

Lower Division Transfer Project
Steering Committee Notes
Wednesday September 17, 2008 (1:00 to 3:30)
Room611, Chancellor's Office, CSU (Long Beach)

Member Attendees: Keith Boyum, Allison Jones, Chris Hanson, Cathy Beane, Barbara Swerkes (Co-Chair) John Tarjan, Mark Van Selst (Chair)

Other Attendees: Mark McKellip, Karen Simpson-Alisca, Marshall Cates

Agenda Item #1 - Minutes of June 26, 2008 meeting were approved with the following revision suggestion that when new committee members were introduced, the names are put in the meeting minutes.

Discussion: Reason for the name change of liberal studies pattern– didn't reflect degree completion rather than credential related...Dan O'Connor spoke to LS group and they agreed (this conversation has been added to the "other" categories' of this agenda)

Agenda Item #2 - ASCSU resolution directing executive committee + CSU CO

a. AS-2866-08/APEP Efforts to Encourage California Community College (CCC) Participation and Collaboration in the Lower Division Transfer Patterns (LDTP) Project

Executive Committee of the Academic Senate and an academic administrative representative from the CSU Chancellor's Office met with representatives from the Executive Committee of the Academic Senate for the CCC and an academic administrative representative from the CCC Chancellor's Office to encourage increased participation and collaboration in the LDTP project

b. Invitation extended to CSU Articulation Officer of support for their regional meetings.

Agenda Item #3 - ECON Descriptor Final decision – per CSU the descriptor are to remain and be posted for review. ..

a. Workgroup final disposition

Keep the prerequisite. Official notification email from Barbara as Chair from LDTP Academic Council to Chancellor's Office staff who can distribute to CCC Articulation Officer's regarding Econ decision.

Agenda Item #4 - LDTP groups

- Updates to committee appointments (list attached)
- Advisory Committee (list attached)
- Date change
 - Nov 20 does not work for CCC – check dates, and send a list of proposed dates.

- LDTP Advisory Committee for 08-09:
- Articulation Officers --- Deanna Abma and Ken Matsuura (however, Deanna might rotate off after the next meeting) Chief Student Services Officer -- Dick Robertson
- (drobertson@miracosta.edu) (Dick replaces JNishime) Chief Information Officer -- Mitjl Capet Faculty --- Michelle Pilati and Bonnie Schmiede Chancellor's Office --- Jeff Spano
- **Karen will compare schedules and send available dates (ACTION ITEM)**
Keith available Nov. 5, Nov. 25, or Dec. 1 are possible for Keith (Barbara will send out email regarding the possible meeting dates)

c. Steering

- i. Dates

d. Workgroup

- i. Dates
- ii. October Workgroup-swap out date – Eliminate October 8th meeting – group gets eliminated is the Articulation Officer’s.
 - Agenda
 - Issues?
 - Strategy

e. Review coordinator meeting

- Agenda will be developed by Mark Van Selst and Barbara Swerkes Mark will finalize this agenda and Chancellor's Office staff will assist.
- Proposed agenda – Mark Van Selst and Marshall Cates will create a Self Certification checklist which will be introduced to the Review Team Coordinators
- Discussion with RTC to **be more empowered** in the review process. To initiate **direct contact** with CCC’s and question or talk to faculty at the CCC’s when question arise in the review
- Grudnitski – question regarding the encouraging others to use....(vague decision)
- CSUMentor demo –This is an opportunity to get faculty on board and give the big picture of LDTP/ (Barbara and Mark will finalize this agenda and Chancellor's Office staff will assist with completing)
- **Process Flow – I’ll email to group for approval**
- Karen will send –update of the committee members to all members

Agenda Item #5 - Operational Report

- o LDTP Systems Implementation Update – Mark McKellip presented to the committee a PowerPoint presentation on the LDTP Systems Implementation Tasks

- LDTP OSCAR Update – Oscar upgrade should be completed by October 15th and should resolve the issues with Windows Vista. The upgrade also resolved the course outline preservation issue that was identified in the earlier version.
- “sign-up” for LDTP (process / Evaluation)
 - Report on campus specific updates and ASSIST input provided.
 - Cycle assignment –April 2008 reviews were pended for OSCAR upgrade and should be out with the November reviews.
 - Web posting update

Agenda Item #6 - Discipline Matters – Marshall Cates reported the following:

- Biology (anatomy/physiology)- issue –proposed 2 courses with pre-req.
 - a. Kinesiology does not want these prerequisites to be in place (current vote – Human anatomy heading towards a “failure to ratify” vote).
 - b. Nursing also uses the anatomy course.
 - i. SLO will take the course if it matches theirs.
 - c. **Solution 2 courses – one with pre-req one without**
 - i. Phone conversation took place with leads – no CCC was included. Coursework description discussions included: Anatomy, Physiology, Microbiology
 - d. This needs additional work.
- Economics Descriptors
 - a. Workgroup final disposition
 - i. Summary = keep prerequisite
- Statistics math has been approved. General stat course...psych has 9 votes, need 3 more. Bus has 7 votes ---need total at 9 (2more)
- Engineering – Locascio to be lead – will attend meeting on the 5th (?). 3 courses not approved yet—needs one or two votes needed. Cathy can f/u with Long Beach fac. Outstanding vote
- Physics- CSU faculty member ---Marshall will consider going direct to dept. chair and asking for references (Jim Posta has agreed to assist the team to organize and start the process)
- Geology- issue req. intro course means any course or content (descriptor) ---will be re-examined.

Agenda Item #7 - Articulation Officer Report (Beane)

- Perspectives / issues
- LDTP fit in with native students - 45/15 (60 units- limited to 70)
- Articulation Officer concerns what happens when coursework is over 70 units. Also, there are lower division level courses not offered at the CCC's, how that works for the admission guarantee of upper division? There are a number of discussion pieces that are going on within the campuses and Articulation Officer's relating to LDTP that have not been answered.
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Agenda Item #8 - What next for LDTP-

- a. Perspectives/concerns/suggestions -
- b. Self-certification discussion-
 - a. CSU- checklist would be sent to departments
 - Mark VS. and Marshall will create a template for Statistics and send to the coordinators and Statistics discipline leads. This can be presented to at the RTC meeting, and recruit them to do similar. (Chemistry as another option).
 - Marshall to work with Jim Blackburn
 - **Barbara will send ASCSU resolution that mandates this process (include in RTC meeting hand-outs)**
 - b. CCC---John >pending for the next meeting
- c. LDTP role in A2E metrics

Agenda Item #9 - Newsletter – frequency as needed – perhaps one per semester suggested by Mark VS. to ensure an adequate public history is available.

Agenda Item #10 - Articulation Officer Follow-up

- DeGroot Memo- Allan Hancock CCC,
 - a. ASCSU did not feel it was appropriate to respond. The particular issue is a dead horse.
 - b. Formal support for local discipline control of standards continues.
 - c. Metrics on how many CCC's are involved would be useful to have accessible.
 - d. It is noted that the transfer MOU gives campuses the flexibility to do what they want regarding local articulation requirements and standards.

Agenda Item #11 - Remaining concerns re: CCC/CSU “issues” from workgroup (Spring 08)

- no action at this time.

Agenda Item #12- Chancellor's Office Initiatives

- a. Troops to College
 - Affiliation and alignment with LDTP
- b. Admissions initiative - Implementation
 - Yes, mentor issue—statewide is present – campus specific will not be present until Jan. or Feb.

Agenda Item #13 - Other Business