

**STATE OF ALABAMA**  
**Articulation and General Studies Committee**  
**Teleconference Meeting**  
**January 15, 2002**  
**10:00 A.M.**

**MINUTES OF MEETING**

Committee Members Present:

Dr. Michael Malone, Chair	Troy State University Dothan
Dr. Bert Slafter, Vice-Chair	Department of Postsecondary Education
Dr. Linda Glaze	Auburn University
Dr. Rebekah Pindzola, Alternate	Auburn University
Dr. Barbara Jones, Alternate	Alabama A&M University
Dr. Sue Kirkpatrick	University of Alabama in Huntsville
Dr. Charles Nash, Alternate	The University of Alabama System
Dr. Judy Stout	University of South Alabama
Dr. Ed Roach	University of West Alabama
Dr. David Taylor, Alternate	University of West Alabama
Dr. James Wade, Alternate	Northwest Shoals Community College
Dr. Rod Britt	Southern Union Community College
Dr. Joe Morris	Jefferson State Community College
Dr. James Wade, Alternate	Northwest-Shoals Community College
Dr. Elizabeth C. French	Commission on Higher Education
Dr. James Kimbrough	STARS

Others present: Yardley Bailey-UAS; Shirley Houser, A&M; Shannon Nichols-STARS; Joey Holley-STARS; Rebecca Turner-JSU; Conway Smith-BSCC; Penny Cain-UAB; Jay Goldman-UAB; and Regina McFadden-UAB.

<b>ADOPTION OF AGENDA</b>	Kirkpatrick moved for the adoption of the agenda. Wade seconded. The agenda was adopted as modified.
<b>APPROVAL OF MINUTES</b>	Glaze moved for the approval of the November minutes. Britt seconded. Minutes were approved.
<b>ANNOUNCEMENTS</b>	Malone extended appreciation to Deb Nichols and the University of Alabama System staff for scheduling the teleconference.

## DECISION ITEMS

### ACADEMIC COMMITTEES

#### Ratification of Templates

**Communication Studies or Speech.** Nash reminded the AGSC that the Committee agreed to forward the Communication Studies / Speech template back to the Chair of the Academic Committee for review. As of this date, no response has been received from the Academic Committee. Malone stated that he would follow up with an email to the chair regarding the status of the template.

**Interdisciplinary/Honors/Innovative Committee recommendations.** Britt reported that the IHI Academic Committee recommended approval for the following course in Area IV:

- Public and Private Aspects of AIDS (AUM)

After some discussion, the AGSC had concerns as to whether the course is appropriate for general studies. Malone requested that Britt fax a copy of the course description to Nettles to be forwarded to AGSC members for review (copy attached-#2). Britt will request that Ritvo-AUM attend the next meeting of the AGSC to answer any questions regarding the course.

## DISCUSSION ITEMS

### Subcommittee Reports

**Review of Procedures Manual.** Morris reported that the subcommittee has been reviewing the Academic Committee Handbook published on the STARS website. He stated that some minor adjustments should be made including changing the title and updating the Helpful Links located on the last page of the handbook. The Academic Committee Handbook will be the basis for a new Procedures Manual.

Glaze stated that included in the handbook published on the website (AGSC Handbook under faculty link) is a breakdown in distribution of coursework. She stated that the following modification should be made: "Students select courses from the AGSC approved course listings to fulfill general studies requirements in Areas I-IV. Some choices may be restricted by the major. Such restrictions are listed under Areas I-IV on the ratified template for the various majors. Course requirements or choices in Area IV are also listed on the ratified template". These statements will give clarification on course selection. Glaze stated that the procedures for submission of templates should be also added including the approval process.

Morris requested that AGSC members review the on-line handbook and email suggestions to the subcommittee. A draft handbook would be prepared and distributed to the AGSC at the March meeting. Malone requested that the subcommittee add suggestions to the on-line handbook and submit to the AGSC for review at the March meeting.

**Assessment Project Update.** Nash reported as follows:

1. In January, focus groups are scheduled with community college advisors and students from the northern part of the state.
2. A focus group session with transfer appeals persons from four-year colleges and universities is scheduled for February 1. In addition, two additional focus groups with four-year students are in the process of being scheduled for early February.
3. Personal and telephone interviews will continue to be conducted with Presidents, Chief Academic Officers, former AGSC members, and with legislators who sponsored ACT 94-202.
4. Initial draft of the Assessment Report should be completed by March, 2002 meeting of the AGSC.
5. Final Report targeted for April, 2002.

After some discussion regarding the Committee reviewing the initial draft, the AGSC decided that the March 20th meeting should be a regularly scheduled meeting not a teleconference. French suggested that the initial draft be sent to the AGSC at least two weeks prior to the March meeting. Nash will contact Crump regarding a timeline on when a preliminary draft will be sent to AGSC members.

**Institutional Contact and Appeal Persons.** Kirkpatrick reported that an email had been sent to Contact persons on file asking for verification of their position and requesting information on how they use the STARS User Information reports. The Appeals Contact persons have been notified by telephone for the same verification. Other information being collected and verified is whether or not contact persons have other responsibilities to the AGSC, who else at their institution has AGSC responsibilities, and how do they work together. Kirkpatrick stated that a conference call has been scheduled with the subcommittee for January 25th at 10:00 A.M. to discuss data that has been collected to date. A report will be given to the AGSC at the March meeting.

Nash suggested that the AGSC conduct an annual meeting of Contact persons. This would give the AGSC not only the opportunity to meet the contact persons, but to discuss what is expected of them and to get their input on how articulation is working on the campuses. This would also be a part of the ongoing assessment project.

**STARS Update & Usage Report.** Nichols distributed the November and December, 2001 Usage Reports via email to all members (copies attached-#1). He stated that the STARS office is currently working on getting all remaining guides on-line.

**SCHEDULE OF FUTURE COMMITTEE MEETINGS**

March 20, 2002	Department of Postsecondary Education
May 21, 2002	Department of Postsecondary Education

**INFORMATION ITEMS DISTRIBUTED**

1. STARS Update and Usage Reports (via email) (Nichols)
2. AUM Course Proposal (Public & Private Aspects of AIDS) (Britt)

The January, 2002 meeting of the AGSC adjourned at 11:00 A.M.

Michael Malone, Chair

Deborah Nettles, Recording Secretary