# New Program Request Form

## CA1

### General Information

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<tr>
<th>Institution submitting proposal</th>
<th>Colby Community College</th>
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| Name, title, phone, and email of person submitting the application (contact person for the approval process) | Dr. Tiffany Evans  
Vice President of Academic Affairs  
Tiffany.Evans@colbycc.edu 785-480-5403 |
| Identify the person responsible for oversight of the proposed program | Ms. Adalaide Kline  
Beef Program Director  
Adalaide.Kline@colbycc.edu 785-480-5465 |
| Title of proposed program | Feedlot Certificate |
| Proposed suggested Classification of Instructional Program (CIP) Code | CIP: 01.0906 |
| CIP code description | Title: Livestock Management.  
Definition: A program that focuses on the application of biological and chemical principles to the production and management of livestock animals and the production and handling of meat and other products. Includes instruction in animal sciences, range science, nutrition sciences, food science and technology, biochemistry, and related aspects of human and animal health and safety. |
| Standard Occupation Code (SOC) associated to the proposed program | SOC 11-9013 |
| SOC description | Plan, direct, or coordinate the management or operation of farms, ranches, greenhouses, aquacultural operations, nurseries, timber tracts, or other agricultural establishments. May hire, train, and supervise farm workers or contract for services to carry out the day-to-day activities of the managed operation. May engage in or supervise planting, cultivating, harvesting, and financial and marketing activities. |
| Number of credits for the degree and all certificates requested | 16 Credits  
Cert A |
| Proposed Date of Initiation | Fall 2023 |
| Specialty program accrediting agency | N/A |
| Industry certification | N/A |

Signature of College Official: [Signature]  
Date: 11-20-22
Signature of KBOR Official ________________________________ Date _____
Narrative

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices, (i.e., minutes of meetings, industry support letters, CA1-1a form).

Institutions requesting subordinate credentials need only submit the following sections:
1) General Information, 2) Program Rationale, 3) Complete catalog descriptions (including program objectives) for the proposed program, 4) List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program, 5) List any pertinent program accreditation available (rationale for seeking or not seeking accreditation and plan to achieve accreditation), and 6) Program Approval at the Institution Level.

Program Rationale

- Provide an overall explanation and background surrounding the development of the proposed program. Include where the idea came from, who was involved, and why the program is needed.

The cattle feedlot industry plays a significant role in global agriculture, in Kansas (ranked 3rd highest state for the most cows—6.5 million), and is the single largest sector in the Kansas agriculture industry, generating $8.9 billion in output and 42,761 jobs). Recognizing the overall importance of the cattle feedlot industry, and looking to help local and regional business and industry create a pipeline of well-prepared potential employees, led to the discussion of reinstating the Feedlot Certificate program at Colby Community College. The College’s interest in revitalizing and reinstating the Feedlot Certificate was predicated on the fact that business and industry partners were eager to develop a high-quality talent pool for employment, and that many students in other Agriculture programs were expressing interest in having the opportunity to earn the Feedlot Certificate. CCC reached out to local and industry professionals, to build partnerships, to get advice on curriculum content, and to build pathways to workplace internships and potential job opportunities. The proposed CCC Feedlot Certificate program requires students to have workforce experience prior to competition of their credential. The workplace experiences are important: because students will have the chance to use their newly gained knowledge and skills in the workplace, and be able to demonstrate that they have the desire and skillsets needed to be successful in the feedlot industry. The opportunity to build relationships with industry professionals and be better prepared to enter the feedlot industry, represent some the added benefits of this uniquely designed program. Another added benefit of the CCC Feedlot Certificate program is the Workplace Communication course, in which students gain a basic understanding of the Spanish language, in the context of the agriculture and cattle feedlot industries. The addition of this certificate stands to benefit all involved with it. Students will be able to broaden their agriculture knowledgebase, be in a strong position to quickly become employed, business and industry will have a constant stream of well-trained prospective employees, and our communities will continue to thrive and grow with new economic opportunities.

Program Description

- Provide a complete catalog description (including program objectives) for the proposed program.

Catalog Description:

The Feedlot Certificate program requires the completion of 16 credit hours focused on the beef cattle feedlot industry. Courses include an Ag orientation, livestock nutrition, feedlot management, farm
welding, market beef production, agriculture equipment safety, basic Spanish commonly used in the agriculture and feedlot industries, as well as a course in feedlot horsemanship.

Program Objectives:
- To gain an understand of how to be academically successful at CCC.
- To gain a general understanding of career paths in the agriculture industry, with an emphasis on careers in beef cattle feedlots.
- To understand the similarities and differences among different breeds of cattle.
- To learn how to identify sick cattle, and how to properly care for them.
- To demonstrate knowledge of how to properly feed livestock, and ensure their health and well-being.
- To understand the business principles and strategies associated with working in a feedlot setting.
- To demonstrate the ability to perform basic farm welding techniques specifically including Arc, Oxy-Acetylene, and MIG welds.
- To understand the economics of how to market and sell cattle.
- To learn how to safely operate a tractor, skid-steer, and feed-wagon.
- To successfully complete OSHA certification.
- To gain a basic understanding of how the Spanish language is used in the agriculture and feedlot industries.
- To gain the ability to incorporate the use of horses and low stress handling techniques of livestock in a feedlot setting.

List and describe the admission and graduation requirements for the proposed program.

Admission Requirements:
- A high school or home school graduate.
- Recipient of a G.E.D. Certificate of high school equivalency.
- A person 18 years or older with the ability to benefit.

Graduation Requirements:
- Application for graduation filed with the CCC Registrar’s Office one semester prior to registration for the student’s final semester.
- Successful completion (passing grade) of all credit hours required for completion of the certificate program (repeated courses count only once).
- A grade point average of 2.00 (both CCC and cumulative).

Demand for the Program
- Using the Kansas Department of Labor’s Long Term Occupational Outlook, [https://klic.dol.ks.gov](https://klic.dol.ks.gov) identify employment trends and projections: occupational growth, occupational replacement rates, estimated annual median wages, and typical education level needed for entry.

According to the Kansas Department of Labor’s Long Term Occupational Outlook, Farmers, Ranchers, and Other Agricultural Managers (11-9013) has 7,985 workers (Base Period 2020), 8,666 workers
(Projection Period, 2030), demonstrating an increase of 8.5% over this time period.¹ Annual exits of current employees is 514, and annual transfers amount to 289, with 8,710 openings. The annual mean salary is $57,250, while the annual median salary is $59,750. In the past, the high school diploma or GED were generally the expected levels of education for entry level feedlot work. Now, because the feedlot industry has become much more complex and technology-driven, the educational expectations have been heightened, especially for higher level feedlot positions. The Bureau of Labor Statistics states that farmers, ranchers, and other agricultural managers increasingly need an Associate degree and/or a Bachelor’s degree, and should have strong analytical skills, critical thinking skills, initiative, interpersonal skills, mechanical skills, and physical stamina.² AG Careers.com notes that the future job market outlook for feedlots is projected to be good.³ Glassdoor.com lists the average salary of a cattle feedlot specialist as $24,000-$50,302, annually.⁴ Liveabout.com lists cattle feedlot managers, as earning as much as $136,940, annually.⁵ The USDA projects a strong job outlook for Agricultural college graduates through 2025.⁶

- Show demand from the local community. Provide letters of support from at least three potential employers, which state the specific type of support they will provide to the proposed program.

Please see the letters of support from Poky Feeders, Inc., Foote Cattle Company, and NA Timmerman, Inc. See Appendix A.

CCC has established partnerships with Poky Feeders, Inc., Foote Cattle Company, and NA Timmerman, Inc. All three business are leaders in the Agriculture and feedlot communities in north west Kansas and are in support of the College pursuing the revitalization and reinstatement of the Feedlot Certificate, and have indicated that they are in need of steady access to well-trained and highly-skilled employees to work in their feedlots. The above-mentioned business and industry partners have agreed to serve on the Feedlot Certificate Advisory Council, offer programming and curricular suggestions, provide internships and externship opportunities to students, and provide networking and career guidance opportunities, as well as potential employment opportunities.

- If the program/coursework will be made available to high school students, provide letters of support from local high schools and/or districts that intend to participate.

N/A

- Describe how the Perkins Comprehensive Local Needs Assessment supports the program initiation.

According to the latest Comprehensive Local Needs Assessment, “the Kansas State Department of Education, beef cattle ranching and farming, including feedlots and dual-purpose ranching and farming, are in the top ten employment pathways for employment in Kansas. The beef cattle ranching and farming industry has an employment of 42,801 and contributes $8.3 billion to the Kansas economy.

¹ https://klic.dol.ks.gov/vosnet/gspub/documentview.aspx?enc=O6gEpypXGD9lfhiKsUBr3MHT00PDBIdHHXAP3fX2j_dasc=
³ https://www.agecareers.com/career-profiles/feedlot-manager.cfm
⁵ https://www.liveabout.com/cattle-feedlot-manager-125887
Agriculture and agriculture related industries support 245,539 jobs or 12.7% of the entire workforce in Kansas.” (pages 15-16, See Appendix B).

- Describe/explain any business/industry partnerships specific to the proposed program.
  If a formal partnership agreement exists, agreement explaining the relationship between partners and documenting support to be provided for the proposed program must be submitted to the Board office independent from the CAI materials for review purposes. The agreement will not be published or posted during the comment period.

CCC has established partnerships with Poky Feeders, Inc., Foote Cattle Company, and NA Timmerman, Inc. All three business are leaders in the Agriculture and feedlot communities in north west Kansas and are in support of the College pursuing the revitalization and reinstatement of the Feedlot Certificate. The business and industry partners have agreed to serve on the Feedlot Certificate Advisory Council, offer programming and curricular suggestions, provide internship and externship opportunities to students, and provide networking and career guidance opportunities, as well as potential employment opportunities.

Further both our current and potential feedlot partners have indicated that they are always looking for employees who arrive for their first day of work with a broad range of skills that provide the foundation for honing an important professional skillset over the course of their careers. The Colby Community College Feedlot Certificate program would certainly help fill the employment and educational needs of the feed yard industry.

**Duplication of Existing Programs**

- Identify similar programs in the state based on CIP code, title, and/or content. For each similar program provide the most recent K-TIP data: name of institution, program title, number of declared majors, number of program graduates, number of graduates exiting the system and employed, and annual median wage for graduates existing the system and employed.

The CCC Feedlot Certificate is unique, in that it can be completed in one semester, and covers livestock nutrition, feedlot management, farm welding, market beef production, agriculture equipment safety, basic Spanish commonly used in the agriculture and feedlot industries, as well as feedlot horsemanship. While both Barton Community College and Kansas State University offer program tracks which explore the skills associated with being gainfully employed in a feedlot, none offer their programs in the one-semester format, and cover the same broad range of highly sought-after skills covered in the CCC program.

Barton Community College offers a 25-credit hour and a 34-credit hour program in Animal/Livestock Husbandry and Production. Kansas State University offers a 21-credit hour Animal/Livestock Husbandry and Production certificate. Please see the graphic below to examine the K-TIP data. Please see Appendix C for the program descriptions of both the Barton Community College and the Kansas State University programs.
Kansas Training Information Program

- Was collaboration with similar programs pursued:
  - Please explain the collaboration attempt or rationale for why collaboration was not a viable option.

CCC took into account, the best practices of sister institutions who offer beef cattle production credentials. However, due to CCC geographic location and the geographic location of business and industry partners, it is not feasible to jointly offer the proposed Feedlot Certificate with another institution.

CCC is working closely with the College of Agriculture at Kansas State University to develop both an overarching Agriculture articulation agreement, as well as articulation agreements for specific programmatic tracks within the Agriculture Division. Kansas State University will be represented on the Feedlot Certificate Advisory Board, and is providing guidance on how to make all of CCC’s Agricultural programming fully transferable to K-State.

Program Information
- List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program.

AG 101 Agriculture Orientation (1 Cr. Hr.)
Starting your college career is a new and exciting experience. An orientation to CCC is designed to set students up for success by facilitating the transition into college life. Students are exposed to a regional study of agriculture. The student considers career opportunities for graduates in agriculture and related areas and examines the role of the agricultural college in the industry.

AG103 Agriculture Workplace Communication (1 Cr. Hr.)
Students will gain a basic understanding of Spanish pertaining to the agriculture industry. Students will acquire the skills necessary to speak the Spanish language as a form of communication for all aspects of the cattle feedlot industry.

AG 104 Feedlot Horsemanship (1 Cr. Hr.)
Students will be able to incorporate the use of horses and low stress handling techniques of livestock in a feedlot setting. Basic skills such as opening and closing gates, pen riding and moving cattle will be obtained by the end of the course.
AG 126 Principles of Livestock Nutrition (3 Cr. Hr.)
An introduction to essential livestock nutrition is the emphasis of this course. Students will learn the basic anatomy of the digestive system and the process of nutrition. Time is spent learning the origin, chemistry, and feeding value of different feeds; the nutritional requirements of various livestock species; and the theory of practical economics for the maintenance and growth of livestock.

AG 180 Feedlot Management Techniques (4 Cr. Hr.)
This course will enable students to identify sick cattle and administration appropriate treatment. Students will be introduced to all aspects of a feedlot operation including feeding, doctoring, feed mill operation and office work. In addition, the student will also be introduced to the latest in feedlot technology.

AG 236 Farm Welding (2 Cr. Hr.)
This course will enable students to apply welding processes in welding Arc, Oxy-Acetylene, and MIG are taught in this course. Students learn to weld and cut the common metals used in agriculture. No previous welding experience is required. Students will also learn basic maintenance and repair of welding equipment used in the ranching and feedlot industries.

AG 240 Market Beef Production (3 Cr. Hr.)
Students gain an overview of the United States Beef Industry and a basic understanding of all production platforms with the industry. Students explore and study cattle breeds and a general overview of management and marketing strategies within the beef industry from birth to consumption.

AG 290 Agriculture Equipment Safety (1 Cr. Hr.)
Students will learn to apply safe operation techniques of farm equipment that are necessary for the day to day function at the college farm and in an agricultural career. Equipment training will include a tractor, skid-steer, and feed-wagon operating. After this course, students will complete OSHA certification.

If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative. N/A

Provide a Program of Study/Degree Plan for the proposed program including a semester-by-semester outline that delineates required and elective courses and notes each program exit point.

### Feedlot Certificate Program of Study

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<th>Number</th>
<th>Course Name</th>
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<td>AG101</td>
<td>Agriculture Orientation: 1 credit hour</td>
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<tr>
<td>AG126</td>
<td>Principles of Livestock Nutrition: 3 credit hours</td>
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<tr>
<td>AG180</td>
<td>Feedlot Management Techniques: 4 credit hours</td>
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<td>AG236</td>
<td>Farm Welding: 2 credit hours</td>
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<td>AG240</td>
<td>Market Beef Production: 3 credit hours</td>
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<tr>
<td>AG290</td>
<td>Agriculture Equipment Safety: 1 credit hour</td>
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AG103  Agriculture Workplace Communication: 1 credit hour
AG104  Feedlot Horsemanship: 1 credit hour

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|        |          | Credit hours required for credential completion: 16

- List any pertinent program accreditation available:
  - Provide a rationale for seeking or not seeking said accreditation.

There is no accrediting body for a feedlot credential.

If seeking accreditation, also describe the plan to achieve it. N/A

**Faculty**

- Describe faculty qualifications and/or certifications required to teach in the proposed program. See Appendix D for the CVs of Adalaide Kline (Beef Program Director) and Logan Despain (Livestock Judging Coach and Adjunct Instructor).

**AG101 Agriculture Orientation:** Minimum of a Bachelor’s degree in an Agriculture-related discipline; Master’s degree in an Agriculture-related discipline preferred.

**AG126 Principles of Livestock Nutrition:** Master’s degree in Animal Science.

**AG180 Feedlot Management Techniques:** Minimum of a Bachelor’s degree in an Agriculture-related discipline, with experience working in a feedlot; Master’s degree in an Agriculture-related discipline, with experience working in a feedlot, preferred.

**AG236 Farm Welding:** Associate degree in Welding or AWS certified, with experience in farm welding, preferred.

**AG240 Market Beef Production:** Master’s degree in Animal Science.

**AG290 Agriculture Equipment Safety:** Minimum of a Bachelor’s degree in an Agriculture-related discipline, with experience working in a feedlot; Master’s degree in an Agriculture-related discipline, with experience working in a feedlot preferred.

**AG103 Agriculture Workplace Communication:** Minimum of an Associate degree in Language Arts, Communication, or Spanish, with experience working in a feedlot; Master’s degree in Language Arts, Communication, or Spanish, with experience working in a feedlot, preferred. Must be proficient in Spanish.
AG104 Feedlot Horsemanship: Minimum of a Bachelor’s degree in Equine Science; Master’s degree in Equine Science, preferred.

Cost and Funding for Proposed Program

- Provide a detailed budget narrative that describes all costs associated with the proposed program (physical facilities, equipment, faculty, instructional materials, accreditation, etc.).

Colby Community College is in the process of completing the construction of new state-of-the-art Agriculture Building and is renovating the existing Agriculture Building. The new buildings will be equipped with multiple computer labs, as well as Agriculture teaching labs, featuring high-end lab equipment. These projects have a cost of approximately $5 million. The Feedlot Certificate will be offered in these buildings and at the College’s Farm (a 50-acre working farm located about 15 minutes away from the College). Within the last two years the College has invested over $1 million in renovating the College Farm.

The existing Beef Production Program Director/Faculty Member (Adelaide Kline) will be the primary instructor for the Feedlot Certificate program. Her salary is $43,000 with $16,125 in benefits. The existing Livestock Judging Coach/Adjunct Faculty will teach as an adjunct faculty member. His teaching salary is $600 per credit hour with $48 in benefits). Other Adjunct Faculty will be paid at the same rate. It is anticipated that the number of FT and Adjunct Faculty will remain constant.

The Omnibus Appropriations Bill supported the purchase of the majority of the large-scale equipment needed for this program. The following equipment has been purchased using Omnibus funds: one feed wagon ($80,000), one tractor ($130,000), and one skid-steer ($62,000). Four portable welding units will be purchased by the College, at a cost of approximately $3,000 per unit ($12,000 total). The College does not anticipate having to buy or replace any additional of this large-scale equipment for the first five years of the program (perhaps longer).

The College will purchase the Performance Beef software, a livestock management software, at a rate of $2,340 per year. This will be an annual purchase. Each year, the College will buy and sell an additional 20 head of cattle (approximately $1,000 per animal, with a total annual cost of $20,000). The animals will be sold every year and the residual funds will be funneled back into the program for the purchase of new cattle for the next academic year. The cattle will be kept on feed for approximately 112 days, before they are sold. Feed costs for the cattle are $3,000 for hay, $6,000 for grain, and $8,000 for silage (total annual feed costs are: $17,000 per year). The initial startup costs for this program are approximately $390,000, and the ongoing costs for it are approximately $106,000.

- Provide detail on CA-1a form. See Appendix E.
- If the program is requesting Perkins funding, provide details on the CA-1c form. See Appendix E.
- If the program is requesting KS Promise Act eligibility, provide details on the CA-1d form. See Appendix E.

- Describe any grants or outside funding sources that will be used for the initial startup of the new program and to sustain the proposed program.

The Omnibus Appropriations Bill supported the purchase of the majority of the large-scale equipment needed for this program. The following equipment has been purchased using Omnibus funds: one feed wagon ($80,000), one tractor ($130,000), and one skid-steer ($62,000).
Program Review and Assessment

- Describe the institution’s program review cycle.

Program Review Cycle: All programs at CCC are reviewed on a three-year cycle. Classes are reviewed each semester.

Overview of Assessment at Colby Community College:

CCC assesses student learning at three different levels:

1. General Education
2. Program Education
3. Course Education

The CCC assessment program was established to enhance the quality and effectiveness of the curriculum, programs, and services of the College. The institution-wide assessment activities focus on analytical, quantitative, communicative, and aesthetic skills. Each department conducts assessment activities that address discipline-specific learning goals. Courses are assessed each semester, and full program assessment occurs on a three-year cycle.

The CCC general student outcomes are below:

For each credential offered at CCC, there is a specifically defined core curriculum. The courses may vary among credentials but are all designed to prepare students for success in their chosen fields, both in additional academic endeavors as well as in the workplace. CCC has identified the following expectations for all completing students:

1. Demonstrate effective oral communication.
2. Communicate effectively in writing.
3. Apply critical thinking skills.
4. Integrate a variety of techniques for problem solving.
5. Utilize technology relevant to their field of study.
6. Evaluate cultural awareness in student’s life.

CCC recognizes the increasing importance of soft skills in the contemporary marketplace, and the need to integrate these skills into all curricula. CCC has placed an emphasis on embedding and blending the essential soft skills throughout its curriculum, and consistently emphasizes the importance of career preparedness and workplace readiness. All CCC faculty and staff, will devote some instructional and guidance time on the essential soft skills.

Program Approval at the Institution Level

- Provide copies of the minutes at which the new program was approved from the following groups:
  o Program Advisory Committee—Approved unanimously on January 28, 2023. See Appendix F.
    (Including a list of the business and industry members)
  o Curriculum Committee—Approved unanimously on 4/17/2023 See Appendix F.
Governing Board—Approved unanimously on 4/17/2023. See Appendix F. (Including a list of all Board members and indicate those in attendance at the approval meeting)

Program Advisory Committee
- Dr. Tiffany Evans, VPAA (CCC)
- Logan Despain, Livestock Judging Coach/Adjunct Faculty (CCC)
- Adalaide Kline, Beef Program Director/Faculty (CCC)
- Shanda Mattix, Chair, Agriculture/Faculty (CCC)
- Derrek Reilly, Chair, Technical Programs/Faculty (CCC)
- Representative from Foote Cattle Company
- Representative from NA Timmerman, Inc.
- Representative from Poky Feeders, Inc.
- Representative from Kansas State University, College of Agriculture
- CCC will continue seeking out additional business and industry partners in spring 2023

Academic Council/Curriculum Committee
- Dr. Tiffany Evans, VPAA/Chair
- Angel Morrison, Dean, Distance Learning
- Megan Augustine, Director of Advising
- Mark Carlton, Chair, Arts and Humanities/Faculty
- Brette Hankin, Registrar and Director of Admissions
- Dana Jueneemann, Faculty/Assessment Coordinator
- Shanda Mattix, Chair, Agriculture/Faculty
- Cathy McVey, Chair, Nursing and Allied Health/Faculty
- Derek Reilley, Chair, Technical Programs/Faculty
- Dr. Jeff Sekavec, Chair, STEM/Faculty
- Dr. Michael Thompson, Chair, Social and Behavioral Sciences/Faculty

Governor Board
- Quintin Flanagan, Chair
- Donna Henry
- Audrey Hines, Treasurer
- Arlen Leiker, KACCT Representative
- Patrick Toth
- Jessica Vaughn, Vice Chair (not in attendance, due to prior commitment)

Submit the completed application and supporting documents to the following:
Director of Workforce Development
Kansas Board of Regents
1000 SW Jackson St., Suite 520
Topeka, Kansas 66612-1368
Appendix A
To Whom It May Concern:

I am pleased to extend the support of Poky Feeders, Inc., to Colby Community College, as they propose to launch their revised Feedlot Certificate. We believe that the Feedlot Certificate would benefit current and prospective employees. CCC has been a strong partner to many businesses in Northwest Kansas, for many years, and has provided many educational options; however, more Agriculturally-based educational and training opportunities are needed. We believe that the proposed Feedlot Certificate will provide such opportunities, and will help strengthen the feedlot industry with a steady pipeline of well-trained and skilled workers. In an effort to support the Feedlot Certificate, Poky Feeders, Inc., commits to the following:

- Service on the Feedlot Certificate Advisory Board;
- Career coaching and mentorship to CCC students;
- Provide “learn and earn” and/or traditional internship or externship opportunities to CCC students;
- Participate in CCC special Agricultural-related events and programs, and
- Service as guest lecturer

Sincerely,

Ethan Wilke
Poky Feeders, Inc.
2/20/2023

Dear Adalaide,

I am following up with you regarding some our recent visits and what we feel are many fantastic mutual opportunities in the future.

As Foote Cattle Company with feed yard locations sprinkled throughout the Midwestern region, we believe our greatest asset is our people. It takes a lot of people with a lot of various skills in order to make our organization run smooth. We are excited and see great value in continuing to grow our valuable relationship with Colby Community College. Our youth is our future!

As Foote Cattle, we employ upwards of 400 employees. It is important to our organization, and we see the value to continuing to partner together and define education, skills training, and preparing kids who have an interest in agriculture and the cattle feeding industry.

We look forward to building a future today!

Sincerely,

[Signature]

Lonny Geiman
Foote Cattle Company
1762 US Highway 83  
Colby, KS 67701

March 1, 2023

1255 S. Range Avenue  
Colby, KS 67701

To Whom it may concern,

I am writing this letter to express my support of adding a Feedyard Management course at Colby Community College. As an owner of multiple Feedyards, located in Kansas, Nebraska and Colorado, we experience, first hand, the benefit of similar programs currently offered at other colleges and universities. We are most familiar with UNL's Timmerman Feedyard Management Internship program. Over the years we have employed multiple interns from this program and others. This has been a great opportunity for both students and our company. We are always looking for quality young people we can bring up in our system into leadership roles. These programs are incredibly valuable for both the student and the employer and provide countless benefits. The student is given the opportunity to become familiar with the feedyard business and industry. In turn, industry members are also given the opportunity to get to know the students. As a result of programs like these, we currently employ some great individuals. Our industry is in need of well trained, competent young people who are interested in taking leadership positions. Western Kansas is home to a high concentration of feedyard operations. After completing programs such as this, students could have multiple potential internship and job opportunities in the area. Such a program is a valuable resource for students and our local businesses alike.

Sincerely,

[Signature]

Jason Timmerman  
NA Timmerman, Inc  
785-443-8420
Appendix B
COMPREHENSIVE REGIONAL NEEDS ASSESSMENT

Carl D. Perkins V – Strengthening Career and Technical Education for the 21st Century Act

Due Date: February 1, 2020

Regional Team Coordinators:

<table>
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<tr>
<th>USD(s)</th>
<th>Name</th>
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<th>Phone</th>
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<tr>
<td></td>
<td>Renae Gardner</td>
<td>Colby Public Schools/ USD 315</td>
<td>785-460-5331</td>
<td><a href="mailto:rgardner@colbyeagles.org">rgardner@colbyeagles.org</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Postsecondary Institution(s)</th>
<th>Name</th>
<th>Institution/School</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Christine Ellison</td>
<td>Colby Community College</td>
<td>785-460-5555</td>
<td><a href="mailto:chriss.ellison@colbycc.edu">chriss.ellison@colbycc.edu</a></td>
</tr>
</tbody>
</table>

Date: November 7, 2019  Regional Team: Colby/Goodland Workforce 1 Region

Secondary and postsecondary institutions shall not contract out the process of conducting the needs assessment.
As the baby-boom population ages, the overall need for healthcare services is expected to increase. LPNs will be needed in residential care facilities and in home health environments to care for older patients. The Bureau of Labor Statistics listed the median annual wage for licensed practical and licensed vocational nurses was $46,240 in May 2018. Our job placement rate is 98% to 100%. LPNs are a quick, cost-effective solution to meet the need for nurses in the U.S.

**Postsecondary Program: C.I.P. 51.0801 Medical Assistant:**

Entry level wages reflect $23,021 with 15 openings in Colby and Goodland Workforce Center Region. Use this link to view complete data: [https://kansasregents.org/CTE](https://kansasregents.org/CTE).
Employment of medical assistants is projected to grow 23 percent from 2018 to 2028, much faster than the average for all occupations. The growth of the aging baby-boom population will continue to increase demand for preventive medical services, which are often provided by physicians. As a result, physicians will hire more assistants to perform routine administrative and clinical duties, allowing the physicians to see more patients.

An increasing number of group practices, clinics, and other healthcare facilities will also need support workers, particularly medical assistants, to complete both administrative and clinical duties. Medical assistants work mostly in primary care, a steady growing sector of the healthcare industry.

[https://www.bls.gov/ooh/healthcare/medical-assistants.htm#tab-6](https://www.bls.gov/ooh/healthcare/medical-assistants.htm#tab-6)

The Medical Assistant program enrollment remains positive, instructor remains the same for consistency with MAERB standards, yet we do see a lack of consistency with third-party testing passage rates. Enrollment trends show an influx of out-of-state student-athletes some bring with them a focus on athletics and transitioning on to the universities.

**Postsecondary Program: C.I.P. 01.0104, Beef and Farm/Farm and Ranch Management:**

Reflects a low wage but high demand on the KBOR Labor Data for Needs Assessment for Colby and Goodland Workforce Center Region

A lack of indoor facilities and bigger barns are gaps for growing the Beef/Farm and Ranch Management programs.
In the November 13, 2019 PowerPoint slides from the Kansas State Department of Education, beef cattle ranching and farming, including feedlots and dual-purpose ranching and farming, is in the top ten for employment in Kansas. The beef cattle ranching and farming industry has an employment of 42,801 and contributes $8.3 billion to the Kansas economy. Agriculture and agriculture-related industries support 245,539 jobs or 12.7% of the entire workforce in Kansas. The Beef program director stays current with the workforce with her strong advisory board.

Postsecondary Program: 01.0307 Horse Husbandry/Equine Science and Management:
Reflects a low wage but high demand on the KBOR Labor Data for Needs Assessment for Colby and Goodland Workforce Center Region. https://kansasregents.org/CTE). As referenced in the Kansas AgGrowth from the Kansas agriculture.ks.gov/docs/default-source/ag-growth-summit/January-2018-documents/equine-sector.pdf, no data exists in the state today to identify the number of horses. However, horses remain an important part of the animal industry in Kansas. Horses serve many purposes from pleasure to work. The Kansas horse industry is a vast industry representing many different types and uses of horses. Kansas has a long-standing history with horses, as they were a major component of the cattle ranching infrastructure in the state. In an economic analysis, Kansas equine sales have a total direct output of approximately $16.4 million and support 100 jobs in the state. With the addition of horse stables and training, horse breeding, horse shows, horse feeding, farriers, veterinarians and pharmaceutical use and other industry sectors, the economic contributions to the Kansas economy greatly shadow those of just equine sales alone. Some of the strengths of the current Equine program are the excellent hands-on experiences in managing a large horse operation. The students’ experiences range from first aid/nutrition to foal/reproductions to business/instructing lessons to training horses. The college’s program is unique with such diverse learning opportunities. The advisory board provides guidance with internships and employment skills and opportunities. The board has also provided support and assistance with

There are several critical/pertinent areas of the equine industry that is currently lacking in the curriculum. Discussions are underway about starting courses in riding therapies and therapies for horses (massage). Another weakness is the facilities or lack of facilities. There are very limited indoor areas for training and working with horses. The foaling areas have been improved and cameras installed this year with Carl Perkins IV funding. Kansas weather is unpredictable and can inhibit learning activities. An indoor arena would benefit the Equine program as well as the Beef and Farm and Ranch Management. The lack of facilities prevents an increase in student enrollment.
Appendix C
Training Program  
**Beef Cattle Production (25 hours)**

**Program Information**

**Performance Data**

- Credential(s) Offered: IHE Certificate of Completion
- Method of Delivery: In Person
- When offered: Daytime Hours

**Instructional Program (CIP)**

Animal/Livestock Husbandry and Production.  
010302

**Description**

This certificate program provides students the background and train necessary for employment opportunities in the day-to-day operations of all aspects of the beef cattle industry with specific emphasis on feedlot operations. Coursework is specialized not only on the proper care and handling of beef cattle, but all phases of beef cattle production including machinery and technology, rules and regulations required for a safe workplace and compliance with governmental agencies. Certificate holders will possess increased employability in the industry. Coursework applies to a 23-credit hour certificate (Level 1). Students may further pursue a 37-hour certificate (Level 2) and a two-year Associate in Applied Science degree in Agriculture Business Management.

**Details**

- Program Length (Weeks): 30
- Hours: 25
- Entrance Requirements: None
- School: Barton County Community College (I)
WIOA Approved Program

Yes

Curriculum Competency Based

YES

Training Location(s)

Great Bend Campus

Local WIB

1 - Workforce Investment Area

Type of Attainment:

Certificate

Type of financial aid offered or have access to

Loans, Grants, Scholarships

Refund Policy

Is the proposed curriculum currently certified by an accrediting agency or similar national standardization program?

Yes - Kansas Board of Regents - KBOR

Is this proposed curriculum considered a nontraditional program of training services for women?

Yes

Is this proposed curriculum considered a nontraditional program of training services for men?

No

Cost Items

Books (Estimated) $657.00

In-State/District Tuition $3,000.00

Other Fees $200.00 Fees

Out-of-State/District Tuition $3,675.00

Total In-State Program Cost $3,857.00

Total Out-of-State Program Cost $4,532.00

Demand Occupation(s)

Farmers, Ranchers, and Other Agricultural Managers

11-9013.00
$0.00 per hour

Provider Status
Approved

Address
245 NE 30 Road, Great Bend, Kansas 67530

Phone Number
(620) 792-9332

Fax Number
(620) 786-1180

Last Updated
Aug 23, 2022

Created
Jan 29, 2014

Renewal
Jun 16, 2018
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<tr>
<td>AGRI 1139  Concepts for Agriculture</td>
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<tr>
<td>AGRI 1106  Principles of Animal Science</td>
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<tr>
<td>AGRI 1114  Plant Science</td>
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<td>AGRI 1110  Fundamentals of Animal Nutrition</td>
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<td>AGRI 1123  Beef Cattle Production</td>
<td>3</td>
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<tr>
<td>AGRI 1216  Farm Machinery and Technology</td>
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<td>AGRI 1128  Horse Science</td>
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<tr>
<td>AGRI 1120  Range Management</td>
<td>3</td>
</tr>
<tr>
<td>AGRI 1218  Beef Cattle Operations</td>
<td>3</td>
</tr>
<tr>
<td>AGRI 1116  Principles of Agriculture Economics</td>
<td>3</td>
</tr>
<tr>
<td>AGRI 1155  Agriculture Orientation</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>34</strong></td>
</tr>
</tbody>
</table>

Review Date: 07/22  
Effective Date: 08/20
The certificate program will require the completion of a minimum of 21 credit hours of defined beef cattle feedlot nutrition, business and animal care courses. The courses will provide practical application of scientific knowledge to feedlot health and management issues. Students may choose to complete the Certification Program concurrent with the pursuit of a degree in any of the eight colleges at Kansas State.

Core Courses (15 credit hours)
- AGEC 420 - Commodity Futures Credits: 3
- ASI 315 - Livestock and Meat Evaluation Credits: 3
- ASI 599 - Animal Science Internship Credits: 1-6
- ASI 620 - Beef Systems Management Credits: 2
- ASI 680 - Ruminant Nutrition Credits: 1
- ASI 684 - Nutrition of Feedlot Cattle Credits: 1
- DMP 610 - Feedlot Health Systems Credits: 2
  BQA Certification required to complete course

**Electives (minimum of 6 credit hours)**

- * ASI 561 - Undergraduate Research in Animal Sciences & Industry Credits: 0-3
- ASI 595 - Contemporary Issues in Animal Science and Agriculture Credits: 3
- ASI 650 - Identification and Data Management of Food Animals Credits: 2
- ASI 655 - Behavior of Domestic Animals Credits: 3
- * ASI 660 - International Study Experience in Animal Science Credits: 0-6
- * ASI 661 - Animal Sciences and Industry Problems Credits: 1-18
- ASI 662 - Special Topics in Animal Science Credits: 0-6 (must be beef cattle-related)
- ASI 682 - Formulation of Livestock and Poultry Diets Credits: 1
- GRSC 510 - Feed Technology I Credits: 3
- MANGT 420 - Principles of Management Credits: 3

*Experiential learning course - no more than 3 credit hours from these courses may be used.

**Required Prerequisite Courses**

Students are expected to meet all prerequisites for the courses listed or have consent of the instructor. Prerequisite courses other than the courses listed do not count toward the total hours for the certificate program.

- ASI 102 - Principles of Animal Science Credits: 3
  and
- ASI 105 - Animal Sciences and Industry Credits: 1
- ASI 318 - Fundamentals of Nutrition Credits: 3
- ASI 320 - Principles of Feeding Credits: 3
- ASI 515 - Beef Science Credits: 3
- BIOL 198 - Principles of Biology Credits: 4
- CHM 110 - General Chemistry Credits: 3
and
- CHM 111 - General Chemistry Laboratory Credits: 1

Notes

To receive the certificate students must have a cumulative GPA of 2.0 in the 21 required credit hours.

Course(s) from junior colleges and/or technical school programs will not be applied toward the certificate unless the course(s) are equivalent to a K-State course(s).
Appendix D
CURRICULUM VITAE

ADALAIDE C. KLINE

Contact Information:
Address: 6235 Mission Drive
Mission Hills, KS
66208
Email: adalaidekline@yahoo.com
adalaide.kline@jacks.sdstate.edu
Mobile: 913-909-4842

Education

M.S. in Animal Science, (Specialization: Reproductive Physiology)
South Dakota State University August 2019-December 2021
Thesis Title: Changes in Pregnancy-Associated Glycoproteins Associated with Fetal Age,
Postpartum Interval and Evaluation of a Chute-Side Lateral Flow Assay
Advisor: Dr. George A. Perry and Dr. Julie A. Walker
GPA: 3.73

B.S. in Animal Science Business, (Minor in Agricultural Economics)
Oklahoma State University June 2016-May 2019

Professional Experience

Graduate Research and Teaching Assistant August 2019-December 2021
South Dakota State University, Brookings, SD

Internships January-May 2019
Gardiner Angus Ranch, Ashland, KS

- Assisted, performed, and learned tasks such as:
  - Heat detection, palpation, and ultrasound (sexing)
  - Collect semen for bull evaluations
  - Carcass ultrasound
  - Record keeping, identify cows and calves who are sick, daily movement and handling
    of cattle
  - Process cattle, freeze branding
  - Backing up a trailer to loadouts
  - Run a hydraulic chute
  - Gather animals from a pasture on horseback

Teaching Experience

Livestock Reproduction AS 333 (Fall 2020, 2021)
- Lecture size 140 students
- Helped develop weekly quizzes
- Graded quizzes and exams
- Responsible for a lab section of 30-35 students

Last updated: December 2021
CURRICULUM VITAE

ADALAIDE C. KLINE

- Conducted additional help sessions to review materials/concepts taught in lecture and lab
  Cow-Calf Management AS 474 (Spring 2021)
  - Lecture size 50 students
  - Graded quizzes
  - Responsible for a lab section of 30 students
  - Conducted additional help sessions to review materials/concepts taught in lecture and lab

Anatomy and Physiology of Domestic Animals VET 223L (Spring 2020)
  - Responsible for two, sometimes three, lab sections of 30 students each
  - Taught anatomy of the weekly topic to students
  - Helped develop weekly quizzes
  - Graded quizzes

Guest Lecturers

  - Taught palpation laboratories (4 sections)
  - Taught transrectal ultrasonography laboratories (4 sections)

Cow/Calf Management AS 474 (2020, 2021; Fall and Spring semesters)
  - Taught the reproductive management lecture
  - Taught semen handling, artificial insemination, and ultrasonography laboratories

Introduction to Dairy Science Laboratory DS 130L (2019)
  - Described heat detection, semen handling, artificial insemination, reproductive tract anatomy, and demonstrated transrectal ultrasonography

Extension Experiences

Artificial Insemination Schools
South Dakota State University Extension
  AI Schools (2019 to 2021)
  - Co-instructed 4 schools
  - Instruction involved teaching the AI technique, presentations on the pregnancy detection methods, female reproductive tract

Professional Organizations

- American Society of Animal Science 2019-Present
- Society for the Study of Reproduction 2021-Present
- Graduate Student Association 2019-Present
  - Assisted in catering events to earn funds for the association

Last updated: December 2021
CURRICULUM VITAE

ADALAIDE C. KLINE

The Honor Society of Agriculture
- Gamma Sigma Delta  
  - Won 2nd place in the poster competition  
- Alpha Zeta  
  - Spring 2021-Present

Student Athlete Advisory Committee  
Oklahoma State University, Stillwater, OK  
- Community Service Chair  
  - Fall 2017-Present
- Organized projects and community service events  
- Made sure enough people volunteered for specific event  
- Pitched ideas to coaches and athletic directors  
- Attended meetings 2 times a week  
- Voted on legislative at the school, division, and NCAA level  
- Volunteered at community service events  
- Attended meetings once a week  
  - Fall 2016-December 2018

Extracurricular Activities

Collegiate NCAA Division 1 Soccer  
South Dakota State University  
- Player on the women’s soccer team  
  - South Dakota State University, Brookings, SD
- Team Captain  
  - August 2019-December 2021
- Leadership Council Member  
  - August 2020-December 2021
- Summit League Tournament Champions  
  - 2021
- Awarded Summit League First Team Member  
  - 2021
- Awarded All-Tournament Team Member  
  - 2020
- Awarded Goal of the Year  
  - 2020
- Summit League Tournament Champions  
  - Oklahoma State University
- Player on the women’s soccer team  
  - Oklahoma State University, Stillwater, OK
- Big XII Conference Champions  
  - July 2016-December 2018

Laboratory Techniques:

- IDEXX Laboratories Product Experience  
  - IDEXX Alertys Ruminant Pregnancy Test  
    - Developed modified version to try to determine fetal age throughout gestation  
    - Determine clearance of PAGs  
  - IDEXX Alertys OnFarm Pregnancy Test  
    - Validation of the test compared to transrectal ultrasonography, IDEXX Alertys Ruminant Pregnancy Test, and IDEXX Alertys Rapid Visual Pregnancy Test  
    - Determine the clearance of PAGs

Last updated: December 2021
CURRICULUM VITAE

ADALAIDE C. KLINE

- IDEXX Alertys Rapid Visual Pregnancy Test
- Radioimmunoassay
  - ELISA
  - Progesterone
  - Estradiol
- Blood processing
  - Plasma
  - Serum
  - White blood cells
- Semen evaluation
  - Thawing
  - Morphology evaluation
  - Motility evaluation
- Collecting and processing bovine tissue samples following surgery
  - Ovarian entral follicle aspiration
  - Corpus luteum dissection

Animal Handling Techniques:

- Proficient in bovine transrectal ultrasonography for pregnancy determination and fetal aging
- Proficient in bovine artificial insemination
- Proficient in venous blood collection (Bovine)
- Semen collection through electroejaculation (Bovine)
- External ultrasonography of pregnancies (Ovine)
- Proper injection techniques
- Bull breeding soundness exam
- Assisted in bovine ovariectomies
- Birth assistance (Bovine, ovine)

Publications

Journal Articles


Proceedings Paper

Last updated: December 2021
CURRICULUM VITAE

ADALAIDE C. KLINE


Abstracts


Last updated: December 2021
CURRICULUM VITAE

ADALAIDE C. KLINE


Popular Press


Last updated: December 2021
CURRICULUM VITAE

ADALAIDE C. KLINE

References

Dr. George A. Perry (Professor/Major Advisor)
Texas A&M University
Texas A&M AgriLife Research and Extension Center
1710 FM 3053 N
Overton, TX 75684
903-834-619 ext: 228
George.Perry@ag.tamu.edu

Dr. Julie A. Walker (Professor/Major Advisor)
South Dakota State University
Animal Science Department
SAS 221, Box 2170
Brookings, SD 57007
605-688-5458
Julie.Walker@sdstate.edu

Dr. Tom Geary (Research Animal Scientist)
USDA-ARS
Fort Keogh Livestock and Range Research Laboratory
243 Fort Keogh Road
Miles City, MT 59301
406-874-8289
Tom.geary@ars.usda.gov

Mark Gardiner (Mertor)
Gardiner Angus Ranch
2605 County Rd 13
Ashland, KS 67831
605-690-1270
gar@iocom.net

Brock Thompson (Soccer Coach)
South Dakota State University
Stanley J Marshall HPER Ctr. 262N
Intercollegiate Athletics-Box 2820
University Station
Brookings, SD 57007
605-690-1270
brock.thompson@sdstate.edu

Last updated: December 2021
Logan C. Despain
1012 E. Lyon St., Laramie, Wyoming 82072 | (307) 460-0668 | Ldespai2@gmail.com

Education

UNIVERSITY OF WYOMING
Bachelor of Science, Animal Science | Concentration, Production

CASPER COLLEGE
Major, Animal Science

Activities

UNIVERSITY OF WYOMING
Livestock judging team
Volunteer livestock judging coach for the Snowy Range FFA Chapter & Albany Co. 4-H

CASPER COLLEGE
Livestock judging team
National Western Stock Show Scholar
Big Heart Award Livestock Judging Student
Wyoming FFA Foundation Scholarship
Casper College Ag Club

Work Experience

SUBSTITUTE TEACHER | WYOMING PTSB
APRIL - MAY 2021
- Maintain classroom discipline and perform traditional teaching procedures

LIVESTOCK JUDGING INTERN | UNIVERSITY OF WYOMING
JUNE - AUG. 2020
- Facilitate the 307 livestock judging series by officiating and helping organize contests
- Due to Covid-19 limiting in-person events and travel, I developed an online resource platform for 4-H youth to progress their judging ability and reasons skills through virtual reasons clinics & judging contests
- Assist in State 4-H livestock contest

UNDERGRAD ASSISTANT COACH | UNIVERSITY OF WYOMING
NOV. 2019 - NOV. 2020
- Assist in coaching the livestock judging team
- Travel to all contests

LREC FARMHAND | UNIVERSITY OF WYOMING
MAY 2018 - AUG. 2019
- Manual labor for maintenance & support of farm facilities
- Learn proper handling of multiple livestock species
- Perform daily tasks of feeding, monitoring and doctoring livestock, cleaning facilities, operating equipment, and assisting in the process of harvesting hay
Livestock Judging Accolades

UNIVERSITY OF WYOMING
- Arizona Nationals | High Individual | 2nd Reasons | 1st Hogs | 4th Cattle | 5th Sheep
- National Western Stock Show | 5th High Individual | 7th Cattle
- Sioux Empire Livestock Show | 7th High Individual | 2nd Cattle
- Houston Livestock Show & Rodeo | 10th Reasons
- National Barrow Show | 16th High Individual
- Aksarben Stock Show | 10th High Individual | 10th Reasons | 1st Hogs | 3rd Sheep
- State Fair of Texas | 10th Reasons
- American Royal | 7th High Individual | 10th Sheep

CASPER COLLEGE
- National Western Stock Show | 7th High Individual | 4th Reasons | 2nd Hogs
- Tulsa State Fair | 12th High Individual | 9th Cattle
- North American International Livestock Exposition | 7th Hogs | 5th Sheep

4-H & FFA
- National FFA Convention | 3rd High Individual | 2nd High Team Overall | 2016
- Wyoming FFA State Contest | High Team Overall | 2016
- American Royal | 2nd High Individual | High Team Overall | 2015
- Wyoming 4-H State Contest | High Team Overall | 2015

Skills, Recognition & Certification
- Certified in the Wyoming Professional Teaching Standards Board
- Proficient in Microsoft programs (Word, PowerPoint, Excel)
- Competent in generating online webinars
- Skilled in creating & presenting development workshops
- CEO of 3D Livestock | Laramie, WY | Family-Owned Sheep Operation
- Competitive livestock showing experience | Sheep, Hogs, Goats, Cattle | 10+ years

Leadership

COACH | WYOMING FFA STATE CHAMPIONS
- Taught proper livestock evaluation & oral reasons
- Held weekly practices and facilitated workouts
- Travel to all contests

APRIL 2018 & 2021
Logan C. Despain
1012 E. Lyon St., Laramie, Wyoming 82072 | (307) 460-0668 | Ldespai2@gmail.com

References

CALEB BOARDMAN | LIVESTOCK JUDGING COACH | TEXAS A&M UNIVERSITY
Email: Caleb.boardman1@tamu.edu Phone: (307) 250-2298

JEREMY BURKETT | LIVESTOCK JUDGING COACH | CASPER COLLEGE
Email: Jburkett@caspercollege.edu Phone: (307) 630-6267

STACY BRODA | ADVISOR | WYOMING FFA ASSOCIATION
Email: Sbroda@yahoo.com Phone: (307) 630-6094

KALLI KOEPKE | ASSISTANT FARM MANAGER | LARAMIE RESEARCH & EXTENSION CENTER
Email: Kkoepke@uwyo.edu Phone: (719) 314-6571

SCOTT LAKE | DIRECTOR | LARAMIE RESEARCH & EXTENSION CENTER
Email: Scott.lake@uwyo.edu Phone: (307) 460-8129
### KBOR Fiscal Summary for Proposed Academic Programs

**Institution:** Colby Community College  
**Proposed Program:** Feedlot Certificate

<table>
<thead>
<tr>
<th><strong>IMPLEMENTATION COSTS</strong></th>
<th><strong>Implementation Year</strong></th>
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<tr>
<td><strong>Part I. Anticipated Enrollment</strong></td>
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<tr>
<td>Please state how many students/credit hours are expected during the initial year of the program?</td>
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<tr>
<td><strong>A. Headcount:</strong></td>
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<tr>
<td><strong>Part II. Initial Budget</strong></td>
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<td><strong>A. Faculty</strong></td>
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<td><strong>Full-time</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Part-time/Adjunct</strong></td>
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<td><strong>B. Equipment required for program</strong></td>
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</tr>
<tr>
<td><strong>C. Tools and/or supplies required for the program</strong></td>
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<tr>
<td><strong>D. Instructional Supplies and Materials</strong></td>
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<tr>
<td><strong>E. Facility requirements, including facility modifications and/or classroom renovations</strong></td>
<td></td>
</tr>
<tr>
<td><strong>F. Technology and/or Software—Performance Beef software</strong></td>
<td></td>
</tr>
<tr>
<td><strong>G. 20 new cattle and feed</strong></td>
<td></td>
</tr>
<tr>
<td><strong>H. Four Portable Welding Units</strong></td>
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<tr>
<td><strong>Total for Implementation</strong></td>
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### Part I. Program Enrollment

Please state how many students/credit hours are expected during the first two years of the program?

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<th><strong>Part I. Program Enrollment</strong></th>
<th><strong>Second and Third Years</strong></th>
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### Part II. Ongoing Program Costs

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<tr>
<th><strong>Part II. Ongoing Program Costs</strong></th>
<th><strong>First Two Years</strong></th>
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<tr>
<td><strong>A. Faculty</strong></td>
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<td><strong>Full-time</strong></td>
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<tr>
<td><strong>Part-time</strong></td>
<td></td>
</tr>
<tr>
<td><strong>B. Equipment required for program</strong></td>
<td></td>
</tr>
<tr>
<td><strong>C. Tools and/or supplies required for the program</strong></td>
<td></td>
</tr>
<tr>
<td><strong>D. Instructional Supplies and Materials</strong></td>
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</tr>
<tr>
<td><strong>E. Facility requirements, including facility modifications and/or classroom renovations</strong></td>
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</tr>
<tr>
<td><strong>F. Technology and/or Software</strong></td>
<td></td>
</tr>
<tr>
<td><strong>G. Cattle (20 head)</strong></td>
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</tr>
<tr>
<td><strong>Total for Program Sustainability</strong></td>
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</tr>
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</table>
KBOR Fiscal Summary for Proposed Academic Programs  
CA-1a Form (2020)

Please indicate any additional support and/or funding for the proposed program:

There is the possibility that some of our partners (established and not yet known) may be willing to assist us with sourcing the livestock for the College.

Submit the completed application and supporting documents to the following:

Director of Workforce Development  
Kansas Board of Regents  
1000 SW Jackson St., Suite 520  
Topeka, Kansas 66612-1368
# Carl D. Perkins Funding
## Eligibility Request Form
### Strengthening Career and Technical Education for the 21st Century Act

**CA-1c Form (2022)**

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Colby Community College</th>
</tr>
</thead>
</table>
| **Name, title, phone, and email of person submitting the Perkins Eligibility application (contact person for the approval process):** | Dr. Tiffany Evans  
Vice President of Academic Affairs  
Tiffany.Evans@colbycc.edu |
| **Name, title, phone, and email of the Perkins Coordinator:** | Alicia Moore  
Controller/Perkins Coordinator  
Alisha.Moore@colbycc.edu |
| **Program Name**                     | Feedlot Certificate     |
| **Program CIP Code**                 | 01.0906                 |
| **Educational award levels and credit hours for the proposed request(s):** | Certificate; 16 hours |
| **Number of concentrators for the educational level:** | 20 per year |
| **Does the program meet program alignment?** | p. 15-16 See Appendix B |
| **How does the needs assessment address the occupation and the program (provide page number/section number from the CLNA and describe the need for the program):** | Funds will be used for additional curriculum development, for equipment, and for professional development. |
| **Justification for conditional approval: (how will Perkins funds will be used to develop/improve the program):** | Yes |
| **Pursuant to Americans with Disabilities Act, the proposed program will be offered in a location or format is fully accessible, according to applicable ADA laws? (Contact Board staff for technical assistance if there are questions regarding accessibility):** | Yes |

**Signature of College Official**

**Signature of KBOR Official**

**Date** 4-20-23  
**Date**

Last updated: 4/13/2022
Carl D. Perkins Funding
Eligibility Request Form

Strengthening Career and Technical Education for the 21st Century Act

CA-1c Form (2022)

Last updated: 4/13/2022
Kansas Promise
Eligibility Request Form

This application should be used for new programs (currently in the program approval process) or existing programs the institution would like reviewed for Kansas Promise eligibility.

Program Eligibility
Per statutory language (Section 28), a “promise eligible program” means any two-year associate degree program or career and technical education certificate or stand-alone program offered by an eligible postsecondary educational institution that is:

1) approved by the Board of Regents;
2) high wage, high demand or critical need; and
3) identified as a “promise eligible program” by the Board of Regents pursuant to K.S.A. 2021 Supp. 74-32,272:
   - Information Technology and Security
   - Mental and Physical Healthcare
   - Advanced Manufacturing and Building Trades
   - Early Childhood Education and Development

Section 29 (9d), states that the Board of Regents may designate an associate degree transfer program as an eligible program only if such program is included in:

1) An established 2+2 agreement with a Kansas four-year postsecondary education institution; or
2) An articulation agreement with a Kansas four-year postsecondary educational institution and is part of an established degree pathway that allows a student to transfer at least 60 credit hours from the eligible postsecondary educational institution to a four-year postsecondary education institution for the completion of an additional 60 credit hours toward a bachelor’s degree.

Section 30 states an eligible postsecondary educational institution may designate an additional field of study to meet local employment needs if the promise eligible programs within this field are two-year associate degree programs or career and technical education certificate or stand-alone programs approved by the Board of Regents that correspond to jobs that are high wage, high demand, or critical need in the community from one of the following fields:

1) Agriculture;
2) Food and Natural Resources;
3) Education and Training;
4) Law, Public Safety, Corrections, and Security; or
5) Distribution and Logistics

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Colby Community College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name, title, and email of person</td>
<td>Dr. Tiffany Evans, Vice President of Academic Affairs</td>
</tr>
<tr>
<td>responsible for Academic program</td>
<td><a href="mailto:Tiffany.Evans@colbycc.edu">Tiffany.Evans@colbycc.edu</a></td>
</tr>
<tr>
<td>Name, title, and email of Financial</td>
<td>Vanessa Flipse, Director of Financial Aid</td>
</tr>
<tr>
<td>Aid contact</td>
<td><a href="mailto:Vanessa.Flipse@colbycc.edu">Vanessa.Flipse@colbycc.edu</a></td>
</tr>
</tbody>
</table>

Last updated: 8/17/2022
Kansas Promise
Eligibility Request Form

Information Technology and Security

<table>
<thead>
<tr>
<th>CIP Code</th>
<th>Program Name</th>
<th>High Wage, High Demand, or Critical Need</th>
<th>Type of Award (AAS, AA, AS, AGS, Certificate)</th>
<th>Scholarship Effective Date</th>
</tr>
</thead>
</table>

Mental and Physical Healthcare

<table>
<thead>
<tr>
<th>CIP Code</th>
<th>Program Name</th>
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<th>Type of Award (AAS, AA, AS, AGS, Certificate)</th>
<th>Scholarship Effective Date</th>
</tr>
</thead>
</table>

Advanced Manufacturing and Building Trades

<table>
<thead>
<tr>
<th>CIP Code</th>
<th>Program Name</th>
<th>High Wage, High Demand, or Critical Need</th>
<th>Type of Award (AAS, AA, AS, AGS, Certificate)</th>
<th>Scholarship Effective Date</th>
</tr>
</thead>
</table>

Early Childhood Education and Development

<table>
<thead>
<tr>
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<th>Type of Award (AAS, AA, AS, AGS, Certificate)</th>
<th>Scholarship Effective Date</th>
</tr>
</thead>
</table>

College Designated Field of Study:

<table>
<thead>
<tr>
<th>CIP Code</th>
<th>Program Name</th>
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</thead>
<tbody>
<tr>
<td>01.0906</td>
<td>Feedlot Certificate</td>
<td>High Wage and High Demand</td>
<td>Certificate</td>
<td>Fall 2023</td>
</tr>
</tbody>
</table>

**If any programs are claiming "critical need" status, please provide supporting documentation:

Signature of College Official

Signature of KBOR Official

Special Note to Kansas Independent Colleges:
Please carbon copy the KICA contact below when submitting this application to the Kansas Board of Regent office:
Matt Lindsey, President KICA
matt@kscolleges.org

Last updated: 8/17/2022
Appendix F
Feedlot Certificate Program Advisory

January 23, 2023

- Dr. Tiffany Evans, VPAA
- Logan Despain, Livestock Judging Coach/Adjunct Faculty
- Adalaide Kline, Beef Program Director/Faculty
- Shanda Mattix, Chair, Agriculture/Faculty
- Derrek Reilly, Chair, Technical Programs/Faculty
- Lonnie Guiman, Foote Cattle Company
- Jason Timmerman, NA Timmerman, Inc.
- Ethan Wilkey from Poky Feeders, Inc.

A unanimous vote to support CCC in having a Feedlot Certificate programs. Business and industry partners agreed to continue being on the Advisory Committee, assist in developing the program and the curriculum, to provide internships and externships, to help students network, to participate in CCC events, and to potentially hire graduates of the Feedlot Certificate program.

Discussion Points

- Type of Feed Yards (corporate/independent). How they operate and make money.
- Job’s and Careers in the industry: It takes a lot of specialized roles.
- We build people and people build successful feed yards. Improving Communications

Core Functions of a Feed Yard:

Nutrition and Feed

- Ingredients
  - What commodities are used, how they are utilized, and how the digestive Rumen works.
- Inventories – key of planning and communication in managing inventories year around.
- Feed Trucks and Feeding – utilizing technology and measuring feed distribution
- Feed Calling – bunk sweeping, transitioning rations, observing cattle eating patterns

Cattle Processing

- Receiving and Shipping Cattle
- Vaccine/Implant Use
- The use of consulting vet’s
- Knowing cattle history: where they have come from, the conditions, and past vaccines, at risk cattle
- Importance of getting weights, de-horning, and collecting date for future research
Cattle Health

- Doctoring sick cattle and what to look for
- What are Repositories, Bloats, Acidosis, AIP, Foot Rot, Bullers
- Pulling sick or injured cattle – why, when, how, and what.
- Cattle Behavior
  - Loss stress handling and why
  - Pen/Bunk behavior
- The role of Pen Riders and the role horses play in a feed yard

Yard Maintenance

- A lot goes into keeping facilities clean and working well
- Facilities management
- Pen Maintenance – the why’s and how’s
- Keeping water fresh and clean

Supporting Roles in the Feed Yard

An overview of roles such as Office Managers, Human Resources, IT Services, Feed and Commodities Purchasing, Nutrition, Trucking and Logistics of moving trucks, Mechanics, Welding, and many more.
Feedlot Certificate Vote

CCC Board of Trustees (Governing Board)

4/17/2023

Dr. Seth Carter, President of Colby Community College, presented the Feedlot Certificate to the Board of Trustees.

CCC Board of Trustees (Governing Board)

- Quintin Flanagan, Chair
- Donna Henry
- Audrey Hines, Treasurer
- Arlen Leiker, KACCT Representative
- Patrick Toh
- Jessica Vaughn, Vice Chair

Chair Flanagan called for a motion. Board Member Henry provided the motion, and Board Member Hines provided a second. Five of the six Board Members voted to approve the Feedlot Certificate. Board Member Vaughn was absent from the meeting due to a prior commitment, and did not vote.
Feedlot Certificate Vote

Academic Council/Curriculum Committee

4/17/2023

Dr. Tiffany Evans, Vice President of Academic Affairs, contacted the members of Academic Council/Curriculum Committee via E-mail to vote on the implementation of the Feedlot Certificate.

Academic Council/Curriculum Committee

- Dr. Tiffany Evans, VPAA/Chair
- Angel Morrison, Dean, Distance Learning
- Megan Augustine, Director of Advising
- Mark Carlton, Chair, Arts and Humanities/Faculty
- Brette Hankin, Registrar and Director of Admissions
- Dana Juenemann, Faculty/Assessment Coordinator
- Shanda Mattix, Chair, Agriculture/Faculty
- Cathy McVey, Chair, Nursing and Allied Health/Faculty
- Derek Reilley, Chair, Technical Programs/Faculty
- Dr. Jeff Sekavee, Chair, STEM/Faculty
- Dr. Michael Thompson, Chair, Social and Behavioral Sciences/Faculty

Angel Morrison, Dean of Online Learning, made a motion to approve the Feedlot Certificate. Dr. Michael Thompson, Chair, Social and Behavioral Sciences/Faculty provided the second. Ten of the eleven members voted to approve the Feedlot Certificate (documentation attached). Dana Juenemann was out ill that day and did not vote.
I make a motion to approve the new certificate.

Thank you!
Angel Morrison
Dean of Online Learning

Colby Community College
1255 South Range
Colby, KS 67701
785.460.5418

Challenge students to adapt to a diverse society. Create opportunities for student growth. Connect student learning with professional experiences. Learn more at www.ColbyCC.edu

On Mon, Apr 17, 2023 at 2:00 PM Tiffany Evans <tiffany.evans@colbycc.edu> wrote:

Dear Colleagues—

Attached is the Feedlot Certificate overview (we are still awaiting the assignment of some course numbers). However, we need to vote on the approval of this new certificate to get it to the TEA this semester. Please cast your votes this afternoon, by 5:00.

I am calling for a motion and a second.

Once I have those, I will call for an E-mail rollcall vote.

Best,
Tiffany
I move or second

Sent from my iPhone

On Apr 17, 2023, at 2:09 PM, Angel Morrison <angel.morrison@colbycc.edu> wrote:

I make a motion to approve the new certificate.

Thank you!
Angel Morrison
Dean of Online Learning

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I am calling for a motion and a second.
I will second.
Cathy

On Mon, Apr 17, 2023 at 2:09 PM Angel Morrison <angel.morrison@colbycc.edu> wrote:
I make a motion to approve the new certificate.

Thank you!
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I am calling for a motion and a second.

Once I have those, I will call for an E-mail rollcall vote.

Best,
I vote yes.
Cathy

On Mon, Apr 17, 2023 at 2:12 PM Derek Reilley <derek.reilley@colbycc.edu> wrote:
I vote yes!

Derek

On Apr 17, 2023, at 2:11 PM, Brette Hankin <brette.hankin@colbycc.edu> wrote:

I vote yes!!!!

On Mon, Apr 17, 2023 at 2:00 PM Tiffany Evans <tiffany.evans@colbycc.edu> wrote:

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I am calling for a motion and a second.

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Best,
Tiffany
I vote yes.

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I am calling for a motion and a second.

Once I have those, I will call for an E-mail rollocall vote.

Best,

Tiffany

L. Tiffany Evans, Ph.D.
Vice President of Academic Affairs
Colby Community College
1255 South Range Avenue
Colby, KS 67701
I vote yes!

Thank you!
Angel Morrison
Dean of Online Learning

On Mon, Apr 17, 2023 at 2:00 PM Tiffany Evans <tiffany.evans@colbycc.edu> wrote:

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I am calling for a motion and a second.

Once I have those, I will call for an E-mail rollcall vote.

Best,
Tiffany

L. Tiffany Evans, Ph.D.
I vote yes!!!!

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I am calling for a motion and a second.

Once I have those, I will call for an E-mail rollcall vote.

Best,

Tiffany

L. Tiffany Evans, Ph.D.
Vice President of Academic Affairs
Colby Community College
1255 South Range Avenue
Colby, KS 67701
I vote yes.
Shanda

On Mon, Apr 17, 2023 at 2:12 PM Derek Reilley <derek.reilley@colbycc.edu> wrote:
I vote yes!

Derek

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I am calling for a motion and a second.

Once I have those, I will call for an E-mail rollcall vote.

Best,
Tiffany
Appendix I
Person making request: Logan Despain + Abaladie Kline

Date of submission: ________________

Division: Agriculture

Semester of proposed change to go into effect: Fall 2023

Classification of instruction: X Academic ___ Vocational ___ Developmental

Course Title: Farm Welding - AG 236

Credit Hours: 2

Applicable program and CIP code: __________________

Justification of new course, change to current course or program, etc.: The Farm Welding course will be one of the required courses for the new Feedlot Program Certificate. This course will enable students to apply welding skills in Arc welding. Students will learn basic maintenance and repair of welding equipment used in the farming and feedlot industries.

Has a course syllabus been attached to this change form if applicable? Yes ___ No ___

___ Approved
___ Disapproved
___ No action

Comments:

__________________

Faculty Member (proposed by and/or approved by)

Program Director

Division Chair

VP of Academic Affairs

03/10/2023

Date

3-10-23

Date
REQUEST FOR CHANGE:

- Course Approval
- Credit Hour Change
- Course Title Change
- Course Number Change
- Course Fee Change
- Resubmission
- Program Title Change
- Other:____________

Person making request: Logan Despain + Adolfo Kline

Date of submission:____________________

Classification of instruction: X Academic  __ Vocational  __ Developmental

Course Title: Agriculture Workplace Communication

Credit Hours: 1

Applicable program and CIP code: ________________

Justification of new course, change to current course or program, etc.: The Agriculture Workplace Communication course will be one of the required courses for the new Feedlot Program Certificate. This course will help students gain a basic understanding of Spanish pertaining to the Feedlot industry, thus allowing students to develop communication skills with other contemporaries.

Has a course syllabus been attached to this change form if applicable? Yes ___ No ___

___ Approved
___ Disapproved
___ No action

Comments:
__________________________________________________________________________
__________________________________________________________________________

Signature: Logan Despain + Adolfo Kline

Date: 02/10/2023

Faculty Member (proposed by and/or approved by)

Program Director

Date

Division Chair

Date

VP of Academic Affairs

Date

3-10-23
Person making request: Logan Despain + Adelaide Kline

Date of submission: ____________________

Classification of instruction:   X Academic    ___ Vocational    ___ Developmental

Course Title: Feedlot Management Techniques - AG180

Credit Hours: 4

Applicable program and CIP code: ____________________

Justification of new course, change to current course or program, etc.: The Feedlot Management Techniques course will be one of the required courses for the new Feedlot Program Certificate. This course will introduce students to all aspects of a cattle feedlot operation, such as: feeding, doctoring, feed mill and office work, and be able to identify sick or ill cattle in need of care.

Has a course syllabus been attached to this change form if applicable? Yes ___ No ___

____ Approved
____ Disapproved
____ No action

Comments: ____________________

Faculty Member (proposed by and/or approved by): ____________________

Date: 03/10/2023

Program Director: ____________________

Date: ____________________

Division Chair: ____________________

Date: 3-16-23

VP of Academic Affairs: ____________________
March 1, 2023

To Whom It May Concern,

I am writing this letter to express my support of Colby Community College implementing a Feedlot Certificate. As the owner of multiple feedyards located in Kansas, Nebraska, and Colorado, we experience, first hand, the benefits associated with having a well-trained and knowledgeable workforce.

Over the years, our organization has participated in offering internship opportunities to students from area institutions. We are pleased to offer the same opportunities to students from the CCC Feedlot Certificate program. We believe that offering internships to students has been a great opportunity for both students and our company. We are always seeking for quality employees, and believe in the strength of growing potential employees from interns, and possibly grow these individuals into future industry leaders. In this model, the student is given the opportunity to become familiar with the feedyard business and industry, and be able to network with those already working in the field. In turn, our organization is given the opportunity to get to know the students. As a result of programs like these, we currently employ numerous outstanding individuals. Our industry is in need of well-trained and competent employees who are interested in working and growing within the feedyard industry.

Western Kansas is home to a high concentration of feedyard operations. After completing programs such as the one that CCC is proposing, students would have multiple potential internship and job opportunities. Such a program is a valuable resource for students and local businesses alike.

Sincerely,

Jason Timmerman

Jason Timmerman
NA Timmerman, Inc
785-443-8420