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The following is a summary of the various activities in which the ASSIST Coordination Site has been engaged since the last ASSIST Board meeting. There will be time on the October 7, 2002 meeting agenda to discuss these items in more detail.

**1. ASSIST Staffing**

Tony Toyofuku joined the ASSIST Coordination Site staff this summer as a Programmer/Analyst replacing Bill Cooper who retired this past June. Tony comes to ASSIST with a wealth of experience programming web-based systems including work at TicketMaster, the UC Office of the President, and UC Irvine.

**2. Articulation Maintenance System**

The ASSIST Articulation Maintenance System is continue to operate effectively to support CSU and UC campuses in their data entry and updating of articulation agreements in ASSIST. There have been no significant issues with this component of ASSIST since the last Board meeting in May, 2002.

**3. Web ASSIST Usage**

The computer that manages Web ASSIST activity data recently crashed again and is currently being rebuilt. Activity reports will be available after this computer has been repaired. Due to this computer failure, statistics on the level of Web ASSIST usage are currently unavailable. The ASSIST Coordination Site will distribute statistics for the past year to the Board once this system is operational.

**4. ADA Compliant Version of Web ASSIST Released in May**

As reference at the last Board meeting in May, the ADA compliant version of Web ASSIST was activated on May 13. To date no problems related to these system enhancements have been found.

**5. Curriculum Updates and Error Corrections**

All public colleges and universities have been using the Web ASSIST Curriculum Update System to provide details on curricular changes for transferable and articulated courses. The Winter 2003 update cycle was conducted during September 2002 and the Spring 2003 update cycle will be conducted during October 2002. There has continued to be a very high level of compliance on the part of all colleges and universities in using this system to update their curriculum.

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Immediately after each Curriculum Update cycle finishes, the new and updated curriculum information is made available for the universities to use in entering and updating articulation agreements using the new Articulation Maintenance System.

The Coordination Site has also continued to receive many curricular error corrections and late course additions via the web-based form. This is the process institutions use to correct historical errors in curriculum and to submit new courses being added after the update cycle for a given term closes.

**6. TCA Data Clean-up**

In June 2002 the Coordination Site published all of the updated 2002-2003 CSU Baccalaureate Lists, IGETC Lists, and CSU GE Certification Lists for all California Community Colleges. This is the earliest that the new year's TCA lists have been published and is due, in large part, to the work of UCOP and CSUCO in finalizing the new IGETC and CSU GE approvals.

Over the summer Coordination Site staff met with the UCOP and CSUCO staff who coordinate the IGETC and CSU GE review processes to discuss issues and continue to monitor and refine these processes.

In July 2002 the Coordination Site published the final set of 01-02 UC TCAs. This represents the conclusion of another significant data cleanup project. UCOP is now using ASSIST more effectively in the annual UC TCA update process and they are on schedule for publishing 02-03 UC TCAs each month as they finalize their decisions. For the first time ever, new UC TCAs for the current year were published on schedule in September 2002 for the first set of campuses. Each month approximately 12 new UC TCAs are to be published as UCOP finalizes their decisions.

**7. Articulation Data Extracts**

In March 2002 the Coordination Site completed the programming to generate the various ASSIST Articulation Data Extracts out of the new system and a number of colleges and university are now using these extracts. The extract specification were revised and an updated document was posted on the ASSIST Information Center.

Over the summer, the ASSIST Board of Directors reviewed and adopted new policies regarding the use of the ASSIST Articulation Data Extracts. These new policies were shared with all CCC, CSU, and UC campus ASSIST managers and are posted on the ASSIST Information Center.

## **8. Technology and System Outages**

Coordination Site staff have continued to pay very close attention to the current server computers that run ASSIST, providing a higher than normal level of preventative maintenance. While these computers are beyond their recommended operational life span, they are still working and have not experienced any significant hardware problems.

As approved by the ASSIST Board at their last meeting in May, over the summer the Coordination Site executed the purchase of new server computers from IBM to help stabilize and improve the performance of ASSIST technologies. The final set of equipment arrived in late September and Coordination Site staff have been installing and configuring this new equipment as one of the highest priorities. Further configuration, data transfer, and testing are currently underway and the Coordination Site is targeting the week of November 4 to activate these new computers.

As progress is made on this activity the Coordination Site will keep campuses updated on the status.