Course Name | Total Enrollment | # of Sections | Average Class Size | % Student Completion | % Student Success | % Student Attrition | Student Credit Hours |
|-----------------|----------------|---------------|------------------|---------------|--------------------|----------------------|-------------------|---------------------|----------------------|
| 2023 | PSYC 101 | General Psych | 473 | 25 | 19 | 95% | 94% | 5% | 1,419 |
| 2024 | | | 478 | 26 | 15 | 93% | 92% | 7% | 1,434 |
| 2025 | | | 487 | 25 | 16 | 94% | 90% | 6% | 1,461 |
| 2023 | PSYC 201 | Develop Psych | 250 | 20 | 13 | 95% | 93% | 5% | 750 |
| 2024 | | | 215 | 19 | 11 | 97% | 97% | 3% | 645 |
| 2025 | | | 270 | 17 | 12 | 99% | 96% | 1% | 810 |

Course Completion, Success, & Attrition by Location

| Year (AY dates) | Location | Total Enrollment | # of Sections | Average Class Size | % Student Completion | % Student Success | % Student Attrition | Student Credit Hours |
|-----------------|---------------------------------------|------------------|---------------|--------------------|----------------------|-------------------|---------------------|----------------------|
| 2023 | Online | 472 | 25 | 20 | 94% | 92% | 6% | 1,416 |
| 2024 | | 429 | 24 | 17 | 94% | 92% | 6% | 1,287 |
| 2025 | | 468 | 21 | 22 | 94% | 90% | 6% | 1,404 |
| 2023 | Main Campus | 114 | 8 | 13 | 92% | 95% | 8% | 342 |
| 2024 | | 104 | 7 | 16 | 87% | 92% | 13% | 312 |
| 2025 | | 105 | 8 | 15 | 94% | 90% | 6% | 315 |
| 2023 | Cherokee Center | 29 | 4 | 7 | 100% | 97% | 0% | 87 |
| 2024 | | 20 | 4 | 5 | 100% | 90% | 0% | 60 |
| 2025 | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2023 | Concurrent | 127 | 10 | 13 | 100% | 99% | 0% | 381 |
| 2024 | | 140 | 10 | 13 | 100% | 99% | 0% | 420 |
| 2025 | | 184 | 13 | 13 | 100% | 99% | 0% | 552 |
| 2023 | Other (Arrangement, Off-campus, etc.) | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2024 | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2025 | | N/A | N/A | N/A | N/A | N/A | N/A | N/A |

Declared Awards, Transfers, and Placements

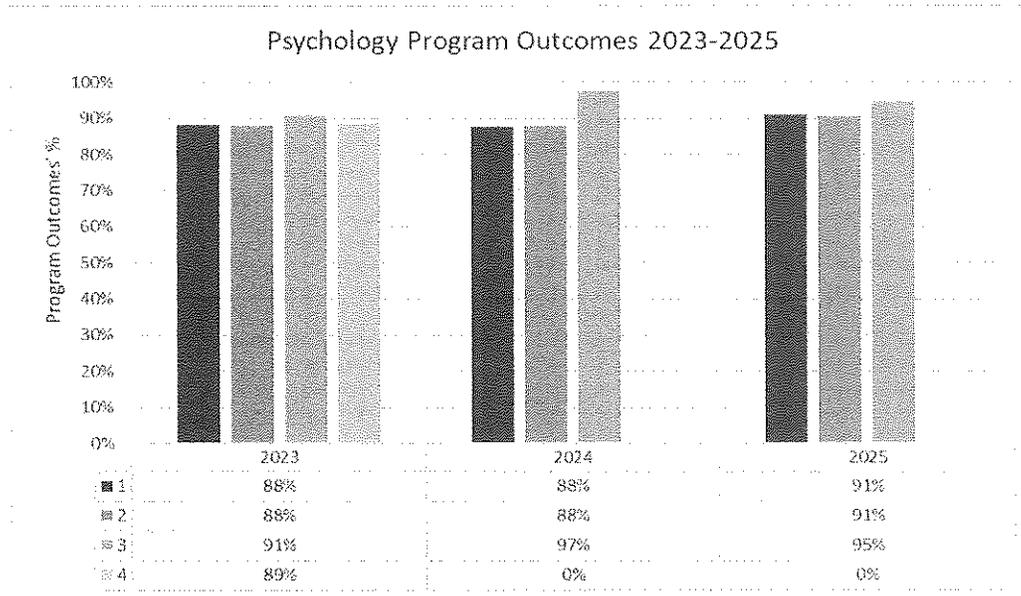
| Year (AY Dates) | # of Degrees/Certs Awarded | # of Graduates Transferring from previous AY year | % Placement Rate for Graduates (CTE Only) |
|-----------------|----------------------------|---|---|
| 2023 | 17 | 7 | N/A |
| 2024 | 19 | 14 | N/A |
| 2025 | 17 | 7 | N/A |

Student Credit Hours by Faculty Type

| Year (AY) | Number of Faculty | | Student Credit Hours by Faculty Type | | | | Total Credit Hours |
|-----------|-------------------|-----------|--------------------------------------|-----------------|-----------|-----------------|--------------------|
| | Full Time | Part Time | Full Time | % for Full Time | Part Time | % for Part Time | |
| 2023 | 1 | 8 | 780 | 36% | 1,389 | 64% | 2,169 |
| 2024 | 1 | 9 | 846 | 41% | 1,233 | 59% | 2,079 |
| 2025 | 1 | 8 | 1014 | 45% | 1,257 | 55% | 2,271 |

Faculty Name by Type for Most Recent Academic Year Full Time: DeAnna Huffman

Part Time: Misty Burke, Sally Clay, Christina Platt-Waggoner, Megan Smith, Casey Mayfield, Stephanie Spitz, Shannon Thomas, Kali Swisher



PSLO 1 Evaluate the different theories in the field of psychology by applying basic theoretical concepts to understand the mind and behavior.

PSLO 2 Evaluate the major perspectives in the field of psychology, as well as understanding the biological basis of behavior and the psychology of consciousness and cognition.

PSLO 3 Demonstrate critical thinking skills and apply the scientific method to problems and theories related to the field of psychology.

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

- I learned that the Psychology Program Outcomes ranked on average 92 percent in all 3 outcomes. I also learned that the percentage of students who met the program outcomes has raised in 2025.

2. What did you not learn from the data?

- I did not learn the number of students being assessed on-ground vs online courses and the outcomes that were achieved.

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

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

6.0 Mission Alignment

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

Narrative:

The Psychology Department aligns with LCC mission: Labette Community College provides quality learning opportunities in a supportive environment for success in a changing world. This is seen with the department adapting to the students' needs by adding additional online courses each semester.

The Psychology Department also fulfills the college's mission by encouraging students to submit their research to present at the annual KCKCC Psychology Department Research Symposium which enriches the students experience in the field of psychological research.

7.0 External Constituency and Significant Trends

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

External Constituencies:

The Psychology Department participates in the Concurrent program partnering with area high schools to help students enroll in college. In 2025 the department had 184 students enrolled in 13 course sections. Of those 13 sections, 99% students completed successfully with a grade of 70% or higher with 100% student retained from the total number initially enrolled in course. In 2023, 127 students were enrolled in 10 course sections with 09% students completed successfully of a grade of 70% or higher with 100% student retained from the total number of students enrolled. In 2024, concurrent enrollment increased to 140 students in 10 sections. The success rate was 99% of a grade of 70% or higher of the 100% students retained from the total number of students enrolled in the course.

Significant Trends:

According to the Occupational Outlook Handbook (2025), Overall employment of psychologists is projected to grow 6 percent from 2024 to 2034, about as fast as the average for all occupations.

About 12,900 openings for psychologists are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

Psychologists held about 204,300 jobs in 2025. Employment in the detailed occupations that make up psychologists was distributed as follows:

| | |
|---|--------|
| Clinical and counseling psychologists | 76,300 |
| School psychologists | 67,200 |
| Psychologists, all other | 55,300 |
| Industrial-organizational psychologists | 5,600 |

The largest employers of psychologists were as follows:

| | |
|---|-----|
| Elementary and secondary schools; state, local, and private | 24% |
| Self-employed workers | 23% |
| Ambulatory healthcare services | 24% |
| Government | 8% |
| Hospitals; state, local, and private | 5% |

8.0 Program Vitality Assessment

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

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

Program will be consistent in ensuring learning outcomes in each course established by KCOG are successfully obtained. The psychology department will continue to work on increasing the graduation rate in upcoming years by encouraging students to declare their major.

9.0 Program Goals

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

Short-Term:

1. Continue the availability of Psychology Club for students to get more involved on campus and in community service.
2. Increase knowledge/opportunity in the field by giving the students the opportunity to attend the annual Kansas City Community College Research Symposium each April.

Long-Term:

1. Have Psychology Club participate in at least 2 Community Service opportunities by May 2027.
2. Faculty will attend a Conference in the field of Psychology to improve instruction for courses offered by May 2027.



Comprehensive Program Review 2026

Program Name: Radiologic Technology Program

Semesters Reviewed:

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

AY 2024: Fall 2023, Spring 2024, and Summer 2024

AY 2025: Fall 2024, Spring 2025, and Summer 2025

Completed by: L. Gale Brown, Ashley Moore, and Tammy Kimrey

Date: 1-26-2026

Assessment Committee Recommendation:

The Instructional Assessment Committee has accepted this Review and recommends it be sent on to the President's Council for consideration.

President's Council Recommendation:

The President's Council accepts this report and recommends it be brought to the LCC Board of Trustees for acceptance

1.0 Program Summary

Provide a descriptive summary of the program.

Narrative:

The Labette Community College Radiologic Technology Program is a 23-month program leading to an Associate Degree in Applied Science. The program is monitored through accreditation by the Joint Review Committee on Education in Radiologic Technology (JRCERT). The standards for educational programs are stated in a document entitled "Standards for an Accredited Educational Program in Radiology." The curriculum is designed to assure quality patient care, to meet the needs of an ever-changing technical health care field, and to develop professional responsibility. The didactic curriculum and clinical experience are both integral parts of the student's training.

Labette Community College's Radiologic Technology program is in alignment with the National Center for Education Statistics (NCES) CIP Code 51.0911: Radiologic Technology/Science – Radiographer.

A program that prepares individuals, under the supervision of physicians, to provide medical imaging services to patients and attending health care professionals. Includes instruction in applied anatomy and physiology, patient positioning, radiographic technique, radiation biology, safety and emergency procedures, equipment operation and maintenance, quality assurance, patient education, and medical imaging/radiologic services management.

The Radiologic Technology Program at Labette Community College prepares students to become qualified entry-level radiographers and meet the health care needs of Southeast Kansas and surrounding service areas. The program has established 19 clinical affiliation agreements with medical facilities in Kansas, Missouri and Oklahoma where the student gains hands-on experience working in the various clinical settings.

Students interested in the Radiologic Technology Program are admitted to Labette Community College on the same basis as other students, but admission to the college does not ensure admission into the Radiologic Technology Program. Selection and acceptance into the Radiologic Technology Program is based on criteria established by the department, and individuals interested in applying to the program can learn more about the application process by viewing the application on the [Radiologic Technology Program website](#).

The number of applicants selected annually is dependent on clinical setting availability due to the maximum student capacity regulated by the accreditation agency. The program requires applicants to successfully complete 17 credit hours of general education coursework: English Composition I, English Composition II or Public Speaking, General or Developmental Psychology, Anatomy and Physiology, and College Algebra with a letter grade of "C" or higher prior to the entry into the program

The majority of didactic courses are taught on the main LCC campus in the Zetmeir Health Science building where students are taught by two full-time and one part-time, well-qualified and experienced faculty members. Program staff are required to follow the American Society of Radiologic Technologists (ASRT) Curricula and Educational Radiography Curriculum framework and the American Registry of Radiologic Technologists (ARRT) Didactic and Clinical Competency requirements. In September 2025, the ARRT Radiography Practice Analysis Committee members began revising the radiography examination content specifications and clinical competency requirements and once these changes are approved by the ARRT Board

of Trustees, the ASRT and the JRCERT will adopt these changes and the program will be required to make appropriate curriculum changes by January 1, 2027.

All students rotate to two different hospitals during their clinical training, this is to ensure they will have the opportunity to complete all required ARRT clinical procedures in the following sections; 10 mandatory general patient care procedures, 36 mandatory imaging procedures, and 15 elective procedures. They attend clinical training two days per week for 10 hours per day which equates to a total of 1,456 hours of hands-on clinical training experience.

After successful completion of the two-year curriculum the student is awarded an Associate in Applied Science degree in Radiologic Technology and they are recommended to take the National Radiographer Examination administered by the American Registry of Radiologic Technologists (ARRT). In addition, many states, including Kansas, require graduates to hold a license to practice radiography. In Kansas, the licensing authority is the Kansas State Board of Healing Arts.

Students are also encouraged to consider continuing their education in other specialty areas: Computed Tomography, Mammography, Magnetic Resonance Imaging, Cardiovascular Intervention, and Sonography which these are only a small portion of specialty areas available. It is important to note that students can also obtain higher educational degrees for career advancement in administration, educating future radiologic technologists, or even a radiologist assistant.

2.0 Student Success

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

Narrative:

The Radiologic Technology Program is committed to providing maximum opportunities at each level of achievement, encouraging the development of problem solving and decision-making skills, promoting effective communication skills, and employing competent technical practices that will support the highest level of ethical patient care. Additionally, the program at LCC is committed to supporting professional growth, lifelong learning, and graduating entry-level radiologic technologists. The program defines student success by preparing their graduates to successfully pass their national certification examination on their first attempt with a minimum score of 75% in order obtain credentials needed to seek employment in the field. The Program Director and Faculty review their annual student learning outcome data to promote student success and maintain and improve our student learning outcomes.

2.1 Achieve/Promote Student Success

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

Narrative:

The Radiologic Technology Program completes an annual assessment plan designed to improve student learning and the educational quality of our program. The plan includes five goals that evaluate clinical competency, critical thinking and problem solving, effective communication, professional growth and development and graduating entry-level radiologic technologists. Also included in the plan includes student

learning outcomes, measurement tools, benchmarks, timeframes for the assessment and collection of data and the parties responsible for the collection of data. Each year the data is compiled and assessed by the program director and faculty, then an action plan is composed for each student learning outcomes that the program did not meet the established benchmark. The program analyzes student learning outcome data and program effectiveness data at the annual fall advisory meeting with the advisory board and program changes are made accordingly. Then finally, the program's annual assessment plan and action plan is submitted to the JRCERT for annual review.

The program reduced their grading scale as of June 5, 2023; minimum benchmark 82%.

A = 100% - 95% B = 94% - 89% C = 88% - 82% D = 81% - 75% F = 74% & below. Old Program Grading Scale: A = 100% - 96% B = 95% - 91% C = 90% - 86% F = 85%. The program's completion rate prior to this grading scale change averaged a PCR of 60.8% for 2020 - 2023 and once the program implemented their new grading scale benchmark in June 2023 the PCR has increased to 94% for the last two years:

| Year | PRC Results |
|---------------|---------------------------|
| Year 1 – 2020 | 12 of 20 students - 60% |
| Year 2 – 2021 | 10 of 16 students – 62.5% |
| Year 3 – 2022 | 12 of 16 students - 60% |
| Year 4 – 2023 | 8 of 15 students – 53.3% |
| Year 5 – 2024 | 17 of 19 students - 94% |
| Year 6 – 2025 | 15 of 16 students – 94% |

Although the program has seen an increase in the program completion rate, the program's retention efforts to assist student success with passing their end-of-the-semester, comprehensive examinations on their first attempt has not been as successful as the program officials anticipated. Program retention data for the student cohorts of 2024-2026, indicates approximately 77% of students will pass the examination on their first attempt. The data does reflect those students who receive remediation counseling along with an additional two days (Saturday and Sunday) to prepare for their retake examination are 94.1% more likely to pass on their second attempt.

Beginning fall of 2024, the program did change the day of the week their Radiographic Procedures courses; RADI 104 Radiographic Procedures II & RADI 105 Radiographic Procedures III and their Simulation in Radiography courses (Lab Course); RADI 113 Simulation in Radiography I & RADI 214 Simulation in Radiography II are being taught, however all course credit hours stayed the same for each course. RADI 104- Radiographic Procedures II course will now be taught on Tuesday at 11:00 a.m. to 2:00 p.m. and the two sections of the Simulation in Radiography (lab) courses will be taught on Thursdays at 11:00 a.m. to 1:00 p.m. and 1:15 p.m. to 3:15 p.m. during the first-year fall semester. RADI 105- Radiographic Procedures III course will now be taught on Tuesday at 11:00 a.m. to 2:00 p.m. and the two sections of the RADI 214 -Simulation in Radiography (lab) courses will be taught on Thursdays at 10:45 a.m. to 12:45 p.m. and 1:15 p.m. to 3:15 p.m. during the first-year spring semester. These changes were made to accommodate students evening work schedules and allow faculty member to perform clinical visits. Change began during Fall 2024 semester to allow all students to have lab on the same day rather than half of the students have their lab on Tuesdays and the other half of the students have lab on Thursdays.

The radiologic technology program has incorporated game-based technology as an effective instructional strategy to enhance our student learning by actively engaging them in the classroom. Interactive platforms such as Kahoot, Wayground (formerly known as Quizizz), Blooket, and Clover Learning provide dynamic opportunities for formative assessment, content reinforcement, and real-time feedback. By integrating these tools into instruction, faculty promote active participation, critical thinking, and collaborative learning while reinforcing key radiologic technology curriculum. Game-based technology fosters a supportive and motivating learning environment that encourages knowledge retention, strengthens clinical reasoning skills, and enhance overall student success in both didactic and clinical settings.

In the past two years the program was able to upgrade the equipment in their classroom and laboratory through Carl Perkins Grant and B & I funding. A new simulation four-way float x-ray table was purchased for the classroom along with a new digital imaging Amrad x-ray machine and real-bone pixy phantom were purchased for the energized laboratory.

Content of the Radiologic Technology Assessment Plan Outcomes & Student Learning Outcomes (SLO)

Goal Statement #1: Student will be clinically competent.

Student Learning Outcomes:

- The student will demonstrate proper positioning skills.
- The student will demonstrate proper image quality—technical factor selection.
- The student will demonstrate proper radiation protection.
- The student will successfully complete all required patient care clinical competency checklists.

Goal Statement #2: Students will communicate effectively.

Student Learning Outcomes:

- The student will be able to communicate effectively and in a professional manner.
- The student will abide by the code of ethics for a Radiographer.

Goal Statement #3: Students will use critical thinking and problem-solving skills.

Student Learning Outcomes:

- The student will abide by the code of ethics for a Radiographer.
- The student will be able to solve technical conversion problems.
- The student will be able to critique radiographic images for proper positioning, anatomy, and technical factors.
- The student will be able to perform a critical image analysis at their clinical site.
- The student will be able to apply problem solving skills and critical thinking.

Goal Statement #4: Students will evaluate the importance of professional growth and development.

Student Learning Outcomes:

- The student will abide by the code of ethics for a Radiographer.
- The students will be members of the Kansas State Radiologic Technology Society.
- The students will attend and participate in a professional meeting.
- The student will complete a professional project.
- The student will complete a research project on an imaging modality.

Goal Statement #5: The program will graduate entry-level radiologic technologists.

Student Learning Outcomes:

- Graduates will be clinically competent and demonstrate entry-level technologist skills.
- Graduates will complete the clinical competencies as directed by the A.R.R.T.
- Graduates will pass the A.R.R.T. certification examination.
- Graduates are adequately prepared to perform as entry-level radiographers.
- Graduates within 12-months of graduation will be able to find employment as a radiographer.
- Solicit feedback from other communities of interest.
- Solicit feedback from program graduates.
- Program completion rates: 75% of the students entering the program will graduate from the program.

*Program Effectiveness data is distributed electronically to the general public through the Program Effectiveness Data tab found under the Program Information on the [LCC Radiologic Technology Program website](#).

Graduates will complete the program as an entry-level radiologic technologist. Program data benchmarks for measuring student learning is outlined in the program's student learning tools for Program Goal #5: certification pass rate, job placement rate, and program completion rate.

Credentialing examination pass rate is defined as the number of student graduates who pass, on first attempt, the American Registry of Radiologic Technologists (ARRT) certification examination or an unrestricted state licensing examination compared with the number of graduates who take the examination within six months of graduation. The JRCERT requires each program to have a five-year average benchmark of 75%. In 2024, 100% of the graduates passed their national certification examination on their first attempt and a 100% five-year average.

Credentialing Examination Rate

Number passed on 1st attempt divide by number attempted within 6-months of graduation.

| Year | Results |
|-------------------------------|------------------------|
| Year 1 – 2020 | 12 of 12 - 100% |
| Year 2 – 2021 | 10 of 10 - 100% |
| Year 3 – 2022 | 12 of 12 - 100% |
| Year 4 – 2023 | 8 of 8 - 100% |
| Year 5 – 2024 | 17 of 17 - 100% |
| Program 5-Year Average | 59 of 59 - 100% |

**2025 15 of 15 student with a 100% Pass Rate & 10th consecutive year for 100% pass rate on first attempt.

Job placement rate is defined as the number of graduates employed in the radiologic sciences compared to the number of graduates actively seeking employment in the radiologic sciences within twelve months of graduating. The JRCERT requires each program to have a five-year average benchmark of 75%. In 2024, 100% of the graduates passed their national certification examination on their first attempt and a 100% five-year average.

Program Completion Rate (PCR)**Number graduated divided by number started the program.****Year****Results**

Year 1 – 2024

17 of 18

Annual Completion Rate**94.4 %****Job Placement Rate****Number employed divided by number actively seeking employment within 12-months of graduation.****Year****Results**

Year 1 – 2020

12 of 12 - 100%

Year 2 – 2021

10 of 10 - 100%

Year 3 – 2022

12 of 12 - 100%

Year 4 – 2023

8 of 8 - 100%

Year 5 – 2024

17 of 17 - 100%

Program 5-Year Average**59 of 59 - 100%****2025 15 of 15 students employed & 10th consecutive year for 100% of graduates employed in profession

Program completion rate (PCR) is defined as the number of students who complete the program within the stated program length. The program specifies the entry point (e.g., required orientation date, final drop/add date, final date to drop with 100% tuition refund, official class roster date, etc.) used in calculating the program's completion rate. When calculating the total number of students enrolled in the program (denominator), programs need not consider students who attrite due to nonacademic reasons such as: 1) financial, medical/mental health, or family reasons, 2) military deployment, 3) a change in major/course of study, and/or 4) other reasons an institution may classify as a nonacademic withdrawal. The program established an annual program completion rate of 75% and the program had an PCR benchmark of 94.4% in 2024.

3.0 Reflection on Current Curriculum

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

Narrative:

Program curriculum must align the JRCERT adopted curriculum. As outlined in the JRCERT's Standard Four; Objective 4.3: "The program provides a well-structured curriculum that prepares students to practice in the professional discipline and the program is to ensure a well-structured curriculum is comprehensive, current, appropriately sequenced, and provide for evaluation of student achievement." The JRCERT recognized and adopted curriculum follows the latest American Society of Radiologic Technologists (ASRT) professional curriculum and other professional curriculum adopted by the JRCERT Board of Directors following review and recommendation by the JRCERT Standards Committee. The ASRT updates and revises its curricula on a five-year cycle and the most recent adoption process was completed in 2022 and the program aligned with these changes prior to September 1, 2023. Program staff are also required to align their didactic and clinical competency curriculum according to the American Registry of Radiologic Technologists (ARRT) to meet the Professional Education Requirements specific to the radiography discipline and their last revision occurred in January 2022. The Program director, faculty, and their Advisory committee strive to maintain curriculum that promotes qualities necessary for student and graduates to practice competently, make ethical decisions, assess situations, provide appropriate patient care, communicate effectively, critically think and advocate for professional growth.

To promote program effectiveness, each faculty member has students complete a course evaluation at the end of each semester as part of the program's outcome assessment plan. These assessment tools are used to evaluate teaching effectiveness and assist the instructor with identifying if changes or adjustments are needed to promote teaching innovation and/ or course improvement. Then program staff meet regularly to evaluate their outcome assessment plan and they discuss how student learning outcomes are being met.

**The program's curriculum is required to follow the 2022 ARRT Didactic and Clinical Competency Requirement, the 2022 ARRT Examination Requirements and the ASRT Radiography Curriculum. All program curriculum framework is mapped with the 2022 JRCERT Radiography Curriculum Analysis Grid. The program anticipates new curriculum adoption from all agencies within the next two years.

3.1 Degrees and Certificate Offerings

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

Narrative:

Graduation Requirements for the Associate in Applied Science degree in Radiologic Technology. The Associate of Science Degree is awarded upon satisfactory completion of seventy-eight (78) credit hours of didactic and clinical coursework with a minimum grade point average of 2.0 in the following course of study:

Radiologic Technology Associates Degree Curriculum

General Education – Prerequisite Courses

| <u>Course #</u> | | <u>Credits</u> |
|----------------------------|--|----------------|
| ENGL 101 or ENGL 103 | English Comp I English Comp I with Review | 3 |
| ENGL 102 or COMM 101 | English Comp II Public Speaking | 3 |
| MATH 115 or MATH 114 | College Algebra College Algebra with Review | 3 |
| PSYC 101 or PSYC 201 | General Psychology Developmental Psychology | 3 |
| BIOL 130 | Anatomy & Physiology | 5 |
| | Total | 17 |

SEMESTER I – SUMMER

| <u>Course #</u> | | <u>Credits</u> |
|-----------------|--|----------------|
| RADI 101 | Introduction to Radiography, Ethics & Law | 2 |
| RADI 103 | Radiographic Procedures I | 1 |
| RADI 107 | Radiographic Imaging I | 1 |
| RADI 109 | Patient Care in Radiography I | 2 |
| | Total | 6 |

SEMESTER II – FALL

| <u>Course #</u> | | <u>Credits</u> |
|-----------------|--------------------------------|----------------|
| RADI 104 | Radiographic Procedures II | 3 |
| RADI 113 | Simulations in Radiography I | 1 |
| RADI 115 | Patient Care in Radiography II | 3 |
| RADI 117 | Radiographic Imaging II | 3 |
| RADI 119 | Clinical Training I | 3 |
| | Total | 13 |

SEMESTER III – SPRING

| <u>Course #</u> | | <u>Credits</u> |
|-----------------|--|----------------|
| RADI 105 | Radiographic Procedures III | 3 |
| RADI 214 | Simulations in Radiography II | 1 |
| RADI 125 | Principles of Physics and Equipment Operation | 3 |
| RADI 127 | Introduction to CT and Cross Sectional Anatomy | 2 |
| RADI 120 | Clinical Training II | 3 |
| | Total | 12 |

SEMESTER IV – SUMMER

| <u>Course #</u> | | <u>Credit</u> |
|-----------------|-----------------------|---------------|
| RADI 201 | Imaging Modalities | 3 |
| RADI 203 | Clinical Training III | 3 |
| | Total | 6 |

SEMESTER V– FALL

| <u>Course #</u> | | <u>Credit</u> |
|-----------------|------------------------------|---------------|
| RADI 207 | Radiographic Imaging III | 3 |
| RADI 217 | Radiation Protection I | 2 |
| RADI 211 | CT Procedures | 2 |
| RADI 213 | Radiographic Pathophysiology | 2 |
| RADI 204 | Clinical Training IV | 3 |
| | Total | 12 |

SEMESTER VI – SPRING

| <u>Course #</u> | | <u>Credits</u> |
|-----------------|---|----------------|
| RADI 218 | Radiation Protection II | 2 |
| RADI 219 | Image Analysis | 2 |
| RADI 221 | Radiography Comprehensive Review | 2 |
| RADI 223 | Critical Thinking & Analysis in Radiography | 3 |
| RADI 205 | Clinical Training V | 3 |
| | Total | 12 |
| | TOTAL CREDITS | 61 |

Students interested in a health career that have not completed their pre-requisite general education courses as part of the program's application process, are considered Associates in Science Health Science Degree concentrators. Once a student successfully completes the two-year program, graduates can continue their education to earn a post-primary eligibility pathway in other medical imaging specialty areas.

To assist graduates with completing 16 hours of structured educational requirements needed for obtaining a post-primary eligibility pathway credential in Computed Tomography soon after graduation, the Program Director has submitted their two Computed Tomography courses; RADI 127 and RADI 221 to the American Registry of Radiologic Technologists (ARRT) for continuing educational credit approval.

As of June 26, 2026, these two CT courses were submitted and approved by our professional national credentialing agency as continuing educational credits by the ARRT to provide our graduates an exceptional opportunity to earn their post-primary credential in CT promptly after graduating our program. These courses will need to be reviewed and revised by the program director/ faculty and reapproved by the ARRT by July 31, 2028 in order to continue providing this service for our graduates.

Graduates can continue their education to earn a post-primary eligibility pathway in the Diagnostic Medical Sonography (DMS) Program at LCC to earn two additional certificate degrees; General Sonography Certificate and Vascular Sonography Certificate or another medical imaging post-primary discipline.

4.0 Faculty Success

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

Narrative:

2023 – Present

L. Gale Brown, EdS., L.RT (R)(CT)

- Attended the last three annual Kansas Society of Radiologic Technologist annual conferences and topics to include;
 - a. 2023 conference was held in Hays, KS on March 30-April 1st, 2023 and all program staff including all 2nd year students attended the conference. Gale Brown served as the President of the KSRT Board this fiscal year, in 2024 she served as the KSRT Executive Board and as the Past-President, in 2025 she served as the Chairman of the KSRT Executive Board and she continues to serve as the Senior Delegate representative for the state of Kansas at the ASRT Governance and House of Delegate meetings since 2024.
 - b. She attended the ASRT House of Delegates and Governance Meeting in Orlando Florida on June 27-July 1, 2024 and attended several presentations; How to Build a High-Performance Culture, Artificial Intelligence in Radiology, Career Development and Professional Advocacy, Hacking the Code of Engaging Publications, Using Application of ChatGPT in Radiologic Science Education, & Gamification in the Radiography Classroom.

- c. 2024 conference was in Wichita Kansas – April 4-5, 2024; Planting Seeds, Healthcare in the Developing World... Education is the Key, Ultrasound in Sports medicine, Navigating Venous Thromboembolism, Radiologic Services Beyond Borders-Navigating Cultural Diversity with Sensitivity, PET Imaging and Building Strong Teams-Necessary Skills of Leaders.
- d. 2025 conference was in Manhattan Kansas-April 3-4, 2025; Overview of Echocardiography, Radiologic Technologist in the Legal Arena, What Do I need to Know to Be a Great Leader, MRI Exams on Patients with Pacemakers and Defibrillators, Future of Healthcare in Kansas, Managing Anxiety, Depression and Stress in Healthcare, and Theranostics-Emerging Trends and Future Direction in Personalized Medicine.

All program staff including all 2nd year students will be attending the 2026 conference to be held in Hays, Ks on March 28-29, 2026.

Ashley Moore MS., L RT (R)

- March 1-5, 2023, Ms. Moore attended the 31st Atlanta Student & Educator Conference in Atlanta, Georgia: The Power of Mentorship, Patient Shielding 2024 Updates, Developing New Faculty-The Power of Mentorship, Using Metaphors and Analogies to Improve Student Learning, Empowering Educators to Embrace and Expound on Informatics in the Classroom, Life Span Study (LSS) & Medical Radiation Risk, Critique of Radiology Images, Breaking Down Barriers to Student Achievement, ChatGPT-Educational Friend or Foe, JRCERT Accreditation Process, Student Engagement in Medical Imaging Courses, Creating an Effective Assessment Plan, An Investigation of Radiologic Sciences Educator Cultural Competence, Reflective Learning Practices, & Emotional Intelligence in Medical Imaging. (*CE Proof of Attendance Record available for all courses attended.)
- She attended the last three annual Kansas Society of Radiologic Technologist annual conferences and topics to include;
 - a. 2023 conference will be held in Hays, KS on March 30-March 1st, 2023 and program officials and students participated in specific meetings and the students competed in the RayBowl team competition.
 - b. 2024 Conference held in Wichita, KS where she attended the following sessions Planting Seeds, Healthcare in a Developing World, Ultrasound in Sports, Navigating Venous Thromboembolism, Radiology Beyond Borders, Pet Imaging, and Building Strong Teams.
 - c. 2025 Conference was held in Manhattan, KS and she attended the following sessions: Overview of Echocardiography, Radiologic Technologist in Legal Arena, How to Be a Great Leader, MRI Exams on Patients with Pacemakers, Conversations on Future of Healthcare, Managing Anxiety, & Theranostics.
 - d. Ashley is planning to attend the 2026 Conference in Hays, KS on March 26-28, 2026.
- Participate in the Monday Mentoring webinars that LCC Administration offers covering variety topics related to online teaching techniques and utilizing technology in the classroom.
- LCC Required Employee Trainings: Title IX for Employees, Sexual Violence Prevention for Community College Students, Bloodborne Pathogen Exposure Prevention, Safety Procedure 5.07 Acknowledgement, Policy & Procedures 10.17 Return to Work Disclaimer

Tammy Kimrey RT (R), BS (CTE), RDMS (Abdomen/OB-Gyn) RVT:

- Attended the following annual Kansas Society of Radiologic Technologist annual conferences and topics to include; (*CE Proof of Attendance Record available for all courses attended.)
 - a. 2023 held in Hays, KS on March 30-April 1st, 2023
 - b. 2024 held in Wichita, KS on April 4-6, 2024
 - c. 2025 held in Manhattan, KS on April 3-4, 2025
- Actively participate in the Monday Mentoring webinars that LCC Administration offers covering variety topics related to online teaching techniques, utilizing technology in the classroom, and teaching strategies for asynchronous and synchronous classroom delivery.
- 31st Atlanta Society Student and Radiographers Seminar & Educators' Conference March 2-March 5, 2024 (*CE Proof of Attendance Record available for all courses attended.)
- LCC Required Employee Trainings: Title IX for Employees, Sexual Violence Prevention for Community College Students, Bloodborne Pathogen Exposure Prevention, Safety Procedure 5.07 Acknowledgement, Policy & Procedures 10.17 Return to Work Disclaimer.

Each year the second-year students attend the Kansas Society of Radiologic Technologists (KSRT) annual convention where they compete in student image competitions and Ray Bowl and since 2023, numerous students received awards for their accomplishments.

Program staff participate in area career fairs and speak to students from area high schools about pursuing a career as a radiologic technologist. The program seeks every opportunity to promote LCC and the Radiography Program.

The Program also promotes civic engagement by encouraging each student to be active members in the Radiography Club. The Radiography Club members are very active on campus and off. The club also participates in all SGA activities including assisting with area Blood Drives, Kid's Fall Fest, Heart Awareness, Radiologic Technologist Week (clinical site appreciation), Four State Heart Walk, and the club co-hosts two Cancer Awareness events with the Athletic department and other SGA clubs to support the LCC Relay for Life Team. Our club has received many Student Government Association Awards for the last three years for these efforts.

Since 2023, the program has increased recruitment efforts by attending community high schools, participating in career fairs, and advertising on social media. These efforts have increased interest in those applying to the program. The results of these efforts have demonstrated a 36.2% increase, which has led to a 56% increase in completed applications for the program to review for selection purposes. Approximately 49.3% of applicants are applying directly out of high school. The success rate of these individuals actually completing the program in the past three years is 48%. The program has identified these students tend to struggle more socially and academically. This retention data has prompted the program staff to intervene quicker and remediate struggling students' sooner and these efforts continue to demonstrate success as the program completion rate for the student cohort of 2026 is currently at 88%. The program has also identified among this population of students that they tend to leave the program within their first year. In the last three years, 35% of the high school students accepted into the program directly out of high school have left the radiologic technology program to pursue another career outside of the medical profession.

The Radiography program staff are involved in the following LCC committees and community and public service activities in the college service areas:

Gale Brown –

- LCC: Retention Committee, Cardinal Caring Committee (C3) and Radiography Club Advisor
- Community: KSRT Board Positions: President, Past- President, KSRT Executive Board, Chairman of Executive Board, ASRT Kansas Senior Delegate, Oswego Park Foundation Board, Oswego Tree Board & Oswego Planning and Zoning Board

Ashley Moore –

- LCC: Diversity Committee 2023 – 2025 & Cardinal Caring Committee (C3) 2025 -current

Tammy Kimrey –

- LCC: Cardinal Caring Committee (C3) 2023, Library Committee 2024-current, LCC Faculty Senate Secretary 2024-current
- Community: Edna Grade School PTO Vice President school year 2023-2024, Edna Grade School PTO Secretary school year 2024-2025, USD 506 District Strategic Planning in 2024

5.0 Program Accomplishments and Reflection on Data/Trends

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

Narrative:

The total student credit hours steadily increased from the academic year 2023 to 2025, with the biggest increase of 226 credit hours occurring in the past two years. Additionally, there was continued decrease in attrition rates, dropping from 2.3% in 2023 to 4.1% in 2024, and a slight decline to 4.0% in 2025.

The program's completion rate (PCR) was at its lowest level in the spring of 2023, at 53.3%. Since that time, the program has significantly increased its PCR to 94% in the spring of 2024 and 2025. This success is attributed to several factors: the program's reduction in their grading scale on June 5, 2023, which lowered the minimum grade benchmark from 86% to 82%; rather than 86%; the incorporation of alternative teaching methods by program officials; and their dedication to providing earlier academic intervention for struggling students.

Beginning in the summer 2024 semester, the two full-time faculty members began teaching 80% of the program courses, while one part-time faculty member will teach the remaining courses; by the summer 2025, 83% of the courses were taught by full-time faculty members.

For the past 10 years, 100% of the program's graduates have passed their national certification examination with the credentialing agency, the American Registry of Radiologic Technologists (ARRT), and they are employed in the profession.



LAFAYETTE COMMUNITY COLLEGE

Program Review Data Summary

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

Subject: Radiography

Average Class Size, Completer Success, and Attrition

**This data has been pulled to match the co-horts brought in to Rad, which begins in summer.

| Year (AY dates) | Subject Prefix | Course Name | Total Enrollment | # of Sections | Average Class Size | % Student Completion | % Student Success | % Student Attrition | Student Credit Hours |
|-----------------|----------------|---|------------------|---------------|--------------------|----------------------|-------------------|---------------------|----------------------|
| 2023 | RADI 101 | Intro to Radiography, Ethics, and Law | 21 | 1 | 21 | 90% | 100% | 10% | 42 |
| 2024 | | | 24 | 1 | 24 | 96% | 100% | 4% | 48 |
| 2025 | | | 26 | 1 | 26 | 96% | 100% | 4% | 52 |
| 2023 | RADI 103 | Radiographic Procedures I | 21 | 1 | 21 | 90% | 100% | 10% | 21 |
| 2024 | | | 24 | 1 | 24 | 96% | 100% | 4% | 24 |
| 2025 | | | 26 | 1 | 26 | 96% | 100% | 4% | 26 |
| 2023 | RADI 104 | Radiographic Procedures II | 19 | 1 | 19 | 89% | 100% | 11% | 57 |
| 2024 | | | 18 | 1 | 18 | 89% | 100% | 11% | 54 |
| 2025 | | | 23 | 1 | 23 | 87% | 90% | 13% | 69 |
| 2023 | RADI 105 | Radiographic Procedures III | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2024 | | | 16 | 1 | 16 | 100% | 100% | 0% | 48 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 45 |
| 2023 | RADI 107 | Radiographic Imaging I | 21 | 1 | 21 | 90% | 100% | 10% | 21 |
| 2024 | | | 24 | 1 | 24 | 96% | 100% | 4% | 24 |
| 2025 | | | 26 | 1 | 26 | 96% | 100% | 4% | 26 |
| 2023 | RADI 109 | Patient Care in Radiography I | 21 | 1 | 21 | 90% | 100% | 10% | 42 |
| 2024 | | | 24 | 1 | 24 | 96% | 100% | 4% | 48 |
| 2025 | | | 26 | 1 | 26 | 96% | 100% | 4% | 52 |
| 2023 | RADI 113 | Simulations in Radiography I | 19 | 2 | 9 | 89% | 100% | 11% | 19 |
| 2024 | | | 18 | 2 | 9 | 89% | 100% | 11% | 18 |
| 2025 | | | 23 | 2 | 11 | 87% | 100% | 13% | 23 |
| 2023 | RADI 115 | Patient Care in Radiography II | 19 | 1 | 19 | 89% | 100% | 11% | 57 |
| 2024 | | | 18 | 1 | 18 | 89% | 100% | 11% | 54 |
| 2025 | | | 23 | 1 | 23 | 87% | 100% | 13% | 69 |
| 2023 | RADI 117 | Radiographic Imaging II | 19 | 1 | 19 | 89% | 100% | 11% | 57 |
| 2024 | | | 18 | 1 | 18 | 89% | 100% | 11% | 54 |
| 2025 | | | 23 | 1 | 23 | 87% | 90% | 13% | 69 |
| 2023 | RADI 119 | Clinical Train I | 19 | 1 | 19 | 89% | 100% | 11% | 57 |
| 2024 | | | 18 | 1 | 18 | 89% | 100% | 11% | 54 |
| 2025 | | | 23 | 1 | 23 | 87% | 100% | 13% | 69 |
| 2023 | RADI 120 | Clinical Training II | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2024 | | | 16 | 1 | 16 | 100% | 100% | 0% | 48 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 45 |
| 2023 | RADI 125 | Principles of Physics & Equipment Operation | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2024 | | | 16 | 1 | 16 | 100% | 100% | 0% | 48 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 45 |
| 2023 | RADI 127 | Intro to CT & Cross-Section Anatomy | 17 | 1 | 17 | 100% | 100% | 0% | 34 |
| 2024 | | | 16 | 1 | 16 | 100% | 100% | 0% | 32 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 30 |

| | | | | | | | | | |
|------|----------|---|----|---|----|------|------|----|----|
| 2023 | RADI 201 | Imaging Modalities | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2024 | | | 16 | 1 | 16 | 100% | 100% | 0% | 48 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 45 |
| 2023 | RADI 203 | Clinical Training III | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2024 | | | 16 | 1 | 16 | 100% | 100% | 0% | 48 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 45 |
| 2023 | RADI 204 | Clinical Training IV | 8 | 1 | 8 | 100% | 100% | 0% | 24 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2025 | | | 16 | 1 | 16 | 100% | 100% | 0% | 48 |
| 2023 | RADI 205 | Clinical Training V | 8 | 1 | 8 | 100% | 100% | 0% | 24 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 45 |
| 2023 | RADI 207 | Radiographic Imaging III | 8 | 1 | 8 | 100% | 100% | 0% | 24 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2025 | | | 16 | 1 | 16 | 100% | 100% | 0% | 48 |
| 2023 | RADI 211 | CT Procedures | 8 | 1 | 8 | 100% | 100% | 0% | 16 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 34 |
| 2025 | | | 16 | 1 | 16 | 100% | 100% | 0% | 32 |
| 2023 | RADI 213 | Radiographic Pathophysiology | 8 | 1 | 8 | 100% | 100% | 0% | 16 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 34 |
| 2025 | | | 16 | 1 | 16 | 100% | 100% | 0% | 32 |
| 2023 | RADI 214 | Simulations in Radiography I | 17 | 2 | 8 | 100% | 100% | 0% | 17 |
| 2024 | | | 16 | 2 | 8 | 100% | 100% | 0% | 16 |
| 2025 | | | 15 | 2 | 7 | 100% | 100% | 0% | 15 |
| 2023 | RADI 217 | Radiation Protection I | 8 | 1 | 8 | 100% | 100% | 0% | 16 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 34 |
| 2025 | | | 16 | 1 | 16 | 100% | 100% | 0% | 32 |
| 2023 | RADI 218 | Radiation Protection II | 8 | 1 | 8 | 100% | 100% | 0% | 16 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 34 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 30 |
| 2023 | RADI 219 | Image Analysis | 8 | 1 | 8 | 100% | 100% | 0% | 16 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 34 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 30 |
| 2023 | RADI 221 | Radiography Compr. Review | 8 | 1 | 8 | 100% | 100% | 0% | 16 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 34 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 30 |
| 2023 | RADI 223 | Critical Thinking & Analysis in Radiography | 8 | 1 | 8 | 100% | 100% | 0% | 24 |
| 2024 | | | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2025 | | | 15 | 1 | 15 | 100% | 100% | 0% | 45 |

Course Completion, Success, & Attrition by Location

| Year (AY dates) | Location | Total Enrollment | # of Sections | Average Class Size | % Student Completion | % Student Success | % Student Attrition | Student Credit Hours |
|-----------------|----------------------------------|------------------|---------------|--------------------|----------------------|-------------------|---------------------|----------------------|
| 2023 | Online | 17 | 1 | 17 | 100% | 100% | 0% | 51 |
| 2024 | | 16 | 1 | 16 | 100% | 100% | 0% | 48 |
| 2025 | | 15 | 1 | 15 | 100% | 100% | 0% | 45 |
| 2023 | Main Campus | 292 | 22 | 14 | 95% | 100% | 5% | 613 |
| 2024 | | 368 | 22 | 18 | 97% | 100% | 3% | 774 |
| 2025 | | 380 | 22 | 18 | 96% | 99% | 4% | 800 |
| 2023 | Other (Arrgmt, Off-campus, etc.) | 69 | 5 | 14 | 97% | 100% | 3% | 207 |
| 2024 | | 84 | 5 | 17 | 98% | 100% | 2% | 252 |
| 2025 | | 84 | 5 | 17 | 96% | 100% | 4% | 252 |

Declared Awards, Transfers, and Placements

| Year (AY Dates) | # of Degrees/Certs Awarded | # of Graduates Transferring from previous AY year | Total Graduates Exited and Employed* (CTE Only) |
|-----------------|----------------------------|---|---|
| 2023 | 8 | 2 | 8 |
| 2024 | 17 | 2 | 17 |
| 2025 | 15 | 1 | 15 |

*KBOB K-TIP report

Student Credit Hours by Faculty Type

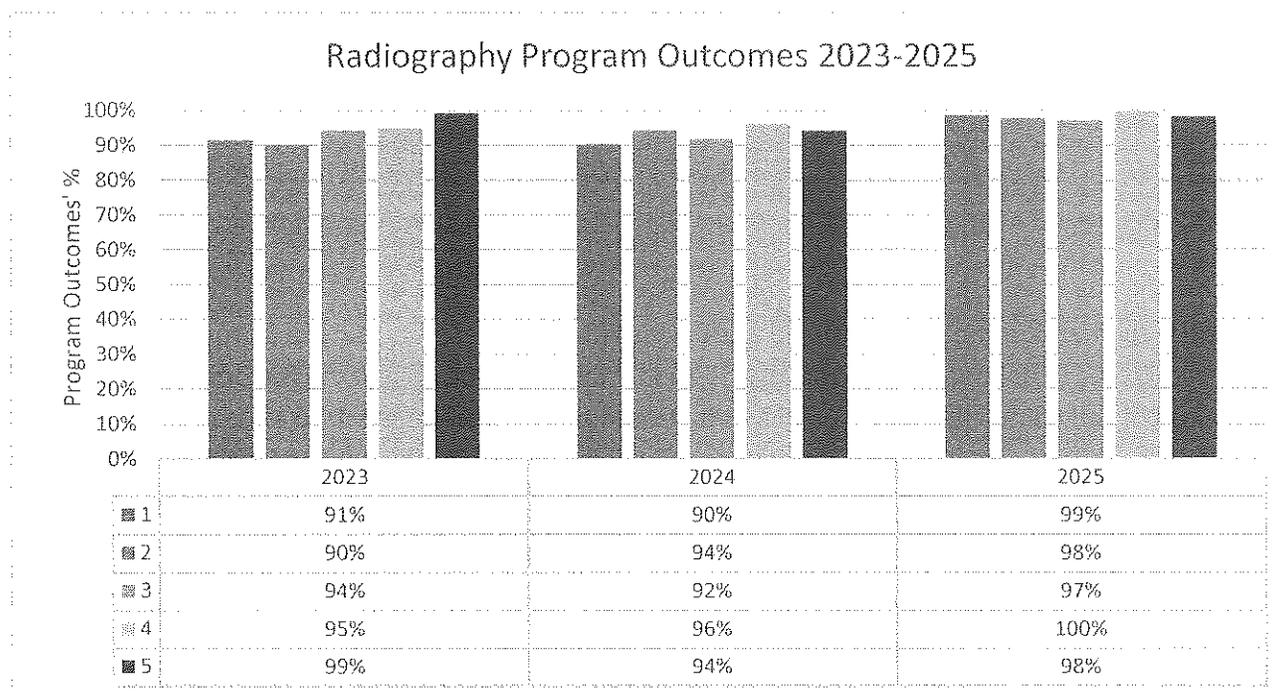
| Year (AY) | Number of Faculty | | Student Credit Hours by Faculty Type | | | | Total Credit Hours |
|-----------|-------------------|-----------|--------------------------------------|-----------------|-----------|-----------------|--------------------|
| | Full Time | Part Time | Full Time | % for Full Time | Part Time | % for Part Time | |
| 2023 | 2 | 1 | 679 | 78% | 192 | 22% | 871 |
| 2024 | 2 | 1 | 818 | 76% | 256 | 24% | 1074 |
| 2025 | 2 | 1 | 912 | 83% | 185 | 17% | 1097 |

Faculty Name by Type for Most Recent Academic Year Full Time: Tammy Kinrey, Ashley Moore

Part Time: Linda Gale Brown

Since 2023, the program has increased recruitment efforts by attending community high schools, participating in career fairs, and advertising on social media. These efforts have increased interest in those applying to the program. The results of these efforts have demonstrated a 36.2% increase, which has led to a 56% increase in completed applications for the program to review for selection purposes.

The program can select between 20 to 25 students annually, depending on clinical site availability. The vacancy rate for our area continues to rise and area clinical sites are experiencing staffing issues within their medical imaging departments, therefore to maintain the one technologist to one student ratio (1:1 ratio) as required by the accreditation body, the program officials have to monitor closely their clinical site availability for each application cycle.



| | |
|---------------|---|
| PSLO 1 | Students will be clinically competent. |
| PSLO 2 | Students will communicate effectively. |
| PSLO 3 | Students will use critical thinking and problem solving skills. |
| PSLO 4 | Students will evaluate the importance of professional growth and development. |
| PSLO 5 | The program will graduate entry-level radiologic technologists. |

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

- The program data demonstrates a 2% decline that student(s) will use critical thinking and problem-solving skills and a 4% decline in the program graduating students as entry-level radiologic technologists when comparing data in FY2023 to FY2024 even though the program graduated more students in FY2024 with 17 graduates compared to only 8 graduates in FY2023. The program data demonstrates a significantly higher 5% increase that students are able to communicate effectively and 1% increase in the number of students being able to evaluate the importance of professional growth and development and a 1% increase that their students demonstrate clinically competence.

- 2023 – 2025: The program data demonstrates an increase percentage growth in student success in all five student learning outcomes categories when comparing data in FY2023 through 2025; a 6.67% increase in the critical thinking category, a 6% increase in their ability to communicate effectively, a 5.67% increase in their use of critical thinking and problem solving skills, a 3% increase in the number of students being able to evaluate the importance of professional growth and development, and a 3% increase in the program graduating students as entry-level radiologic technologists.

2. What did you not learn from the data?

- The data does not demonstrate what the number of students in each cohort in which the data is being retrieved from and as program stated above there were 8 more graduates in the 2024 cohort as compared to 2023 cohort. I also believe how this data calculated has changed than in past years as well.
- 2023 – 2025: The data does not demonstrate the radiography program utilizes a different grading scale to determine student success. The program requires their students to maintain a minimum grade benchmark percentage of 82% for earning a “C” letter grade as compared to the College’s 70% minimum grade benchmark for general education coursework. Program officials feel the academic change does take incoming students sometime to adjust to their inflated grading scale for their academic coursework during their first year in the program where they struggle the most.

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

- Since the Spring of 2023 the program has not lost a student due to academic failure, if students voluntarily withdraw from the program the following reasons; a career change, medical health reasons, or another personal reason the program cannot control these types of situations. The program continues to collect data regarding how changing their grading scale impacts how well students perform on their end of the semester Comprehensive Examinations (administered First Year- fall and spring semesters & Second Year –fall semester) and on their national certification examinations. Beginning FY2025, program director reduced the number of teaching hours and a new instructor will be teaching the radiographic imaging courses; RADI 107, RADI 117 & RADI 207 so it will be interesting to see how this program changes impact these program outcomes.
- 2023-2025: In summer 2023, the program officials decreased their inflated grading scale to reflect a minimum passing grade of 82% rather than an 86%. Grading Scale: 100% - 95% A, 94% - 88% B, 87% - 82% C, 81% - 75% D, & 74% - Below F (failing) and the program continues to collect data regarding how the grading scale change to the 82% minimum benchmark has impacted how well students perform in their program coursework, the end of the semester Comprehensive Examinations (administered First Year- fall and spring semesters & Second Year – fall semester) and on their national certification examinations. Current program data trends are demonstrating more students are completing their semester coursework with lower grading scale percentages and many more students are earning a letter grade of a “C” in more than one semester course. 2024 Graduate cohort earned a grade average of 93.35% on all program coursework and a first-time pass rate on the end of the semester comprehensive examinations with an average of 82%. 2025 Graduate cohort earned a grade average of 92.89% on all program coursework and a first-time pass rate on the end of the semester comprehensive examinations with an average of 83.33%. Current students in the 2026 cohort have an overall grade average of 92.63% and a first-time pass rate on their first-year end of the semester comprehensive examinations (Fall 2024 & Spring 2025) with an 87.88%. All graduates in the 2024 and 2025 cohorts passed their national certification examinations.

Program's Goal #5: The program will graduate entry-level radiologic technologist.

Student Learning Objective: 5.8 Benchmark: 75% of the students entering the program will successfully pass their end of the semester Comprehensive Examination and graduate from the program.

Radiography Program – SLO Goal #5 Objective 5.8 Program Completion Rate Comprehensive Exam – 1ST Year FALL Exam

| CLASS Cohort | Number Students Initial Test | 1 st Year Fall Exam SCORE AVG Initial Attempt | Total % of Students Pass 1 st Attempt | Number Students Repeat Exam | 1 st Year Fall Exam SCORE AVG 2 nd Attempt | Total % of Students Pass 2 nd Attempt |
|--------------|------------------------------|--|--|-----------------------------|--|--|
| Class 2024 | 17 | 89.53%* | 88% | 2 | 92.5%* | 100% |
| Class 2025 | 16 | 88.06% | 81% | 3 | 87% | 100% |
| Class 2026 | 16 | 85.19% | 68.75% | 5 | 86.4% | 80% |
| Overall Avg. | | 87.59% | 79.25% | | 88.63% | 93.3% |

*Old Grading Scale 86% Minimum Benchmark

LCC Radiography Program – SLO Goal #5 Objective 5.8 Program Completion Rate Comprehensive Exam – 1ST Year SPRING Exam

| CLASS Cohort | Number Students Initial Test | 1 st Year Spring Exam SCORE AVG Initial Attempt | Total % of Students Pass 1 st Attempt | Number Students Repeat Exam | 1 st Year Spring Exam SCORE AVG 2 nd Attempt | Total % of Students Pass 2 nd Attempt |
|--------------|------------------------------|--|--|-----------------------------|--|--|
| Class 2024 | 17 | 86%* | 59% | 7 | 94%* | 100% |
| Class 2025 | 16 | 88.5% | 88% | 2 | 90% | 100% |
| Class 2026 | 15 | 85.2% | 67% | 5 | 85.8% | 100% |
| Overall Avg. | | 86.6% | 71.3% | | 89.9% | 100% |

*Old Grading Scale 86% Minimum Benchmark

LCC Radiography Program – SLO Goal #5 Objective 5.8 Program Completion Rate Comprehensive Exam – 2nd Year FALL Exam

| CLASS Cohort | Number Students Initial Test | 2nd Year Fall Exam SCORE AVG Initial Attempt | Total % of Students Pass 1 st Attempt | Number Students Repeat Exam | 2 nd Year Fall Exam SCORE AVG 2 nd Attempt | Total % of Students Pass 2 nd Attempt |
|--------------|------------------------------|--|--|-----------------------------|--|--|
| Class 2024 | 17 | 86% | 82% | 3 | 92% | 100% |
| Class 2025 | 16 | 85.44% | 81.25% | 3 | 82.3% | 67% |
| Class 2026 | 16 | 85.28% | 75% | 4 | 84.3% | 100% |
| Overall Avg. | | 85.6% | 79.4% | | 87.2% | 89% |

*Old Grading Scale 86% Minimum Benchmark; Class 2026 - +1 student granted readmission to program

LCC Radiography Program – ARRT Average Score vs Program Completion GPA

| CLASS Cohort | Number Students Completed Program | ARRT PASS Rate 1 st Attempt | ARRT Average Score | Completed GPA Overall Score Avg. for Cohort |
|--------------|-----------------------------------|--|--------------------|---|
| Class 2024 | 17 | 100% | 85.35% | 93.35% |
| Class 2025 | 15 | 100% | 87.2% | 92.89% |
| Class 2026 | 16 | N/A | N/A | N/A |
| Overall Avg. | | | | |

6.0 Mission Alignment

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

Narrative:

The Radiologic Technology Program at Labette Community College is committed to providing maximum opportunities at each level of achievement, encouraging the development of problem solving and decision-making skills, promoting effective communication skills, and employing competent technical practices that will support the highest level of ethical patient care. Additionally, Labette Community College is committed to supporting professional growth, lifelong learning, and graduating entry-level radiologic technologists.

7.0 External Constituency and Significant Trends

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

Program Advisory Committee:

Our program is committed to promoting an environment in which integrity and transparency is valued and respected in all that we do. This applies to the mutual respect between and among faculty members, clinical personnel, students, staff and administrators. For example, we encourage the program advisory committee members to participate in revising our Academic / Didactic and Clinical Handbook annually. Once the revisions are endorsed by our advisory committee the changes are implemented and the students are notified of the changes and the implementation period is typically implemented the following semester. The program also abides by the JRC Standards and Code of Conduct for all members of our program and follows the Labette Community College policy and procedure practices.

(Access to our most recent edition of the Radiologic Technology Handbook is also available on the LCC Radiologic Technology Program webpage for our students, staff, affiliates and public.)

The Radiologic Technology Program has an active Advisory Committee that meets twice a year, once in the fall and once in the spring semester. Many health care and clinical representatives participate in membership on the program's advisory committee. The program has 19 clinical affiliates; 8 affiliates in Southeast Kansas, 6 affiliates in Southwest Missouri, and 5 affiliates in Northeast Oklahoma. Approximately 25 members attend each meeting, with a majority of the 19 clinical / hospital affiliates represented.

The following is a listing of all clinical affiliates utilized by the program:

| | |
|---|---|
| Dr. Robert Gibbs, Medical Director | Fredonia Regional Hospital |
| Coffeyville Regional Medical Center | Ascensions St. John Jane Phillips & Imaging Center |
| Integris Baptist Regional Health Center – Miami | Mercy Hospital Pittsburg |
| Integris Grove Hospital | Mercy Hospital Carthage |
| Mercy Specialty Hospital of SE KS & Clinic | Mercy Joplin, Podiatry & Orthopedics Walk in Clinic |
| Neosho Memorial Regional Medical Center | Labette Health & Independence HOPD |
| Girard Medical Center | Nevada Regional Medical Center |
| St. Francis Hospital of Vinita | Cox Health Barton County Hospital |

| <u>Years on Adv Committee</u> | <u>NAME</u> | <u>Clinical Site</u> |
|-----------------------------------|------------------|--|
| 13 | Cody Whitaker | Ascension St. John Jane Phillips |
| 5 | Rosa Soto | Ascension St. John Jane Phillips |
| 3 | Aeriole Jones | Ascensions St. John Jane Phillips – Imaging Center |
| 10 | Danny Bernd | Coffeyville Regional Medical Center |
| 3 | Amy Heinz | Coffeyville Regional Medical Center |
| 3 | Rhonda Burroughs | Coffeyville Regional Medical Center |
| 11 | Trudy Vail | Coffeyville Regional Medical Center |
| 2 | Abbey Johnson | Cox Barton Hospital |
| 2 | Paula Kermashek | Cox Barton Hospital |
| 2 | Jenny Reaves | Cox Barton Hospital |

| | | |
|-----------|---------------------|---|
| 3 | Taylor Witty | Fredonia Regional Hospital |
| 28 | Amy McDonald | Girard Medical Center |
| 8 | Kelly Schultz | Girard Medical Center |
| 14 | Kambie Delmont | Integrus Grove Hospital |
| 3 | Maria Payne | Integrus Grove Hospital |
| 3 | Jessica Riggs | Integrus Grove Hospital |
| 27* | Lynn Conklin | Integrus Miami Hospital |
| 2 | Matt Tipton | Integrus Miami Hospital |
| New | Kurt Moudy | Integrus Miami Hospital |
| 22 | Ashley Moore | Labette Community College |
| 5 | Daudi Langat | Labette Community College |
| 23 | Gale Brown | Labette Community College |
| 8 | Dr. Jason Sharp | Labette Community College |
| 2 | Dr. Ken Elliott | Labette Community College |
| 3 | Ross Harper | Labette Community College |
| President | Dr. Mark Watkins | Labette Community College |
| 13 | Tammy Kimrey | Labette Community College |
| 3 | Christina Sykes | Labette Health |
| 3 | Jerry Dixon | Labette Health |
| 4 | Cassandra Compton | Labette Health |
| 3 | Chaneya Julich | Labette Health |
| 23 | Dr. Robert Gibbs | Labette Health |
| 8 | Holly Baker | Labette Health |
| 2 | Bridget Harpster | Labette Health – Independence HOPD |
| 2 | Misti Mustain | Labette Center for Mental Health Services |
| 5 | Heather Shearhart | Mercy Hospital (Carthage) |
| New | Kaleb Hulsey | Mercy Hospital (Carthage) |
| 2 | Jay Myrtil | Mercy Hospital (Carthage) |
| 6 | Jalayne Osborn | Mercy Hospital (Joplin) |
| 3 | Debra Golden | Mercy Clinic - Podiatry |
| 3 | Elizabeth Wydick | Mercy Hospital Pittsburg |
| 4 | Randy Stinebaugh | Mercy Hospital Pittsburg |
| 9 | Stephanie Dwyer | Mercy Hospital Pittsburg |
| 2 | Peyton Neeley | Mercy Joplin - Ortho Walk in Clinic - Rangeline |
| 2 | Stephen Nickolaisen | Mercy Joplin - Ortho Walk in Clinic - Rangeline |
| 3 | Bridget Price | Mercy Specialty Hospital of Southeast Kansas and Clinic (Galena) |
| 5 | Kerri Williams | Mercy Specialty Hospital of Southeast Kansas and Clinic (Galena) & Mercy Health Systems |
| 13 | Kaylee Hart | Neosho Memorial Regional Medical Center |
| 28 | Kelli Olson | Neosho Memorial Regional Medical Center |
| 3 | Rachel Jennings | Neosho Memorial Regional Medical Center |
| 3 | Cheyenne Harper | Nevada Regional Medical Center |
| 2 | John Reed | St. Francis Hospital |
| 2 | Abby Jo Sorrels | St. Francis Hospital |
| New | Lee Robinson | St. Francis Hospital |

*Chair Person & New = Less than 1 year

Significant Trends:

Radiography technologists held over 272,000 health care jobs in 2024 and 59 percent of all jobs are in hospitals according to the Occupational Outlook Handbook, 2023-24 editions. Other employment opportunities include: physicians' offices, medical and diagnostic laboratories, and outpatient care centers. Overall job opportunities are expected to increase by about 5 percent from 2024-2034, faster than the average for all occupations. According to the American Society of Radiologic Technologists (ASRT), "approximately 15,400 openings for radiologic and MRI technologists are projected each year, on average, over the decade to replace workers who retire." Formal training programs in radiography are offered in colleges and universities and lead to a certificate, an Associate Degree, or a Bachelor's Degree and since 2014, a minimum of an Associate Degree is needed for individuals to be eligible to take an American Registry of Radiologic Technologists (ARRT) primary certification examination. Most states require licensure, and requirements vary.

Staff shortage in healthcare facilities are impacting the demand for radiologic technologist in the service area. Radiologic Technologist are changing their employment status and moving from facility to facility. Some technologists are seeking higher wages, better working hours and improved working conditions. Since the pandemic, the healthcare facilities are experiencing an influx of Radiologic Technologists retiring and area imaging managers are having a difficult time finding personnel to fill these employment vacancies. Program staff are contacted weekly regarding full-time employment opportunities for surrounding communities, however the recent trend is our entry-level graduates are choosing to work part-time hours at multiple facilities and do not want full-time employment. According to the March 2025 survey conducted by the American Society of Radiologic Technology, the vacancy rate for radiologic technologists is at a 15.6% and an all-time high vacancy of 19.4% for computed tomography (CT) technologist across the nation. In the West-North Central region of the U.S. in which Kansas has been included, the overall estimated vacancy rate is 15.5% for radiographers and 21.7% for CT technologists. In the surrounding regions these vacancies range from 18.1% to 23.2% for medical imaging personnel.

The impact of staff shortages also impacts the number of incoming students the program can accept annually. As required by the JRCERT Standards, a student attending clinical must be supervised at all times and they require a one student to one qualified radiologic technologist ratio per clinical rotation. Currently, the program has 19 clinical affiliation facilities expanding across SE Kansas, Oklahoma and Missouri and a future goal for the program is to acquire additional clinical facilities so the program can reach their annual twenty-three student capacity.

Employment change

Employment of radiologic technologists is expected to increase by about 5% from 2024 to 2034, faster than the average for all occupations. As the population grows and ages, there will be an increasing demand for diagnostic imaging. With age comes increased incidence of illness and injury, which often requires diagnostic imaging for diagnosis. In addition to diagnosis, diagnostic imaging is used to monitor the progress of disease treatment. With the increasing success of medical technologies in treating disease, diagnostic imaging will increasingly be needed to monitor progress of treatment. The extent to which diagnostic imaging procedures are performed depends largely on cost and reimbursement considerations. However, accurate early disease detection allows for lower cost of treatment in the long run, which many third-party payers find favorable. Although hospitals will remain the principal employer of radiologic technologists, a number of new jobs will be

found in offices of physicians and diagnostic imaging centers. As technology advances many imaging modalities are becoming less expensive and more feasible to have in a physician’s office.

Job prospects

In addition to job growth, job openings also continue to rise from the need to replace technologists who leave the occupation. Those with knowledge of more than one diagnostic imaging procedure—such as CT, MRI, and mammography—will have the best employment opportunities as employers seek to control costs by using multi-credentialed employees. Demand for radiologic technologists can tend to be regional with some areas having large demand, while other areas are saturated. Technologists willing to relocate may have better job prospects. CT is continuing to become a frontline diagnosis tool. Instead of taking x rays to decide whether a CT is needed, as was the practice before, it is often the first choice for imaging because of its accuracy. MRI also is increasingly used. Technologists with credentialing in either of these specialties will be very marketable to employers.

Employment projections data for radiologic and MRI technologists, 2024–34

| Occupational Title | SOC Code | Employment, 2024 | Projected Employment, 2034 | Change, 2024–34 | | Employment by Industry |
|--|----------|------------------|----------------------------|-----------------|---------|--------------------------|
| | | | | Percent | Numeric | |
| Radiologic and MRI technologists | — | 272,000 | 285,000 | 5 | 12,900 | — |
| Radiologic technologists and technicians | 29-2034 | 228,000 | 237,800 | 4 | 9,800 | Get data |

The median annual wage of radiologic technologists was \$77,660 in May 2024. The lowest 10 percent earned less than \$52,360, and the highest 10 percent earned more than \$106,990. Median annual wages in the industries employing the largest numbers of radiologic technologists in 2024 were:

| | |
|--|----------|
| Federal government, excluding postal service | \$93,970 |
| Outpatient care centers | 81,000 |
| Hospitals; state, local, and private | 78,560 |
| Medical and diagnostic laboratories | 76,770 |
| Offices of physicians | 66,060 |

Radiologic Technology Program Employer Survey Results

| Fall 2023 | | Fall 2024 | | Fall 2025 | |
|---------------------|----------------|---------------------|--------------|---------------------|--------------|
| Percentage Employed | Salary Range | Percentage Employed | Salary Range | Percentage Employed | Salary Range |
| 8/8-100% | \$19 – 27 /hr. | 17/17-100% | \$19 - 36/hr | 15/15-100% | \$28 - 40/hr |

Resource: Occupational Outlook Handbook, Bureau of Labor Statistics. Bureau of Labor Statistics, U.S. Department of Labor, <https://www.bls.gov/oooh/healthcare/radiologic-technologists.htm> (visited February 16, 2026)

8.0 Academic Program Vitality Assessment

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

Vitality Category Chosen:

Category 2: Maintain Current Levels of Support/Continuous Improvement:

The program staff and advisory committee continue to monitor the program's completion rate to ensure it remains above the JRCERT 75% Program Completion Rate (PCR) benchmark. The program's PCRs are as follows: 2023 Student Cohort – 53.3%; 2024 Student Cohort – 94%; 2025 Student Cohort – 94%; and the current 2026 Student Cohort – 88%.

In response to the 2023 cohort completion rate falling below the benchmark, the program implemented a retention initiative that included lowering the minimum required passing grade from 86% to 82%. The program staff will continue to collect and analyze data to determine the overall impact of this grading scale adjustment on graduates' performance on the ARRT national certification examination. Ongoing evaluation will help ensure that retention efforts support student success while maintaining graduate competency and certification outcomes and assist with the program's long-term goal to obtain two additional clinical affiliation agreements with area medical facilities in order to increase enrollment capacity in the program.

9.0 Program Goals

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

Short-Term:

The program will prepare and submit their JRCERT interim report by the First Quarter of 2027.

By the end of the 2026-2027 school year, all Radiologic Technology courses will be reviewed and aligned with the ARRT, ASRT and JRCERT adopted curriculum.

By the end of the 2026-2027 school year, program staff will participate in at least one professional development conference relating to discipline.

Long-Term:

Program director and faculty to attend a JRCERT accreditation seminar since new standards will be in place prior to the next accreditation cycle. The program is required to submit their 2031 Self-Study in six months prior to the two-day on-site visit by the JRCERT team. (Next visit is tentatively scheduled for the First Quarter of 2031)

Obtain two additional clinical affiliation agreements with area medical facilities in order to increase enrollment capacity in the program.

Hire an adjunct-clinical faculty member to assist our clinical coordinators with clinical instruction in our nineteen clinical education centers.

SUBJECT

Tuition and Fees for 2026-2027

REASON FOR CONSIDERATION BY THE BOARD

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

BACKGROUND

This is the first review of tuition and fees for Labette Community College. This exhibit shows how tuition and fees at LCC compare to the other Kansas schools. For comparison purposes, per credit hour technology fees are included with the fees. Tuition and fees for the 2026-2027 academic year should be set at the April 9, 2026 meeting.

PRESIDENT'S RECOMMENDATION

The President recommends that the Board of Trustees review the tuition and fees schedule with no action to be taken at this meeting.

EXHIBIT 9

Kansas Community Colleges FY2026 Tuition and Fees Schedule

| Institution | Resident | | Non-Resident | | International | | |
|-------------------|----------|-----------------|--------------|-----------------|---------------|-----------------|----------|
| | Tuition | Inc. Fees Total | Tuition | Inc. Fees Total | Tuition | Inc. Fees Total | |
| COFFEYVILLE CC | \$40.00 | \$65.00 | \$70.00 | \$65.00 | \$80.00 | \$125.00 | \$205.00 |
| JOHNSON COUNTY CC | \$105.00 | \$16.00 | \$221.00 | \$16.00 | \$221.00 | \$16.00 | \$237.00 |
| KANSAS CITY KS CC | \$97.00 | \$24.00 | \$211.00 | \$24.00 | \$212.00 | \$24.00 | \$236.00 |
| LABETTE CC | \$61.00 | \$61.00 | \$86.00 | \$61.00 | \$145.00 | \$61.00 | \$206.00 |
| BARTON COUNTY CC | \$81.00 | \$50.00 | \$110.00 | \$50.00 | \$173.00 | \$50.00 | \$223.00 |
| CLOUD COUNTY CC | \$78.00 | \$53.00 | \$103.00 | \$53.00 | \$122.00 | \$53.00 | \$175.00 |
| HUTCHINSON CC | \$102.00 | \$29.00 | \$133.00 | \$29.00 | \$142.00 | \$39.00 | \$181.00 |
| GARDEN CITY CC | \$65.00 | \$67.00 | \$85.00 | \$67.00 | \$105.00 | \$67.00 | \$172.00 |
| FORT SCOTT CC | \$64.00 | \$69.00 | \$85.00 | \$69.00 | \$132.00 | \$69.00 | \$201.00 |
| PRATT CC | \$76.00 | \$63.00 | \$92.00 | \$63.00 | \$122.00 | \$63.00 | \$185.00 |
| COLBY CC | \$82.00 | \$58.00 | \$136.00 | \$58.00 | \$162.00 | \$58.00 | \$220.00 |
| SEWARD COUNTY CC | \$84.00 | \$64.00 | \$108.00 | \$79.00 | \$108.00 | \$79.00 | \$187.00 |
| NEOSHO COUNTY CC | \$97.00 | \$53.00 | \$97.00 | \$75.00 | \$170.00 | \$57.00 | \$227.00 |
| ALLEN COUNTY CC | \$85.00 | \$67.00 | \$100.00 | \$67.00 | \$115.00 | \$67.00 | \$182.00 |
| BUTLER COUNTY CC | \$109.00 | \$48.00 | \$172.00 | \$48.00 | \$172.00 | \$48.00 | \$220.00 |
| INDEPENDENCE CC | \$80.00 | \$78.00 | \$87.00 | \$78.00 | \$171.00 | \$78.00 | \$249.00 |
| COWLEY COUNTY CC | \$80.00 | \$90.00 | \$130.00 | \$90.00 | \$180.00 | \$90.00 | \$270.00 |
| HIGHLAND CC | \$95.00 | \$80.00 | \$95.00 | \$80.00 | \$290.00 | \$80.00 | \$370.00 |
| DODGE CITY CC | \$60.00 | \$125.00 | \$70.00 | \$125.00 | \$80.00 | \$125.00 | \$205.00 |

*Values are per credit hour

State Resident Average:
\$142.16

Non-State Resident Average:
\$178.32

International Average:
\$218.47

Southeast Average Residents
\$ 136.67

Southeast Average Non-Residents
\$ 156.67

Southeast Average International
\$ 211.67

| | | | |
|--|-------|---------------|-------|
| Pittsburg State University - Resident: | \$287 | Non-Resident: | \$665 |
|--|-------|---------------|-------|

SUBJECT

Purchase of Creative Coating Spray Booth

REASON FOR CONSIDERATION BY THE BOARD

College policy states that the Board of Trustees' approval is normally required for items costing in excess of \$19,999.

BACKGROUND

The Welding Department is requesting approval of a bid for the purchase of a spray booth to be used in conjunction with the existing powder coat oven. The spray booth will provide proper containment of overspray, improving safety and cleanliness within the lab environment. Additionally, the booth will allow students to spray larger fabricated products that cannot be effectively coated with current equipment. This addition will give students hands-on experience with industry standard finishing processes and equipment they are likely to encounter in the workforce, strengthening workforce readiness and instructional outcomes.

Exhibit 10 compares the three bids which were received. The spray booth will be purchased with Business & Industry funding.

PRESIDENT'S RECOMMENDATION

The President recommends the Board of Trustees approve the bid from Creative Coating Solutions in the amount of \$28,200 for the 8'x12'x25' spray booth.

Creative Coating Spray Booth Bids

EXHIBIT 10

| | |
|----------------------------------|--------------|
| Creative Coating Solutions | \$ 28,200.00 |
| Reliant Finishing Systems | \$ 51,868.83 |
| Spray Equipment & Service Center | \$ 65,200.00 |

SUBJECT

New Staff Employment Letters

REASON FOR CONSIDERATION BY THE BOARD

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

BACKGROUND

Lester 'Chuck' Smith has accepted the position of Custodian Supervisor
Rebecca Leistikow has accepted the position of Food Service Supervisor
Seth Gilley has accepted the position of Custodian

PRESIDENT'S RECOMMENDATION

The Board of Trustees approve the new staff employment letters for Lester 'Chuck' Smith, Custodian Supervisor, at a salary of \$35,018/year, starting 2/16/26; Rebecca Leistikow, Food Service Supervisor, at a salary of \$38,653/year, starting 4/16/26; and, Seth Gilley, Custodian, at a salary of \$26,886/year, starting 3/9/26.

Biography

Chuck Smith

Chuck Smith has accepted the position of Custodian Supervisor to begin February 16, 2026.

Chuck has been with LCC since 2018 and held the Custodian title, working in the evenings. He brings extensive knowledge of the college to the supervisor position.

FINANCE AND OPERATION-CUSTODIAN SUPERVISOR

| | | | |
|--------------------|--|---------------------|--------------------|
| Job Title: | Custodian Supervisor | Job Number: | FINOPS-0012 |
| Department: | Finance and Operations - Facilities | Job Grade: | 15 |
| Reports To: | Director of Facilities | FLSA Status: | Non-exempt |

Job Purpose and Objectives:

Responsible for the general upkeep and cleanliness of the physical plant of Lafayette Community College.

Supervisory/Management Responsibilities:

- Yes No This position is responsible for the supervision/leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

Supervisory/Management Competencies (applicable to all organizational employees in supervisory/management positions):

People Management: Clearly defines subordinate roles and responsibilities; motivates employees to perform and delegates work effectively; applies consistent performance standards and handles performance problems decisively and objectively; leads by example.

Operations Management – Directs and guides operations in alignment with organizational and departmental overall goals and objectives; ensures the execution of efficient processes to maximize organizational and departmental resources; utilizes operational knowledge to make sound decisions.

Strategic Leadership: Determines the strategic direction of the team or department in alignment with overall organizational goals; effectively communicates strategies internally and externally; creates a culture to support strategies and provides mechanisms to implement them; fosters buy-in and enthusiasm with employees.

Job Competencies: Essential Functions include the following. Duties and responsibilities, as required by business necessity, may be added, deleted, or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Schedule and shift assignments, and work location may be changed at any time, as required by business necessity.

1. Supervises, directs, and evaluates assigned staff, addresses employee concerns and problems, directs work, counsels, disciplines, and completes employee performance appraisals
2. Assists in the installation and movement of college properties and furniture on campus
3. Attends to the general maintenance of the grounds of the campus, including during inclement weather
4. Ability to perform outdoor maintenance, including snow removal, lawn mowing, and other needed outdoor maintenance
5. Performs all duties necessary to preserve the cleanliness of the campus, including chalkboard maintenance, trash, floors, stairwells, painting, restrooms, and all other areas of campus
6. Ability to assist in the setup and breakdown of chairs, tables, and other equipment for various activities held on campus
7. Maintains security of buildings, grounds, and college property
8. Ability to have a personal and operational (provided) cell phone as required
9. Serves as Campus Security Authority (CSA) and completes annual training
10. Additional hours may be required on occasion
11. Enforces and maintains compliance with all federal, state, and local laws and ordinances
12. Performs other duties as assigned or deemed necessary
13. Complies with all organizational and departmental policies and procedures
14. Operates all job-related equipment, machinery, tools, and other aids as required or needed
15. Protects and maintains any confidential information you have access to, whether oral, written, or electronic
16. Travel may be required to other college properties

Position Requirements and Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Position Requirements:

1. High school diploma or other equivalent
2. Holiday, weekend, and overtime hours
3. Experience in general custodial work, general maintenance and repair of machines, or supervisory experience preferred

Certifications / Licenses:

1. Valid driver's license

Skills/Knowledge/Abilities:

1. Basic knowledge of general custodial duties and responsibilities
2. Ability to work in high-pressure situations
3. Excellent time management skills and ability to multitask and prioritize work

4. Ability to fulfill all duties with minimal supervision and to work independently
5. Assess situations rapidly and make logical decisions in a timely manner
6. Analyze facts and exercise sound judgment
7. Ability to effectively manage projects and multiple priorities simultaneously
8. Strong written and verbal communication skills
9. Problem-solving and critical thinking skills
10. Strong math, spelling, computer, and calculator abilities
11. Ability to communicate in a professional, calm, and courteous manner with the general public and employees
12. Attention to detail

Work Environment and Physical Demands: The work environment characteristics and physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to perform the essential functions of the job, with or without accommodation.
- Must be able to work in a multi-tasked, high-volume environment.
- Daily attendance is required; schedules may fluctuate to accommodate needs, deadlines, and delivery of services. Attendance is required at position and college meetings and trainings, some of which may be out of the primary work area.
- Frequent and long periods of sitting, standing, walking, and carrying items will be required.
- Average use of computers, phones, and other position-related technology required per position.
- Ability to lift, push, pull up to 50 pounds, be outdoors in various weather, maneuver stairs, and multiple steps.

Confidential and/or sensitive information, if any, is accessible by an employee to perform the duties of the job:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Employee Information | <input checked="" type="checkbox"/> Managerial Information |
| <input checked="" type="checkbox"/> Organizational Information | <input type="checkbox"/> Professional Information |
| <input checked="" type="checkbox"/> Customer / Contact Information | <input type="checkbox"/> Other: |

Personal contacts an employee makes with others (face-to-face and telephone) to perform the duties of the job:

- Within the immediate organization, department, office, project, or work unit, and in related or support units; and/or with members of the public in very highly structured situations
- With employees in the same organization, but outside the immediate department or division and/or with members of the public, as individuals or groups, in a moderately structured setting
- With individuals or groups from outside the organization in a moderately unstructured setting. The contacts are not established on a routine basis; the purpose and extent of each contact is different
- With high-ranking officials from outside the organization at national or international levels in highly unstructured settings

Acknowledgement:

This job description was reviewed with me and I understand that nothing in this job description restricts The Organization's right to assign, reassign or eliminate duties and responsibilities to this job at any time This job description reflects The Organization's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions This job description is not intended as a contract of employment, nor to be construed as a guarantee of employment for any specific period of time or any specific type of work I agree and acknowledge that my employment is "at will" and can be terminated, with or without cause or notice, at any time by The Organization or myself

| | | |
|--|-----------|------|
| Employee Name (Print) | Signature | Date |
| Supervisor / Department Director (Print) | Signature | Date |

| Revision History | | | |
|------------------|-----------------|------|----------------------------|
| Revision # | Revision Author | Date | Description of Revision(s) |
| 00 | | | |

Biography

Becky Leistikow

Becky Leistikow has accepted the position of Food Services Supervisor to begin April 16, 2026.

Becky has been with LCC since 2018 assisting in the Café. She brings years of food service knowledge and LCC experience to the Supervisor role.

FINANCE AND OPERATION-FOOD SERVICE SUPERVISOR

| | | | |
|--------------------|---|---------------------|--------------------|
| Job Title: | Food Service Supervisor | Job Number: | FINOPS-0002 |
| Department: | Finance and Operation - Cafe | Job Grade: | 15 |
| Reports To: | Vice President of Finance and Operations | FLSA Status: | Non-exempt |

Job Purpose and Objectives:

Responsible for coordinating the cafeteria and catering while supervising all cafeteria employees for Labette Community College.

Supervisory/Management Responsibilities:

Yes No This position is responsible for the supervision/leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

Supervisory/Management Competencies (applicable to all organizational employees in supervisory/management positions):

People Management: Clearly defines subordinate roles and responsibilities; motivates employees to perform and delegates work effectively; applies consistent performance standards and handles performance problems decisively and objectively; leads by example.

Operations Management – Directs and guides operations in alignment with organizational and departmental overall goals and objectives; ensures the execution of efficient processes to maximize organizational and departmental resources; utilizes operational knowledge to make sound decisions.

Strategic Leadership: Determines the strategic direction of the team or department in alignment with overall organizational goals; effectively communicates strategies internally and externally; creates a culture to support strategies and provides mechanisms to implement them; fosters buy-in and enthusiasm with employees.

Job Competencies: Essential Functions include the following. Duties and responsibilities, as required by business necessity may be added, deleted, or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Schedule and shift assignments and work location may be changed at any time, as required by business necessity.

1. Supervises, directs and evaluates assigned staff, addresses employee concerns and problems, directs work, counsels, disciplines and completes employee performance appraisals
2. Hires potential staff and creates current employee schedules
3. Maintains cleanliness and sanitation in food service areas and follow all Kansas regulations affecting food service operations
4. Assists in the generation and implementation of marketing and promotions
5. Ability to maintain quality customer service standards and handle customer concerns
6. Prepares weekly menus and orders food/supplies necessary for efficient food service operations
7. Maintains food safety, temperature guidelines and necessary inventories
8. Serves customers and operates all food service equipment
9. Ability to deliver end of day receipts and funds to Business Office
10. Promotes and operates food service catering services for college and private events
11. Ability to keep current and comply with all Kansas Health Department rules
12. Occasional overtime, evening and weekend hours may be required
13. Enforces and maintains compliance with all federal, state and local laws and ordinances
14. Performs other duties as assigned or deemed necessary
15. Complies with all organizational and departmental policies and procedures
16. Operates all job-related equipment, machinery, tools and other aids as required or needed
17. Protects and maintains any confidential information you have access to, whether oral, written, or electronic
18. Travel to the grocery store is required, additional Travel may be required on occasion

Position Requirements and Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Position Requirements:

1. High school diploma or other equivalent
2. Associate's degree preferred
3. One year of supervisory experience in a high volume food service operation preferred
4. Three years of experience working in a high volume service or catering operation preferred

Certifications / Licenses:

1. Valid Driver's License

Skills/Knowledge/Abilities:

1. Displays a broad knowledge of food service and the catering industry
2. Excellent time management skills and ability to multi-task and prioritize work
3. Ability to fulfill all duties with minimal supervision and to work independently
4. Assess situations rapidly and make logical decisions in a timely manner
5. Analyze facts and exercise sound judgment
6. Ability to effectively manage projects and multiple priorities simultaneously
7. Strong written and verbal communication skills
8. Problem solving and critical thinking skills
9. Strong math, spelling, computer, and calculator abilities
10. Ability to communicate in a professional, calm and courteous manner with the general public and employees
11. Attention to detail

Work Environment and Physical Demands: The work environment characteristics and physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

- Must be able to perform the essential functions of the job, with or without accommodation.
- Must be able to work in a multi-tasked, high volume environment.
- Daily attendance is required, schedules may fluctuate to accommodate needs, deadlines and delivery of services. Attendance is required at position and college meetings and trainings, some of which may be out of the primary work area.
- Frequent periods of sitting, standing, walking, and carrying items will be required.
- Average use of computer, phones, and other position related technology required per position.
- Office located on __1st_____ floor of building. Office with __0_____ # windows.
- Ability to use kitchen equipment, exposure to heat and cool temperatures, use gloves when handling food.
- Ability to use, be exposed and maintain cleaning chemicals.
- Ability to lift, push, pull, and carry up to 40 pounds.

Confidential and/or sensitive information, if any, is accessible by an employee to perform the duties of the job:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Employee Information | <input checked="" type="checkbox"/> Managerial Information |
| <input checked="" type="checkbox"/> Organizational Information | <input type="checkbox"/> Professional Information |
| <input checked="" type="checkbox"/> Customer / Contact Information | <input type="checkbox"/> Other: |

Personal contacts an employee makes with others (face-to-face and telephone) to perform the duties of the job:

- Within the immediate organization, department, office, project, or work unit, and in related or support units; and/or with members of the public in very highly structured situations
- With employees in the same organization, but outside the immediate department or division and/or with members of the public, as individuals or groups, in a moderately structured setting
- With individuals or groups from outside the organization in a moderately unstructured setting. The contacts are not established on a routine basis; the purpose and extent of each contact is different
- With high-ranking officials from outside the organization at national or international levels in highly unstructured settings

Acknowledgement:

This job description was reviewed with me and I understand that nothing in this job description restricts The Organization's right to assign, reassign or eliminate duties and responsibilities to this job at any time This job description reflects The Organization's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions This job description is not intended as a contract of employment, nor to be construed as a guarantee of employment for any specific period of time or any specific type of work I agree and acknowledge that my employment is "at will" and can be terminated, with or without cause or notice, at any time by The Organization or myself

| | | |
|---|------------------|-------------|
| Employee Name (Print) | Signature | Date |
| Supervisor / Department Director (Print) | Signature | Date |

| Revision History | | | |
|------------------|-------------------|------------|---|
| Revision # | Revision Author | Date | Description of Revision(s) |
| 00 | Hayley Howe - TAG | 04/01/2024 | Formatted and finalized from previous JD and job analysis questionnaire/process |
| 01 | | | |
| 02 | | | |
| 03 | | | |

Biography

Seth Gilley

Seth Gilley has accepted the position of Custodian to begin March 9, 2026.

Seth has experience working in the healthcare field and customer service field.

| | | | |
|--------------------|--|---------------------|--------------------|
| Job Title: | Custodian | Job Number: | FINOPS-0015 |
| Department: | Finance and Operations - Facilities | Job Grade: | 11 |
| Reports To: | Custodian Supervisor | FLSA Status: | Non-exempt |

Job Purpose and Objectives:

Responsible for the general upkeep and cleanliness of the physical plant of Labette Community College.

Supervisory/Management Responsibilities:

Yes No This position is responsible for the supervision/leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

Job Competencies: Essential Functions include the following. Duties and responsibilities, as required by business necessity, may be added, deleted, or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Schedule and shift assignments, and work location may be changed at any time, as required by business necessity.

1. Assists in the installation and movement of college properties and furniture on campus
2. Ability to perform outdoor maintenance, including snow removal, lawn mowing, and other needed outdoor maintenance
3. Performs all duties necessary to preserve the cleanliness of the campus, including chalkboard maintenance, trash, floors, stairwells, painting, restrooms, and all other areas of campus
4. Ability to handle and maintain cleaning chemicals and supplies
5. Ability to assist in the setup and breakdown of chairs, tables, and other equipment for various activities held on campus
6. Maintains security of buildings, grounds, and college property
7. Ability to have a personal and operational (provided) cell phone as required
8. Serves as Campus Security Authority (CSA) and completes annual training
9. Additional hours may be required on occasion
10. Enforces and maintains compliance with all federal, state, and local laws and ordinances
11. Performs other duties as assigned or deemed necessary
12. Complies with all organizational and departmental policies and procedures
13. Operates all job-related equipment, machinery, tools, and other aids as required or needed
14. Protects and maintains any confidential information you have access to, whether oral, written, or electronic
15. Travel may be required to other college properties

Position Requirements and Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Position Requirements:

1. High school diploma or equivalent
2. Holiday, weekend, and overtime hours may be required
3. Experience in general custodial work preferred

Certifications / Licenses:

1. Valid driver's license

Skills/Knowledge/Abilities:

1. Knowledge of general custodial duties and responsibilities
2. Excellent time management skills and ability to multitask and prioritize work
3. Ability to fulfill all duties with minimal supervision and to work independently
4. Assess situations rapidly and make logical decisions in a timely manner
5. Analyze facts and exercise sound judgment
6. Ability to effectively manage projects and multiple priorities simultaneously
7. Strong written and verbal communication skills
8. Problem-solving and critical thinking skills
9. Strong math, spelling, computer, and calculator abilities
10. Ability to communicate in a professional, calm, and courteous manner with the general public and employees
11. Attention to detail

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- Must be able to work in a multi-tasked, high-volume environment.
- Daily attendance is required; schedules may fluctuate to accommodate needs, deadlines, and delivery of services. Attendance is required at position and college meetings and trainings, some of which may be out of the primary work area.
- Frequent and long periods of sitting, standing, walking, and carrying items will be required.
- Average use of computers, phones, and other position-related technology required per position.
- Be exposed and in contact with cleaning chemicals
- Ability to lift, push, pull up to 50 pounds, be outdoors in various weather, maneuver stairs, and multiple steps.

Confidential and/or sensitive information, if any, is accessible by an employee to perform the duties of the job:

- | | |
|--|---|
| <input type="checkbox"/> Employee Information | <input type="checkbox"/> Managerial Information |
| <input checked="" type="checkbox"/> Organizational Information | <input type="checkbox"/> Professional Information |
| <input type="checkbox"/> Customer / Contact Information | <input type="checkbox"/> Other: |

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| | | |
|--|-----------|------|
| Employee Name (Print) | Signature | Date |
| Supervisor / Department Director (Print) | Signature | Date |

| Revision History | | | |
|------------------|-----------------|------|----------------------------|
| Revision # | Revision Author | Date | Description of Revision(s) |
| 00 | | | |
| 01 | | | |
| 02 | | | |

Agenda Item: V.E.
Date: March 12, 2026

SUBJECT

Approval of Bills

REASON FOR CONSIDERATION BY THE BOARD

Kansas statutes require the Board of Trustees' approval of all expenditures

BACKGROUND

Each month a listing of claims to be paid is presented to the Board for approval.

PRESIDENT'S RECOMMENDATION

The President recommends approval of the bills.

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

2/4/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|-------------------------------------|-------------------------------------|-----------------|-------------|-------------|
| 141902 | City of Parsons | Water Service | 11-7102-632-000 | \$2,715.49 | |
| | | Water Service - WTC | 12-4204-632-000 | \$162.55 | |
| | | Water Service - Student Union | 16-9482-632-000 | \$164.11 | \$3,042.15 |
| 141903 | Daniel Colon | Black Clicks | 11-4203-701-000 | \$8.79 | |
| | | Color Clicks | 11-4203-701-000 | \$38.83 | \$47.62 |
| 141904 | Molly E Coomes | Reimburse - AI Smart Lunch Supplies | 12-4204-701-000 | \$23.62 | \$23.62 |
| 141905 | CPI Technologies, Inc | Copy Usage - Cherokee Center | 11-7103-701-000 | \$24.66 | \$24.66 |
| 141906 | Crossroad Tours | Bus Trip - MBB & WBB - Johnson Col | 11-6502-720-000 | \$2,094.00 | \$2,094.00 |
| 141909 | Evergy Kansas Central INC | Electricity | 11-7102-634-000 | \$18,274.50 | |
| | | Electricity - WTC | 12-4204-634-000 | \$598.01 | |
| | | Electricity - Student Union | 16-9482-634-000 | \$1,010.65 | \$19,883.16 |
| 141910 | Freeman Health System | Student Clinical Badges | 12-1208-681-000 | \$200.00 | \$200.00 |
| 141911 | Brittany Haley | Reimburse - Men's BB Compression I | 11-5507-701-000 | \$148.57 | \$148.57 |
| 141912 | Kansas Gas Service | Gas Service | 11-7102-633-000 | \$707.82 | \$707.82 |
| 141913 | L C C Foundation | Memorials - Rebecca Neville | 11-6102-709-000 | \$100.00 | \$100.00 |
| 141915 | Mountain Plains Library Association | Membership Renewal - Scott Zollars | 11-4101-681-000 | \$65.00 | \$65.00 |
| 141916 | Rural Water District #5 | Water Service - Cherokee Center | 11-7103-632-000 | \$22.30 | \$22.30 |
| 141917 | Sparklight | Cable Service - February | 11-6401-631-000 | \$230.24 | \$230.24 |
| 141918 | The Loomis Company | MedMutual Insurance - Reissued Pay | 11-0000-273-000 | \$586.88 | \$586.88 |
| 141920 | Kayla Thurman | Reimburse Tuition - Pittsburg State | 11-4200-630-028 | \$600.00 | \$600.00 |
| 141921 | Verizon Wireless | J Burzinski Phone Charges | 11-6401-701-000 | \$400.68 | |
| | | Blue Emergency Tower Lights | 11-6501-631-000 | \$102.31 | |
| | | Facilities Phone Charges | 11-7102-649-000 | \$232.95 | \$735.94 |
| 141922 | Wave Wireless | Internet Service - WTC | 11-6401-631-000 | \$69.00 | \$69.00 |
| 141923 | Wex Bank | Fuel Purchases - January 2026 | 11-6502-720-000 | \$426.69 | \$426.69 |

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

2/4/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|---------------------------------------|------------------------------------|-----------------|--------------------|----------|
| 141924 | Regina L Williams-Decker | Reimburse - HECMA Conf Registratio | 11-4208-601-000 | \$350.00 | \$400.00 |
| | | Reimburse - HECMA Annual Dues | 11-4208-681-000 | \$50.00 | |
| 141925 | Wright International Student Services | Students Removed from Delinquency | 11-5201-613-000 | \$160.00 | \$205.00 |
| | | Students Loaded | 11-5201-613-000 | \$45.00 | |
| | | | | <u>\$29,612.65</u> | |

| | |
|---|--------------------|
| 11-General Fund | \$27,453.71 |
| 12-Postsecondary Technical Education Fund | \$984.18 |
| 16-Auxillary Ent Fund | \$1,174.76 |
| 64-Deferred Maintenance | \$0.00 |
| 67-Capital Outlay | \$0.00 |
| | <u>\$29,612.65</u> |

Checks approved for release prior to Board action


President


Vice President of Finance & Opetations

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

| Check Number | Vendor | 2/12/2026 | | Description | Account Number | Amount | Total |
|--------------|--------------------------------|-----------|--|--|-----------------|------------|------------|
| | | | | | | | |
| 141926 | A T and T | | | Internet Service | 11-6401-631-000 | \$2,081.79 | \$2,081.79 |
| 141927 | Amazon Capital Services | | | Dry Erase 2026 Wall Calendar | 11-5302-701-000 | \$13.99 | |
| | | | | Envelope Sealers and Table Cloths | 11-5303-706-001 | \$24.25 | |
| | | | | Laundry Cart for Softball (black) | 11-5509-701-000 | \$98.99 | |
| | | | | Nugget Ice Machine | 11-5701-701-000 | \$161.97 | |
| | | | | 1098T Envelopes, 100/pack | 11-6201-701-000 | \$558.20 | |
| | | | | Hanging File Folder Tab Inserts, 100 p | 11-6201-701-000 | \$11.98 | |
| | | | | STANLEY 30 oz Tumblers, Red | 11-6301-701-000 | \$240.00 | |
| | | | | REOLINK RLC-823S2 Camera | 11-6401-646-002 | \$701.06 | |
| | | | | TRUE CABLE Cat6 Riser | 11-6401-646-002 | \$382.18 | |
| | | | | REOLINK Duo 3 PoE | 11-6401-646-002 | \$1,291.92 | |
| | | | | 27-Inch Smart Digital Calendar | 11-6401-701-000 | \$599.99 | |
| | | | | HDMI Extender | 11-6401-701-000 | \$176.66 | |
| | | | | 24 Inch 16:9 Computer Privacy Squee | 11-6401-701-000 | \$179.95 | |
| | | | | Small Woven Gift Baskets & Ribbon | 11-6505-701-000 | \$51.98 | |
| | | | | Maintenance Supplies | 11-7102-649-000 | \$397.21 | |
| | | | | Simulation Poster Supplies | 12-1208-646-000 | \$70.09 | |
| | | | | Wireless Buzzer System | 12-1208-700-000 | \$69.91 | |
| | | | | Birds Nest Concessions | 16-9381-742-000 | \$59.41 | |
| | | | | Supplies for Cardinal Cafe | 16-9684-701-000 | \$305.63 | \$5,395.37 |
| 141929 | BP Business Solutions | | | Fuel Purchases | 11-6502-720-000 | \$1,200.22 | \$1,200.22 |
| 141930 | Braxton Irish Scholarship Fund | | | Memorial | 11-6102-709-000 | \$50.00 | \$50.00 |
| 141931 | Commerce Bank | | | Rental Car - Men's BB Recruiting | 11-6502-720-000 | \$301.30 | \$301.30 |
| 141933 | Alexander J Coplon | | | Baseball Travel - 2/21/2026 | 11-5502-601-000 | \$700.00 | \$700.00 |
| 141934 | Alexander J Coplon | | | Baseball Travel - 2/17/2026 | 11-5502-601-000 | \$525.00 | \$525.00 |

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

2/12/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|---------------------------------|--------------------------------------|-----------------|------------|-------------|
| 141935 | Alexander J Coplon | Baseball Travel - 2/26/2026 | 11-5502-601-000 | \$700.00 | \$700.00 |
| 141937 | Evergy Kansas Central INC | Electricity - Cherokee Center | 11-7103-634-000 | \$822.09 | \$822.09 |
| 141938 | FedEx | Package Shipping | 11-6503-611-000 | \$40.50 | \$40.50 |
| 141939 | First Dakota Indemnity Company | Worker's Compensation Ins - Feb 202 | 11-6501-590-001 | \$1,268.00 | \$1,268.00 |
| 141940 | Brittany Haley | Reimburse - Sports Medics Course 1 | 11-5507-601-000 | \$145.00 | \$145.00 |
| 141941 | Ross Harper | Reimburse Mileage - CPR/CLNA/HS | 12-1205-602-000 | \$473.20 | \$473.20 |
| 141942 | Mia Kathryn Howard | Reimburse Mileage - Recruiting Fair | 11-5302-601-000 | \$103.60 | |
| | | Reimburse Mileage - Recruiting Trips | 11-5302-601-000 | \$169.40 | \$273.00 |
| 141943 | K A S F A A | Conference Registration - T Hundley | 11-5303-601-000 | \$165.00 | \$165.00 |
| 141944 | Kansas Gas Service | Gas Service | 11-7102-633-000 | \$1,178.85 | |
| | | Gas Service - Cherokee Center | 11-7103-633-000 | \$575.38 | |
| | | Gas Service - WTC | 12-4204-633-000 | \$421.35 | |
| | | Gas Service - Student Union | 16-9482-633-000 | \$259.84 | \$2,435.42 |
| 141945 | KJCCC | Baseball Umpires - Spring 2026 | 11-5502-680-000 | \$8,736.00 | |
| | | Baseball Assigning Fee | 11-5502-680-000 | \$156.00 | |
| | | Softball Umpires - Spring 2026 | 11-5509-680-000 | \$6,500.00 | |
| | | Softball Assigning Fee | 11-5509-680-000 | \$156.00 | \$15,548.00 |
| 141947 | Landauer Inc | Radiation Fetal Monitor Lab Fee | 12-1210-700-002 | \$101.60 | \$101.60 |
| 141948 | Rebecca L Leistikow | Reimburse - Walmart Food Items | 16-9684-743-000 | \$22.81 | \$22.81 |
| 141949 | Lingo Telecom LLC | Alarm Line | 11-6501-631-000 | \$28.59 | |
| | | Fax Lines | 11-6501-631-000 | \$288.62 | \$317.21 |
| 141950 | Tessa Nicole Newman | Reimburse Volleyball Setting Nets | 11-5504-701-000 | \$216.17 | \$216.17 |
| 141951 | Northeast Kansas Library System | Kansas Library Courier Service 2026 | 11-4101-701-000 | \$800.00 | \$800.00 |
| 141952 | Sam's Club | Paper Goods and Supplies | 11-6201-701-000 | \$59.42 | \$59.42 |
| 141954 | Touchtone Communications | Toll Free Fax Line | 11-6501-631-000 | \$124.45 | \$124.45 |

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

| Check Number | Vendor | Description | 2/12/2026 | | Account Number | Amount | Total |
|--------------|-----------------------|---|-------------|--|-----------------|------------|-------------|
| | | | | | | | |
| 141955 | Jeffrey Michael Vesta | Wrestling Travel - 2/14/2026 | | | 11-5505-601-000 | \$1,000.00 | \$1,000.00 |
| | | | | | | | \$34,765.55 |
| | | 11-General Fund | \$32,981.71 | | | | |
| | | 12-Postsecondary Technical Education Fund | \$1,136.15 | | | | |
| | | 16-Auxiliary Ent Fund | \$647.69 | | | | |
| | | 64-Deferred Maintenance | \$0.00 | | | | |
| | | 67-Capital Outlay | \$0.00 | | | | |
| | | | | | | | \$34,765.55 |

Checks approved for release prior to Board action



 President



 Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

2/19/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|-------------------------|--|-----------------|------------|------------|
| 141956 | A T and T | Phone Service | 11-6501-631-000 | \$215.35 | \$215.35 |
| 141957 | A T and T | Internet | 11-6401-631-000 | \$975.64 | \$975.64 |
| 141958 | A T and T | Internet | 11-6401-631-000 | \$1,103.33 | \$1,103.33 |
| 141959 | Molly E Coomes | Reimburse Flights - NACTEI Conferer | 12-4204-605-000 | \$769.58 | \$769.58 |
| 141960 | Elan Financial Services | PTK - R Crawford - Catalyst Reg | 11-1126-604-000 | \$495.00 | |
| | | Southwest - PTK Catalyst/Baltimore | 11-1126-604-000 | \$456.40 | |
| | | Travelocity - PTK Catalyst Flights | 11-1126-604-000 | \$54.81 | |
| | | PTK - Heartland Region Conf Regs | 11-1126-604-000 | \$750.00 | |
| | | Magna Pub - Monday Morning Mentor | 11-4201-630-002 | \$944.00 | |
| | | SurveyMonkey - Annual Subscription | 11-4201-701-000 | \$372.00 | |
| | | Walmart - Admissions Supplies | 11-5302-701-000 | \$13.15 | |
| | | Quality Inn - Wrestling - Pratt, KS | 11-5505-601-000 | \$700.28 | |
| | | NJCAA - M Doherty - 2026 Convention | 11-5506-601-000 | \$310.50 | |
| | | NJCAA - A Keal - 2026 Convention Re | 11-5506-601-000 | \$310.50 | |
| | | Apple Music - Monthly Subscription | 11-5506-701-000 | \$12.01 | |
| | | Stone Castle Hotel - Softball - Branso | 11-5509-601-000 | \$1,456.00 | |
| | | Residence Inn - M Watkins - Topeka | 11-6101-601-000 | \$99.00 | |
| | | Walmart - Cancer Awareness Basket | 11-6301-709-000 | \$98.22 | |
| | | Facebook - Boosted Ads for Opening | 11-6504-613-000 | \$93.01 | |
| | | Facebook - Boosted Ads for Opening | 11-6504-613-000 | \$114.46 | |
| | | HigherEdJobs - Open Position Ads | 11-6504-613-000 | \$670.00 | |
| | | Walmart - Retirement Gift and Cards | 11-6504-692-001 | \$212.53 | |
| | | King Cash - R Harris Retirement Party | 11-6504-692-001 | \$56.96 | |
| | | APTA - E Knox - APTA Academy Work | 12-1205-701-001 | \$600.00 | |
| | | TechSmith - Screencast Pro Subscrip | 12-1214-700-002 | \$99.99 | |

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

2/19/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|------------------------------|---------------------------------------|-----------------|------------|-------------|
| 141960 | Elan Financial Services | ChatGPT - AI Resource Subscription | 12-4204-701-000 | \$900.00 | |
| | | Sunshine Yoga - Yoga Supplies | 12-4204-701-000 | \$104.48 | |
| | | CareerSafe - OSHA Cards | 12-4204-701-001 | \$1,750.00 | |
| | | KS.gov - Cardinal Cafe KDA License | 16-9684-683-000 | \$250.00 | |
| | | Ozarks Coca-Cola - Bag in the Box Pr | 16-9684-743-000 | \$300.15 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$146.96 | |
| | | Walmart - Cardinal Cafe Items | 16-9684-743-000 | \$31.56 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$362.15 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$17.64 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$109.94 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$15.40 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$21.39 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$39.28 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$113.07 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$22.89 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$23.64 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$62.43 | \$12,189.80 |
| 141961 | Megan Fugate | Reimburse Flights - Federal Training, | 11-5201-601-000 | \$405.41 | \$405.41 |
| 141962 | GFL Environmental | Trash Removal - Cherokee Center | 11-7103-649-000 | \$412.41 | \$412.41 |
| 141963 | Rebeka Johanna Hale-Crawford | Reimburse Regional Conf Items | 11-1126-604-000 | \$94.93 | \$94.93 |
| 141964 | Ross Harper | Reimburse Mileage - Area High Schor | 12-1205-602-000 | \$245.70 | \$245.70 |
| 141965 | Kansas Department of Revenue | Bird's Nest Sales Tax - January | 16-0000-216-001 | \$91.58 | \$289.74 |
| | | Cardinal Cafe Sales Tax - January | 16-0000-216-002 | \$198.16 | |
| 141966 | Kansas FBLA | Kansas Collegiate - SLC Registration | 11-1127-604-000 | \$65.00 | \$65.00 |
| 141967 | Kelly D. Kirkpatrick | Reimburse Meal - KCCLI/Hutchinson | 11-5701-601-000 | \$11.29 | \$11.29 |

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

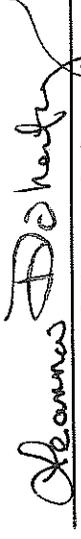
2/19/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|----------------------|-------------------------------------|-----------------|--------------------|------------|
| 141967 | Kelly D. Kirkpatrick | Reimburse Mileage - KCCLL/Hutchins | 11-5701-601-000 | \$227.50 | |
| | | Reimburse Hotel - KCCLL/Hutchinson | 11-5701-601-000 | \$128.39 | |
| | | Reimburse Meals - NACADA AI Conf | 11-5701-701-000 | \$32.59 | |
| | | Reimburse Mileage - NACADA AI Cor | 11-5701-701-000 | \$226.10 | |
| | | Reimburse Hotel - NACADA AI Conf | 11-5701-701-000 | \$570.96 | \$1,196.83 |
| 141970 | Cortney L O'Brien | Reimburse Mileage - Area High Schor | 11-4209-601-000 | \$65.10 | \$65.10 |
| 141972 | Susan Stoltz | Reimburse - KRCS Spring Conf Reg | 12-1246-630-000 | \$145.00 | \$145.00 |
| 141973 | WoodRiver Energy LLC | Natural Gas Service | 11-7102-633-000 | \$4,459.53 | |
| | | Natural Gas Service - WTC | 12-4204-633-000 | \$1,437.23 | |
| | | Natural Gas Service - Student Union | 16-9482-633-000 | \$610.34 | \$6,507.10 |
| | | | | <u>\$24,680.92</u> | |

| | |
|---|--------------------|
| 11-General Fund | \$16,212.36 |
| 12-Postsecondary Technical Education Fund | \$6,051.98 |
| 16-Auxillary Ent Fund | \$2,416.58 |
| 64-Deferred Maintenance | \$0.00 |
| 67-Capital Outlay | \$0.00 |
| | <u>\$24,680.92</u> |

Checks approved for release prior to Board action


President


Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

2/26/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|---------------------------------------|---------------------------------------|-----------------|-------------|-------------|
| 142175 | A T and T | Internet | 11-6401-631-000 | \$1,588.75 | \$1,588.75 |
| 142177 | Linda Gale Brown | Reimburse Travel - Atlanta Edu Conf | 12-1246-630-000 | \$141.52 | |
| | | Reimburse Mileage - Tulsa Airport | 12-1246-630-000 | \$138.60 | |
| | | Reimburse Meal - Atlanta Edu Confer | 12-1246-630-000 | \$11.88 | \$292.00 |
| 142178 | Commercial Bank | Loan 110221672 - Principal | 11-6201-761-000 | \$39,456.98 | |
| | | Loan 110221672 - Interest | 11-6201-762-000 | \$189.28 | \$39,646.26 |
| 142179 | Molly E Coomes | Reimburse - Fire School Lunch Suppli | 12-4204-699-000 | \$13.61 | \$13.61 |
| 142180 | Gabriella I Cortez | Women's Basketball Travel - 3/6/2026 | 11-5503-601-000 | \$300.00 | \$300.00 |
| 142181 | Gabriella I Cortez | Women's Basketball Travel - 3/3/2026 | 11-5503-601-000 | \$300.00 | \$300.00 |
| 142182 | CPI Technologies, Inc | Copy Usage - Cherokee Center | 11-7103-701-000 | \$159.82 | \$159.82 |
| 142183 | Evergry Kansas Central INC | Electricity - 1230 Main | 11-7102-634-000 | \$251.30 | |
| | | Electricity - Athletic Expansion | 11-7102-634-000 | \$5,283.46 | |
| | | Electricity - Vehicle Lot | 11-7102-634-000 | \$85.05 | \$5,619.81 |
| 142184 | Rebeka Johanna Hale-Crawford | Reimburse Meals - Spring PTK Confe | 11-1126-604-000 | \$154.74 | \$154.74 |
| 142185 | Mia Kathryn Howard | Reimburse Mileage - Recruiting Trips | 11-5302-601-000 | \$334.60 | \$334.60 |
| 142186 | Theresa M Hundley | Reimburse Hotels - El Dorado, KS | 11-5303-601-000 | \$203.04 | |
| | | Reimburse Mileage - Registrar Meetin | 11-5303-601-000 | \$163.80 | \$366.84 |
| 142187 | Iris Memory Care of Turtle Creek | Memorial - Louis Stein, Jr. | 11-6102-709-000 | \$50.00 | \$50.00 |
| 142188 | Jenzabar, Inc. | Custom Maintenance Renewal | 11-6401-646-001 | \$1,208.00 | \$1,208.00 |
| 142190 | Kansas Gas Service | Gas Service - 1230 Main | 11-7102-633-000 | \$352.67 | |
| | | Gas Service - 1306 Main | 11-7102-633-000 | \$485.22 | \$837.89 |
| 142191 | Kansas Society of Radiologic Technolo | KSRT Registration - Ashley Moore | 11-4200-630-030 | \$110.00 | |
| | | KSRT Registration - Tammy Kimrey | 11-4200-630-031 | \$110.00 | \$220.00 |
| 142192 | Tammy Kimrey | Reimburse Mileage - Jan/Feb Clinical: | 12-1210-602-000 | \$495.60 | \$495.60 |
| 142193 | Jermaine J Maybank | Men's Basketball - 3/3/2026 | 11-5508-601-000 | \$400.00 | \$400.00 |

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

2/26/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|------------------------|---------------------------------------|-----------------|------------|------------|
| 142194 | Ashley Moore | Reimburse Mileage - February Clinica | 12-1210-602-000 | \$409.50 | \$409.50 |
| 142195 | Ryan S. Phillips | Softball Travel - 3/28/2026 | 11-5509-601-000 | \$800.00 | \$800.00 |
| 142196 | Ryan S. Phillips | Softball Travel - 3/13/2026 | 11-5509-601-000 | \$1,000.00 | \$1,000.00 |
| 142197 | Ryan S. Phillips | Softball Travel - 3/7/2026 | 11-5509-601-000 | \$1,000.00 | \$1,000.00 |
| 142198 | Ryan S. Phillips | Softball Travel - 3/3/2026 | 11-5509-601-000 | \$600.00 | \$600.00 |
| 142201 | Jason L Sharp | Reimburse Supplies for HLC Site Visit | 11-6101-601-001 | \$78.26 | \$78.26 |
| 142202 | The Villas at LCC, LLC | Housing | 11-0000-201-001 | \$2,643.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$896.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$1,947.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$1,767.00 | |
| | | Housing | 11-0000-201-001 | \$271.00 | |
| | | Housing | 11-0000-201-001 | \$1,264.00 | |
| | | Housing | 11-0000-201-001 | \$68.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

2/26/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|------------------------|-------------|-----------------|------------|-------|
| 142202 | The Villas at LCC, LLC | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$474.00 | |
| | | Housing | 11-0000-201-001 | \$2,731.00 | |
| | | Housing | 11-0000-201-001 | \$2,756.00 | |
| | | Housing | 11-0000-201-001 | \$76.00 | |
| | | Housing | 11-0000-201-001 | \$1,767.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$512.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$705.00 | |
| | | Housing | 11-0000-201-001 | \$2,756.00 | |
| | | Housing | 11-0000-201-001 | \$1,767.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$1,980.31 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

2/26/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|------------------------|--------------------------------------|-----------------|------------|--------------|
| 142202 | The Villas at LCC, LLC | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,295.31 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,695.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$1,077.00 | |
| | | Housing | 11-0000-201-001 | \$2,262.00 | |
| | | Housing | 11-0000-201-001 | \$1,659.87 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$1,807.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,311.19 | |
| | | Housing | 11-0000-201-001 | \$1,686.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | |
| | | Housing | 11-0000-201-001 | \$2,356.00 | \$122,633.68 |
| 142203 | TreviPay - Walmart | Walmart - Supplies for Library Event | 11-4101-701-000 | \$36.28 | |
| | | Walmart - Late Fee | 11-6401-646-002 | \$17.19 | |
| | | Walmart - Smart Televisions | 11-6401-646-002 | \$1,146.00 | |
| | | Walmart - Nursing Advisory Supplies | 12-1208-709-000 | \$23.43 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$236.65 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$389.85 | |
| | | Walmart - Cardinal Cafe Food Items | 16-9684-743-000 | \$193.96 | \$2,043.36 |

**LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL**

| Check Number | Vendor | Description | 2/26/2026 | Account Number | Amount | Total |
|--------------|---|-------------------------------|---------------------|-----------------|---------------------|------------|
| 142204 | Jeffrey Michael Vesta | Wrestling Travel - 3/4-8/2026 | | 11-5506-600-000 | \$2,500.00 | \$2,500.00 |
| | 11-General Fund | | \$180,998.12 | | | |
| | 12-Postsecondary Technical Education Fund | | \$1,234.14 | | | |
| | 16-Auxiliary Ent Fund | | \$820.46 | | | |
| | 64-Deferred Maintenance | | \$0.00 | | | |
| | 67-Capital Outlay | | \$0.00 | | | |
| | | | <u>\$183,052.72</u> | | | |
| | | | | | <u>\$183,052.72</u> | |

Checks approved for release prior to Board action

Mark Watkins
President

Deanna Doherty
Vice President of Finance & Operations

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

2/28/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|--------------------------------------|---------------------------------------|-----------------|--------------|-------------|
| 142207 | 4imprint, Inc. | Red Enrollment Folders | 11-5304-701-000 | \$795.00 | |
| | | Set-Up Charge & Freight | 11-5304-701-000 | \$50.69 | \$845.69 |
| 142208 | A Book Company | Returned Financial Aid Books | 16-0000-131-002 | (\$1,491.21) | |
| | | Financial Aid Books | 16-0000-131-002 | \$28,932.17 | \$27,440.96 |
| 142209 | ByWater Solutions | Annual Support & Hosting Library ILS | 11-4101-710-000 | \$3,394.00 | \$3,394.00 |
| 142210 | C. D. L. Electric Co., INC | Service Call - Plumbing at Gym | 11-7102-649-000 | \$815.00 | |
| | | Service Call - Zetmeir Fire Panel | 11-7102-649-000 | \$503.50 | |
| | | Monthly Alarm Monitoring Fee | 11-7202-648-000 | \$45.00 | \$1,363.50 |
| 142211 | CFC Security, Inc. | XDR Onboarding | 11-6401-646-002 | \$912.00 | \$912.00 |
| 142212 | D and D Scales | 2025-2026 Scale Certification | 11-5505-701-000 | \$65.00 | \$65.00 |
| 142213 | Digital Connections Inc. | Lanier Copier Maintenance Contracts | 11-6503-648-000 | \$106.17 | \$106.17 |
| 142214 | Lisa Duncan | Consulting Services - PTA Program | 12-1205-701-001 | \$1,600.00 | \$1,600.00 |
| 142215 | Eagle Radio - Hays | 2026 State Wrestling Program Ad | 11-6301-613-000 | \$205.00 | \$205.00 |
| 142216 | Fastenal Company | AA, AAA, 9V Batteries | 11-7102-649-000 | \$65.00 | |
| | | Countersink Bits | 12-1219-700-000 | \$91.68 | \$156.68 |
| 142217 | Herff Jones Inc. | Diploma Paper, 100 ct | 11-5303-706-001 | \$445.00 | \$445.00 |
| 142218 | Hillyard/Springfield | Custodial Supplies | 11-7102-702-000 | \$276.32 | |
| | | Paper Towels, Facial Tissues, Gloves | 11-7102-702-000 | \$1,905.60 | |
| | | Trash Can Liners, 12-16 & 60 gallon | 11-7102-702-000 | \$1,328.65 | |
| | | Air Fresheners and Disinfectant Spray | 11-7102-702-000 | \$505.18 | \$4,015.75 |
| 142219 | Holiday Inn Express & Suites Parsons | Hotel for Jermaine Maybank | 11-5506-601-000 | \$118.80 | \$118.80 |
| 142220 | Hugo's Industrial Supply, Inc | Silver Soak, gallon | 16-9684-701-000 | \$73.68 | |
| | | Utensil Dispenser Refill - Forks | 16-9684-701-000 | \$77.20 | \$150.88 |
| 142221 | InfoUSA Marketing, Inc | Polk City Directory 2026 Parsons | 11-4101-703-000 | \$227.40 | \$227.40 |
| 142222 | Jenzabar, Inc. | Unity Renewal and Integrator | 11-6401-646-002 | \$5,100.00 | \$5,100.00 |

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

2/28/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|----------------------|--|-----------------|------------|-------|
| 142223 | Jock's Nitch/Parsons | Shipping - Women's BB - Travel Gear | 11-5503-701-000 | \$62.00 | |
| | | Women's Basketball - Adidas Warm-U | 11-5503-701-000 | \$392.00 | |
| | | Women's Basketball - Stricker Backpack | 11-5503-701-000 | \$518.00 | |
| | | Women's Basketball - Fleece Hoodies | 11-5503-701-000 | \$532.00 | |
| | | Women's Basketball - Adidas GG Pan | 11-5503-701-000 | \$588.00 | |
| | | Women's Basketball - Adidas GG Hoc | 11-5503-701-000 | \$630.00 | |
| | | Shipping - Women's BB - Jerseys/Shc | 11-5503-701-000 | \$61.00 | |
| | | Women's Basketball - White Game S | 11-5503-701-000 | \$1,260.00 | |
| | | Women's Basketball - White Game Je | 11-5503-701-000 | \$1,200.00 | |
| | | Shipping - Women's BB - Team Gear | 11-5503-701-000 | \$71.00 | |
| | | Women's Basketball - Dame X Shoes | 11-5503-701-000 | \$793.00 | |
| | | Women's Basketball - Compression T | 11-5503-701-000 | \$247.00 | |
| | | Women's Basketball - Compression S | 11-5503-701-000 | \$364.00 | |
| | | Women's Basketball - Practice Gear | 11-5503-701-000 | \$1,080.00 | |
| | | Shipping - Volleyball - Game Jerseys | 11-5506-690-000 | \$97.00 | |
| | | Volleyball - Game Jerseys/Libero Jers | 11-5506-690-000 | \$2,430.00 | |
| | | Shipping - Men's BB - Red Uniforms | 11-5506-690-000 | \$55.00 | |
| | | Men's Basketball - Red Game Shorts | 11-5506-690-000 | \$816.00 | |
| | | Men's Basketball - Red Game Jersey | 11-5506-690-000 | \$720.00 | |
| | | Shipping - Men's BB - White Uniforms | 11-5506-690-000 | \$55.00 | |
| | | Men's Basketball - White Game Short | 11-5506-690-000 | \$816.00 | |
| | | Men's Basketball - White Game Jerse | 11-5506-690-000 | \$720.00 | |
| | | Shipping - Men's BB - Team Gear/Shc | 11-5508-701-000 | \$33.00 | |
| | | Credit - Men's Basketball - Dame X S | 11-5508-701-000 | (\$305.00) | |
| | | Men's Basketball - Knit Beanies | 11-5508-701-000 | \$325.00 | |

LABETTE COMMUNITY COLLEGE
CLAIMS REGISTER FOR APPROVAL

2/28/2026

| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|----------------------------|--|-----------------|------------|-------------|
| 142223 | Jock's Nlitch/Parsons | Men's Basketball - Adidas Jackets | 11-5508-701-000 | \$1,375.00 | |
| | | Men's Basketball - Adidas Shoes | 11-5508-701-000 | \$39.99 | |
| | | Men's Basketball - Harden Shoes | 11-5508-701-000 | \$90.00 | |
| | | Men's Basketball - Duramo Shoes | 11-5508-701-000 | \$611.00 | |
| | | Shipping - Respiratory Care - Scrubs | 12-1211-700-002 | \$26.00 | |
| | | Respiratory Care - Student Scrub Set: | 12-1211-700-002 | \$70.25 | |
| | | Respiratory Care - Student Scrub Jac: | 12-1211-700-002 | \$448.00 | \$16,220.24 |
| 142224 | Kansas Outdoor Advertising | February Billboard Rentals | 11-6301-613-000 | \$725.00 | |
| | | February Digital Billboard | 11-6301-613-000 | \$300.00 | \$1,025.00 |
| 142225 | Keystone Leadership, LLC | Dale Carnegie Comm. Starter Packag | 11-4202-601-000 | \$599.00 | \$599.00 |
| 142226 | Amanda Kinser | Smart Lunch Presenter | 12-1205-701-001 | \$100.00 | \$100.00 |
| 142227 | KLKC FM | Video Stream Sponsor - HS | 11-6301-613-000 | \$200.00 | |
| | | January Advertising | 11-6301-613-000 | \$400.00 | \$600.00 |
| 142228 | KMI Metals | Metal | 12-1219-700-000 | \$1,184.01 | |
| | | Metal | 12-1219-700-000 | \$293.30 | \$1,477.31 |
| 142229 | KONE Inc | Service Call - Zetmeir Elevator Repair | 11-7102-649-000 | \$3,460.86 | |
| | | Service Call - Zetmeir Elevator Repair | 11-7102-649-000 | \$2,923.84 | \$6,384.70 |
| 142230 | Labette Avenue | Spring Semester Enrollment Ad | 11-6301-613-000 | \$64.00 | |
| | | Spring Semester Enrollment Ad | 11-6301-613-000 | \$64.00 | \$128.00 |
| 142231 | Labette Health | CPR Cards | 12-4204-701-002 | \$28.00 | |
| | | CPR Cards | 12-4204-701-002 | \$104.00 | \$132.00 |
| 142232 | Labette Health | Simulation Supplies | 12-1208-646-000 | \$135.02 | \$135.02 |
| 142233 | Laser Creations | Retirement Plaques - Harris & Yockey | 11-6504-692-001 | \$99.98 | \$99.98 |
| 142234 | Laser Designs/PSHTC | Engraved LCC Logo on Tumblers | 11-6301-701-000 | \$18.00 | |
| | | Name Badge - C Smith | 11-7102-702-000 | \$5.00 | \$5.00 |

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| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|-------------------------------|--------------------------------------|-----------------|------------|------------|
| 142234 | Laser Designs/PSHTC | Name Badge - K Gero | 12-1208-700-000 | \$5.00 | \$28.00 |
| 142235 | Locke Supply Co | Maintenance Supplies | 11-7102-649-000 | \$302.94 | \$302.94 |
| 142236 | Marrone's Inc. | Supplies | 16-9684-701-000 | \$29.95 | |
| | | Supplies | 16-9684-701-000 | \$74.80 | |
| | | Supplies | 16-9684-701-000 | \$233.99 | |
| | | Food | 16-9684-743-000 | \$1,020.54 | |
| | | Food | 16-9684-743-000 | \$360.61 | |
| | | Food | 16-9684-743-000 | \$453.54 | |
| | | Food | 16-9684-743-000 | \$1,013.00 | \$3,186.43 |
| 142237 | McCarty's Office Machines Inc | Copy Usage - Gymnasium | 11-6401-646-002 | \$17.90 | |
| | | Lexmark Waste Toner Container | 11-6401-646-002 | \$59.98 | |
| | | Copy Usage - Print Shop | 11-6503-648-000 | \$174.57 | |
| | | Supplies | 11-6503-701-000 | \$372.29 | |
| | | Supplies | 11-6503-701-000 | \$72.74 | |
| | | Paper and Cardstock | 11-6503-705-000 | \$1,005.84 | |
| | | Copy Usage - WTC | 12-1219-700-000 | \$14.97 | |
| | | Copy Usage - Workforce Ed | 12-4204-701-000 | \$103.67 | \$1,821.96 |
| 142238 | Medco Supply Company | January ATR Supply Order | 11-5507-701-000 | \$782.51 | |
| | | January ATR Supply Order | 11-5507-701-000 | \$22.30 | \$804.81 |
| 142239 | Medline Industries, INC | ABG Kits, 200 kits | 12-1211-700-002 | \$331.65 | |
| | | NIV Circuits and SVN Misty Tee | 12-1211-700-002 | \$145.27 | |
| | | NIV Mask and ABG Kit | 12-1211-700-002 | \$32.62 | \$509.54 |
| 142240 | Mid America Sanitation | Portable Toilets - Ball Field | 11-7102-649-000 | \$400.00 | \$400.00 |
| 142241 | Midwest Tape, LLC | Hoopla Digital Charges - January 202 | 11-4101-710-000 | \$116.73 | \$116.73 |
| 142242 | NEWCOM Wireless Services, LLC | KEMS Software and Hardware Mainte | 11-6401-701-000 | \$6,756.00 | \$6,756.00 |

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| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|--------------------------------------|---------------------------------------|-----------------|------------|-------------|
| 142243 | P1 Service, LLC | Replacement Part for Gym Unit | 11-7102-649-000 | \$761.71 | |
| | | Replace Motor in Main Building | 11-7102-649-000 | \$780.70 | |
| | | Replace Motor in Main Building - Labc | 11-7102-649-000 | \$994.00 | |
| | | Event Center Maintenance - Materials | 11-7102-649-000 | \$1,805.69 | |
| | | Event Center Maintenance - Labor | 11-7102-649-000 | \$284.00 | |
| | | Cherokee Center Maintenance - Labo | 11-7103-649-000 | \$142.00 | |
| | | Cherokee Center Unit Maintenance | 11-7103-649-000 | \$832.35 | |
| | | Maintenance Agreement | 11-7103-649-000 | \$785.00 | |
| | | Maintenance Agreement | 11-7202-648-000 | \$6,377.00 | \$12,762.45 |
| 142244 | Parsons Rotary Club | Yearly Dues - Dee Bohnenblust | 12-1208-681-000 | \$600.00 | \$600.00 |
| 142245 | Parsons Sun | School News Display | 11-6301-613-000 | \$72.00 | |
| | | Presidential Public Forum Display | 11-6504-613-000 | \$24.00 | |
| | | Presidential Public Forum Display | 11-6504-613-000 | \$24.00 | \$120.00 |
| 142246 | Pitney Bowes Bank, Inc | Postage - Account #20352357 | 11-6503-611-000 | \$1,500.00 | \$1,500.00 |
| 142248 | Promounds, Inc | Shipping | 11-5502-701-000 | \$127.92 | |
| | | Easton Z50 Batting Helmets, Black | 11-5502-701-000 | \$879.84 | |
| | | Rawlings Original Hollywood Bases | 11-5502-701-000 | \$359.10 | \$1,366.86 |
| 142249 | QueenB Television of Kansas/Missouri | January Advertising - KOAM | 11-6301-613-000 | \$725.00 | |
| | | January Digital Advertising - KOAM | 11-6301-613-000 | \$2,050.00 | |
| | | January Advertising - KFJX | 11-6301-613-000 | \$685.00 | \$3,460.00 |
| 142250 | Southeast Kansas Education Service | Greenbush Energy Group Annual Fee | 11-7202-648-000 | \$635.54 | \$635.54 |
| 142251 | Southeast Kansas Inc | Membership - Molly Coomes | 12-4204-701-000 | \$250.00 | \$250.00 |
| 142252 | Styers Equipment Company | Black Toner/SP1360 | 11-6503-648-000 | \$519.00 | |
| | | Transfer Belt and Freight | 11-6503-648-000 | \$451.22 | |
| | | Black Drum/SP1360 | 11-6503-648-000 | \$328.00 | |

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| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|------------------------------|------------------------------------|-----------------|--------------|------------|
| 142252 | Styers Equipment Company | Cyan, Magenta, Yellow Toner/SP1360 | 11-6503-648-000 | \$2,093.00 | |
| | | Cyan, Magenta, Yellow Drums/SP136 | 11-6503-648-000 | \$1,455.00 | \$4,846.22 |
| 142253 | T H Rogers Lumber Company | Maintenance Materials | 11-7102-649-000 | \$131.12 | |
| | | Maintenance Materials | 11-7102-649-000 | \$12.99 | \$241.79 |
| | | Maintenance Materials | 11-7102-649-000 | \$97.68 | |
| 142254 | The Home Store | Flooring Repair in Main Building | 11-7102-649-000 | \$3,723.62 | \$3,723.62 |
| 142255 | The Sherwin Williams Co | Paint and Painting Supplies | 11-7102-649-000 | \$138.91 | |
| | | Paint and Painting Supplies | 11-7102-649-000 | \$90.35 | \$229.26 |
| 142256 | Thompson Bros. Supplies, INC | TIG Torch Replacement Parts | 12-1219-700-000 | \$527.40 | |
| | | TIG Torch | 12-1219-700-000 | \$213.72 | |
| | | Mig Contact Tips | 12-1219-700-000 | \$168.00 | |
| | | Tungsten | 12-1219-700-000 | \$48.90 | |
| | | TIG Torch | 12-1219-700-000 | \$54.67 | |
| | | Chop Saw Blades | 12-1219-700-000 | \$91.00 | |
| | | Cylinder Rentals | 12-1219-700-002 | \$289.35 | |
| | | Weld Supplies | 12-1219-700-004 | \$857.21 | \$2,250.25 |
| 142257 | Unified School District 506 | FY25 Revenue Sharing - Electronics | 12-1220-523-000 | \$8,549.10 | |
| | | FY25 Revenue Sharing - Welding | 12-1220-523-000 | (\$3,271.91) | \$5,277.19 |
| 142258 | UniFirst Corporation | Mats, Mops, Cloths | 11-7103-649-000 | \$63.94 | |
| | | Mats, Mops, Cloths | 11-7103-649-000 | \$63.94 | |
| | | Mats, Mops, Cloths | 11-7103-649-000 | \$63.94 | |
| | | Mats, Mops, Cloths | 11-7103-649-000 | \$63.94 | |
| | | Aprons, Mats, Mops, Cloths | 11-7202-648-000 | \$271.32 | |
| | | Aprons, Mats, Mops, Cloths | 11-7202-648-000 | \$270.14 | |
| | | Aprons, Mats, Mops, Cloths | 11-7202-648-000 | \$270.14 | |

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| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|------------------------|--------------------------------------|-----------------|------------|------------|
| 142258 | UniFirst Corporation | Aprons, Mats, Mops, Cloths | 11-7202-648-000 | \$270.14 | |
| | | Aprons, Mats, Mops, Cloths | 16-9482-701-000 | \$70.00 | |
| | | Aprons, Mats, Mops, Cloths | 16-9482-701-000 | \$70.00 | |
| | | Aprons, Mats, Mops, Cloths | 16-9482-701-000 | \$70.00 | |
| | | Aprons, Mats, Mops, Cloths | 16-9482-701-000 | \$70.00 | \$1,617.50 |
| 142259 | Vance Lawn Care, Inc | Snow and Ice Control - Cherokee Cer | 11-7103-649-000 | \$1,050.00 | \$1,050.00 |
| 142260 | Vietti Marketing Group | January Advertising - NBC Sports (SN | 11-6301-613-000 | \$75.00 | |
| | | Jan Enrollment Campaign - Socials | 11-6301-613-000 | \$2,390.00 | \$2,465.00 |
| 142261 | Mark Watkins | Vehicle Expense | 11-6501-590-001 | \$900.00 | \$900.00 |
| 142262 | Westlake Ace Hardware | Field Striping Paint | 11-5502-701-000 | \$54.95 | |
| | | Field Striping Paint | 11-5502-701-000 | \$43.96 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$10.99 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$213.99 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$21.98 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$39.98 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$99.99 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$106.36 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$16.58 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$16.96 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$21.99 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$136.92 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$26.35 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$28.30 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$175.88 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$15.18 | |

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| Check Number | Vendor | Description | Account Number | Amount | Total |
|--------------|----------------------------|---------------------------------|-----------------|---------------------|------------|
| 142262 | Westlake Ace Hardware | Maintenance Supplies | 11-7102-649-000 | \$239.97 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$21.95 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$219.58 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$100.43 | |
| | | Maintenance Supplies | 11-7102-649-000 | \$9.99 | \$1,622.28 |
| 142263 | Woodworth Enterprises, Inc | KDADS Background Check Fees (7) | 12-4204-701-002 | \$71.50 | \$71.50 |
| | | | | <u>\$131,963.95</u> | |

| | |
|---|---------------------|
| 11-General Fund | \$87,743.30 |
| 12-Postsecondary Technical Education Fund | \$13,162.38 |
| 16-Auxillary Ent Fund | \$31,058.27 |
| 64-Deferred Maintenance | \$0.00 |
| 67-Capital Outlay | \$0.00 |
| | <u>\$131,963.95</u> |