
COLLEGE SERVICES & FACILITIES

The College Services & Facilities section defines services that are available to Labette Community College students and provides a brief description of the buildings used by LCC.

College facilities may be used for student activities as well as community activities. All facilities are scheduled through the Facilities Department located on the second floor of the Student Union Building. All buildings are handicapped accessible. The services and facilities are listed alphabetically in the paragraphs that follow.

Accommodation Services

Special needs services such as assistance for students with disabilities for any student in need of assistance must report to the ADA Coordinator. If a student has an IEP or 504 documentation and would like to use those accommodations, please contact Karen Barger, ADA Coordinator at 620-820-1182 or karenb@labette.edu

Advising

The Advising Center is located in the Student Success Center, room L102. Advisors are available to assist all students. These advisors will assist students with enrollment, schedule changes, degree check requests, and many other activities. If a student is unsure of where to go for an answer, the Advising Center is a good place to start. The Advising Center can be contacted by calling 620-421-6700, ext. 1196.

Bookstore - The Bird's Nest

The Bird's Nest Bookstore is located on the first floor of the Student Union Building. Normal business hours are Monday-Thursday 8:00 am to 4:30 pm, closed from 1:15pm-2:15pm daily with expanded hours at the beginning of each semester. The Bird's Nest Bookstore can be contacted by calling (620) 421-6700, extension 1165. The bookstore carries all the latest LCC apparel, caps, kids' gear, and a great candy and snack selection.

A list of textbooks and all pertinent information may be found at www.labette.edu under the Bookstore page. A majority of the required instructional textbooks and materials for scheduled courses offered by LCC are available through the Online Bookstore and can be shipped to the Main Campus or to the student directly. A select few that are published in-house are available for pickup from the Main Campus Bookstore or at the Cherokee Center.

Online Bookstore can be found at <https://labette.ecampus.com/>

Business Office

The Business Office is located on the second floor of the Student Union. Students may pay their bills or make inquiries about a bill in the Business Office. The Business Office can be contacted by calling (620) 421-6700, extension 1231.

Cardinal Event Center

The Cardinal Event Center is located at 1306 Main Street which provides ample space for college and community events. The 3,300 sq ft. event center has a capacity of 300, with a large open space for tables and chairs, two projection screens and sound system, and a catering kitchen. The Cardinal Event Center is a preferred location for college and community meetings, classes, continuing education, and special events.

Case Management

Case Management promotes student success and retention, reduces risk, and enhances overall community well-being and safety by identifying needs, removing barriers, leveraging resources, and fostering self-efficacy for students. Labette Community College has a full-time non-clinical Case Manager/Advisor available to work with students to coordinate prevention, intervention, and support efforts for students facing crises, life traumas, and other barriers to success. The case manager does not provide mental health diagnosis or treatment. The Case Manager/Advisor is located in the Student Success Center, room L107A. Students can call (620) 421-6700, extension 1254 to make an appointment with the Case Manager/Advisor or walk in anytime during regular college business hours.

For students that need or want more intensive support in a clinical setting, Labette Community College has teamed with Labette Center for Mental Health to assist current students. The college will pay for three sessions with the Labette Center for Mental Health if the student does not have medical insurance. Students who wish to access this benefit can contact either the Vice President of Student Affairs or the Case Manager/Advisor, who will help with the process to refer the student to the Labette Center for Mental Health.

If you or someone you know needs immediate mental health assistance call the National Suicide and Crisis Lifeline at 988 – 7 days a week, 24 hours a day to speak with a trained crisis counselor.

The previous number of 1-800-273-TALK (8255) also still works.

Local Mental Health services are also available through Hotlines – 7 days a week, 24 hours a day:

Labette Center for Mental Health (620) 421-3771

Southeast Kansas Mental Health Center (620) 473-2241

Family Life Center (620) 231-5863

Four County Mental Health Center (800)-499-1748

Cherokee Center

The Cherokee Center is located south of Pittsburg at the junction of HWY 400 and HWY 69. The Cherokee Center offers a variety of different classes ranging from general education to professional development. Additionally, some student services such as advising, enrolling, and financial aid assistance are offered through scheduled appointments. For information on the Cherokee Center call 620-421-6700 or 1-888-LABETTE.

Ed Hendershot Gallery

The Ed Hendershot Gallery is a modern climate-controlled exhibition space measuring 15 feet by 54 feet located on the second floor of the LCC Main Building. It is a multi-functional area that can accommodate a wide range of events. Its primary purpose is to serve Labette Community College students and residents of Southeast Kansas by providing a place for activities that promote personal enrichment and lifelong learning. Ideally, these cultural, intellectual, and social activities will enhance the quality of community life.

Foundation/Alumni Office

The LCC Foundation/Alumni Office is located at 1306 Main.

Hughes Arts & Humanities Building

The Hughes Building is located south of the Student Union. The building houses classrooms and office space for Art, Communication, Diagnostic Medical Sonography, Graphic Design Technology, and Psychology Programs. Other department offices and general education classrooms are also housed in this facility. An elevator is located just inside the handicapped accessible entrance on the east side.

Library

The Library is located at 1230 Main Street—corner of 13th and Main, and provides an academic environment for students and faculty. The Library's over 13,000 volumes and over 27 hard copy magazines and journals attempt to provide support for all areas of study at Labette Community College. The Library maintains online periodical databases for students to access additional magazines, journals and newspapers, as well as reference materials. Most of these databases include full text and page images of the materials. There is also access to federal and state documents and other research assistance through the Library's webpages. Using the Web to provide library resources and email reference allows the Library to serve LCC students at various locations including distance education and extension sites. The Library provides WI-FI and Internet computers with the Microsoft Office Suite that can be used by all students.

In addition, the interlibrary loan service can provide materials not owned by the Library from other libraries throughout the United States. Students have access to the Web, and email in the Library. Qualified librarians are available to provide assistance and library instruction programs upon request. The Library is open during the fall and spring semesters Monday through Thursday from 8:00 am–9:00 pm. During the summer semesters the hours are 8:00 am –7:00 pm Monday and Tuesday, 8:00-4:30 pm Wednesday and Thursday. An after-hours access card is available for the Library and may be obtained in the IT Department by filling out an application and providing identification. Once approved, the keycard will allow currently enrolled students and LCC staff access to the library during the hours the library is closed.

Main Building

The three-story Main Building provides space for many classrooms and programs. The first floor houses the biological science, and English departments. In addition to classrooms, the second floor houses administrative offices, the Print Shop, Thiebaud Theatre, and the Ed Hendershot Gallery.

Business, Social Science, and computer science departments, as well as computer labs and the Computer Services Office, are located on the third floor. An elevator is available by the handicapped accessible entrance located on the northwest side of the building.

Main Building Annex

Connected to the northeast corner of the Main Building, the Annex houses chemistry, physics, mathematics offices, classrooms and laboratories. A handicapped accessible door is located at the east entrance.

Pantry

The LCC Pantry is located at 1229 Broadway on the Main Campus. Current LCC students are able to take ten items each week for free from the LCC Pantry. An LCC Student ID Card is required. Students attending online or at the Cherokee Center can contact the Student Life Specialist to meet by appointment at 620-820-1178.

Parking

Several free parking lots are provided on the main campus. There is also curbside parking around the campus. Students are expected to park properly and to respect parking signs, other vehicles, and pedestrians at all times. Improper parking may result in a fine from the College or city police. Any fines imposed by the College are to be paid in the Business Office.

Public Relations Office

The Public Relations Office is located in the Main Building M201.

Student Affairs

The Student Affairs Office is located on the second floor of the Student Union Building and includes the Vice-President of Student Affairs Office, the Admissions Offices, the Financial Aid Offices and the Registrar's Office.

Student Health Services/Health Insurance

Each student is responsible for his or her own health insurance. The College neither endorses nor participates in such programs for the general student population, nor does the College provide a student health service. Student health insurance information and applications are available in the Student Affairs Office.

Student Life Office

The Student Life Office is located on the first floor of the Student Union Building. The Student Life Specialist oversees the Organizations and clubs, Student Government Association, and Campus Activities Board. Organizations, clubs, SGA and the many campus activities that are offered throughout the year help keep our students involved and enhance their college experience. There are also computers with free printing, big screen TV, video games, etc. available to LCC students in the Student Life Office.

Student Success Center

The Student Success Center provides services that assist students to succeed academically and houses two grant programs: Adult Basic Education/GED and Title IV Student Support Services (Student Support Services). It is the site of placement testing. In addition, a computer lab is open for classes and student use. The Student Success Center provides peer tutoring. Most of these services are available through the following programs:

Adult Education Classes

We offer adult education classes to assist students in the following: GED preparation, basic math and reading skills, employment skills, and college preparation and transition. Individuals completing the adult education classes will have the opportunity to earn a GED, and Basic Computer Skills certificate.

Adult education classes are open to students sixteen and older. Students under eighteen must have a Parental Waiver for Compulsory Attendance in order to attend class. These forms are obtained from the last school district the student attended.

Attendance at a three day orientation class is mandatory. Regular class times are Monday through Thursday from 9-11am, 1-3pm and by appointment for evening classes. The adult education center is located in the Student Success Center, Room L 103.

Based on the results of your assessment during orientation, staff members will develop and individualized a plan to help you achieve your goals. In order to be eligible to take the GED examination, you must have completed all of the adult education class requirements, passed all required exams, and have a valid government issued photo identification card. For more information call 620-820-1124.

The cost for the class is \$35 which covers college entrance testing, basic computer certification, and WorkKeys WorkReady Employment Skills Test. The GED test fee is \$156 (\$39 per module) due when you register for the test. Upon successful completion of the examination, you will be issued a diploma by the Kansas Board of Regents. Please call (620) 820-1124 or (620) 820-1182 for more information or to schedule an appointment.

GED Testing Facts

Earning a Credential in Kansas

The State of Kansas awards the Kansas State High School Diploma to those meeting the appropriate criteria.

About the GED® Tests

The GED Tests provide adults who did not complete a formal high school program the opportunity to certify their attainment of high school-level academic knowledge and skills.

The tests are field-tested and normed on graduating high school seniors before becoming final test forms. The GED Tests are currently offered only in a computer-based format at Official GED Testing Centers.

If you are a Veteran, active-duty service member, dependent or survivor of a veteran, reservist, or member of the National Guard, you may be eligible for federal or state educational veteran benefits. Our military friendly staff can assist you with the application process and ensure a smooth transition into college.”

Student Support Services

A federally funded TRIO (Student Support Services) program that provides intensive, highly individualized support services to first generation, low-moderate income, and/or disabled students. Services include academic advising, professional and peer tutoring, workshops, cultural activities, campus visits, and more.

Student Success Center Computers

Computers are available for student use in the Student Success Center. Computerized assistance in writing, reading, and mathematics is available on these computers.

Student Union

The Student Union is the central location where students can enroll, apply for financial aid, pay for tuition and fees, purchase their textbooks, get a home-cooked meal, then relax in the student lounge without leaving the building.

Primary offices and services located in the Student Union are: Student Government, Student Life Coordinator, Cardinal Café, College Bookstore, Admissions, Advising Center, Business Office, Financial Aid, Student Affairs, Human Resources, Accommodation Services, and Facilities/Auxiliary Services.

An elevator is available for access to the second floor and there are two handicapped accessible entrances located at the northwest and southeast sides of the building.

TRIO Educational Talent Search

The Talent Search Office is located at 1227 Broadway. The Talent Search Program is a federally funded program through the U.S. Department of Education designed to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access. The program identifies and assists individuals from socio-economically diverse backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. The goal of Talent Search is to increase the number of youth from marginalized backgrounds who complete high school and enroll in and complete their postsecondary education.

The LCC Talent Search program provides these services at no cost to students in middle school and high school who participate within the target schools identified for this specific program. Contact the LCC office at 620.820.1028.

Thiebaud Theatre

Located in the Main Building, the 200-seat modern theatre with its thrust stage is used for cultural events such as plays, music recitals, and concerts. When not being used for these events, it is used as a lecture hall for courses and as a meeting place for organizations, seminars, and workshops. An elevator and handicapped accessible entrance are available on the northwest side of the Main Building.

Workforce Education & Career Training

Courses for workforce development, continuing education, personal improvement, recreation, cultural and community enrichment are brought to the community through the Workforce Education & Career Training Department. These courses provide opportunities to increase personal proficiency in particular skills or professions through planned cultural and recreational studies. Instructors are leading professionals, experienced community members, college faculty members and other educators who bring to the community exciting learning opportunities, regardless of the student's age or previous educational experience.

Workforce Education courses target the needs of business and industry in Labette and Cherokee counties. In many instances, LCC can work with individual businesses to design customized education and training solutions for their workforce needs. Workforce Education also provides courses and workshops accessible to many employees of community businesses seeking to improve job-related skills and improve their own opportunities for advancement and success.

The Workforce Education Department also offers Certified Nurse Aide, Certified Medication Aide, Home Health Aide and other Health Care occupational certifications.

Since the Workforce Education and Community Service courses are developed throughout each semester, current courses can be accessed on the LCC website or by calling the department directly at (620) 820-1278.

Zetmeir Family Athletic Complex

The Athletic Complex houses the Athletic Department and offices. The building includes facilities for basketball, wrestling, volleyball, intramural sports, baseball and softball hitting and pitching, physical education activity, student fitness center and athletic training courses. The facility is also used for other activities that require a large indoor space or a large amount of seating.

Zetmeir Health Science Building

This newly constructed LEED two-story building has classrooms and labs for many of the Health Science Programs. The first floor houses Radiography, and the Respiratory Care Programs along with a high tech simulation center which is utilized for hands on training by all Health Care Programs. The second floor is devoted to the Nursing Program.

