

LDTPAC Steering Committee Meeting
Friday, January 18, 2008
12:30pm – 3:30pm (Anacapa Room – CSUCO)

Minutes

Member Attendees: Barbara Swerkes, John Tarjan, Mark Van Selst, Michelle La Centra, Keith Boyum

Other Attendees: Marshall Cates, Mark McKellip, Rachel Hendrickson

1. **Minutes** of December 6 & 11 meetings were approved without dissent.
2. **Identifying Priorities** - The Steering Committee identified the following as the highest priorities for moving forward with LDTP:
 - a. Complete the Unfinished Course Descriptors
 - b. Streamline and report LDTP review decisions to the community colleges in a more timely manner.
 - c. Better develop LDTP Submission Review Teams
 - d. Continued to focus on articulation rather than admissions.
3. **Next Intersegmental Workgroup Meeting**

The Steering Committee agreed to suspend the LDTP Intersegmental Workgroup on January 28, 2008 so that the recommendations of the workgroup can be put into action. Community colleges still have the opportunity to provide feedback at the LDTP Advisory Committee. This was approved without dissent.
4. **“Re-visioning”** – Keith Boyum reported on the development of a pilot project that enfold LDTP approved curriculum into community college associate degrees. The LDTP Steering Committee encourages this and believes that this concept is a good idea. However, it is not the role of this committee to make suggestions to California Community Colleges on matters of curriculum.
5. **Reports:**
 - a. **Status: Request to CSU Provoosts for Contact Person on Each Campus for Each LDTP Discipline** - Mark McKellip reported that all but CSU Fullerton and CSU Sacramento have complied with this request.
 - b. **Status: Request to ASCCC for CCC Discipline Rep. for Each LDTP Discipline. Need for job description for these representatives** – The roll of the CCC Discipline Representative is to act as a liaison between the CSU and CCC regarding LDTP articulation issues specific to their discipline. No official job description has been written.
 - c. **Status Steering Committee Proposal for a: Mechanism/Process to Implement ASCSU Resolution Regarding the Articulation of CSU Courses with the LDTP Descriptors.** – This proposal was approved by academic affairs. The creation of checklists must still occur.
 - d. **Status of Course Descriptor Development:**
 - Japanese – The descriptor will be posted for the April 2008 Review Cycle.
 - History - Descriptors are being fine-tuned.
 - Engineering and Information Systems - Descriptors are still waiting for votes from various campuses

- Child Development – The Review Team Coordinator has resigned her position. The search for a replacement has begun. The further development of these course descriptors will be placed on hold until a replacement is found.
 - Biology – The course descriptors have been reviewed by the Biology faculty. The Biology faculty have agreed to remove the chemistry prerequisite from the anatomy course descriptor. Both the anatomy and physiology course descriptor are being sent to the CSU campuses for approval.
 - Statistics – Business, Sociology, and Mathematics have agreed on a common course descriptor. This common descriptor is being sent to the CSU campuses for approval. The psychology statistics descriptor is being held till February before finalization and approval.
- e. **Staff Reports:**
- Course Review Results - Mark McKellip reported on the various review cycles.
 - Reporting results to community colleges? - The results of all available results will be available to the Community Colleges in early February.
 - Posting of list of approved courses for CSU Articulation Officers? – Mark McKellip reported that a list of LDTP Review results was sent to two CSU Articulation Officers. The rest of the Articulation Officers will receive these results after the information is disseminated to the community colleges. Discussion regarding CSU Articulation Officers receiving LDTP review denials was tabled.
 - Posting of approved courses in ASSIST? - LDTP Review Results will be made available in ASSIST soon after community colleges receive these results.
- f. **Chemistry Course Review – Communication with CCC AO’s re: Approved plan for resubmission of information.** – Information regarding the resubmission of Chemistry courses will be disseminated in early February in two locations: the reports sent to the individual community colleges and the February LDTP Newsletter.
6. **CAN Courses** – Discussion occurred about CAN course designations versus TCSU Course articulation. These different types of articulation can be tracked.
7. **Improving the Course Review Process**
- a. Review Team Coordinator Pilot Project - A recommendation was made to pilot a review team coordinator to go beyond the review of courses in two of the following disciplines: Math, Biology, Business, or Chemistry. This team coordinator would focus on major strategies, problem areas, and intersegmental communication for their discipline. This position will be granted “release time” so they can perform these tasks. Barbara Swerkes, Michelle La Centra and Marshall Cates will contact potential candidates and report back to the Steering Committee.
 - b. Creation of a standard course descriptor format – A recommendation was made to develop an official LDTP descriptor format. Rachel Hendrickson will locate and submit the descriptor samples that were given to the descriptor creation teams. John Tarjan will develop a sample.
8. **Next Steering Committee Meeting:** TBA