

**STATE OF ALABAMA**  
**Articulation and General Studies Committee**  
**Faulkner State Community College**  
**Gulf Shores Campus**  
**Culinary Arts Center**  
**July 23, 1999**  
**9:00 A.M.**

**MINUTES OF MEETING**

Committee members present:

Dr. Ed Roach, Chair	University of West Alabama
Dr. Rod Britt, Vice-Chair	Southern Union Community College
Dr. Roy Johnson	Southern Union Community College
Dr. Alfred Smith	Alabama State University
Dr. Evelyn Ellis	Alabama A&M University
Dr. Barbara Jones, Alternate	Alabama A&M University
Dr. Linda Glaze, Alternate	Auburn University
Dr. Michael Neilson	University of Alabama at Birmingham
Dr. Suzanne McGill	University of South Alabama
Dr. Gary Branch	Faulkner State Community College
Dr. Mike Malone	Troy State University/Dothan
Dr. Elizabeth C. French	Commission on Higher Education
Mr. Keith Sessions	STARS
Dr. James Kimbrough	STARS

Others present: Maryanne Ivey-UAB; Penelope Cain-UAB; Joey Holley-STARS; Susan Salatto-SUCC; and Linda Johnson.

<b>CALL TO ORDER</b>	Meeting was called to order by Dr. Ed Roach, Chair. Verification of quorum was made by silent roll call of members present.
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Roach stated that the purpose of the meeting was to focus on key issues for the coming year, framing approaches to address issues, and to identify action steps that need to be taken by the Committee. He then gave a brief overview of issues facing the AGSC. He stated that the Committee will be attempting to look at the following issues: 1) Appeals Process; 2) AGSC Literature; 3) Annual Schedule Deadlines of New Courses; 4) Templates; 5) Discipline Committee Structure; 6) Institutional Transfer Web Pages; 7) Assessment; and 8) Common Course Numbering System. The following issues were discussed:

## DISCUSSION ITEMS

**AGSC & STARS On-line Presentation.** Sessions and Neilson presented an on-line demonstration of how to use the STARS web page to access transfer guides and information on the articulation process.

Sessions' presentation included an overview of the history of STARS, the legislative charge to the AGSC, AGSC Makeup; AGSC Organizational Chart; and Areas I-V (copy of materials distributed attached-#1). Sessions also described each link on the STARS home page.

Neilson's presentation included instructions on accessing a discipline template, accessing the institutional web page for Area V requirements, requesting a transfer guide and agreement for the major to be pursued (i.e., Chemistry).

## DECISION ITEMS

**AGSC Transfer Guide.** After discussion of easy access to institutional web pages, the Committee took a break for a caucus of the four-year representatives.

After the Committee reconvened, Johnson moved that Roach, Britt, and Neilson form a subcommittee to develop a standard form for the institutional web pages related to Area V. The Chief Academic Officers will be asked to define institution specific courses and have technology in place by September 1, 1999. Courses will be considered free electives if any institution has not specified courses in Area V and does not have the information available to students. Ellis seconded. AGSC unanimously agreed.

**Common Course Directory.** After Ivey-UAB presented concerns, the AGSC agreed that the Common Course Directory currently posted on the web needs to be reformatted because it lists courses that are not AGSC approved. A subcommittee consisting of Sessions, Britt, Salatto, Slafter, and Ivey-UAB will work to reformat the directory.

**Appeals Process.** Tabled until August meeting. After some discussion regarding the procedures used by Georgia, Ritvo will share the AGSC proposed Appeals Process document with the Chief Academic Officers for their review.

**AGSC Literature.** Johnson will provide Sessions with a copy of the Georgia model. Johnson stated that an AGSC brochure should be developed and distributed to counselors and advisors for reference and distribution to students.

**Annual Schedule-Deadlines of New Courses.** Tabled until August meeting.

**Annual Schedule-Deadlines for Submitting Templates.** Tabled until August meeting.

**Common Course Numbering.** Tabled until August meeting.

**Discipline Committee Structure.** After discussion, the Committee decided that the Discipline Committee and Enhanced Discipline Committee structure currently being used will continue.

**Assessment.** After discussion, the Committee decided that the STARS usage information should be kept in place as a means of assessment. Johnson stated that a survey to students who have used

articulation to transfer could be done annually. Roach asked Roling-TSU to work on suggestions to present at a later date.

## **INFORMATION ITEMS DISTRIBUTED**

1. AGSC & STARS Presentation Materials (Sessions & Neilson)

The July 23, 1999 meeting of the AGSC adjourned at 12:10 P.M.

Ed Roach, Chair

Deborah Nettles, Recording Secretary