

Academic Affairs
401 Golden Shore, 6th Floor
Long Beach, CA 90802-4210
www.calstate.edu

Keith O. Boyum
Associate Vice Chancellor

(562) 951-4718
Fax: (562) 951-4781
E-mail: kboyum@calstate.edu

Memorandum

Code: AA-2007-10

Date: April 20, 2007

To: Provosts/Vice Presidents, Academic Affairs

From: Keith O. Boyum
Associate Vice Chancellor



Subject: Lower Division Transfer Pattern (LDTP) Information for Review

Progress on developing Lower Division Transfer Patterns by major has been strong. We are now ready to focus our efforts on the second round of LDTP disciplines.

The Chancellor's Office will publicly post LDTP's for 11 majors / disciplines on April 18, 2007. These patterns will include your campus-specific information, which has been reviewed and approved locally, and has been forwarded to Academic Affairs at the Chancellor's office.

- **This memorandum announces your campus' opportunity to review the patterns prior to public release via the Internet.** You will appreciate that this is an opportunity for final review, and possible error correction.

Your help is cordially requested in doing the following.

We will distribute copies of this memorandum directly to **campus contacts** whom you have designated, as per our records, for operational oversight of this Trustee initiative. Note also that we directly copy campus articulation officers on this memorandum.

1. Please double-check that the contact person on your campus for LDTP operational oversight has received this information. Thank you.
2. Please direct your campus contact person to re-distribute this memorandum to chairs of the departments of the affected disciplines.
3. Please request the right persons on the campus to review the campus-specific portion of the LDTP for their discipline. These "right persons" could be all three [department chair; campus contact; articulation officer] or some subset, in your discretion.
4. To do this review, the right persons should go to this "staging" (non-public) web site.

<http://www.calstate.edu/ar/LDTPagreements/>

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- **Not later than May 7, 2007**, please ask any of the right persons to notify Kurt Hessinger of any errors in the campus-specific portion of an LDTP. You may reach Mr. Hessinger at: khessinger@calstate.edu or at (562) 951-4715. Please request respondents to include the discipline name and campus name in the subject line of an e-mail response.

Please note that if a campus-specific pattern is listed as “REPORT PENDING” in the LDTP, this indicates that discussions are in process between that campus and the Chancellor’s Office.

We appreciate all of your good and diligent work during this phase of the LDTP process. Thank you for your prompt attention to this matter.

cc: CSU Presidents
CSU Campus LDTP Contacts
CSU Campus Articulation Officers
Gary W. Reichard, Executive Vice Chancellor
Allison Jones, Assistant Vice Chancellor, Student Academic Support
Kurt Hessinger, Associate Director, Transfer Programs