

STATE OF ALABAMA
Articulation and General Studies Committee
Department of Postsecondary Education
President's Conference Room
September 4, 2003
10:00 a.m.

MINUTES OF MEETING

Committee Members Present:

Dr. Linda Glaze	Chair Auburn University
Dr. Rebekah Pindzola, Alternate	Auburn University
Dr. Shirley Houzer	Alabama A&M University
Dr. Barbara Jones, Alternate	Alabama A&M University
Dr. Evelyn White	Alabama State University
Dr. Sue Kirkpatrick	University of Alabama in Huntsville
Dr. Judy Stout	University of South Alabama
Dr. Ed Roach	Troy State University
Dr. Garry Warren, Alternate	University of North Alabama
Dr. Rod Britt	Southern Union Community College
Ms. Susan Salatto, Alternate	Southern Union Community College
Mr. James Lowe, Alternate	Department of Postsecondary Education
Dr. Joe Morris	Jefferson State Community College

Ex-Officio Members:

Dr. Elizabeth C. French, Alternate	Alabama Commission on Higher Education
Mr. Keith Sessions	AGSC/STARS Executive Director
Mr. Shannon Nichols	STARS
Mr. Joey Holley	STARS

Others present: John C. Coker-USA.

CALL TO ORDER	Meeting was called to order at 10:00 a.m. A quorum was determined by voice roll call of members present.
ADOPTION OF AGENDA	Roach moved for the adoption of the agenda. Kirkpatrick seconded. The agenda was adopted as distributed.

APPROVAL OF MINUTES	Britt moved for the approval of the July 10-11, 2003 Minutes. Roach seconded. Minutes were approved.
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DECISION ITEMS

ACADEMIC COMMITTEES

AGSC Course Recommendations. Shelton State Community College has requested approval of a four semester hour accounting course in Area V to meet the needs of students transferring to the University of Alabama from Shelton.

Holley distributed a copy of an email received from a member (David Billings) of the Deans of Business indicating that since the course is not a general studies course, it does not have to be approved by the academic committee (copy attached #2).

After deliberation, the AGSC agreed that the request is not a course proposal but a request to include the course on the Business template. Britt moved that the request be sent to the Business Deans Pre-Professional Academic Committee for review. Morris seconded. Motion passed.

Academic Committee Policies and Procedures. Sessions presented revisions proposed by the subcommittee (Britt, Pindzola, Sessions) to the Policies and Procedures of the Academic Committees (copy attached - #5). He stated that the major revision was to delete the subcommittees within each academic committee. The roles and responsibilities section was also revised.

After discussion of the revisions, Stout moved for the adoption of the revised Academic Committee Policies and Procedures. Britt seconded. Motion passed.

Executive Director of AGSC/STARS MBO Plan 2003-2004. There was discussion regarding the goals and objectives of the Executive Director of AGSC/STARS (copy attached - #4).

Britt moved for the approval of the Executive Director of AGSC/STARS MBO Plan 2003-2004 with corrections. Lowe seconded. Motion passed.

AGSC Organizational Chart. Roach presented the AGSC/STARS organizational chart (copy attached - #3). After some discussion, Houzer recommended that institutions be represented on the chart. AGSC members suggested that footnotes will be added to indicate institutional involvement. Kirkpatrick recommended that the chart clearly indicate the flow of AGSC program funding.

Kirkpatrick moved that the AGSC/STARS organizational chart be approved with revisions. Britt seconded. Motion passed.

DISCUSSION ITEMS

AGSC/STARS Workshop. Sessions reported on plans for the AGSC/STARS workshop. The workshop agenda which includes AGSC members who will be presenters was distributed (copy attached - #6). Sessions will provide technical assistance and handouts to presenters as needed.

Letters of invitation were mailed on August 15, 2003 to AGSC Institutional Points of Contact and Academic Committee Chairs and Vice-Chairs. STARS staff will provide workshop participants with information packets and evaluation forms.

After discussion, the AGSC agreed that the AGSC/STARS Organizational Chart will be presented to participants during the general session.

Sessions encouraged all AGSC members to attend the workshop.

STARS

Update & Usage Report. Nichols electronically distributed copies of the STARS Annual Usage Report for July/August (copy attached #1).

Electronic Course Submission. Staff is continuing work on scanning courses that have been approved. Currently, no deadline has been set for having all courses posted on the web.

Website updates. Nichols reported that STARS is developing a "Frequently Asked Questions" section for the STARS website. Responses for suggestions were solicited to six counselors and administrators. He received only two responses. He asked that AGSC members submit suggestions on questions and answers that could be included.

INFORMATION ITEMS

1. STARS Annual Usage Report (Nichols)
2. Email Response from Deans of Business (Holley)
3. AGSC/STARS Organization Chart (Sessions)
4. Executive Director of AGSC/STARS Goals & Objectives (Roach)
5. AGSC Academic Committees Policies and Procedures (Sessions)
6. AGSC STARS Workshop Documents (Sessions)

The September 4, 2003 meeting of the AGSC adjourned at 11:45 a.m.

Linda Glaze, Chair

Deborah Nettles, Recording Secretary