

**STATE OF ALABAMA**  
**Articulation and General Studies Committee**  
**Faulkner State Community College**  
**Gulf Shores Campus**  
**Hospitality and Tourism Management Center**  
**July 13-14, 2006**

**MINUTES OF MEETING**

The July 13-14, 2006 Annual Review and Planning Session of the Articulation and General Studies Committee (AGSC) began at 2:00 p.m. Members present: Price-ADPE; Kirkpatrick-UAH; White-ASU; Glaze-AU; Rivizzigno-USA; Jones-A&M; Nash-UAS; Harrison-USA; Britt-SUCC; Salatto-CACC; French-ACHE; Roach-Troy; Sessions-STARs; Nichols-STARs; and Moseley-STARs.

Sessions introduced Dr. Susan Price, Department of Postsecondary Education, as the new AGSC Chair and Mr. Dendy Moseley, Troy University, as the new STARs staff member.

**Executive Director's Annual Report.** Sessions distributed copies of the 2005-06 Annual Report (copy attached - #1). The report included a review and discussion of:

1. Guiding Documents for 2005-06
2. 2005-06 Accomplishments
3. STARs Usage Reports for 2005-06
4. Executive Director Self-Assessment of 2005-06 MBO Plan
5. AGSC Program Evaluation Based on Crump Report Recommendations
6. Executive Director's Major Goals/Objectives for 2006-07

Members agreed that the Annual Report should be sent to college presidents, legislature, etc. deleting the Executive Director Self-Evaluation. A .pdf copy of the Executive Director's Annual Report can be obtained from the AGSC/STARs website under AGSC.

**STARs Usage Reports.** Nichols reported that the monthly usage reports and the annual usage reports were emailed to members and can be accessed from the STARs website (copies attached - #5).

He stated that institution specific reports may be requested from the STARs office.

**2005-06 AGSC Member Evaluation of STARs Staff.** There was lengthy discussion regarding the necessity of the AGSC to evaluate the work of the STARs staff. It was the consensus of the members that the AGSC focus on strategies to complete the recommendations from the Crump report (*Evaluation Project Final Report 2002*). The Committee also agreed that the STARs staff has done an excellent job in completing the assignments given to them.

Glaze moved that the STARs staff receive an excellent rating for their performance in carrying out the objectives of the Committee for the current fiscal year. Jones seconded. Motion passed.

The AGSC commended Sessions and the STARs staff for their work.

**Planning Session for 2006-07.** Sessions distributed a form for Committee members to use as a guide in discussion of planning for 2006-07 (A copy of the form is attached - #2). There was discussion regarding the following items to be addressed in 2006-07:

1. Training for Institutional Points of Contact;
2. Solicit Institutional Points of Contact to assist with Area V pages;
3. Communication with Institutional Points of Contact through web conferencing, interactive TV, and one annual on-site meeting;
4. Conduct Educational Outcomes Study;
5. Consideration of common course numbering system;
6. Meeting of the two and four-year Academic Committees by discipline;
7. Graduation/Completion data; and
8. Review of general studies curriculum (Areas I-IV) (Subcommittee appointed: Jones, Price, Osborn, Britt, Salatto, Sherman, and Sessions)

The July 13, 2006 planning session adjourned at 4:50 p.m.

### **July 14, 2006 AGSC Meeting**

Committee Members Present:

Dr. Susan Price, Chair	Department of Postsecondary Education
Dr. Sue Kirkpatrick	University Alabama in Huntsville
Dr. Evelyn White	Alabama State University
Dr. Linda Glaze	Auburn University
Dr. Barbara Jones, Alternate	Alabama A&M University
Dr. Charles Nash, Alternate	University of Alabama System
Dr. Ed Roach	Troy University
Dr. Keith Harrison	University of South Alabama
Dr. Rod Britt	Southern Union Community College
Ms. Susan Salatto, Alternate	Central Alabama Community College

Ex-Officio Members:

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

Others Present: Colleen Britt-SUCC; Dan Osborn-UAB; and Diane Sherman-ACHE.

<b>CALL TO ORDER</b>	The regular meeting of the Articulation and General Studies Committee was called to order at 8:35 a.m. A quorum was determined by voice roll call of members present.
<b>ADOPTION OF AGENDA</b>	Sessions recommended that item 13 on the agenda be moved to item 5. Roach moved for the adoption of the corrected agenda. Kirkpatrick seconded. The agenda was adopted as corrected.
<b>SPECIAL RECOGNITION</b>	Dr. Sue Kirkpatrick was presented with an award for her service as Chair of the AGSC.
<b>AGSC VICE CHAIR</b>	After a closed deliberation of the four-year representatives, Kirkpatrick moved that Dr. Barbara Jones-A&M serve as Vice-Chair of the AGSC. White seconded. Motion passed.
<b>APPROVAL OF MINUTES</b>	Glaze moved for the approval of the January 19, 2006 Minutes. Britt seconded. Minutes were approved.

## **DISCUSSION ITEMS**

ACHE Presentation. Ms. Diane Sherman-ACHE, Director of Institutional Research gave an on-line presentation of the Institutional Student Profiles-Fall 2005 (A copy is attached - #3). The profile contains information compiled from the Alabama statewide student database on student enrollment, financial aid, migration, origin, undergraduate students, feeder high schools, summary of completions 2004-05, and retention of first time degree-seeking freshmen.

She stated that the information reflected in the profiles is by institution and will provide a more user friendly format. Copies of the Institutional Student Profiles document were sent to the legislators, presidents, and institutional student database contacts.

The Profiles can be viewed on the ACHE website at [www.ache.state.al.us/Profiles](http://www.ache.state.al.us/Profiles).

Alabama Dual Credit Study Results. Nash reported that the Alabama Dual Credit Program Task Force, initiated by the Chief Academic Officers, conducted a survey on dual credit in Alabama. The Task Force defines dual credit as college-level coursework for which credit at both the high school and the college is earned.

The results of the survey indicated that although the number of institutions and students participating is growing, there are some that do not have any high school students taking college credits. Recommendations and suggestions were provided by the Task Force. A copy of the survey, results and task force recommendations is attached - #9.

## **DECISION ITEMS**

### **ACADEMIC COMMITTEES**

Academic Committee Course Recommendations. Sessions presented four course proposals recommended for approval by the English Academic Committee for UWA (copies attached - #4):

After discussion, Britt moved for the approval of the Academic Committee recommendation. Jones seconded. Motion passed.

Physical Anthropology - USA. At the January 19, 2006 meeting, the AGSC tabled approval of the USA Physical Anthropology course for further clarification on which Area to place the course. Sessions reported that he has received two responses to his inquiry from the Academic Committee (copies are attached - #6).

After further discussion, Jones moved that the course proposal be sent to the Physical Science Academic Committee for review. Glaze seconded. Motion passed.

Ratification of Templates. The following institutional specific templates were presented for ratification (copies are attached - #7).

- Information Technology (USA)
- Information Systems (USA)

There was discussion as to whether these programs should be institution specific and whether the appropriate CIP code is used. Nash stated that the Chief Academic Officers also voiced concern that there is not a list of courses in Area V but a statement that refers students to the USA web page for course requirements.

After further discussion, Kirkpatrick moved that the USA templates be tabled for review and clarification by the Computer Science Pre-Professional Committee. Jones seconded. Motion passed.

French stated that in reviewing the proper CIP codes, the courses must also be in alignment with the ACHE program inventory.

STARS Three Year Plan for review of courses/templates. Sessions distributed a three year plan for the review of courses and templates ( A copy of the Plan is attached - #8). He stated that course syllabi are submitted by institution; however, syllabi have not been received for all courses. Under the plan, course syllabi and templates will be reviewed by the Academic Committees on an annual basis.

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

October 3, 2006	Tentative – Alabama A&M University
January 26, 2007	Department of Postsecondary Education
April 19, 2007	Troy University

### **INFORMATION ITEMS**

1. AGSC/STARS Executive Director Annual Report (Sessions)
2. Brainstorming & Planning Session Form (Sessions)
3. Institutional Student Profiles – Fall 2005 (Sherman)
4. Academic Committee Course Recommendations (Sessions)

5. STARS Usage Reports (Nichols)
6. Email Responses to USA Anthropology Program (Sessions)
7. Templates for Ratification (Nash/Sessions)
8. Three-Year (2006-2008) Plan for Reviewing Courses and Templates (Sessions)
9. Alabama Dual Credit Survey, Results, and Recommendations (Nash)

The July 14, 2006 meeting of the AGSC adjourned at 11:00 a.m.

Susan Price, Chair

Deborah Nettles, Recording Secretary