

STATE OF ALABAMA
Articulation and General Studies Committee
Department of Postsecondary Education
President's Conference Room
September 30, 2002
10:00 A.M.

MINUTES OF MEETING

Committee Members Present:

Dr. Bert Slafter, Chair	Department of Postsecondary Education
Dr. Linda Glaze	Auburn University
Dr. Rebekah Pindzola, Alternate	Auburn University
Dr. Shirley Houzer	Alabama A&M University
Dr. Evelyn White	Alabama State University
Dr. Charles Nash, Alternate	The University of Alabama System
Dr. Sue Kirkpatrick	University of Alabama in Huntsville
Dr. Judy Stout	University of South Alabama
Dr. Rod Britt	Southern Union Community College
Ms. Susan Salatto, Alternate	Southern Union Community College
Dr. David Taylor, Alternate	University of South Alabama
Dr. James Wade, Alternate	Northwest Shoals Community College
Dr. William Meehan	Jacksonville State University
Dr. Elizabeth C. French, Alternate	Commission on Higher Education
Dr. Ed Roach	STARS
Mr. Shannon Nichols, Alternate	STARS

Others present: Maryanne Ivey-UAB; Joey Holley-STARS; and Yardley Bailey-UA.

ADOPTION OF AGENDA	Wade moved for the adoption of the agenda. Glaze seconded. The agenda was adopted as distributed.
APPROVAL OF MINUTES	Meehan moved for the approval of the May 22, 2002 minutes. Britt seconded. Minutes were approved. Stout moved for the approval of the July 18-19, 2002 minutes. Wade seconded. Minutes were approved with corrections.
ANNOUNCEMENTS	Slafter introduced newly appointed members of the AGSC: Dr. Evelyn White-Alabama State University and Ms. Susan Salatto-

	Southern Union Community College. Guests introduced were Ms. Sandra Woodley and Ms. Diane Sherman of the Commission on Higher Education and Mr. Yardley Bailey-University of Alabama System.
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DECISION ITEMS

AGSC Subcommittee on Institutional Contact Persons. Kirkpatrick gave an overview and summary of the recommendations presented by the Subcommittee at the July, 2002 meeting (copy attached #1).

There was discussion regarding a draft Master Calendar distributed by the STARS office with a schedule for the submission of course proposal deadlines, discipline committee meetings, and AGSC meetings (copy attached #2). The AGSC decided that the calendar should be consistent from year to year and should be scheduled around the meetings of the Academic Discipline Committees.

After discussion of the importance of a workshop for AGSC liaisons, transfer appeals contacts, and Academic Discipline Committee members, the AGSC decided that the first workshop will be scheduled for September, 2003.

The AGSC requested that Slafter attend the Chief Academic Officers (CAOs) meeting to be held on October 3rd and request that the CAOs, appoint through the four-year presidents, a representative and alternate to serve as institutional contact to the AGSC. STARS will maintain the list of representatives as appointed.

Glaze moved that the AGSC adopt the Subcommittee recommendations. Wade seconded. Motion passed.

AGSC/STARS Evaluation Project Recommendations. Nash gave an overview of the Assessment Subcommittee recommendations discussed at the July 18-19 meeting of the AGSC. As a result of the AGSC acceptance of the recommendations, subcommittees were appointed to address the twelve (12) recommendations of the Evaluation Report. Subcommittees reported as follows:

STARS. Recommendations (2,3,5,6,7,11) Kirkpatrick reported that the subcommittee met and discussed the AGSC legislation, the relationship of STARS to ACHE, and the historical oversight of STARS. The subcommittee recommended that the current position of Director of STARS be re-designed and that the position title be Executive Director for AGSC and Director of STARS (copy attached-#6).

After discussion, the AGSC agreed to table this issue until the November meeting.

Uniform Course Numbering System. Recommendation (10) Glaze provided background information on the common course numbering system. Her findings suggested that although the AGSC has some areas in which the transfer system can be improved, there is no evidence that a common course numbering system is the solution to these problems. The development of a common course numbering system would require 1) academic discipline committees to review all the syllabi of the approved courses in the AGSC database; 2) changing institutional Area V web pages; 3) re-entering current data as it relates to general studies; and 4) additional administrative costs to the institutions. In summary, the

cost both in time and dollars and potential loss of goodwill that the members of the AGSC have developed far outweigh the benefits from such a system.

Glaze recommended that the AGSC encourage institutions as part of their routine curricular review process to consider adopting common course numbering whenever feasible.

After discussion of the issues presented, Glaze moved that the AGSC not pursue a statewide uniform course numbering and title system at this time. Meehan seconded. Motion passed.

DISCUSSION ITEMS

Status of AGSC/STARS Evaluation Project Recommendations. Subcommittees reported as follows:

Institutional Web Pages. Recommendations (1, 4) Glaze reported that some of the subcommittee members who will work on the Area V web pages have been confirmed. She requested a regional representative from Jacksonville State University and one representative from Alabama State and Alabama A&M.

The subcommittee will address 1) how to navigate from STARS to Area V pages; and 2) the printing of transfer agreements. The goal is to have consistency throughout each institutional Area V web page.

A meeting has not yet been scheduled with the subcommittee. A full report will be given by the January meeting.

Two-Year System. Recommendations (8,9) Britt reported that Recommendations 8&9 were addressed when the State Board of Education aligned the Associate of Science and Associate of Arts degrees with the AGSC approved courses. No additional action by the AGSC is required at this time.

A statewide orientation workshop will be held in November, 2002 in Mobile for the two-year institutions. The focus will be how to introduce students to STARS and how to access the data. The workshop will include a presentation of the STARS website.

Feedback Study. Recommendation (12) Nash gave a powerpoint presentation on Two-Year College Feedback Reports (copy attached-#4). Five feedback reports were distributed: Report 1-Students Entering Summer ? Spring First Term Data; Report 2-First Term Course Grades for Transfer Students; Report 3-Students Graduating Summer-Spring; Report 4-Pre & Post-Transfer Academic Performance; and Report 5-Academic Performance Comparison (copies attached-#4). He stated that the reports are routinely provided by some institutions (UA/JSU/UAB/UAH) to high schools and two-year colleges. He recommended that since these reports have been compiled for the last four years, that no additional reports be re-created since the current reports work well for the two-year system.

For information purposes, Nash also distributed two documents that address state policies and community college transfer (copies attached-#4a).

ACHE Statewide Student Database. Sherman distributed and explained the following mandated reports generated from the student database (copies attached-#5): 1)Retention Report-tracking of students enrolled at same institution or transfer to another two-year or four-year institution Fall 2000-2001; 2)Transfer Report-Table 1-overall state summary for public and private two and four-year; Table

2-transfers from two-year to either two or four-year; Table 3-transfers from four-year to four or two-year; 3)High School Report-tracking of high school seniors enrolled in public institutions in the Fall or Spring; and 4)Tuition and Residency Report-students paying in-state tuition and students paying out-of-state tuition.

Woodley referenced correspondence received from Representative Seth Hammett requesting additional information on the student database. She stated that ACHE is currently compiling the necessary data and designing a methodology to perform the study. She suggested that the ACHE staff would be happy to work with the AGSC on a joint study, and recommended that a committee of three or four researchers work with her office on the methodology and data problems. The committee would make periodic reports to the AGSC as the study progressed.

Legislative Summary. French stated that the Summary was developed as the result of AGSC discussion regarding background information and findings to be included in summation of the findings of the Evaluation Report. She stated that the decision pending is how the AGSC decides to disseminate the Report. A copy of the draft was distributed and read by the AGSC (copy attached #3).

Based on the AGSC decision regarding the course numbering system, it was decided that reference to the course numbering system should be extracted from the Summary. The final paragraph of the Summary should list the twelve recommendations and the AGSC solutions to those recommendations.

STARS Update & Usage Report. Nichols distributed copies of the STARS Usage Reports by institution and by major for the months of July and August, 2002 (copy attached - #7).

OTHER

Slafter announced that he has resigned his position at the Department of Postsecondary Education effective October 30, 2002. He expressed appreciation for the work of the AGSC. He stated that the "AGSC has done more for uniting higher education than all that have come before it and all that might come after".

Dr. Linda Glaze will serve as Chair beginning November 1, 2002.

Dr. James Wade will serve as Vice-Chair.

Britt moved that the AGSC formally thank Dr. Slafter for his contributions to the AGSC. Salatto seconded. Motion passed.

The next meeting of the AGSC has been rescheduled for November 8, 2002 at the University of Alabama at Birmingham.

AGSC 2002-2003 MEETING SCHEDULE:

November 8, 2002	10:00 A.M. - 3:00 P.M. UAB/Birmingham
January 31, 2003	10:00 A.M. ITS

INFORMATION ITEMS DISTRIBUTED

1. AGSC Subcommittee Report on Institutional Contact Persons (Kirkpatrick)
2. Draft of Master Calendar for Course Proposal Deadlines & AGSC meetings (Holley)
3. Legislative Summary (French)
4. Two-Year College Feedback Reports (Nash)
5. State Policy and Community College-Baccalaureate Transfer (Nash)
6. Statewide Student Database Summary Documents (Woodley/Sherman)
7. Proposal & Position Description for Executive Director for AGSC/STARS (Kirkpatrick)
8. AGSC/STARS Update & Usage Reports (Nichols)

The September 30, 2002 meeting of the AGSC adjourned at 2:30 P.M.

Bert Slaffer, Chair

Deborah Nettles, Recording Secretary