

# LDTP ADVISORY BOARD MEETING

## Meeting Minutes

Tuesday, January 24, 2006  
1:00-5:00 p.m.  
CSU Office of the Chancellor, Anacapa Room  
401 Golden Shore  
Long Beach CA 90802

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### **Meeting called to order at**

1:10 p.m. by LDTPAC chair, John Tarjan.

### **Others in attendance were**

Deanna Abma, *CCSF—CCC Articulation Officer*  
Keith Boyum, *CSUCO Academic Affairs*  
Marshall Cates, *LDTP Faculty Lead*  
Chris Hanson, *CSUCO Academic Programs*  
Rachel Hendrickson, *CSUCO Student Academic Support*  
Kurt Hessinger, *CSUCO Student Academic Support*  
Allison Jones, *CSUCO Student Academic Support*  
Michelle LaCentra (by telephone), *East Bay—CSU Campus Articulation Officer*  
Cheryl Mason, *San Diego*  
Ken Nishita, *Monterey Bay*  
Jane Patton, *ASCCC Representative—Mission College*  
Jo Service, *Academic Program Planning*  
Jeff Spano, *CCCCO Representative*  
Nancy Sprotte, *CSUCO Student Academic Support*  
Marshelle Thobaben, *ASCSU Chair*

### **1. Welcome and Introductions**

Dr. John Tarjan welcomed everyone and asked each member to introduce him/herself.

### **2. Minutes**

Kurt Hessinger will staff the committee, taking minutes for the group. The acceptance of the minutes will be moved, seconded, and approved. They will be subsequently posted for public review.

### 3. General Reports

#### 3.1 LDTP Background (Tarjan)

Dr. John Tarjan presented a PowerPoint summary of LDTP, covering its history review procedures, and identified anticipated future activity. Administration of the LDTP project is coordinated through the Chancellor's Office, with curricular decisions being made by CSU Faculty working in discipline groups. Tarjan emphasized the key role of discipline facilitators in the process, and identified the following ongoing issues and tasks: (1) development of patterns; (2) development of course descriptors; (3) CCC course outline review; (4) communication of patterns, descriptors, and LDTP course review decisions; (5) ongoing review of patterns and course descriptors; and (6) engaging sufficient faculty participation.

#### 3.2 Review of Draft Committee Charge (Jones)

Mr. Allison Jones clarified that the committee's charge is to offer advice to the Chancellor on LDTP policy. CSU Chancellor's Office staff will coordinate implementation and other administrative details. Ms. Rachel Hendrickson and Mr. Kurt Hessinger will coordinate operational details, including communication to CSU campuses, CCC, faculty, and to the public. Hessinger will provide staff support to the meeting, including taking notes and preparing minutes, and he will create a listserv for the committee. Dr. Tarjan added that the committee's faculty represent participation across the disciplines. According to the official committee charge (approved by ASCSU Executive Committee in December 2005), membership includes:

- Five (5) CSU faculty appointed by the chancellor upon the recommendation of the Academic Senate CSU, one of whom will be appointed as chair of the LDTP Advisory Committee;
- Two (2) Academic Affairs representatives appointed by the chancellor upon the recommendation of the Associate Vice Chancellor of Academic Affairs;
- Two (2) articulation officers, one (1) appointed by the chancellor upon the recommendation of the Associate Vice Chancellor Academic Affairs, and one (1) appointed by the CCC Academic Senate upon the recommendation of the California Community College chancellor;
- One (1) California Community College Chancellor's Office representative appointed by the CSU Chancellor upon the recommendation of the California Community College chancellor; and
- One (1) California Community College faculty representative appointed by the CSU Academic Senate upon the recommendation of the California Community College chancellor.

The name of the Committee—LDTP Advisory Committee was adopted. No changes to the charge were suggested. Terms of membership are as follows: CSU Faculty will rotate on two-year, staggered terms to maintain continuity. CSUCO Appointments will be made at the discretion of the Chancellor or his designee. CCC Appointments will be made at the discretion of the Chancellor or his designee. Formal decisions will be taken by majority vote. Formal Communications will be carried out over the signature of the Chair after being vetted by committee members with a deadline for comment.

The Chair will request up to \$10,000 to cover travel costs for ASCSU representatives. There was no consensus on requesting funds for reassigned time for the Chair. This will

be communicated by the Chair to the ASCSU Executive Committee. Tarjan noted that no UC Observer has yet been named. Rachel Hendrickson will follow up on the status on this invitation to the UC.

The possibility of having the ASCSU Academic Affairs Chair or designee serve as an ex-officio member of the committee was discussed. Some felt that this would not be necessary given faculty representation which currently includes at least one member of the committee and would likely do so in the future. John Tarjan will report back to the ASCSU Executive Committee, which initiated the suggestion.

The committee supported adding a student representative to the membership. Dr. Thobaben will bring up the issue with CSSA leadership next week during their meeting with the ASCSU Executive Committee.

### **3.3 Status Update (Cates)**

Dr. Marshall Cates explained that at this point 33 LDTP patterns have been defined and 32 are posted on the website at <http://www.calstate.edu/AcadAff/ldtp.shtml>. No statewide course descriptors have achieved a 75% approval. The next 14 majors have developed LDTPs, but two groups have yet to formally submit their patterns. Most of the campus-specific requirements have yet to be submitted. Cates reviewed the procedures for developing and approving course descriptors.

### **3.4 GE OSCAR Curriculum Review Process (Hanson)**

Dr. Chris Hanson explained the GE review process, including the online OSCAR review system. While faculty have, over time, requested more faculty involvement in GE course review. Currently, faculty review only about 5-to-8% of all GE outlines submitted. Approximately 5,000 LDTP courses may be submitted for review. It is expected that faculty will review outline submissions for the first two years and that they may ask for staff assistance beyond the first two review cycles. Mallon suggested that having staff “pre-qualify” generic courses (e.g. “Any African American history course”) would greatly facilitate the review process).

### **3.5 LDTP Timeline and Procedures (Hessinger)**

Mr. Kurt Hessinger shared a timeline, which has dates that intended to meet the requirements set by SB 1785 but that are expected to slip, as the campus-specific requirements and the course descriptors have not yet been submitted. To help meet review deadlines, it was suggested that some courses might be “pre-qualified” for LDTP. Courses already approved for CSU GE Breadth or IGETC certification may be appropriate for pre-qualification, Hessinger suggested, as may the “generic” requirements such as “take any African American history course” or “take any sociology course.” Fit for prequalification would be approved by the discipline facilitators, who will be encouraged to consult with LDTP discipline faculty (representatives from each campus), but this is not required.

LDTP will identify required courses by a Transfer California State University (TCSU) number. For the first year, corresponding CANNed courses will meet the TCSU

requirement. New TCSU course descriptors will in time be used to review courses submitted for LDTP consideration.

It was suggested by one member that the LDTPs could be prioritized in an attempt to complete and post the most popular majors first and to use the lessons learned in bringing those majors to implementation to inform the process for subsequent majors. Others in attendance expressed the need to work on all patterns simultaneously, stressing that there is no way to ensure that identified “priority” patterns would be completed before others.

**4. Deferred Issues**

- 4.1 “Comments” in course descriptor voting process
- 4.2 Campus voting
- 4.3 Service courses
- 4.4 Naming of course descriptor groups
- 4.5 Course appeal procedures
- 4.6 Jurisdictional issues between disciplines

**5. The next meeting will be February 9, 2006 at 2:00 p.m. at the CSU Office of the Chancellor**

The meeting adjourned at 5:00 pm.