



December 16, 2013

Dr. Ray Perren  
President  
Lanier Technical College  
2990 Landrum Education Drive  
Oakwood, GA 30566

Dear Dr. Perren:

Thank you for your letter of May 21, 2013, conveying the prospectus for the proposed Histology Technician A.A.S. program which began in fall 2013. According to our records, the prospectus was actually reviewed some months ago, but the draft response apparently fell victim to a computer mishap and disappeared before it was sent. Dr. Joanne Tolleson recently brought the lack of response to our attention. We deeply regret the delay in response.

The prospectus adequately documented assessment of need, program planning, faculty involvement in development and approval, and described the nature of the change.

**Please document the qualifications of the following individual to teach the courses assigned:**

Davis, Sarah holds the M.A. in English, teaches HUMN 1101 - Intro to Humanities. The course description for HUMN 1101 is:

HUMN 1101 Intro to Humanities (three credit/three contact hours)

Explores the philosophic and artistic heritage of humanity expressed through a historical perspective on visual arts, music, and literature. The humanities provide insight into people and society. Topics include historical and cultural developments, contributions of the humanities, and research.

What are Ms. Davis' qualifications to teach the historical, cultural, and fine arts dimensions of the course?

The prospectus states that once the proposed program is approved, Lanier Technical College will hire an appropriately credentialed full-time instructor to serve as Program Director. This instructor will have a bachelor's degree in a related field, be a nationally certified histotechnician, and have three years' experience in clinical and academic positions. **Please document the qualifications of the individual that is hired.**

**Please describe the library and learning resources specific to the discipline of Histology that are available to faculty and students in the program, in both print and electronic formats.**



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Action on the proposal will be deferred pending review of the requested information. Please include the program title and the implementation date in the first paragraph of the cover letter accompanying the requested information.

Enclosed is an invoice for \$300 to help defray the cost of reviewing the prospectus.

Best regards,

A handwritten signature in cursive script that reads "Belle S. Wheelan".

Belle S. Wheelan, Ph.D.  
President

BSW/SLA:efk

Enclosure

cc: Dr. Joanne Tolleson, Vice President of Institutional Effectiveness and Operations  
at Forsyth Campus  
Dr. Steven M. Sheeley