

STATE OF ALABAMA
Articulation and General Studies Committee
University of North Alabama – Bibb Graves Hall
July 12-13, 2018

MINUTES OF MEETING
Planning Session
July 12, 2018 - 1:00 PM

The planning session of the Articulation and General Studies Committee (AGSC) was called to order by Dr. Herbert Riedel at 1:00 p.m.

Members present: Dr. Pamela Arrington, Dr. Luoheng Han, Dr. Charles Nash, Dr. Megan Good, Dr. Charles Israel, Dr. Jacqueline Trimble, Dr. Mary Coleman, Dr. Hal Fulmer, Dr. Tim Edwards, Dr. David Campbell, Dr. Ken Kitts, Dr. Patricia Sims, Dr. Bruce Crawford, Dr. Annette Cederholm, Dr. Herbert Riedel and Dr. Russ Rothamer. STARS staff: Dr. Keith Sessions, Mr. Shannon Nichols. ACHE staff: Dr. Lenny Lock and Ms. Deborah Nettles.

Others present: Beth Johnson-WSCC-Hanceville, Eddie Pigg-SUCC, and Edith Smith-ACCS.

Dr. Ken Kitt welcomed members and guests to the University of North Alabama.

Draft of 2017-2018 Annual Report. Dr. Keith Sessions presented an overview of the draft of the 2017-2018 Annual Report (copy attached-#1) and the 2017-18 AGSC/STARS proposed budget (copy attached-#2).

It was suggested that the unofficial STARS usage be added to the Annual Report.

The Committee took a ten-minute break. The meeting reconvened at 3:00 p.m.

Dr. Eddie Pigg, ACCS College Readiness Task Force, gave a power point presentation on the results of the Readiness Committee's work to date (copy attached-#3). The Committee was charged to develop mathematics pathways based on degree programs that would enable students with significant gaps in preparation to complete gateway mathematics courses within one academic year and develop and implement learning support courses using a corequisite approach to support student success in gateway mathematics courses.

The Planning Session was adjourned at 4:10 p.m.

STATE OF ALABAMA
Articulation and General Studies Committee
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MINUTES OF MEETING
Business Session
July 13, 2018 - 9:00 a.m.

Committee Members Present:

Dr. Herbert Riedel, Chair	L.B. Wallace Community College
Dr. Pamela Arrington	Alabama A&M University
Dr. Jacqueline Trimble, Alternate	Alabama State University
Dr. Megan Good	Auburn University
Dr. Charles Israel, Alternate	Auburn University
Dr. Luoheng Han	University of Alabama
Dr. Charles Nash, Alternate	University of Alabama System
Dr. Mary Coleman	University of South Alabama
Dr. Hal Fulmer	Troy University
Dr. Tim Edwards, Alternate	University of West Alabama
Dr. Ken Kitts	University of North Alabama
Dr. Patricia Mims, Alternate	Athens University
Dr. David Campbell, Alternate	Northeast Alabama Community College
Dr. Bruce Crawford	Lawson State Community College
Dr. Annette Cederholm, Alternate	Snead State Community College
Dr. Russ Rothamer, Alternate	Alabama Community College System

Ex-Officio Members:

Dr. Keith Sessions, Executive Director	AGSC/STARS
Mr. Shannon Nichols	AGSC/STARS
Dr. Lenny Lock	ACHE

Committee Members Absent:

Dr. Wubishet Tadesse	Alabama A&M University
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Dr. Leon Wilson	Alabama State University
Dr. Eric Loomis	University of South Alabama
Mr. Matt Rodgers	Enterprise State Community College

Others Present:

Ms. Ethel Smith	Alabama Community College System
Dr. Eddie Pigg	Southern Union Community College
Ms. Beth Bownes Johnson	Wallace Community College Hanceville

CALL TO ORDER:	The business session of the Articulation and General Studies Committee was called to order at 9:10 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. Kitts seconded. The agenda was adopted.
APPROVAL OF MINUTES:	Dr. Fulmer moved for the approval of the October 12, 2017 minutes with one correction. Dr. Campbell seconded. Minutes were approved. Dr. Kitts moved for the approval of the February 23, 2018 minutes. Dr. Fulmer seconded. Minutes were approved.
NEWLY APPOINTED MEMBERS:	Dr. Megan Good, Director of Academic Assessment, Auburn University will replace Dr. Constance Relihan. Dr. Edith Smith, Executive Director of Academic and Student Services, Alabama Community College System will replace Dr. Russ Rothamer.
ELECTION OF VICE-CHAIR:	Since the retirement of Dr. Relihan on May 31, 2018 the AGSC Vice-Chair slot became vacant. Dr. Crawford moved to suspend the terms of office section (Article IV) of the AGSC Bylaws and to retain the current chair (Dr. Herbert Riedel) for another one-year term. Dr. Fulmer seconded. Motion passed. Dr. Fulmer moved to elect Dr. Mary Angela Coleman as Vice-Chair. Dr. Kitts seconded. There were no other nominations from the floor. Motion passed.

EXECUTIVE DIRECTOR'S REPORT:

Approval of AGSC/STARS 2017-18 Annual Report. After some discussion regarding goals and priorities, Dr. Coleman moved for approval of the annual report. Dr. Fulmer seconded. Motion passed.

Approval of AGSC/STARS Goals and Priorities 2018-2019. The following goals and priorities were approved:

1. Continue to investigate methods and processes that can be used to improve the AGSC/STARS website so that it works well on most mobile devices/platforms. If necessary, STARS can contract out various parts of this project where expertise is needed.
2. Finalize plans for 1st Annual AGSC/STARS Transfer Student Success Conference and begin to publicize and promote this event across the state. Hold the conference on March 6-7, 2019 on the campus of Lawson State Community College. After the conference, review and assess the success of the conference and begin to plan for future conferences.
3. Continue to meet (at least once annually) with the Points of Contacts to provide on-going training and updates regarding AGSC/STARS issues.
4. Begin the process to convert the existing 21 General Studies Academic Committees to 3 Area Committees. The STARS staff should meet with these new committees at least once annually (more if needed) to review and update approve courses/ratified templates and address any other transfer issues relating to their academic area.
5. Create various AGSC/STARS training videos (made available through the website) that can be used by academic administrators and other staff members across the state to train and inform end-users and faculty about the AGSC/STARS Program.
6. Work with Area III Committee to review current math course offerings in Area III and determine if there are changes/additions that need to be made in terms of adding a Quantitative Reasoning or Quantitative Statistics course (MTH 265).
7. Continue to move toward completion of the Area V template revision by all four-year institutions.

Approval of FY2018-2019 AGSC/STARS Budget. The budget (attachment-#2) was presented and discussed at the planning session.

Dr. Coleman moved to approve the proposed 2018-19 budget. Dr. Crawford seconded. Motion passed.

STARS Usage Reports. Mr. Nichols provided Ms. Nettles with the annual usage reports (July 2017-June 2018). Annual usage reports for Transfer Guide Requests,

STARS System Usage, and Administrative/Unofficial STARS Guide Usage were also provided. Copies attached-#4.

Any special reports can be requested through the STARS office. Copies of May and June 2018 reports are attached-#4.

Approval of Course Recommendations. Dr. Sessions presented the following course proposals recommended for approval by the Math Academic Committee (copies attached-#5):

MA 121 – Calculus for Business & Life Sciences – UNA

MA 122 – Calculus for Business & Life Sciences – UNA

The Mathematics Discipline Committee recommended approval for Area III. After some discussion, Dr. Crawford moved to table approval for further clarification from UNA regarding whether the courses have to be taken as a sequence to transfer. Dr. Coleman seconded. Motion passed.

Ratification of Templates. Drs. Sessions and Nash presented the following institution specific templates for ratification as recommended by the Chief Academic Officers (copies attached-#6):

Food Science – AU & AAMU

Dr. Good moved for approval. Dr. Fulmer seconded. Motion passed.

Health Care Management/Health Services Administration – AU, UAB, Athens

After some discussion regarding proposed changes suggested by AU in Area V that were not added, Dr. Good moved to table ratification and send the template back to the institutions for updates and clarification. Dr. Crawford seconded. Motion passed.

Science (General, Non-Teaching, Comprehensive) – UWA & Troy-Dothan

Dr. Fulmer moved for approval. Dr. Trimble seconded. Motion passed.

Business

On behalf of the Business Professional Academic Committee, Dr. Kim LaFevor (Athens)-Chair and Dr. Karen Kennedy (UAB)-Chair-Elect recommended modifications to the STARS transfer guide to allow three sequence options for business students in literature, history or economics. A copy of the proposed changes is attached-#7.

Dr. Fulmer moved to accept the recommendation of the Business Professional Academic Committee. Dr. Coleman seconded.

After a lengthy discussion, the motion was withdrawn.

Dr. Coleman moved to table approval. Dr. Fulmer seconded. Motion passed.

Dr. Sessions asked that a subcommittee discuss and review the proposed changes to the Business template. Subcommittee members are: Fulmer-Chair, Coleman, Sessions, Nash, Trimble, Good, and Edwards. The subcommittee will report to the AGSC at the next meeting.

AGSC Appeals Process. After lengthy discussion regarding the revision of language to the appeals process, Crawford moved that the current language be changed to the wording printed here in italics as follows: *“A student who has any questions, issues, complaints, or disputes regarding the interpretation or implementation of policies established by the Articulation and General Studies Committee (AGSC) with respect to the articulation process should forward these in writing to the Office of the Executive Director. ...The Executive Director will attempt to resolve the issue(s) through the university and two-year college Points of Contact. In the event that the issue is not resolved by the Institutional Points of Contact, each party shall make its case in writing to the Executive Director. The Executive Director shall forward all supporting documentation to the AGSC for a final decision.”* Kitts seconded.

After more discussion from committee members, the motion died and it was decided to table the revision changes and forward to the AGSC Strategic Planning Committee for a recommendation. A copy of the current appeals procedure is attached-#8.

AGSC Discipline Committee Restructure. Dr. Session proposed a re-design of the current Discipline Committee structure. The re-design will change the number of committees dealing with general studies from 21 to 3. It will also reduce committee members from 367 GSAC members to 30 Area committee members. A copy of the re-design proposal is attached-#9.

After some discussion, Dr. Kitts moved for approval. Dr. Han seconded. Motion passed.

OTHER

University to University Course Level Matrix. Dr. Lenny Lock, Director of Instruction, Commission on Higher Education (ACHE), stated that ACHE along with STARS has been exploring the idea of expanding transfer information on STARS guides that could lead to four-year to four-year transfer. He shared a potential matrix of transfer examples between the four-year institutions which is still under construction. A copy of the matrix is attached-#10.

Advanced Placement Policies. Dr. Nash distributed a listing of advanced placement credits accepted by Alabama institutions (copy attached-#11). He stated that for most Alabama institutions 3 is the score accepted but for some it is 4.

This was presented to the Chief Academic Officers and they have requested two things: 1) that four-year institutions look at AP scores and decide if all institutions would

require 3s or if all institutions would require 4s; and 2) that the AGSC look at other states outside Alabama and determine best practices and benchmarks used.

Dr. Nash requested that a subcommittee of the AGSC look at the issue. Subcommittee members are Drs. Israel-Chair, Han, Cederholm, Smith and Nash.

The current AGSC subcommittees are:

Advanced Placement Subcommittee: Israel-Chair, Han, Cederholm, Smith, Nash

Business template changes Subcommittee: Fulmer-Chair, Coleman, Sessions, Nash, Trimble, Good, Edwards

Area V Subcommittee: Coleman, Fulmer, Loomis, Sessions

Task Force for Discipline Committees (including Pre-Professional) Subcommittee: Coleman, Israel, Riedel, Sessions

Planning Committee for Statewide Conference on Transfer and Student Success to be held 2018-2019: Arrington-Chair, Crawford, Simms, Sessions

SCHEDULE OF FUTURE AGSC MEETINGS

TBA 10:00 am Alabama Community College System

INFORMATION ITEMS

1. AGSC/STARS Draft Annual Report 2017-2018 (Sessions)
2. AGSC/STARS Proposed Budget FY2018-19 (Sessions)
3. Math Pathways for Student Success / ACCS (Pigg)
4. STARS Usage Reports (Nichols)
5. Course Proposal Recommendations (Sessions)
6. Ratification of Templates (Sessions/Nash)
7. Business Template Recommendations (LaFavor/Kennedy)
8. AGSC Appeals Procedure (Sessions)
9. Proposed Re-design of Discipline Committee Structure (Sessions)
10. Matrix Development of 4-yr to 4-yr Transfer (Lock/Sessions)
11. Listing of Alabama Institution AP Credit Scores (Nash)

The July 13, 2018 meeting of the AGSC adjourned at 12:30 p.m.

Herbert Riedel, Chair

Deborah Nettles, Recording Secretary