

STATE OF ALABAMA
Articulation and General Studies Committee
University of Alabama in Huntsville/Wilson Hall Room 226
July 23-24, 2015

MINUTES OF MEETING

Planning Session
July 23, 2015 - 2:00 PM

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

Members present: Barbara Jones, Juarine Stewart, Sharron Williams, Gregg Janowski, Charles Nash, Angela Coleman, Charles Israel, Marsha Adams, Suzanne Ozment, Amelia Pearson, Herbert Riedel, Hal Fulmer, and Bruce Crawford. STARS staff: Keith Sessions, Shannon Nichols. ACHE staff: Elizabeth French and Deborah Nettles

Dr. Christine Curtis, Provost, University of Alabama in Huntsville, welcomed everyone to the University of Alabama in Huntsville (UAH). She introduced Dr. Marsha Adams, Dean and Professor of Nursing, as the current representative on the Committee from UAH.

2014-2015 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.

A final draft of the Annual Report will be sent to various constituencies throughout the state and published on the STARS website.

AGSC/STARS Budget. Dr. Sessions explained how the appropriation for the 2014-2015 budget was passed. He stated that the Senate passed the budget at \$574,000 and the House cut the budget to \$0. The appropriation was finally passed at \$174,000 with an Executive Amendment of \$200,000 to be carried over to the 2015-2016 budget. A copy of the proposed budget for FY 2015-16 is attached #2.

There was discussion from AGSC members of the lack of communication regarding the budget particularly when the budget was reduced to \$0. It was suggested that a "rapid response team" be developed to address such issues. It was also decided that a letter will be sent to the legislature during the special session soliciting an increase in the AGSC/STARS budget and informing them of the purpose of the AGSC and its importance to the students of the state of Alabama.

Reverse Transfer Update: Dr. Crawford distributed a copy of the subcommittee's progress report to date. A copy is attached #3. The subcommittee report reflected the general agreement of the members that a technology solution for the automation of student transcript review is needed to make a statewide system for reverse transfer feasible. The Alabama Community College System (ACCS) has reached out to the National Student Clearinghouse (NCS), who will develop a nationwide reverse transfer system that will be free to institutions that participate in certain clearinghouse reporting

services, such as DegreeVerify. He stated that the ACCS is finalizing all two-year institutional memberships with NSC and enrolling in DegreeVerify in order to participate in the NSC Reverse Transfer Project.

Also distributed was a copy of a powerpoint presentation explaining reverse transfer in addition to an example of a current reverse transfer agreement between Southern Union Community College and Jacksonville State University.

The subcommittee will keep the AGSC up to date on this issue.

AGSC/STARS Evaluation Project. Dr. Williams suggested that if there is money available in the current budget, that the evaluation be initiated as soon as possible. She stated that letters of support can be written but the AGSC/STARS needs to provide more data to substantiate a budget increase. Conducting the evaluation could provide such information.

There was discussion regarding the \$50,000 that was projected in the 2014-15 budget for the evaluation. AGSC members decided that the evaluation project should be expedited.

The Planning session was adjourned at 5:10 p.m.

STATE OF ALABAMA
Articulation and General Studies Committee
University of Alabama in Huntsville/Wilson Hall Room 226
July 23-24, 2015

MINUTES OF MEETING

Business Session
July 24, 2015 - 9:00 AM

Committee Members Present:

Dr. Barbara Jones	Alabama A&M University
Dr. Juarine Stewart, Alternate	Alabama A&M University
Dr. Sharron Herron-Williams, Chair	Alabama State University
Dr. Charles Israel, Alternate	Auburn University
Dr. Gregg Janoswski	University of Alabama
Dr. Charles Nash, Alternate	University of Alabama System
Dr. Mary Angela Coleman	University of South Alabama
Dr. Marsha Adams	University of Alabama in Huntsville
Dr. Hal Fulmer	Troy University
Dr. Suzanne Ozment, Alternate	University of Montevallo

Dr. Herbert Riedel	L.B. Wallace Community College
Dr. Amelia Pearson	Central Alabama Community College
Dr. Bruce Crawford, Alternate	Alabama Community College System

Ex-Officio Members:

Dr. Keith Sessions, Executive Director	AGSC/STARS
Mr. Shannon Nichols	AGSC/STARS
Dr. Elizabeth C. French	ACHE

Committee Members Absent:

Dr. Constance Relihan	Auburn University
Dr. Thomas Calhoun, Alternate	University of North Alabama
Dr. Gary Branch	Faulkner State Community College
Dr. James Mitchell, Alternate	Wallace Community College-Selma
Dr. Eric Loomis, Alternate	University of South Alabama
Gen. Paul Hankins (non-voting)	Alabama Independent Colleges

Others Present:

Dr. Christine Curtis	University of Alabama in Huntsville
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CALL TO ORDER	The regular meeting of the Articulation and General Studies Committee was called to order at 9:00 a.m. A quorum was determined by roll call of members present.
ADOPTION OF AGENDA	Dr. Fulmer moved for the adoption of the agenda. Dr. Crawford seconded. The agenda was adopted.
APPROVAL OF MINUTES	Dr. Ozment moved for the approval of the April 2, 2015 minutes. Dr. Jones seconded. Minutes were approved.
NEWLY APPOINTED MEMBERS	Dr. Marsha Adams, Dean and Professor of Nursing, University of Alabama in Huntsville, is the new representative appointed to the AGSC by the University of Alabama System.
ELECTION OF VICE-CHAIR	After a five minute caucus of the four-year representatives, Dr. Ozment moved to extend the current AGSC Chairman's term in order to identify qualified individuals to serve as the vice-chair. Dr. Jones seconded. Motion carried.
RECOGNITION OF OUTGOING CHAIR	The recognition of the outgoing Chair was tabled until the September meeting.

DECISION ITEMS

Executive Director's Report

STARS Usage Reports. Nichols stated that the usage reports are consistent with last year's reports. Copies are attached-#4. He stated that annual reports have been added by month, by major, and by two-year institution. These reports are similar to the monthly usage reports but consist of a full academic year from July of last year through June of this year. Also available are reports for individual institutions that show which majors that students selected and whether they transferred to that institution as their first or second choice.

Dr. Sessions stated that in the future the STARS staff will be developing a program that indicates whether the user is a student or advisor using the unofficial side of the system.

AGSC/STARS Budget. Dr. Sessions distributed a revised budget for FY 2015-16. A copy is attached-#5. Dr. Williams requested that an electronic copy of the revised budget be sent to AGSC members.

There was discussion regarding carryover funds (\$200,000), workshops, student workers, and tuition assistance. Dr. Coleman requested that future budgets include the previous year expenditures in addition to projections for the coming year.

A subcommittee was appointed to work with Keith on the budget layout. Subcommittee members are Sessions, Williams, Crawford, Nash, Fulmer.

AGSC/STARS Evaluation. Williams stated that the subcommittee members will be moving forward with the RFP.

AGSC Voting Procedures. There was discussion regarding how the votes of a voting member and alternate are counted. Dr. French reminded the Committee that the idea of alternates came when the presidents of the institutions decided that they would choose a voting member and an alternate to serve as proxy to make certain that there would be a quorum at each meeting. In addition, Dr. French stated that it is important to note that except for the appointment of members, the decision making is vested in the Articulation Committee by statute.

After more discussion, the Committee decided to appoint a subcommittee to review the voting procedures and make a recommendation on this issue at the September meeting. Subcommittee members are: Coleman-Chair, Jones, French, and Reidel.

Reverse Transfer. There was discussion regarding adding a reverse transfer link to the STARS website. Dr. Crawford stated that the ACCS will be working to put reverse transfer information on their website and that the STARS website could link to that.

2015-2016 AGSC/STARS Goals and Priorities. The following goals and priorities were discussed for FY 2015-16:

1. Continue to work to facilitate an external review of the AGSC/STARS program.

2. Establish an AGSC subcommittee (“Quick Response Team”) to quickly and effectively address current and future budget issues.
3. Communicate with each member of the Alabama State Legislature and the Governor to provide pertinent information about the importance of the AGSC/ STARS Program in an effort to ensure long-term support and adequate funding.
4. Complete and make available online training/education modules for various academic groups. Offer follow-up meetings with various academic groups around the state to provide greater knowledge and understanding of the role and scope of both the AGSC and STARS.
5. Create an online student survey to randomly send out to students who obtained STARS transfer guides two-three years prior to gather positive/negative feedback on the success (or lack of success) in their use of the STARS Transfer Guide.
6. Establish an AGSC subcommittee to review the standard operating procedures for regular AGSC meetings and make any changes as needed.
7. Continue to monitor the various reverse transfer agreements that are established across the state.
8. Create ways to improve involvement and consistency among the various AGSC Academic Committees in order to promote a more effective and efficient programmatic review of current approved courses and ratified templates.

ACADEMIC COMMITTEES

Academic Committee Course Recommendations. Dr. Sessions presented the following course proposal recommended for approval by the Interdisciplinary Honors Innovative Committee (copy is attached-#4):

HUM 299 – PTK Honors Course (Alabama Community College System)

After discussion regarding the lack of course objectives, course hours, course content, and course syllabus, Reidel moved that the course be tabled until the September meeting. Jones seconded. Motion carried.

SCHEDULE OF FUTURE AGSC MEETINGS

September 22, 2015	11:00 am	Montgomery
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INFORMATION ITEMS

1. AGSC/STARS 2014-2015 Annual Report (Sessions)
2. AGSC/STARS Proposed Budget for 2015-2016 (Sessions)
3. Reverse Transfer Update (Crawford)
4. AGSC/STARS Usage Reports (Nichols, Sessions)
5. AGSC/STARS Revised Proposed Budget for 2015-16 (Sessions)
6. Academic Committee Course Recommendations (Sessions)

The July 24, 2015 meeting of the AGSC adjourned at 11:30 a.m.

Sharron Herron Williams, Chair

Deborah Nettles, Recording Secretary