MEMORANDUM

Code: AA-2005-27
Date: August 22, 2005

To: Academic Council
   Chairs, CSU Campus Academic Senates

From: Keith O. Boyum
      Associate Vice Chancellor
      Academic Affairs

Marshelle Thobaben
Chair
Academic Senate CSU

Subject: Systemwide Lower-Division Transfer Patterns (LDTPs), 2005-06

Our inaugural effort to identify lower-division transfer patterns for undergraduate majors was a success, with more than 30 disciplines reaching agreement on coursework that students can take in community college so that they may graduate in a more timely fashion and without having taken excess units. This important accomplishment can be attributed to the hard work and dedication of many individuals, including the faculty who served as disciplinary facilitators and representatives, the articulation officers who advised the disciplinary groups, the California Community College faculty who participated in the disciplinary meetings, and the leadership of the LDTP process, including the Executive Committee of the CSU Academic Senate.

During the 2005-06 academic year, we will be seeking LDTPs for a second group of undergraduate majors that are chosen with some frequency by community college transfers. Following the process we used with the first round of LDTPs, we will look to faculty disciplinary groups—composed of a representative from each campus that offers the baccalaureate majors we’ve identified—to define for the CSU system the recommended lower-division transfer pattern for that major. In most cases, this will mean designating at least 45 semester units of lower-division coursework that will count toward graduation with that major at all CSU campuses offering it. We anticipate that the bulk of this work will be accomplished during a single one-day meeting. Travel costs will be supported by the Chancellor’s Office.

We once again seek your help in identifying disciplinary representatives from your campus. As last year, our expectation is that the faculty of each major have the primary voice in the selection of their representatives. Normally, this will be done by departments or programs through their usual governance or curricular processes. (Provosts and Campus Senate
August 22, 2005
Page 2

Executive Committees should agree on other appropriate processes on each campus where majors do not coincide with departmental structures. Again, it is important that the faculty who have primary responsibility for the curriculum in this program take leadership for each project.) In 2004-05, campuses that chose experienced faculty as disciplinary representatives reported better satisfaction with both processes and outcomes than campuses that chose inexperienced faculty.

After your representatives have been selected, please send their names, titles, telephone numbers and email addresses to Ms. Kelley McCoy at kmccoy@calstate.edu. *We would like this information no later than Monday, October 3.*

Each group of disciplinary representatives will be led by a facilitator. These individuals will be selected by the Executive Committee of the CSU Academic Senate and will work closely with LDTP leadership to bring the disciplinary groups to consensus. Nominations for these important positions are cordially solicited. Please submit the names, titles, telephone numbers and email addresses of persons well-suited for leading disciplinary colleagues to Ms. McCoy also by *Monday, October 3.* It would be helpful if you include a short statement describing your nominees’ qualifications.

Please find attached two items to help facilitate these processes:

- Attachment A lists the majors identified by the Chancellor’s Office and the Executive Committee of the CSU Academic Senate for the second round of systemwide lower-division transfer patterns
- Attachment B lays out a timeline for establishing the systemwide LDTPs for these majors

More information about the LDTP Project, including a comprehensive list of Frequently Asked Questions and the systemwide agreements for the first round of LDTPs, can be found on the LDTP website at [http://www.calstate.edu/acadaff/ldtp.shtml](http://www.calstate.edu/acadaff/ldtp.shtml).

If you have questions or concerns, please contact Keith Boyum at kboyum@calstate.edu and at 562/951-4712, and Marshelle Thobaben at mtl@humboldt.edu and at 562/951-4014.

Thank you for your continued assistance with this important project.

**Attachments**

c: CSU Presidents
Chancellor Charles B. Reed
## ATTACHMENT A

### Lower-Division Transfer Pattern Development

#### 2005-2006 List of Disciplines

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ATTACHMENT B

General Timeline for Developing Systemwide Lower-Division Transfer Patterns by Major, 2005-06

By September 23: All CSU campuses have commenced Fall 2005 instruction

Monday, October 3: Deadline for Provosts/VPAAs to submit the names of *campus representatives* for each major to Ms. Kelley McCoy

Deadline for Provosts/VPAAs to submit the names of nominees for *disciplinary facilitators* to Ms. Kelley McCoy

Friday, October 7: Executive Committee of the Academic Senate selects facilitators

Saturday, November 12: Orientation meeting for disciplinary facilitators

*The Radisson at LAX*

Saturday, November 19: Meeting for Child Development, Human Services, Music, Non-Integrated Teacher Preparation, Philosophy, Public Administration, and Religious Studies

*The Westin SFO*

Saturday, December 3: Meeting for Microbiology, Languages (Chinese, French, German, and Japanese), Geology and Earth Sciences, and Social Science

*The Westin SFO*