

STATE OF ALABAMA
Articulation and General Studies Committee
Faulkner State Community College - Gulf Shores Campus
July 17-18, 2014

MINUTES OF MEETING

Planning Session
July 17, 2014 - 2:00 PM

The planning session of the Articulation and General Studies Committee (AGSC) was called to order by Dr. Mark Heinrich at 2:00 p.m.

Members present: Barbara Jones, Juarine Stewart, Sharron Williams, Constance Relihan, Gregg Janowski, Charles Nash, Keith Harrison, William Meehan, Suzanne Ozment, Amelia Pearson, Mark Heinrich, and Bruce Crawford. STARS staff: Keith Sessions, Hal Fulmer, Shannon Nichols. ACHE staff: Deborah Nettles

Dr. Sessions asked each member and guests to introduce themselves.

Dr. Gray Branch, President of Faulkner State Community College, welcomed everyone to the Gulf Shores campus. Dr. Branch stated that he is very proud of his relationship to the committee and proud of being a part of it from the very beginning and look forward to being a part of it for many years to come.

2013-2014 Annual Report. Dr. Sessions gave an overview of a draft of the Annual Report which was previously distributed to members (copy attached - #1). He reviewed the entire report which included the activities and accomplishments of the AGSC/STARS staff.

Dr. Williams requested that a listing of previous chairs of the AGSC be included in future Annual Reports and on the STARS website.

The Annual Report will be sent to various constituencies throughout the state and published on the STARS website.

2014-2015 Budget. Dr. Sessions reviewed the proposed budget for 2014-2015 (copy attached - #2).

He highlighted the fact that a brochure was developed and distributed to the legislature. This helped to re-educate the legislature about AGSC/STARS and resulted in a \$200,000 increase in the budget. Dr. Sessions thanked everyone who was involved in soliciting the budget increase.

AGSC/STARS 2014-2015 Priorities. The following are the AGSC proposed priorities for 2014-15:

1. Create an information packet that can be mailed annually to each member of the state legislature, the university and college presidents, and other supporters to keep them informed of the ongoing work and successes of the AGSC/STARS program.

2. Increase visibility, communication, education, and training efforts across the state at all levels. Provide additional training opportunities that can be conducted online using the current AGSC/STARS website.
3. Begin to lay groundwork and hire a consulting group to conduct another external review of the AGSC/STARS program similar to the 2000-01 study conducted by Dr. Don Crump.
4. Continue to investigate the impact of new "reverse transfer" initiatives in Alabama. Make sure institutions are not creating individual articulation agreements that would ultimately undermine and negatively impact the effectiveness of the AGSC/STARS program.
5. Attempt to make staff visits to all university and college campuses who participate in the AGSC/STARS program.
6. Survey the AGSC/STARS four-year Points of Contact to determine how they use the STARS monthly usage data. Find out who receives the reports (admissions, colleges, deans, etc.)
7. Conduct an annual meeting with all the AGSC/STARS Points of Contacts in order to re-educate, train, and gain insight on important transfer issues across the state.
8. Send STARS staff members to various professional conferences and request to make presentations and provide AGSC/STARS updates at these events (ALACRAO, NSPA, etc.)
9. Hire new part-time workers (students/interns) to help off-set daily workloads. Make decisions on permanent staffing needs for the future.

The afternoon session was adjourned at 4:30 p.m.

MINUTES OF MEETING

Business Session July 18, 2014 - 8:00 AM

Committee Members Present:

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| Dr. Barbara Jones | Alabama A&M University |
| Dr. Juarine Stewart, Alternate | Alabama A&M University |
| Dr. Sharron Herron-Williams, Vice Chair | Alabama State University |
| Dr. Constance Relihan | Auburn University |
| Dr. Gregg Janoswski | University of Alabama |
| Dr. Charles Nash, Alternate | University of Alabama System |
| Dr. Keith Harrison | University of South Alabama |
| Dr. William Meehan | Jacksonville State University |
| Dr. Hal Fulmer | Troy University |
| Dr. Suzanne Ozment, Alternate | University of Montevallo |
| Dr. Mark Heinrich, Chair | Department of Postsecondary Education |
| Dr. Amelia Pearson | Southern Union Community College |
| Dr. Bruce Crawford, Alternate | Lawson State Community College |

Ex-Officio Members:

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| Dr. Keith Sessions, Executive Director | AGSC/STARS |
| Mr. Shannon Nichols | AGSC/STARS |

Committee Members Absent:

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| Dr. Victoria Rivizzigno, Alternate | University of South Alabama |
| Dr. Richard Holland, Alternate | University of West Alabama |
| Dr. Charles Israel, Alternate | Auburn University |
| Dr. Gary Branch | Faulkner State Community College |
| Dr. Joe Morris | Jefferson State Community College |
| Dr. James Mitchell, Alternate | Wallace Community College-Selma |

Others Present:

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| Dr. Eric Loomis | University of South Alabama |
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| CALL TO ORDER | The regular meeting of the Articulation and General Studies Committee was called to order at 8:00 a.m. A quorum was determined by roll call of members present. |
| ADOPTION OF AGENDA | Meehan moved for the adoption of the agenda. Jones seconded. The agenda was adopted. |
| APPROVAL OF MINUTES | Meehan moved for the approval of the February 28, 2014 minutes. Crawford seconded. Minutes were approved. |
| NEWLY APPOINTED MEMBERS | Dr. Hal Fulmer, Associate Provost and Dean of Undergraduate and First Year Studies, Troy University, is the new regional representative appointed to the AGSC by the Council of Presidents. Dr. Herbert Riedel, President, Lurleen B. Wallace Community College, is the new representative for the two-year system appointed by Dr. Mark Heinrich. |
| ELECTION OF VICE-CHAIR | Dr. William Meehan moved to nominate Dr. Bruce Crawford as AGSC Vice-Chair for 2014-15. There were no other nominations made. Motion passed. |
| RECOGNITIONS | Dr. Mark Heinrich was presented with an award for his service as Chair of the AGSC. Dr. Heinrich thanked the Articulation Committee for the support and work that was done during the year. |

DECISION ITEMS

Executive Director's Report

Annual Report 2013-2014. Dr. Nash stated that the total budget listed in the 2013-2014 Annual Report is \$574,000. The 2014-2015 proposed budget lists the total budget as \$574,867. The \$867 should be added to the budget total in the 2013-2014 Annual Report.

Also included in the Annual Report are the AGSC 2014-15 proposed priorities discussed and approved during the planning session.

AGSC/STARS Budget. Dr. Sessions presented the 2014-2015 AGSC/STARS proposed budget (copy attached-#2).

Dr. Jones stated that the proposed budget for 2014-15 should include the FY14 column and the FY15 column of expenditures. Dr. Sessions will prepare a budget that includes the FY14 and FY15 columns.

Dr. Nash suggested that the AGSC/STARS should make a formal request to ACHE for the fiscal year appropriation. A letter will be developed from the AGSC Chair to ACHE.

Dr. Meehan moved that the AGSC recommend to Troy University that the STARS staff receive a 2% increase in salary. Jones seconded. Motion passed.

Dr. Relihan moved that the AGSC approve the 2014-2015 budget contingent upon adjustments to the budget being made to accommodate the salary recommendation of a 2% salary increase. If the salary adjustment is made, the approximate \$4,000 to cover the increase will be taken out of the contingency line. Meehan seconded. Motion passed.

Evaluation of AGSC/STARS Executive Director. Dr. Nash initiated discussion regarding the Articulation Committee's participation in the evaluation of the AGSC/STARS Executive Director. After discussion, it was decided that an evaluation process will be in place by the next Planning session in 2015.

AGSC/STARS Evaluation Project. Dr. Sessions gave a brief synopsis of the 2002 Evaluation Project. There was discussion regarding the elements to address in a new evaluation. Dr. Jones stated that a subcommittee would have the responsibility of laying out what the report should address and bring those recommendations back to the AGSC.

A subcommittee was formed to lay out the terms of what the report should address. Subcommittee members are: Relihan, Jones, Crawford, Williams-Chair, Heinrich, Sessions, and Nichols. The subcommittee will report at the October 2014 meeting.

STARS Usage Reports. Dr. Sessions stated that the STARS office will comply with the suggestion of the Committee to add the fall enrollment numbers to the usage reports in order to compare guides obtained against fall enrollment numbers. The monthly usage reports are posted on the STARS website and the annual reports are also available.

Dr. Nash volunteered to host a meeting of the Points of Contacts to get feedback on the helpfulness of the usage reports and to re-emphasize AGSC/STARS. He will work with the STARS office to schedule the meeting.

ACADEMIC COMMITTEES

Ratification of Templates. Sessions/Nash presented the following institution specific template for ratification as recommended by the Chief Academic Officers (CAOs) (copies attached-#3).

Urban and Regional Planning (AAMU only)

After some discussion, Meehan moved for ratification of the CAOs recommendation for approval. Relihan seconded. Motion passed.

OTHER ISSUES

Reverse Transfer. Dr. Sessions stated that when a student goes to a community college and gets a STARS guide, there is nothing that says they have to complete the entire two years at the community college and get their associate's degree before transferring. However, the two-year system is penalized because of non-completions.

Dr. Relihan stated that Alabama is flexible for students because the courses have already been articulated and if a student takes courses at the two or four-year level and transfers they are accepted. Dr. Nash added that this issue seems to have a lot to do with advisors making sure that students who transfer are aware of reverse transfer and that there could be benefits by using that system in order to earn their associate's degree.

After more discussion, a subcommittee was formed to research what institutions in Alabama are doing compared to other states. Subcommittee members are: Fulmer, Pearson-Chair, Crawford, and Ozment.

Governor's Career Ready Task Force. Dr Nash stated that the Career Ready Task Force has been requested by Dr. Tommy Bice, State Superintendent, to see if there is any possible way to reduce the number of pathways from high school into Alabama's colleges and universities in terms of ACT scores. For example, what ACT score will be acceptable without requiring additional testing for placement or for any consideration of remediation. He added that the issue has been mentioned to the Chief Academic Officers and will be on the agenda of the two and four-year deans meeting this Fall. Dr. Meehan stated that it would be good to have input from both those groups and then the Council of Presidents could possibly address it.

Dr. Nash stated that he did not know if there would be any work for the AGSC to do but it is possible.

Recognition of Dr. Joe Morris. Dr. Sessions suggested that the October meeting of the AGSC be held at Jefferson State Community College in honor of Dr. Joe Morris for his service to the Articulation Committee. Dr. Meehan moved that the AGSC participate. Fulmer seconded. Motion passed. Dr. Sessions will send prospective dates to members.

Comments from new AGSC Chair. Dr. Sharron Williams thanked the AGSC for the opportunity to serve on the committee and to serve the students of the state of Alabama. She stated that there is much work for the AGSC because of the changing face of academics in the state of Alabama and also in the nation.

She thanked Dr. Crawford for accepting the incoming vice-chair position, Dr. Heinrich for serving as Chair, and the AGSC members for volunteering to serve on the numerous subcommittees.

SCHEDULE OF FUTURE AGSC MEETINGS

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| TBA | 10:00 am | Birmingham |
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INFORMATION ITEMS

1. AGSC/STARS 2013-2014 Annual Report (Sessions)
2. AGSC/STARS Proposed Budget for 2014-2015 (Sessions)
3. Ratification of Templates (Sessions/Nash)

The July 18, 2014 meeting of the AGSC adjourned at 10:00 a.m.

Mark Heinrich, Chair

Deborah Nettles, Recording Secretary