

MINUTES
ARTICULATION COORDINATING COMMITTEE MEETING
October 19, 2005

A meeting of the Articulation Coordinating Committee was held on Wednesday, October 19, 2005, in room 1721/25 of the Turlington Building in Tallahassee, Florida. At 1:35 p.m. the meeting was called to order by Chairman Edwin Massey.

Members Present	Dr. Judy Bilsky, Community Colleges & Workforce Education (Division of) Mr. Ronald Blocker, Public Schools (Orange County) Ms. Mary Jo Butler, Public Schools (Division of) Dr. Charles Dassance, Community Colleges (Central Florida Community College) Ms. Brenda Dickinson, Nonpublic Secondary Education Mr. John Joseph, student, Miami-Dade College Dr. Arthur Kirk, Jr., Independent Education (St. Leo University) Dr. R. E. LeMon, State University System, Board of Governors Dr. Edwin Massey, Chair, Community Colleges (Indian River Community College) Mr. Jim Patch, Independent Education (Jones College) Dr. Jill White, Community Colleges (Okaloosa-Walton College)
Members Absent	Dr. Joe Joyner, Public Schools (St. Johns County) Dr. Martha Pelaez, State Universities (Florida International University) Dr. Renu Khator, State Universities (University of South Florida)
Chairperson's Comments	Dr. Massey began the meeting by thanking Dr. Sue Nueman and the International Baccalaureate students from Rickards High School, FSU, and FAMU for their enjoyable presentation and commended them on their accomplishments. Dr. Massey welcomed ACC members and all in attendance.
Approval:	
1. Approval of Minutes for May 25, 2005	Dr. Massey asked for a motion to approve the minutes of the May 25, 2005 meeting as submitted. The motion was seconded and passed unanimously.
2. Residency Committee update, composition and description	Dr. Heather Sherry was recognized by the chair to provide an update of the Residency Committee description and composition. The committee is composed of six state university representatives, six community college representatives, and one independent college or university representative (recommended by their appropriate sector groups and approved by the chair of the ACC). Co-chairs shall be elected by the membership and include one state university and one community college representative. An attorney shall serve as an ex-officio member to provide legal guidance as needed. Minutes for each meeting will be recorded and submitted to the ACC for the record. The chair asked for a motion to approve the Statewide Residency Committee composition and operating procedures. The motion was seconded and passed unanimously.
3. Oversight Committee update, composition, and description	Dr. Heather Sherry was recognized by the chair to provide an update of the Oversight Committee description and composition. Dr. Sherry described the representation of the committee members, and her service on this committee along with the Chief Academic Officers for the Board of Governors staff and Division of Community Colleges and Workforce Education, Dr. R.E. LeMon and Dr. Judy Bilsky, respectively. Ms. Pat Frohe made a presentation summarizing the progress of a series of meetings that focused on the review of the three prerequisites for Education. It was decided that the three common course prerequisites remain in place and the appropriate Statewide Course Numbering System committees will review content and consider possible

updates. A unanimous committee decision was made to allow waivers for these prerequisites for up to 10% of students admitted, if students can prove competencies in the applied areas. The waivers are intended to facilitate meeting the demand for critical teacher shortages. Mr. Ian Neuhard stated that there is work being done to establish a common set of teacher competencies that will allow for a relaxation of the prescriptive prerequisites in place.

Ms. Frohe provided a handout containing the web address for community colleges offering baccalaureate degrees. A task force has been formed to develop a Bachelor of Applied Science (BAS) degree definition. The chair asked if there was support for common prerequisites for BAS degrees. Dr. Jill White responded that there is support for a common set of prerequisites for a BAS degree that will promote ease of credit transfer and articulation integrity. Dr. LeMon said that he and Dr. Bilsky have been involved in an ongoing review of proposals for BAS degrees, and the process has helped to distinguish intent, discipline, and curriculum differences from BS and BA degrees. Dr. LeMon also commented that this effort is informative and provides opportunities for Florida to participate as a leader in response to critical workforce needs. Dr. Massey asked for a motion to approve the Oversight Committee composition and operating procedures. The motion was seconded and passed unanimously.

Discussion:

4. Standing Committee on Statewide Policies and Guidance Report

Dr. Charles Dassance was recognized by the chair to provide an update of the committee's discussion. The chair explained that Dr. Heather Sherry led the committee through State Board of Education approved rules Rule 6A-10.024, Rule 6A-10.030, and Articulation Cluster amendments and repeals. Technical changes will be made and then presented to the Board of Governors for approval on November 17, 2005. Proposed technical revisions to the CLAST and CPT rules were introduced and, after discussion, it was decided that technical revisions to the CPT Rule would be the only recommendation forwarded to the full ACC at the February meeting.

The committee discussed the need to develop a process for grievance and appeals procedures to address identified policies and practices that appear to be inconsistent with the spirit of the 2+2 statewide articulation agreement. The consensus was that the current process of identifying articulation issues and working with institutions to resolve them should be maintained since it has been an effective approach. However, the committee believed that it is necessary to adopt a formal process by which the ACC can address issues that cannot be resolved through the existing process. Dr. Sherry agreed to develop a draft of a proposed process for the February 22, 2005 ACC meeting.

Further committee discussion focused on the need to develop statewide clarification in the form of proposed rules and a Technical Assistance Paper to clarify dual enrollment requirements and concerns. The committee agreed to work jointly with the standing Committee on Postsecondary Transition to develop some recommendations.

5. Standing Committee on Postsecondary Transition Report

Mr. Ron Blocker was recognized by the chair to provide an update on the committee's discussion. Mr. Blocker summarized the reports presented by Dr. Judy Bilsky and Dr. Donna Henderson relating to students' Reading and Writing CPT scores and performance in college level courses. Dual enrollment policies and inconsistencies were discussed. Concerns were raised about the lack of clarity in statute that generates statewide debate and conflicting academic advising. Inconsistent district policies regarding the number of dual enrollment credits students may earn, GPA weighting, and other advising issues were discussed. The committee agreed that the statewide dual enrollment program has merit and is in need of clarification and guidelines. Dr. Pam Kerouac will draft a report of the issues that address the mechanics, articulation, and policies for dual enrollment and e-mail a draft to committee members.

Data and relevant research will be shared in a joint meeting with the Standing Committee on Policies and Guidance at the February 22, 2006 ACC meeting.

Dr. Kerouac also shared the following updates with the committee: 1) a chart of the dual enrollment courses that have been submitted for review for possible addition to the Equivalency list; 2) details about the process and timeline for the five-year Credit By Exam Review; 3) a sample copy and explanation of the High School Feedback Report; and 4) a reminder that the updated version of the *2006 Counseling for Future Education Handbook* is available on the FACTS.org website.

6. Standing Committee on Course Numbering Report	Dr. R.E. LeMon summarized the discussion of the Standing Committee for Course Numbering. The focus of this meeting was a continued discussion of course leveling—that is, the continued maintenance of course level determinations initially mandated in SB 2330 (the “Time-to-Degree” legislation). Since the completion of this project in 1998, there has not been an effort to maintain these leveling procedures on the Statewide Course Numbering System (SCNS). Consequently, there are courses on the SCNS that should be reviewed for their compliance with the leveling statute. The committee examined the question of lower-level courses given the same common course number as upper-level courses: would all institutions accept that lower-level course in lieu of their upper-level course with similar content? The answer is “no,” or there would be no real issue with leveling. From this discussion the committee reviewed draft language that would form the basis of a policy regarding course leveling. Under this policy, courses with different levels would not be given the same prefix and last three digits, and so would not be guaranteed transfer of credit. The final determination of this course level, however, would be reserved to the Department of Education. In practice, the institution would submit a course with a level recommendation, which would then be approved or rejected by the SCNS faculty discipline committee chair. If the institution did not agree with the SCNS discipline chair’s level recommendation, the issue would then go to a larger body for review (either the SCNS faculty discipline committee or a group consisting of the institutions offering that course). If necessary, the issue would be forwarded to the Standing Committee for Course Numbering. The Articulation Coordinating Committee would be the final authority in any course level dispute. The committee approved this language by unanimous vote. The committee will continue its work on this issue by creating criteria to guide the SCNS and institutions for the proper determination of course levels.
7. 2+2 Pathways to Success Brochure	Dr. Heather Sherry displayed a copy of the <i>2+2 Pathways to Success</i> brochure and poster, and provided information about how copies were distributed. Because of the success and popularity of the brochure, additional funding ideas will be explored to provide high school counselors with copies next year.
8. 2004-05 Strategic Plan Progress Report	Dr. Heather Sherry provided a copy of the Strategic Plan Progress Report that was included as part of Commissioner Winn’s evaluation by the State Board of Education. Dr. Sherry explained how the work of the Articulation Coordinating Committee fits with the Strategic Plan (particularly Strategic Imperatives #3 and #8). A specific example of this is the <i>2+2 Pathways to Success</i> brochure, which was a priority project for 2004-2005 and was successfully completed by the ACC.
9. General Education Survey Results	Mr. Matthew Bouck presented the results of a general education survey recently conducted to determine current practice in general education course offerings and

transfer of credit. This survey consisted of fifty-five courses offered for general education by at least twenty institutions. Each public institution was given a survey of these fifty-five courses to ascertain which of these were offered for general education or would be accepted in transfer into the institution's general education program. The survey found fifteen courses were offered or accepted for general education by all 38 public universities and community colleges (see list below).

Once this information is verified for accuracy, it will be used as an advisement tool for dual enrollment students and community college students who may transfer prior to completing their general education program. It is important that the student research the specific general education requirements of the receiving institution, but these courses offer the best chance of transfer into all other institutions' general education programs.

BSC	X	010	GENERAL BIOLOGY
CHM	X	045	GENERAL CHEMISTRY (1 OF 2)
ENC	X	101	FRESHMAN COMPOSITION SKILLS I
ENC	X	102	FRESHMAN COMPOSITION SKILLS II
MAC	X	105	COLLEGE ALGEBRA
MAC	X	114	TRIGONOMETRY
MAC	X	311	CALCULUS I
MAC	X	312	CALCULUS WITH ANALYTIC GEOMETRY II
MAC	X	313	CALCULUS WITH ANALYTIC GEOMETRY III
MGF	X	106	MATHEMATICS FOR LIBERAL ARTS I
MGF	X	107	MATHEMATICS FOR LIBERAL ARTS II
PHY	X	048	GEN PHYS W/CALCULUS I (2 SEM SEQ)
PHY	X	053	GENERAL PHYSICS I (2 SEM SEQ)
PSY	X	012	INTRODUCTION TO PSYCHOLOGY
STA	X	023	STATISTICAL METHODS I

10. Nonpublic Institution Transfer

Mr. Matthew Bouck updated the ACC on the participation of nonpublic institutions on the Statewide Course Numbering System (SCNS). There are thirty-three participating nonpublic institutions, with twenty-six having active courses on the SCNS. Of these, four institutions are regionally accredited, and twenty-two are nationally accredited.

In the years since 1998, when these nationally accredited institutions were permitted to join the SCNS, there have been some issues with students from these participating nonpublic institutions transferring their credit to public institutions. Many of these issues stem from a lack of awareness about these institutions' participation and the statutory requirements for transfer of credit for all SCNS institutions. The Department of Education will begin to examine current transfer practices and inform institutions of these requirements.

The ACC was given a copy of a July 20, 2005 memo from Commissioner John Winn reviewing the statute regarding nonpublic institution participation and the responsibilities of all institutions in accepting credit from these participating institutions. More information about nonpublic course offerings can be found on the SCNS homepage at <http://scns.fldoe.org>.

11. PSAV to AAS/AS Articulation Update

Ms. Sally Kiser gave a Power Point presentation and provided a summary of the background, the progress, and the next steps planned for statewide articulation agreements for PSAV to AAS/AS. On November 3, 2005, a group of joint school district and community college faculty committees will be convened. The charge for these groups will be to recommend credits to articulate from PSAV to AAS/AS in the

following program areas:

Associate Degree	PSAV Program(s)
Office Administration	Medical & Legal Secretary
Drafting & Design	Architectural, Mechanical & Structural Drafting
Criminal Justice	Law Enforcement & Corrections
Fire Science	Fire Fighter II
Dental Hygiene	Dental Assisting (ADA Accredited)
Culinary Arts	Commercial Foods
Early Childhood Education	CDA – Early Childhood

* Nursing and Automotive Service Management also were chosen as initial programs for consideration, but will not be addressed at the November 3, 2005 meeting because there are already existing articulation agreements for those programs.

Following the November 3, 2005 meeting, recommendations for agreements will be disseminated to stakeholders for input and then the agreements will be submitted to the ACC for review and approval.

12. High School Feedback Reports
 Dr. Pam Kerouac was recognized by the chair and provided a copy of a sample High School Feedback Report, with an explanation of the report's intent to provide comprehensive information in a one-page format that will allow schools to use recent data for strategic improvement planning. Those who contributed were recognized for their collaborative efforts in the development of the report content and format. Every public high school will receive this report that conveys pre-graduation and post-graduation indicators of college readiness for 2004 graduates. Districts will receive directions via mail and the paperless communication system to access the reports via the web using a login and password. The reports are to be released to district superintendents in the next week. Superintendents have been asked to share this information with their principals.

13. Counseling for Future Education Handbook
 Dr. Pam Kerouac was recognized by the chair to provide a postcard reminder and description of the *Counseling for Future Education Handbook*. The expected posting date to FACTS.org is set for October 31, 2005. It is available only in electronic version on FACTS.org. Dr. Kerouac recognized those who contributed to the contents of the handbook. A paperless communication system memo is expected to go out soon from the Commissioner to districts and guidance counselors.

The meeting was adjourned at 3:30 p.m.

Announcements: The next ACC meeting is scheduled for February 22, 2005