

STATE OF ALABAMA
Articulation and General Studies Committee
Faulkner State Community College Gulf Shores Campus
Hospitality and Tourism Management Center
July 10-11, 2008

MINUTES OF MEETING

Planning Session
July 10, 2008

The July 10-11, 2008 Annual Review and Planning Session of the Articulation and General Studies Committee (AGSC) was called to order at 2:00 p.m. Members present: Barbara Jones-A&M; Ed Roach-TU; Linda Glaze-AU; Dan Osborn-UAB; James Mitchell-WCCS; Rod Britt-SUCC; Kandis Steele-ADPE; Elizabeth French-ACHE; Keith Sessions-STARS; and Shannon Nichols-STARS.

Executive Director's Annual Reports. A copy of the AGSC/STARS 2007-08 Annual Report presented to the AGSC Sub-committee in Charge of the Executive Director Annual Review was distributed to Committee members (copy attached - #1). Sessions then gave an overview of the report.

There was discussion regarding items to include in the Annual Report to the Commission: 1) Summary of Findings of Research (Stage 1); 2) Explanation for asterisk in the July 2007-June 2008 STARS Usage Reports; and 3) Explanation/note regarding "unique" students entry on STARS Annual Two-Year Usage by Institution.

Brainstorming and Planning Session

CD Rom. The Committee discussed the possibility of developing an informational CD Rom of the AGSC/STARS. If developed, the CD Rom would provide historical knowledge of the AGSC/STARS and be distributed to Institutional Points of Contact and Academic Committees.

Banner System. There was discussion regarding the success of the Banner system at various institutions.

AGSC Priorities. Some priorities discussed included 1) the continuation of assistance from Sherman-ACHE and the subcommittee on research assessment; 2) beginning a four-year cycle of the review of courses; and 3) the continuation and maintenance of improving Area V web pages including the development of Pre-professional Area V pages.

A subcommittee was appointed (French, Osborne, Jones) to recommend AGSC Priorities for 2008-09. The subcommittee was asked to meet and submit recommendations to the AGSC at the business meeting on Friday, July 11th.

AGSC Member Attendance. AGSC Members addressed concerns regarding member attendance and representatives attending meetings in place of a voting member. After some discussion, members

agreed that the AGSC Chair will send a letter to the appointing authority of member institutions requesting better attendance and/or a new appointment to the AGSC.

AGSC Research Subcommittee. Diane Sherman-ACHE gave a brief report (powerpoint presentation) of credit hours earned and cumulative GPA of two-year students before transfer to a four-year institution (copy attached-#3).

Gift for Faulkner State Community College. In appreciation of the hospitality of Faulkner State Community College Gulf Shores campus, AGSC members agreed to present a monetary gift to the Culinary Arts School.

The July 10, 2008 planning session adjourned at 5:05 p.m.

**STATE OF ALABAMA
Articulation and General Studies Committee
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Hospitality and Tourism Management Center
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MINUTES OF MEETING

**Business Session
July 11, 2008**

Committee Members Present:

Dr. Barbara Jones, Chair	Alabama A&M University
Dr. Linda Glaze	Auburn University
Dr. Dan Osborne	University of Alabama at Birmingham
Dr. Roy Daigle	University of South Alabama
Dr. Ed Roach	Troy University
Dr. James Mitchell	Wallace Community College/Selma
Dr. Rod Britt	Southern Union Community College
Dr. Kandis Steele	Department of Postsecondary Education

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

Others Present: Dr. Jeff Barksdale-AUM; Ms. Anita Walker-STARS; Dr. Pamela Arrington-ACHE; and Gen. Paul Hankins-Alabama Independent Colleges and Universities.

CALL TO ORDER	The regular meeting of the Articulation and General Studies Committee was called to order at 8:50 a.m. A quorum was determined by voice roll call of members present.
ADOPTION OF AGENDA	The agenda was amended to include the evaluation of the AGSC Executive Director and recommendations from the subcommittee on Priorities for 2008-09. Roach moved for the adoption of the amendments. Britt seconded. The agenda was adopted as amended.
APPROVAL OF MINUTES	Roach moved for the approval of the April 17, 2008 minutes. Osborn seconded. The minutes were approved.
SPECIAL RECOGNITION	Dr. Barbara Jones was presented with an award for her service as Chair of the AGSC.
AGSC ELECTION OF OFFICERS	Glaze nominated Dr. Dan Osborne-UAB as AGSC Vice-Chair for 2008-09. Steele nominated Dr. Susan Price as AGSC Chair for 2008-09. No other nominations were presented. The Committee unanimously accepted the nominations for Chair and Vice-Chair.

DISCUSSION ITEMS

Executive Director's Report

STARS Usage Reports. Nichols reported that Usage Reports for May and June, 2008 have been posted on the STARS website (copy attached - #2). The annual STARS usage is reported in the AGSC/STARS Annual Report. Jones stated that representatives from Alabama A&M have found the Usage reports useful.

STARS System Update. Sessions stated that Marion Military Institute is now under the two-year system. Britt moved that Marion Military Institute be added to the STARS system. Mitchell seconded. Motion passed.

Annual Review of Approved Courses and Ratified Templates. Sessions reported that the STARS office continues to send out previously approved courses/ ratified templates for academic committee review. A copy of the progress to date is attached #4.

AGSC Research Subcommittee. Sherman distributed data reports developed by ACHE research staff (copies attached - #3). She reported on first-time freshmen students enrolled Summer 1999 through Spring 2001.

Due to questions regarding verification of GPA data, Osborn moved that the other material prepared by Sherman be reviewed by AGSC members and that comments and recommendations be submitted to Sessions by August 1. Steele seconded. Motion passed.

Sessions thanked Sherman and Simpkins for their continued support of the research project.

Alabama Independent Colleges and Universities. General Paul Hankins, President, Alabama Independent Colleges and Universities (AAICU) gave an overview (power point) of the Alabama Independent Colleges and Universities which included the AAICU schools with existing articulation/transfer agreements (copy of the presentation is attached-#5).

Gen. Hankins stated that AAICU schools are moving toward a system of transfer similar to the AGSC/STARS and is optimistic about working with the AGSC. He informed the AGSC that the goal of AAICU is to formalize an agreement with the two-year system to articulate between private schools and junior colleges, and ultimately four-year institutions. If there is a need, legislation could be introduced to reduce any barriers that may exist.

He stated that the state's economic development and the future of the students in the state must be viewed together when considering higher education as a whole. The only way to accomplish this is to include public and private institutions in the data collection system to ensure that the students are seeing the same thing.

Gen. Hankins thanked the AGSC for the opportunity to present his goals on higher education and articulation and transfer.

DECISION ITEMS

AGSC Annual Report. Jones reported that the subcommittee recommends that two annual reports be prepared by the AGSC/STARS Executive Director: 1) Annual Report to the Commission; and 2) Annual Report to the AGSC. The reports should include the following table of contents:

Annual Report to ACHE	Annual Report to AGSC
Message from the AGSC/STARS Chair	Message from the AGSC/STARS Executive Director
AGSC Members & Alternates	AGSC Members & Alternates
Looking Back at 2007-08: A Status Report 2007-08 Accomplishments STARS Usage Reports for 2007-08	Executive Director MBO Plan 2007-08
AGSC/STARS Legislation - Act 94-202	Looking Back at 2007-08: A Status Report 2007-08 Accomplishments STARS Usage Reports for 2007-08
AGSC/STARS Contact Information	Executive Director Self-Assessment of 2007-08 MBO Plan
	AGSC Annual Assessment Form
	Executive Director Goals/Objectives 2008-09
	AGSC/STARS Contact Information 94-202
	AGSC/STARS Contact Information

A draft of the Annual Report to ACHE will be circulated to AGSC members by email for approval prior to being presented at the ACHE September meeting and distribution to the public.

Britt moved to accept the recommendations of the subcommittee. Glaze seconded. Motion passed.

AGSC Annual Evaluation of the Executive Director. Based on the report from the Executive Director that was distributed on July 10, 2008, the subcommittee recommended acceptance of the evaluation as presented. Committee members also agreed to accept the sub committee's recommendation which included a recommendation that a proposed budget be presented each year at the October meeting of the AGSC.

AGSC Priorities 2008-09. Jones reported that the subcommittee recommends that the priorities for 2007-08 continue but be measurable. Performance measures for 2008-09:

AGSC 2007-08 Priority	AGSC 2008-09 Measurable Performance
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."	<ul style="list-style-type: none"> ● Completion and release of findings of Stage I of the research assessment. ● Draft of data for Stage II.
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.	<ul style="list-style-type: none"> ● Completion of three-year cycle of approved/ratified courses and templates which includes a review of the Area V pages.
3. Strengthen communication about the STARS Program with students, administrators, faculty, parents, legislators, and the general public.	<ul style="list-style-type: none"> ● Correspondence from AGSC Chair to appointing authority regarding member attendance. ● Development of a plan to measure the effectiveness of the Committee's work. ● Annual meeting of the Points of Contact which will include attendance by the AGSC Chair.

<p>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.</p>	<ul style="list-style-type: none"> ● Improve navigation and currency of information on the Area V web pages at the four-year institutions. This information will go back to the institution and will also be provided at the annual meeting of the Points of Contacts. The rating system proposed: ● user friendly; ● acceptable with effort; ● very cumbersome; and ● unacceptable.
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Britt moved to accept the recommendations of the subcommittee. Glaze seconded. Motion passed.

ACADEMIC COMMITTEES

Ratification of Templates. Sessions presented the following institutional specific template for ratification as recommended by the Chief Academic Officers (copy attached - #4):

Agriscience Education (Auburn University)

Roach moved for ratification of the Agriscience Education template as recommended by the Chief Academic Officers. Osborne seconded. Motion passed.

Proposed AGSC Meetings Dates

October 16, 2008	10:00 a.m.	University of Alabama at Birmingham
January 22, 2009	10:00 a.m.	Department of Postsecondary Education
April 16, 2009	10:00 a.m.	Department of Postsecondary Education

INFORMATION ITEMS

1. AGSC/STARS Executive Director Annual Report (Sessions)
2. STARS Usage Reports (Nichols)
3. Report from Subcommittee on Future Research (Sherman/Sessions)
4. Templates for Ratification (Sessions)
5. Status Report on Course/Template Review 2007-08 (Sessions)
6. Power Point Presentation AAICU (Gen. Hankins)

The July 11, 2008 meeting of the AGSC adjourned at 11:20 a.m.

Barbara Jones, Chair

Deborah Nettles, Recording Secretary