

STATE OF ALABAMA
Articulation and General Studies Committee
Jefferson State Community College
Health Science Building
January 25, 2008
10:00 a.m.

MINUTES OF MEETING

Committee Members Present:

Dr. Barbara Jones, Chair	Alabama A&M University
Dr. Juarine Stewart, Alternate	Alabama A&M University
Dr. Evelyn White, Alternate	Alabama State University
Dr. Linda Glaze	Auburn University
Dr. Daniel Osborn	University of Alabama at Birmingham
Dr. Keith Harrison	University of South Alabama
Dr. Victoria Rivizzigno	University of South Alabama
Dr. Ed Roach	Troy University
Dr. Roosevelt Newsom, Alternate	University of North Alabama
Dr. William Meehan	Jacksonville State University
Dr. Joe Morris, Alternate	Jefferson State Community College
Dr. Rod Britt	Southern Union Community College
Dr. Vicki Hawsey, Alternate	Wallace Community College-Hanceville

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, Alternate	AGSC/STARS

Others Present: Jeff Barksdale-AUM; Kandis Steele-ADPE; Mary Streetman-JSCC; ACHE Staff: Diane Sherman and Pamela Arrington.

CALL TO ORDER	The regular meeting of the Articulation and General Studies Committee was called to order at 10:00 a.m. A quorum was determined by voice roll call of members present.
ADOPTION OF AGENDA	Britt moved for the adoption of the agenda. Meehan seconded. The agenda was adopted.

ANNOUNCEMENTS	Dr. Judy Merritt, President of Jefferson State Community College welcomed AGSC members and guests.
APPROVAL OF MINUTES	Glaze moved for the approval of the October 18, 2007 Minutes with corrections. Harrison seconded. Minutes were approved as corrected.

DISCUSSION ITEMS

Executive Director's Report

Approved Courses and Ratified Templates. Sessions distributed a list of Academic Committees that have reviewed courses to date. Also included is a list of Pre-Professional templates that were reviewed last year and will be distributed again this year. Institutional specific templates will also be reviewed by the Academic Committees (copy attached-#4).

AGSC Research Subcommittee. Sessions reported that the subcommittee is attempting to utilize information that is currently collected by ACHE. Diane Sherman-ACHE staff is extracting data from the Alabama Statewide Student Database.

Sherman distributed an outline of how the data will be utilized and provided a brief explanation (copy attached-#6). The outline included three phases: Phase I: identification of two-year transfer students and four-year native students for a pilot study; Phase II: Pilot Study calculating graduation rates, retention rates, and time-to-degree; and Phase III: Full Study expanding the Pilot Study to all public institutions. Data will eventually be expanded to include gender, race/ethnicity, GPA, remediation, county of origin, and major to allow for further analysis.

STARS Usage Reports: Nichols reported that usage reports for November and December 2007 have been posted on the STARS website. Nichols and Sessions gave an overview of the reports for guests in attendance.

Any suggestions on improving the reports or requesting specific information should be sent to the STARS office.

STARS Marketing. Sessions distributed sample recruitment materials (bookmarks, pens) to AGSC members. He stated that STARS takes every opportunity to advertise and promote the use of the STARS system.

Sessions used himself as a mock student to see what kind of recruitment material he would receive from the institutions. He has collected a notebook of materials received to give members an idea of what is being sent out from the institutions.

Shannon Nichols works with institutions in developing merge emails to prospective students.

Dendy Moseley reminded the AGSC members that the STARS staff will be happy to visit campuses to conduct orientation sessions on how to use the STARS system.

DECISION ITEMS

ACADEMIC COMMITTEES

Academic Committee Course Recommendations. Sessions presented two course proposals recommended for approval by the Psychology Academic Committee for the University of Alabama at Birmingham (copy attached-#2):

- Honors Introduction to Psychology
- Abnormal Psychology

Morris moved for approval of the Honors Introduction to Psychology course as recommended by the Academic Committee. Hawsey seconded. Motion passed.

After discussion regarding the Abnormal Psychology course being too narrow in scope, Morris moved that further information be brought back to the AGSC from the Academic Committee. Osborn seconded. Motion passed.

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

- Sports & Fitness Management (TU only)

Roach moved for ratification of the Sports & Fitness Management (TU only) template as recommended by the Chief Academic Officers. Harrison seconded. Motion passed.

AGSC Subcommittee to Evaluate the Executive Director. Jones distributed the recommendations of the subcommittee (copy attached-#5). She stated that the recommendations require the AGSC Executive Director to prepare two annual reports. One report will be an Annual Report of the STARS office which includes activities of the STARS office and the self evaluation of the Executive Director to be presented to the AGSC at its annual planning retreat. The second report will be an Annual Report of the AGSC to be presented to ACHE, legislators, etc., and the public to be released in September. This report will focus on achievements, challenges, and projections for the coming year. The recommendations also included performance criteria for the evaluation.

After review, Glaze moved that the AGSC accept the recommendations of the subcommittee and that the subcommittee develop an instrument to be used for the evaluation. Meehan seconded. Motion passed.

SCHEDULE OF FUTURE AGSC MEETINGS

April 17, 2008	Troy University Montgomery Campus
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INFORMATION ITEMS

1. AGSC/STARS Usage Reports (Sessions/Nichols)
2. Academic Committee Course Recommendations (Sessions)
3. Templates for Ratification (Sessions)
4. Approved Courses & Ratified Templates (Sessions)
5. Guidelines for the Evaluation of the AGSC Executive Director (Jones)
6. Outline for Data Collection (Sherman)

The January 25, 2008 meeting of the AGSC adjourned at 11:30 a.m.

Barbara Jones, Chair

Deborah Nettles, Recording Secretary