

**STATE OF ALABAMA**  
**Articulation and General Studies Committee**  
**Jacksonville State University**  
**Houston Cole Library – Room 1101-C**  
**November 4, 2004**  
**10:00 a.m.**

**MINUTES OF MEETING**

Committee Members Present:

Ms. Susan Salatto, Chair	Central Alabama Community College
Dr. Johnny Jeter, Alternate	Alabama State University
Dr. Evelyn Ellis, Alternate	Alabama A&M University
Dr. Linda Glaze	Auburn University
Dr. Sue Kirkpatrick	University of Alabama in Huntsville
Dr. Yardley Bailey, Alternate	University of Alabama System
Dr. Ed Roach	Troy State University
Dr. Judy Stout	University of South Alabama
Dr. William Meehan	Jacksonville State University
Dr. Priscilla Holland, Alternate	University of North Alabama
Dr. Rod Britt	Southern Union Community College
Ms. Linda Johnson, Alternate	Southern Union Community College
Dr. Joe Morris	Jefferson State Community College
Ms. Susan Price, Alternate	Department of Postsecondary Education

Ex-Officio Members:

Dr. Michael E. Malone	Commission on Higher Education
Dr. Elizabeth C. French, Alternate	Commission on Higher Education
Mr. Keith Sessions, Executive	Director AGSC/STARS
Mr. Shannon Nichols, Alternate	AGSC/STARS

Others present: Representative Craig Ford; Dan Osborne-UAB; Sue Wilson-UNA; Tim Smith-JSU; Lisa Williams-JSU; J.E. Wade-JSU; Joe Delap-JSU; and Allen McBride-SBE Statewide School Calendar Committee.

<b>CALL TO ORDER</b>	Meeting was called to order at 10:00 a.m. A quorum was determined by voice roll call of members present.
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<b>ADOPTION OF AGENDA</b>	Stout moved for the adoption of the agenda. Britt seconded. The agenda was adopted as mailed.
<b>ANNOUNCEMENTS</b>	<p>Meehan welcomed the AGCS to the Jacksonville State University (JSU) campus. Representatives from JSU were introduced: Dr. Tim Smith, Ms. Lisa Williams, Dr. J.E. Wade, and Dr. Joe Delap.</p> <p>French welcomed Dr. Evelyn Ellis-Alabama A&amp;M, formerly Chair of the AGSC, back to the Committee.</p> <p>Ms. Susan Price-Vice Chancellor for Instructional Services, ADPE will replace Mr. James Lowe.</p> <p>Mr. Johnny Jeter was introduced as an alternate representative for ASU.</p>
<b>APPROVAL OF MINUTES</b>	Roach moved for the approval of the September 10, 2004 Minutes. Glaze seconded. Minutes were approved with one correction.

## DISCUSSION ITEMS

**Proposed Common School Calendar Legislation.** Mr. Allen McBride, member of the State Board of Education Statewide School Calendar Committee and Representative Craig Ford, D-Dothan, presented their views on legislation that will be introduced in the next regular legislative session (copy attached - #1). The proposed legislation would not allow school systems to start school before August 21<sup>st</sup>, giving parents and teachers information required by “No Child Left Behind” before school begins. This timeline would give parents at least a week to digest each system’s adequate yearly progress and allow them to consider transferring students to another system. Students attending schools receiving Title I funding and do not make adequate yearly progress for two consecutive years can transfer to a school that is making acceptable progress. He also stated that North Carolina, Texas, Wisconsin, Minnesota and Virginia all have enacted laws pertaining to when the school year can begin.

A copy of the bill can be viewed from the Alabama Legislature website at [www.legislature.state.al.us](http://www.legislature.state.al.us). McBride asked for support from the AGSC.

**Student Transfer Database.** As a follow-up to the September 10, 2004 meeting, Jacksonville State University (JSU) shared reports on two-year to four-year student transfer.

Dr. Tim Smith gave a powerpoint presentation which included information on transfer enrollment, average credit hours, source of transfers and graduation success of students transferring to JSU (copy attached - #2). After questions from AGSC members, the Committee thanked Dr. Smith and JSU for sharing this data.

## DECISION ITEMS

### ACADEMIC COMMITTEES

Academic Committee Course Recommendations. Sessions distributed ten course proposals recommended for approval from the following Academic Committees (copy attached-#4): 1) Art & Art History; 2) English/Literature; 3) Geography; 4) Mathematics; 5) Physics; 6) Sociology; and 7) Interdisciplinary/ Honors/Innovative.

After deletion of footnote on FLL 120-Foreign Cultures-UAB, the AGSC approved the recommendations of the Academic Committees.

Ratification of Templates. Auburn University submitted multiple revised institution specific templates for review (copy attached-#5). Glaze moved for acceptance of the following revised institution specific templates as information items. Britt seconded. Motion passed.

- Interior Design
- Nutrition and Food Science
- Hotel and Restaurant Management
- Human Development and Family Studies
- Apparel Merchandising, Design, and Production Management
- Adult Education
- Health Promotion
- Rehabilitation Services Education
- Architecture
- Building Science
- Industrial Design
- Interior Architecture

The following revised institution specific templates will be submitted to the Chief Academic Officers for review:

- Agricultural Economics
- Agronomy & Soils
- Fisheries
- Horticulture
- Poultry Science

Template revision: At the September 10, 2004 meeting, a subcommittee (Glaze, Jones, Sessions, and Stout) was appointed to update/develop appropriate language to include on the generic template that is downloaded by institutions from the STARS website.

Although the subcommittee had not met, Glaze suggested that a statement in Areas I-V that links/directs students to the institutional website for a list of approved courses might be an option to consider. She stated that adding this statement could serve as a transfer guide for four-year students.

In addition to the suggested statements to the generic template, revised language in Area III for finite math and pre-calculus algebra courses will be presented at the January meeting.

## **Executive Director's Report**

Institutional Specific Template Review: Sessions stated that updates are continuing. A revised list of institutional specific templates that have not been updated was distributed for review (copy attached-#6). All the templates should be reviewed by the end of 2004.

CIP Code Review. Cross referencing of CIP codes with the new Classification of Instructional Programs is in process. Sessions will report any discrepancies at the January meeting.

AGSC Course Proposal Procedure: Electronic Copies of Approved Courses. The STARS office continues to scan courses and syllabi as submitted. An updated list of the status of institutional submissions is attached-#9.

Institutional Points of Contacts will have the opportunity to review and verify syllabi content before they are posted on the STARS website. Ultimately, a user will be able to link to syllabi from the list of approved courses.

Executive Director MBO Plan Goals/Objectives 2004-05. A copy of the MBO Plan was distributed for review (copy attached - #7). Sessions stated that the Plan is a continuation of problems that are currently being addressed and other innovative objectives that have been added.

After review, Meehan moved for approval of the Executive Director MBO Plan Goals/Objectives 2004-05. Britt seconded. Motion passed.

Publicity and Marketing. Sessions reported that a presentation of the AGSC/STARS program was given at the September 24<sup>th</sup> meeting of ACHE. Malone stated that the presentation was informative and well done.

A presentation of the AGSC/STARS program was also presented at the Council of Presidents meeting on October 26, 2004.

Publicity items (STARS highlighters, pens, postcards) continue to be distributed at schools around the state. The newest item, STARS Portfolio pads, were distributed to each AGSC member and will also be given to Points of Contacts, Academic Committee Chairs and Vice-Chairs, and school Presidents (copy of list of items distributed to date is attached - #8).

Sessions thanked Dr. Roy Johnson, Chancellor of APDE, for his correspondence to two-year institutions requesting that STARS print advertisements be included in student newspapers, course catalogs, course directories, and other university publications (copy attached-#8).

STARS. Nichols noted that Monthly Usage reports were emailed to members in addition to a link in order to view them from the website. The format of the usage report page on the website has been revised for easy accessibility. For copies of institutional reports or if members have questions regarding reports, contact the STARS office.

## **OTHER ISSUES**

**Course numbering**. Britt initiated discussion of a common course numbering system for Alabama institutions. He stated that there is evidence that this can be done since states such as Texas, Florida, and Georgia have common numbering systems. While AGSC/STARS is in a maintenance mode and doing a lot of improvements, he suggested that this is a good time to begin to tackle this issue.

Common course numbering would be a great service to the students and citizens of the state of Alabama.

After some discussion, it was decided that the common course numbering issue will be tabled and addressed in the near future.

**Special Request.** Malone requested that AGSC members respond to a survey that he will be sending regarding articulation. The survey will assist him in a keynote address he will give at a western regional articulation conference to be held in Ft. Worth, Texas in January.

### **Schedule of Future AGSC Meetings**

January 28, 2005	10:00 a.m.	ADPE
March 10, 2005	10:00 a.m.	ADPE

### **INFORMATION ITEMS**

1. Common School Calendar Issue (McBride-Rep. Ford)
2. Power Point Presentation JSU Transfer Student Database (Smith)
3. STARS Usage Reports (Nichols)
4. Academic Committee Course Recommendations (Sessions)
5. Templates for Ratification (Sessions/Glaze)
6. Update on Institutional Specific Template Review (Sessions)
7. Executive Director of AGSC/STARS MBO Plan 2004-05 (Sessions)
8. Update Publicity and Marketing (Sessions)
9. Update Electronic Copies of Approved Courses (Sessions)

The November 4, 2004 meeting of the AGSC adjourned at 12:05 p.m.

Susan Salatto, Chair

Deborah Nettles, Recording Secretary