

Office of the President

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January 9, 2017

James D. Fielder, Jr., Ph.D.
Secretary of Higher Education
Maryland Higher Education Commission
6 North Liberty Street
Baltimore, MD 21201

Dear Dr. Fielder:

Cecil College is requesting approval to add a new Lower Division Certificate to an existing degree program:

LDC Supply Chain Management
HEGIS CODE: 5001.16; CIP CODE 52.0203

As outlined in COMAR 13B.02.03.25.D, we are providing the following information for the Commission's review.

A. Centrality of the Proposed Certificate to Institutional Mission:

Founded in 1968, Cecil College is an open-admission, learner-centered institution located in a rural community in Maryland's most northeastern county. The College's mission includes career, transfer, and continuing education coursework and programs that anticipate and meet the dynamic intellectual, cultural, and economic development challenges of Cecil County and the surrounding region. Through its programs and support services, the College strives to provide comprehensive programs of study to prepare individuals for enriched and productive participation in society. The College enrolls approximately 8,500 students in credit and non-credit programs.

The proposed Certificate supports the College's mission to provide career programs that meet the workforce needs in the region. This certificate will teach an individual the basics of purchasing and materials management required to support a modern lean manufacturing facility and/or manage the flow of materials through the supply chain. Careers include, but are not limited to, inventory control manager, distribution center manager, warehousing/operations manager, customer service manager, buyer, and planner.

B. Market Demand for the Proposed Certificate:

According to the Maryland Department of Labor, Licensing, and Regulation, there will be 36,855 openings for occupations related to the proposed program through 2024.¹

Job Title	Total Openings	Percent Increase
Material Moving Workers	8,388	13.30%
Material Recording, Scheduling, Dispatching, and Distribution Workers	1,069	1.54%
Supervisors of Transportation and Material Moving Workers	1,342	16.56%
Transportation, Distribution and Storage Managers	181	13.06%
Transportation and Material Moving Occupations	25,875	16.25%
Total	36,855	

C. Curriculum Design:

Supply Chain Management Certificate

	<i>Certificate Requirements</i>	<i>Credits</i>
BUS 103	Introduction to Business	3
BUS 108	Principles of Purchasing	3
TRL 101	Introduction to Logistics	3
TRL 107	Supply Chain Management	3
TRL 130	Production and Operations Management	3
TRL 230	Product Lifecycle Management	3

Total Credits Required in Program: 18

Upon successful completion of this program, students will be able to:

- Demonstrate an understanding of the concepts and practices used in financial accounting
- Demonstrate an understanding of the major functional areas of business and our economic systems including management, human resources, marketing, production, and operations and information
- Use multiple operating systems commonly found in the information technology field
- Apply skills learned in the planning and management of material flows and related information in both public and private sector organizations
- Apply a total systems approach to managing activities involved in physically moving raw materials, inventory, and finished goods from the point of origin to point of use or consumption

¹ Maryland Department of Labor, Licensing, and Regulation, Maryland Occupational Projections 2014-2014. Retrieved from <http://dllr.maryland.gov/lmi/iandoproj/maryland.shtml>.

- Demonstrate an understanding of the translation of product and service requirements into facilities, procedures, and operating organizations
- Apply the processes of managing the entire lifecycle of a product from its conception, design and manufacture, to its service and disposal

D. Adequacy of Faculty Resources:

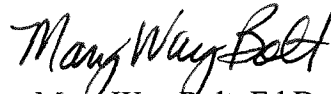
The same faculty members who teach in the AAS Supply Chain Management degree program will teach the courses required for the proposed Certificate program. No additional faculty resources are required to implement the proposed program.

E. Statement Regarding Financial Resources:

The proposed program will be implemented with existing financial resources and additional tuition revenue and fees from the proposed program; no new resources are required.

Our check in the amount of \$250 to cover the fee for the Commission's review of our proposal is enclosed. If you have any questions about our proposal, please contact Rebecca Walker, Director of Academic Program Support, at 443-674-1948 or via email at rwalker@cecil.edu.

Sincerely,



Mary Way Bolt, Ed.D.
President