



STATEWIDE ARTICULATION AND TRANSFER COUNCIL

Meeting with General Education Committee

**Board of Regents Conference Room (BCR)
Claiborne Building • Baton Rouge, LA
Wednesday, 7 April, 2010 • 2:00p.m. – 4:45 p.m.**

-- Minutes --

Council Members: Brad O'Hara (ULS), Debbie Schum (DOE), Margaret Ambrose (SU System), Mary Ann Coleman (LAICU), Mike Gargano (LSU System, Chair), Monty Sullivan (LCTC System).

General Education Committee: Brian Etheridge (LTU); Debbie Lea (DCC); Jacqueline Howard-Matthews (SU A&M -telephone), Jeffrey Temple (SLU), Kevin Cope (LSU A&M, Chair), Lesa Taylor-Dupree (BPCC - telephone), Steve Guempel (LSUE), Lisa Mims-Devezin (SUNO - telephone).

Absent:

Board of Regents Staff: Kim Hunter-Reed, Karen Denby, Rusty Jabour

Welcome and Chairman's Remarks

Chair Mike Gargano convened the meeting at 2:00 p.m. and welcomed the Council and Committee. The minutes were approved without change, on motion by Brad O'Hara and second by Steve Guempel.

Presentation to the BoR at the 26-27 May Meeting.

To have the transfer associate degree 'on the books' in time for summer orientation programs for Fall freshmen, the program must be presented to the Board of Regents at the May meeting. Chair Gargano shared the urgency of getting things completed, including: title(s) and CIP for the degree(s); a summary report of the proposed new programs; and endorsement by the four Systems. Brad O'Hara noted that to meet the meeting deadlines, documentation must be actually be completed by 14 May.

Communication Plans and Issues

Rusty Jabour offered an update on the RFP which, once approved, will be sent to the list of pre-qualified vendors and any prospective companies that might be recommended by campuses or systems. Asked about an anticipated timetable in light of the urgency to reach students with information that they will need to know, he said that there are requirements that must be met but he hopes to have someone able to begin the work in June. Rusty assured the group that prior to this Fall there will be some mechanisms in place to inform students of the new associate degree opportunities. He had several requests/suggestions:

- that the SATC/GenEd group name a representative to help evaluate proposals and ask questions of prospective vendors, particularly in areas of research needed;
- that colleges each check/update/create their own *Transfer/Articulation* web sites for student/advisor use and quick, effective connections from a basic centralized site. The web should include ready information on: degrees; transfer admission (institution); admission to the major; degree tracks; etc.

All agreed that personal advising is critical and that is no need to wait for a vendor to begin working with academic advisors and enrollment managers about the upcoming degree specifications and opportunities.

Orientation/Advising Plan

Mike Gargano described the need for a written plan that addresses how orientation, advising, and tracking will be addressed. He asked that LCTCS and the 2-year campuses document a process (to include on the central web site) for orientation, class registration and coding of students in transfer program, and that the 4-year campuses begin planning for the handshake to receive and assist the graduates: communication; orientation; housing; advising and course scheduling; etc.

Guide to the General Education Requirements of the LA Transfer Degree

Kevin Cope moved, and Debbie Lea seconded a motion that the General Education Committee approve the *Guide to General Education Requirements for the Louisiana Transfer Degree* and submit it to the State Articulation and Transfer Council (SATC). The committee unanimously approved the motion.

Mary Ann Coleman moved, and Brad O'Hara seconded a motion that the SATC accept the document and submit it to the Board of Regents. The council unanimously approved the motion. Rejoicing ensued.

Guide for Academic Advisors

More discussions on seeking advisor input, with suggestions to: send the current materials to the CEMO for feedback; share the guide with campus advisors to see what questions arise; ask advisors to match actual (specific) campus GenEd course offerings with the subject areas on the GenEd lists to check interpretation and facilitate training.

A signed *Advising Contract* with the students was suggested to outline the degree plan, anticipated time to completion, and possibly the target institution/major with corresponding admission requirements.

Monty Sullivan asked that at least one major-specific track be included in the Guide so that students can see a real, concrete example of how the degree can work. The LSU and Southern system representatives promised to review the ULS/LCTCS tracks and seek one specific major that would work for their faculty, too. Otherwise, they will seek an appropriate 2+2 program to include in the Advisors' Guide as an example. The AST was suggested as an option, in that case.

Other Business

- Mike Gargano said that the business deans seem enthusiastic about developing a statewide transfer associate degree in business that could include the same guarantees as the general LA Transfer Associate. Several have joined the group, and more are expected.
- Brian Ethridge announced that he will be leaving Louisiana soon for a job in the Honors Program at the University of Baltimore. He said that the uncertainty in state higher education with the continuous budget cuts over the last two years has left him little choice, considering his family's welfare. The group thanked him for his tireless contributions to this effort and to the students of Louisiana.
- Karen Denby passed out copies of the Board of Regents' report to the Senate Education Committee on progress made on the transfer associate degree.

Adjournment

Chair Gargano advised the group to watch for a meeting notice for Tuesday or Thursday, 27 or 29 April, in the morning. There being no other business, he adjourned the meeting at 4:45 p.m.

<p><i>Queue</i> -- process to review/add/delete courses for the LA Transfer Associate -- common course numbering -- common degree prerequisites</p>
