

STATE OF ALABAMA
Articulation and General Studies Committee
Alabama Center for Commerce Building
7th Floor Auditorium
September 10, 2004
10:00 a.m.

MINUTES OF MEETING

Committee Members Present:

Ms. Susan Salatto, Chair	Central Alabama Community College
Dr. T. Clifford Bibb, Alternate	Alabama State University
Dr. Shirley Houzer	Alabama A&M University
Dr. Barbara Jones, Alternate	Alabama A&M University
Dr. Linda Glaze	Auburn University
Dr. Rebekah Pindzola, Alternate	Auburn University
Dr. Sue Kirkpatrick	University of Alabama in Huntsville
Dr. Charles Nash, 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
Dr. Joe Morris	Jefferson State Community College

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: Joey Holley-EOCC; Dan Osborne-UAB; and Alicia Taylor-ADPE.

CALL TO ORDER	Meeting was called to order at 10:00 a.m. A quorum was determined by voice roll call of members present.
ANNOUNCEMENTS	Ms. Susan Salatto has been named Interim President of Central Alabama Community College, formerly of Southern Union Community College. Joey Holley has been named Head Recruiter of Aviation at Enterprise/Ozark Community College. Awards of appreciation were given to Nettles and Holley for their work with the AGSC. Britt moved that the award to be presented to Dr. Roy Johnson be postponed until a later date. Morris seconded. Motion passed.
ADOPTION OF AGENDA	Glaze moved for the adoption of the agenda. Britt seconded. The agenda was adopted as mailed.
APPROVAL OF MINUTES	Stout moved for the approval of the July 15-16, 2004 Minutes. Britt seconded. Minutes were approved with one correction.

DECISION ITEMS

ACADEMIC COMMITTEES

Academic Committee Course Recommendations. At the July meeting, two courses submitted from UAB in Foreign Cultures and Foreign Literatures in English Translation were tabled for further review. UAB re-submitted the course proposals to the STARS office (copy attached - #2).

There was discussion as to whether the Foreign Cultures course should be placed in Area II (Humanities) or accepted as an Interdisciplinary Innovative Honors course. After discussion regarding the course criteria requirements for Area II, Glaze moved that the Foreign Cultures course be submitted to the Interdisciplinary Innovative Honors Committee to determine the appropriate Area. Britt seconded. Motion passed.

There was discussion as to whether the Foreign Literatures in English Translation course is a literature course. After discussion, Glaze moved that Foreign Literatures in English Translation course be submitted to the Literature Academic Committee. Stout seconded. Motion passed.

Ratification of Templates. Nash presented the following revised institutional specific templates for information (copies attached - #3):

Athens University:

- Public Safety Administration
- Health Sciences
- Behavioral Science
- Instrumentation

Jacksonville State University:

- Family and Consumer Sciences
- Recreation Leadership
- Exercise Science and Wellness

After discussion of the review of institutional specific templates and the establishment of a new template, the templates presented for Athens University and Jacksonville State University were accepted by the AGSC as information items.

The Committee discussed the importance of having institutional specific templates verified by CIP code through the ACHE program inventory. Committee members suggested that space be provided on the template to report: 1) ACHE program inventory CIP code; and 2) date of ACHE approval.

After discussion regarding the finite math statement on templates, the AGSC decided that a subcommittee (Glaze, Jones, Sessions, and Stout) will update/develop appropriate language to include on the generic template that is downloaded by institutions from the STARS website.

Executive Director's Report

Institutional Specific Template Review. Sessions reported that updates are underway on institution specific templates. He distributed a list of the institutional specific templates that have not been updated (copy attached - #4).

A list of institution specific templates with common/similar names and/or CIP codes were listed on the agenda. These templates can be viewed from the STARS website.

Self-Evaluation of MBO Plan Goals/Objectives 2003-04. Sessions distributed a copy of 2003-04 MBO Plan which included a self-evaluation of the AGSC/STARS Executive Director and the STARS staff. The evaluation consists of a grade, comments, and space for AGSC member comments for each goal/objective (copy attached - #5).

Committee members agreed that the evaluation was well done.

Executive Director's Evaluation. Roach led the discussion of evaluating the work of the Executive Director (Sessions and STARS staff were not present). Committee members commented that Sessions has done an excellent job particularly in organization. Malone stated that the AGSC/STARS budget increase is a high priority.

The AGSC thanked Troy State University for their involvement with the AGSC/STARS since its inception.

Kirkpatrick stated that the AGSC had discussed initiating research on students who utilize the STARS system. An outside group is preferable. She stated that Nash had informed her that a task force of the Council of University Presidents (COP) was convening to study transfer and student quality success. It was recommended that the AGSC/STARS be involved in such a study.

Britt mentioned that a part of the Quality Performance Accountability (QPA) Project initiated by the Alabama Department of Postsecondary Education addresses transfer research and data of two year college students and this material can be used by the AGSC/STARS.

Nash stated that the University of Alabama System (UAS) does maintain a feedback report of students transferring from the two-year system and from high schools. He volunteered to share the results of the report. Meehan will also provide information compiled by Jacksonville State University.

Glaze stated that if the idea of taxing institutions was introduced due to funding, it would be important to have data to demonstrate the quality of service and performance of the transfer system.

Planning for 2004-05. Sessions requested that members submit a written report from the July 16th work sessions. A copy of reports submitted to date were distributed for review (copy attached - #6). Sessions will incorporate all written reports into the MBO plan.

Publicity and Marketing. Sessions, Salatto, and a student will be making a mock presentation of the STARS system at the September 24th meeting of ACHE.

An E-newsletter has been built in *html* format. After compiling e-mail addresses from the Governor, Legislators, Presidents, High School Counselors, Chairs of Academic Committees and Institutional Points of Contact, it is the intent to circulate the newsletter each semester.

The Path to College website is a joint venture between the American Association of Community Colleges and the Association of State Colleges and Universities. It is a national website addressing the issues of student transfer. The AGSC/STARS is featured on this website at www.pathtocollege.org.

STARS. Nichols is developing a new list serve for each Academic Committees and Institutional Points of Contact to facilitate notification of activity.

The two-year usage has increased tremendously. The monthly usage reports and annual usage reports for the last two months were emailed to members and can be accessed from the STARS website (copy attached - #1).

Schedule of Future AGSC Meetings

November 4, 2004	10:00 a.m.	Jacksonville State University
January 28, 2005	10:00 a.m.	ADPE

INFORMATION ITEMS

1. STARS Usage Reports (Nichols)
2. Academic Committee Course Recommendations (Sessions)
3. Templates for Ratification (Nash)
4. Update on Institutional Specific Template Review (Sessions)
5. Self-Evaluation of AGSC/STARS Executive Director f(Sessions)
6. Planning Agenda for 2004-05 (Sessions)

The September 10, 2004 meeting of the AGSC adjourned at 12:50 p.m.

Susan Salatto, Chair

Deborah Nettles, Recording Secretary