

Project Proposal
CSU Lower Division Transfer Patterns (LDTP) in ASSIST
May 20, 2005

Purpose of the Project:

The purpose of this project is to enhance various ASSIST components to facilitate the statewide implementation and operation of the CSU Lower Division Transfer Patterns (LDTP) initiative for California Community College students preparing to transfer to the CSU. ASSIST components that are proposed to be enhanced include:

- OSCAR – to support CCC campuses in submitting course outlines to CSUCO for review and qualification to meet CSU statewide LDTP common course descriptors, sending data from ASSIST to CSUCO for statewide review, and sending final decision data from CSUCO back to ASSIST for posting as course articulation
- ASSIST Articulation Maintenance Data Entry and Reports Systems – to support the creation, storage, and data maintenance of CSU LDTP statewide and campus-specific requirements and course articulation by CSUCO and CSU campus articulation staff
- Web ASSIST – to present CSU LDTP statewide and campus-specific requirements and course articulation
- ASSIST Exploring Majors – to present appropriate CSU LDTP statewide and campus-specific requirements and course articulation
- ASSIST Data Extracts – to provide CSU LDTP course articulation data for use in the CSU Mentor LDTP Student Transfer Planner
- Linkages with other web sites – to develop additional linkages to CSUMentor and CaliforniaColleges.edu to allow students to find direct articulation for statewide and campus-specific LDTP coursework

This project proposal outlines the general nature of the request from CSU to enhance ASSIST to facilitate the implementation of LDTP. If this project proposal is approved by the ASSIST Technical Advisory Committee (TAC) and Board, work would then commence on developing detailed specifications for all of the enhancements. This work will involve ASSIST staff working with CSUCO staff, and other staff as specified by CSUCO, to specify how LDTP statewide and campus-specific requirements are to be presented and the implications for course outline submission, data maintenance, articulation presentation, and data extracts. These details will be communicated in a Definition of Functional Requirements document that will again be reviewed and approved by the ASSIST TAC and Board before Coordination Site work commences on implementing the enhancements.

Background:

The CSU Lower-Division Transfer Patterns (LDTP) project is a joint effort of the Academic Senate CSU and the CSU Chancellor's Office. Its central purpose is to help California Community College students plan their studies in their lower division class level first, so that they may graduate from a CSU campus in a more timely fashion and without taking excess units. Beginning in fall term 2006, students who complete all of the aspects of an LDTP contract will be given priority admission when they transfer to a CSU campus.

Beginning in 2004-05, CSU is establishing statewide and campus-specific patterns of courses totaling approximately 60 transferable, semester units as LDTP requirements for each of their 30 highest demand majors. The development of pre-major patterns for another 30 majors is being planned beginning fall 2005. The LDTP requirements for each major include two main components; at least 45 transferable semester units that are common statewide across all CSU campuses offering the major, and additional units (to a total pattern of at least 60 units) that are specific to each CSU campus offering the major. Students will be advised to begin following the statewide LDTP requirements for their major and select a campus (and sign a contract with that campus) by the time they complete the first 45 units of study. Once a student has identified a campus and major, and the campus accepts them into the program, students will be advised to then complete the remaining units required to meet the LDTP pattern of courses. Students will not be penalized if they take units in excess of the number required for the LDTP.

Customer/Project Needs to be Addressed:

In addition to identifying the statewide and campus-specific LDTP requirements for each major, SB 1785 requires the CSU to specify the most common 45 unit statewide patterns by June 1, 2005. The CSU must also articulate the specific California Community College courses that can be used to meet the statewide requirements by June 2006. CSU is required to develop course articulation for the statewide LDTP requirements with all California Community Colleges by June 2006. On or before June 1, 2006, CSU campuses must identify the campus-specific coursework so that the pattern equals approximately 60 units. Once the specific coursework is identified, the CSU campuses must articulate those courses with all California Community Colleges. The articulation will be done either campus-by-campus or, more likely, for commonly identified courses, via the process being developed for statewide coursework.

ASSIST becomes vitally important as it is California's official repository for course articulation and the CSU LDTP requirements are an additional type of articulation that exists in California. There is a substantial amount of course articulation in ASSIST that will be useful to CSU in creating new LDTP articulation. Leveraging current data and software features in ASSIST while adding new data and features to support LDTP will provide more efficient implementation and ongoing maintenance of LDTP. It will also provide CSU staff the additional tools they need within the ASSIST software with which they are already familiar and proficient in using. Enhancing various ASSIST components to support the storage, maintenance, and display of LDTP-related course articulation represents the greatest amount of work in this Project Proposal.

In addition, for articulating the statewide and most commonly identified campus CSU LDTP requirements, CSU is developing common course descriptors and a process for reviewing and qualifying community college courses to be comparable to those statewide course descriptors. The process CSU will use will closely resemble the new process that was being developed for the California Articulation Number System (CAN). This process will require community colleges to submit course outlines via the ASSIST OSCAR system and request for which CSU statewide common course descriptors they are being proposed. This ASSIST OSCAR data will be transmitted to the CSUCO where they will facilitate faculty review, final decisions, and notifications of decisions back to the submitting colleges. A copy of the final decisions will be

transmitted back to ASSIST so that ASSIST can use this information along with campus-specific course articulation to present the full CSU LDTP requirements course articulation for specific colleges, universities, and majors within Web ASSIST and the ASSIST Exploring Majors web sites.

While CSU seeks to use ASSIST for presenting college-to-university LDTP course articulation (via Web ASSIST and ASSIST Exploring Majors), CSUMentor will be the primary web site for students, counselors, and others to access information about LDTP. CSU Mentor will include:

- broad information about LDTP including policies, processes, and basic requirements;
- a link to, or the actual, site whereby the “road maps” detailing coursework will be posted by campus and by major;
- a mechanism for students to sign up for LDTP contracts;
- a transfer planner for students to track their progress toward meeting statewide and campus-specific LDTP requirements (utilizing data from ASSIST); and
- links to ASSIST to present detailed course articulation.

Proposed Enhancements:

This proposal calls for the following enhancements to be made to existing ASSIST products:

- **Part 1:** OSCAR – support CCC campuses in submitting course outlines to CSUCO for review and qualification to meet CSU statewide LDTP common course descriptors
 - Add the ability for CCC campus articulation officers to specify for which CSU statewide common course descriptors they are proposing qualification
 - Integrate the display of the full text of CSU statewide course descriptors for CCC articulation officers to reference while using OSCAR (the descriptor data will come from CSUCO)
 - Add data to the OSCAR data extracts to CSUCO that represents the CCC requests for LDTP course qualification
 - Add the ability to receive data from CSUCO on the final review decisions of CCC courses proposed for LDTP course qualification
- **Part 2:** ASSIST Articulation Maintenance Data Entry and Reports Systems – to support the creation and maintenance of CSU LDTP statewide and campus-specific requirements and course articulation
 - Add functionality to support the data entry, storage, maintenance, and maintenance reporting of CSU LDTP statewide requirement course articulation (using modified CSU GE-Breadth requirements and CSU statewide common course qualifications)
 - Add functionality to support the data entry, storage, maintenance, and maintenance reporting of CSU LDTP campus-specific requirement course articulation in a manner that supports CSU campus staff in easily and consistently specifying requirements that apply across all colleges and the articulation of individual college courses – including email data publish notifications to CCCs when data changes

- Add functionality to include CSU LDTP articulation in ASSIST database summaries and other statistical tools currently used by the ACS, the Board Workgroup, and the Board
- **Part 3:** Web ASSIST – to present CSU LDTP statewide and campus-specific requirements and course articulation
 - Integrate the display of CSU LDTP statewide and campuses-specific requirements and course articulation within the current structure of Web ASSIST so that users are presented with LDTP articulation in the same context as traditional major preparation articulation
 - Add required descriptive information about LDTP and links to the primary CSU Mentor LDTP web resources
- **Part 4:** ASSIST Exploring Majors – to present appropriate CSU LDTP statewide and campus-specific requirements and course articulation
 - Integrate the display of CSU LDTP statewide and campus-specific requirements and course articulation within the current structure of ASSIST Exploring majors so that users are presented with LDTP articulation in the same context as traditional major preparation articulation
 - Possibly modify the display of CSU GE-Breadth requirements so that they communicate limitations for certain CSU LDTP majors
- **Part 5:** ASSIST Data Extracts – to provide CSU LDTP course articulation data for use in the CSU Mentor LDTP Student Transfer Planner
 - Add data to the current ASSIST data extracts that represents course articulation for LDTP statewide requirements and LSTP campus-specific requirements in a format that is usable in the CSU Mentor LDTP Planner
 - These same data extracts should support use by CSU campuses for loading data into their local transcript evaluation and degree audit systems
- **Part 6:** Linkages with other web sites – to develop additional linkages to CSUMentor and CaliforniaColleges.edu to allow students to find direct articulation for statewide and campus-specific LDTP coursework
 - Work with CSUCO staff and others involved with CSUMentor and CaliforniaColleges.edu to determine appropriate linkages from those sites to ASSIST
 - Develop data extracts or other written specifications required to support CSUMentor and CaliforniaColleges.edu linking to ASSIST (if it is desired to link deeper into ASSIST than just the front web-page)

If this proposal is approved, further information specifying the details of all enhancements will be discussed and determined by CSU and ASSIST staff. These specifications will be communicated to the ASSIST TAC and Board for their review and approval via a “Definition of Functional Requirements” document.

Targeted Customers and Benefits:

California Community College students and counselors will directly benefit as the LDTP information processed by and housed in ASSIST will provide prescriptive, course-specific roadmaps for major preparation course completion prior to transfer to CSU. With CSU LDTP, California Community College students will be able to transfer to the CSU with only those specific credits needed for major preparation – excess credit acquisition can be avoided. California Community College students not completing LDTP contracts will still be able to use the LDTP roadmaps in ASSIST to be most efficiently prepared for transfer and for entering their selected major in the CSU. All CSUs will benefit as students complete prescribed major preparation patterns outlined via LDTP. Students will enter CSU as juniors within selected majors and will be better prepared to graduate in a timely fashion.

California Community College and CSU articulation officers will benefit from the changes to ASSIST and OSCAR in that they will be able to qualify courses for CSU systemwide articulation and post these results for public use on their campuses. CSU articulation officers will additionally benefit by the changes to ASSIST that will support their development, maintenance, and communication of specific course articulation for statewide and campus-specific LDTP course requirements.

By linking detailed LDTP course articulation in ASSIST with CSUMentor and CaliforniaColleges.edu, there will be a more efficient implementation of LDTP where redundant work is avoided and appropriate use of complementary systems is emphasized.

Project Schedule:

A detailed project schedule cannot be determined until the corresponding “Definition of Functional Requirements” document has been developed by the CSU and ACS and approved by the TAC and Board. However, CSU seeks the following deadlines for the enhancements to be completed in each of the affected ASSIST components in order to meet system and legislative deadlines:

- October 2005 – Completion of Part 1 (all ASSIST OSCAR enhancements)
- December 2005 – Completion of Part 2 (all ASSIST Articulation Maintenance Data Entry and Reports Systems enhancements)
- June 2006 – Completion of Part 3 (all Web ASSIST enhancements)
- June 2006 – Completion of Part 4 (all ASSIST Exploring Majors enhancements)
- June 2006 – Completion of Part 5 (all ASSIST Data Extract enhancements)
- June 2006 – Completion of Part 6 (linkages with CSUMentor and CaliforniaColleges.edu)

Project Costs:

A detailed resource estimate and cost break-down cannot be finalized until the corresponding “Definition of Functional Requirements” document has been developed by the CSU and ACS and approved by the TAC and Board. However, based on initial rough estimates of the work involved in making these types of enhancements, the full project development is estimated to cost in the range of \$86,000 to \$120,000 as follows:

Part 1 – OSCAR: \$15,000

Part 2 – ASSIST Maintenance System: \$55,000 to \$75,000

Part 3 – Web ASSIST: \$5,000 to \$10,000

Part 4 – ASSIST Exploring Majors: \$5,000 to \$10,000

Part 5 – ASSIST Data Extracts: \$5,000

Part 6 – Web Linkages: \$1,000 to \$5,000

A range of development costs for certain parts of the system recognizes that the costs cannot be set until the CSU further defines the requirements of the project and an assessment can be made regarding the software required to meet the needs of the project. The specifications for the storage, maintenance and display of statewide and campus-specific LDTP course articulation is least known at this time, and therefore this is the primary area where a range of costs is expressed in this proposal.

Annual operations costs are roughly estimated to be \$20,000 beginning in the first operational year after the enhancements are completed (06-07). Annual operations will cover costs including:

- Increased ASSIST software maintenance with the addition of LDTP enhancements;
- CSU campus articulation officer training, coordination, and technical support related LDTP enhancements;
- CCC campus articulation officer training, coordination, and technical support related LDTP OSCAR enhancements;
- Coordinating with CSUCO on OSCAR and LDTP data exchanges and maintenance of web linkages; and
- Coordinating with CSUCO as more LDTP majors are added and requirements change.

Once all of the system specifications have been finalized, a more accurate estimate of annual operations costs will be possible.

CSU is committed to fully funding all ASSIST-related work for the implementation of LDTP. They have indicated a willingness to fund the ASSIST-related work in phases, where separate “Definition of Functional Requirements” documents (including detailed effort and funding estimates) required for each phase would be developed separately, based on work from the prior phase. The work could be structured in the following three phases:

Phase 1: Part 1 (OSCAR)

Phase 2: Part 2 (ASSIST Maintenance System)

Phase 3: Parts 3-6 (Web ASSIST, Exploring Majors, Data Extracts, and Linkages)