

STATE OF ALABAMA
Articulation and General Studies Committee
Faulkner State Community College Gulf Shores Campus
Culinary Arts Center
July 13, 2000
9:00 A.M.

MINUTES OF MEETING

Committee members present:

Dr. Rod Britt, Chair	Southern Union Community College
Dr. Barbara Jones, Alternate	Alabama A&M University
Dr. Linda Glaze, Alternate	Auburn University
Dr. Michael Malone	Troy State University/Dothan
Dr. Michael Neilson	University of Alabama at Birmingham
Dr. Charles Nash, Alternate	University of Alabama System
Dr. Susanne McGill	University of South Alabama
Dr. Joe Morris	Jefferson State Community College
Dr. Roy Johnson, Alternate	Southern Union Community College
Dr. David Taylor, Alternate	University of West Alabama
Dr. Elizabeth C. French	Commission on Higher Education
Mr. Keith Sessions	STARS

Others present: Roger Ritvo-CAO; James Kimbrough-STARS; Joey Holley-STARS; Susan Salatto-SUCC; Pat Salatto; and Linda Johnson.

CALL TO ORDER	Meeting was called to order by Dr. Rod Britt, Chair. Verification of quorum was made by voice roll call of members present.
ADOPTION OF AGENDA	Neilson moved for the adoption of the agenda. Morris seconded. The agenda was adopted.
APPROVAL OF MINUTES	Neilson moved for the approval of the May minutes with one correction. Morris seconded. Minutes were approved with correction.
ANNOUNCEMENTS	Neilson introduced and welcomed Dr. Sue Kirkpatrick-UAH to the AGSC.

DISCUSSION ITEMS

STARS Update & Usage Report. Sessions distributed copies of the STARS Update and Usage report for May and June (copy attached - #3).

AGSC Meetings. Nash suggested that some of the AGSC meetings be held by using the Interactive Telecommunication System (IITS). He stated that the UA System will be happy to schedule the IITS meetings.

After discussion, Britt stated that a year 2000 meeting schedule will be e-mailed to Committee members.

Common Course Numbering. Britt stated that the law states that the AGSC examine the need for a uniform course numbering system, course titles, and course descriptions. He stated that a common course numbering system would simplify a lot of issues for students and the STARS system.

DECISION ITEMS

ACADEMIC COMMITTEES

Course Recommendations. Sessions distributed a list of courses recommended for approval from the following Academic Committees (copy attached - #2): 1) Mathematics; and 2) Physics, Physical Science, and Astronomy. He stated that it has been difficult getting courses approved due to the restructuring of the Academic Committees.

Morris moved for the approval of the Academic Committee recommendations. Neilson seconded. AGSC unanimously approved.

Sessions stated that courses are pending from the following Academic Committees: 1) Geology and Earth Science; 2) Sociology, and 3) Interdisciplinary/Honors/Innovative. Sessions recommended that the Academic Committees be contacted as soon as possible by the AGSC regarding the review of these courses. Sessions will poll the AGSC by e-mail for approval of the courses.

After discussion, the AGSC decided that Britt will contact the chairs of the Academic Committees with pending courses. McGill will contact IHI committee members.

Committee Meetings. Sessions recommended that due to the infrequency of Academic Committee meetings, the AGSC should consider meeting once a year with the chairs. He stated that one of the biggest problems is that faculty assigned to committees are not informed. Jones suggested that the Chief Academic Officers (CAOs) notify the faculty member in addition to the committee chairs' contacting them.

Malone suggested that teleconference meetings might be an easier way of getting committee members to meet.

Britt and Sessions will work on setting up an orientation meeting with the Academic Committee Chairs in conjunction with the September AGSC meeting.

Ratification of Templates. Ritvo reported that templates will not be reviewed by the Chief Academic Officers until their meeting on August 10th. He will report to the AGSC after that meeting.

Sessions distributed a copy of the templates pending ratification and a comparison against the ACHE CIP inventory of other institutions offering the same major and same CIP code (copy attached - #1). He stated that the comparison might help the CAOs as they review the templates.

Pending Institution specific templates. Sessions stated that the STARS office was asked by the AGSC to check all institution specific templates against the ACHE Program Inventory for duplication (listing attached - #5).

After discussion, the AGSC agreed that where there are unique programs, the autonomy of the institution should be respected. However if programs are very similar, a common transfer template in that discipline should be developed. Glaze agreed to coordinate the review of the templates in question with the Deans.

Task Force on Assessment. Nash presented the Task Force Report on Assessment (copy attached - #4). Nash stated that although there is no mandate in the law to do an assessment, it is feasible for the AGSC to determine if any impact has been made on the State of Alabama's articulation of student credit in the past six years.

After questions and discussion, Johnson moved that the AGSC accept the report of the Assessment Task Force. McGill seconded. Report accepted.

The AGSC agreed that the Task Force on Assessment continue its work including the implementation of recommendations in the report.

Nash distributed an ETS study, Community College Students Successfully Transfer to Four-Year Institutions, New Report Shows, for the Committee's review (copy attached - #6).

AGSC/STARS Website. Sessions gave a presentation on accessing the AGSC/STARS website. The presentation included an overview of each link on the home page.

New Programs. After discussion regarding new programs being in alignment with template requirements, the AGSC requested that French check to see if prior to ACHE approval of a new baccalaureate program, the staff review would include a review of the lower division course work to ensure that it was aligned with the AGSC approved template. Following ACHE action, the newly approved baccalaureate program would come to the AGSC as an information item. Once accepted by the AGSC as an information item, the new program would be added to the STARS template inventory.

Johnson stated that this process would ensure that the CIP code of each new baccalaureate program would be aligned with the ACHE program inventory and that the lower-division course work would be aligned with the AGSC templates.

Four to four-year transfer. Johnson opened a discussion regarding two-year to four-year transfer and four-year to four-year transfer. Sessions indicated that initially the emphasis was on establishing the

two-year to four-year transfer, but currently STARS has not developed a system for tracking the usage of four to four-year institutions. Four-year students print out three items: 1) the template; 2) the course listing for their institution; and 3) the transfer agreement, but there is no guide combining these three components.

Sessions described the difficulties in developing a tracking system for the transfer between four year institutions and stated that if a common course directory were available for the four-year institutions, it would be easier to build the guides.

Neilson stated that recommendation/restriction #1 on the transfer agreement used on the website for the 2 yr to 4 yr transfer is misleading for 4 yr to 4 yr transfer (copy of instructions for four-year transfer students is attached -#7). Sessions suggested that the current Transfer Agreement should be renamed to "Two Year to Four Year Transfer Agreement".

After discussion, Malone moved that 1) add a student identifier to the four-year to four-year transfer agreement; 2) delete step 5 from the website "Instructions for Four-year Transfer Students"; and 3) seek clarification from the AGSC the role on the transfer agreement for four-year to four-year transfer. McGill seconded. Committee vote: 5 Yes; 3 No. Motion did not carry.

McGill moved that the AGSC begin to gather information on four-year students who access the transfer web page. Nash seconded. AGSC unanimously agreed.

Johnson moved that a task force be appointed by the Chair to make recommendations to the AGSC on four-year to four-year transfer. Jones seconded. AGSC unanimously agreed. Task force members are: Malone-Chair, Morris, Sessions, Kirkpatrick, and Nash.

Area V web pages. After discussion regarding the status of Area V web page information from the four-year institutions, Johnson requested that Sessions review the Area V pages of institution specific programs to ensure that the programs are being put on the web site.

SCHEDULE OF FUTURE COMMITTEE MEETINGS

September 28, 2000	Department of Postsecondary Education Montgomery, Alabama
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INFORMATION ITEMS DISTRIBUTED

1. Pending Institution specific templates (Sessions)
2. Academic Committee Course Recommendations (Sessions)
3. AGSC Update and Usage Report (Sessions)
4. Report of AGSC Task Force on Assessment (Nash)
5. Comparison Institution Specific Templates Against ACHE Inventory (Sessions)
6. ETS Study (Nash)
7. Instructions for Four-year Transfer Students (Sessions-STARS website)

The July 13, 2000 meeting of the AGSC adjourned at 1:25 P.M.

Rod Britt, Chair

Deborah Nettles, Recording Secretary