

**State of Alabama
 Articulation and General Studies Committee
 Alabama Community College System Office
 President's Conference Room
 September 22, 2015
 11:00 a.m.**

MINUTES OF MEETING

Committee Members Present:

Dr. Sharron Herron-Williams, Chair	Alabama State University
Dr. Barbara Jones	Alabama A&M University
Dr. Juarine Stewart, Alternate	Alabama A&M University
Dr. Constance Relihan	Auburn University
Dr. Charles Israel, Alternate	Auburn University
Dr. Marsha Adams	University of Alabama in Huntsville
Dr. Charles Nash, Alternate	University of Alabama System
Dr. Angela Coleman	University of South Alabama
Dr. Eric Loomis, Alternate	University of South Alabama
Dr. Hal Fulmer	Troy University
Dr. Suzanne Ozment, Alternate	University of Montevallo
Dr. Mark Heinrich, Alternate	Alabama Community College System
Dr. Amelia Pearson, Alternate	Central Alabama Community College
Dr. Herbert Riedel	Lurleen B. Wallace Community College
Dr. Bruce Crawford, Vice Chair	Alabama Community College System

Ex-Officio Members:

Dr. Elizabeth French, Alternate	Commission on Higher Education
Gen. Paul Hankins, President	AL Association of Independent Colleges
Dr. Keith Sessions, Executive Director	AGSC/STARS
Mr. Shannon Nichols	AGSC/STARS
Mrs. Anita Brown	AGSC/STARS

Committee Members Absent:

Dr. James Mitchell, Alternate	Wallace Community College-Selma
Dr. Gary Branch	Faulkner State Community College
Dr. Thomas Calhoun, Alternate	University of North Alabama

CALL TO ORDER	The regular meeting of the Articulation and General Studies Committee was called to order at 11:00 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.
WELCOME	Dr. Heinrich welcomed the Articulation Committee to the Alabama College System.
APPROVAL OF MINUTES	Dr. Riedel moved for the approval of the July 23-24, 2015 minutes. Dr. Jones seconded. Minutes were approved.
RECOGNITION OF GUESTS	Dr. Nash introduced Mr. Yarley Bailey, Director of Institutional Research and Assistant Vice Chancellor for Academic and Student Affairs at the University of Alabama System. Dr. Sessions introduced Mrs. Anita Brown, Executive Secretary to STARS.
RECOGNITION OF OUTGOING CHAIR	Dr. Sessions presented Dr. Sharron Herron Williams with an award for her service to the AGSC. Dr. Williams thanked the AGSC members for their support during her tenure as chair of the Committee. She stated that there has been some valuable work done over the course of the last year. She stated that the AGSC members are an excellent group of workers and an excellent representation of the academic intellect that we have in the state of Alabama.
ELECTION OF OFFICERS	Dr. Jones nominated Dr. Suzanne Ozment to serve as Vice-Chair. There were no other nominations made. Dr. Bruce Crawford will serve as AGSC Chair and Dr. Suzanne Ozment will serve as Vice-Chair. The AGSC unanimously agreed.
MEMBERSHIP UPDATES	Dr. Sessions informed the Committee that Dr. Bruce Crawford is now the primary member for the Alabama Community College System and Dr. Mark Heinrich is the alternate. He also stated that Dr. Witt, University of Alabama System will be making an appointment to the AGSC for the regional universities slot.

DECISION ITEMS

AGSC Voting Procedures Subcommittee Report. Dr. Coleman reported that the subcommittee members (Coleman-Chair, Jones, Riedel, French) met via conference call and makes the following recommendation regarding voting procedures of the AGSC:

There are ten voting members of the AGSC/STARS Committee based on the categories defined by the legislation, ACT 94-202. In addition, each appointing authority may appoint alternates equal in number to the number of votes that authority has (i.e., two alternates for regional universities, three alternates for ACCS, and one alternate for each of the others). Those entitled to vote at meetings are as follows:

- 1. The voting member when present.*
- 2. If a voting member is absent, the alternate member from the absent member's category (e.g., regional universities or ACCS) votes in place of the voting member.*
- 3. For regionals and two-year college representatives, when the number of voting members absent is less than the number of alternate voting members present, the alternate member(s) who will cast votes will be identified at the time of roll call such that there will be only three votes cast among the two-year institutions and only two votes cast among the regional universities.*

A copy of the recommendation is attached - #1.

Dr. Jones moved to accept the recommendation. Dr. Fulmer seconded. Motion carried.

AGSC/STARS Evaluation Subcommittee Report. Dr. Williams reported that the RFP (copy attached - #3) was sent to several agencies. One proposal has been received from the University of Alabama (UA) Education Policy Center. Dr. Williams presented the proposal (copy attached - #4) to the AGSC.

After lengthy discussion regarding the budget breakdown in the proposal, Dr. Relihan moved to accept the proposal from the UA Education Policy Center with the stipulation that a budget narrative be provided. Dr. Crawford seconded. Motion carried.

Dr. Ozment moved that the Evaluation Subcommittee (Williams-Chair, Relihan, Jones, Crawford) work with the UA Education Policy Center to negotiate and finalize the budget portion of the proposal. Dr. Coleman seconded. Motion carried.

Reverse Transfer. Dr. Crawford stated that the two-year system is continuing negotiations with the National Student Clearinghouse to secure the student tracking system to track students and send the information back to the colleges. The process is almost complete and everything should be in place without the need for legislation.

Gen. Hankins suggested that the process be finalized as soon as possible to show that no legislation is needed; otherwise, another bill will be introduced next year. If a bill needs to be written, it will need to be done before bill pre-filing begins. Gen. Hankins volunteered to assist in writing the bill if needed.

Executive Director's Report

AGSC Budget Layout. Dr. Sessions presented the latest update of the AGSC Budget proposed for FY2015-16 including expenditures for 2014-15. A copy is attached - #2.

There was some discussion regarding the appropriation amount (\$174,867 with \$288,997.60 carryover funds) for FY2015-16. The total budget for AGSC for FY2015-16 is \$463,864.60.

Dr. Sessions stated that AGSC/STARS will not be able to operate if the FY2016-17 appropriation is level funded at \$174,867. Drs. Nash, Heinrich, and Sessions will work with the legislature for additional funding.

Adams moved to approve the FY2015-16 budget. Relihan seconded. Motion carried.

STARS Usage Reports. Dr. Sessions reported that the normal usage reports are available on the website. Copies are attached-#5.

ACADEMIC COMMITTEES

Academic Committee Course Recommendations. Dr. Ohlson, Interim President, Enterprise Community College, presented a revised course proposal:

HUM 229 – PTK Honors Course (Alabama Community College System)

The course proposal had been approved by the Interdisciplinary Honors Innovative Committee (copy attached-#6); however, the AGSC requested clarification on the course content. After some discussion, Dr. Crawford moved that the course be approved with the condition of including the revisions in Area II in the course description. Dr. Riedel seconded. Motion carried.

Ratification of Templates. Drs. Sessions and Nash presented the following institution specific templates for ratification as recommended by the Chief Academic Officers (CAO) (copies attached #7):

Fisheries and Allied Health Aquacultures-AU only

Dr. Relihan moved for approval. Dr. Coleman seconded. Motion carried.

Poultry Science-AU Only

Dr. Coleman moved for approval. Dr. Fulmer seconded. Motion carried.

Agronomy and Soils-AU Only

Dr. Jones moved for approval. Dr. Relihan seconded. Motion carried.

Agricultural Business and Economics-AU Only

Dr. Relihan moved for approval. Dr. Fulmer seconded. Motion carried.

Animal Science-AU Only

After some discussion regarding similar programs at other institutions, Dr. Adams moved to table ratification until further discussion from institutions with similar programs (AU and A&M). Dr. Coleman seconded. Motion carried.

Surveying and Geomatics-Troy Only

Dr. Fulmer moved for approval. Dr. Coleman seconded. Motion carried.

Resources and Technology Management-Troy Only

Dr. Fulmer moved for approval with a CIP designation change. Dr. Coleman seconded. Motion carried.

Interpreter Training-Troy Only

Dr. Fulmer moved for approval. Dr. Coleman seconded. Motion carried.

Rehabilitation Non-certification-Troy Only

After some discussion regarding similar programs at other institutions, Dr. Coleman moved to table ratification until further discussion from institutions with similar programs. Dr. Crawford seconded. Motion carried.

Human Services-Troy Only

Dr. Adams moved for approval. Dr. Relihan seconded. Motion carried.

Hospitality, Sport, and Tourism Management-Troy Only

Dr. Jones moved for approval. Dr. Riedel seconded. Motion carried.

OTHER

Dr. Williams suggested that the AGSC consider a 5 to 10 year succession plan for STARS staffing.

Dr. Sessions suggested that it may be helpful to have an AGSC/STARS presentation to the Alabama Community College System Board of Trustees. Dr. Crawford stated that he will talk with Dr. Heinrich about adding the AGSC/STARS to the schedule.

SCHEDULE OF FUTURE AGSC MEETINGS

December 14, 2015	Lawson State Community College
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INFORMATION ITEMS

1. Voting Procedures Subcommittee Report (Coleman)
2. AGSC/STARS FY2015-16 Budget (Sessions)
3. RFP External Evaluation (Williams)
4. UA Education Policy Center Proposal (Williams)
5. STARS Usage Reports (Sessions/Nichols)
6. Course Recommendations (Sessions/Ohlson)
7. Ratification of Templates (Sessions/Nash)

The September 22, 2015 meeting of the AGSC adjourned at 2:35 p.m.

Sharron Herron-Williams, Chair

Deborah Nettles, Recording Secretary