



October 5, 2018

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

Dear Dr. Perren:

Thank you for your letter of June 18, 2018, transmitting the prospectus for the new Diploma program in Marine Engine Technology plus embedded Technical Certificates of Credit in Basic Marine Engine Technician and Basic Marine Servicing Technician, effective spring 2019.

The 40-semester credit hour Diploma program, and its two embedded Certificates (15 and 17 credit hours), is consistent with the mission of Lanier Technical College and is designed to produce qualified technicians to service boats and marine engines. The primary target audience is individuals who wish to enter a career in the marine engine technology field of Lanier Technical College's service delivery area. A total of 20 students are expected to enroll in the program during the first year. Instruction will be delivered through a mix of traditional face-to-face, hybrid, distance learning, and hands-on laboratory work. The new Diploma program, and its Certificates, was approved by the State Board of the Technical College System of Georgia in April 2018. **In the future, please provide a comprehensive list of all other programs offered by Lanier Technical College, along with a list of approved off-campus instructional sites.**

The curriculum, course descriptions, and student learning outcomes were provided. Admission and graduation requirements, along with a definition of credit hours, were included as well. Student learning outcomes and program effectiveness will be assessed by a variety of methods to assess acquisition of knowledge and application of skills. The program will be integrated into the College-wide institutional effectiveness process, which was described in detail. The primary tools for assessing effectiveness of the proposed programs will be annual Student Learning Outcomes Assessment Reports completed by the faculty members. This assessment process provides data used for continual improvement of teaching and learning, and contains an explicit comparison of student learning across delivery modes. Administrative oversight will be provided by the Marine Engine Technology Program Coordinator.

The Faculty Roster describes the qualifications of the one part-time and four full-time faculty members who will support the Marine Engine Technology program. The faculty members each have a related degree and extensive professional experience related to their subject areas. All appear qualified to teach the assigned courses. Keep in mind that the ultimate determination of



Page 2

Dr. Perren

October 5, 2018

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. Lanier Technical College has libraries at five campuses which house an extensive collection of databases, journals, books/eBooks, and videos. The College's participation in the GALILEO (Georgia Library Learning Online) initiative also provides electronic access to over 10,000 full text journals via 100 databases. Students have access to all of these items plus external resources through interlibrary loans from libraries across the region. Reference and research assistance is available from professional librarians at each campus through individual instruction, group workshops, or the "Ask-Your-Librarian" service on the Library's website. A link to the Library's website is also posted in each Blackboard course, allowing students to access an online orientation and additional resources.

Student support services also appear to be adequate. Along with standard academic support services such as financial aid, student records, and admissions, the College provides additional support through academic advising, counseling, and disability services. Students are able to access these services in person, over the phone, by email, or online. Lanier Technical College offers free tutoring services to its students on the Oakwood, Forsyth, and Winder-Barrow campuses. In addition, students have access to online tutoring in all general education subjects seven days a week through the Tutor.com service. The Career Center assists students in exploring career interests and holds two career fairs each year that bring potential employers to campus. All new students are required to attend an orientation session, either face-to-face or online, in order to learn about available resources.

In November 2018, Lanier Technical College will be moving to a new 95-acre campus in Hall County, Georgia. The six major structures on the campus include a 98,298 square foot building that will house the Applied Technology and Professional Services programs. A state-of-the-art marine technology lab space, with an adjoining computer lab for classroom instruction, is included in the building design. The equipment and supplies necessary to deliver comprehensive instruction in Marine Engine Technology have been ordered and will be installed when Lanier Technical College takes possession of the facility. This equipment includes toolsets, a parts washer, storage cabinets, and a multitude of sample motors for student learning purposes. The physical resources appear to be adequate to support the program's educational goals.



Page 3
Dr. Perren
October 5, 2018

Financial support for the program appears to be adequate; a sample three-year projected budget was provided. Revenues will come from student tuition and fees, supported by state funds, and are expected to outpace expenses by the third year of the program's operation. Expenses, which are mostly instruction related, will include faculty salaries, supplies, and equipment. Lanier Technical College has a contingency plan in place to fund operation of the proposed program if tuition and fees do not materialize at expected levels. The College is not currently on reimbursement for Title IV funding.

The Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges reviewed the materials seeking approval of the Diploma program in Marine Engine Technology, plus the embedded Technical Certificates of Credit in Basic Marine Engine Technician and Basic Marine Servicing Technician. It was the decision of the Board to approve the program and include it in the scope of the current accreditation.

Please note that, at its meeting in June 2018, the 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.

Enclosed is an invoice for \$500 to help defray the cost of review of the prospectus.

Sincerely,

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

Belle S. Wheelan, Ph.D.
President

BSW/SKO:iy

Enclosure

Cc: Dr. Joanne Tolleson, Vice President for Institutional Effectiveness and Operations at the Forsyth Campus
Dr. Denise Y. Young

