

STATE OF ALABAMA
Articulation and General Studies Committee
Department of Postsecondary Education
President's Conference Room
January 28, 2005
10:00 a.m.

MINUTES OF MEETING

Committee Members Present:

Ms. Susan Salatto, Chair	Central Alabama Community College
Dr. Thelma Ivery, Alternate	Alabama State University
Dr. Linda Glaze	Auburn University
Dr. Shirley Houzer	Alabama A&M University
Dr. Charles Nash, Alternate	University of Alabama System
Dr. Ed Roach	Troy State University
Dr. Roosevelt Newson, Alternate	University of North Alabama
Dr. Judy Stout	University of South Alabama
Dr. John Coker, Alternate	University of South Alabama
Dr. William Meehan	Jacksonville State University
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: Dan Osborne-UAB; Sue Wilson-UNA; Yardley Bailey-UAS; 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.
ADOPTION OF AGENDA	Glaze moved for the adoption of the agenda. Stout seconded. The agenda was adopted.

ANNOUNCEMENTS	Dr. Thelma Ivery was introduced as an alternate representative for ASU. Sessions presented Dr. Roy Johnson and the staff of the Alabama College System with a plaque in recognition of their support of the Articulation and General Studies Committee.
APPROVAL OF MINUTES	Glaze moved for the approval of the November 4, 2004 Minutes. Roach seconded. Minutes were approved.

DISCUSSION ITEMS

Student Transfer Database. Dr. Yardley Bailey, University of Alabama System (UAS), gave a powerpoint presentation on student transfer reports compiled by UAS for 2003-04 high school students and two-year college students. The data collected for high school students included: 1) fall enrollment; 2) academic performance summary for fall term; 3) course grade performance for fall term; and 4) academic performance summary through spring term. Data collected for two-year students included: 1) students entering summer-spring first term; 2) first term course grades for transfer students; 3) students graduating summer-spring; 4) pre & post transfer academic performance; and 5) academic performance comparison. Copies of the 2003-04 data reports are attached - #1.

Nash commented that the data reports have allowed UAS to track a significant population of students from two-year institutions and the high schools. The UAS will be happy to share the process by which this data is compiled.

AGSC Committee members thanked Dr. Bailey, Dr. Nash and UAS for sharing these reports with the committee.

Comments from Chancellor, Alabama College System. Dr. Roy Johnson, Chancellor of the Alabama College System, commended the AGSC for its work. Johnson requested that the AGSC consider the following: 1) development of a central database for retrieval of transfer guides; 2) development of data collection instruments that reflect how students are succeeding in academic transfer; and 3) continued involvement from the Chief Academic Officers to ensure that course curricula content is consistent across the board with transfer guides.

Nash reminded AGSC members that the two and four-year Chief Academic Officers meet on an annual basis. The four-year institutional chair of the Chief Academic Officers is Pat Covey-USA. The two-year chair is Robert McConnell-Wallace, Selma. Agenda items may be submitted to these individuals.

DECISION ITEMS

ACADEMIC COMMITTEES

Academic Committee Course Recommendations. Sessions distributed six (6) course proposals recommended for approval from the Chemistry Academic Committee for the University of West Alabama and Troy University Montgomery (copies attached - #2).

After review and discussion, Morris moved for approval of the Chemistry Academic Committee recommendations. Meehan seconded. Motion passed.

Ratification of Templates. Nash presented the following institution specific template for ratification (copy attached - #3):

- Emergency Management (JSU only)

Nash moved for ratification of the JSU template. Newson seconded. Motion passed.

The following revised institution specific templates were presented for information (copies attached - #3):

- Agricultural Economics (AU only)
- Agronomy & Soils (AU only)
- Fisheries (AU only)
- Horticulture (AU only)
- Poultry Science (AU only)

After some discussion, Nash moved for the acceptance of the revised AU institutional specific templates as information items. Roach seconded. Motion passed.

Articulation Template revisions: At the November 4, 2004 meeting, Glaze was asked to make updates to the template form accessed by institutions from the STARS website. Revisions were made to include: 1) a list of approved courses outlined in each Area I through IV; 2) delete “broad in scope” language in Area II and IV; and 3) delete “or higher” and add “Finite Mathematics level unless specified otherwise” in Area III. A copy of the revised template form is attached - #5.

Roach moved for the approval of the revisions. Morris seconded. Motion passed.

Executive Director’s Report

Institutional Specific Template Review: A current list of institutional specific templates that have not been updated was distributed (copy attached - #4). After the review of the current list, all institutional specific templates will have been completed. Sessions thanked all institutional points of contact for their assistance with the updates.

AGSC Course Proposal Procedure: Electronic Copies of Approved Course Syllabi. Sessions reported that all AGSC approved course syllabi have been scanned and put on the STARS website. The syllabi can be accessed by the public within the next few weeks.

Following Sessions’ review of how to access the syllabi from the website, Committee members raised concerns regarding the currency of the syllabi information posted. It was agreed that it would be useful to have a disclaimer on each syllabus that would reflect its current status with the institution. A subcommittee (Nash, Meehan, and Sessions) will develop language for the disclaimer and appropriate headers for each syllabi.

CIP Code Review. Sessions reported that all institutional specific templates that have been ratified were reviewed for common/similar names and/or CIP codes (copy of results attached - #6).

After discussion regarding differences in course titles and content, the AGSC decided that Sessions will research the AGSC Minutes to find the decision of the Committee that possibly gave reprieve to these institutions.

STARS. Nichols reported that usage reports for November and December have been posted on the website (copy attached - #7). More students viewed transfer guides during the month of November than ever before. Sessions stated that specific institutional reports can be generated by request. Questions and/or recommendations should be directed to the STARS office.

AGSC July Meeting: The July, 2005 meeting of the AGSC has been confirmed for July 14-15, 2005 at Faulkner State Community College, Gulf Shores campus.

Schedule of Future AGSC Meetings

March 10, 2005	10:00 a.m.	ADPE
May 5, 2005	10:00 a.m.	University of Alabama in Huntsville

INFORMATION ITEMS

1. PowerPoint Presentation UA Transfer Student Database (Bailey/Nash)
2. Academic Committee Course Recommendations (Sessions)
3. Templates for Ratification (Nash)
4. Update on Institutional Specific Template Review (Sessions)
5. Revised Articulation Template Form (Glaze/Sessions)
6. List of Common/Similar Institutional Specific Templates (Sessions)
7. STARS Usage Report (Nichols)

The January 28, 2005 meeting of the AGSC adjourned at 12:30 p.m.

Susan Salatto, Chair

Deborah Nettles, Recording Secretary