

**Project ASSIST Technical Advisory Committee
Structure and Charge
November 6, 1995**

The ASSIST Board of Directors has established the ASSIST Technical Advisory Committee as a standing committee to discuss issues and make recommendations regarding technical aspects of Project ASSIST. Membership will include a subset of Board members including the technical Board representatives from the California Community Colleges Chancellor's Office, the CSU Chancellor's Office, the UC Office of the President, and the ASSIST Coordination Site (ACS). This committee will meet as needed to discuss issues regarding the ASSIST Technology Plan, ASSIST Software Development, and other technical issues as directed by the Board.

The ASSIST Technology Plan

The ASSIST Technical Advisory Committee will oversee the development and maintenance of the ASSIST Technology Plan. The committee will establish specifications for required components of the plan, review plan components as developed by the ACS, and periodically review the full plan and make recommendations to the Board regarding any required modifications.

The ACS will be responsible for developing individual components of the plan according to specifications established by the committee. The ACS will consult with campus and segmental MIS professionals as needed in developing plan components. After the initial plan has been developed and approved by the Board based on committee recommendations, the ACS will be responsible for revising plan components as directed by the Board based on committee recommendations.

ASSIST Software Development

The ASSIST Technical Advisory Committee will be responsible for reviewing software development activities as defined in the *ASSIST Software Development Framework*.

Other Technical Issues as Directed by the Board

The ASSIST Technical Advisory Committee will discuss and make recommendations regarding individual technical issues related to Project ASSIST as directed by the Board. Since this committee consists exclusively of a subset of Board members, this committee should provide an easy mechanism for the Board to separate the discussion of detailed technical issues from regular Board meetings.