

LDTP Advisory Committee Meeting
Steering Committee Meeting

Wednesday, November 1, 2006
CSUCO - Munitz Room
12:30 p.m. – 3:30 p.m.

Minutes

Member Attendees: Barbara Swerkes, John Tarjan, Mark Van Selst, Keith Boyum, Chris Hanson
Other Attendees: Marshall Cates, Kurt Hessinger, Rachel Hendrickson

1. *Minutes* of October 17, 2006 meeting were approved.
2. *Added Agenda Items*
Marshall Cates proposed adding to the agenda a discussion regarding validation of course approval by Liberal Studies group (13 a.). Rachel Hendrickson proposed adding to the agenda a discussion of a Math and Science MOU from the CSUCO (13 b.)
3. *Update: Number of CCC Course Submissions for 1st Review Cycle (Breakdown per discipline. Average number of reviews per reviewer).*
Kurt Hessinger updated the committee on the number of course submissions for the 1st review cycle. 1235 courses were submitted by CCCs with the breakdown by discipline as follows:
 - Business – 127 course submissions
 - Economics – 116 course submissions
 - Math – 357 course submissions
 - Radio/Television/Film – 52 course submissions
 - Sociology – 120 course submissions
 - Social Work – 16 course submissions
 - Ethnic Studies – 45 course submissions
 - FCS (Nutrition) – 59 course submissions
 - Art, Art History – 275 course submissions
 - Information Systems – 52 course submissions

The number of reviews per reviewer ranges from 16 courses per reviewer (Social Work) to 108 course per reviewer (Math). Review team coordinators were given slightly less courses to review than other reviewers. Beginning with the 2nd review cycle, courses will be distributed equally among all reviewers.
4. *Update: All 1st Cycle Review Teams Complete and Trained?*
Kurt Hessinger reported that all 1st cycle review teams have been trained. Review teams are now in the process of reviewing courses in OSCAR-LDTP. Larry Johnson (CSU Fullerton) has been selected as the review team coordinator for Art/Art History. He is in the process of selecting his review team.
5. *Update: TCSU Resolution – Developed by ASCSU Academic Affairs Committee. (Tarjan)*
John Tarjan provided the committee with an updated version of the TCSU Resolution. The updated resolution was reviewed by the committee and suggestions were made regarding wording.

6. ***Update: Introduction to Education – Development of Course Descriptor (Cates)***
Marshall Cates reported that Liberal Studies (LS) and Education representatives met in Los Angeles to refresh the Introduction to Education course descriptor. The main issue at hand concerned the number of fieldwork hours required for the course. The LS and Education representatives voted to approve 30 hours of fieldwork as part of the Introduction to Education descriptor.

Marshall Cates also stated that a review team coordinator had been selected for Education.

7. ***Update: C-ID – Referred to Exec Comm (Cates)***
Marshall Cates and Barry Pasternak (CSU Fullerton) will represent the ASCSU in discussions with CCC representatives concerning the CCC C-ID project. No meeting date has been proposed.
8. ***Appointment of Articulation Officer to Steering Committee and Discipline Review Teams?***
The committee discussed the possible addition of a CSU articulation officer to the LDTP Steering Committee and to the discipline review teams. It was decided that Michelle La Centra (CSU East Bay) will be invited as a member of the LDTP Steering Committee. A CSU articulation officer will not be added to the discipline review teams at this time.
9. ***Current Issues Related to the Course Submission and Review Process:***
- a. **Appointment of CCC Representatives to Course Review Teams – Draft Letter (Van Selst)**
Mark Van Selst provided the committee with a draft letter concerning the appointment of CCC representatives on course review teams. The letter was reviewed by the committee. The letter will be redrafted for clarity and forwarded to Marshelle Thobaben.
 - b. **Guidelines for Course Review Process.**
The guideline document for the course review process, created by Kathryn Barth (CSU Chico), was discussed by the committee. The committee made revisions to the document and it will be redrafted by Mark Van Selst.
 - c. **Guidelines for Course Submission**
The guideline document for course submissions discussion was tabled until further information becomes available after the 1st review cycle has been completed.
 - d. **Process for Gathering Feedback from Review Teams – What Are We Learning?**
This issue is connected to the “Guidelines for Course Submissions” discussion and will be tabled until further information becomes available after the 1st review cycle has been completed.
10. ***GE Certification – Clarification of Wording on LDTP Patterns***
The committee discussed the issue of clarifying the wording on LDTP patterns concerning GE certification. Marshall Cates will work with Kurt Hessinger to clarify the wording on LDTP statewide patterns concerning double-counting/not double counting of GE courses with LDTP major preparation courses.

11. *Acceptance of CAN – Extend Additional Year?*

The committee discussed the possibility of extending the acceptance of CAN beyond the two-year period after an LDTP descriptor has been approved and posted. It was decided that no change will be made at this point and will be revisited, if necessary, at a later date.

12. *Recommendations for Review Coordinators*

Review team coordinator suggestions were discussed by the committee for the following disciplines: Child Development, Chinese, French, German, Japanese, Geology/Earth Science, Human Services, Music, Philosophy, Public Administration, Religious Studies, and Social Science. Committee representatives will work with Marshall Cates and the CSUCO to provide contact information regarding review team coordinators.

13. *Policy/Guidance Regarding Acceptance to Meet LDTP Requirements Through CLEP Results, AP Results, IB Results, SAT II Results*

Discussion was tabled due to time constraints.

14. *Policy/Guidance: How/When May Campuses Update Local LDTP Agreements?*

Discussion was tabled due to time constraints.

15. *Next Meeting Advisory Committee – December 7, 12:30-4:30*

16. *Next Meeting Steering Committee*

To be determined

17. *Minutes Approved*

November 1, 2007 Minutes -

Approved 2/8/07