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November 20, 2018

Dr. Kevin W. Sightler
Southern Association of Colleges and Schools
Commission on Colleges
1866 Southern Lane
Decatur, GA 30033

Dear Dr. Sightler:

I am writing in response to your letter of September 24, 2018, requesting further information relating to the Substantive Change Prospectus for a proposed Diesel Equipment Technology Diploma program. The reader of the prospectus stated:

While the following faculty member may be qualified to teach the courses assigned, those qualifications are not clear, and the institution should provide additional explanatory information concerning his qualifications:

- **Kennon Below:** holds the Master of Arts in Education-Elementary Education and the Bachelor of Arts in Early Childhood Education; teaches Fundamentals of English (UN). The course description for Fundamentals of English focuses on writing, applied grammar, editing/proofreading, research skills, and oral communication. Most of the titles of courses taken in the degrees listed related to reading and language arts at the elementary school level, and their applicability of the teaching assignment was not evident. **Please provide evidence that the content of courses taken in the baccalaureate and master's degrees qualify the faculty member to teach English.**

The documents provided with the prospectus included the standard curriculum for the Diesel Equipment Technology Diploma program and a faculty roster. What these documents did not discuss – and something our prospectus should have addressed – is that Mr. Below teaches Fundamentals of English within the Technical College System of Georgia's (TCSG) Accelerated Learning Program (ALP). This program (based on wide-ranging scholarly research showing the efficacy of such an approach) "mainstreams" learning-support or developmental level students with students whose placement scores show them to be ready for diploma-level non-transfer basic skills courses. That is, the ALP is the college's (and the state system's) current format for delivering developmental coursework along with basic skills coursework.

Prior to implementation of the ALP, Mr. Below was hired by LTC to teach developmental level courses including those at the Intermediate Reading & Writing level (ENG 097, ENG 098, RDG 097, and RDG 098). Mr. Below taught these courses with good results for a number of years. In AY2017, the ALP was implemented. In this model, learning objectives of both the writing (ENG) and reading (RDG) courses

were combined in a single course, ENGL 0988. Diploma/certificate-level students take a lower level ENGL 0988A course; degree-level students take a higher level ENGL 0988B course. Under the ALP, developmental-level courses are paired with basic skills courses having largely overlapping learning objectives. ENGL 0988A is paired with ENGL 1010. Students placed at the “provisional admit” level (i.e., requiring developmental coursework) are placed in sections coded in the student information system with an “A” suffix: ENGL 0988A and ENGL 1010A. Mr. Below also teaches some ENGL 1010 basic skills courses without the paired developmental content.

The course descriptions for ENGL 0988, ENGL 0988A, ENGL 1010, and ENGL 1010A show that the learning objectives for the courses are essentially the same:

ENGL 0988A Intermediate Reading & Writing (3 credit/4 contact hours): This course integrates academic reading and writing skills to prepare students to be career and college ready. Topics include reading and writing processes, study strategies, critical thinking strategies, and research skills. Upon successful completion of this course, students will be able to apply these skills toward understanding and composing unified, coherent, and well-developed texts at a career and college-ready level. The course is paired with ENGL 1010A for diploma level programs.

ENGL 1010 Fundamentals of English I (3 credit/3 contact hours): Emphasizes the development and improvement of written and oral communication abilities. Topics include analysis of writing, applied grammar and writing skills, editing and proofreading skills, research skills, and oral communication skills.

ENGL 1010A Fundamentals of English I (3 credit/3 contact hours): Emphasizes the development and improvement of written and oral communication abilities. Topics include analysis of writing, applied grammar and writing skills, editing and proofreading skills, research skills, and oral communication skills.

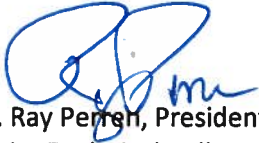
The design of these courses is in accord with the college’s mission of workforce development: they prepare students to enter the workforce with a functional level of literacy and numeracy.

Students enrolling in these courses (both developmental-level ENGL 0988/A and basic-skills level ENGL 1010/A) are not positioned for success in college-level English courses and typically experience anxiety about and resistance to taking English and math courses at a college. Mr. Below’s academic training at the primary level and experience in developing a rapport with non-college level students and creating a supporting learning environment that prepares them to go on in college or to begin their careers in the workforce are, I believe, particularly apt qualifications for teaching our diploma/certificate-level English students. Mr. Below is particularly skilled in making writing relevant to this population of students.

I should also point out an error included in the faculty roster we submitted. Column four of the roster states that “ENGL 1010 is a general education course for certificate and/or diploma programs only and is not designed for transfer.” It is true that ENGL is not a transfer course, but it is also not a general education course. Diploma-level courses such as ENGL 1010 Fundamentals of English and MATH 1012 Foundations of Mathematics are in the category of TCSG’s “basic skills” courses. They are not designed to substitute for or transfer to college-level coursework. ENGL 1010 teaches the English skills a diesel mechanic would need.

Should you have any questions, please contact our Accreditation Liaison, Dr. Joanne Tolleson, at jtolleson@laniertech.edu or (678) 341-6640.

Sincerely,

A handwritten signature in blue ink, appearing to read 'R. Perrin', is positioned above the typed name.

Dr. Ray Perrin, President
Lanier Technical College

cc: Dr. Joanne Tolleson

Diesel Equipment Technology

Diploma Program

DET4

Updated: 04/13/18
Effective Term: 201914

[Click here to jump to Program Description, Admissions Requirements, and Financial Aid.](#)

Curriculum

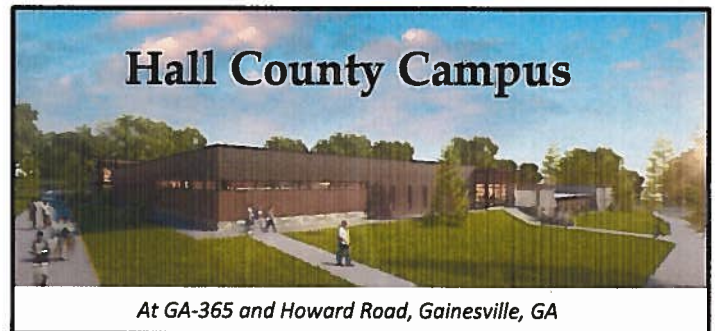
Basic Skills – Total of 8 Hours

- ENGL 1010 *Fundamentals of English I* (3)
- EMPL 1000 *Interpersonal Relations* (2)
- MATH 1012 *Foundations of Mathematics* (3)

Program-Specific Core – Total of 27 Hours

- COMP 1000 *Introduction to Computers* (3)
- DIET 1000 *Intro to Diesel Technology, Tools, and Safety* (3)
- DIET 1011 *Diesel Electrical & Electronic Systems I* (4)
- DIET 1012 *Diesel Electrical & Electronic Systems II* (3)
- DIET 1031 *Diesel Engine Repair* (3)
- DIET 1032 *Diesel Engine Support Systems* (3)
- DIET 1040 *Diesel Truck & Heavy Equipment HVAC Systems* (3)
- DIET 1020 *Preventative Maintenance* (5)

To be offered January 2019
(pending SACSCOC approval) at our new



Choose a Specialization – Total 12 Hours

Medium/Heavy Truck Specialization -

- DIET 2010 *Truck Brake Systems* (4)
- DIET 2000 *Truck Steering & Suspension Systems* (4)
- DIET 2020 *Truck Drive Trains* (4)

Heavy Equipment Specialization -

- DIET 2001 *Heavy Equipment Hydraulics* (6)
- DIET 2011 *Off Road Drivelines* (6)

Emergency Power Generation Specialization -

- DIET 2002 *Diesel Power Generation – Basic Power Generation Fundamentals* (6)
- DIET 2012 *Diesel Power Generation Controls, Switching, & Auxiliary Systems* (6)

Marine Diesel Engine Systems Specialization -

- DIET 2003 *Marine Auxiliary Systems* (6)
- DIET 2013 *Marine Drive Systems* (6)

Total: 47 Hours

For more information about our graduation rates, the median debt of students who complete programs, and other important information please visit our website:
<http://www.laniertech.edu/GE.aspx>

**Faculty Roster Form
Qualifications of Full-Time and Part-Time Faculty**

Name of Institution: Lanier Technical College

Name of Primary Department, Academic Program, or Discipline: Diesel Mechanics

Academic Term(s) Included: Spring 2019 – Spring 2020 (Projected)

Date Form Completed: 06/18/2018

1 NAME (F, P)	2 COURSES TAUGHT Including Term, Course Number & Title, Credit Hours (D, UN, UT, G) [Dual] Note – for substantive change prospectuses/applications, list the courses to be taught, not historical teaching assignments	3 ACADEMIC DEGREES & COURSEWORK Relevant to Courses Taught, Including Institution & Major List specific graduate coursework, if needed	4 OTHER QUALIFICATIONS & COMMENTS Related to Courses Taught
Colasurd, Travis (F)	<p>First Semester:</p> <p>DIET 1000 Introduction to Diesel Technology, Tools, and Safety - 3 credit hours (UN)</p> <p>DIET 1011 Diesel Electrical and Electronic Systems I - 4 credit hours (UN)</p> <p>DIET 1020 Preventive Maintenance - 5 credit hours (UN)</p> <p>DIET 2140 Introduction to Mobile Temperature Control - 3 credit hours (UN)</p> <p>DIET 2146 Refrigeration Unit Drive and Controls - 4 credit hours (UN)</p> <p>Second Semester:</p> <p>DIET 1012 Diesel Electrical and Electronic Systems II - 3 credit hours (UN)</p>	<ul style="list-style-type: none"> • Diploma Diesel Equipment Technology 2010 • Chattahoochee Technical College <ul style="list-style-type: none"> ❖ DIET 1000 Introduction to Diesel Technology, Tools, and Safety (3 Semester Hours) ❖ DIET 1010 Diesel Electrical and Electronic Systems (7 Semester Hours) ❖ DIET 1020 Preventive Maintenance (12 Semester Hours) ❖ DIET 1030 Diesel Engines (6 Semester Hours) ❖ DIET 1040 Diesel Truck and Heavy Equipment HVAC Systems (3 Semester Hours) ❖ DIET 2000 Truck Steering Brake Systems (4 Semester Hours) ❖ DIET 2010 Truck Brake System (4 Semester Hours) ❖ DIET 2020 Truck Drive Trains (4 Semester Hours) 	

1	2	3	4
	<p>DIET 1031 Diesel Engine Repair - 3 credit hours (UN)</p> <p>DIET 2145 Refrigeration Transport Unit and Components - 4 credit hours (UN)</p> <p>DIET 2141 Transport Temperature Control Certification - 3 credit hours (UN)</p> <p>Third Semester:</p> <p>DIET 1032 Diesel Engine Support Systems - 3 credit hours (UN)</p> <p>DIET 1040 Diesel Truck & Heavy Equipment HVAC Systems - 3 credit hours (UN)</p> <p>DIET 2010 Truck Break Systems - 4 credit hours (UN)</p> <p>Fourth Semester:</p> <p>DIET 2000 Truck Steering & Suspension Systems - 4 credit hours (UN)</p> <p>DIET 2020 Truck Drive Trains - 4 credit hours (UN)</p>		<p>WORK EXPERIENCE:</p> <ul style="list-style-type: none"> • Teacher South Hall Middle School 1/2010 - 5/2011 <p><i>Duties included:</i></p> <ul style="list-style-type: none"> ❖ Taught 8th grade Language Arts and Reading ❖ Taught 9th grade Literature and Composition
<p>Below, Kennon (F)</p>	<p>Second Semester:</p> <p>ENGL 1010 Fundamentals of English I - 3 credit hours (UN)</p>	<ul style="list-style-type: none"> • MAE (Master of Arts in Education) 8/1981 Elementary Education University of Florida ❖ LAE 6319 Language Arts Elementary School (4 Quarter Hours) ❖ RED 6548 Corrective Reading (4 Quarter Hours) ❖ RED 6656 Trends Teach Reading (4 Quarter Hours) 	

1	2	3	4
		<ul style="list-style-type: none"> ❖ RED 6805 Practice in CORR Reading (4 Quarter Hours) ❖ EDF 6215 Educational Psychology Learning Theory (5 Quarter Hours) • BA (Bachelor of Arts) 6/1976 Early Childhood Education University of Florida ❖ EDE 0575 Teach Reading in Elementary School (4 Quarter Hours) ❖ EH English Language (5 Quarter Hours) ❖ EH Literature & Composition (5 Quarter Hours) ❖ EH Children's Literature (5 Quarter Hours) ❖ EH 0491 Children's Literature (4 Quarter Hours) ❖ HUMN 1101 Humanities (5 Quarter Hours) ❖ SPCH EFF Speaking (5 Quarter Hours) 	<p>CERTIFICATIONS:</p> <ul style="list-style-type: none"> • ANGEL Intermediate Training Georgia Virtual Technical College 11/2013 • *** ❖ *** 1/2012 (ENGL 1010 is a general education course for certificate and/or diploma programs only and is not designed for transfer.)
<p>Fields, Marsha (F)</p>	<p>Second Semester:</p> <p>MATH 1012 Foundations of Mathematics - 3 credit hours (UN)</p>	<ul style="list-style-type: none"> • MED (Master of Education) 8/2015 Mathematics Education Georgia State University ❖ MATH 6301 College Geometry (3 Semester Hours) ❖ MATH 6547 Intro to Statistical Methods (3 Semester Hours) 	<p>CERTIFICATIONS:</p> <ul style="list-style-type: none"> • Blackboard Learn Essentials Training Georgia Virtual Technical Connection 8/2017

See additional courses in red and strikethrough text, p. 3

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		<ul style="list-style-type: none">❖ MATH 7420 Applied Combinatorics (3 Semester Hours)❖ MATH 7610 Special Problem and Solving Strategies (3 Semester Hours)❖ MATH 7820 History and Cultural Development of Math (3 Semester Hours)❖ MATH 7821 History and Cultural Development of Math II (3 Semester Hours)	

1	2	3	4
<p>Holman, Michael (F)</p>	<p>Fourth Semester: EMPL 1000 Interpersonal Relationships and Professional Development - 2 credit hours (UN)</p>	<ul style="list-style-type: none"> • MS (Master of Science) 5/2014 Psychology Valdosta State University ❖ PSYC 7100 Intellectual Assessment (3 Semester Hours) ❖ PSYC 7110 Personality Assessment (4 Semester Hours) ❖ PSYC 7200 Psychopathology (3 Semester Hours) ❖ PSYC 7400 Counseling Theory & Practice (3 Semester Hours) ❖ PSYC 8200 Child Psychopathology (3 Semester Hours) ❖ PSYC 8250 Developmental Psychology (3 Semester Hours) • BS (Bachelor of Science) 12/2010 Psychology Valdosta State University ❖ PSYC 3450 Theories of Personality (3 Semester Hours) ❖ SOCI 1101 Introduction to Sociology (3 Semester Hours) 	

<p>Ortiz, Elizabeth (F)</p>	<p>Spring Semester: COMP 1000 Introduction to Computers - 3 semester credit hours (UN)</p>	<ul style="list-style-type: none"> • BBA (Bachelors of Business Administration) 6/1989 • Computer Information Systems Univ. of Puerto Rico Mayaguez <ul style="list-style-type: none"> ❖ Acct 4006 Managerial Accounting (3 Semester Hours) ❖ Admi 3007 Introduction to Computer Data Processing (3 Semester Hours) ❖ Admi 4016 The Environment of Organizations (3 Semester Hours) ❖ CoIs 4085 Information Systems Analysis Methods (3 Semester Hours) ❖ CoIs 4087 Structured Information System Analysis and Design (3 Semester Hours) ❖ CoIs 4095 Data Base Program Development (3 Semester Hours) ❖ CoIs 4097 Systems Development (2 Semester Hours) ❖ CoIs 4140 Office Automation (3 Semester Hours) ❖ Fina 3006 Business Finance (5 Semester Hours) ❖ Mark 3115 Market Management (3 Semester Hours) ❖ OrSt 4006 Introduction to Organizations (3 Semester Hours) ❖ SeSc 3049 Keyboarding and Typewriting (3 Semester Hours) 	
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- ❖ Span 3215 Expression and Communication (3 Semester Hours)
- ❖ Stat 3001 Business Statistics I (3 Semester Hours)
- ❖ Stat 3002 Business Statistics II (3 Semester Hours)