

STATE OF ALABAMA
Articulation and General Studies Committee
Department of Postsecondary Education
Alabama Center for Commerce Building
President's Conference Room
January 21, 1999
10:00 A.M.

Minutes of Meeting

Committee members present:

Dr. Roy Johnson, Chair	Southern Union Community College
Dr. Rod Britt, Alternate	Southern Union Community College
Dr. Linda Glaze, Alternate	Auburn University
Dr. Evelyn A. Ellis	Alabama A&M University
Dr. Alfred Smith, Alternate	Alabama State University
Dr. Susanne McGill, Alternate	University of South Alabama
Dr. Ed Roach	University of West Alabama
Dr. Joe Morris	Jefferson State Community College
Dr. Elizabeth C. French	Commission on Higher Education
Dr. James Kimbrough	STARS

Others present: Maryanne Ivey-UAB; Wendy Troxel-UAB; Marilyn Reese-Northeast Alabama; David Campbell-Northeast Alabama; Penelope Cain-UAB-; Roger Ritvo-CCAO; Shannon Nichols-STARS; Keith Sessions-STARS; and Bert Slafter-ADPE.

CALL TO ORDER	Meeting was called to order by Dr. Roy Johnson, Chair. Verification of quorum was made by voice roll call of members present.
ADOPTION OF AGENDA	The agenda was adopted with Agenda Item #6 being moved to Agenda Item #1.
APPROVAL OF MINUTES	Ellis moved for the approval of the Minutes of December 15, 1998. Smith seconded. Minutes were approved as mailed.

DISCUSSION ITEMS

STARS Update & Usage Report. Sessions distributed copies of the STARS Update and Usage Report (copy attached-#5). The report included two new links added to the STARS home page for questions or concerns and AGSC news and information.

Questions for AGSC from Web Page Users. Sessions distributed two questions to the AGSC from the web page (copy attached-#6). After some discussion, the AGSC responded as follows:

Question 1. It would be very helpful to have an area for getting information on Secondary Education. You have Elementary Education, why not Secondary Education? This is a problem that needs a quick solution for all the future higher level teachers in the world.

AGSC Response: *These are graduate programs offered at University of Alabama at Birmingham, University of South Alabama, and Alabama State University. We recommend that you consult the home page of these institutions.*

Question 2. In November of 1998 I did a Transfer Guide with the STARS Program. I am currently attending Jefferson Davis Community College in Brewton, Alabama. I am planning on majoring in Physical Therapy. When I did the transfer guide the STARS program did not have Physical Therapy. I did one for Occupational Therapy. I was wondering if you have Physical Therapy on the transfer guide now. If you wouldn't mind sending me an e-mail letting me know if you do it would be greatly appreciated.

AGSC Response: *Information beyond Areas I through IV will be available by June 1999. In the meantime, Area V takes effect in the Fall of 1999. For further advising, consult with the institution at which you plan to transfer.*

Sessions will post AGSC answers on the STARS web page.

AGSC Timeline. Johnson stated that the AGSC target dates for pending agenda items are as follows:

June 1999	Completion of Area V Templates Review AGSC Meeting Schedule
Summer 1999	Resolve Pending Program Approval Completion of Institutional Web Sites Refinement of Policy and Procedures

DECISION ITEMS

Report on Procedures for Articulation. At the December 15, 1998 meeting, Yarbrough appointed a subcommittee to review and recommend a process for institutional home page links from the STARS home page. The members of this subcommittee are Morris-Chair, Neilson, Salatto, and Sessions.

Model Website. Wendy Troxel-UAB and Maryanne Ivey-UAB gave a presentation on the UAB web site (copy attached-#1). The presentation included a demonstration of the UAB home page and the following links: 1) Student Transfer Information from public two-year and four-year colleges; 2) UAB Degree Requirements; and 3) Transfer Assistance from STARS. Troxel stated that UAB is continuing to update the format and make changes to facilitate student access.

After some discussion, the AGSC agreed that the UAB model is ideal for all institutions to follow. Roach moved that the Chief Academic Officers (CAOs) review the UAB web page model and develop a

consistent approach to the institutional web sites and report back to the AGSC on their progress no later than June 30, 1999. McGill seconded. AGSC unanimously approved.

Roach stated that the STARS home page should have a "hot button" to deal with two types of questions: 1) procedure; and 2) policy. He stated that procedural questions could be answered by the STARS office. Policy questions would come to the AGSC subcommittee for response and then the response would be posted on the STARS home page for viewing. In response to Roach's suggestions, Johnson delegated the responsibility for dealing with policy issues to the existing subcommittee on Procedures for Articulation appointed at the December meeting (Morris-Chair, Neilson, Salatto, and Sessions). This committee will now be known as the Subcommittee for Policies and Procedures.

Transfer Agreement. Morris stated that due to numerous questions regarding course credits, the subcommittee recommends that the following policy statements be added to the Transfer Agreement (copy attached-#2):

1. The total number of hours required of a transfer student who has complied with the requirements of the articulation guide for a degree in a particular major field at the receiving institution shall not exceed the number of hours required of a native student at the receiving institution in the same program; and
2. If only a fractional part of Areas I-V is completed at the sending institution, the receiving institution shall give full credit for those hours taken. This means that credit earned toward Areas I-V for a particular major will be applied by the receiving institution to Areas I-V in that same major.

Roach moved that the policy statements be added to the Transfer Agreement. Britt seconded. AGSC unanimously approved.

Area V Ratification of Templates. Ritvo presented templates submitted by the Enhanced Discipline Committees (copies attached-#3).

The AGSC ratified the following templates:

- Environmental Sciences (UWA)
- Industrial Hygiene
- Family & Consumer Science (JSU) *Conditional ratification with electives in Area V to be specified*

The Geography template will be returned to the Enhanced Discipline Committee for clarification in Area V.

Johnson requested that Roach assist Ritvo in providing the AGSC with a list of templates that have not been ratified by the next meeting.

Teacher Education Templates. After discussion regarding the Secondary Education template, Morris moved that the Deans of Education develop the Secondary Education template using the Arts & Sciences model for designating 12 of the 23 hours in Area V. It was further recommended that electives be specified on each institutions' home page. Template recommendations should be submitted to the Chief Academic Officers by March, 1999. McGill seconded. AGSC unanimously approved.

Discipline Committee Course Recommendations. Sessions distributed a list of courses recommended for approval from the following Discipline Committees: 1) Art & Art History; 2) Biological Sciences; 3) Chemistry; 4) Geology, Physical Geography, & Earth Science; 5) History; 6) Music & Music History; and 7) Speech (copy attached-#4). Morris moved for the approval of the Discipline Committee Course Recommendations with the exception of Ocean Science with a Lab, Honors Music in Individual Development, and Appreciation of Architecture. McGill seconded. AGSC unanimously approved.

Johnson appointed McGill, Smith, and Britt to review courses submitted in Ocean Science with a Lab, Honors Music in Individual Development, and Appreciation of Architecture to clarify questions raised and report back to the AGSC.

SCHEDULE OF FUTURE COMMITTEE MEETINGS

February 19, 1999	Department of Postsecondary Education President's Conference Room - 2 nd Floor
March 11, 1999	Department of Postsecondary Education President's Conference Room - 2 nd Floor

INFORMATION ITEMS DISTRIBUTED

1. UAB Web site Presentation (Troxel & Ivey)
2. Addendum to Transfer Policy (Morris)
3. Ratification of Templates (Ritvo)
4. Discipline Committee Course Recommendations (Sessions)
5. STARS Update and Usage Report (Sessions)
6. Questions for AGSC from Web page (Sessions)

The January meeting of the AGSC was adjourned at 1:45 P.M.

Roy Johnson, Chair

Deborah Nettles, Recording Secretary