

**STATE OF ALABAMA**  
**Articulation and General Studies Committee**  
**Faulkner State Community College**  
**Gulf Shores Campus**  
**Hospitality and Tourism Management Center**  
**July 19, 2007**

**MINUTES OF MEETING**

The July 19-20, 2007 Annual Review and Planning Session of the Articulation and General Studies Committee (AGSC) was called to order at 3:15 p.m. Members present: Kirkpatrick-UAH; Glaze-AU; Jones-A&M; Nash-UAS; Harrison-USA; Britt-SUCC; Sloan-UAB; Morris-JSCC; French-ACHE; Sessions-STARs; Nichols-STARs; and Moseley-STARs.

Sessions introduced Dr. Barbara Jones, Alabama A&M University, as the new AGSC Chair and Dr. Mike Sloan of the University of Alabama at Birmingham who was representing Dr. Dan Osborne.

**Executive Director's Annual Report.** A copy of the Annual Report was distributed to Committee members (copy attached - #1). Sessions gave an overview of the report which included accomplishments of the STARs office and projected improvements.

There was discussion regarding the format and distribution of the Annual Report and the need for it to reflect the broader objectives of the AGSC. Committee members agreed that there is a need for two separate reports: 1) an annual report from the Executive Director of AGSC/STARs activities, including the Executive Director self-assessment and 2) an annual report from members of the AGSC based on the mandates and intent of the legislation and which includes priorities for the coming year.

The Executive Director's Annual Report will continue to serve as an evaluation tool for STARs to be presented to the AGSC at the annual planning meeting. The AGSC Annual Report will be presented to the Commission on Higher Education, placed on the AGSC/STARs website, and circulated to a broader audience. Dr. Jones agreed to work with Sessions on the format and content of the report for 2007. Sessions will circulate this report to members of the AGSC for input prior to publication and distribution.

**Area V web pages.** There was lengthy discussion regarding the development of pre-professional program page links from Area V web pages. No action was taken.

The July 19, 2007 planning session adjourned at 5:00 p.m.

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Committee Members Present:

|                             |                                       |
|-----------------------------|---------------------------------------|
| Dr. Barbara Jones, Chair    | Alabama A&M University                |
| Dr. Evelyn White            | Alabama State University              |
| Dr. Linda Glaze             | Auburn University                     |
| Dr. Sue Kirkpatrick         | University Alabama in Huntsville      |
| Dr. Charles Nash, Alternate | University of Alabama System          |
| Dr. Keith Harrison          | University of South Alabama           |
| Dr. Susan Price             | Department of Postsecondary Education |
| Dr. Rod Britt               | Southern Union Community College      |
| Dr. Joe Morris              | Jefferson State Community College     |

Ex-Officio Members:

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

Others Present: Dr. Mike Sloan-UAB.

|                      |   |
|----------------------|---|
| <b>CALL TO ORDER</b> | The regular meeting of the Articulation and General Studies Committee was called to order at 8:30 a.m. A quorum was determined by voice roll call of members present.   |
| <b>ANNOUNCEMENTS</b> | Dr. Eveyln Ellis, Alabama A&M University has resigned and is now in Connecticut.<br><br>Dr. Charles Nash, University of Alabama System, is a member of the "Phoenix Team", organized to assist Bishop State Community College in school administration matters. |

|                            |   |
|----------------------------|---|
| <b>ADOPTION OF AGENDA</b>  | The agenda was amended to include the Executive Director evaluation and a Proposed Outline for the Articulation Committee Annual Report. Kirkpatrick moved for the adoption of the amendments. Glaze seconded. The agenda was adopted as amended. |
| <b>SPECIAL RECOGNITION</b> | Dr. Susan Price was presented with an award for her service as Chair of the AGSC.   |
| <b>AGSC VICE-CHAIR</b>     | Britt nominated Ms. Susan Salatto-SUCC. No other nominations were presented. Glaze moved that Salatto serve as Vice-Chair of the AGSC. Harrison seconded. Motion passed.  |
| <b>APPROVAL OF MINUTES</b> | Britt moved for the approval of the March 20, 2007 Minutes with corrections. Price seconded. Minutes were approved as corrected.  |

## DECISION ITEMS

**AGSC Annual Report.** Pursuant to the discussion of the annual report on July 19, 2007, French proposed an outline for the AGSC annual report for 2006-07 (copy attached). The outline included a status report, priorities for 2007-08, and the AGSC legislation. This report will be distributed to the public.

After discussion of AGSC priorities for 2007-08, the Committee agreed on four priorities to include in the report:

1. Make substantial progress on the twelfth recommendation of the Evaluation Project (March 2001) that calls for “a carefully designed study to evaluate the success of community college students who transfer to state universities;”
2. Continue review of previously approved/ratified courses and templates for program offerings in order to maintain the transferable General Studies program for students in Alabama’s two-year and four-year institutions;
3. Strengthen communication about the STARS program with students, administrators, faculty, parents, legislators, and the general public; and
4. Improve Area V web pages at four-year institutions in an effort to facilitate the transfer of students from two-year to four-year institutions.

Britt moved to accept the priorities and the proposed outline of the annual report. Morris seconded. Motion passed.

Britt reminded the AGSC that many states have a common course numbering system and Alabama needs to address this issue in the future.

## ACADEMIC COMMITTEES

**Ratification of Templates.** Nash presented the following institutional specific template for ratification as recommended by the Chief Academic Officers (copy attached - #3):

Nuclear Medicine Technology (UAB only)

Glaze moved for ratification of the Nuclear Medicine Technology (UAB only) template as recommended by the Chief Academic Officers. Kirkpatrick seconded. Motion passed.

## **Executive Director's Report**

**Annual Review of Approved Courses and Ratified Templates.** Sessions distributed a status report on course/template review for 2006-07 (copy attached - #4). He stated that templates are sent to the academic committees for review and/or revisions. The report shows when templates were submitted to the committees and the status of the review.

**UA Request/Transient Letters.** Sessions received a letter from Mark Nelson, University of Alabama, requesting an exception to the State Board of Education policy 801.01: Admission: General, 7.2 that would require UA students attending Alabama College System colleges as transient students to submit a transcript rather than a transient letter. A copy of the letter of request is attached - #5.

After discussion, the AGSC agreed that this decision is not under the purview of the AGSC. No action was taken.

**UAB Honors Program.** There was lengthy discussion regarding the transfer of coursework of the UAB Honors Program as well as the statement on the UAB approved course listing: "Credit for areas I-IV (41 credit hours) will be granted upon completion of the UAB Honors Program." Glaze raised the question as to when the statement was approved by the AGSC.

It was decided that Sessions and Nettles will review the minutes for the date of approval and report their findings at the next meeting.

**Future Research & Assessment:** Sessions distributed a status report of the activities of the AGSC subcommittee on research (Price, Osborn, Bailey, Sherman, and Sessions). The report included sample data that can be generated by ACHE and data that can be generated by the Department of Postsecondary Education through the CAPP Project. A copy of the status report is attached - #6.

After some discussion, Nash suggested that the AGSC compare data collected at the University of Alabama with the data generated at ACHE (student database) to determine if a more comprehensive review is needed.

There was also discussion that the subcommittee develop specific questions to address, i.e. two-year to four-year student success in transfer, comparison to native students, etc.

Committee members were invited to join the subcommittee. No formal proposal has been developed.

**Oral Communication Proposal.** Sessions distributed a letter from Dr. Richard Emanuel, Alabama State University, regarding proposed changes to the general education core curriculum (copy attached - #7). Nash stated that he shared the letter with the Chief Academic Officers and received four responses that indicated: 1) one responded that it is a great idea but costly; 2) one responded that it was too costly; and 3) two others responded that it was not a good idea.

After discussion, the AGSC decided not to take action on the proposal and instructed Sessions to relay to Dr. Emanuel by letter the responses received from the Chief Academic Officers.

**ACHE Institutional Student Profiles – Fall 2006.** French stated that ACHE Institutional Student Profiles – Fall 2006 are available on the ACHE website. The profiles include county maps.

**AGSC Annual Evaluation of the Executive Director.** *STARS staff were asked to leave the room.* Based on the report from the Executive Director that was distributed on July 19, 2007, Committee members agreed that the Executive Director and the STARS staff have done a great job. The following items were discussed:

1. Responsibility of the AGSC to steer and guide the work of the AGSC Executive Director;
2. Inclusion of the budget in the annual reporting;
3. Development of meeting agendas; and
4. Development of a written instrument of evaluation.

A Subcommittee to evaluate the Executive Director (French, Roach, White, Britt, Jones) was formed. The committee is charged to develop a more structured evaluation process.

When the STARS staff returned, Jones stated that the AGSC appreciated the services from STARS that are performed and given to the committee, to the students, and the institutions.

**STARS Usage Reports.** Nichols reported that usage reports for June and the annual usage reports are posted on the STARS website (copies attached - #2).

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

|                  |                                       |
|------------------|---------------------------------------|
| October 18, 2007 | Auburn University                     |
| January 25, 2008 | Jefferson State Community College     |
| April 17, 2008   | Department of Postsecondary Education |

### **INFORMATION ITEMS**

1. AGSC/STARS Executive Director Annual Report (Sessions) Proposed Outline (French)
2. STARS Usage Reports (Nichols)
3. Templates for Ratification (Nash/Sessions)
4. Status Report on Course/Template Review 2006-07 (Sessions)
5. UA Request – Elimination Transient Letters/Forms (Sessions)
6. Report from Subcommittee on Future Research (Sessions)
7. Oral Communication Proposal (Sessions)

The July 20, 2007 meeting of the AGSC adjourned at 11:35 a.m.

Barbara Jones, Chair

Deborah Nettles, Recording Secretary