



July 30, 2013

Dr. Belle Wheelan  
Southern Association of Colleges and Schools  
Commission on Colleges  
1866 Southern Lane  
Decatur, GA 30033

Dear Dr. Wheelan:

This is a follow-up to Lanier Technical College's July 18, 2013 submission to the Commission. First, I should note that our letter of the 18<sup>th</sup> mistakenly identified the proposed HVAC Apprenticeship program as being a diploma; it is in fact a Technical Certificate of Credit (TCC) program.

Enclosed please find the HVAC Apprenticeship Competency Crosswalk (Attachment A). Working with faculty from our HVAC and Industrial Systems programs, we have identified the existing courses which include the course competencies of the proposed HVAC Apprenticeship program. By our calculations, 85% of the proposed program is currently taught in Lanier Tech courses (45 of 53 competencies). To document this figure we have also provided state standards detailing the curriculum of each program (Attachments B and C) and course management reviews that specify the competencies and learning outcomes of each course (in the "Courses" folder).

The courses will be taught by a National Center for Construction Education and Research (NCCER) certified instructor (instructor credentials are provided in Appendix D). Students will be evaluated using NCCER testing materials. NCCER maintains a National Registry that provides transcripts, certificates, and wallet cards to individuals who have successfully completed modules of NCCER's curricula. We believe these industry-standard modules will provide sound evaluation of students' mastery of the material. We have also supplied the forms we use to assess student learning outcomes (Attachments E and F). While the wording of the proposed TCC's outcomes is slightly different, reflecting the program's emphasis on HVAC installation rather than HVAC servicing, the two sets of outcomes are clearly comparable. The proposed starting date for this program is August 15, 2013.

Should you have any questions, please contact our COC Liaison, Dr. Joanne Tolleson. She can be reached at 770.781.6950 or [jtolleson@laniertech.edu](mailto:jtolleson@laniertech.edu).

Sincerely,

Dr. Ray Perren, President  
Lanier Technical College

cc: Dr. Steven Sheeley