

April 2, 2019

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

Dear Dr. Fielder:

Lincoln College of Technology, Columbia Maryland requests approval to offer a Lower Division Certificate in Welding and Metal Fabrication Technology, proposed CIP Code: 48.0508.

The attached proposal display the required elements of the proposal. This letter and the proposal are being submitted electronically to acadprop@mhec.state.md.us for review. A check for \$850.00 has been submitted per the fee schedule guidelines.

If you should have any questions, please do not hesitate to contact Susan A. Birch, Academic Dean at (410) 290-7100 or sbirch@lincolntech.edu. I look forward to a favorable review.

Sincerely,



Cory Hughes
Campus President



Cover Sheet for In-State Institutions

New Program or Substantial Modification to Existing Program

Institution Submitting Proposal	
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Each action below requires a separate proposal and cover sheet.

New Academic Program	Substantial Change to a Degree Program
New Area of Concentration	Substantial Change to an Area of Concentration
New Degree Level Approval	Substantial Change to a Certificate Program
New Stand-Alone Certificate	Cooperative Degree Program
Off Campus Program	Offer Program at Regional Higher Education Center

Payment Submitted:	Yes No	Payment Type:	R*STARS Check	Payment Amount:	Date Submitted:
Department Proposing Program					
Degree Level and Degree Type					
Title of Proposed Program					
Total Number of Credits					
Suggested Codes			HEGIS:	CIP:	
Program Modality			On-campus	Distance Education (<i>fully online</i>)	
Program Resources			Using Existing Resources	Requiring New Resources	
Projected Implementation Date			Fall	Spring	Summer Year:
Provide Link to Most Recent Academic Catalog			URL:		
Preferred Contact for this Proposal			Name:		
			Title:		
			Phone:		
			Email:		
President/Chief Executive			Type Name:		
			Signature:		Date:
			Date of Approval/Endorsement by Governing Board:		

Revised 3/2019

Lincoln College of Technology--Welding and Metal Fabrication Technology Lower Division Certificate

MHEC Academic Program Proposal

Lincoln College of Technology is requesting approval of the **Welding and Metal Fabrication Technology Lower Division Certificate** (CIP Code: 48.0508)

.06—Criteria for Program Review

A. Centrality to mission and planning priorities

The mission of Lincoln College of Technology is to prepare its students to be successful in their chosen career field by delivering curriculum through a diverse set of educational experiences that will promote an appreciation of lifelong learning and assist with every graduate's professional mobility in their occupation.

Consequently, this proposal to offer a Lower Division Certificate in Welding and Metal Fabrication Technology is both consistent with the institution's mission and will contribute to producing its successful achievement.

The Lower Division Certificate in Welding and Metal Fabrication Technology prepares students for entry level Welder positions as Structural Welders. Students will develop key fundamental skills during the initial courses and learn to apply these skills using different and more complex welding procedures. The welding procedures include Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW/MIG), Flux Core Arc Welding (FCAW) and Gas Tungsten Arc Gas Welding (GTAW/TIG). Using each of these procedures, students learn to weld plate in various positions including horizontal, vertical and overhead. Students also learn various techniques for cutting and preparing metal for welding procedures.

Upon successful completion of all components of this program, the graduate should possess the working knowledge and skills to qualify as a Structural Welder using any one of the three standard welding processes in construction, fabrication or pipe related projects.

B. Critical and compelling regional or statewide need as identified in the State Plan

Maryland Ready's first goal centers on maintaining and improving the quality and effectiveness of postsecondary institutions. "Quality refers to the degree to which and institution successfully achieves its goals. Toward the goal of improving effectiveness, Lincoln College of Technology holds two (2) Advisory Board Meeting each year inviting employers in the field to meet and discuss how the college can meet the changing needs in the fields for which we train. Faculty are required to complete a variety of professional development including technical upgrades in the fields they are instructing as well as instructional training on developing the art of teaching.

Maryland Ready's second goal is access, affordability and completion. Lincoln College of Technology reviews its tuition annually and makes adjustments if it is warranted. All students at Lincoln College of Technology are required to complete financial literacy modules. Lincoln College of Technology adheres to and maintains the completion rates set by the Accrediting Commission of Career Schools and Colleges.

Maryland Ready's third goal is diversity. As reported in the 2018 MHEC Annual Report S-1 and S-9 forms, Lincoln College of Technology's environment is "infused with diversity" including age, race, ethnicity and sex. The college has staff and programs including *Career Edge* that supports the community of diversity and acceptance to enhance learning.

Maryland Ready's fourth goal is innovation. Lincoln College of Technology embraces innovation Lincoln College of Technology has always embraced the competency-based education simply by the nature of the technical education. Incoming students are offered several ways to transfer in credits including direct transfer of like-credits, test-out situations where they can perform the tasks and are given credit, College Board Advance Placement (AP) courses, International Baccalaureate (IB) courses, completion of College Level Examination Program (CLEP) testing, and completion of military experience through DANTES, DSST exams or as shown on an American Council on Education (ACE) transcript.

Successful course completion is based on a variety of methods including written exams/assessments as well as practical/competency based assessments.

Maryland Ready's fifth goal is economic growth and vitality. Previously was discussed the use of employers as Advisory Boards to keep current with the industry related needs. This relates to the STEM education focus of K—12th grade and keeps the growth of the economy in the forefront of the colleges training.

C. Quantifiable and reliable evidence and documentation of market supply and demand in the region and service area

The National Center for Education Statistics (NCES) defines Welding programs as those that prepare individuals to apply technical knowledge and skills to join or cut metal surfaces. Includes instruction in arc welding, resistance welding, brazing and soldering, cutting, high-energy beam welding and cutting, solid state welding, ferrous and non-ferrous materials, oxidation-reduction reactions, welding metallurgy, welding processes and heat treating, structural design, safety, and applicable codes and standards

The table below demonstrates the state's potential demand for graduates of programs like that proposed. This evidence of projected demand is based on the programs proposed Classification of the Welding Program (CIP) code 48.0508.

<http://www.dlrr.state.md.us/lmi/iandoproj/maryland.shtml>.

Table I

Occupational Title	Openings		
	2016	2026	Change
Welding, Soldering and Brazing, Machine Setters, Operators and Tenders	265	274	3.4%
Welders, Cutters, Solderers, and Brazers	2404	2546	5.91%
Helpers—Pipelayers, Plumbers, Pipefitters and Steamfitters	1183	1324	11.92%
Plumbers, Pipefitters and Steamfitters	12,215	13,407	9.76%

An initial Program Advisory Board meeting was held on December 17, 2018 to discuss the need, job opportunities for graduates and the outlook for continued employment in the field of Welding. The employers have a need for skilled Welders and are looking for entry-level skills that the employers can build upon. The companies are willing to do more advanced training, supply new employees with tools needed and assist with any certifications needed. In the Fire Protection and HVAC fields, which our HVAC Lower Division Certificate and our Electrical and Electronic Systems Technology Lower Division Certificate and AAS degree train for, there is a need for at least 40% of the jobs in those areas needing welders.

Students who successfully complete the Welding and Metal Fabrication Technology program will receive a Lower Division Certificate, should possess the working knowledge and skills to qualify as a structural welder using any one of three standard welding processes in construction, fabrication or plant maintenance. Graduates should be able to successfully complete pre-qualification tests for any construction structural or pipe related projects.

D. Reasonableness of program duplication

There is no direct duplication of the proposed program from other colleges in Maryland. The table below outlines the current courses for Welding from Maryland programs with the CIP code of 48.0508). None of these are degree programs or lower division certificates but are either continuing education classes, workforce training or preparation to take certification exams in Welding.

Table II

School Name	Degree Level	Taxonomy	Program Name
Allegany College	Continuing Ed		Shielded Metal Arc Welding course
Anne Arundel Community College	Upon successful completion of Welding for Work, students earn an AACC continuing education certificate for each training (STICK, MIG, TIG) in addition to an American Welding Society (AWS) D1.1 welder certification, CEUs and an Earlbeck Certification of Completion award.		Welding for Work
Carroll Community College	AWS D1.1 Structural Welding Certification		Welder-Advanced Welding
Cecil College	At the completion of all four classes, students will be eligible to take the certification exam		Welding
Chesapeake College	Basic Certification, Advanced Certification and Letter of Recognition		Welding

College of Southern Maryland	Workforce Training Certificates in Certified Structural Welder, Certified TIG Welder, Certified MIG Welder		Welding
Community College of Baltimore County	Students will receive a Continuing Education course completion certificate for each class, and will have access to a Continuing Education academic record (transcript and Earlbeck Gases and Technologies completion certificates are given for each class, as well as an AWS qualification certificate upon successful completion of all intermediate level classes. An American Society of Mechanical Engineers (ASME) qualification certificate is awarded upon successful completion of the full training.		Welding
Frederick Community College	With courses in SMAW, GMAW, and GTAW, students have the opportunity to earn 2G, 3G, and 4G SMAW welding certifications.		Welding
Garrett College			Welding
Hagerstown Community College	Work Smart Employer Training Solutions		Welding
North American Trade School	D1.1 Certification		Combination Welding

<http://www.mhec.maryland.gov/publications/Documents/Research/AnnualReports/Degrees2016ByProgram.pdf.pdf>

https://study.com/welding_classes_maryland.html

While there are other Welding programs in the state, none of them are degree or lower division certificate granting, some offer an industry certification while others are preparatory courses to take industry standard certifications.

E. Relevance to the implementation or maintenance of high demand programs at HBI's

The proposed program is expected to have no impact on the HBI's in Maryland and there is no duplication.

F. Relevance to the Support of the Uniqueness and Institutional Identities and Missions of HBI's.

The proposed program is expected to have no impact on the uniqueness and institutional identities of the HBI's in Maryland.

G. Adequacy of Curriculum Design and Delivery to Related Learning Outcomes

A development team comprised of academic administrators, faculty and employers form a team to determine the need, viability and development of the program. The team reviewed data from other welding programs, including curriculum offered, times on tasks, certifications awarded, length of programs, best practices and other factors related to the development of the program. A feasibility study was then done to determine the benefits of the welding program in the Maryland market. The program will be led by an Education Supervisor with a background in welding. This supervisor will report to the Academic Dean.

The objective of the Welding and Metal Fabrication Technology LDC program is to prepare students for entry level welder positions as structural welders. Students develop key fundamental skills during the initial courses and learn to apply these skills using different and more complex welding procedures. The welding procedures include Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW/MIG), Flux Core Arc Welding (FCAW), and Gas Tungsten Arc Gas Welding (GTAW/TIG). Using each of these techniques for cutting and preparing metal for welding procedures.

Upon successful completion of all components of this program, the graduate should possess the working knowledge and skills to qualify as a structural welder using any one of three standard welding processes in construction, fabrication or plant maintenance work settings. Students should be able to successfully complete pre-qualification tests for any construction structural or pipe related projects.

Courses:

WLD111AN Welding and Cutting Fundamental (5 credits)

No prerequisites

In this course students are introduced to the type of tasks generally performed by welders and how their skills and knowledge are applied to both the construction and manufacturing industries. Because of its importance, students will also learn how safety procedures apply to welding and cutting operations. They will also complete a ten hour OSHA approved safety orientation that explains job site hazards, accident prevention and standard safety procedures. Students will learn the classifications and types of welding electrodes used in arc welding. In addition, they will learn the criteria used to select the proper electrode for a specific application. Students will also properly set up SMAW arc welding equipment prior to beginning welding operations.

They will learn about the different types of welding equipment and the types of current used in their operation. As a part of the learning about the total scope of welding operations, students will be

introduced to various welding codes and the agencies that govern these codes. They will see examples of weld imperfections and learn what causes these defects. Students will also be introduced to various weld testing procedures.

WLD112AN Basic Arc Welding Procedures (4.5 credits)

Prerequisite: WLD111AN

This course is a continuation of WLD111AN—Welding and Cutting Fundamentals and introduces new technical information as well as continues to develop fundamental arc welding skills.

As a continuation about the characteristics of metal, students will learn to properly prepare metal for cutting and welding operations. This includes cleaning and grinding operations. They will also learn some of the basic joints used in welding metals together. Students will then use plasma arc cutting equipment to cut metal at a faster rate with a cleaner cut. As metal is heated and cooled, its characteristics and strength can change considerably. Students learn how metal is formed when it transfers from a liquid to a solid form, what are identifying metal designations and structural shapes and the strength characteristics of various types of metal and the effect heat has on the strength properties of metal.

Students will be given an opportunity to continue to develop their skills in operating electric arc welding equipment and developing SMAW arc welding control and application techniques. Students are expected to successfully weld weave and overlapping beads, horizontal fillet welds (2F position), vertical fillet welds, (3F position), and overhead fillet welds (4F position). In the process they will fit up gauges and measuring devices to be ensure the metal is properly aligned before beginning welding operations.

WLD113AN SMAW—Plate Welding (4.5 credits)

Prerequisites: WLD111AN, WLD112AN

In this course students first learn a new techniques for cutting, gouging and “washing” steel using air carbo arc cutting and gouging equipment. Students then use the welding techniques they developed in the first two courses and apply them to welding plate metal with open grooves. Students will learn to form grooves in plate metal and setup welding plate using a metal backing.

Student will learn to weld steel plate in a flat V-Groove (1G position), and vertical V-Groove (3G position). Students will also learn to weld V-Groove steel plate in the 1G and 3G positions.

WLD114AN GMAW/FCAW (MIG)—Plate Welding (4.5 credits)

Prerequisites: WLD111AN, WLD112NA

This course introduces student to Gas Metal Arc Welding and Flux Core Arc Welding processes used for welding carbon steel plate. Students will learn the similarities and differences for these two processes. They will learn to setup the welding machine, gas flow meter and welding guns. Students will then practice welding plate in the Fillet Weld positions (1F, 2F, 3F and 4F) and Open Root V-Groove positions (1G, 2G, 3G and 4G) using both processes.

WLD115AN GTAW (TIG)—Welding Procedures (4.5 credits)

Prerequisites: WLD111AN, WLD112AN

This course introduces students to Gas Tungsten Arc Welding (GTAW) processes. Students will learn the different components of GTAW equipment, the different types of filler metals used and the types of shielding gases used in the welding process. They will learn to weld sheet steel, aluminum and stainless steel in several basic joint designs to include butt weld,, T-joint weld and a lap weld.

WLD118AN GMAW/GTAW—Fabrication Processes (4.5 credits)

Prerequisites: WLD111AN, WLD112AN, WLD114AN, WLD115AN

This course applies both GMAW and GTAW welding procedures to various fabrication processes. Students set up equipment to weld various types of sheet metal. Using an assigned project, student will read and interpret drawings, learn to layout, cut and/or correctly apply end reductions to specification and weld joints using weld designs and procedures learned in WLD114AN and WLD115AN. Sheet metal application may be steel, stainless steel and/or aluminum.

Accreditation

This program will seek national accreditation from the Accrediting Counsel of Career Schools and Colleges.

Articulation

There are no current articulation agreements in place with this program.

H. Adequacy of library resources consistent with Regulation .12

The Library has some resources to support the proposed programs and will be upgraded to support the new courses. The Library is open from 8:00AM to 10PM Monday—Thursday and 8:00AM—4PM on Friday. There is an on-line Library recourse, proQuest access through any computer.

I. Adequacy of faculty resources consistent with Regulation .11

The faculty has not been identified as of yet. We will start that process with the approval of this proposal. Our federal accrediting body, Accrediting Counsel of Career Schools and Colleges, needs to have the approval from MHEC prior to its approval which can take 60 to 90 days. The Dean will oversee the department until the time that we hire a Director. We will start by hiring an Education Supervisor—Welding to head up the faculty search as well as teach the first few classes in the program. The person selected will have at least ten years of experience in the Welding field. Training will take place by sending the Welding Education Supervisor to train at one of the Lincoln campuses that has been running a Welding program successfully. The initial year should bring a staff of 3 instructors depending on enrollment with additional staff added as needed.

Table III

Faulty Name	Degree	Full Time	Courses Taught
Faculty TBD	No	Yes	WLD111AN—Welding and Cutting Fundamentals
			WLD112AN—Basic Arc Welding Procedures
			WLD113AN—SMAW—Plate Welding
			WLD114AN—GMAW/FCAW (MIG)—Plate Welding
			WLD115AN—GTAW (TIG)—Welding Procedures
			WLD118AN—GMAW/GTAW—Fabrication Processes

J. Adequacy of physical facilities and instructional equipment consistent with Regulation .13

LCT has designated area of approximately 8000 square feet designated for the Welding build-out along with allocated a budget of approximately \$850,000.00. The area will consist of 20 welding booths including industry standard ventilation systems. Each booth will contain a Miller welding machine capable of performing Gas Metal Arc welding (GMAW/MIG), Flux Core Arc welding (FCAW), Gas Tungsten Arc welding (GTAW/TIG) and Shielded Metal Arc welding (SMAW). There will be 2 downdraft tables and 2 virtual augmented welder trainers. The table below includes an equipment list.

Welding Technology (WLD100C)

Columbia, MD

Cap Ex Tools and Equipment

<u>Name</u>	<u>Description</u>	<u>Supplier</u>
1. Welder	350 XMT	Miller Electric
2. Welder	Precision TIG275, w/Ready Pak package, Order Number: K1825-1	Miller Electric
3. Cutter	Plasma, Pro-Cut 55	Miller Electric
4. Welder	Power Wave, 355M Robotic, w/feeder, gun, and cart	Miller Electric
5. Welder	Ranger GXT, Engine Driven, Order Number: K2382-2	Miller Electric
6. Wire Feeder	For Ranger GXT, LN25 w/MIG gun and drive wheels, Order Number: K449	Miller Electric
7. Fume Extraction System	Central Vacuum System for 15 stations (quoted for 90 total stations)	Miller Electric
8. Regulator	Oxygen	Airgas Company
9. Regulator	Acetylene	Airgas Company
10. Torch Handle	Oxy-Fuel, Two Piece	Airgas Company
11. Cutting Attachment	To fit Two Piece Handle	Airgas Company
12. Gas Mixer	Welding, D-85	Airgas Company
13. Welding Tips	Assorted Sizes, #00 to #10, Set	Airgas Company
14. Gas Hoses	Twin, 20' X 3/16"	Airgas Company
15. Striker	Friction	Airgas Company
16. Goggles	Welding/Cutting	Airgas Company
17. Flowmeter	Shielding Gas Regulator for Argon	Airgas Company
18. Flowmeter	Shielding Gas Regulator for Argon/CO2 Mix	Airgas Company
19. Cart	Oxyfuel Bottles	Airgas Company
20. Straight/Bevel Cutter	Motorized Track, 6' Track	Airgas Company
21. Pipe Cutter	Motorized Pipe Beveler	Airgas Company
22. Wrenches	For Regulators, Hoses, Torches, Set	Airgas Company
23. Manifold System	Argon Gas Drops, 60, two per station	Airgas Company
24. Oven	Bench Holding, K-4, 450 lbs. Cap.	Rodovens.com
25. Bend Tester	Electric, Model BT1B	Fischer Engineering Company
26. Gauge	Undercut, Master Gage, MG-11	Airgas Company
27. Gauges	Set, Fillet Weld Blade	Airgas Company
28. Grinder	Pedestal, 12" HD, Model 1217W	Baldor
29. Grinder	Portable, Side, 4 1/2" DeWalt	Home Depot
30. Square	Framing, 16"X24", Stanley	Home Depot

31. Square	Combination, 12", Stanley	Home Depot
32. File	Set, Half Round, Flat, Mill Bastard	Lowes
33. Beveler	Plate, Challenger 15, 1/4" to 1 1/2"	GBC America
34. Beveler	Pipe, Super Maxi 12, Range 4" to 12", 1HP	GBC America
35. Air Compressor	Industrial, 10 HP, 120 Gallon, 38.9 CFM @ 100 psi	Air Compressors, US, Inc.
36. Tester	Hardness, Rockwell, Model 150A	Qualitest/World of Test.com
37. Alignment Tool	Internal Flange, 6" to 8", Part # D326, Mathey Dearman	Airgas Company
38. Alignment Pins	Flange Line-up, Mathey Dearman	Airgas Company
39. Alignment Tool	Plate, WTPS Gauge, w/Calibration Block	Flange Wizard Tools
40. Hoists	Chain Fall, 1 ton, 20' Lift, Harrington	WeldingMart.com
41. Come-Along	Winches, 4 ton, Hand Crank, 11' Lift	CVF Supply Co
42 Jack	Hydraulic, Bottle Type, 12 Ton Cap., Norco Brand	Otto Service Co.
43. Wedges	Spacing, Pocket, Mathey Dearman	Airgas Company
44. Wedges	Spacing, Medium, Mathey Dearman	Airgas Company
45. Wedges	Spacing, Large, Mathey Dearman	Airgas Company
46. Jacks	Sturdi-Jack, Folding, Part # D-886, Mathey Dearman	Airgas Company
47. Roller Head	Carbon Steel, for Sturdi Jack, Part #886-01, Mathey Dearman	Airgas Company
48. Clamps	Cage, 6", Part # 01-0500-006, Hand Lever, Mathey Dearman	Airgas Company
49. Clamps	Rim, 6" to 8", Part # D711-0608, Mathey Dearman	Airgas Company
50. Clamps	Single Jackscrew Chain, 1" to 8", Part # D231, Mathey Dearman	Airgas Company
51. Puller	Pipe, 2"-8", Part # D100PP, Mathey Dearman	Airgas Company
52. Gauge	Welders, QC, (hi-lo), Part # D253E, Mathey Dearman	Airgas Company

K. Adequacy of Financial Resources

As part of the 2019 budgeting process, the Columbia campus of Lincoln College of Technology allocated a minimum of \$830,000 in Capital Expenditure (CapEx) monies to start the new program. Please note that the Columbia campus of Lincoln College of Technology is only one of 20+ Lincoln Educational Services schools. The rollout of a new program is a corporate led initiative that moves forward with funds allocated by the corporate office on an annual basis. To that end, and for the purposes of this rationale, we have chosen to include these monies in the "Other Sources" column. Details of the spending plan follow:

2019 CapEx											
Project Category	Campus	Project Description	Total CapEx	Capitalized Cost	Purchase Month	Project Description	Cost	Useful Life	Annual Dep	Purchase Month	Months to Depreciate
New Program - Equipment	Columbia	Welding 20 Booths	270,000	270,000	3	See attached equipment sheet. Supplies will be ordered to accommodate a class size of 20.	270,000	5	54,000	3	10
Furniture	Columbia	Furniture	20,000	20,000	1	Furniture for Culinary/IBP/Welding	20,000	5	4,000	1	12
New Program - Buildout	Columbia	Welding Program - 20 Booths	540,000	540,000	6	Electric panels; electrical runs to welding booths; concrete walls for sound proofing; ventilation system (\$120K); 6 updraft tables (\$60K);	540,000	4	135,000	1	12

Welding classes will take place within a 7,000 sf area that includes two (2) well-appointed classrooms and a generous amount of space for hand on learning. Initial buildout includes classroom and lab booths to accommodate up to 20 students per shift.

TABLE 1: PROGRAM RESOURCES:					
Resource Categories	Year 1 2019	Year 2 2020	Year 3 2021	Year 4 2022	Year 5 2023
1. Reallocated Funds	0	0	0	0	0
2. Tuition/Fee Revenue (c + g below)	\$170,800 (prorated)	\$1.5M	\$1.5M	\$1.5M	\$1.5M
a. Number of F/T Students	35	75	75	75	75
b. Annual Tuition/Fee Rate	\$19,515	\$19,515	\$19,515	\$19,515	\$19,515
c. Total F/T Revenue (a*b)	\$220,000 (prorated)	\$1.5M	\$1.5M	\$1.5M	\$1.5M
d. Number of P/T students	0	0	0	0	0
e. Credit Hour Rate	0	0	0	0	0
f. Annual Credit Hour Rate (d*e*f)	0	0	0	0	0
3. Grants, Contracts & Other External Sources	0	0	0	0	0
4. Other Sources	\$830,000	0	0	0	0
Total (Add 1 – 4)	\$1M	\$1.5M	\$1.5	\$1.5	\$1.5

Table 2: Program Expenditures

TABLE 2: PROGRAM EXPENDITURES:					
Expenditure Categories	Year 1	Year 2	Year 3	Year 4	Year 5
1. Faculty (b +c below)	103125	1718750	206250	206250	206250
a. Number of FTE	1.5	2.5	3	3	3
b. Total Salary	82500	137500	165000	165000	1650000
c. Total Benefits	18125	34375	41250	41250	41250
2. Admin. Staff (b + c below)	87500	87500	87500	87500	87500
a. Number of FTE	1	1	1	1	1
b. Total Salary	700000	70000	70000	70000	70000
c. Total Benefits	17500	17500	17500	17500	17500
3. Support Staff (b + c below)	0	50000	50000	50000	50000
1. Number of FTE	0	1	1	1	1
2. Total Salary	0	40000	40000	40000	40000
3. Total Benefits	0	10000	10000	10000	10000
4. Technical Support and Equipment	270000	1000000	20000	20000	20000
5. Library	1000	400	400	400	400
6. New or Renovated Space	540000	50000	0	0	0
7. Other Expenses	0	0	0	0	0
Total (Add 1-7)	1,001,625	459,775	364,150	364,150	364,150

L. Adequacy of provisions for evaluation of program consistent with Regulation .15

Lincoln College of Technology adheres to several methods of evaluation including Mid-Course Surveys which each student completes at the half-way point in each course. This survey evaluates the instructor as well as the equipment and educational quality of the class. Students also have the opportunity to rate the institution twice a year in the Student Satisfaction Surveys which addresses all departments of the College as well as the overall experience.

Curriculum review procedures include the Program Advisory Committee meetings that are held twice a year. At these meetings, the graduation and placement rates of Lincoln graduates are reported to companies that have employed Lincoln students. Since the mission of Lincoln College of Technology is to train and assist in placement in the career field of their choice, the feedback from companies who have employed Lincoln graduates is essential in evaluating the programs. Suggestions are taken from the

employers and reported to Lincoln's Corporate Education Team who compiles the information from all Lincoln schools then implements the curriculum updates as deemed appropriate.

M. Consistency with the Commission's minority student achievement goals

Lincoln College of Technology is committed to high achievement goals amongst all of its students. There are many supports for all students to be successful and reach achievement goals set by the Accrediting Commission of Career Schools and Colleges. Some of those supports include a chapter of the SVA (Student's Veteran Association) which focuses on the needs of the school's veteran population. ESE (Early Student Engagement) which is a program that focuses on assisting the adjustment for first time students from high school to college. All students are required to participate and complete financial literacy modules to assist them with their financial knowledge and support of all issues from budgets through loans and other financial matters. All students are informed of and have access to Studentlinc which is a confidential and professional support system that is free and confidential. This can support students through many of life's challenges including anxiety, depression, diversity issues, grief, stress management, substance abuse and many other areas of concern. There is tutoring with any instructor available to all students and if they prefer we assist in peer tutoring. The school has a food pantry for students that is at no cost to students. All students complete modules in our Career Edge program which addresses areas of soft skills including areas of self-esteem through resume writing. There are many supports at Lincoln College of Technology to assist minority students meet achievement goals.

N. Relationship to Low Productivity Programs Identified by the Commission

This is not a low productivity program