



Office of the President

May 12, 2014

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

Dear Dr. Wheelan:

On February 3, 2014 I sent a letter notifying the Commission that we had recently become aware that Lanier Technical College is offering 38% of the curriculum for our Nurse Aide TCC program at two high schools in our service area and that we had failed to report this to the Commission.

Subsequently, I directed LTC staff to prepare substantive change prospecti seeking the Commission's approval for these two new off-site locations. Since I am just completing my first year as the new president at Lanier Technical College I wanted to take this opportunity to thoroughly examine our substantive change process. While working through the steps of our substantive change process, I discovered that more instruction was being delivered at the high school sites than we believed when I wrote the February 3 letter.

Analysis of the fall 2013 and spring 2014 schedules and discussions with the Dean responsible for the Jackson campus revealed that we offered more than 50% of our Nurse Aide TCC and Early Childhood Care and Education Basics TCC programs at the high schools. (The College is approved by the Commission to offer both of these programs and none of the affected students are receiving federal financial aid.) We are completing two substantive change prospecti seeking the Commission's approval for offering classes at the high schools in Jackson County and will submit them as soon as possible.

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A Unit of the Technical College System of Georgia

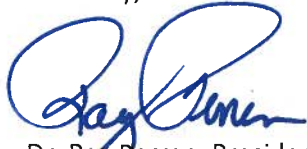
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I apologize for this failure in reporting a substantive change for the College. I have taken steps to ensure that this will not happen again. Should you require further information, please contact our COC liaison, Dr. Joanne Tolleson, at jtolleso@laniertech.edu or 770.781.6950.

Sincerely,



Dr. Ray Perren, President
Lanier Technical College

km

cc: Dr. Steven Sheeley

Dr. Joanne Tolleson
