



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
Technical Certificate of Credit (T.C.C.) in Logistics Coordinator**

Submission date:

12/19/2019

Implementation date:

8/3/2020

Case ID:

SC008510

The 15-credit hour Technical Certificate of Credit (T.C.C.) program in Logistics Coordinator, which is consistent with the mission of Lanier Technical College, is designed to prepare students for employment in the field of trucking and brokerage dispatch plus traffic coordination. The target audience is traditional college-age and adult students who are seeking careers at distribution centers and other companies with transportation needs. Courses will be delivered through a combination of face-to-face and distance learning instruction with an expected initial enrollment of 20 students. As a rationale for the program, the College cites the 966 Transportation and Warehousing firms in the service area with \$900 billion in cargo processed annually through Georgia logistics companies. Administrative oversight will be provided by the Program Coordinator. The Certificate program was approved by the State Board of the Technical College System of Georgia in February 2019.

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 skills check sheets, rubric-scored projects, and examinations. The Certificate 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.

The Faculty Roster describes the qualifications of the one faculty member who will support the Logistics Coordinator program. The faculty member has a related graduate degree with applicable professional



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experience and appears 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 logistics curriculum. This collection includes books/e-books, journals, and databases. A list of discipline-specific resources was provided. Students may access all 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. 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 Logistics Coordinator program will be offered in the Kubota Building on the Lanier Technical College main campus. The campus has six buildings with a combined total of 335,000 square feet across 95 acres. The state-of-the-art Kubota Building contains an existing classroom which will be dedicated to the new program. The classroom has traditional furnishings and instructional technology. A partnering organization, Syfan Logistics, will provide all required software. Supplemental distance learning resources will be provided through the existing Blackboard learning management system.

Financial support for the program appears to be adequate; a projected three-year budget was provided. Expenses will include instructional personnel, equipment, faculty travel, and library resources. Revenues will come from student tuition and fees, and are not expected to cover all expenses. A contingency plan is in place to address this shortfall with carryover funds plus state and local funds from other programs. Lanier Technical College is not currently on reimbursement for Title IV funding.

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 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.



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The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Technical Certificate of Credit (T.C.C.) program in Logistics Coordinator. It was the decision of the Board to approve the program and include it 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.

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