

**STATE OF ALABAMA**  
**Articulation and General Studies Committee**  
**Department of Postsecondary Education**  
**President's Conference Room**  
**November 14, 2001**  
**10:00 A.M.**

**MINUTES OF MEETING**

Committee Members Present:

Dr. Michael Malone, Chair	Troy State University Dothan
Dr. Bert Slafter, Vice-Chair	Department of Postsecondary Education
Dr. Linda Glaze	Auburn University
Dr. Rebekah Pindzola, Alternate	Auburn University
Dr. Barbara Jones, Alternate	Alabama A&M University
Dr. Sue Kirkpatrick	University of Alabama in Huntsville
Dr. Charles Nash, Alternate	The University of Alabama System
Dr. Judy Stout	University of South Alabama
Dr. James Wade, Alternate	Northwest Shoals Community College
Dr. Rod Britt	Southern Union Community College
Dr. James Wade, Alternate	Northwest-Shoals Community College
Dr. Elizabeth C. French	Commission on Higher Education
Dr. James Kimbrough	STARS

Others present: Maryanne Ivey-UAB; Shannon Nichols-STARS; and Joey Holley-STARS.

<b>ADOPTION OF AGENDA</b>	Smith moved for the adoption of the agenda. Glaze seconded. The agenda was adopted as distributed.
<b>APPROVAL OF MINUTES</b>	Wade moved for the approval of the September minutes. Glaze seconded. Minutes were approved.
<b>ANNOUNCEMENTS</b>	Malone announced that Nash will coordinate the January meeting by teleconference.  Nash announced the formation of VIANET (Video Alabama Telecommunications Network). He stated that 120 video teleconferencing sites in Alabama are now a part of this new

	<p>network. Any institution interested in using the system should contact Dr. Charles Nash.</p> <p>Dr. James Kimbrough will be retiring January 1, 2002. This will be his last AGSC meeting. Malone thanked him for his support of Articulation in the State of Alabama.</p>
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## DECISION ITEMS

### ACADEMIC COMMITTEES

#### Ratification of Templates.

**Communication Studies or Speech.** Kirkpatrick distributed copies of the Communication Studies or Speech template as it appears on the STARS website (copy attached-#3). There was discussion regarding stipulations in Area V on the number of remaining hours of coursework from AGSC approved courses to be taken and the addition of a reference statement to the institutional home page.

After discussion, Glaze moved that Area V of the template include a third statement, "The remaining hours in Area V must be fulfilled by the requirements of the institution to which the student plans to transfer. Please refer to the institutional home page." Stout seconded. There was further discussion from the Committee. Motion failed for lack of majority vote.

Kirkpatrick moved that the Committee's proposed recommendations to Area V be submitted to the Chair of the Communication Studies or Speech Academic Committee for review. Jones seconded. Motion passed.

The AGSC recommended that STARS place a note on the website that Area V of the Communication Studies or Speech template is being revised and that students should consult the institution's Area V web page.

**Interdisciplinary/Honors/Innovative Committee recommendations.** The Interdisciplinary Honors Committee received one submission. Stout was asked to serve on the IHI Committee along with Britt. The committee will report their recommendation at the January meeting.

## DISCUSSION ITEMS

**STARS Update & Usage Report.** Nichols distributed copies of the STARS Usage reports by institution and by major for the months of September and October, 2001 (copies attached - #1). Also distributed was a template guide/update that list templates that currently do not have guides on-line (copy attached -#2).

**STARS User Information Report.** Kirkpatrick stated that the STARS User Information Report has been very helpful to UAH. In the past, the report included user information for UAH only. Recently, the report has changed to include all public institutions which makes the report voluminous.

After lengthy discussion, Nichols stated that currently if a student clicks on a major from the STARS web page, any four-year institution who offers that major receives that student's information on the User

Information Report. He stated that he could add a drop down box that would indicate the institution the student would be interested in. Holley will research other options and report back to the AGSC. Nichols suggested that the transfer contact person should receive the report. The institution will have the responsibility of getting the report to the appropriate person at their institution.

There was discussion regarding who received the STARS User Information Report and the difference between a transfer contact person and a transfer appeals contact person. Malone asked STARS to verify and post the transfer contact person for each institution on the STARS web site.

Nash suggested that the AGSC meet annually with the designated contact persons or the AGSC representative at each institution. The purpose of this meeting would be to communicate what is expected of them, solicit their input, and to encourage participation and cooperation.

Malone appointed a subcommittee (Kirkpatrick-Chair, Jones, Morris, French and STARS) to report at the January meeting on primary contact persons and appeals contact persons at each institution and be prepared to make recommendations regarding a process for procedures of keeping contact lists updated.

**Assessment Project Update.** Nash gave an update of the progress of the assessment project as follows:

1. All surveys have been sent out and the return/response rate has been good. The exception has been from students. Back-up plans will be used to increase the student response rate.
2. Four Focus Groups have been conducted in Montgomery and Birmingham areas:
  1. Academic counselors from two-year colleges;
  2. Students from four-year institutions who transferred from two-year schools; and
  3. Students from two-year institutions who have used STARS to plan transfer to four-year schools.
3. Interviews have been started and five have been completed:
  1. Four with two-year school officials; and
  2. One with four-year school officials.
4. Based on the progress made thus far, the established timeline is still appropriate. Some activity will continue during the balance of the fall semester, however, major activity will not begin again until mid-January.

## **SCHEDULE OF FUTURE COMMITTEE MEETINGS**

January 15, 2002	(Teleconference)
March 20, 2002	Department of Postsecondary Education

## **INFORMATION ITEMS DISTRIBUTED**

1. STARS Update and Usage Report (Nichols)
2. AGSC Template/Guide Update (Nichols)
3. Communication Studies or Speech Template (Kirkpatrick)

The November 14, 2001 meeting of the AGSC adjourned at 12:30 P.M.

Michael Malone, Chair

Deborah Nettles, Recording Secretary