



June 5, 2020

Dr. D. Ray Perren  
President  
Lanier Technical College  
2535 Lanier Tech Drive  
Gainesville, GA 30507

Dear Dr. Perren:

Thank you for submitting the following substantive change:

Substantive change:

**Significant Departure Program  
Associate of Applied Science (A.A.S.) in Computer Programming  
Diploma in Computer Programming**

Submission date:

**12/19/2019**

Implementation date:

**8/3/2020**

Case ID:

**SC008507**

The 66-credit hour Associate of Applied Science (A.A.S.) degree program in Computer Programming, which is consistent with the mission of Lanier Technical College, will include a 52-credit hour Diploma option. The target audience is traditional college-age and adult students who are interested in becoming an information technology professional. Courses will be delivered through a combination of face-to-face and distance learning instruction with an expected initial enrollment of 20-24 students in each program. As a rationale for the program, the College cites EMSI Labor Market Analytics data which project a 9.7% increase in the number of computer programmer jobs in the College's service area from 2019-2029. Administrative oversight will be provided by the Program Coordinator. Documentation provided by the institution on May 20, 2020 confirmed the A.A.S. program and its Diploma were approved by the Technical College System of Georgia in January 2020.

A list of all other programs offered by the College was provided, as well as a list of approved off-campus instructional sites. The curriculum, course descriptions, and student learning outcomes were provided. Admission and graduation requirements for the program were provided, along with the definition of a credit hour, were also noted. Student learning will be assessed through written assignments, projects, and exams. Both the A.A.S. and its Diploma program will also be integrated into the College-wide institutional effectiveness process, which was described in detail. This process involves the systematic collection, review, and use of assessment data for continual improvement of teaching and learning. Results are compiled into annual Student Learning Outcomes Assessment Reports which include explicit comparison of student learning across delivery modes.



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The Faculty Roster describes the qualifications of the five faculty members who will support the Computer Programming program. The faculty members all have related graduate or undergraduate degrees and appear qualified to teach the assigned courses. Keep in mind that the ultimate determination of faculty qualifications is the responsibility of the peer review teams who will assess the faculty as part of the institution's next SACSCOC accreditation review.

Library and learning resources appear to be adequate. The Lanier Technical College Library has a collection of both physical and electronic resources that support the computer programming curriculum. This collection includes books/e-books, journals, and databases at all five campuses. Students may access these items in person from any campus location, or online from the Library website. Additional external resources may be obtained through GALILEO (Georgia Library Learning Online), interlibrary loans, and through cooperative borrowing agreements with multiple libraries across the state. Library orientations with research skills are taught in English classes so that all students receive instruction on the use of library resources. Students may also receive assistance through individual consultations, research guides, and via telephone, email, or chat through the Ask-a-Librarian service.

Student support services appear to be adequate and are available to all students regardless of location. Along with standard academic support services such as financial aid, student records, and admissions the College provides additional support through academic advising, career services, and personal counseling. Specialized resources are available for veterans, non-traditional students, and individuals with disabilities. Students have access to tutoring services in face-to-face sessions and online through [Tutor.com](http://Tutor.com). The College also provides students with opportunities to participate in extracurricular activities that contribute to their intellectual, emotional, physical, and professional development outside the classroom.

The physical resources appear to be adequate. Instruction for the proposed Computer Programming program will be offered at both the Lanier Technical College main campus and the approved Forsyth campus. Face-to-face courses will utilize existing computer and networking labs at each campus. Classrooms at both locations have standard software development equipment including application servers, computers, configuration management tools, Internet access, modeling tools, printers, and appropriate software. Distance learning courses will be conducted through the existing Blackboard learning management system. The College already has the technical infrastructure in place to support this system.

Financial support for the program appears to be adequate; a projected three-year budget was provided. Expenses will include personnel, equipment, faculty travel, and library resources. Revenues will come from student tuition and fees, plus additional carry-over funds as necessary. The program is expected to be self-supporting each year of operation. A contingency plan is in the place to sustain the financial stability of the program in the event expected enrollment is not realized.

#### Policy Update

Please note that, at its meeting in June 2018, the SACSCOC Board of Trustees approved modification of the *Substantive Change Policy for SACSCOC Accredited Institutions Policy Statement*, for any type of substantive change requiring approval. If an approved substantive change has not been implemented



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within two years of action by the SACSCOC Board of Trustees, the institution will need to submit a new prospectus for the change or application for a level change.

**The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Associate of Applied Science (A.A.S.) degree program in Computer Programming and the Diploma in Computer Programming. It was the decision of the Board to approve the programs and include them in the scope of the current accreditation.**

Enclosed is an invoice for \$500 to help defray the cost of reviewing the prospectus.

Should you need assistance, please contact Dr. Denise Y. Young at 404-679-4501 or via email at [dyoung@sacscoc.org](mailto:dyoung@sacscoc.org).

Please include the Case ID number above in all submissions or correspondence about this substantive change.

Sincerely,

A handwritten signature in cursive script, appearing to read "Belle S. Wheelan".

Belle S. Wheelan, Ph.D.  
President

BSW/SKO:lp

Enclosure (invoice with liaison's copy only)

cc: Dr. Joanne P. Tolleson, Vice President, Institutional Effectiveness & Operations  
Dr. Denise Y. Young