

Present:

Yula Flournoy, Mt. San Jacinto College
Dennis Focht, UC Riverside
Diane Glow, San Diego Miramar College
Linda Michalowski, California Community Colleges Chancellor's Office
Judy Osman, California State University Chancellor's Office
Cathy Robin, ASSIST Coordination Site
Stephanie Samuels, San Diego State University
Jeff Spano, California Community Colleges Chancellor's Office
Heidi Speare, ASSIST Coordination Site
Bob Tacconi, University of California, Office of the President
Eric Taggart, ASSIST Coordination Site
John Tarjan, California State University, Bakersfield
Christian Villasenor, UC Santa Barbara
Sue Wilbur, University of California, Office of the President
Kevin Woolfork, California Postsecondary Education Commission

The meeting convened at the California Community Colleges Chancellor's Office in Sacramento at 10:05 a.m. by ASSIST Board Chair Judy Osman.

1. Welcome and Introduction of New Board Members ~

New board members were introduced and welcomed. They are Yula Flournoy, Dennis Focht, Stephanie Samuels, Bob Tacconi, and Christian Villasenor.

2. Update on CSU and UC Counselor Conferences ~

CSU and UC representatives summarized the recent counselor conferences held each fall to provide high school and college counselors with updated information on admissions, financial aid, transfer, and other important topics. The conferences were well attended and well received. Presentations at the UC conferences of the newly redesigned ASSIST web site were especially well received. ASSIST will present at the CSU counselor conferences for community colleges next fall and ASSIST was asked to maintain a regular presence at the counselor conferences, switching between CSU and UC each year.

3. Director's Report ~

The following items from the written Director's Report were reviewed and discussed by the Board:

- Reviewed a list of activities and documents approved by the Board via email since the May Board meeting.
- National University authorized to access ASSIST Curriculum Data Extracts. First annual payment received.
- Marymount College approved to participate in ASSIST. Their participation commences October 2004 and continues through September 2005 with an opportunity for annual renewal.
- Web ASSIST user interface redesign and level of use was discussed.
- ASSIST Articulation Maintenance Data Entry and reports system continues to effectively support CSU and UC campuses in their data entry and updating of articulation agreements in ASSIST.
- ASSIST Curriculum Update System and Curriculum Error Corrections continue to be used by all colleges and universities to update their curriculum data in ASSIST throughout the year.
- OSCAR – Current use of OSCAR and the availability of training sessions via online and telephone conference calls were discussed.

- OSCAR Advisory Committee (OAC) – The newly formed OAC will hold its first meeting when all members from CCC, CSU, and UC have been appointed. The ASSIST Coordination Site will facilitate their first meeting.
- Possible enhancement of OSCAR to support the new CAN model was referenced.
- CSU American Ideals requirement course list project has been completed.
- UC Transfer Admissions Eligibility Course list data and report project has been completed.
- CSU / UC Freshman Eligibility A-G Course List project proposal is being reviewed by the ASSIST Technical Advisory Committee and will be forwarded to the Board for review in October.

Action: The Board requested that in the future the Coordination Site arrange telephone conference calls to discuss significant items that require Board approval between regularly scheduled meetings. This includes any project proposals or items that involve funding.

4. Feedback on redesigned Web ASSIST prompting pages ~

Eric Taggart presented the redesigned Web ASSIST site to Board members and there was a good amount of discussion about the new interface and integration of the Exploring Majors feature. Comments from the field on the Web ASSIST redesign have been very favorable.

Action: Board members directed the ASSIST Board Workgroup to discuss and propose ways that appropriate information on CSU and UC guaranteed transfer programs be included in the informational pages of the new Web ASSIST site.

5. Maintaining Complete Data in ASSIST ~

- **Annual request for articulation not in ASSIST**

Action: A complete report will be presented at the May 2005 Board meeting.

6. Status of ASSIST Components ~

- **Web ASSIST**
- **Major Preparation Explorer**
- **ASSIST Articulation Maintenance Data Entry and Reports System**
- **ASSIST Curriculum Update System**
- **OSCAR (UC TCA, IGETC, CSU GE-Breadth , CSU American Institutions)**
- **ASSIST Data Extracts**

Eric Taggart and Cathy Robin provided updated information on the status of the various ASSIST components and there was some discussion of certain items.

The Major Preparation Explorer name has been changed to “Exploring Majors” and this feature will become increasingly integrated into the primary Web ASSIST site over the next year as CSU data is added.

Action: The Coordination Site will follow-up with the Academic Senate of the CCCs on OSCAR-related issues discussed at the ASCCC Summer Curriculum Institute.

7. Review upcoming ASSIST Strategic Plan Activities ~

Taggart referenced the ASSIST Strategic Plan Status Report included in the meeting packet and the Board discussed a few of the upcoming Strategic Plan activities as referenced in the Calendar of Activities.

8. Review various articulation initiatives that may relate to ASSIST ~

- The CSU Systemwide Lower Division Transfer Patterns by Major
- SB 1415
- The New CAN Model
- UC Academic Senate:
 - a. Streamlining UC Articulation
 - b. Identifying Major Prep Commonalities

Taggart provided an overview of a number of recent and upcoming articulation initiatives that may involve ASSIST in some way. Osman provided the Board with an update on the current status of CAN activities related to the new CAN model. In following established ASSIST procedures, project proposals would be developed and reviewed/approved by the Board for any significant work on any of these initiatives.

9. Expanding the ASSIST Major Prep Explorer to include CSU data ~

Board members discussed the project that was recently approved to expand the "Exploring Majors" feature in ASSIST to include information on CSU campus majors. Compiling this information will provide more flexibility to students as they formulate their transfer plans.

Action: The Coordination Site shall continue working with the CSU Chancellor's Office and CSU campuses on this project and will report back to the Board as progress is made.

10. Discussion of long term funding considerations for ASSIST ~

Board members discussed issues related to the short-term and long-term funding needs of ASSIST.

Action: The Coordination Site was directed to update the Intersegmental Budget Change Proposal from last year and provide it to Board members for further review and discussion.

11. December 2004 ASSIST Conference

The ASSIST Conference will be held at the San Jose Hyatt on Monday, December 6, 2004 and followed by the CIAC Conference on Tuesday, December 7, 2004. Detailed information about the conference is available on the web at: <http://info.assist.org/conf04.htm>

12. Campus Request ~ CSU Hayward's request to allow / disallow the display of CAN Identifiers for individual instances of articulation within an agreement.

Taggart presented the request to change how universities specify when to display CAN Identifiers in articulation agreements.

Action: The ASSIST Board Workgroup will jointly explore the request with a workgroup from the CAN Board. If a change is desired, a proposal will be brought back to both the ASSIST and CAN boards for further review and approval. The workgroups may include other campus representatives in the discussions.

13. Announcements:

Next ASSIST Board meeting will be held in mid-May 2005 at the CSU Chancellor's Office in Long Beach.

The meeting adjourned at 3:00 p.m. by ASSIST Board Chair Judy Osman.