

**LDTP Steering Committee Notes**  
**Tuesday, April 29, 2008**  
**3:30pm – 5:30pm (Teleconference)**

**DRAFT Minutes**

**Member Attendees:** Barbara Swerkes, John Tarjan, Mark Van Selst, Michelle La Centra, Allison Jones, Keith Boyum, Chris Hansen

**Other Attendees:** Mark McKellip, Rachel Hendrickson, Marshall Cates, Jim Blackburn,

1. **Minutes** of April 3 meeting was approved without dissent.

2. **Reports** –

- **Computer Science Review Issue**  
Barbara Swerkes reported that she has met with Steve Stepanek the LDTP Review Team Coordinator for the Computer Science reviews regarding the prerequisites for TCSU CSCI SEQ A. Dr. Stepanek indicated that the intent was to ensure that Pre-Calculus was completed during the sequence not prior to the sequence.  
Mark McKellip has receive confirmation from Dr. Stepanek that it is appropriate to list Pre-Calculus as “Recommended Preparation” for the sequence.
- **Formation of Biology/Kinesiology/Nursing Course Descriptor Review Committee**  
A committee of Biology, Kinesiology, and Nursing faculty will be formed to discuss the prerequisite issues in the Human Anatomy and Human Physiology course descriptors.  
Marshall Cates has recommended that each group meet separately prior to the joint meeting. Nursing and Biology meetings have been scheduled. Barbara Swerkes will make the request for Kinesiology faculty to meet.
- **CIAC State Conference (April 24-25, 2008)**
  - Mark McKellip reported on the two sessions regarding LDTP that he held for the CIAC Conference. The two main issues that came up were CAN and the LDTP Agreements.  
The Steering Committee recommends that a memorandum regarding CAN to be created and distributed detailing how CAN approved courses work within LDTP. This memo will display the dates grandfathered CAN courses will be discontinued.  
Much of the questions regarding the implementation of the LDTP Agreements dealt with details of how these agreements will work.
  - Keith Boyum and Barbara Swerkes reported on the session they had with the CSU Articulation Officers.  
The Steering Committee recommends that Mark McKellip form a workgroup with four CSU Articulation Officers to develop the implementation components regarding LDTP Campus-Specific requirements.

The Steering Committee recommends that Keith Boyum or Allison Jones distribute a letter explaining the importance of the Campus Specific Identification to the Articulation Officer's supervisor so that they may have the time to work on this project.

3. **Update: Statistics Descriptors – Voting**

Barbara Swerkes informed the Steering Committee of concerns regarding the voting process for the Statistics Descriptor.

The LDTP Steering Committee recommends that voting for this descriptor be asked from the disciplines of Psychology, Business, Sociology, and Mathematics who require the descriptor within the LDTP Statewide Pattern or if their campus uses a Statistics course within their Campus-Specific requirement.

4. **Review Team Leader – Pilot Project**

Barbara Swerkes gave an update regarding the Review Team Leader Pilot Project.

The LDTP Steering Committee voted and passed the recommendation that John Tarjan develop a proposal for the Business Discipline and submit this for review.

The LDTP Steering Committee voted and passed the recommendation that Jim Postma be asked to develop a proposal for the Chemistry Discipline and submit this for review.

5. **Course Review Process – Consideration of Pasternak Recommendation**

Barbara Swerkes reported on a recommendation from Barry Pasternak regarding a proposal for Community College outline review. The LDTP Steering Committee recommends that this proposal be sent to the CSU Academic Affairs Committee for further discussion.

A concern was expressed to the LDTP Steering Committee regarding those California Community Colleges (CCC) that have chosen not to participate in the LDTP Review Process. The concern of the committee was that Articulation Professionals at the Community Colleges had made a decision for their college not to submit course outlines for LDTP review. The LDTP Steering Committee recommends that this be discussed with the Community Colleges at ICUS. If participation still is an issue, the LDTP Steering Committee may recommend that a letter be sent to the presidents of those CCC that are not participating with notification going to the CCC Chancellor's Office prior.

6. **Allison Jones E-mail (Attached) – Finalize Descriptors**

The LDTP Steering Committee considered Allison Jones request for the focus to be on Statewide Course Descriptors. Marshall Cates reported that Statewide Descriptors are currently either in process or completed and there is no need for concern.

7. **Agenda Items for Advisory Committee Meeting May 6** – The Steering Committee discussed agenda items for the LDTP Advisory Committee Meeting.