

LCC *annual* **REPORT**



FY2023



Labette Community College

Introduction



*Dr. Mark Watkins, Ed. D.
President*

The 2023 Annual Report is a comprehensive description of how Labette Community College satisfied its mission, "...to provide quality learning opportunities in a supportive environment for success in a changing world" during the year, July 1, 2022, through June 30, 2023.

The Cardinal Villas have been in operation since October 2017. With the exception of the first year of operation, the Cardinal Villas have had 100% occupancy and continue to serve the college well.

Considerable efforts were made to retain students throughout the year to increase completion rates and were successful. To illustrate, there was nearly a five percent increase in student retention from fall 2022 to spring 2023. There was also an increase in student retention from fall 2021 to fall 2022. These gains were reflected in an increase of 16% in certificates and diplomas from 2022 (259) to 2023 (309).

Our Career and Technical Education Programs continue to educate and graduate students who fill local needs in the health and business industry. One particularly bright spot was that all of the LCC Nursing and Radiography graduates successfully passed their national board exams.

In addition, 96% of the Health Science graduates, i.e. Sonography, Respiratory Therapy, Radiology, and Nursing students, were employed in their intended fields of study with a mean salary of about \$49,000.

LCC continues to work and innovate ways to help support our students.

We appreciate the support of our students and local communities!

Go Cardinals!
Mark Watkins

President



Labette Community College

Table of Contents

Strategic Plan	6
Core Values and Outcomes	8
Institutional Effectiveness	27
Timeline for Operational Plan	30
Organizational Charts	34
Highlights	40
Operational Plans	83
Student Organization Annual Report ..	165
Committee Support of Core Values	173



Labette Community College

Strategic Plan

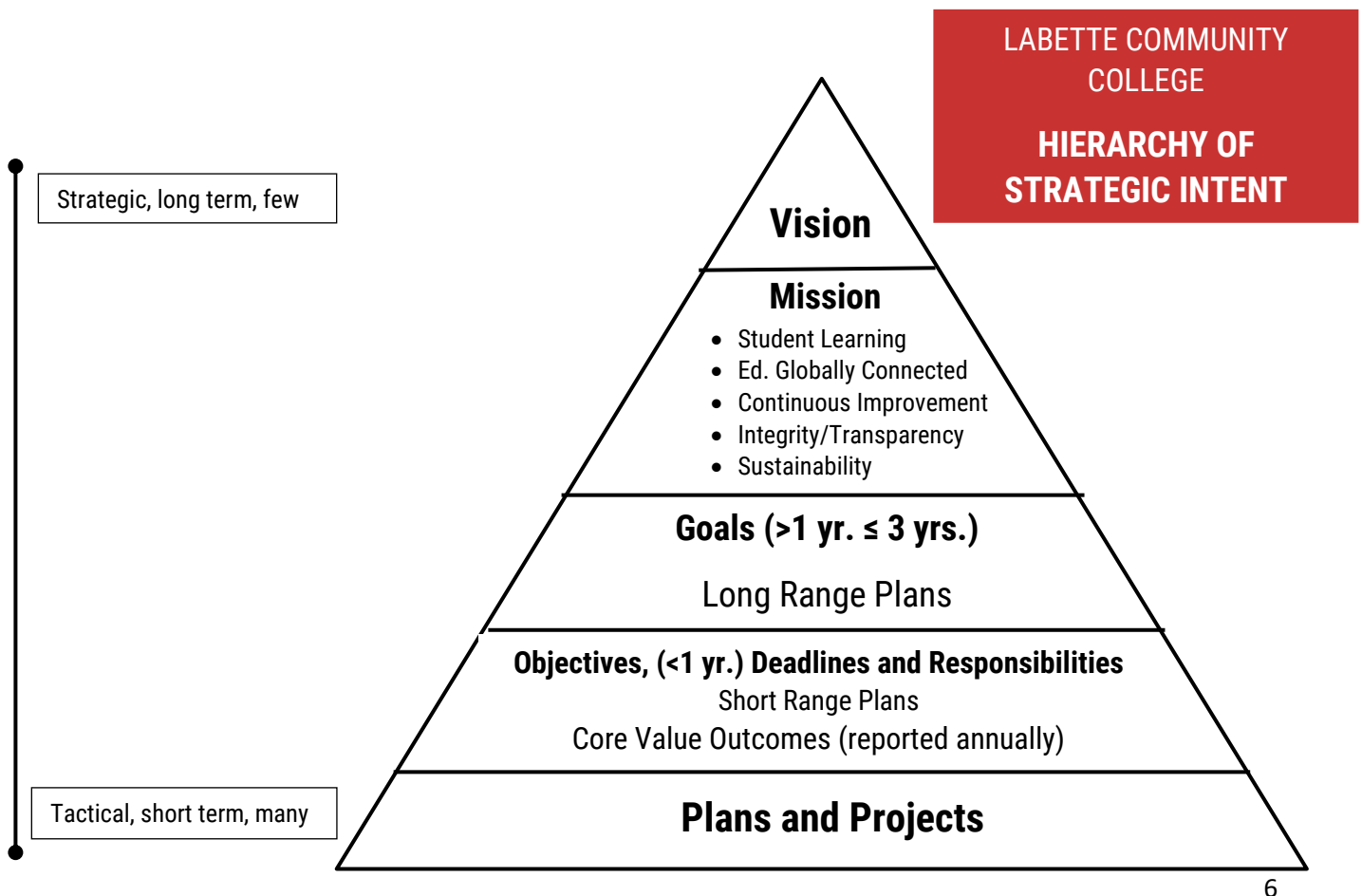
VISION STATEMENT

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

MISSION STATEMENT

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

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



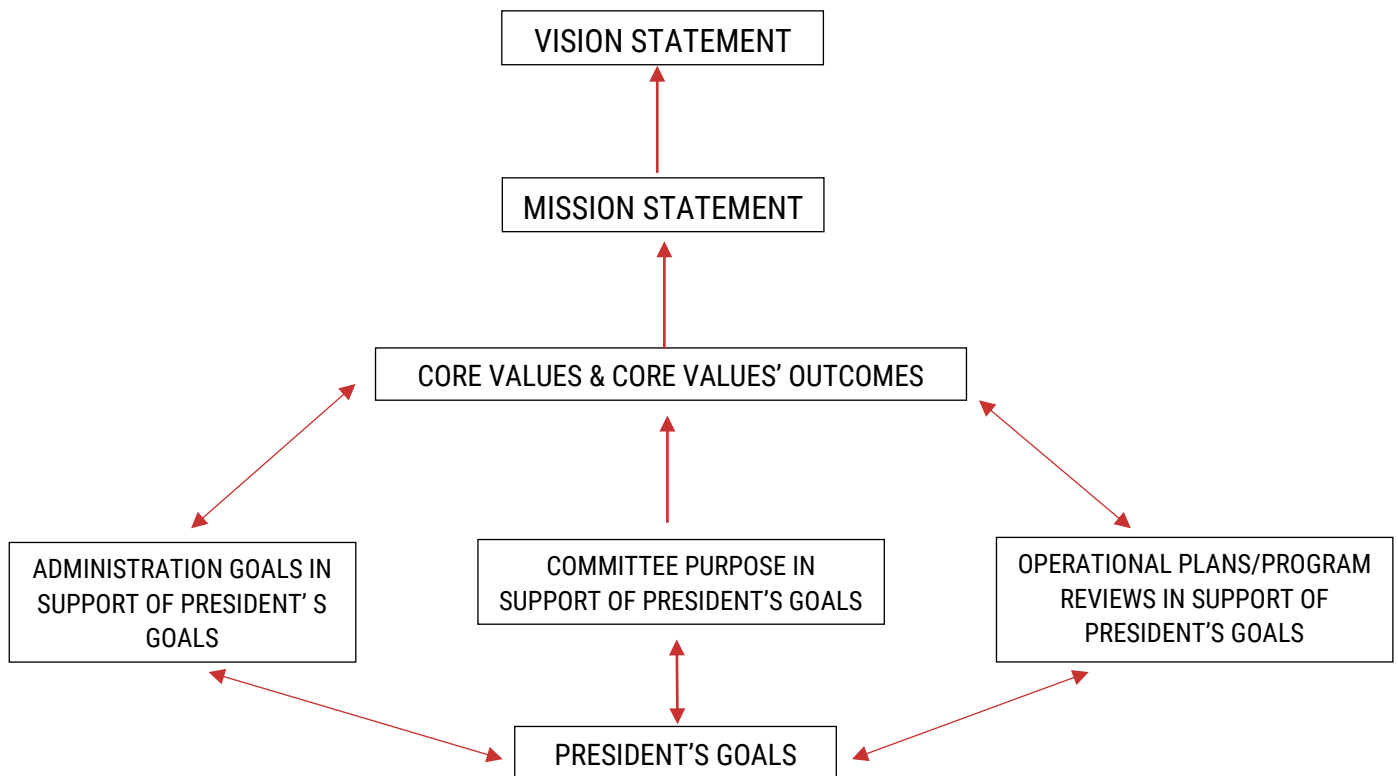


Labette Community College

Strategic Plan

Strategic Planning Process

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



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



Labette Community College

Core Values

As per the 2022 Operational Timeline, the President's Goals for 2022-2023 are listed below. The intent is to link goals to one or more of our five Core Values in the Operational Plans according to the most appropriate Outcome so our work will be linked to our Mission Statement.

Core Value 1:

Student Learning

Core Value 2:

Education for a Globally Connected World

Core Value 3:

Continuous Improvement

Core Value 4:

Integrity and Transparency

Core Value 5:

Sustainability of the Institution

The President's Goals are intended to be completed in 1-3 years of posted date and should support our students and communities.



Labette Community College

Core Value 1

Core Value 1: Student Learning

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

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

1. Explore a new Workforce/CTE programs that will benefit our service area. Examples might include CDL, Railcar Repair, Airframe and Powerplant, Design and Drafting (Auto CAD and Engineering Graphics), or Preventative Maintenance Technician. (As of AY23)
2. Define, and develop co-curricular assessment, and align with LCC’s Core Values. (HLC 4 Yr report, 3E p. 23, 4B p27) (As of AY23)
3. Provide means to improve student support. (As of AY23).

Outcomes

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

Academic Affairs

- Provide students with learning opportunities in areas of academic misconduct such as plagiarism, academic work, and collusion. (AY23)

Finance & Operations

- Support distance learning initiatives (As of FY23)
- Annually review sections of the policy and procedures manual and update as needed keeping in mind the impact on students (As of AY23)
- Ensure that we operate within the parameters of the policy and procedures manual (As of AY20)

- Annual review of the computer usage policy. (As of AY20)

Student Affairs

- Continue to make connections between the core outcomes and student organization efforts. (As of AY20)
- Continue to administer the Student Satisfaction Inventory and make modifications at the college based on the results. (As of AY20)
- Support the SEM Retention Subcommittee's effort to generate early academic alert warnings at 5 weeks, 8 weeks, and 12 weeks. (As of AY23)
- Support Academic Affairs' efforts to change to block scheduling or the 2022-2023 Academic Year.

Public Relations

- Create design images/content in advertising that emulates student learning comes first at LCC. (As of AY20)

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

Academic Affairs

- Research ways to improve student support to enhance nurturing, focused student learning experiences. (AY23)

Finance & Operations

- Upgrade computer labs and laptop carts as needed to keep technology current. (As of AY20)
- Incorporate new software and technology costs, originally paid for by pandemic relief funding into the college budget.
- Support Student Enrollment Management, SEM, efforts in intrusive advising including renovation of the conference room for an advising center (As of FY23)

Student Affairs

- Plan a monthly event for freshmen as a retention effort. (As of AY20)
- Update the Student Lounge with upgraded computers. (As of AY20)
- Support student organizations through student government allocations for their travel.
- Develop a non-credit-bearing companion course for SSS participants enrolled in health science programs with the goal of increasing their retention, pass, and success rates in said programs. (As of AY20)
- Expand the Student Support Services academic advising plan of operation.
- Develop a monthly educational program for students to address mental health concerns. (As of AY2021)

- Create an intrusive advising center on campus. (As of AY23)
- Continue the Advising Roundtables through the SEM Onboarding Subcommittee. (As of AY22)
- Increase the visibility of financial aid staff on campus. (As of AY23)
- Increase communication on the graduation process to incoming freshmen. (As of AY23)

Public Relations

- Promotion of student success stories-through press releases, articles, advertising, and social media. (As of AY20)

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

Academic Affairs

- Create a co-curricular handbook that guides employees on how to assess student learning within the activities of the club (AY23)

Finance & Operations

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

Student Affairs

- Increase students applying for student financial aid. (As of AY20)
- Support the Student Support Services program in assisting with academic needs. (As of AY20)
- Implement additional tutoring modalities such as asynchronous web-based interaction to address the needs of students whose primary mode of attendance is not daytime at the Main Campus. (As of AY20)
- Continue on-site tutoring and mentoring to target area high school freshman and sophomore Talent Search participants. (As of AY20)

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

Academic Affairs

- Develop and evaluate course offerings using technology that allows students to receive synchronous lectures without traveling to the campus (AY23)

Finance & Operations

- Offer training to faculty and staff to get the most from our technology. (As of AY20)
- Support new software and classroom technology. (As of FY23)
- Encourage staff to participate in Jenzabar module training. (As of AY20)
- Support the current or new LMS. (As of FY23)
- Plan for the changing landscape of the Jenzabar Enterprise System and transfer to cloud-based services. (As of FY23)

Student Affairs

- Work to automate more financial aid processes utilizing Jenzabar. (As of AY20)
- Create a video blog geared toward students to post on social media sites pertaining to student academic success. Will focus on academic resources, overcoming hurdles, and hints for success. (As of AY20)
- Explore IT methods to provide distance proctoring services to students testing through RedZone to further enhance services available to LCC online students. (As of AY23)
- Explore IT ways to track Case Management cases and their outcomes through Jenzabar or the development of Access program.

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

Academic Affairs

- Develop a proposal for an academic program of study to enhance the college's program of study offerings specifically in the Career and Technical area that benefits our service area (AY23)

Finance & Operations

- Support the new program review process. (As of AY23).
- Assist with the revamping of operations at the Cherokee Center. (As of AY23)
- Maintain the Agency Funds for the student organizations. (As of AY20)
- IT will continue to support the online environment. (As of AY20)
- Support activities on campus and at the Cherokee Center. (As of AY20)
- Continue to assist with the Athletic Expansion (As of AY21)

Student Affairs

- Increase student life activities/student organizations for all students. (As of AY20)

- Investigate the new Jenzabar Financial Aid module as an option to PowerFAIDS. (As of AY20)
- Develop a procedural outline/flowchart for Case Management Services. (As of AY23)
- Participate in the Student Success Academy process through the Higher Learning Commission to create an initiative to increase student success at Labette Community College. (As of AY22)
- Provide training for faculty and staff to be more proactive in assisting current and potential students on campus per the SEM Retention Subcommittee. (As of AY23).



Labette Community College

Core Value 2

Core Value 2: Education for a Globally Connected World

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

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

1. Increase international student presence. (As of AY21)
2. Increase diversity, equity, and inclusion awareness among employees through annual training or exercises such as Safe Zone Training. (As of AY20)
3. Raise an active social awareness about human and cultural diversity in the world. (HLC 4 Year, 3B, pp. 17-18) (As of AY23)

Outcomes

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

Finance & Operations

- Maintain the financial records for the Carl Perkins grant. (As of AY20)
- Support the Excel in CTE reporting requirements. (As of AY20)
- Continue to meet the deadlines of the Excel in CTE reporting requirements. (As of AY20)
- Assist in the financial evaluation of the new SB155 programs and offerings. (As of AY20)

Student Affairs

- Transition Talent Search grant objectives towards more student involvement in a rigorous curriculum that will open more scholarship opportunities for its participants. (As of AY20)
- Explore training peer and professional tutors in Adult Mental Health First Aid. (As of AY21)

- Connect with area high schools, particularly through programs like JAG to educate youth in the possibilities of attending higher education and the financial aid process to ensure community youth success. (As of AY23)
- Investigate possible opportunities to increase international students on campus. (As of AY23)
- Through the SEM Recruitment Subcommittee, develop connections with the home school community and promote LCC. (As of AY23)

Public Relations

- Engage community service organizations with the speaker's bureau. (As of AY20)
- Promote the mission of the college, both internally and externally, through campus & community events. (As of AY20)

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

Academic Affairs

- Provide faculty with professional development centered around DEI or social awareness (AY23)

Finance & Operations

- Continue to provide support for Diversity Committee activities. (As of AY20)
- Promote Safe Zone and Green Zone training to staff. (As of AY20)

Student Affairs

- Talent Search will conduct additional FAFSA nights. (As of AY20)
- Student Success Center and Talent Search will implement formalized methods of training and developing Peer Tutors. (As of AY20)
- Research through the SEM Recruitment Subcommittee the Native American Tribal benefits and how LCC can assist these potential students. (As of AY23)

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

Finance & Operations

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

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

Student Affairs

- Expand a community service project for all SGA organizations to participate in. (As of AY20)

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

Finance & Operations

- Support the block scheduling initiative. (As of AY23)

Student Affairs

- Develop a companion course for SSS participants enrolled in developmental math courses with the goal of increasing their retention, pass, and success rates in said courses. (As of AY20)
- Expand the TEAS review course. (As of AY20)



Labette Community College

Core Value 3

Core Value 3: Continuous Improvement

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

President: Work to improve internal communication as a foundational element of institutional effectiveness. (As of AY2021)

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

Develop an improved complaint process, i.e. a process to receive, analyze, and respond to complaints. (As of AY2023)

Track students' academic misconduct and pilot learning opportunity modules for students in academic misconduct cases. (HLC 4 Year Report, 2E, p. 13) (As of AY2023)

Begin evidence collection for the HLC team visit in 2025. (As of AY2023)

Review and update the mission, core values, and core value outcomes. (As of AY2023)

Increase the first to second-year retention rates of first-time, full-time college-ready freshmen to 62% based upon KBOR Bridge Performance Agreement AY2020-2022. (HLC 4 Year Report, 4C rationale, pp. 29-30) (As of AY2021)

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

Outcomes

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

Financial & Operations

- Support Academic Affairs in gathering information for assessing student learning outcomes (As of AY21)

Student Affairs

- Continue to administer and utilize the Student Satisfaction Inventory. (As of AY20)
- Continue to track student academic misconduct and create a pilot educational program through the Student Success Center for first-time offenders. (As of AY23)
- Review and update the complaint process for students. (As of AY23)

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

Finance & Operations

- Implement salary increases for all employees when possible. (As of AY20)
- Oversee the hiring process. (As of AY20)

Student Affairs

- Continue to enhance the role of the Case Manager/Advisor position in serving students as well as supporting training. (As of AY20)
- Support efforts to increase recruitment, retention, and completion rates through the work of the Strategic Enrollment Management committees.

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

Finance & Operations

- Conduct professional development/training opportunities for faculty and staff: New Employee Orientation, Title IX, Redzone, Jenzabar, Red Flag, Safety, ALICE, Blood Borne Pathogens, EEO for hiring committees, and Diversity Training. (As of AY20)
- Oversee the faculty professional development accounts. (As of AY20)
- Assist staff and faculty with arrangements for professional development activities. (As of AY20)
- Conduct leadership activities for supervisors. (As of AY20)

Public Relations

- Seek professional development, such as NCMPR or Graphic Design conference. (As of AY20)

Student Affairs

- Seek out a professional development opportunity in the area of enrollment management and retention. (As of AY20)
- Attend a Diversity Conference pertaining to Student Recruitment and Retention. (As of AY21)
- Student Support Services will attend professional development to increase services for SSS participants with disabilities. (As of AY20)
- Provide professional development for intrusive advising staff. (As of AY23)
- Provide access to Virtual and in-person training for financial aid staff. (As of AY23)

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

Academic Affairs

- Work with administration in reviewing and improving upon the complaint process for the institution (AY23)

Finance & Operations

- Have strong financial policies and procedures in place. (As of AY20)
- Thoroughly review all expenditures. (As of AY20)
- The Human Resources office will support and maintain human capital resources for staff, including transfer, resignation, or retirement. (As of AY20)
- Perform deferred maintenance to buildings to prevent a backlog of deferred maintenance issues. (As of AY20)
- Renovate the Student Success Center restrooms. (As of AY23)
- Continue to review and improve IT security. (As of AY20)
- Assist in the completion of the athletic complex construction and move in. (As of AY23)
- Hire an additional custodian to clean the additional space in the athletic complex once completed.
- Assist in facilities needs for athletics.
- Repaint the gym floor.

Student Affairs

- Complete construction of enhanced athletic facilities. (As of AY20)
- Build restrooms and storage space at off-campus fields for basic equipment. (As of AY20)

- Resurface Baseball and Softball fields. Replace old irrigation issues. (As of AY20)
- Replace scoreboards at baseball and softball fields. (As of AY20)
- Purchase side basketball goals and a new volleyball net for the gymnasium. (As of AY20)
- Hire a maintenance staff member dedicated to the new Athletic Department facilities once built. (As of AY20)



Labette Community College

Core Value 4

Core Value 4: Integrity and Transparency

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

President: Improve program outcomes' data integrity to inform both internal and external constituents about the effectiveness of our programs. (As of AY20)

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

Outcomes

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

Academic Affairs

- Review, plan, and redevelop tracking and assessment of outcomes for courses and programs with the ability to disaggregate the data by modality and location. (AY24)

Finance & Operations

- Provide reports as needed for decision-making. (As of AY20)
- Provide reports to the Kansas Board of Regents and Kansas Association of Community College Trustees as needed. (As of AY20)
- Continue accessibility training. (As of AY23)
- Update transparency data on the LCC website. (As of AY23)

Public Relations

- Update tracking system of Public Relations requests. (As of AY20)
- Update style manual (As of AY20)

Student Affairs

- Support the HLC and KBOR reporting efforts. (As of AY20)
- Admissions will work to more effectively use Jenzebar's "funnel" feature to track students from prospect to enrollment. (As of AY20)
- SSS will implement a comprehensive recruiting strategy to focus on eligible students who are first-time college students. (As of AY20)

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

Finance & Operations

- Participate in an annual financial audit. (As of AY20)
- Respond to requests for information under the Kansas Open Records Act. (As of AY20)
- Adhere to the LCC purchasing policy. (As of AY20)

Public Relations

- Create/update fact cards, and other forms of marketing materials that show transparency in funding. (As of AY20)

Student Affairs

- Investigate grant opportunities to enhance student services. (As of AY20)

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

Finance & Operations

- Continue to provide financial information for FACTS cards. (As of AY23)

Foundation

- Seek in-kind gifts for Health Science programs (As of AY20)
- Reintroduce the LCC Athletic Hall of Fame Induction in cooperation with the Athletic Department (As of AY23)
- Work to ensure proper donor recognition takes place as construction on the Athletic and Wellness Center progresses (As of AY20)

Public Relations

- Add social media platforms if applicable. (As of AY20)
- Target marketing and advertising for new programs at the Workforce Training Center. (As of AY20)
- Redesign of brochures. (As of AY20)

- Redesign of viewbooks. (As of AY20)
- Increase enrollment advertising via social media platforms. (As of AY20)

Student Affairs

- Continue to promote the college image through local civic organizations, in the media, and through other efforts. (As of AY20)

4D. Strengthen internal communication practices.

Academic Affairs

- Provide professional development and best practices around coursework design to meet the needs of students. (AY2023)

Finance & Operations

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

Student Affairs

- Develop a comprehensive calendar for all student organizations' activities. (As of AY20)
- Implement an internal messaging system in Financial Aid. (As of AY21)
- As part of the SEM Retention Subcommittee, increase social interaction events for students and staff. (As of AY23)
- Support SEM Retention Subcommittee efforts to upgrade RedZone and possibly add a mobile app for students and staff. (As of AY22)



Labette Community College

Core Value 5

Core Value 5: Sustainability of the Institution

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

President: Complete athletic and academic new construction by summer 2022. (As of AY2023)

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

Identify areas for deferred maintenance needs, such as rest rooms, and make plans to prioritize and complete these projects. (As of AY19)

Increase the number of alumni events. (As of AY2021)

Build the alumni database to include student information which might be helpful for future planning. (As of AY2021)

Enroll total credit hours for the end of semesters, Summer 2022 (2,500), Fall 2022 (13,700), and Spring 2023 (12,000): Total 28,200. (As of AY23)

Enroll total credit hours for Cherokee Center end of semesters, Fall 2022 (500), and Spring 2023 (400): Total 900. (As of AY23) \

Outcomes

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

Academic Affairs

- Provide a course schedule that allows flexibility yet is fiscally responsible to support increased enrollment. (AY23)
- Evaluate course trends at the Cherokee location to establish data-driven course offerings that meet the need for that area to increase enrollment growth. (AY23)

Finance & Operations

- Support the enrollment management process. (As of AY20)

Student Affairs

- Continue implementation of the formal Enrollment Management Plan. (As of AY20)
- Increase enrollment through new programs, enhanced recruitment efforts, and new partnerships. (As of AY20)
- Increase the number of students earning degrees and certificates. (As of AY20)
- As a part of the SEM Completion Subcommittee, promote a change in the process where students would have to opt out of graduation rather than opt-in. (As of AY22)

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

Finance & Operations

- Assist the Foundation as needed with the Auction and other scholarship opportunities. (As of AY20)

Foundation

- Research other Kansas Community College Alumni Associations to make a plan to improve LCC's alumni engagement (As of AY21)
- Successfully conclude Capital Campaign (As of AY21)
- Increase the number of alumni events. (As of AY21)
- Build the alumni database to include student information which might be helpful for future planning. (As of AY21)

Public Relations

- Promote Annual Scholarship Auction. (As of AY20)
- Acquire donations, decorations, and event planning for scholarship auction. (As of AY20)

Student Affairs

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

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

Finance & Operations

- Continue to host the holiday luncheon. (As of AY20)
- Review employee benefits. (As of AY23)

Student Affairs

- Continue implementing the International Student Recruitment Proposal to increase the number of international students at the college. (As of AY20)
- Investigate opportunities to share the cost of student life programming opportunities with other colleges in the area. (As of AY20)
- Investigate new software for the college catalog that is easier to use and provides more formatting options. (As of AY20)
- Identify, recruit, and retain processional tutors in the areas of health science and math. (As of AY20)



Labette Community College

Core Values

Institutional Effectiveness by Core Values FY2022

Core Value Level of Achievement

- | | |
|---|--------------|
| 1. Student Learning
Labette Community College makes every effort to provide collegial programs and services by providing a caring and qualified faculty/staff to assist all students and community members in attaining the foundational skills and knowledge essential for success in work and in life, in a supportive and accountable environment. | 82.6% |
| 2. Education for a Globally Connected World
Labette Community College promotes diversity in our communities and our world by valuing the dignity, worth, and potential of all persons; by using diverse delivery methods and evolving technology; and by improving the communities we serve through civic engagement opportunities. | 83.3% |
| 3. Continuous Improvement
Labette Community College strives for continual institutional improvement through strategic planning, program and department reviews, outcome assessments, professional development, performance agreements, policy and procedure updates, and campus environment enhancement. | 87.4% |
| 4. Integrity and Transparency
Labette Community College operates in an environment of integrity and transparency through honest ethical practices, open communication, and accountability, for transactions with all constituencies. | 88.2% |
| 5. Sustainability of the Institution
Labette Community College encourages innovation and personal growth, maintains financial accountability, supports student retention and success, and plans strategically for the future while adhering to state, federal, and governing agency guidelines. | 93% |



Labette Community College

Core Values

LCC faculty, staff, and administration have attempted to demonstrate how well we have satisfied our five Core Values during the 2022-2023 Academic Year.

Data Generation

Data generated to measure how well we satisfied our Core Values derived from our Operational Plans. In the example below (Core Value 1, Outcome 1B, Objective 1), The Financial Aid Department will continue to improve customer service skills in the Financial Aid Office to present ourselves to students as an inviting, friendly, and caring staff. Once the academic year was completed, a rating was determined by the office staff responsible for the objective. In this case, the office personnel assigned a four out of a possible four to the Satisfactory level of objective completion.

Core Value 1: Student Learning

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

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

Objective 1	Continue to improve customer service skills in the financial aid office to present ourselves to students as inviting, friendly, and caring staff.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Continuous, every year			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4 out of 4		
	Rating Rationale:	The staff needs to alleviate fear and stress in students around talking to the financial aid office, which, nationally is a point of stress in college students.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4 out of 4		
	Satisfactory Level Rationale:	They continue to be friendly and help students and parents understand financial aid.		



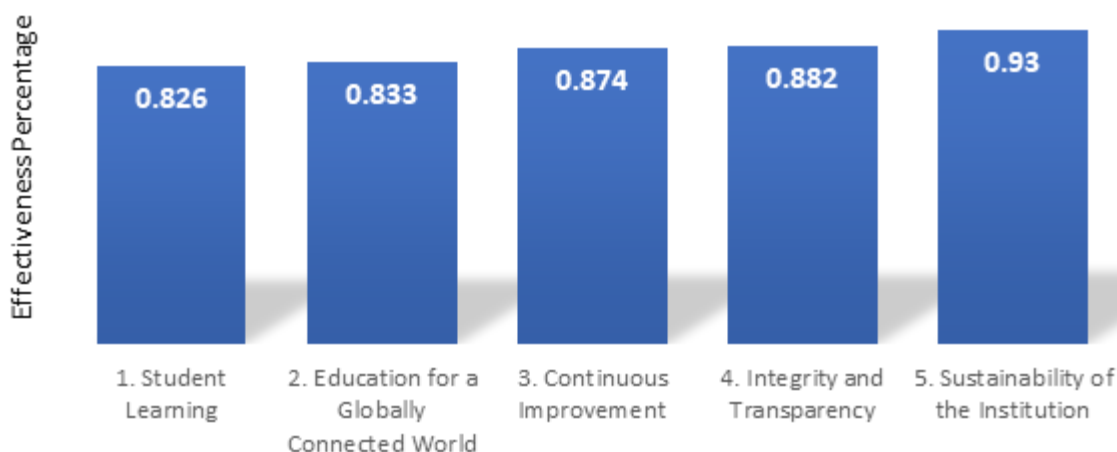
Labette Community College

Core Values

Data Collection

These numbers are collected from the five areas of the college (Student Affairs, Finance & Operations, Academic Affairs, Foundation/Alumni, and Public Relations) and aggregated by Core Value. In the previous example of the Financial Aid Objective, the chart below includes the 4 out of 4 scores as part of the Core Value 1 aggregate for an overall level of satisfaction of 82.6%.

Core Value Level of Achievement FY2023



Operational Plans are reviewed by members of the President's Council three times during the course of the year. Operational Plans are built, then reviewed midyear, and finally evaluated at the end of the academic year. Objectives which were partially completed are either carried over to the next academic year's plans or discontinued depending on the situation. All results are reviewed to determine what can be done to improve.

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



Labette Community College

Timeline for Operational Plans

July~

1. All administrative areas other than Academic Affairs (which was done in May) will:
 - Update the FY2023 plans, including additional carryover plans from FY2022.
 - Complete the FY2022 Operational Plan reports (add results, comments, Satisfactory Level of Objective Completion (4-0) and Rationale, and change estimated costs to actual costs if possible) and submit to the Assistant to the President for Fiscal Year 2022 Annual Report.
2. President develops President's Goals for FY2024.
 - Before the development of the President's Goals, review the data from the following reports to identify areas of weakness upon which to improve.
 - President's Goals currently enforce
 - Completed Operational Plans
 - Vice Presidents' input
 - Performance Agreement results
 - Strategic Plan's areas of weakness (low scores)
 - HLC accreditation recommendations
 - Keep KBOR demands in mind
 - Consider Perkins goals
 - Consider Diversity, Equity, and Inclusion (KBOR)

August~

1. President's Council (If there is not enough time for Council to review, include Cabinet) reviews, modifies, and approves carry-over report containing a list of items not completed in FY2022 to be completed in FY2023, then send to all LCC. This should be sent to all LCC only after the BOT budget work sessions in July.
2. Before in-service, which is scheduled for the week of August 15-19, the President's Council reviews and recommends any changes to the Academic Affairs FY2024 and FY2025 Operational Plans.
3. Student Affairs, Finance and Operations, Foundation, and Public Relations will use the Academic Affairs FY2024 and FY2025 Operational Plans to:

- Update or revise the first four areas of their Operational Plans for FY2024 and FY2025 (Objectives, Estimated Cost, Expected Completion Date, and Relevance to Outcome rating and rationale)
 - Share their reports with the other administrative areas
 - Submit to the President's Office by November 15 for the Assistant to combine into one document.
4. President's Office prepares the FY2022 Annual Report for the September BOT meeting. The Annual Report consists of:
 - Administrative Goals document (Goals from President, Academic Affairs (DOI, CTE, Library, ABE, Workforce) Student Affairs, Finance Operations, Foundation/Alumni, and Public Relations.)
 - Timeline
 - Organizational charts (HR)
 - Highlights
 - Student satisfaction inventory
 - Completed Operational Plans FY2022
 - Student Organization Annual Report
 - Program reviews (list of completed program reviews FY2022)
 - KBOR Performance Agreement
 - Committee Support of Core Values
 5. The President's Office sends the FY2024 President's Goals to the Administration. This will enable a connection between the President's Goals, Administration's Goals, and Operational Plans. Any Administrative Goals (which will be included in Operational Plans as objectives) will become part of the normal OP development process.
-

September~

1. Board of Trustees reviews Annual Report for FY2022.
 2. Following their review, the President's Office emails the Annual Report to IT to create an Annual Report PDF which is then posted on the website.
 3. Once posted to the website, the President's Office will send out a campus-wide email to announce the posting of the Annual Report.
 4. Establish FY2023 Administrative Goals based upon Presidents' FY2023 newly created Goals.
-

October~

1. Board of Trustees reviews Report of Student Learning.
2. The Strategic Operations Advisory Committee will review the completed FY2022 Annual Report, and FY2023 President/Administrative Goals, and review the FY2022 Report of Student Learning.

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

November~

1. Student Affairs, Finance and Operations, Foundation, and Public Relations will submit FY2023 and FY2024 Operational Plans to the President's Office and will share them with the other administrative areas.
-

December~

1. Mid-year update report of FY2023 Operational Plans by all departments is due to the Executive to the President.
 2. The President's Office integrates FY2024 and FY2025 Operational Plans from all areas into one plan.
 3. DOI begins evaluating Student Learning Outcomes' and Program Outcomes' results for the Fall 2022 semester in preparation for sharing with faculty at the February Faculty/Staff meeting. Academic Affairs Assistant obtains the data from Tracie Moon.
-

January~

1. President's Council will begin to review the FY2024 and FY2025 Operational Plans from all administrative areas.
-

February~

1. President's Council will complete its review of the FY2024 and FY2025 Operational Plans from all administrative areas and approve the FY2023 Operational Plans.
-

March~

1. The Strategic Planning Committee will complete the review of FY2024 and review FY2025 Operational Plans (Objectives, Estimated Cost, Expected Completion Date, Objective Relevance to Outcome Rating and Rationale) from all areas.
2. The President's Council will review the current Operational Plan. Any changes will be applied to the FY2024 Operational Plans.
3. The President's Office sends the President's Goals to all LCC.

May~

1. Academic Affairs departments will:
 - Complete the FY2023 Operational Plan report (add a Satisfactory level of objective completion and Rationale, and change estimated costs to actual costs if possible) and submit it to the President's Assistant.
 - President's Office will combine all Academic Affairs FY2023 Operational Plans.
 - President's Office will complete the Academic Affairs FY2023 Carryover Report and insert it into the FY2024 Academic Affairs Operational Plans after review by the VP and DOI.
 - Update the first four areas of the Operational Plans for FY2024 and write the FY2025 (Objectives, Estimated Cost, Expected Completion Date, and Objective Relevance to Outcome Rating and Rationale) and submit to the President's Assistant. Be sure to use the Goals from the President, VP's, and Dean for guidance. (The FY2024 plans go into effect July 2023 while faculty members aren't under contract, so FY2025 is considered here as being 2 years out).
 - Faculty will complete the Highlights FY2023 list on WIKI.
 2. Committee Chairs submit Committee Support of Core Values FY2023 to VPAA.
-

June~

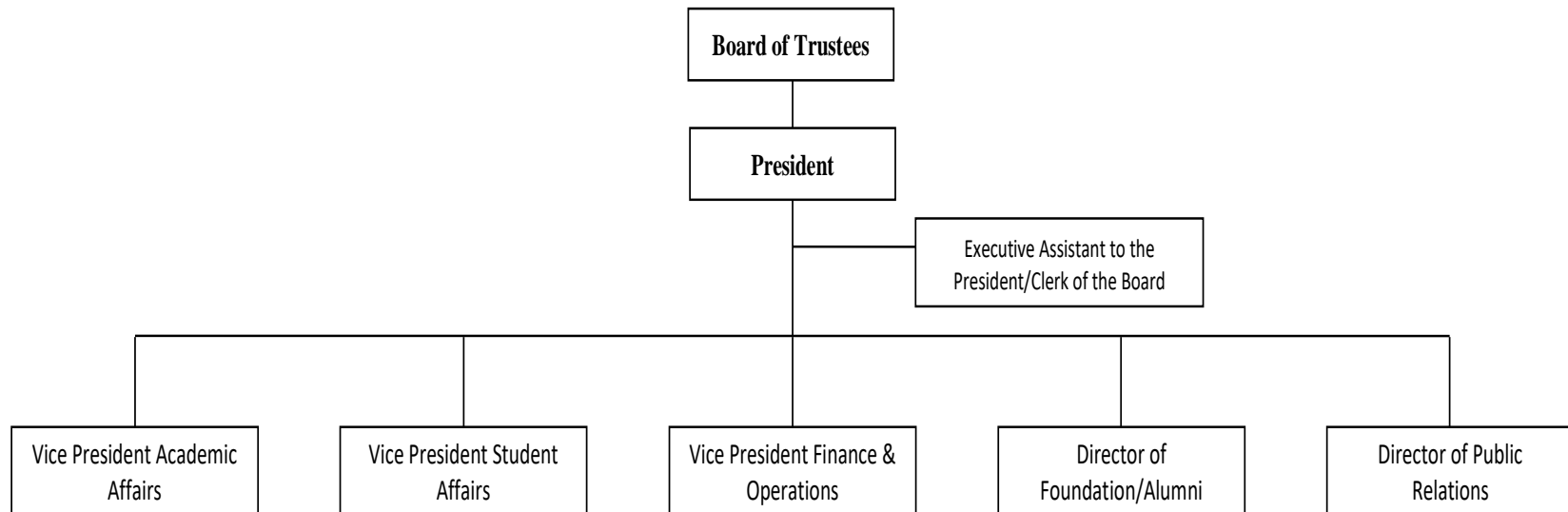
1. All administrative areas other than Academic Affairs (completed in May) will:
 - Complete the FY2023 Operational Plan reports (add a Satisfactory level of objective completion and Rationale, and change estimated costs to actual costs if possible) and submit them to the President's Office to prepare for the annual report.
 - Review and approve the FY2023 WIKI Highlights list and submit it to the President's Office to prepare for the annual report.
2. VPAA will submit the Committee Support of Core Values to prepare for the annual report.
3. VPSA will submit the Student Organization Annual Report to prepare for the annual report.
4. HR will submit the organizational chart to the President's Office to prepare for the annual report.
5. DOI begins evaluating Student Learning Outcomes' and Program Outcomes' results in preparation for sharing with Faculty at Fall In-service.



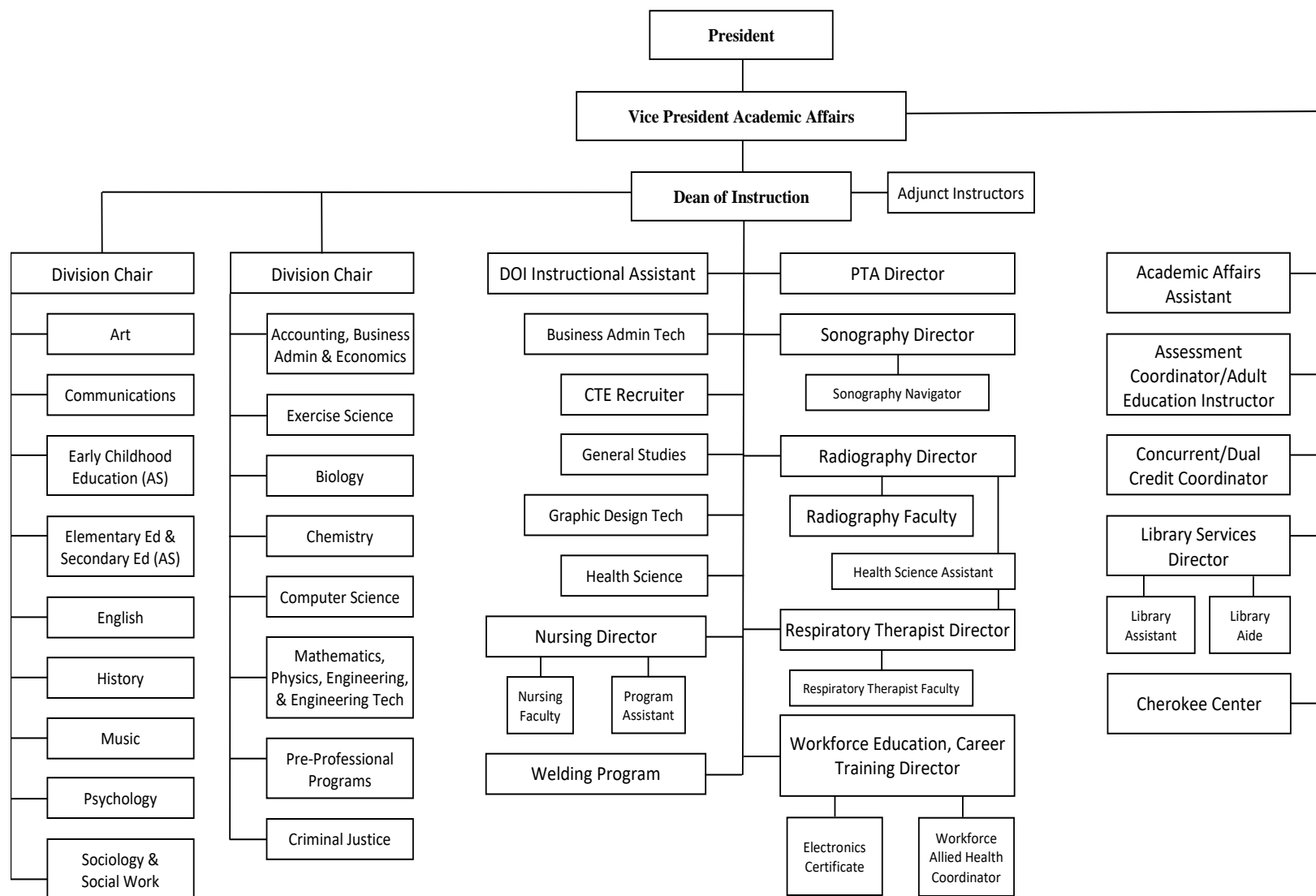
Labette Community College

Organizational Charts

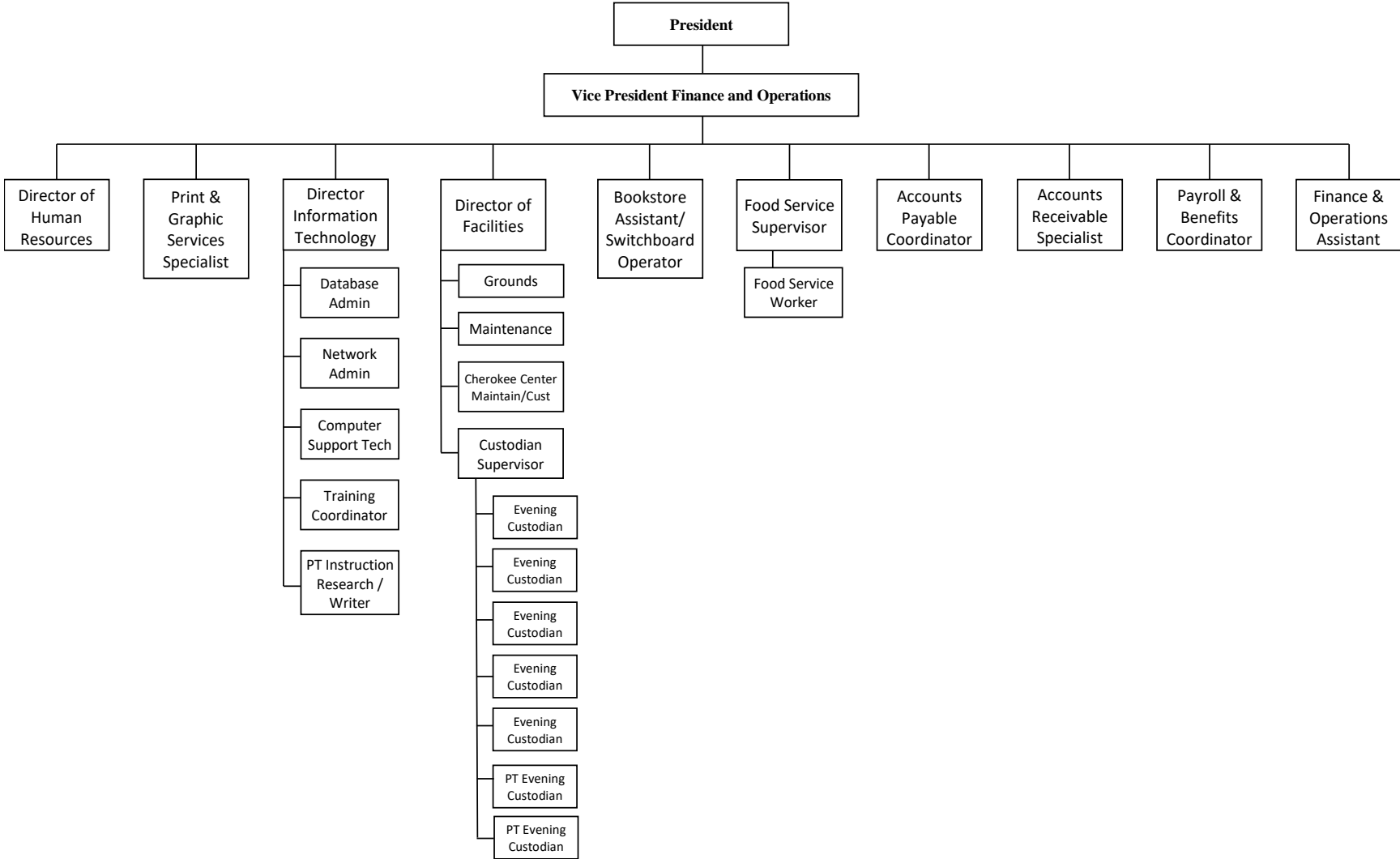
Organizational Chart: Office of the President FY23



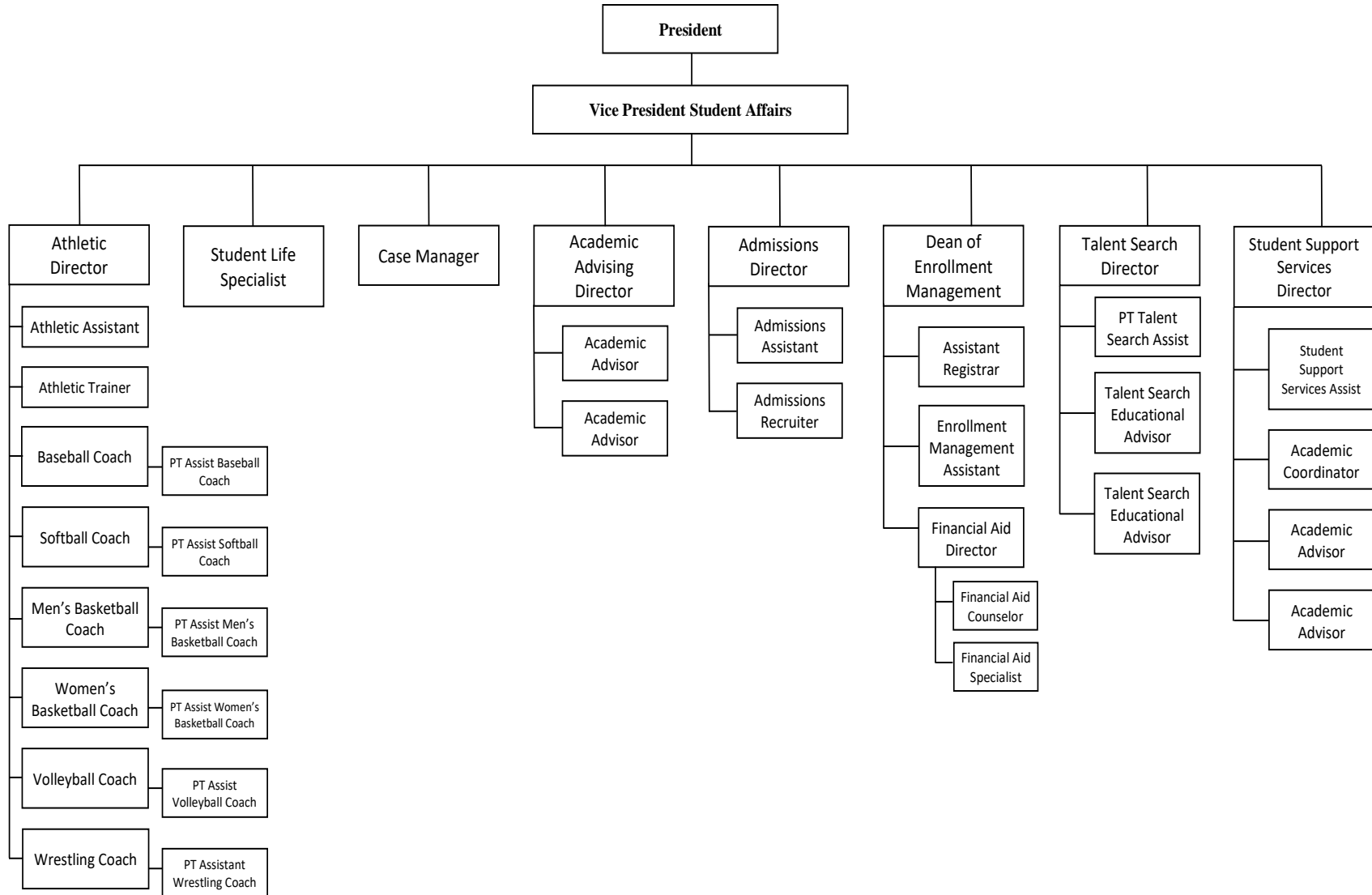
Organizational Chart: Academic Affairs FY23



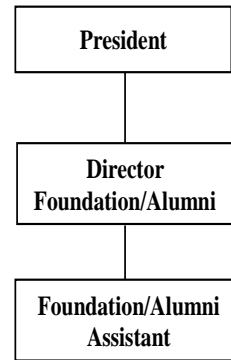
Organizational Chart: Finance and Operations FY23



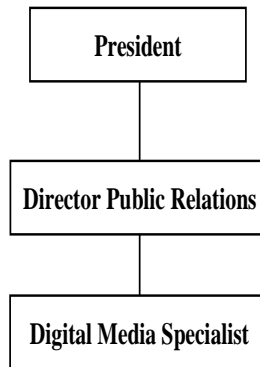
Organizational Chart: Student Affairs FY23



Organizational Chart: Division of Foundation/Alumni FY23



Organizational Chart: Division of Public Relations FY23





Labette Community College

Highlights

Core Value 1: Student Learning:

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

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

ACADEMIC AFFAIRS

Library

- Scotty made a presentation at the August Board of Trustees' meeting about the Library, its services, and his views on the future of libraries in higher education.
- Scotty spoke at the in-service about using the Library for student displays, giving help to design Library-related assignments for courses, and inviting ALL the employees to use the Library, not just the faculty and students.
- Scotty spoke with the Student Life Director about using the Library for organizations' meetings and other campus activities.

Radiography

- Gale Brown gave a presentation at the September Board of Trustees's meeting on the Radiography Program.

FINANCIAL AFFAIRS

- Advising Center Renovations

FOUNDATION & ALUMNI

- Served on the LCC Gallery Committee
- Volunteered at LCC Kids Fall Fest
- Assisted Diversity Committee with Black History Month Activities
- Chaired the Pink Out Cancer Awareness Activities for Volleyball and Basketball games with proceeds donated to LB County Relay of Life
- Facilitated special naming opportunities and donor recognition in the new Athletic Complex
- Helped implement the Campus Aesthetics Committee. This new committee provides valuable input to the President's Council about maintaining the beauty of both structures and grounds on campus.
- Assisted with enrollment days
- Assisted Admissions with on-campus Cardinal Experience days
- Executive Director served as Co-Advisor of Spirit Squad and recruited students to come to LCC and cheer
- Help with student-centered events by working with admissions and student life
- Led many individual and small group campus tours
- Held the Distinguished Alumni award Luncheon
- Held the Van Meter award Luncheon
- Held the Cardinal Citation Award Reception
- Executive Director and Assistant were instrumental in the first annual "Cardinal Madness" event
- Held a 100-year celebration logo contest and provided a \$500 prize to the winner
- Served on the LCC Holiday Luncheon Committee

PUBLIC RELATIONS

- Public Relations (PR) along with the help of KODE-TV produced 2 generic, radiography, and welding video commercials used for digital media and television advertising.
- Public Relations created print advertisements with the message "Where it is all about You", Take on-campus or online classes, earn a degree, or become career-ready, and a 4-day class schedule
- Created thirty-second Generic, Spring, and Summer enrollment radio ads.
- PR Director organized the National Wrestling send-off.

STUDENT AFFAIRS

Admissions

- The Admissions Director collaborated with the Advising Director to execute multiple Cardinal Enrollment Days and two sport-specific enrollment days. Collaboration also led to Admissions serving as the lead on New Student Orientation with Advising having leadership responsibilities for Enrollment Days.

Advising

- Advising Center hosted 5 Advising Workshops for both general and content area advisors.

Financial Aid

- Participated in financial aid nights at local high schools.
- Spoke at various orientation days across campus.

Registration/Enrollment Management

- The Registrar's Office hosted a Graduate Night for May 2023 graduates. This event helped students Apply for Graduation and order their Caps and Gowns.

Student Life

- Provided opportunities for students to connect and participate in clubs and organizations to promote networking and leadership.
- Phi Theta Kappa
 - Top 100 Chapter 2021-2022 (International Phi Theta Kappa)
Honors in Action Hallmark Award 2021-2022
(International Phi Theta Kappa)
 - Most Outstanding Chapter, 2nd Place 2022-2023 (Heartland Region Phi Theta Kappa)
 - Honors in Action Hallmark Award 2022-2023 (Heartland Region Phi Theta Kappa)
 - College Project Hallmark 3rd Place (Heartland Region Phi Theta Kappa)

- Service Hallmark Award 4th Place 2022-2023 (Heartland Region Phi Theta Kappa)
- Yearbook Award 2nd Place 2022-2023 (Heartland Region Phi Theta Kappa)
- REACH Reward Winner 2022-2023 (International Phi Theta Kappa)
- Five Star Chapter Award 2022-2023 (International Phi Theta Kappa)
- Harrison Hall and Abegail Wilson; All- Kansas Academic Team (Phi Theta Kappa and Kansas Association of Community College Trustees)
- Haley Farran; Distinguished Chapter Officer Award Winner (Heartland Region of Phi Theta Kappa)
- Abigail Vincent; Distinguished Chapter Officer Award-Honorable Mention (Heartland Region of Phi Theta Kappa)
- Haley Farran, Taylore Hudgins, Baylee Montee, Abigail Vincent; Distinguished Chapter Officer Team Award Winner (Heartland Region of Phi Theta Kappa)
- Brooklyn Tinker; Distinguished Chapter Member Award Winner (Heartland Region of Phi Theta Kappa)
- Ashley Horton; Distinguished Alumni Award Winner (Heartland Region of Phi Theta Kappa)
- Abegail Wilson; Achievement in Literature Award (Research)- 4th Place (Heartland Region of Phi Theta Kappa)
- Mariah Curley; Achievement in Literature Award (Creative)- 4th Place (Heartland Region of Phi Theta Kappa)
- Heather Boss; Achievement in Literature Award (Creative)- 5th Place (Heartland Region of Phi Theta Kappa)
- Copenhagen Browning; Competitive Edge, Research Edge (Heartland Region of Phi Theta Kappa)
- Haley Farran; Competitive Edge, Employment Edge, Healthcare Edge, Research Edge, Transfer Edge (Heartland Region of Phi Theta Kappa)
- Abegail Vincent; Competitive Edge, Employment Edge, Healthcare Edge, Research Edge, Transfer Edge (Heartland Region of Phi Theta Kappa)
- Abegail Wilson; Competitive Edge, Employment Edge, Research Edge, Transfer Edge (Heartland Region of Phi Theta Kappa)

- Brooklyn Tinker; Competitive Edge (Heartland Region of Phi Theta Kappa)
- Taylore Hudgins; Competitive Edge, Employment Edge, Research Edge, Transfer Edge (Heartland Region of Phi Theta Kappa)
- Jesus Medina; Employment Edge, Healthcare Edge, Research Edge, Transfer Edge (Heartland Region of Phi Theta Kappa)
- Jillian Teel; Compleitive Edge, Employment Edge (Heartland Region of Phi Theta Kappa)
- Brooklyn Tinker; Reginal Vice President of Fellowship Edge (Heartland Region of Phi Theta Kappa)
- Haley Farran; Regional President Edge (Heartland Region of Phi Theta Kappa)
- FBLA Collegiate
 - Taylore Hudgins; Impromptu Speaking 1st place (National FBLA)
 - Braden Hale; Information Management 2nd Place, Microeconomics 3rd place (Kansas FBLA)
 - Taylore Hudgins; 1st place State of Chapter Presentation (Kansas FBLA)
 - Makenzie Martin; Administrative Support Technology 2nd Place, “Who’s Who in Kansas FBLA” (Kansas FBLA)
 - Kameron White; “Who’s Who in Kansas FBLA” (Kansas FBLA)
- Radiography Club
 - Nautica Hart; Odontoid View Image Competition 2nd place (KSRT Annual State Convention)
 - Kelsey Stringer, Clayton Romans, Kimberly Lewis; Ray Bowl Team 1st place (KSRT Annual State Convention)
- Student Government
 - Top 20 Cardinals - Haley Farran, Mackenzie Martin, Abegail Wilson Henrietta Wyland Hayley Bonython
 - Cardinal Leadership Award - Harrison Hall

Student Success Center

- The Academic Coordinator hired and trained a cohort of 6 peer and professional tutors to offer a robust set of academic support on the Main Campus, at the Cherokee Center, and through virtual meetings in Zoom.

- The SSC hosted athletics study halls for various teams, providing space, tutoring resources, and supervision for team members to focus on academics.

Student Support Services

- Hosted a Lunch & Learn workshop for participants planning to apply to a Health Science program at LCC covering successful preparation for the TEAS test and the applications themselves.

Talent Search

- 100% of TRIO Talent Search recruiting was completed by Feb 1, 2023, meeting all grant-required goals.

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

ACADEMIC AFFAIRS

Biology

- Archana Lal used a new active learning exercise, "COVID-19 Tests" in her Microbiology labs. Students learned about RT-PCR, Antigen, and Antibody tests.

FINANCIAL AFFAIRS

- Completed Blue Tower Installation to enhance Campus Safety
- Began JFA, Jenzabar Financial Aid, Implementation
- Continued construction on the Athletic Expansion Project

FOUNDATION & ALUMNI

- The Foundation Scholarship selection and award process provided \$116,334 in scholarships to LCC students.
- Executive Director served as Spirit Squad coach, very connected with students and active in their academic success
- Supervised Workstudy who learned valuable office skills and had several networking opportunities
- Served on the committee for the Wrestling Nationals Send-off assembly.
- Was guest speaker in LCC Public Relations class sharing insights and advice for Communication students.

PUBLIC RELATIONS

- Public Relations wrote and published news articles in print and digital consisting of: President and Deans Honor Roll, Phi Theta Kappa Achievements, PBL, Student Achievement Awards Ceremony, Honor Society Induction, All-Kansas Academic Team Selections, Latzer Art Award – Fall & Spring, LCC Receives Ambulance; Psychology Symposium.
- PR Director, Janice Reese, spoke about the Public Relations position job and responsibilities to Professor Tonya Neises's Public Relations Class.

- PR Director reviewed/edited PR students' news releases/advertisement projects and sent them to news media if needed.
- PR organized participation in the Veterans Day Parade
- PR organized decorating float & students participating in the Christmas parade- Won Best Theme Float Award
- PR helped the LCC Foundation & Alumni decorate a tree for the Stella Wells Auction
- PR Director, Janice Reese, represented LCC at the Stella Wells Auction

STUDENT AFFAIRS

Admissions

- Admissions employed Student Ambassadors who assisted the department with campus tours, enrollment events, and visit days (8th Grade Days, Junior Days, Senior Days, etc.). Labette Admissions also hosted a College Planning Conference with 30+ institutions of higher learning and over 400 prospective students in attendance.

Advising

- Recognized students on both Dean's and President's Honor Roll for the Fall Semester. We plan to continue this each semester.
- Advising Center staff has worked to advise students, advisors, and coaching staff of student grades at the 4, 8, and 12-week mark each semester.

Athletics

- 24 Student athletes received athletic honors within the conference, region, and nationally for the 2022-2023 athletic season.
- Women's Basketball ranked nationally in the top 5 in the country all season.
- 45 Student-athletes received National and Conference Honors for Academics with a 3.5 GPA or higher.
- 11 student-athletes maintained a 4.00 GPA this year.
- The entire Athletic Department maintained a 2.74 GPA for the 2022-2023

Registration/Enrollment Management

- Hosted an Advising Round Table, to help advisors understand the graduation process to help students get to graduation.

Student Success Center

- Peer and professional tutors provided one-on-one and small-group academic support services in general education courses and specialty health science programs.
- The SSC provided open computer lab space and free printing for students and community members.
- Several LCC athletic teams held study halls for student-athletes with tutoring support and supervision provided by the SSC.

Student Support Services

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

Talent Search

- Partnered with LCC Admissions department by bringing in Motivational Speaker Kendal Gammon to present to TRIO and LCC students.
- Assisted TRIO students who declared LCC as their school of choice, through the Admissions, Financial Aid, and Student Success process by scheduling and attending 1:1 meetings with students.

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

ACADEMIC AFFAIRS

Business Administrative Technology

- Lori Ford's office was moved to the M306 classroom and became an office/lab. This provided an extra workstation for students to come in during lab hours and work with teacher assistance nearby. It also provided a place for an office intern to complete some on-ground training.

Library

- Phylis completed the annual interlibrary loan statistics and survey for the State Library.
- Phylis completed the Materials Delivery Grant request from the Southeast Kansas Library System for \$3,258 for our work with interlibrary loan.

FINANCIAL AFFAIRS

- Replaced Bookstore software with Square
- Replaced the grill and dishwasher in the Café

PUBLIC RELATIONS

- Public Relations set up a radio station tour and recording opportunity for the Public Relations Class at KLKC Radio.
- Reviewed/Edited PR student class media projects and sent them to newspapers for publishing.

STUDENT AFFAIRS

Admissions

- Admissions recruited students with various learning needs through attendance at College Fairs, Job Fairs, Individual High School Visits, Middle School Visits, and College Planning Conferences.

Student Success Center

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

Student Support Services

- SSS Academic Advisors provided ongoing support through the RedZone for project participants, focusing on academic progress, planning, support and financial aid, and economic literacy.
- SSS Academic Advisor for health science students provided specialized instruction to project participants taking the T.E.A.S. for admission to a health science program at LCC, resulting in higher numbers of SSS participants being admitted to these programs compared to the previous five-year numbers
- Continued to focus on degree completion as a primary driver of academic intervention and support for general education students leading to 40 project participants earning 49 degrees and certificates in FY23.

Talent Search

- Built upon the expansion of tutoring services to be fully online, with an in-person option if requested. Closely worked with school officials to identify which TRIO students were better to be tutored online.

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

ACADEMIC AFFAIRS

Computer Science

- Added a lesson in COMP 110 and COMP 120 on using Google Calendar to create recurring appointments and share calendars with others.

Library

- Phylis completed the annual interlibrary loan statistics and survey for the State Library.

Radiography

- The Radiography faculty created two new quality control lab projects focusing on subject contrast and radiation exposure in the RADI 221 Critical Thinking & Analysis course.
- The Radiography department received a \$25,070 Carl Perkins grant to purchase a Careview wireless digital radiography panel for the energized lab.

FINANCIAL AFFAIRS

- Implemented Solis to improve cybersecurity to mitigate risk
- Installed and configured Synergy for live-streaming
- Deployed Duo MFA, multifactor authentication, for enhanced security

FOUNDATION & ALUMNI

- Coordinated coverage on KOAM's live broadcast from Parsons
- Maintained and updated the Foundation and Alumni Facebook page

STUDENT AFFAIRS

Admissions

- Admissions transitioned to an online scheduling method for high schools to set up appointments for Labette Admissions to visit their institution and recruit their students.

- Admissions continued utilizing various technologies to communicate with students including email and text messaging.

Advising

- The Advising Center utilized Zoom for advising appointments as needed.
- Advising Center staff utilized a 24/7 online scheduling system (TimeTap) available for students to arrange appointments at a time that is most convenient for them.
- Advising Center hosted multiple “Student Lounge Takeover” events to help students with filling out FAFSA, ordering books, and making sure students are aware of what we offer.

Financial Aid

- Currently in the first phase of implementing new financial aid software that will be more student-friendly and transparent regarding their financial aid.

Registration/Enrollment Management

- Utilizing the Advising Worksheet to determine if a student has completed all degree requirements.

Student Success Center

- Provided a 24/7 online scheduling system (TimeTap) for students to arrange individual and group tutoring sessions.
- Group and individual tutoring services were provided via Zoom to address the needs of distance students.

Student Support Services

- Utilized a 24/7 online scheduling system (TimeTap) for project participants to schedule individual sessions with their SSS Academic Advisors
- All project services were available via Zoom to address the needs of project participants who were not able to meet in person at either the main campus or the Cherokee Center.

- Utilized the RedZone to provide structured academic advising and support to all project participants in an ongoing, asynchronous system.

Talent Search

- Purchased and created a Drone curriculum to teach to all Middle School participants.
- Hosted technology and social media training for 6th-grade participants.

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

ACADEMIC AFFAIRS

Library

- The Library received a grant to begin a board and card game collection for patrons. Our first game night for students was held in September, Grocery Bingo, and was well received with fourteen in attendance.

FINANCIAL AFFAIRS

- Replaced the commercial digital printer in the Print Shop

FOUNDATION & ALUMNI

- The Executive Director and Assistant were instrumental in getting Cardinal Crew, a new student organization, established and hosted several events.

STUDENT AFFAIRS

Admissions

- Admissions served the institution as its representative to prospective students, alumni, school administrators, educators, and the general public at a multitude of events including college fairs, community events, and visits to local schools.

Advising

- The Advising Center director hosted two KACRAO transfer fairs, one in the fall and one in the spring semester.
- Advising Center staff participates in as many campus events as possible, including Senior Days, Junior Days, 8th grade Days, and campus visits.

Athletics

- Tested all student-athletes exhibiting Covid-19 symptoms.

- Planned and made sure each student-athlete had proper medical care while quarantined and arranged for meals for each athlete.
- Tested all bats for baseball and softball teams before each home event.
- Monitored Healthy roster for proper documentation and student-athlete health concerns leading into competition.
- Worked with local agencies to provide Covid-19 testing and Student-athlete well-being. (Labette Health, CHC, Bowen Pharmacy, and SEK Ortho.)

Case Management

- A monthly support group for students in Case Management was implemented. It was a very modest success. There were monthly meetings each semester.

Student Life

- ALICE Training
- Blood Drive in the Fall and Spring
- Winter Gear Drive
- Cardinal Scavenger Hunt
- CORE Meeting
- Easter Egg Hunt
- Kid's Fall Fest
- Fall and Spring Welcome Week
- Finals Frenzy in the Fall and Spring
- Halloween Bash
- Cardinal Madness
- Homecoming Week Activities
- LCC Awards Ceremony
- LCC Board of Trustees monthly reports
- LCC Free Dinner for Students
- LCC Student Food Pantry
- Pizza and Movie Night
- Student Government Association Election
- Student Government Association Monthly Meetings
- Student Organization Fair in the Fall
- Black History Month

Student Success Center

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

Student Support Services

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

Core Value 2: Education for a Globally Connected World

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

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

ACADEMIC AFFAIRS

Biology

- Archana Lal reviewed two manuscripts submitted to the Journal of Microbiology and Biology Education (JMBE) published by the American Society for Microbiology.

Graphic Design Technology

- Melissa Kipp serves on the Parsons High School Graphic Design Advisory Committee.

Library

- David Beach, newly retired Math professor, became the Community member representative on the Library Committee.
- Scotty assisted a colleague with her research on information literacy in rural libraries.
- Scotty completed the review of the Bylaws for the Southeast Kansas Library System and made suggestions for future changes.

FOUNDATION & ALUMNI

- Volunteered to help with the Chamber of Commerce Annual Banquet
- Coordinated LCC help (volunteers and equipment usage) for Sun Graphics award presentation by Hallmark
- Volunteered at Curious Minds Children's Museum Night of Discovery event
- Volunteered at K-State Extension SEK Makers Fair

PUBLIC RELATIONS

- Public Relations helped with Parsons High School Communities in School Event- Financial Future Simulation Stations
- PR Director took holiday tray to Labette County High School & Parsons High School Counselors/Principals, and the Police Department to introduce myself and let them know they could reach out to me if needed.
- PR Director did a news article on Mental Health Training – a partnership LCC had with Labette County Mental Health Services. It was published in the Parsons Sun.
- PR Director, Janice Reese, became a Chamber Board member.

STUDENT AFFAIRS

Admissions

- Admissions Director served on the KACRAO Scholarship Committee and as a member of the Labette Coalition.
- Labette Admissions developed collaborative observation and evaluation partnerships with Wichita State University Admissions and Pratt Community College Admissions.
- Admissions staff assisted at the Annual KACRAO sponsored “Apply Kansas” event held at Parsons High School.

Advising

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

Athletics

- Worked PHS, PMS, and LCHS athletic events and camps.
- Continue to work with all youth sports organizations in the community.
- Volunteer work including Stella Wells, Christmas parade, Veterans Day Parade, L.C.C. Auction, Donor Appreciation Luncheon, Cardinal Citee, PRC youth activities, athletes volunteer to read to elementary school students, cancer awareness events, military appreciation night, K-State Extension Fair.

- Head Coaches and Athletic Director Spoke at many Civic events, including a Coaching Seminar at USD 503.
- Ran several youth wrestling camps throughout the year and youth Freestyle wrestling.

Financial Aid

- Attended FAFSA Day at Parsons High School
- Presented at various program orientations on campus: Nursing, Radiography
- Presented at Senior Day, Junior Day, and other high school events on campus

Student Life

- Addressed student food insecurity
 - LCC Student Pantry
 - Received grant funds from ARPA through Labette County
 - Received Blue Cross Blue Shield Pathways Grant
 - Received donations from First Baptist Church's Care Cupboard including hygiene items in the form of "essentials bags" and feminine hygiene products
 - Received donations from local churches such as Western Way Cowboy Church and Parson Nazarene Church
 - Student Lounge Mini Pantry
 - LCC Free Dinners
- Winter Gear Drive for LCC students. The remaining items were donated to St. Vincent DePaul.

Student Success Center

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

Talent Search

- Scheduled special events with local colleges for TRIO students. Institutions: Labette Community College, Neosho County Community College, Independence Community College, and Pittsburg State University.

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

PUBLIC RELATIONS

- Public Relations promoted Black History Month with a press release and social media post

STUDENT AFFAIRS

Admissions

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

Athletics

- Worked in local and regional camps.
- Volleyball ran a 12-team Volleyball Club.
- Student-athletes volunteered to help at almost all L.C.C. Functions.
- Volunteered at local schools with fundraisers.
- Volunteered for Guthridge Elementary Site Council.

Student Success Center

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

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

STUDENT AFFAIRS

Admissions

- 8 Admissions Student Ambassadors graduated from LCC.
- 1 Former Student Ambassador gained full-time employment at Labette.

Athletics

- Worked with Bowen Pharmacy for testing and vaccinating student-athletes.
- Worked with Labette health staff for testing student-athletes and return to play post-covid evaluations.
- Worked with CHC for COVID testing of student-athletes.

Talent Search

- Researched and created work force curriculum, to identify what local programs might be available for our interested TRIO students. This curriculum was presented to all TRIO Seniors during the Spring 2023 semester.

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

ACADEMIC AFFAIRS

Graphic Design Technology

- Graphic Design Technology students created illustrations for the 100-Year Celebration coloring book.

Radiography

- Volunteers from the Radiography Club collaborated with MSSU's Radiography Program students and Mercy Joplin Hospital to assist with the 2022 Four States American Heart Walk held at MSSU on October 1, 2022.
- During the Radiologic Technologists week of November 7 - 10, 2022, students and program faculty hosted a Hospital Appreciation for the clinical staff/ technologists where program students attend clinicals.
- Members of the Radiography Club actively participated and donated items for events hosted by the LCC SGA; Spring and Fall Blood Drives, Kids Fall Fest and Halloween Bash, Welcome and Finals Week, and Homecoming.
- The radiography program officials decorated a table for the LCC Donor Appreciation Luncheon on November 18, 2022.
- The radiography club co-hosted the Pink Out event with the LCC Spirit Squad and Athletics department on February 15, 2023.
- Program officials and 2nd-year students attended the Kansas Society of Radiologic Technologists in Hays, KS on March 30 - April 2, 2023. Nautica Hart won 2nd place in the Odontoid image competition and Kimberly Lewis, Kelsey Stringer, and Clayton Romans won 1st place in the KSRT Ray Bowl Competition.
- Members of the radiography club volunteered to assist with the Curious Mindz Teddy Bear Clinic on April 1, 2023.
- During the SGA Awards Ceremony held on April 26, 2023, the Radiography Club members received a "5" Star Club award and two radiography students were recipients of the Top "20" Cardinal Award.

FOUNDATION & ALUMNI

- Served on the committee to bring Kendall Gammon (former NFL player) to campus for two inspirational speeches to students.
- Coordinated guest speaker Col. North K. Charles for the Hometown Diplomat presentation on campus.
- Participated in LCC Grad Night and informed students about the Alumni Association and encouraged them to stay connected to college.

STUDENT AFFAIRS

Admissions

- Admissions and Student Ambassadors served the community in multiple ways including Fall Kids Fest, serving as hosts and servers for the Sun Graphics Award Recognition luncheon, and more.

Student Life

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

Core Value 3: Continuous Improvement

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

3A: Improve and expand linkages with educational partners and community agencies for mutual benefit.

FOUNDATION & ALUMNI

- Partnered with PACF to participate in Giving Tuesday. \$699 was raised for the Arts Endowment and \$2,546 was raised for Athletics Endowment.
- Served on the College Planning Conference Committee and helped with the event
- Hosted the annual KAP (Kansas Advancement Professionals) conference. Over 30 individuals from Kansas Community Colleges and Technical Colleges attended the 3-day professional development opportunity.
- Served on the Advisory Board for KAP (Kansas Advancement Professionals)

STUDENT AFFAIRS

Admissions

- Began implementing more systems for tracking student contacts, on-campus event attendance, individual campus visits, etc.

Student Support Services

- Utilized degree completion timelines and trackers to increase the number of SSS project participants who earn certificates and degrees at LCC resulting in 40 project participants earning 49 degrees and certificates in FY23.

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

ACADEMIC AFFAIRS

Library

- Scotty attended the College and University Library Section of the Kansas Library Association annual conference in Topeka. Hillary and Scotty attended the annual Southeast Kansas Library System's Academic Workshop.

FINANCIAL AFFAIRS

- Hired 19 new employees and 16 employees transferred to new positions
- Implement a flexible/compressed work schedule to attract and retain employees

FOUNDATION & ALUMNI

- Foundation/Alumni Assistant received the Elaine Guy Award of Distinction in Advising
- The Executive Director was nominated to represent LCC for the Kansas Community College Leadership Institute (KCCLI) class of 2024.

PUBLIC RELATIONS

- Public Relations created and posted job openings through social media posts.
- Public Relations hired a Digital Media/Public Relations Specialist.

STUDENT AFFAIRS

Admissions

- Admissions staff oversaw the Student Ambassador team that participated in multiple community and institutional events including Kids Fall Fest, Parsons Christmas Parade, LCC Student Awards Night, etc.

- The Admissions Director leads the SEM Recruitment Committee.
- Admissions staff serves on multiple SEM Committees: Onboarding and Retention.

Advising

- Advising Center staff participate in many committees on campus including SEM subcommittees and the Diversity Committee.

Athletics

- Hired a Head Men's Basketball Coach
- Hired an Assistant Men's Basketball Coach
- Hired a Head Women's Basketball Coach
- Construction of phase II of the Capital Campaign is complete
- Continue to monitor all phases and continue to improve new construction with preventative wall padding and upkeep.

Financial Aid

- Hired a Financial Aid Specialist

Registration/Enrollment Management

- Attended the Jenzebar Annual Meeting
- Attended the Annual KACROA conference
- Attended the Annual KBOR Data Planning Conference
- Assistant Registrar is a member of the Financial Aid Appeal Committee

Student Life

- Diversity Committee
- Auction Committee
- SEM Retention Sub-Committee for Mentorship Programming
- SEM Retention Committee

Student Success Center

- The academic Coordinator recruited, trained, and supervised six peer and professional tutors to address LCC student academic support needs.

Student Support Services

- Hired a full-time Academic Advisor who specializes in the needs of SSS project participants who are pursuing health science degree programs.
- Employed a full-time Academic Advisor who specializes in the needs of SSS project participants who are student-athletes and those who are pursuing general education degree programs.
- Shared a full-time Academic Coordinator with the SSC who specializes in addressing diverse academic supports and provides academic advising for SSS project participants pursuing general education programs.

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

ACADEMIC AFFAIRS

Accounting/Business

- Robert Bartelli virtually attended a lifelong learning lecture hosted by the University of North Carolina-Chapel Hill on Oct 04 and 06. The topic was Racism in Economics and the Economy.

Biology

- Archana Lal co-presented a Microbrew talk titled "ImmunoReach: An Interdisciplinary Active Learning Approach to Cell Staining" on July 14, 2022, at the American Society for Microbiology for Undergraduate Educators held virtually from July 13-July 15, 2022.
- Archana Lal attended the virtual KU School of Medicine's Community College Pre-Medical Advisors Meeting on March 3, 2023.
- Archana Lal co-authored the following two papers and published them in the Journal of Microbiology and Biology Education of the American Society for Microbiology:
- Mixter P, Kleinschmit AJ, Lal A, Vanniasinkam T, Condry D, Taylor RT, Justement LB, Pandey S., Immune literacy: A Call to Action for a System-Level Change. J Microbiol Biol Educ. Feb 1, 2023; Immune Literacy: A Call to Action for a System-Level Change
- Drew A Rholl, Naowarat Ann Cheeptham, Archana Lal, Adam J Kleinschmit, Samantha T. Parks, Tomislav Mestrovic. Making it Matter: Increasing Student-Perceived Value of Microbiology through Reflective and Critical News Story Analysis. J Microbiol Biol Educ. Feb 22, 2023; Making It Matter: Increasing Student-Perceived Value of Microbiology through Reflective and Critical News Story Analysis
- Archana Lal served as a reviewer for a manuscript submitted for publication in the research section of the Journal of Microbiology and Biology Education (JMBE) published by the American Society for Microbiology.
- Archana Lal submitted an abstract titled "Let's get excited about immune cells: A class debate" for consideration for presentation in a Microbrew session at the American Society for Microbiology for Undergraduate Educators to be held at Phoenix, AZ Nov 17 -20,

2023. Archana Lal virtually presented a seminar titled “Student Driven Active Learning in the Classroom: Deep Dive into the Content Pool” at the ImmunoReach Symposium on May 26, 2023.

- Archana Lal coauthored the following paper and published it in the Journal of Microbiology and Biology Education of the American Society for Microbiology: Archana Lal and Thiru Vanniasinkam. An Integrated Approach to Teaching Cell Staining. J Microbiol Biol Educ. May 30, 2023; An Integrated Approach to Teaching Cell Staining

English

- Kenneth Elliott attended the Cavalier Conference on Writing and Literature at Johnson County Community College in Overland Park, Kansas, on April 14, 2023.
- Kenneth Elliott earned 5.2 Continuing Education Units / 52.83 Professional Development Hours scoring the Advanced Placement English Language and Composition Exam in Tampa, Florida, June 10 - June 16, 2023.

Graphic Design Technology

- Melissa Kipp attended the Adobe Education Summit virtually from July 26-28, 2022.
- Melissa Kipp attended the KCCTE Teacher Development Workshop: Student-Led Graphic Design Business on January 26, 2023.

Library

- Scotty attended the College and University Section of the Kansas Library Association conference at Newman University in July.
- Phylis completed a webinar on the Consumer Health Complete database from InfoBase.
- Scotty attended the Kansas Library Association annual conference.
- Scotty assisted a colleague with her research for a book chapter she is writing on mid-career community college library directors.

Nursing

- Dee Bohnenblust, Kim Beachner, Carly Beachner, Kathi Bennett, Cheryl Smith, Julie Page, and Haley Beeman attended the KCADNE

Fall Forum Oct. 27 & 28, 2022. The topic was "Clinical Judgement and Next Gen NCLEX."

- Kim Beachner, Kathi Bennett, and Julie Page attended the Nurse Educator Institute on April 4 & 5, 2023. Next Gen NCLEX teaching and Neuro lecture by Barb Bancroft.
- Kim Beachner completed the AARC Pulmonary Rehab Certification Course on April 24, 2023.
- Cheryl Smith attended the OADN National Convention in New Orleans, LA November 18-20, 2022. The focus was Owning Your Influence.
- Cheryl Smith completed the AARC Pulmonary Rehabilitation Certificate Course on April 10, 2023.
- Dee Bohnenblust completed the Pulmonary Rehabilitation Certificate Course. January 3, 2023.
- Dee Bohnenblust is an appointed member of the Kansas State Board of Nursing Education Committee 2022-2023.
- Dee Bohnenblust is a member of the Nursing Advisory Boards for Pittsburg State University, Emporia State University, and Kansas University 2022-2023.
- Kathi Bennett completed the AARC Pulmonary Rehab Certification Course on April 20, 2023.
- Julie Page completed the American Association Respiratory Care (AARC) certificate course on April 24, 2023.

Respiratory Care

- Jennifer Harding attended the KRCS in Manhattan, KS on April 6-7, 2023. The focus was on diversity, inclusion, and bias.

FOUNDATION & ALUMNI

- Both staff members attended the KAP conference
- Both staff members completed training offered through the LCC Human Resources Dept.

STUDENT AFFAIRS

Admissions

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

- The Admissions Director served on the KACRAO Scholarship Committee.

Advising

- Advising Center staff attended the Annual KAAN conference in Dodge City, Kansas.
- Advising Center staff attended Regional NACADA conferences.
- The Director of Advising is pursuing additional training in advising student-athletes.

Athletics

- All coaches have attended CPR/AED training to be in accordance with NJCAA by-laws.
- The Athletic Director attended all KJCCC/Region Vi meetings in person. Also have had many Zoom meetings for KJCCC sport-related meetings and NJCAA BOR meetings.
- The Athletic Director and Athletic Department Assistant have completed and passed the NJCAA compliance exam.
- The Athletic Director and Department Assistant continue to evolve with new NJCAA by-law changes to compliance and the NJCAA system.

Financial Aid

- The Financial Aid Department completed the FSA Fundamentals Training in January.
- The Financial Aid Department attended the KASFAA Conference in Salina.
- FA Director and FA Counselor attended the annual Jenzabar Annual Meeting (JAM).

Student Success Center

- The academic Coordinator attended professional development offered through T.A.S.S. (Teaching Academic Success Skills) to address student academic support needs at LCC.
- The SSC Director completed 12 hours of professional development provided by the Veterans Administration to address the needs of

service members and their dependents who are using VA education benefits (GI Bill) at LCC.

Student Support Services

- The academic Coordinator attended professional development offered through T.A.S.S. (Teaching Academic Success Skills) to address student academic support needs at LCC.

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

ACADEMIC AFFAIRS

Graphic Design Technology

- Melissa Kipp designed the donor wall graphics and assisted with the dedication signage in the Zetmeir Family Athletic Complex.

Library

- Phylis and Scotty began to work with the Maintenance and Grounds Department on a grant-funded plan to remodel the front entrance to the Library and cosmetic changes to the Library.

FINANCIAL AFFAIRS

- Completed the testing phase of the move to J1 Cloud
- Implemented a plan for needed roof repairs and restorations - completing the work on the Cardinal Event Center and HVAC Building roofs
- Installed a new scoreboard for baseball

FOUNDATION & ALUMNI

- Helped keep Cardinal Event Center tidy and professional in appearance. Assisted several different people in preparing the main room and/or kitchen for use by helping set up tables, chairs, and the podium, showing them where things are located, etc.
- Worked with Skip Smith to create an original mural depicting the 1960 National Basketball Championship for the entrance to the gymnasium.
- Wrote and secured a \$20,000 grant from Parsons Area Community Foundation for Athletic Complex construction and a \$7,000 grant for a new softball scoreboard.

PUBLIC RELATIONS

- The director worked with Wright Signs to get the LCC sign up on Main Street.

- The director worked with Wright Signs to complete exterior window graphics on the Main Building's front doors.
- Purchased Axis Gimbal for DSLR & Mirrorless Camera to assist in video production by digital media/public relations specialist.
- Sought quote and design for Workforce Center signage.

STUDENT AFFAIRS

Admissions

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

Athletics

- We continue to strive to make the competition live stream available for all sports.
- The new baseball scoreboard is installed and functioning.
- The new Softball scoreboard has arrived and waiting to be installed.
- Have purchased wall padding and a new net for baseball/softball indoor. Needs to be installed still.
- Continue to maintain athletic fields with fundraised dollars.

Student Life

- Provided snacks and drinks in the lounge daily

Core Value 4: Integrity and Transparency

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

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

ACADEMIC AFFAIRS

Library

- Scotty completed the IPEDS and Association of College and Research Libraries annual surveys.

Nursing

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

FINANCIAL AFFAIRS

- Received an unqualified opinion on the financial audit

FOUNDATION & ALUMNI

- Executive Director served as Interim Public Relations Director for approximately three months.
- Transitioned the foundation email newsletter from “Campaign Insider” to “Cardinal Insider” to stay in touch with donors, alumni, and friends about broader LCC topics.

PUBLIC RELATIONS

- Purchased the Trello software app that will help with addressing PR requests.
- Sent an updated style guide to all faculty, staff, and vendors to help with the consistency of LCC branding

STUDENT AFFAIRS

Admissions

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

Advising

- The Director of Advising began tracking student withdrawals and the reason for withdrawal to find ways to help students overcome the barriers that make withdrawal necessary.

Registration/Enrollment Management

- Completed Annual and Quarterly Reports for HEERF Funds.

Student Success Center

- The SSC director utilized data from tutoring, mentoring, study hall, and testing sessions to better address student needs for academic support provided by SSC staff.

Student Support Services

- SSS project staff collect and compile a variety of student data relating to retention, academic success, and degree progress/completion throughout the year to evaluate intervention effectiveness and track progress toward standardized objectives approved by the US Department of Education.

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

ACADEMIC AFFAIRS

Library

- Phylis completed the first draft of the Library's Departmental Procedures and Scotty reviewed Board Policies and Administrative Procedures to submit changes to the Human Services Director.

FOUNDATION & ALUMNI

- Helped ensure donor wishes were followed for construction and usage designations in the new Athletic Complex.

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

ACADEMIC AFFAIRS

Graphic Design Technology

- Melissa Kipp chaired the committee for the LCC 100-Year Logo Design Contest, developed official rules and submission guidelines, coordinated voting, and modified the winning logo design to meet the vision of the 100-Year Celebration.
- Graphic Design Technology students assisted the Workforce Director and Wright Signs by creating designs for the allied health and workforce education ambulance.
- Graphic Design Technology students and faculty designed Snapchat filters for the 100-Year Celebration.

Library

- The Library received a \$2000 Academic/School Extended Services Grant from the Southeast Kansas Library System for its staff member's service to the public.
- Scotty completed the review of the Bylaws for the Southeast Kansas Library System and made suggestions for future changes.
- The Library held an author night featuring five authors with ties to the college sharing their works and their writing.
- Scotty completed the Survey of Academic Library Leadership.

Radiography

- Gale Brown provided a presentation to the Health Career students at LCHS on September 23, 2022. the attendees of the Greenbush Girls STEM Day event at the Greenbush Educational Center on April 21, 2023, and regarding the field of medical imaging with a radiology emphasis.
- Gale Brown attended the HOSA Spring Leadership Conference event held at Pittsburg State University on March 28, 2023, with the Admissions Director and the Admissions Recruiter.
- Ashley Moore attended the Galena HS Career Fair event on November 11, 2022.

- Tammy Kimrey provided a presentation on radiography to the Galena Middle School students on April 14, 2023.
- Gale Brown participated in the Girard High School Mock Interview Senior Day on April 26, 2023.

FOUNDATION & ALUMNI

- Presented at local civic organizations, Lions Club, and Soroptimist
- The Executive Director is a member of the Parsons Soroptimist Club. She served as Fundraising Committee Chair (proceeds went to scholarships for local students) and served on the Publicity Committee.
- Served on the Christmas Parade Float committee
- Chaired a committee that decorated a Christmas tree (donated by LCC) for the Stella Wells Holiday Auction to raise funds for local families in need.

PUBLIC RELATIONS

- CTE programs were promoted through digital marketing with the Perkins grant funds.
- Promoted the 100th Anniversary celebration with save-the-date cards at the Katy Days event and through social media.
- The director met with the President and Director of the Foundation and alumni on the athletic complex dedication planning which was postponed until September. It is to be held on Founders Day, September 12, 2023.

STUDENT AFFAIRS

Admissions

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

Core Value 5: Sustainability of the Institution

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

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

STUDENT AFFAIRS

Admissions

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

Advising

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

Student Life

- Student Life Specialist is a member of a Retention Subcommittee.

Student Support Services

- All SSS staff members serve on Strategic Enrollment Management committees: Recruiting, Onboarding, Retention, and Completion.

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

FOUNDATION & ALUMNI

- Established one new endowed scholarship
- Held Auction for Scholarships grossing \$48,821
- Presented Latzer Art Award to recognize the best student artwork at the student exhibit in the Fall and Spring Semesters. These cash awards help students with expenses for college.

PUBLIC RELATIONS

- Promoted the Foundation Auction for Scholarships through print, radio, and social media.
- Director acquirement auction donations for the auction to assist the Foundation office.

STUDENT AFFAIRS

Admissions

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

Athletics

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

Financial Aid

- Worked in collaboration with Athletics, LCC Foundation, and VP of Student Affairs to create new academic scholarships for incoming freshman students.

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

FINANCIAL AFFAIRS

- Installed occupancy sensors in the Annex and Student Success Center
- Conducted two college-wide paper shred/recycle days – 13 poly carts of paper

PUBLIC RELATIONS

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

STUDENT AFFAIRS

Athletics

- Continue to reinforce academics as a priority.
- Continue to recruit and retain quality employees.

Financial Aid

- Continue processing applications and awarding the Kansas Promise Scholarship.



Labette Community College

Operational Plans

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

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

ACADEMIC AFFAIRS		CORE VALUE 1		OUTCOME 1A	
Library					
Objective 1	Institute hands-on database workshops for employees during in-service meetings				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion	June 2022				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	The databases’ interfaces and enhancements change each year. These workshops would provide instructors with hands-on training in the new updates. This will allow them to be aware of the updates before they have to lead students through them. No funding will be required.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:				
	Satisfactory Level Rationale:	To be carried over to FY24			

FINANCIAL AFFAIRS		CORE VALUE 1		OUTCOME 1A	
Human Resources					
Objective 1	Review and update the LCC Policy and Procedure Manual, Chapter 3				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	

	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	It is important to have up-to-date policies and procedures to limit the institution's risk. Chapter 3 review.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed half of Chapter 3, will continue and finish in FY2024.		

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

PUBLIC RELATIONS		CORE VALUE 1		OUTCOME 1A
Objective 1	Creating design images/content in advertising that emulates student learning comes first at LCC.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Continuous, every year			
Objective Relevance (4: Extremely Relevant	Rating Rationale:	2		
	Rating Rationale:	Create through photos and design work.		

1: Slightly Relevant)		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2
	Satisfactory Level Rationale:	Advertisement designs were created with the message conveying that student's learning opportunities come first.

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

ACADEMIC AFFAIRS		CORE VALUE 1		OUTCOME 1B
ENGLISH				
Objective 1	Provide temporary loans of novels in ENGL 101 and ENGL 103 until students can receive their copies			
Estimated Cost	Existing Money	\$	New Money One Time	\$1476.94
	Grant Funded	\$	New Money Ongoing	\$400
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	2023/Ongoing			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Student-athletes and students on financial aid often do not receive their texts in time to be of any use to them. Moving to OER as the primary rhetoric and reader and providing loaner novels until students can procure their own will ensure that students have access to the necessary texts when they need them.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	English Department issued loan novels to students which removed barriers for them at the beginning of the term.		

LIBRARY				
Objective 1	Increase the use of the Library by the LCC Professional and Educational Support staff members			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2022			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This has been a concern for many years. We have increased the usage by some. There have been comments made that the Library is only for faculty and students. The Library staff members want to work to change this viewpoint. Also, anecdotal evidence in the form of comments made by employees reveals that they feel the library is inconveniently located. The library staff desires to increase foot traffic. No funding will be		

		required. I have requested assistance from Public Relations on ideas. They have returned some ideas that I intend to implement.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	I have requested assistance from Public Relations on ideas. They have returned some ideas that I intend to implement. This will be carried over to FY23. I have not acted on the suggestions, but I have met with Jason and we have a plan of attack on this for the remaining part of the year and going forward. I have implemented some of Jason's suggestions and will continue to do so.		
Objective 2	Develop a board game collection and begin board game nights			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$200
	Department Budget:	11-4101-701-000	Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Many of the local community colleges with dorms have instituted game nights for students. The Library has a small collection of board games that have been donated by the Library Director. The Library staff will build on this collection to give the students more variety. The game nights will offer light snacks. The Library received a \$1,500 grant in October from the Southeast Kansas Library System to develop a game collection for this. We are currently determining which games to buy. We have also surveyed the students to find out what the students would like to see on in-game nights.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The Library received a \$1,500 grant in October from the Southeast Kansas Library System to develop a game collection for this. We are currently determining which games to buy. We have also surveyed the students to find out what the students would like to see on game nights. This will be carried over to FY23. We have received the grant and the games. We had our		

		first game night, Grocery Bingo which was a great success. Each winning card was allowed to choose a donated food item. The students were impressed and asked for this again. We plan on doing more in the Spring Semester. The second game night was not as popular due to last-minute scheduling conflicts (a visitation for a Villas employee’s son.) There are plans to continue these.			
Objective 3	Institute hands-on database workshops for employees during in-service meetings				
Estimated Cost	Existing Money		\$	New Money One Time	\$
	Grant Funded		\$	New Money Ongoing	\$200
	Department Budget:	11-4101-701-000	Student Fees (New/Existing)		\$
Exp. Completion	June 2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:		4		
	Rating Rationale:		The databases’ interfaces and enhancements change each year. These workshops would provide instructors with hands-on training in the new updates. This will allow them to be aware of the updates before they have to lead students through them. No funding will be required.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:				
	Satisfactory Level Rationale:		This will be carried over to FY24		

FINANCIAL AFFAIRS		CORE VALUE 1		OUTCOME 1B
IT				
Objective 1	Upgrade eLearning Environment or Migrate LMS			
Estimated Cost	Existing Money	\$7000-\$100,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	eLearning has to stay up to date to maintain service and use new features.		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	Evaluation complete. Moved to FY24

PUBLIC RELATIONS		CORE VALUE 1		OUTCOME 1B
Objective 1	Promotion of 12 student success stories- through press releases, articles, advertising, social media			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Continuous, every year			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Student Success may be promoted through a press release, articles (print/tv), advertising, and social media. Example; Honor roll release, student achievement/award news coverage.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	News articles consisting of Pres. & Deans honor roll, PTK achievements, PBL, Student Achievement Awards Ceremony, photo releases with cutline, and graduation, all highlighted student accomplishments and were also posted on Facebook and Instagram.		

STUDENT AFFAIRS		CORE VALUE 1		OUTCOME 1B	
FINANCIAL AID					
Objective 1		Continue to improve customer service skills in the financial aid office to present ourselves to students as inviting, friendly, and caring staff.			
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion		Continuous, every year			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	The staff needs to alleviate fear and stress in students around talking to the financial aid office, which, nationally is a point of stress in college students.			
	Rating:	4			

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	They continue to be friendly and help students and parents understand financial aid.		
Objective 2	Financial Aid staff will set up a table in the Cardinal Café to speak to students during the semester to make sure they have completed their financial aid and answer student questions.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Continuous, every year			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Outreach to students is vital, especially in making connections to students where students can recognize the financial aid staff and be more comfortable coming to visit. Additionally, the staff needs to alleviate the fear and stress in students around talking to the financial aid office.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	This would be more effective earlier in the semester – therefore it is in the FY2024 Plan. Our department is finally fully staffed and we will look into implementing this for our outreach to students.		

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

ACADEMIC AFFAIRS		CORE VALUE 1		OUTCOME 1C
ACADEMIC AFFAIRS				
Objective 1	The Academic Affairs Office seeks to provide quality, in-demand programs of study, and are preparing to create a career technical program at the Workforce Training Center. The new program would need a classroom built on the east side of the facility and initial startup equipment.			
Estimated Cost	Existing Money	\$	New Money One Time	\$75,000
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:	General Fund	Student Fees (New/Existing)	\$
Exp. Completion	May 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Labette Community College’s mission is to provide quality learning opportunities in a supportive environment for success in a changing world doing so through continuous improvement and education programs for a globally connected world. The need for career technical programs is growing at a rapid rate to address workforce shortages throughout the country. The US Chamber of Commerce compiled data demonstrating state-by-state open v. unemployment rates and quit rates. Kansas had an unemployment percentage change from 2019 to 2021 of 24.4% (46,973 October 2019 – to 58,441 October 2021). Additionally, The Pew Research Center estimates that 1.1 million more people retired than expected in 2020. Local businesses and groups such as Tank Connections, Ducommun, Great Plains Industrial Park, etc. have expressed different program that needs to be researched for best implementation.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		

FINANCIAL AFFAIRS		CORE VALUE 1		OUTCOME 1C
IT				
Objective 1	Review Completion of Accessibility Plan/Continue (missed a year due to COVID).			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	The Accessibility Plan should be complete and needs to be reviewed for future direction and compliance.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Ongoing		
Objective 2	Continue to implement the Accessibility plan with Adjuncts			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The first phase was to get full-time staff and employees trained, the next phase will be to train adjuncts.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	Adjunct participation was minimal.		
Objective 3	Wireless Printer for the Bookstore			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:	\$1000	Student Fees (New/Existing)	\$
Exp. Completion	June			
	Rating:	3		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	This would allow students to print their schedules.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	Unknown		
	Satisfactory Level Rationale:	Complete		
Objective 4	Implement Square for the Bookstore			
Estimated Cost	Existing Money	\$?	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:	\$1000	Student Fees (New/Existing)	\$
Exp. Completion	June			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The Bookstore software must be replaced. Now that we are not selling textbooks, a simpler program such as Square may work effectively.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Complete. It seems to be very effective.		

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

ACADEMIC AFFAIRS		CORE VALUE 1		OUTCOME 1D
BIOLOGY				
Objective 1	Completing the floor in the storage room in M106 and changing the sliding doors of the cabinets/shelves.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The floor in the storage room in M 106 is unfinished and has not been maintained over the years. The sliding doors/doors to the shelves that are built into the walls are in pretty bad shape. Finishing the floor and changing the sliding doors will improve the working conditions in that storage area.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Move to FY24		

NURSING				
Objective 1	Add at least one new simulator to the Simulation Center to promote practice-ready graduates.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	KNI Grant	New Money Ongoing	\$10,000 each year for an ongoing accumulative budget to purchase one new simulator every 5 years.
	Department Budget:	Nursing	Student Fees (New/Existing)	\$
Exp. Completion	May 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The program does not have a pediatric simulator for students to practice clinical skills. Pediatric clinical assignments are extremely limited in the clinical setting due to the increased number of outpatient procedures for this age group.		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	The program has added 2 new pediatric patient-care simulation cases. One on medication administration and another on performing nursing intervention related to pediatric nursing.

FINANCIAL AFFAIRS		CORE VALUE 1			OUTCOME 1D
IT					
Objective 1	Review/Explore alternative course offering formats in conjunction with AA.				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion					
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3			
	Rating Rationale:	There has been some request to join Zoom Rooms from homes. If AA explores options, IT will need to review them as well.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0			
	Satisfactory Level Rationale:	No Action			

FOUNDATION & ALUMNI		CORE VALUE 1		OUTCOME 1D
Objective 1	Seek in-kind donations for new equipment/technology for Health Science programs			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Ongoing			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Being able to receive in-kind technology and equipment donations helps strengthen our programs by providing real-world simulations in the classroom.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	We received: a pre-owned ambulance; adult and pediatric resuscitators; colostomy supplies; bulk amounts of		

		alcohol swabs, needles, and syringes; and a hospital bed and mattress.
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STUDENT AFFAIRS		CORE VALUE 1		OUTCOME 1D
Case Management				
Objective 1	Research an integrated tracking system for case management.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	A better, confidential system is needed to track case management services, referrals, and notes regarding students.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	The current tracking system continues to be fractured. The Jenzabar functionality did not work out as I had hoped. I've begun using the Student Access program with Student Success, but only to track dates seen and resources referred to. I do not keep my notes there. For a database of all students seen and outcomes, I continue to use an excel spreadsheet.		

STUDENT SUCCESS CENTER				
Objective 1	Explore IT methods to provide distance proctoring services to students testing through RedZone to further enhance services available to LCC online students.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Providing additional opportunities for students to be able to take exams remotely when the need arises.		
	Rating:	4		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	This item is on-going and in progress. Discussions regarding these needs and capabilities have been included when evaluating the need for a new LMS.
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TALENT SEARCH				
Objective 1	Implement online school meetings to Target area high school participants using an online conferencing platform.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$180.00	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Ongoing for the five-year life of the grant			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This objective is directly using technology as a platform to provide programming and services to our entire student population in response to COVID-19. This also supports the program's focus on STEM-related learning.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The STEM Academy has met online during the FALL semester for onboarding and to discuss the annual STEM curriculum. Online TRIO day in the Spring is planned for February.		

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

ACADEMIC AFFAIRS		CORE VALUE 1		OUTCOME 1E
LIBRARY				
Objective 1	Work with institutions that have similar courses to Information Literacy and Research Skills courses to develop the core competencies for such courses statewide.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	January 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Most General Education courses have gone through the core competencies process. The library deans and directors in the state have been working on such initiatives for years. In 2019, the Instructional Initiatives Committee of the Kansas Council of Academic Library Deans and Directors (KCALDD) did a statewide survey of academic libraries about this topic. The Library Director will contact those institutions that have one- and two-credit-hour courses to see if the Library Directors would be willing to work on a project to develop statewide competencies for such programs.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	This has been a project for the KCALLD and for the Two-Year Library Directors Council. Neither have received any responses to participate in this project. The project will be declared over and unsuccessful.		
Objective 2	The Library will address any accrediting agencies' recommendations regarding the resources and services of the Library.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	March 2023			
	Rating:	4		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	The Library exists to support the academic programs of the college. If there are deficiencies noted by accrediting agencies, these should receive priority, being resolved by using the available financial and human resources that the Library has at its disposal. This objective goes with the Academic Affairs FY21 Goals Core Value 1, Outcome IE, and Sixth Bullet.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	The directors of the programs have been contacted with a request for information from their accrediting body's reports about the Library. There has been a limited response, but the VPAA has informed me that most of the accrediting visits will be in the Spring Semester and the next academic year.		
Objective 3	Finalize and begin the Library Tech program			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Work has begun on this objective. The administration and the Library Director have worked in the past with the Dean of the library school at Emporia State to provide a 2+2 program. Since then, budget cuts have closed the door to working with ESU. However, the Dean suggested that we work with the University of Nebraska Omaha which has a similar program and who has worked with out-of-state partners. The program would use both contents from LCC and UNK. Courses are currently ready to be adapted and sent through the appropriate channels. This objective would be to finish this process and prepare to begin offering the program in FY23.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	I am in recurring conversations with the UNO faculty. I have kept the DOI and VP of AA apprised of the situation. Some processes need to be worked through before the program can progress. I will be meeting with the VP of AA in January to hopefully begin the process of working through the steps. Movement was made on this project but then it was halted for review and due to		

		lack of funds to begin new programs. It will be carried over to FY24.
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FINANCIAL AFFAIRS		CORE VALUE 1		OUTCOME 1E	
IT					
Objective 1		Review and expand or adapt the use of Zoom Rooms			
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion					
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3			
	Rating Rationale:	Zoom Rooms were implemented in 21. They will be adjusted in 22, and the need to review the use to change or expand will occur in 23.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1			
	Satisfactory Level Rationale:	Zoom Rooms were not used this year with the Cherokee center.			
Objective 2		Prepare and implement the move to the J1 Cloud			
Estimated Cost	Existing Money	\$30000	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion					
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	EX end of life has been announced. J1 has to be implemented by 2023.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4			
	Satisfactory Level Rationale:	Cloud move is complete and in the testing phase. The final cutover is scheduled			
Objective 3		Decide on Financial Aid software direction, plan migration			
Estimated Cost	Existing Money	\$	New Money One Time	\$40,000	
	Grant Funded	\$	New Money Ongoing	\$10,000	

	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Financial Aid will have to go to the cloud. A decision will be made regarding the platform, and the migration will be planned.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	JFA was selected. The testing site is up and implementation is ongoing.		

STUDENT AFFAIRS		CORE VALUE 1		OUTCOME 1E	
Case Management					
Objective 1	Plan, coordinate, and implement monthly student sessions on topics specific to mental health and resiliency.				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion	Spring 2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	With the changes within the department, time will be available to provide more activities for students related to mental health services.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3			
	Satisfactory Level Rationale:	The monthly support group, called Stronger Together, has had three meetings. I would say the success has been limited as only one student is attending regularly. However, I am hopeful next semester will see growth, as other students have expressed interest in attending.			

STUDENT LIFE				
Objective 1	Expand student life services to all students.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$

Exp. Completion	May 2023	
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4
	Rating Rationale:	Engaging and including all LCC students will increase retention and success in the classroom and outside the classroom.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	New activities have been put in place to reach more students. With a change in staffing, additional activities may also be added in the spring semester.



Labette Community College

Core Value 2

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

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

ACADEMIC AFFAIRS		CORE VALUE 2		OUTCOME 2A	
ADULT EDUCATION/GED					
Objective 1	Develop new ways to work with area agencies to meet the needs of their clients				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion	June 2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	LCC’s Adult Education/GED program is part of a consortium with other education partners and community agencies. We must work together to make sure that all students and clients receive the required help to meet their needs for success.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4			
	Satisfactory Level Rationale:	We have a bi-monthly collaboration meeting with other agencies here in our region to discuss celebrations, new developments, and problem areas. The following agencies are our partners in the collaboration meetings: KasnasWorks, Community Correction and Parole, Vo-Rehab, SEK-CAP, DCF, Job Corp., Dept. of Labor, and Kansas Family Advisory Network. These meetings are very productive because each agency has a chance to be in the spotlight and present its services. Locally, we work with The Crisis Center, Community Corrections, DCF, and KansasWorks. The number of referrals depends on the			

		type of services clients need, but the mutual benefits for all are increasing each year.
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COMMUNICATION				
Objective 1	Build at least one partnership between the Communication Department and area non-profits or special events/causes for students to gain experience within the field of communication (public relations, advertising, etc.).			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Ongoing			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Continue cultivating relationships with area non-profits for students to gain "real world" experience/knowledge in the field.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	Rather than creating a partnership with area non-profits, I have invited previous students who are now working in the field to guest lecture in my classes and offer insight into real-world work/experience. Recently I hosted a previous student working in the field of PR for Crossland Construction speak as well as a previous student working in the field of advertising for Norris Advertising Agency. I also invite the Parsons Director of Economic Development and Tourism to speak to my communication core classes.		

LIBRARY				
Objective 1	Open the Library to community and school organizations for events.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The Library enjoys its resources because of the local taxpayers. With our location, it is convenient for small events. The Library Director will work with the Chamber		

		of Commerce Director to make the Library available as a venue for these functions. This goes with the President’s goals for the Academic Year FY21, Core Value 2, and First Bullet.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	A LCC Author’s night is scheduled for April 27th from 6:30 to 7:30 with five authors. Results are not available at the time of submission of this document.		
Objective 2	Invite a community member to serve on the Library Committee			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	This item has been suggested. Since the move, we have had an increase in community members accessing library services daily. Having a member on the Committee would provide a different viewpoint. No funding is required.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	David Beach, a retiring Math professor and member of the Library Committee, retired and agreed to serve on the Committee as a community member.		

FINANCIAL AFFAIRS		CORE VALUE 2		OUTCOME 2A	
IT					
Objective 1	Upgrade Exchange				
Estimated Cost	Existing Money	\$20,000	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion					
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	We will need to upgrade the Exchange Server.			
Satisfactory level of objective completion (4: Extremely Effective	Rating:				
	Satisfactory Level Rationale:	Moved to FY24			

0: Not at all Effective)		
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FOUNDATION & ALUMNI		CORE VALUE 2		OUTCOME 2A
Objective 1	Plan to work with the Athletic Department to bring back the LCC Hall of Fame induction.			
Estimated Cost	Existing Money	\$1,075	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$925
	Department Budget:	Foundation College Budget	Student Fees (New/Existing)	\$
Exp. Completion	Ongoing			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Due to the pandemic, Athletic Hall of Fame inductions have been on hold for public safety. As more and more people are vaccinated and the risks of transmission lessen, we can bring this great project back to honor former student-athletes who excelled in their sport. This helps bring people on campus, creates positive publicity, and deepens relationships with alumni and their families and special guests.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Because the construction and naming/donor recognition were not complete, it was decided to postpone hosting this event. Moved to FY24		

STUDENT AFFAIRS		CORE VALUE 2		OUTCOME 2A	
FINANCIAL AID					
Objective 1		Connect with area high schools, particularly through programs like JAG to educate youth on the possibilities of attending higher education and the financial aid process to ensure community youth success.			
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion		Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant	Rating:	4			
	Rating Rationale:	Presenting to high schoolers about financial aid and higher education is an affordable way to improve the			

1: Slightly Relevant)		surrounding communities by showing low-income youth that higher education is a possibility, encouraging higher education attendance, and improving education in the communities in general.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	Financial aid has spoken at some schools during the fall semester and plans on visiting more schools in the spring semester.

Student Success Center				
Objective 1	Partner with Labette Center for Mental Health to offer Adult Mental Health First Aid to all peer and professional tutors			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	
	Department Budget	SSC	Student Fees (New/Existing)	\$
Exp. Completion	Spring 2022			
Objective Relevance to outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Peer and professional tutors are often directly engaged with learners with high support needs academically, personally, and socially. Providing adequate training and response to adults experiencing crises will help.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Have contacted LCMH and are in conversations to implement an online version of the training for all peer tutors		

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

ACADEMIC AFFAIRS		CORE VALUE 2		OUTCOME 2B
WORKFORCE EDUCATION				
Objective 1	The Academic Affairs Workforce Department seeks to provide quality, in-demand training for regional and local community growth and professional development. To offer these types of training would require the addition of a Workforce Coordinator or Specialist. <i>Serves outcomes 2B and 2C</i>			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$47,000 [salary and fringe]
	Department Budget:	General Fund	Student Fees (New/Existing)	\$
Exp. Completion	May 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Labette Community College’s mission is to provide quality learning opportunities in a supportive environment for success in a changing world doing so by providing collegial programs and services to community members for them to attain foundational skills and knowledge essential for success in work and life. The need for upskilling (the process of teaching an employee additional skills is growing at a rapid rate to address workforce shortages throughout the country. The US Chamber of Commerce compiled data demonstrating state-by-state open v. unemployment rates and quit rates. Kansas had an unemployment percentage change from 2019 to 2021 of 24.4% (46,973 October 2019– to 58,441 October 2021). Additionally, The Pew Research Center estimates that 1.1 million more people retired than expected in 2020. With the number of open job opportunities and the need to fill workforce shortages in a short time frame, credentialing options such as certificates of completion, digital badges, etc. will be essential for members of our community to continue to grow and transition into a multitude of careers. This type of offering will generate additional LCC offerings that are more sustainable than full programs of study. For example, Great Plains Industrial Park is securing a few businesses where full academic programs are not viable but short-term offerings are.		
	Rating:	4		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	Labette Community College sought to meet this operational plan and meet the college's mission by implementing a Dean of CTE and Workforce Position. The position will start July 1, 2023, and will be tasked with a variety of items such as program development to meet workforce needs, funding securement to offset costs, and continuing education opportunities for individuals to enhance or reskill.
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LIBRARY				
Objective 1	Develop, with the help of area librarians and the Chamber of Commerce, a series of community dialogues that deal with deterring hate, fostering community, and opposing bigotry toward or oppression against any group in the community. New Money One Time			
Estimated Cost	Existing Money	\$400	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:	71-0000-026-249	Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This will be a series of three talks, one on each topic. I will develop these in conjunction with the area librarians and the Chamber of Commerce. It is hoped that these talks to develop a community dialogue to face these issues. Funds will be used for speaker fees and refreshments.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	To be carried over to FY24		
Objective 2	The Library will provide space for student exhibits and projects and a venue for the Diversity Committee to hold events that promote the diversity of Labette Community College’s students and employees.			

Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The Library has display space and a small amount of meeting space that may be used for these activities. This objective correlates with the Academic Affairs Department and the Finance and Operations Department's Goals for FY21, Core Value 2, and Outcome 2B.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Even with repeated requests, there were no acceptances. We will declare this project done and unsuccessful.		

FINANCIAL AFFAIRS		CORE VALUE 2		OUTCOME 2B
IT				
Objective 1	Support the Enrollment Management Plan (EMP) with data requests to better meet learning needs			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	The EMP is a data-driven plan that will have a reporting component.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	All data requested thus far has begun.		

STUDENT AFFAIRS		CORE VALUE 2		OUTCOME 2B	
TALENT SEARCH					
Objective 1		Design and implement formalized methods of training Tutors			
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$150.00	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion		Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3			
	Rating Rationale:	As the Talent Search Tutor programs continue to grow, there is a greater need for accountability from our Tutors. Formalizing their training and development serves the needs of our students as our tutor platform will be both on-site and online.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3			
	Satisfactory Level Rationale:	A student tutor from LCHS was hired this Fall. Daneen conducted 1:1 training with the students. EA’s have announced tutoring is available.			

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

ACADEMIC AFFAIRS		CORE VALUE 2		OUTCOME 2C	
BUSINESS ADMINISTRATION					
Objective 1	Evaluate the advertising for the Quickbooks course and decide whether to continue, modify, or end the advertising. This is part of the program action plan.				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion	FY2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3			
	Rating Rationale:	This course teaches students to use the Quickbooks program; upon completion, students have gained skills that are needed in the local business community.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1			
	Satisfactory Level Rationale:	Will examine next semester; will re-evaluate and confer with the new PR personnel.			

NURSING				
Objective 1	Implement the use of an electronic medical record throughout the nursing curriculum.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:	Bookstore Fees	Student Fees (New/Existing)	\$
Exp. Completion	FY2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Student proficiency in using an electronic medical record will be imperative with the Next Generation NCLEX examination. The examination will include a large number of alternative questions, where students must navigate a patient medical record to correctly answer questions.		
	Rating:	4		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	The program began using SimChart across the curriculum to help students navigate the completing of healthcare data and prepare for the NMN.		
Objective 2	Continue to support the Kansas Military Nurse Initiative by offering an opportunity for Army Medics (68W or equivalent) to articulate into the Nursing Program in the second semester and receive six (6) credits for prior learning.			
Estimated Cost	Existing Money	\$1600	New Money One Time	\$
	Grant Funded	KBOR Adult/CTE	New Money Ongoing	\$
	Department Budget:	Faculty Overload	Student Fees (New/Existing)	\$
Exp. Completion	FY2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Implement a transition course for Army Medics to articulate into the Nursing Program once the Kansas State Board of Nursing (KSBN) and the Accreditation Commission for Education in Nursing (ACEN) have approved the initiative.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	This program by KSBN was dropped and cannot be completed.		

RADIOGRAPHY				
Objective 1	Utilize area outpatient clinics as a special interest clinical rotation for second-year students.			
Estimated Cost	Existing Money	\$	New Money One Time	\$250.
	Grant Funded	\$	New Money Ongoing	\$0
	Department Budget:	\$250	Student Fees (New/Existing)	\$0
Exp. Completion	Summer 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	<p>Skilled Workers / Employment opportunities.</p> <p>The program has seen an increase in entry-level graduates being hired in outpatient clinics over the past several years. Program officials recognize a special clinical rotation would benefit their second-year students before graduation.</p>		

		This rotation would allow students to witness other daily duties performed by a radiologic technologist in an outpatient clinic besides the normal imaging duties they have participated in during their clinical training in a hospital environment.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2
	Satisfactory Level Rationale:	Graduates are being hired in outpatient clinics and they are performing imaging exams and conducting other primary care duties (patient assessments including taking vital signs, and laboratory procedures) **Kerri and I met multiple times since the Fall semester completing more data as requested by the JRCERT to gain affiliation approval to utilize their clinic on South Jackson Street in Joplin as a clinical site. We plan to increase student capacity by one student and they will rotate them through hospitals and clinics.

FOUNDATION & ALUMNI		CORE VALUE 2		OUTCOME 2C
Objective 1	Partner with the Workforce Director to investigate and pursue new opportunities to support the growth of career and technical programs.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Ongoing			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Academic programs are the lifeblood of our institution and meeting the needs of our local workforce is essential to sustainability and success.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The foundation provided the avenue for Labette Health to donate a retired ambulance to LCC. This will be beneficial for expanding EMT training and growth toward offering Paramedic training. We also assisted with Fire School and the Jed Head Endowed Scholarship for Firefighters.		

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

STUDENT AFFAIRS		CORE VALUE 2		OUTCOME 2D	
STUDENT LIFE					
Objective 1	Seek ways to help students interact with the needs in our community, especially, the children.				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion	May 2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3			
	Rating Rationale:	Being involved in the community helps students see the bigger picture, see how they can be a positive influence, and increase their awareness of what they can do to better the world around them.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3			
	Satisfactory Level Rationale:	Last fall we hosted Kendall Gammon, who shared his story and encouraged our students to be the best people they can be.			

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

ACADEMIC AFFAIRS		CORE VALUE 2		OUTCOME 2E	
BUSINESS ADMINISTRATION					
Objective 1	Evaluate offering Personal Finance as a concurrent class at local high schools. This is part of the program action plan.				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:	Concurrent Instructional	Student Fees (New/Existing)	\$	
Exp. Completion	FY2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	Expand course offerings to high school students, and capture enrollment from some students who do not plan to attend LCC in the future.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1			
	Satisfactory Level Rationale:	In high schools, Personal Finance is typically taught by the FACS teacher, who would not be considered a highly qualified instructor for a Business class. Will continue to investigate.			

FINANCIAL AFFAIRS		CORE VALUE 2			OUTCOME 2E
IT					
Objective 1	Work with AA to explore alternative formats				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:	Concurrent Instructional	Student Fees (New/Existing)	\$	
Exp. Completion	FY2023				
Objective Relevance to Outcome (4: Extremely Relevant	Rating:	3			
	Rating Rationale:	If there are additional delivery formats, they will need to be implemented after approval.			

1: Slightly Relevant)		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0
	Satisfactory Level Rationale:	No new formats at this time.



Labette Community College

Core Value 3

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

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

ACADEMIC AFFAIRS		CORE VALUE 3		OUTCOME 3A	
RADIOGRAPHY					
Objective 1	Align the program’s radiography curriculum with the American Society of Radiologic Technologists (ASRT) Radiography Practice Standards revision.				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion	Fall 2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	In spring 2021 the ASRT Radiography Practice Standards revision will begin. The program will review and complete a curriculum review to align the program with educational and certification requirements as adopted by the ASRT. (The tentative ASRT goal for completing revision is early 2022; the program is to have the curriculum in alignment by Fall 2023.)			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4			
	Satisfactory Level Rationale:	The educational framework will align with the ASRT Radiography Practice Standards revision (education framework & clinical practice review and revisions – still pending final adoption date by ASRT – May 2022) **Program officials are making their final curriculum revisions to their course syllabi for the new ASRT curriculum changes and the new edition textbook materials reflecting these changes, complete by August			

		2023. (Faculty received their new textbook editions for their fall courses.)
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FINANCIAL AFFAIRS		CORE VALUE 3		OUTCOME 3A	
IT					
Objective 1		Prepare for the HLC Full Site Visit			
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion					
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	It will be important to be in the final phases of preparing for the full HLC Site Visit.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3			
	Satisfactory Level Rationale:	Planning has not begun just yet. However, the HLC Academy will be directed related. That work is going well.			

STUDENT AFFAIRS		CORE VALUE 3		OUTCOME 3A
Student Affairs				
Objective 1	Continue participation in HLC’s Student Success Academy, Year 2, to develop a student-focused quality initiative.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023 (for Year 2)			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The college must continue this academy to fully assess the college’s current status and determine an initiative to impact student success at the college.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The team has completed all inventories and has had an initial meeting with their mentoring to review and summarize findings before selecting a project.		

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

FINANCIAL AFFAIRS		CORE VALUE 3			OUTCOME 3B
Human Resources					
Objective 1	Implement Salary increases for employees at the cost of living rate or higher				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion	June 2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	Faculty and staff are key to the success of the college. Paying and offering competitive salaries will retain valuable employees and attract quality applicants.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4			
	Satisfactory Level Rationale:	Raises approved by the Board of Trustees on 7/13/23.			

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

ACADEMIC AFFAIRS		CORE VALUE 3		OUTCOME 3C	
NURSING					
Objective 1	Develop nurse faculty to prepare students for the Next Generation NCLEX clinical judgment design.				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$10000	New Money Ongoing	\$	
	Department Budget:	Professional Development	Student Fees (New/Existing)	\$	
Exp. Completion	FY2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	Nurse faculty must embrace the implementation of the NCSBN clinical judgment model that promotes the practice-ready decision-making skills of graduates. This will be a process over several semesters to help faculty change delivery methods that ensure students gain effective decision-making skills in the classroom and clinical settings.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3			
	Satisfactory Level Rationale:	The program has actively integrated the NCSBN Clinical Decision-Maker modes across the curriculum with NCN beginning in April 2023. Faculty will continue to build upon their work in this area.			

RADIOGRAPHY				
Objective 1	Purchase continuing education modules for our clinical preceptors.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$1000	New Money Ongoing	\$
	Department Budget:	Perkins	Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Purchase continuous educational ASRT modules for our clinical preceptors to promote lifelong learning and enhance their leadership skills. Purchase continued educational ASRT module; and Health Care Discrimination Rules and		

		Regulations module for our clinical preceptors to promote lifelong learning and enhance their leadership skills.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	Program officials and their second-year students attended the KSRT Annual Conference in Hays Kansas on March 30-April 2, 2023. Program Officials and their students were able to network and engage with other imaging professionals from across the state while gaining knowledge about a variety of medical topics that impact patient care and professional growth. Our students participated in the student competition and the following students won awards: Nautic Hart 2 nd place with her Odontoid view image, Kimberly Lewis, Clayton Romans, and Kelsey Stringer won 1 st place in the Ray Bowl Competition.		
Objective 2	Professional Development to maintain lifelong learning for accreditation status.			
Estimated Cost	Existing Money	\$0	New Money One Time	\$0
	Grant Funded	\$1461.35	New Money Ongoing	\$0
	Department Budget:	Perkins	Student Fees (New/Existing)	\$0
Exp. Completion	Atlanta Society of Radiologic Technologists 30th Student & Radiographers Seminar & Educators Conference November 11-15, 2022 (February) & KSRT April 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Attend a national educator seminar every year and the Kansas Society of Radiologic Technologists (KSRT) annual conference to maintain compliance with the JRC Standard Two Objective 2.3 for providing professional development opportunities for the Program Director and faculty. (Faculty will use their Professional Development Accounts). West Coast Educators Conference (WCEC) or Atlanta Society Educator Conference and include attendance at the JRCERT Accreditation Seminar & KSRT Conference. **Due to COVID-19 Pandemic, I am uncertain which seminar; WCEC or the Atlanta Society conference will be offered during this timeframe. **		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	Program officials and their second-year students attended the KSRT Annual Conference in Hays Kansas on March 30 – April 2, 2023. Program Officials and		

		their students were able to network and engage with other imaging professionals from across the state while gaining knowledge about a variety of medical topics that impact patient care and professional growth. Our students participated in the student competitions and the following students won awards; Nautica Hart 2nd Place with her Odontoid view image, Kimberly Lewis, Clayton Romans, & Kelsey Stringer won 1st Place in the Ray Bowl Competition.
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FINANCIAL AFFAIRS		CORE VALUE 3		OUTCOME 3C	
Human Resources					
Objective 1		Conduct professional development training opportunities for staff.			
Estimated Cost	Existing Money	\$		New Money One Time	\$
	Grant Funded	\$		New Money Ongoing	\$
	Department Budget:			Student Fees (New/Existing)	\$
Exp. Completion		June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	Professional Development is key to student success and continued learning for employees. Computer, Jenzabar, Safety, Diversity, Red Flag/Identity Theft, ALICE, Title IX, Sexual Harassment, FERPA, Bloodborne Pathogens, and EEO laws.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4			
	Satisfactory Level Rationale:	Completed on Safe Colleges, during Inservice and as needed in semesters.			

IT				
Objective 1	All staff participate in one PD Activity per year.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant	Rating:	3		
	Rating Rationale:	IT needs to stay current in their field.		

1: Slightly Relevant)		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	All staff members have obtained PD.

FOUNDATION & ALUMNI	CORE VALUE 3			OUTCOME 3C
Objective 1	Host Gribben English Lecture Series			
Estimated Cost	Existing Money	\$4000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:	Foundation	Student Fees (New/Existing)	\$
Exp. Completion	Was unable to complete it in FY23 due to a pandemic. Plan to resume in FY24			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This lecture series is a key tradition for LCC. It has been in existence since 1984.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The series was revived in October 2022. Feedback forms indicated the speaker was well received and participants were highly satisfied with the professional development opportunity.		

PUBLIC RELATIONS	CORE VALUE 3			OUTCOME 3C
Objective 1	Attend Public Relations or Social Media or other marketing conferences or webinars to build networking and gain knowledge about new marketing trends and graphic design			
Estimated Cost	Existing Money	\$	New Money One Time	\$ 1,000
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR	Student Fees (New/Existing)	\$
Exp. Completion	2023			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The PR department has not taken part in off-campus professional development in many years. There is a need to stay current on marketing trends within the realm of community colleges.		
	Rating:	0		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	PR department had a change over in staffing, so professional development did not take place this year.
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STUDENT AFFAIRS		CORE VALUE 3		OUTCOME 3C
FINANCIAL AID				
Objective 1	JFA training for implementation of JFA.			
Estimated Cost	Existing Money	\$	New Money One Time	\$6000
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Financial Aid will be moving to JFA, this would allow for the Financial Aid Department to attend the JAM conference in June 2023.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Staff attended JAM at the end of May and had some personalized training that was very beneficial.		
Objective 2	Professional Development/Training with the Department of Education to keep up with changing regulations and processes.			
Estimated Cost	Existing Money	\$3000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Regulations change each academic year, this will allow for new training for the upcoming academic school year.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	The Financial Aid Office is scheduled to participate in a virtual training in December. Unfortunately, DOE hasn't offered any in-person training since before COVID.		

STUDENT SUCCESS CENTER				
Objective 1	Develop and implement prescribed onboarding and ongoing training for Peer and Professional Tutors to better serve LCC students needing supplemental academic support.			
Estimated Cost	Existing Money	\$500	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:	Student Success Center	Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Providing additional training to tutors to provide quality services to support the learning environment of students.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Onboarding training is in place and deployed for current tutors; ongoing training is in development.		
Objective 2	Target academic interventions for students matriculating in Health Science programs to increase their rates of academic success and retention			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$TBA
	Department Budget		Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to the outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Students in Health Science programs have unique, high-level academic support needs that can only be properly implemented by licensed practitioners in their fields.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The first targeted intervention deployed FA22; two others are slated for SP23. Data on academic success and the effectiveness of the intervention is still being gathered and analyzed. Student qualitative feedback has been positive.		

STUDENT SUPPORT SERVICES				
Objective 1	Seek professional development in intensive academic advising interventions to improve SSS program participant retention and academic success rates.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$3000	New Money Ongoing	\$
	Department Budget:	Student Support Services	Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Professional development will assist staff in helping students achieve their academic goals.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	One advisor has engaged in professional development targeted to academic interventions for success; one advisor is currently seeking professional development in academic resilience and parallel planning; one advisor has recently on-boarded and will be seeking out further professional development in these areas.		

TALENT SEARCH				
Objective 1	Attend a Professional Conference about Student Recruitment, First Gen and Low Income focused			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$7000	New Money Ongoing	\$
	Department Budget:	Talent Search	Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	While the goal of Talent Search remains the same, our student population is always changing. The Director and Educational Advisors must remain current with information on how best to reach and teach to first-generation and low-income student base.		
	Rating:	4		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	EAs both attended virtual Financial Aid training this Fall. Director attended virtual training through COE re: hard-to-reach populations.
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Outcome 3D: Improve the utilization of human, physical, technological, and fiscal resources.

ACADEMIC AFFAIRS		CORE VALUE 3		OUTCOME 3D
ACADEMIC AFFAIRS OFFICE				
Objective 1	The Academic Affairs Office seeks to implement a Learning Management System (LMS) to address the changing landscape of distance-delivered course offerings.			
Estimated Cost	Existing Money	\$	New Money One Time	\$150,000 (start-up/implementation/training) (est.)
	Grant Funded	\$	New Money Ongoing	\$40,000 (est.)
	Department Budget:	General Fund	Student Fees (New/Existing)	\$
Exp. Completion	May 2023/May 2024			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Labette Community College’s mission is to provide quality learning opportunities in a supportive environment for success in a changing world doing so through continuous improvement and educational programs for a globally connected world. Labette Community College currently offers 35 programs of study and certificates offered in a variety of learning modalities. These educational programs are regulated through 10 plus different accreditors to ensure governance, quality, and compliance. With the significant Federal Department of Education (DOE)changes in legislation, the Higher Learning Commission needs to meet the DOE’s legislation integrated into their new 2025 strategic plan EVOLVE, the NC-SARA regulations shared in march 2021, and the Kansas Board of Regent’s adoption of their new strategic plan, Building a Future, have significantly increased reporting, compliance/regulations, and assessments. To meet these increased accreditation requirements in the area of institutional capacity, institutional transparency and disclosures, academic programs, support for students, program review and assessment, academic and institutional integrity, etc. implementation of an LMS that can better support the compliance and variable vendors used at the institution. This objective supports many Core Values (1 and 2).		
Satisfactory level of objective completion (4: Extremely Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		

0: Not at all Effective)		
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LIBRARY				
Objective 1	Review the findings of the Southeast Kansas Library System’s space audit of the Library’s facility and make feasible changes.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The goal of the space audit was to investigate whether the Library was using the facility space allotted to it efficiently. The Library staff will review the findings of the audit and will make changes that are feasible to the current layout and use of the facility, given the financial constraints within which the Library is required to operate. Funding will be dependent on the changes made.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	The Library staff reviewed the findings and discussed potential remodeling projects with the DMG. We have received a quote for one of the projects which will require additional funding. However, we have other projects that could be completed with the funding that we have, including the redesign of Phylis’s office, painting, and outside structural repairs. The Library and the DMG are still in conversations on the timing of the affordable projects.		
Objective 2	Complete the changes that have resulted from the review of all Library Board Policies, Administrative Procedures, and Departmental Procedures			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	
Exp. Completion	May 2022			
	Rating:	3		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	No funding is necessary. This is a necessary periodic review. Each will be reviewed, changes noted, and procedures followed for the updating of each.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2
	Satisfactory Level Rationale:	The staff has completed the process of reviewing all of the Library's Board Policies, Administrative Procedures, and Departmental Procedures. Currently, the President's Cabinet is also reviewing this area. The Director still needs to incorporate the changes and make the final review.

RADIOGRAPHY				
Objective 1	Purchase a digital radiography imaging system for the energized laboratory.			
Estimated Cost	Existing Money	\$0	New Money One Time	\$0
	Grant Funded	\$25,070	New Money Ongoing	\$0
	Department Budget:	\$0	Student Fees (New/Existing)	\$0
Exp. Completion	Fall 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The purchasing of this equipment will be installed in the energized laboratory to aid the advancement of clinical capabilities for our radiography students.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	<p>**10/26/2022 Gammon Company – Chuck Gammon was awarded the bid for purchasing the energized lab equipment and the first payment invoice was paid on 11/14/2022 – Adding a High Heat kit for the collimator expense will be added to the final invoice.</p> <p>**Additional questions regarding the Tigerview workstation were forwarded to Jody Burzinski, in IT on 11/06/2022.</p> <p>Equipment was installed on 1/11/2023 before the start of the Spring 2023 semester.</p>		

FINANCIAL AFFAIRS		CORE VALUE 3			OUTCOME 3D
FACILITIES					
Objective 1	Purchase a new van				
Estimated Cost	Existing Money	\$	New Money One Time	\$26,000 to \$30,000	

	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Needed to safely transport students to replace an aging van from the fleet		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 2	Renovate Student Success Center bathrooms			
Estimated Cost	Existing Money	\$15,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The bathrooms need repair and updating.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 3	New Glass boards for classrooms			
Estimated Cost	Existing Money	\$6,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Instructors prefer glass boards and they look nicer in the classrooms.		
	Rating:	3		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	Glass boards were received for H109, H211, H115, and H224. They will be installed before school begins in the Fall.		
Objective 4	Sidewalk Repair Around Campus			
Estimated Cost	Existing Money	\$5000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Improve the campus look and correct a potential safety concern.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 5	Install occupancy sensors - Annex			
Estimated Cost	Existing Money	\$7,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	This will help reduce the electricity cost.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed. Sensors were also installed in the Student Success Center.		

Objective 6	Continue to replace exterior lighting with LED			
Estimated Cost	Existing Money	\$TBD	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	This will save energy long term.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Supplies have been purchased. Move to FY2024 to install.		
Objective 7	Continue to improve the landscaping in various areas around campus			
Estimated Cost	Existing Money	\$TBD	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Curb appeal is important in attracting students. This will be done to utilize landscaping features that require fewer resources to maintain.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Ongoing – Improvements made to the Zeitmeir area.		
Objective 8	Repair Boiler Room Roof			
Estimated Cost	Existing Money	\$86,788 (actual)	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	To prevent leaking and further damage.		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed – Also completed the Cardinal Event Center for \$102,512.		
Objective 9	Paint the exterior of the Annex			
Estimated Cost	Existing Money	\$5,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	This will enhance the appeal of the campus.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 10	Seal Annex Roof Leaks			
Estimated Cost	Existing Money	\$TBD	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	To prevent leaking and further damage.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	Completed		
Objective 11	Repair the Press Box at the baseball field			
Estimated Cost	Existing Money	\$TBA	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$

Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Mostly cosmetic repairs: pieces of siding need replacing, and some rotted spots on wooden stairs need to be fixed.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 12	New Carpet in the Bookstore			
Estimated Cost	Existing Money	\$5,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	There are rips in the carpet that are duck-taped to prevent students and staff from tripping and falling.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 13	Remove Carpet in H115, Art Classroom			
Estimated Cost	Existing Money	\$TBD	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Will make the classroom easier to clean.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	Moved to FY2024		
Objective 14	Renovation for New Advising Center			
Estimated Cost	Existing Money	\$5,000	New Money One Time	\$

	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Fall 2022			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Changing the conference room into an advising center.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed		
Objective 15	Repaint Gym Floor			
Estimated Cost	Existing Money	\$15,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Due to the construction, the floor was nicked up badly. Several old lines are on the floor which are no longer used. Repainting the floor and removing the unused lines will finish off the look of the freshly renovated gym.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Move to FY24		

IT				
Objective 1	Virtual Machine Refresh			
Estimated Cost	Existing Money	\$15,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June			
	Rating:	4		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	Server rotation schedule.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 2	Computer Rotation Schedule			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Continue with the rotation schedule.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	All end-user systems were refreshed and were on schedule.		

CAFE				
Objective 1	Replace Dishwasher			
Estimated Cost	Existing Money	\$15,930 (actual)	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Keep equipment up-to-date		
	Rating:	4		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	Completed		
Objective 2	Replace Grill			
Estimated Cost	Existing Money	\$3,420 (actual)	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Keep equipment up-to-date		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	Completed		

HUMAN RESOURCES				
Objective 1	Research the possibility of uploading W-2s in Redzone			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The process will make it easier for employees to obtain their W-2s		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Not complete due to software changes. Will continue to research possible implementation. Move to FY2024.		
Objective 2	Create a process for an online employment application			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$

	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The current webpage for job openings has the employment application as a word or pdf document. It has to be downloaded, completed, and sent to HR by e-mail. Implementing a process to complete it online would be more efficient for applicants.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	A button was added to the pdf application to submit, but the button was not properly working therefore removed in May 2023.		
Objective 3	Implement electronic timesheets			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Currently, timesheets are completed in Excel, printed, and turned in to the Business Office on hardcopy after the supervisor's signature. An electronic completion and submission process would be more streamlined and green efficient.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Unable to complete. Currently working with IT. Moved to FY24.		

OFFICE SERVICES				
Objective 1	Replace OKI Printer			
Estimated Cost	Existing Money	\$13,600	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
	Rating:	3		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	Keep equipment up-to-date.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	Complete

PUBLIC RELATIONS		CORE VALUE 3		OUTCOME 3D
Objective 1	Replace photography equipment (if needed)			
Estimated Cost	Existing Money	\$	New Money One Time	\$ 2000
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	Facilities/PR	Student Fees (New/Existing)	\$
Exp. Completion	2023			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	To provide quality photographs for marketing materials.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Purchased Axis Gimbal for DSLR and mirrorless camera to assist in video production.		
Objective 2	Update Cherokee Center signage			
Estimated Cost	Existing Money	\$	New Money One Time	\$ 3500
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	Facilities/PR	Student Fees (New/Existing)	\$
Exp. Completion	2023			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The current road sign is faded and incorrect logo. Needs to be updated to provide positive branding and campus image.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY25		
Objective 3	Workforce Center signage			

Estimated Cost	Existing Money	\$	New Money One Time	\$ 3500
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	Facilities/PR	Student Fees (New/Existing)	\$
Exp. Completion	2023			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Additional lighting and lettering (Workforce Training Center) need to be added to the side of the building to creative branding and a positive campus image so passers-by can easily identify what LCC property the building is.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	PR has received quotes for signage and placed them in the 2024 budget request. I missed knowing about additional lighting so may need to consider adding lighting in 2025.		

STUDENT AFFAIRS		CORE VALUE 3		OUTCOME 3D	
FINANCIAL AID					
Objective 1	Continue to revamp and/or streamline the institution and foundation scholarship process with input from admissions, foundation, and president’s council				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion	Fall 2022				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	A logical and clear scholarship process will become a competitive recruitment tool, decrease confusion among students, and decrease excessive workload for LCC staff.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2			
	Satisfactory Level Rationale:	More discussions have happened and we are still working toward a solution to streamline this process.			

ATHLETICS				
Objective 1	Purchase one new wrestling mat for the new building.			
Estimated Cost	Existing Money	\$	New Money One Time	\$12500
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	With the increased space and changes in requirements, an additional mat is needed.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	This was purchased and installed in the new addition.		
Objective 2	Install new padding for gymnasium walls			
Estimated Cost	Existing Money	\$	New Money One Time	\$5000
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The padding would provide safety for student-athletes during games.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Padding has been purchased for the gym but has not yet been hung.		
Objective 3	Replace the 3 rd base dugout roof at the baseball field.			
Estimated Cost	Existing Money	\$	New Money One Time	\$6500
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant	Rating:	4		
	Rating Rationale:	The roof is deteriorating and needs to be replaced as a safety issue.		

1: Slightly Relevant)				
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	This has not been done due to money and should be moved to FY24.		
Objective 4	Provide safe storage buildings for baseball and softball.			
Estimated Cost	Existing Money	\$	New Money One Time	\$18000
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Dedicated storage space for each program rather than under the football stadium is needed. Could also provide a location in case of inclement weather.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	This has not been done due to money and should be moved to FY24.		



Labette Community College

Core Value 4

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

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

FINANCIAL AFFAIRS		CORE VALUE 4		OUTCOME 4A	
IT					
Objective 1		HLC Data Collection for visit			
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion		Ongoing			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	Having Data prepared for the HLC Site Visit will be a high priority.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0			
	Satisfactory Level Rationale:	This has not begun. Hopeful to have additional direction on the criteria.			
Objective 2		Review reporting needs and adjust accordingly			
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion					
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	Reporting will be changing rapidly due to internal and external changes. It will need to be continuously reviewed.			

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	All new reporting was completed as expected.

FOUNDATION & ALUMNI	CORE VALUE 4			OUTCOME 4A
Objective 1	Provide an Annual Report to donors and the community			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$2000
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Summer 2022			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Transparency is vitally important to any nonprofit organization. The report will lend credibility and highlight the good work of the foundation and our donors.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	This was planned to be a cooperative effort between Public Relations and Foundation. Due to the departure of the Director of PR, the annual report was postponed.		

PUBLIC RELATIONS	CORE VALUE 4			OUTCOME 4A
Objective 1	The updated tracking system of Public Relations requests			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget		Student Fees (New/Existing)	\$
Exp. Completion	Updated each year, continuous each year			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	The continuous update/improvement of the tracking system for PR requests is beneficial for the PR office and the issuer of the request to complete requests in a timely and cohesive manner.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	The Trello software app that will help with addressing PR requests has been purchased to integrate with requests and we plan to use it in 2024.		

Objective 2	Update style manual			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR	Student Fees (New/Existing)	\$
Exp. Completion	2023			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	The role of the PR department is to ensure that the campus community adheres to the guidelines and proper usage of the college brand.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	The Easy Style Guide reference card has been created and provided to all staff and faculty. It also has been useful in providing to the vendors we work with using our logo and fonts.		

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

FINANCIAL AFFAIRS		CORE VALUE 4		OUTCOME 4B	
IT					
Objective 1	Budgeting for cost-effective IT projects				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion					
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3			
	Rating Rationale:	IT projects are getting added at a very rapid rate, so it is important to consider the cost-effectiveness of each project.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4			
	Satisfactory Level Rationale:	The budget now included all of the COVID purchasing.			

FOUNDATION & ALUMNI		CORE VALUE 4		OUTCOME 4B	
Objective 1	Post photos and bios of Foundation and Alumni Association Board members on the website				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion	FY23				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2			
	Rating Rationale:	This will help with transparency. It will also showcase our leadership.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0			
	Satisfactory Level Rationale:	We were never able to schedule this as other priorities and scheduling conflicts got in the way.			

PUBLIC RELATIONS		CORE VALUE 4		OUTCOME 4B
Objective 1	Create fact cards, or another form of marketing material that shows the transparency of funding			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR	Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Marketing pieces are necessary to gain the support of the community.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		

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

ACADEMIC AFFAIRS		CORE VALUE 4		OUTCOME 4C
RADIOGRAPHY				
Objective 1	Ask other healthcare professionals and community members to serve on the program’s Advisory Committee.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Fall 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Create a more diverse advisory committee with other healthcare professionals and community members.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Utilize healthcare professionals outside of medical imaging and community members, who need more diverse stakeholders' input on program growth & improvement strategies. (Outpatient clinics – CHSEK) By the end of the Summer of 2023, program officials will have at least two new community members serving on the Advisory Committee for them to attend and actively participate in the Fall 2023 meeting.		

FOUNDATION & ALUMNI		CORE VALUE 4		OUTCOME 4C
Objective 1	Investigate a new Alumni event for LCC – tie in an athletic or cultural event with it.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	FY2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This will help cultivate relationships with our alumni and donors.		
	Rating:	4		

Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Satisfactory Level Rationale:	After investigating options, it was decided to have a new event to honor “Alumni Legacy Families” at a sporting event in FY24. This will combine well with our Objective 2.		
Objective 2	Begin a new recognition tradition – Cardinal Alumni Family night at an athletic event annually.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$1500
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	FY2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This would deepen relationships with key alumni and help showcase new facilities.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	A family was selected and it is their wish to be honored in FY24.		
Objective 3	Prepare to execute 100 th Anniversary Events in partnership with the Public Relations department and others			
Estimated Cost	Existing Money	\$	New Money One Time	\$TBD
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Ongoing			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	We must publicly observe the centennial celebration of the college.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The Executive Director became the chair of the committee after the departure of the former PR Director. Many months of planning and meetings have occurred.		

Objective 4	Speak and/or volunteer at a minimum of two community organizations or events			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Ongoing			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This helps develop community relationships and showcase LCC.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The Foundation made presentations at the Lions Club and Soroptimist.		

PUBLIC RELATIONS		CORE VALUE 4		OUTCOME 4C
Objective1	Target marketing and advertising health science & CTE programs			
Estimated Cost	Existing Money	\$1,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR	Student Fees (New/Existing)	\$
Exp. Completion	Continuous, every year			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The PR department strategically rotates the specific target promotions of CTE programs each year.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	CTE programs were promoted through Digital Marketing with the Perkins grant funds as well as contracts set up with outside companies.		
Objective 2	Redesign of CTE, or specific program print material			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR	Student Fees (New/Existing)	\$
Exp. Completion	Continuous, every year			

Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Yearly updates are necessary to stay current with the design and correct content of brochures used for recruiting.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 3	Redesign of view books			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	Admissions	Student Fees (New/Existing)	\$
Exp. Completion	Admissions, Every other year			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Yearly or every other year, updates are necessary to stay current with the design and correct content of view books used for recruiting.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	0		
	Satisfactory Level Rationale:	PR Director came in October and not sure if the view book was redesigned and printed for 2023.		
Objective 4	Increase digital marketing for general enrollment			
Estimated Cost	Existing Money	\$2,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR	Student Fees (New/Existing)	\$
Exp. Completion	2023			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Digital marketing has proven response rates through the analytics provided by a marketing company		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3		
	Satisfactory Level Rationale:	The promotion of general enrollment has increased because of Perkins Grant funds.		

Objective 5	Increase digital marketing for the specific program- CTE.			
Estimated Cost	Existing Money	\$2,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR	Student Fees (New/Existing)	\$
Exp. Completion	2023			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Digital marketing has response rates proven through the analytics provided by a marketing company.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	LCC has done some digital marketing on some CTE programs.		
Objective 6	Update new professional videos for departments or general recruiting- if new footage needed			
Estimated Cost	Existing Money	\$5,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR	Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	Complete in 2020 for general and CTE health science programs, reshooting to update footage or create new.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 7	100 th Anniversary Celebration			
Estimated Cost	Existing Money	\$	New Money One Time	\$?
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR President Foundation	Student Fees (New/Existing)	\$
Exp. Completion	2023			

Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Celebrate LCC's 100 th Anniversary through events, promotions, giveaways		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Started promoting the 100 th Anniversary with save the date cards at Katy Days, and through social media.		
Objective 8	Athletic Expansion Grand Opening event			
Estimated Cost	Existing Money	\$1,000	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget	PR President Foundation	Student Fees (New/Existing)	\$
Exp. Completion	2024			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Celebrate LCC’s success of the athletic complex expansion with stakeholders, the public, and alumni.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24 – dedication postponed to September 2023		

STUDENT AFFAIRS		CORE VALUE 4		OUTCOME 4C
ADMISSIONS				
Objective 1	Increase Community Outreach by attending annual/established events			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	June 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Attending events is something that LCC has gotten away from within the last several years. I believe that by ramping up our attendance at local community		

		events, we will help to spread awareness about the benefit of LCC on not only students but our economy as well.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	<p>The Admissions Director is now on the Labette County Coalition Task force. Meets monthly with other community members to collaborate on best serving Labette County Residents.</p> <p>Represented LCC on KOAM News Now "More Power to You Tour" digital ad campaign.</p> <p>Admissions Director began making appearances on the local KLKC "War Room" Podcast.</p>

Outcome 4D: Strengthen internal communication practices.

ACADEMIC AFFAIRS		CORE VALUE 4		OUTCOME 4D
LIBRARY				
Objective 1	Change the Library marketing focus from a service orientation to an educational partnership orientation			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	November 2022			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3		
	Rating Rationale:	The view of the Library for years has been that it is a service provided by the college to assist the students, the employees, and the community. In reality, the Library is an equal partner in the educational process of these entities. Marketing materials, tours, webpages, and other outlets, publications, and offerings from the Library will be edited to reflect this change in philosophy. No funding will be needed. The editing will be a part of the annual revision of this sort of document.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	To be carried over to FY24		

STUDENT AFFAIRS		CORE VALUE 4		OUTCOME 4D
STUDENT SUPPORT SERVICES				
Objective 1	Develop partnerships with Health Science Advisory groups to better prepare SSS program participants’ entry into these programs and to better support, the academic success of SSS program participants admitted to the programs.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$500	New Money Ongoing	\$
	Department Budget:	Student Support Services	Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
	Rating:	3		

Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating Rationale:	Increase completion rates of the program by collaborating with the health science program groups.
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4
	Satisfactory Level Rationale:	New Academic Advisor for Health Science has made significant progress in establishing and developing these key partnerships for better student preparation to enter the programs and continued success while matriculating through the programs.



Labette Community College

Core Value 5

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

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

STUDENT AFFAIRS		CORE VALUE 5		OUTCOME 5A	
STUDENT AFFAIRS/ENROLLMENT MANAGEMENT					
Objective 1		Research populations to target for possible enrollment			
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion		Summer-Fall 2022			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4			
	Rating Rationale:	The Recruitment Subcommittee is looking at home school students and Native American tribes as possible groups to target enrollment activities to help boost enrollment.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3			
	Satisfactory Level Rationale:	The Admissions Team has been developing more strategic plans for recruitment with the staff changes.			
Objective 2		Develop a Housing Committee to research housing insecurity and related issues.			
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:		Student Fees (New/Existing)	\$	
Exp. Completion		Fall 2022			
Objective Relevance to Outcome (4: Extremely Relevant	Rating:	4			
	Rating Rationale:	Within enrollment management subcommittees, the issue of students struggling with finding adequate,			

1: Slightly Relevant)		affordable housing has become a topic as more students report having problems in this area.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	1		
	Satisfactory Level Rationale:	The subcommittee was not formed due to other focuses within the academic year.		
Objective 3	Create a mentorship program for students.			
Estimated Cost	Existing Money	\$500	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:	Student Affairs	Student Fees (New/Existing)	\$
Exp. Completion	Spring 2023			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The Retention Subcommittee is creating a program to have employees serve as mentors for students.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	There was a pilot in Fall 2022 and it was minimally successful. However, time and resources have put this initiative on hold at the moment.		
Objective 4	Develop a communication plan to contact potential graduates who have completed 42 credit hours.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Fall 2022			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The Completion Subcommittee has discussed additional communication options for increasing the number of students completing degree checks so they can graduate.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The Dean of Enrollment Management provided a listing to the Advising Center who then contacted students. This has led to some former students enrolling in classes for the Spring 2023 semester.		

ADVISING				
Objective 1	Develop an Intrusive Advising Process for all students.			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Fall 2022			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	The creation of the advising center and reassignment to advising roles will assist the SEM Committees (especially the Onboarding Subcommittee) in developing a clear, cohesive, and compressive advising process.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	The Advising Center has been established and a plan for intrusive advising has been established. This plan will continue to evolve as needed.		

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

FOUNDATION & ALUMNI		CORE VALUE 5		OUTCOME 5B
Objective 1	Investigate hosting a scholarship luncheon where donors meet the students who received their awards			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$3000
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	This will help maintain and enhance donor relationships. This will also set an example for LCC students to give back in the future.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:			
	Satisfactory Level Rationale:	Moved to FY24		
Objective 2	Work with donors to secure new scholarships and endowments			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget:		Student Fees (New/Existing)	\$
Exp. Completion	Ongoing			
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	4		
	Rating Rationale:	Students need help financing higher education		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	4		
	Satisfactory Level Rationale:	One new endowed scholarship was established		

PUBLIC RELATIONS		CORE VALUE 5			OUTCOME 5B
Objective 1	Promote Annual Scholarship Auction				
Estimated Cost	Existing Money	\$600	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	

	Department Budget	PR	Student Fees (New/Existing)	\$
Exp. Completion	Ongoing			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	Paid advertising is necessary to promote the attendance of the auction for scholarships.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	Ran ads in Labette Avenue and Parsons Sun		
Objective 2	Acquire donations, decorations, and event planning for annual scholarship auction (Foundation provides PR with acquisition list)			
Estimated Cost	Existing Money	\$	New Money One Time	\$
	Grant Funded	\$	New Money Ongoing	\$
	Department Budget		Student Fees (New/Existing)	\$
Exp. Completion	Ongoing			
Objective Relevance (4: Extremely Relevant 1: Slightly Relevant)	Rating:	2		
	Rating Rationale:	The auction has noticed an increase in attendance, and items donated. The acquisition of items/services donated for the auction is needed to assist the Foundation office.		
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	2		
	Satisfactory Level Rationale:	There was a good attendance at the Scholarship Auction and several items were donated to assist with this event for the Foundation.		

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

STUDENT AFFAIRS		CORE VALUE 5		OUTCOME 5C	
STUDENT AFFAIRS					
Objective 1	Plan/Implement monthly Student Affairs departmental team building activities/morale boosters.				
Estimated Cost	Existing Money	\$	New Money One Time	\$	
	Grant Funded	\$	New Money Ongoing	\$	
	Department Budget:	Student Affairs	Student Fees (New/Existing)	\$	
Exp. Completion	2023				
Objective Relevance to Outcome (4: Extremely Relevant 1: Slightly Relevant)	Rating:	3			
	Rating Rationale:	To retain quality employees, supervisors must communicate and show staff members how important they are to the overall success of the institution. It is also important for co-workers to appreciate one another and understand how to work together as a team for the improvement of the institution. By implementing scheduled opportunities each month, there will be dedicated time to spend tackling these important criteria, rather than it being constantly moved to the bottom of the priority list.			
Satisfactory level of objective completion (4: Extremely Effective 0: Not at all Effective)	Rating:	3			
	Satisfactory Level Rationale:	With continued staff openings and increased work load, monthly activities have not occurred yet. VPSA provided a small first week of classes gift. VPSA and Dean provided snacks to the staff as well.			



Labette Community College

Student Organization Annual Report

Student Organizations

Art Club –

Labette Community College Art Club's purpose is to enrich activities and experiences to learn more about art.

Advisor: Heidi Schaff (620) 820-1022

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
6	10	3	0	0

Participation: Kids Fall Fest, Black History Month, International Fair

Campus Activities Board –

Enhances LCC Students' experiences through meaningful and fun activities to foster connections with other students, staff, faculty, and the community. CAB serves to plan, organize, promote, and execute these Student Life activities offering a full and enriching LCC campus experience.

Advisor: Harrison Hall (620) 820-1178

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
8	8	24	0	0

Participation: In conjunction with the Student Government Association CAB sponsored the following activities: ALICE training, Student Award Ceremony, Easter Egg Hunt, fall CORE Meeting, fall Blood Drive, Fall Fest Week, fall Welcome Week, fall Finals Frenzy, Halloween

Costume Contest, Homecoming events and activities, Kid's Fall Fest, monthly LCC Free Dinner for Students, Pizza Night, spring Blood Drive, spring Welcome Back Week, Student Government Association Monthly Meetings, Student Organization Fair in the fall, Halloween Bash, Black History Month, Cardinal Madness, Cardinal Business Showcase, Cardinal Cite, Distinguished Alumni Luncheon, and Wrestling to Nationals Send-Off in conjunction with Public Relations.

Cardinal Crew-

The main focus of Cardinal Crew is to get fans engaged with Cardinal athletics through student-led events and cheering at games.

Advisors: Gaye Evans (620) 820-1281
Heidi Flora (620) 820-1223

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
4	6	8	1	0

Participation: Homecoming, Auction for Scholarships, Cardinal Madness, Volleyball Tailgate, Wrestling Pizza Party, Basketball Pink Out, Black History Month, Wrestling Sendoff Pep Rally.

Fundraiser: 50/50 Raffle at home basketball games

FBLA Collegiate-

Future Business Leaders of America (FBLA) Collegiate helps members bridge the gap between the classroom and the business world by allowing them to learn first-hand about the business community. Goals include developing competent, aggressive business leadership, strengthening the confidence of students creating more interest in and understanding of American business enterprise, developing character, encouraging scholarship, and facilitating from school to work. LCC FBLA has a tradition of successfully competing at the State and National level.

Advisor: Cathy Kibler (620) 820-1186

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
4	3	9	0	2

Participation: Organization Fair, CORE Meeting, Blood Drive (Fall and Spring), Kids Fall Fest, Halloween Bash, Finals Frenzy, Welcome Week, Homecoming.

Travel: Attended Pittsburg State to compete in the Kansas FBLA State Conference.
Traveled to Atlanta, Georgia to compete in the FBLA National Conference.

Awards Received: Taylore Hudgins; Impromptu Speaking 1st place (*National FBLA*), Braden Hale; Information Management 2nd Place, Microeconomics 3rd place (*Kansas FBLA*), Taylore Hudgins; 1st place State of Chapter Presentation (*Kansas FBLA*), Makenzie Martin; Administrative Support Technology 2nd Place, "Who's Who in Kansas FBLA" (*Kansas FBLA*), Kameron White; "Who's Who in Kansas FBLA" (*Kansas FBLA*)

Gay Straight Alliance-

The purpose of the LCC Gay Straight Alliance is to support the spectrum of LGBTQ+ student and their allies for information sharing, networking, and peer exchange and to provide a haven in which all lifestyles are accepted, applauded, appreciated, and instructed.

Advisors: Scotty Zollars (620) 820-1168
Lauren Shepard (620) 820-1139

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
0	0	1	0	0

Participation: Organization Fair

Phi Theta Kappa-

The purpose of the Tau Chapter of Phi Theta Kappa at Labette Community College shall be the promotion of scholarship, the development of leadership and service, and the cultivation of fellowship among qualified students of this college.

Advisors: Tammy Fuentes (620) 820-1268
Jesus Medina

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
6 active members	7	16	0	5

113 paid members				
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Participation: Phi Theta Kappa is very involved in Labette community Colleges' activities which include, Welcome Week (Fall and Spring), Finals Frenzy (Fall and Spring), Student Organizational Fair, CORE Meeting, LCC Blood Drive (Fall and Spring), Winter Gear Drive, Kid's Fall Fest, Pantry Donations and Volunteer Hours, Make your Mark Event- Handprints in the Hallway, and Homecoming. Our Tau Chapter was also involved in the community by taking activity boxes to the area grade schools.

Travel: Phi Theta Kappa attended the International Catalyst Convention, Regional Institute, Regional Fall Conference, and the Heartland Region Convention.

Organizational Awards Received:

- Top 100 Chapter 2021-2022 (*International Phi Theta Kappa*)
- Honors in Action Hallmark Award 2021-2022 (*International Phi Theta Kappa*)
- Most Outstanding Chapter, 2nd Place 2022-2023 (*Heartland Region Phi Theta Kappa*)
- Honors in Action Hallmark Award 2022-2023 (*Heartland Region Phi Theta Kappa*)
- College Project Hallmark 3rd Place (*Heartland Region Phi Theta Kappa*)
- Service Hallmark Award 4th Place 2022-2023 (*Heartland Region Phi Theta Kappa*)
- Yearbook Award 2nd Place 2022-2023 (*Heartland Region Phi Theta Kappa*)
- REACH Reward Winner 2022-2023 (*International Phi Theta Kappa*)
- Five Star Chapter Award 2022-2023 (*International Phi Theta Kappa*)

Individual Awards Received:

- Harrison Hall and Abegail Wilson; All-Kansas Academic Team (*Phi Theta Kappa and Kansas Association of Community College Trustees*)
- Haley Farran; Distinguished Chapter Officer Winner (*Heartland Phi Theta Kappa*)
- Abigail Vincent; Distinguished Chapter Officer Award- Honorable Mention (*Heartland Region of Phi Theta Kappa*)
- Haley Farran, Taylore Hudgins, Baylee Montee, Abigail Vincent; Distinguished Chapter Officer Team Award Winner (*Heartland Region of Phi Theta Kappa*)
- Brooklyn Tinker; Distinguished Chapter Member Award Winner (*Heartland Region of Phi Theta Kappa*)
- Ashley Horton; Distinguished Alumni Award Winner (*Heartland Phi Theta Kappa*)
- Abegail Wilson; Achievement in Literature Award (Research)- 4th Place (*Heartland Region of Phi Theta Kappa*)
- Mariah Curley; Achievement in Literature Award (Creative)- 4th Place (*Heartland Region of Phi Theta Kappa*)
- Heather Boss; Achievement in Literature Award (Creative)- 5th Place (*Heartland Region of Phi Theta Kappa*)
- Copenhagen Browning; Competitive Edge, (*Heartland Phi Theta Kappa*)
- Haley Farran; Competitive Edge, Employment Edge, Healthcare Edge, Research Edge, Transfer Edge (*Heartland Region of Phi Theta Kappa*)

- Abegail Vincent; Competitive Edge, Employment Edge, Healthcare Edge, Research Edge, Transfer Edge (*Heartland Region of Phi Theta Kappa*)
- Abegail Wilson; Competitive Edge, Employment Edge, Research Edge, Transfer Edge (*Heartland Region of Phi Theta Kappa*)
- Brooklyn Tinker; Competitive Edge (*Heartland Region of Phi Theta Kappa*)
- Taylore Hudgins; Competitive Edge, Employment Edge, Research Edge, Transfer Edge (*Heartland Region of Phi Theta Kappa*)
- Jesus Medina; Employment Edge, Healthcare Edge, Research Edge, Transfer Edge (*Heartland Region of Phi Theta Kappa*)
- Jillian Teel; Competitive Edge, Employment Edge (*Heartland Phi Theta Kappa*)

Psychology Club-

The main focus of the psychology club is to help students further understand their minds, and the minds of others around them to help better connect to people on a more personal level.

Advisor: Deanna Huffman (620) 820-1265

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
1	5	6	0	1

Participation: Halloween Bash, Homecoming, Free Student Dinner Volunteer, Pantry Volunteer, Cardinal Madness

Travel: Attended psychology conference at Kansas City Kansas Community College.

Radiography Club-

The purpose of the Radiography Club is to elevate the quality of patient care and promote the art and science of radiologic technology. To promote the radiography club and Program across our LCC campus and within our surrounding service communities.

Advisor: L. Gail Brown (620) 820-1159

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
25	10	13	2	1

Participation: Radiography participated in many events, volunteered time, and donated food during the school year. Welcome Week (Fall and Spring) Finals Frenzy (Fall and Spring). The club participated in recruiting events such as 8th Grade Days, LCC Health Science Events for area High school students, Galena High School Career Fair, LCHS Health Carriers Class, and Girard High School Senior Interview Day. The Radiography Club volunteered for the LCC Free Meal, at the LCC Food Pantry, and for the Blood Drive (Fall and Spring). Homecoming, LCC Scholarship Auction, Easter Egg Hunt candy donation, Halloween Bash, Pink Out- Baked items & wellness basket donation, LCC Donor Appreciation Luncheon. In the community, the Radiography Club participated in the Mercy Heart Walk with Missouri Southern State University & Mercy Hospital and a HOSA event at Pittsburg State University.

Travel: In March, they traveled to Hays, KS for the KSRT Annual State Convention.

Fundraising: Bake sale for Relay for Life

Awards Received: Nautica Hart; Odontoid View Image Competition 2nd place (KSRT Annual State Convention); Kelsey Stringer, Clayton Romans, Kimberly Lewis; Ray Bowl Team 1st place (KSRT Annual State Convention)

Spirit Squad-

The Spirit Squad cheers and performs dances for our Men's and Women's basketball games. The squad also participates in a variety of activities and community service programs designed to promote school spirit and participation both on campus and throughout the community.

Advisors: Lindi Forbes (620) 820-1212
Megan Fugate (620) 820-1246

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
7	2-3 Weekly	20	3	2

Participation: Campus events include the Halloween Bash, Kids Fall Fest, Homecoming, our Auction for Scholarships, Volleyball tailgate, Volleyball Pink out, Military Appreciation Night, Basketball Pink out, Black History Month, Wrestling Nationals send-off and send-off preparation, and Cardinal madness. Community events include Katy Days Parade, KOAM- Live Broadcast from Parsons, SEK Makers Fair, Veteran's Day Parade, Christmas Parade, Stella Wells Auction, Curious Minds Auction, the St. Patrick's Day Parade & Kids Activities, and Jr. Cheer Clinics.

Travel: Women's Basketball Regional games in Olathe, KS (both days).

Fundraising: 31 Product Sales, Bingo Night, T-shirt Sales, Bake sale for Relay for Life

Student Ambassadors-

Student Ambassadors' obligations are to represent Labette Community College at community events, recruiting activities, and providing campus tours.

Advisor: Tyler Allen (620) 820-1225

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
14	10	14	0	0

Participation: Kids Fall Fest, Cardinal Business Showcase, Sun Graphics Luncheon, Cardinal Cite, Distinguished Alumni Luncheon, Christmas Parade, and Hosted 5-Senior Days, 2-Junior Days, 2-8th Grade Days, 3- On Campus School Specific Days, and 4 Enrollment Days.

Student Government Association-

Encourages active participation in the work of self-governance and ensures the representation of the views/perspectives of the students in the governance of the college.

Advisor: Harrison Hall (620)820-1178.

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
8	8	24	0	0

Participation: In conjunction with CAB, the Student Government Association sponsored the following activities: ALICE training, Student Award Ceremony, Easter Egg Hunt, Fall CORE Meeting, Fall Blood Drive, Fall Fest Week, Fall Welcome Week, Fall Finals Frenzy, Halloween Costume Contest, Homecoming events, and activities, Kid's Fall Fest, monthly LCC Free Dinner for Students, Pizza Night, spring Blood Drive, spring Welcome Back Week, Student Government Association Monthly Meetings, Student Organization Fair in the fall, Halloween Bash, Black

History Month, Cardinal Madness, Cardinal Business Showcase, Cardinal Cite, Distinguished Alumni Luncheon, and Wrestling to Nationals Send-Off in conjunction with Public Relations.

Student Nursing Organization-

Exists to provide input into standards of nursing education and influence the process of education, create opportunities for individual responsibility and leadership, stimulate loyalty to LCC, encourage student involvement in extracurricular activities, and assist in preparing students for membership and participation in professional nursing organizations.

Advisors: Cheryl Smith (620)820-1253
Sherry Simpson (620)820-1263

Active Members	Meetings	LCC/SGA Events	Fundraising endeavors	Places Traveled
35	6	9	0	0

Participation: SNO participated in Kid's Fall Fest, the Blood Drive (Fall and Spring), Welcome Week (Fall and Spring), Finals Frenzy (Fall and Spring), Free Student Dinners, and Pantry Volunteer. During the 2021-2022 school year, SNO donated candy for the Easter egg hunt, held a food drive, and donated the collection to the LCC Food Pantry.



Labette Community College

Committee Support of Core Values

CORE VALUE OUTCOMES

Core Value 1: Student Learning:

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

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

Accessibility Committee:

1. The Accessibility Committee has developed or is developing policy, procedure, and best practice guidelines that focus wholly on meeting the individual learning needs of not only our students with disabilities but the entire student population.

Curriculum & Instruction Committee (C&I):

1. The C&I Committee reviewed the curriculum to ensure appropriate learning strategies were being applied in academic courses and aligned academic content with academic standards.
2. The C&I Committee reviewed the Transfer Credit Policy and updated the terminology of institutional Accreditation rather than Regional to match the Department of Education.
3. The C&I Committee reviewed the General Education Core Package. PED 118 First Aid and CPR was removed from Bucket #7 due to it being 2 credit hours and 6 credit hours being a requirement.
4. The C&I Committee reviewed and updated the attendance guidelines to provide clarity for students and faculty.

Distance Education Committee:

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

Diversity Committee:

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

Institutional Assessment Committee:

1. The Assessment Committee reviewed and approved the Report of Student Learning for AY22. It was presented and approved by the Board.
2. The Assessment Committee reviewed and approved a new handbook for Program Reviews.
3. The Assessment Committee reviewed the following Comprehensive Program Reviews:
 - Accounting
 - Business Administration
 - Chemistry
 - Exercise Science
 - Nursing
 - Pre-Pharmacy
 - Psychology
 - Radiography
 - Social Work
 - Sociology

Library Committee:

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

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

Accessibility Committee:

1. The Accessibility Committee's major focus is overcoming obstacles to Academic Success. A training plan is in process to assist faculty in this focus.

Curriculum & Instruction Committee (C&I):

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

Distance Education Committee:

1. The Distance Education Committee continued to review all new online courses developed by new instructors and to offer recommendations to experienced instructors who seek the committee's input on new online courses.
2. The Distance Education Committee continued to review and when necessary make revisions to the Online Handbook, the Online Course Evaluation Rubric, and the Online Teaching Course.
3. The Distance Ed Committee discussed the ongoing Accessibility Training as it pertains to online and hybrid education and the Online Teaching Course.

Diversity Committee:

1. The committee exists to promote the diversity of our service area and the world beyond. We support and encourage the discovery and learning about other cultures and viewpoints which hopefully lead the students and employees of LCC to value the dignity, worth, and potential found in all people, and thus each other. We also encourage the students and employees to broaden their viewpoints, challenge and/or examine their viewpoints, and make needed changes in those viewpoints for success in our changing world.
2. The chair serves as the trainer for the Safe Zone training module in RedZone.
3. The committee held an International Fair that featured the food of the main cultures, Brazilian and Puerto Rican, on campus. The event also had an "I am Diverse Because" board for students to interact with and tell about their diversity.

4. A subcommittee of the Committee held a week of activities for Black History Month featuring t-shirts, a food truck, honoring local Black businesses, and a meal for the students prepared by a leader of the Black community.
5. The Committee showed two movies featuring two different cultures to the college community.

Library Committee:

1. The Library Committee advocates, monitors, and advises the staff on the needs of the main campus, Cherokee Center, and online programs.
2. The Library Committee will inform their areas of the changes in the database offerings and updates. They will refer their students to these resources.
3. The Committee continues to seek a student representative to address the needs of the students. We were not successful in securing a student representative, but we searched, and continue to do so.

Strategic Enrollment Management Steering Committee and Sub-Committees (SEM):

1. SEM Steering Committee purchased “Cardinal Crew” shirts for employees to wear during New Student Orientation days to allow new students to recognize employees who could assist them.
2. SEM Retention Subcommittee worked with Student Life to support more social interaction events that involve both students and staff.
3. SEM Retention Committee recommended inserting a lunch break into the fall block schedule to allow students the opportunity to eat. This will be implemented in Fall 2023.
4. SEM Completion Committee hosted a Grad Night to encourage and help students with ordering their cap and gown and applying for Graduation.

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

Accessibility Committee:

1. The Accessibility Committee works in coordination with the ADA Coordinator to make sure services are provided appropriately.

Caring Cardinal Committee (C3):

1. The Caring Cardinal Committee is focused on student needs around campus.
2. The Caring Cardinal Committee raised on-campus awareness and the committee did the following this year:
 - Helped stock the shelves for the Pack the Pantry campaign.
 - Multiple bags of candy were dispersed throughout the campus during Halloween.
 - Student coffee bar was offered several times during the year.
 - Provided treats for Finals Frenzy.

Distance Education Committee:

1. The Distance Education Committee is committed to utilizing new technology in support of online education.
2. The Distance Education Committee discussed the implications of the new AI Chabot software and its relevance to academic honesty.

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

Accessibility Committee:

1. The Accessibility Committee works closely with the ADA Coordinator to provide assistive technology when needed.

Distance Education Committee:

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

Diversity Committee:

1. The Diversity Committee's Student Social Media Assistant published diversity-inspired messages on Instagram.

Strategic Enrollment Management Steering Committee and Sub-Committees (SEM):

1. SEM Onboarding Subcommittee reviewed the current Admissions Daily Procedure with plans to implement the enrollment stage to better communicate with incoming students.
2. The SEM Retention Subcommittee had members who reviewed different LMS options for student online learning.

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

Distance Education Committee:

1. The Distance Education Committee reviewed and/or approved the offering of the following online/hybrid courses this past year:
 - PHYS 201: College Physics I (Online)
 - ENGL 215: Science Fiction (Online)
 - CHEM 120: Intro to Chemistry (Online)
 - DMS 200: Sonography Virtual Lab (Online)



Labette Community College

Committee Support of Core Values

Core Value 2: Education for a Globally Connected World

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

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

Accessibility Committee:

1. Members of the Accessibility Committee work with counterparts to follow best practices.

Curriculum & Instruction Committee (C&I):

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

Diversity Committee:

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

Library Committee:

1. A retired instructor who was a member of the Committee will continue as the Community representative on the Committee.

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

Accessibility Committee:

1. The Accessibility Committee is committed to learning UDL principles to make online content accessible to all users.

Distance Education Committee:

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

Library Committee:

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

Strategic Enrollment Management Steering Committee and Sub-Committees (SEM):

1. The SEM Onboarding Subcommittee is looking at the possible addition of evening or virtual New Student Orientation opportunities as well as the possibility of extending office hours during critical times.
2. SEM Recruitment Subcommittee began evaluating current recruiting days and is assisting Labette Admissions in reimagining them for recruiting purposes.

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

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

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

Curriculum & Instruction Committee (C&I):

1. The C&I Committee reviewed and approved a variety of new course proposals and revisions of current courses. These include:

Accounting

- Revision of Accounting Program. Alignment with General Education Package.
- Revision of ACCT 112 Financial Accounting. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

- Revision of ACCT 114 Managerial Accounting. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

Art

- Revision of Art Program. Alignment with General Education Package.
- Revision of ART 102 Art Education. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.
- Revision of ART 130 Art Appreciation. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

Biology

- Revision of Biology Program. Alignment with General Education Package.

Business Administration

- Revision of Business Administration Program. Alignment with General Education Package.

Chemistry

- Revision of Chemistry Program. Alignment with General Education Package.
- Revision of CHEM 124 College Chemistry I. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.
- Revision of CHEM 126 College Chemistry II. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

Communication

- Revision of Communication Program. Alignment with General Education Package.

Criminal Justice

- Revision of Criminal Justice Program. Alignment with General Education Package.

Diagnostic Medical Sonography

- Revision of Diagnostic Medical Sonography Program. Matching the General and Vascular Certificates Program of Study to the new distance learning program.
- Added new course DMS 200 Sonography Virtual Lab. This 6-credit hour course will focus on laboratory techniques. The course will show a hands-on approach to the machine and examinations seen in the clinical setting.
- Revision of Diagnostic Medical Sonography Program. Updating Pre-requisites for the following courses:
 - DMS 200 Sonography Virtual Lab (Pre-req: Acceptance into Sonography Program)
 - DMS 201 Introduction to Sonography (Pre-req: DMS 200 Sonography Virtual Lab)
 - DMS 205 Sonography Sectional Anatomy & Abdominal Physiology (Pre-req: DMS 200 Sonography Virtual Lab)
 - DMS 206 OB/GYN for Sonography I (Pre-req: DMS 200 Sonography Virtual Lab)
 - DMS 207 OB/GYN for Sonography II (Pre-req: DMS 206 OB/GYN for Sonography I)
 - DMS 208 Sonography Pathology of Abdomen and Small Parts (Pre-req: DMS 205 Sonography Sectional Anatomy & Abdominal Physiology)
 - DMS 211 Sonography Physics & Instrumentation (Pre-req: DMS 200 Sonography Virtual Lab)
 - DMS 220 General Sonography Clinical I (Pre-req: DMS 200 Sonography Virtual Lab)
 - DMS 221 General Sonography Clinical II (Pre-req: DMS 220 General Sonography Clinical I)
 - DMS 222 General Sonography Clinical III (Pre-req: DMS 221 General Sonography Clinical II)
 - DMS 230 Vascular Sonography I (Pre-req: DMS 200 Sonography Virtual Lab)
 - DMS 231 Vascular Sonography II (Pre-req: DMS 230 Vascular Sonography I)
 - DMS 234 Sonography, Physics & Instrumentation/Registry Review (Pre-req: DMS 211 Sonography Physics & Instrumentation)
 - DMS 237 Vascular Sonography Registry Review (Pre-req: DMS 230 Vascular Sonography I, DMS 231 Vascular Sonography II)
 - DMS 250 General Sonography Registry Review (Pre-req: DMS 205 Sonography Sectional Anatomy & Abdominal Physiology, DMS 206 OB/GYN for Sonography I, DMS 207 OB/GYN for Sonography II, DMS 208 Pathology of Abdomen and Small Parts)

- DMS 251 Vascular Sonography Clinical I (Pre-req: DMS 200 Sonography Virtual Lab)
- DMS 252 Vascular Sonography Clinical II (Pre-req: DMS 251 Vascular Sonography Clinical I)
- DMS 253 Vascular Sonography Clinical III (Pre-req: DMS 252 Vascular Sonography Clinical II)
- Revision of course descriptions for the following courses:
 - DMS 201 Introduction to Sonography
 - DMS 205 Sonography Sectional Anatomy & Abdominal Physiology
 - DMS 206 OB/GYN for Sonography I
 - DMS 207 OB/GYN for Sonography II
 - DMS 208 Sonography Pathology of Abdomen and Small Parts
 - DMS 220 General Sonography Clinical I
 - DMS 221 General Sonography Clinical II
 - DMS 222 General Sonography Clinical III
 - DMS 251 Vascular Sonography Clinical I
 - DMS 252 Vascular Sonography Clinical II
 - DMS 253 Vascular Sonography Clinical III
- Added new Program AAS-Diagnostic Medical Sonography. This is due to changes to the Department of Education funding requirements for certificates. The program needs to add the AAS option for students to receive financial aid to cover the entire program.

Early Childhood Education

- Revision of Early Childhood Education Program. Alignment with General Education Package.

Elementary Education

- Revision of Elementary Education Program. Alignment with General Education Package.

Secondary Education

- Revision of Secondary Education Program. Alignment with General Education Package.

English

- Revision of English Program. Alignment with General Education Package.
- Revision of ENGL 118 Theatre Appreciation. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.
- Revision of ENGL 206 General Literature. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

Exercise Science

- Revision of Exercise Science Program. Alignment with General Education Package.

- Revision of Exercise Science Program. Change the Quantitative/Analytics Methods section to “College Algebra or Higher.”

General Studies

- Revision of General Studies Program. Alignment with General Education Package.

Graphic Design Technology

- Revision of Graphic Design Technology Program. Alignment with General Education Package.
- Revision of Graphic Design Technology Program. Adding pre-requisites to 2nd-year courses:
 - GRAP 113 Packaging Design (Pre-req: GRAP 107 Intro to Desktop Publishing or GRAP 204 Digital Illustration)
 - GRAP 128 Digital Animation (Pre-req: GRAP 107 Intro to Desktop Publishing or GRAP 204 Digital Illustration)
 - GRAP 130 Advertising Design (Pre-req: GRAP 107 Intro to Desktop Publishing or GRAP 210 Digital Page Layout)
 - GRAP 208 Website Design (Pre-req: GRAP 107 Intro to Desktop Publishing or GRAP 206 Photo Editing Software)
 - GRAP 216 Graphic Design Print Media (Pre-req: GRAP 107 Intro to Desktop Publishing or GRAP 210 Digital Page Layout)
 - GRAP 200 Portfolio Development (Pre-req: GRAP 107 Intro to Desktop Publishing)

Health Science

- Revision of Health Science Program. Alignment with General Education Package.

History/Geography/Political Science/Philosophy

- Revision of History Program. Alignment with General Education Package.
- Revision of GEOG 101 World Regional Geography. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.
- Revision of PHIL 101 Philosophy I. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.
- Revision of PHIL 106 Ethics. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.
- Revision of POLS 105 American Government. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

Math

- Revision of Math Program. Alignment with General Education Package.
- Revision of MATH 130 Calculus I. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

- Added new course MATH 129 Quantitative Reasoning. This 3-credit hour course will prepare students for mathematics encountered in other college courses that use quantitative reasoning.

Music

- Revision of MUSI 102 Children's Music. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

Nursing

- Revision of Nursing Program. Alignment with General Education Package.
- Revision of NURS 204 NCLEX-RN Review/Preparation. Revision of credit hour from 3 to 2.

Paramedic

- Added a new program, Paramedic, and added the following new courses for the program:
 - EMS 110 Paramedic I
 - EMS 120 Paramedic II
 - EMS 210 Paramedic III
 - EMS 220 Paramedic Hospital Practice
 - EMS 230 Paramedic Concepts-Medical Emergencies
 - EMS 240 Paramedic IV
 - EMS 250 Paramedic Field Internship

Physics

- Revision of PHYS 201 College Physics I. Change of pre-requisite.

Pre-Pharmacy

- Revision of Pre-Pharmacy Program. Alignment with General Education Package.

Psychology

- Revision of Pre-Pharmacy Program. Alignment with General Education Package.

Radiography

- Revision of Radiography Program. Alignment with General Education Package.
- Revision of RADI 113 Simulations in Radiography I and RADI 214 Simulations in Radiography II. Revision of course description, course outcomes, and competencies.
- Revision of Course Descriptions for the following courses:
 - RADI 104 Radiographic Procedures II
 - RADI 105 Radiographic Procedures III
 - RADI 119 Clinical Training I
 - RADI 120 Clinical Training II
 - RADI 201 Imaging Modalities
 - RADI 204 Clinical Training IV
 - RADI 205 Clinical Training V

Respiratory Therapy

- Revision of the Respiratory Therapy Program. The program title changed to Respiratory Care to meet KBOR program alignment.
- Revision of Respiratory Care Program. Alignment with General Education Package.

Social Work

- Revision of Social Work Program. Alignment with General Education Package.
- Revision of the Social Work Program. Pre-requisite change.

Sociology

- Revision of Sociology Program. Alignment with General Education Package.
- Revision of SOCI 101 Sociology. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.
- Revision of SOCI 207 Anthropology. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

Spanish

- Revision of LANG 127 Spanish I. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.
- Revision of LANG 128 Spanish II. Course outcomes change aligns with the new outcomes adopted at the Fall 2022 KCOG meeting.

Welding

- Revision of Welding Program. Alignment with General Education Package.



Labette Community College

Committee Support of Core Values

Core Value 3: Continuous Improvement

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

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

Institutional Assessment Committee:

1. The Assessment Committee reviewed the template for Program Assessment. It is being used in place of the previous program matrices. Data will be collected for majors in the program. Templates were completed in the spring semester.

Library Committee:

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

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

Strategic Enrollment Management Steering Committee and Sub-Committees (SEM):

1. SEM Steering committee helped to develop and implement a new Advising Center with full-time academic advising staff.
2. SEM Retention committee established the "Cardinal Kudos" to be implemented in Fall 2023 to acknowledge the hard work of employees by students and staff.

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

Accessibility Committee:

1. The Accessibility Committee provides both external and internal training opportunities for Faculty and Staff to learn new techniques for accessibility design.

Strategic Enrollment Management Steering Committee and Sub-Committees (SEM):

1. SEM Onboarding Subcommittee held several advising workshops to provide information advisors regarding different departments and offices on campus.

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

Distance Education Committee:

1. The Distance Education Committee continued to explore the best use of the College's resources in providing online education by continuously evaluating online platforms and seeking to find a way to utilize human, physical, technological, and fiscal resources effectively.
2. The Distance Education Committee continued to review and when necessary make revisions to the Online Handbook, the Online Course Evaluation Rubric, and the Online Teaching Course.



Labette Community College

Committee Support of Core Values

Core Value 4: Integrity and Transparency

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

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

Diversity Committee:

1. A subcommittee of the Committee continues its work on evaluating documents that the President received concerning DEI in academia. Using these documents and others, the Subcommittee is working on seeing how to best communicate the College's DEI values and practices internally and externally. Their findings are being compiled into a report that will be presented to the administration.

Library Committee:

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

B. Promote responsible stewardship of resources and public trust.

Library Committee:

1. It is hoped that the Community representative will bring ideas that will benefit our community patrons.

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

Caring Cardinal Committee (C3):

1. The Caring Cardinal Committee held its annual campus clean-up that included staff and students.

Library Committee:

1. The Library Director was able to speak to the Board of Trustees about the Library and the value and the future of library services.

D. Strengthen internal communication practices.

Distance Education Committee:

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

Financial Aid Appeals Committee:

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

Strategic Enrollment Management Steering Committee and Sub-Committees (SEM):

1. SEM Completion Committee hosted a Grad Night to encourage and help students with ordering their cap and gown and applying for Graduation.



Labette Community College

Committee Support of Core Values

Core Value 5: Sustainability of the Institution

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

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

Strategic Enrollment Management Steering Committee and Sub-Committees (SEM):

1. SEM Steering Committee hosted a two-day retreat focused on enrollment management processes, procedures, and practices that impact student success.

B. Enhance student opportunities through increased scholarships and endowments.

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

Strategic Enrollment Management (SEM) Recruitment Subcommittee:

1. SEM Recruitment Subcommittee continued supporting the efforts of Labette Admissions to recruit prospective Students through college fairs, high school visits, and other methods.