

This email message is being sent on behalf of MacGregor M. Stephenson, Assistant Commissioner; Workforce, Academic Affairs and Research Division, Texas Higher Education Coordinating Board

TO: Presidents and Chief Instructional Officers of Public Community and Technical Colleges
Presidents and Chief Academic Officers of Public Universities

FROM: MacGregor M. Stephenson

DATE: August 17, 2012

The *Lower-Division Academic Course Guide Manual (ACGM)* is the official list of courses approved for general academic transfer that may be offered by public community and technical colleges in Texas for state funding. As part of an effort to improve the ACGM and statewide course transfer, Board staff are engaged in a project to develop student learning outcomes for some of the most frequently used courses in the manual. The courses currently being developed are part of the following five disciplines: Philosophy, Psychology, Spanish, Speech, and Sociology. Additionally, Board staff have also been engaged in projects to develop curricula and courses for Developmental Education and the Voluntary Transfer Compacts. The most recent Transfer Compact project has produced new course descriptions and learning outcomes in the disciplines of Engineering, Biology, Chemistry, Computer Science, and Physics.

Faculty groups from these disciplines have reviewed course syllabi from two-year and four-year public institutions and developed new course descriptions and learning outcomes for eventual inclusion in the *ACGM*. Toward that goal, we invite you to ask your faculty to review and comment upon these draft descriptions and outcomes. The public comment period will begin August 17, 2012 and will end on September 17, 2012.

Here is the link to our Workforce, Academic Affairs, and Research web page which has the course materials for comment: <http://www.thecb.state.tx.us/ACGMLearningOutcomesProject> (scroll down to *Course Description Materials for the 2012 ACGM Learning Outcomes Project*)

Please share this memo and webpage link with the appropriate departments at your institution. In order to facilitate the efforts of CB staff to incorporate public comments into the final product, we would appreciate receiving one collective comment from each department, rather than separate comments from each faculty member. Departments should email their comments to Ms. Rebecca Leslie at Rebecca.Leslie@thecb.state.tx.us, and she will collect the comments and prepare them for a final review by the faculty work groups. The faculty work groups will make any final adjustments that they deem necessary, after which Board staff will convey the course materials to the ACGM Advisory Committee for consideration for addition to the *ACGM* during their meeting in October.