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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 11, 2005 meeting agenda to discuss these items in more detail.

**1. Annual Update of ASSIST Campus Contacts**

In August the Coordination Site sent the annual letter to each public college and university campus requesting the Vice President/Assistant Vice President/Assistant Vice Chancellor who oversees articulation to designate the campus ASSIST Manager for the year. Included with the letter is additional information about campus ASSIST responsibilities. The Coordination Site routes all ASSIST communications through the designated campus contacts who are responsible for forwarding information to other appropriate people at their campus.

**2. Web ASSIST Status**

Use of Web ASSIST has continued to increase in relation to the same time period in 2004. for the 04-05 Academic Year (July 2004 through June 2005) over 709,000 people used ASSIST to request over 6.7 million reports in over 3.7 million visits. October and November 2005 are shaping up to be the busiest months ever for ASSIST. More detailed reports on ASSIST web site activity are updated daily on the ASSIST Information Center.

**3. ASSIST Articulation Maintenance Data Entry and Reports System**

The ASSIST Articulation Maintenance System continues to operate effectively to support CSU and UC campuses in their data entry and updating of articulation agreements in ASSIST.

The Coordination Site offers free training on the ASSIST Articulation Maintenance System to interested university staff on request. Training is conducted in person at the Coordination Site in Irvine and campuses pay their own transportation and lodging expenses (if required).

The curriculum reports in the ASSIST Articulation Maintenance System Reports web site remain available to Community College ASSIST Managers. This site requires a secured log in and allows colleges to view additional details in the curriculum data for all colleges and universities.

**4. ASSIST Curriculum Update System Status**

All public colleges and universities continue to use the on-line ASSIST Curriculum Update System to provide details on curricular changes for transferable and articulated courses. The annual schedule is posted for all CCC, CSU, and UC campus managers and they are emailed with additional detail as each cycle approaches. The Coordination Site offers ASSIST Curriculum Update System training via telephone conference call at various times throughout the year as well as an on-line training package.

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A small but important change was recently made to the functionality of the ASSIST Curriculum Update System in order to address a long standing design problem. This change makes the system easier for campus staff to use and eliminates an extra support activity that Coordination Site would occasionally have to address. Because this change affects the user interface functionality, the on-line training package has been updated and the Coordination Site is offering additional conference call-based training as campuses prepare to submit data for the Spring 2006 update in October.

The Coordination Site also continues to receive many curricular error corrections and off-cycle course additions via the web-based form that was redesigned on May 9, 2005. This is the process institutions use to correct historical errors in their ASSIST course data and to submit new courses being added after the update cycle for a given term closes. Many campus staff have reported that the redesigned form is much easier to use. It is also providing the submitted information to Coordination Site staff in ways that make their work in updating the database much more clear.

**5. OSCAR Status**

Year-round operation of the OSCAR component of ASSIST continues and most colleges are using this system to submit outlines for the 2005 reviews of courses for UC transferability, and 2006 reviews of IGETC, CSU GE-Breadth, and CSU American Ideals courses. Colleges can download course outline data from their campus curriculum management system (if they have one), copy/paste outlines from other electronic sources, or type the information directly into OSCAR. For 2005 UCOP and CSUCO have requested that all colleges use OSCAR to submit course outlines for UC TCA, IGETC, CSU GE-B, and CSU AI review. Colleges that are not able to use OSCAR must request a variance from UCOP and/or CSUCO.

The Coordination Site is conducting OSCAR training via telephone conference call on the second Tuesday of each month from May through November 2005 and an on-line training package is available at any time.

Coordination Site staff are currently developing enhancements to OSCAR for the “CSU LDTP in ASSIST” project. More information on this activity will be discussed at the October 11 Board meeting.

The UC Office of the President articulation staff continue to use the ASSIST OSCAR UC TCA Review System to record final transferability decisions and email decision notifications on all courses submitted for UC TCA review. Final UC TCA decision information is immediately available in ASSIST once a college's review has been completed.

The CSU Chancellor's Office operates another component of OSCAR that is used by UCOP articulation staff, CSUCO staff, and CSU campus articulation staff and faculty who are involved in annually reviewing and approving IGETC, CSU GE-B, and CSU AI requests. This system

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receives all outline data submitted via the ASSIST OSCAR component (for IGETC, CSU GE-B, and CSU AI requests) and enables on-line reviews, recording of decisions, email notifications to campuses, and transmitting final decision information back to ASSIST. ASSIST collaborates with the CSU Chancellor's Office to ensure smooth communication across the two OSCAR systems.

**6. ASSIST OSCAR Advisory Committee**

Over the summer Coordination Site staff continued to collect additional information on recommendations being proposed by the OSCAR Advisory Committee. The Curriculum Committee of the CCC Academic Senate has recently provided a comprehensive response and the Coordination Site is now preparing a final summary of proposed changes. Most changes being proposed are to add or remove data elements in order to match with CCC policies and practices. In addition, the committee is proposing a mechanism where all college and university articulation officers would be able to view the course outline information submitted into OSCAR by any college. This will greatly facilitate a number of articulation processes. Once the summary is finalized by the OSCAR committee, it will be sent to the statewide articulation community for review and comment before being sent to the ASSIST Board for review.

**7. Articulation Data Extracts Status**

Many CSU and UC campuses continue to use data extracts from the ASSIST database in order to support their work with local campus-based information systems, such as degree audit systems. Other statewide efforts such as CaliforniaColleges.edu also use the data extracts in various ways. UCOP uses ASSIST data for the Pathways system to facilitate more accurate student self-reporting of CCC coursework in their on-line admissions applications. CSU Mentor and CaliforniaColleges.edu are considering the use of ASSIST data extracts to support a new method for students to self-report community college coursework in a more accurate manner than is currently employed. National University may continue subscribing with an annual fee to use ASSIST curriculum data extracts.

CSU has expressed interest in using data from ASSIST to enhance the "Matching Assistant" feature of CSU Mentor in order to facilitate better searches for majors and linkages to articulation information in ASSIST. No further details are available at this time.

**8. "Articulation Not Honored" User Feedback**

The Coordination Site continues to receive feedback from ASSIST users on a daily basis. Most responses are from students asking various transfer and articulation related questions. Coordination Site staff forward these on to ASSIST managers at the respective campuses for follow-up. A complete report will be provided at the Spring 2006 Board meeting in keeping with established practices.

## **9. ASSIST Collaborations and Communications**

In July, Eric Taggart presented ASSIST and OSCAR at the Academic Senate for California Community Colleges Summer Curriculum Institute. He presented information on the life-cycle of transferable and articulated courses and how various components of ASSIST interact along the way.

In September and October, Coordination Site staff presented the ASSIST Exploring Majors feature at all five UC Counselor Conferences and the three CSU Community College Counselor Conferences.

The Coordination Site continues to produce the semi-annual ASSIST Transfer Channel electronic newsletter for counselors and other constituents. Over 590 people have subscribed to automatically receive the newsletter when it is distributed in September and February each year.

## **10. Participation by Independents**

Marymount College has renewed their annual participation in ASSIST for the 05-06 academic year. National University has been invited to renew their subscription to access ASSIST curriculum data extracts, but has not yet responded. Heald College contacted ASSIST regarding participation and may consider applying for participation in 06-07.