

**Proposal: Access to the ASSIST Articulation Maintenance System Reports Web Site  
by Independents**

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May 10, 2006

The ASSIST Board of Directors has been asked to consider a request, initially from the University of Southern California, to establish a way by which independent colleges and universities not currently participating in ASSIST might access the ASSIST Articulation Maintenance System Reports web site to use the ASSIST Course Search feature, view CCC course outline information available via OSCAR, use the ASSIST Single Course Articulation Summary feature, and use the ASSIST Curriculum Maintenance Reports.

**Background**

The ASSIST Articulation Maintenance System Reports web site is a secured system (username/password protected) currently available to CCC, CSU, and UC articulation staff. This site includes a number of features that support college and university staff who maintain curriculum and articulation data in ASSIST. Usernames and passwords are assigned by the ASSIST Coordination Site.

In May 2006, the ASSIST Course Search feature was added to this site. The ASSIST Course Search allows authorized users to search across all of the college and university curriculum data in ASSIST using keywords and other criteria. The results of a search include links to PDF reports of CCC course outline information when that information is available in OSCAR. The ASSIST Course Search feature is the primary way in which colleges and universities can view course outline information that other colleges have entered into the ASSIST database via OSCAR. College and university articulation officers can use this outline information to facilitate their curriculum and articulation development processes.

In Summer 2006 the ASSIST Single Course Articulation Summary feature will also be added to this site.

Other features currently available in the ASSIST Articulation Maintenance System Reports web site include:

- Curriculum Reports for any CCC/CSU/UC campus courses:
  - Course Versions Report
  - Active Courses Report
  - Course Changes Report
  - Course History Report
  - Prefixes and Departments Report
- Curriculum and Articulation Data Summaries Report
- Various Articulation Maintenance Reports are available only for CSU/UC users and are limited to only displaying information for their respective university

Independent colleges and universities that annually subscribe to participate in ASSIST as a sending institution or as a receiving institution are provided with access to the ASSIST Articulation Maintenance System Reports web site. Currently Marymount College is the only independent institution that annually subscribes to participate in ASSIST.

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In past years, National University has subscribed to access the ASSIST Curriculum Data Extracts, but their subscription service agreement did not include access to the ASSIST Articulation Maintenance Reports web site.

In March 2006, the University of Southern California inquired about the possibility of accessing OSCAR course outline information in ASSIST. ASSIST Director Taggart followed up on this inquiry, explaining that it would be possible for independent institution that annually subscribe to ASSIST to view OSCAR outline information via the ASSIST Course Search in the ASSIST Articulation Maintenance System Reports web site. USC asked if the ASSIST Board would consider a lower annual subscription fee for independent institution that wanted to access the ASSIST Articulation Maintenance Reports web site but did not want to be full ASSIST participants (noting that access to OSCAR outline information was the primary desire). Director Taggart responded that he would forward this request to the full Board at their next meeting.

**Proposal**

It is proposed that the ASSIST Board of Directors authorize any independent colleges or universities paying an annual subscription fee to access the ASSIST Articulation Maintenance System Reports web site. Institutions subscribing at this level would have access to all of the web site features (curriculum reports, course search, view OSCAR outline PDFs, single course artic summary) except the Various Articulation Maintenance Reports that are restricted to the individual CSU/UC campuses that use them to maintain their respective articulation agreements in ASSIST. The ASSIST Board would establish the subscription fee for this level of access each year, including a written service agreement that outlines the services available to subscribing institutions. The ASSIST Coordination Site would provide authorized subscribing institutions with usernames and passwords to access the ASSIST Articulation Maintenance System Reports web site. The ASSIST Coordination Site would also provide standard support (via telephone and email) for use of the site, including access to any available on-line tutorials.