

STATE OF ALABAMA
Articulation and General Studies Committee
Alabama Center for Commerce Building
Auditorium - 7th Floor
September 27, 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. Ed Roach	University of West Alabama
Dr. David Taylor, Alternate	University of West Alabama
Dr. Kaylene Gerbert, Alternate	University of North Alabama
Dr. Sue Kirkpatrick	University of Alabama in Huntsville
Dr. Judy Stout	University of South Alabama
Dr. Susanne McGill, Alternate	University of South Alabama
Dr. Yvonne Kennedy	Bishop State Community College
Dr. Roy Johnson, Alternate	Southern Union Community College
Dr. Susan Salatto, Alternate	Southern Union Community College
Dr. Elizabeth C. French	Commission on Higher Education
Dr. James Kimbrough	STARS

Others present: David Watts-CAO; Maryanne Ivey-UAB; Michelle Walker-UAB; Mark Nelson-UA; D. Bennett-UA; Michael Moeller-UNA; Keith Sessions-STARS; Joey Holley-STARS; Linda Johnson-SUCC; and Bert Slaffer.

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	Taylor moved for the adoption of the agenda with changes. Johnson seconded. The agenda was adopted.
APPROVAL OF MINUTES	Taylor moved for the approval of the July minutes. Jones seconded. Minutes were approved.

DISCUSSION ITEMS

STARS Update & Usage Report. Sessions distributed copies of the STARS Update and Usage report (copy attached - #4). He stated that new additions to the web site include a copy of the legislation creating the AGSC/STARS, the Academic Committee Handbook, and four-year usage report for August 2000.

AGSC Meetings. The meeting dates for 2000-2001 are:

- November 16, 2000
- January 25, 2001
- March 15, 2001
- May 31, 2001
- July, 2001 (TBA)

DECISION ITEMS

Election of AGSC Chair. Roach moved that Dr. Michael Malone serve as vice-chair of the AGSC. Johnson seconded. Motion passed.

AGSC Budget Report. Kimbrough distributed a copy of the budget expenditures for the STARS office. The report included projected salaries/wages for 2000-2001.

Johnson stated that the indirect cost of the budget has increased by thirty-one percent. He stated that the AGSC will be working on special projects such as assessment where money will be needed.

After questions and discussion, Johnson moved that a subcommittee (Johnson, French, Roach) be appointed to review with TSU the thirty-one percent increase for indirect costs in the AGSC/STARS budget as well as the budget for fiscal year 2000-20001. The budget will be reviewed and approved by the AGSC on an annual basis. McGill seconded. Motion passed.

ACADEMIC COMMITTEES

Academic Committee course recommendations. Sessions distributed a list of courses recommended for approval from the following Academic Committees (copy attached - #2): 1) Geography; and 2) Sociology. Sessions stated that some Academic Committee members continue to experience problems being informed of committee assignments.

After discussion, Kennedy moved for the approval of the Academic Committee recommendations. Johnson seconded. AGSC unanimously approved.

Interdisciplinary/Honors/Innovative Committee recommendations. McGill moved for the approval of three courses submitted by the University of Alabama (copy attached-#2). Johnson seconded. AGSC unanimously approved. Ratification of Templates. Dr. David Watts, newly elected chair of the Chief Academic Officers, presented the following institution templates for ratification:

Health, PE, and Recreation (UNA)	Latin Education (TSU)
Optical Science (UAH)	Slavic Studies (UAH)

Rehabilitation (TSU)	Human Services (TSU)
Business Ed (UNA, AAMU, ASU, AU)	Environmental Science (AU)
Sports and Fitness Management (TSU)	Wildlife Sciences (AU)
Adult Education (AU)	Health Promotion (AU)
Biosystems Engineering (AU)	Rehabilitation Services Ed (AU)

After review, the AGSC unanimously approved templates submitted (copy attached-#1). Foreign Language & International Trade-UAH and Social Science-TSU were tabled until the next meeting.

Elementary Education Science requirement. There was discussion regarding the science requirement for Elementary Education. The discipline committee approved four science courses, two courses to be taken in biology and two courses to be taken in another science (4 hours each for a total of 16 semester hours).

Troy State University is requiring biology with a lab and counting the lab component as one science course.

After further discussion, Johnson moved that the AGSC chair notify TSU in writing that they are not in compliance with the science requirements adopted for the Elementary/ Early Childhood template. Roach seconded. Motion passed.

Athletic Training Transfer Guide. Johnson stated that TSU has a provision in their transfer guide that states, "students must be enrolled at TSU one year prior to application to the professional athletic training program". He stated that this provision is clearly in conflict with the law that freshman and sophomore years must transfer as if earned at the receiving institution.

After discussion, Johnson moved that the AGSC chair notify TSU in writing that they are not in compliance with transfer guidelines. Roach seconded. Motion passed.

Similar Institution-specific Templates. Glaze led a discussion on the commonality of course work in areas such as math and science for institution-specific templates. She indicated that this lack of commonality occurs between institutions such as UA and AU because of the different educational outcomes for the programs and requirements of accreditation agencies. Each institution is addressing the programs from their accrediting agency perspectives.

After further discussion, Britt recommended that the AGSC go through each institution-specific template to determine the degree of difference and make a decision at the November meeting as to whether or not these institution-specific templates should retain their unique status.

Appeal for General Studies designation. Dr. Mark Nelson, University of Alabama, presented background information on a request to add two courses to the general studies curriculum (COM 100 Rhetoric & Society and COM 101 Principles of Human Communication)

A copy of course descriptions is attached-#3.

Nelson stated that approval was sought through the Speech Communication committee who referred him to the IHI committee. The IHI committee referred the courses back to the Speech Communication

Committee. He stated that since there has been a great deal of confusion regarding the process of approval for these courses, his request was that the AGSC review the courses for approval.

McGill stated that the courses must have been submitted before she was a member of the IHI committee. She stated that the IHI committee will be happy to review these courses and make a recommendation to the AGSC at the November meeting.

After further discussion, Johnson moved that the IHI committee review the courses and report back to the AGSC no later than the November meeting. Kirkpatrick amended the motion by adding that if the IHI does not report back to the AGSC, then the AGSC will review the courses. Taylor seconded. Motion passed.

ACHE baccalaureate program review/compliance with AGSC templates. French reported that in response to the request of the AGSC, the ACHE staff discussed the feasibility of including in the ACHE new program approval process a review of the lower division courses proposed by the institution to ensure compliance with the specific program templates ratified by the AGSC for Areas I-IV. There is a consensus that this can be done with certain modifications to the current program review process that would require Commission approval and changes to the ACHE administrative procedures.

Johnson moved that the AGSC request ACHE to move ahead with the process of aligning new baccalaureate programs with AGSC templates. McGill seconded. Motion passed.

Task Force on Assessment. French referred committee members to the recommendations submitted by the task force (copy attached-#6). A discussion followed with the following actions taken.

Recommendation #1. "that the AGSC discuss and decide whether the overall assessment of the AGSC should be an internal review/self-study, an external review/consultant(s), or a combination of each."

Roach moved that the AGSC proceed with a combination of an internal review/self study and an external review patterned from the SACS model. The AGSC will factor in next year's budget the cost of hiring an external consulting group that will be responsible for developing the survey instruments.

Recommendations #6 and #7. "that appropriate steps be taken to ensure that all Area V web pages are up and available for use at all senior institutions ASAP" (#6) and " that all institutions be encouraged to check and systematically update their articulation related web sites for accuracy and currency on an on-going basis. The STARS staff will provide an update on its review of web pages for accuracy, completeness, and ease of use at the November meeting of AGSC (#7)"

Sessions will report on items #6 and #7 at the November meeting.

Progress Report of the AGSC (Draft). French distributed the draft report for review. (copy attached-#7). She stated that Nash requested that the AGSC review the report and decide where or not the report should be viewed as an internal document or distributed beyond the AGSC. Taylor moved that the report be tabled until the November meeting. Britt seconded. Motion passed.

Grade Adjustment Policy. There was discussion among committee members regarding grade adjustment policies. Johnson stated that the ability to advise students could possibly be strengthened if there was a common uniform approach to an acceptable grade adjustment policy.

After some discussion regarding the different policies, the AGSC decided that no action is necessary at this time.

Class Size Limit. Britt stated that during early meetings of the English Composition discipline committee a class size limit of 25 or fewer students was included in the course criteria.

After viewing the guidelines on the STARS web site, the AGSC agreed that the criteria should be changed to read, "should be taught with 25 or fewer students per section, to the extent possible, in compliance with NCTE standards". Sessions will make the change on the STARS web site.

SCHEDULE OF FUTURE COMMITTEE MEETINGS

November 16, 2000	Department of Postsecondary Education Montgomery, Alabama
January 25, 2001	Department of Postsecondary Education Montgomery, Alabama

INFORMATION ITEMS DISTRIBUTED

1. Templates for Ratification (Watts)
2. Academic Committee Course Recommendations (Sessions)
3. Background COM 100 & COM 101 (Nelson)
4. STARS Update and Usage Report (Sessions)
5. AGSC/STARS Budget (Kimbrough)
6. Task Force on Assessment Recommendations (French)
7. AGSC Progress Report (French)
8. Training Manual for Academic Committee Chairs (Session)

The September 27, 2000 meeting of the AGSC adjourned at 11:45 P.M.

Rod Britt, Chair

Deborah Nettles, Recording Secretary

An orientation session was held at 1:00 P.M. for the chairs and vice-chairs of the Academic Committees. Sessions conducted the session. Training manuals were distributed (copy attachment-#8) and reviewed online. After questions and answers, the session adjourned at 2:15 p.m.