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**KEITH O. BOYUM**

Associate Vice Chancellor, Academic Affairs

## MEMORANDUM

Code: AA-2005-40

Date: October 12, 2005

**To:** Dr. Ian Walton  
President  
Academic Senate CCC

**From:** Dr. Keith O. Boyum  
Associate Vice Chancellor  
Academic Affairs

Dr. Marshelle Thobaben  
Chair  
Academic Senate CSU

**Subject: Faculty Development of Statewide LDTP Course Descriptors**

As you know, the California State University's first-round effort to identify lower-division transfer patterns for undergraduate majors was a success, with more than 30 disciplines reaching agreement on recommended coursework for rising majors to take in community college. California Community College faculty who attended the disciplinary meetings played an important role in helping us to identify effective agreements.

CSU faculty will soon embark on the next, crucial phase of the process for this first set of transfer patterns: developing specific descriptors for courses included in the statewide LDTPs, against which major preparation courses developed by CCC's can be articulated. **We would be pleased to have one CCC faculty member per discipline to assist us with the development of these course descriptors.** These individuals would work alongside CSU faculty and serve as full-voting members of the course descriptor groups. Because they are already familiar with the agreements that have been negotiated, it would be helpful if the CCC faculty who participate in these groups were the same as those who took part in the disciplinary meetings, if possible. (CSU faculty working on the course descriptors have been drawn from those who negotiated the LDTPs.)

In cases where there are no existing CAN descriptors, faculty are being asked to write descriptors on a blank sheet of paper, so to speak. In cases where CAN descriptors exist, faculty are being asked to replace the very brief CAN specifications with refreshed and elaborated course descriptors.<sup>1</sup> We expect that the majority of this work will be handled via email and/or conference calls. Should

<sup>1</sup> For background about how our new CSU Transfer Course Number System intersects with CAN, please see Section IV of the Memorandum of Understanding signed on August 19, 2005 by Chancellor Reed and Mark Drummond, Chancellor of the California Community Colleges, available at <http://www.calstate.edu/acadaff/ldtp.shtml>

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disciplinary groups deem face-to-face meetings necessary, the CSU Office of the Chancellor will cover all travel and lodging expenses of CCC faculty.

Departments that offer the following curricula are requested to participate in this process:

African American Studies	Geography
Anthropology	Government/Political Science
Art	History
Biology	Mathematics
Business	Philosophy
Chemistry	Physics
Computer Science	Psychology
Criminal Justice	Radio-TV-Film
Economics	Sociology
English	Spanish
Engineering	Speech Communication
Ethnic Studies	Statistics
Family & Consumer Sciences	Social Work

We are hopeful of two things:

- First, we hope that faculty can convene quickly, work in an expedited but high-quality way, and have work products - course descriptors - even in time for CSU departments to ratify before faculty leave for winter/Christmas break.
- Second, we hope that the CCC faculty who participated last year in LDTP disciplinary meetings may be an available group for you to tap, reducing therefore the amount of time that you need in identifying those who should be invited to work with CSU faculty on these groups.

With both of those things in mind, we hope you will consider sending us the names and contact information for the faculty you wish to participate in this process by Friday, October 21, or as soon thereafter as may be possible. *Indeed, we are anxious to move quickly*, and we hope for your partnership in that. Thanks in advance for what you can do. The information should be sent to Kelley McCoy at [kmccoy@calstate.edu](mailto:kmccoy@calstate.edu).

If you have any questions or concerns, please contact us at [kboyum@calstate.edu](mailto:kboyum@calstate.edu) or at 562/951-4712, and at [mt1@humboldt.edu](mailto:mt1@humboldt.edu) or at 562/951-4014.

Thank you.

c: CSU Academic Council  
Executive Committee, CSU Academic Senate