

October 29, 2021

Dr. Kevin Sightler
Director of Substantive Change
Southern Association of Colleges and Schools
Commission on Colleges (SACSCOC)
1866 Southern Lane
Decatur, GA 30033-4097

Dear Dr. Sightler,

In accordance with the *Substantive Change Policy and Procedures*, I am writing to request SACSCOC approval to close the Graduate Certificate in Logistics and Distribution due to low enrollment.

Attached please find the required documents for your review and approval.

If you have questions, please feel free to contact me directly.

Sincerely,



Robert S. Goldstein
Vice Provost / SACSCOC Institutional Liaison

Enclosures: Substantive Change Cover Sheet, Certificate in Logistics and Distribution Program Closure
Teach-out Plan, Certificate in Logistics and Distribution
Thumb Drive with all documents listed above

cc: Dr. Neeli Bendapudi, President, University of Louisville
Dr. Lori Gonzalez, Provost, University of Louisville

Substantive Change Cover Sheet

1. Complete and submit a Substantive Change Cover Sheet with every substantive change submission.
2. Submit substantive changes as separate submissions except as permitted by policy.
3. Multiple changes in one submission, except as allowed by policy, will be returned.
4. An invoice will be issued, if required, when action is taken; no need to send payment until invoiced.

INSTITUTIONAL INFORMATION

INSTITUTION NAME (NO ABBREVIATIONS)	MAIN CAMPUS CITY + STATE (OR NON-U.S. COUNTRY)
IS THE INSTITUTION CURRENTLY ON REIMBURSEMENT FOR TITLE IV FEDERAL FUNDING? <input type="checkbox"/> Yes <input type="checkbox"/> No ▶ If "Yes" see policy for approval process requirements.	OFFICE USE

SUBSTANTIVE CHANGE RESTRICTION

1. Is the institution currently on Warning, Probation, or Probation for Good Cause?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Was the institution placed on Warning, Probation, or Probation for Good Cause on or after September 3, 2020, and subsequently removed from sanction?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Is the institution currently under provisional certification for participation in federal financial aid programs?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If ANY are "Yes" the institution is on SUBSTANTIVE CHANGE RESTRICTION . Refer to the <i>Substantive Change Policy and Procedures</i> for differential requirements and conditions.		

SUBMISSION INFORMATION

SUBSTANTIVE CHANGE TYPE (ONLY USE DESCRIPTIONS DEFINED IN POLICY)	SUBMISSION DATE	IMPLEMENTATION DATE
SUBSTANTIVE CHANGE DESCRIPTION		

OFF-CAMPUS INSTRUCTIONAL SITES /ADDITIONAL LOCATIONS RELATED TO THIS SUBMISSION

	Site Name	Address	City	State	ZIP Code	Country
1.						
2.						
3.						
4.						
5.						

PROGRAMS RELATED TO THIS SUBMISSION

	Program Name (to include discipline)	Credential (Diploma, Bachelor of Arts, etc.)	Instructional Level (undergrad/grad)
1.			
2.			
3.			
4.			
5.			

SUBMITTED

I certify the information on this form is correct and accurately represents the current status of the institution at the time of submission.

LIAISON or CEO NAME	EMAIL ADDRESS	Suggest electronically signing with Adobe Acrobat when complete and before submitting (optional).

Graduate Certificate in Logistics and Distribution Request for SACSCOC Program Closure Approval

The Certificate in Logistics and Distribution is an 18-credit hour post-baccalaureate credential housed in the J.B. Speed School of Engineering. The graduate certificate has consistently experienced low enrollment with no students enrolling in the program since Fall 2016. Consequently, the Industrial Engineering faculty wish to transition the certificate to an interdisciplinary Graduate Certificate in Logistics and Supply Chain Management in partnership with faculty in the College of Business.

These conversations about re-envisioning and altering the curriculum began among the Industrial Engineering faculty prior to the start of the COVID-19 pandemic under the previous SACSCOC Substantive Change Policy. The process was interrupted by the impact of COVID-19.

To ensure compliance with the revised SACSCOC substantive change policy, we are seeking SACSCOC approval to close the program. UofL has every intention of re-launching the certificate with a revised curriculum within the next five years, so we will notify the Kentucky Council on Postsecondary Education (CPE) of our desire to suspend the program under their policies while we revise the curriculum.

When the program is re-launched, we will notify SACSCOC and CPE as needed. The effective closure date for this iteration of the graduate certificate would be January 10, 2022.

Certificate in Logistics and Distribution Enrollment & Certificates Conferred

The Certificate in Logistics and Distribution has had no enrollment and conferred no certificates since 2016.

I. Students:

The closure of the certificate will have no effect on students, as it has had no enrollment for the past five years. Due to the lack of enrollment, we would like the last admit term to be the upcoming term (spring 2022) with an effective date of January 10, 2022. The UofL Industrial Engineering faculty intend to implement the revised certificate program for fall 2022 enrollment.

II. Notification of faculty & staff

Faculty involved in the program are currently working to revise the curriculum to create an interdisciplinary graduate certificate in collaboration with the UofL College of Business. No students have been enrolled in the certificate for at least five years, so closing the certificate

program will have no impact on enrollment in any of the Industrial Engineering graduate courses. The courses taught by the Industrial Engineering faculty will continue to be taught as part of the M.S. in Industrial Engineering and M.Eng. in Industrial Engineering degree programs. As a result, the closure has no effect on the faculty.

III. Communication plan

The required communication plan is minimal since the program has no enrollment and no interested students. As a result, the closure has minimal impact. Once the revised program is in place, Dr. Lihui Bai, Associate Professor in Industrial Engineering, who is leading the design effort of the revised certificate program will follow normal approval processes established by the academic units' curriculum committees to review and approve the proposal as well as the provost's committee to review and recommend any revised or newly added academic programs. Once those approvals have taken place, the admissions counselors, advisers, and faculty members will be notified via email. For the purpose of this program closure, an email will be sent to relevant faculty to notify them of the official closure.

IV. Effective date

The last official admit term will be the Spring 2022 semester, so the effective date would be January 10, 2022. Although, we do not anticipate any students enrolling in the program.