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# **APASC: Academic Program Articulation Steering Committee**



# Arizona Transfer Articulation Support Systems Strategic Plan 2004-2007



## **Mission Statement**

Provide leadership to create and sustain statewide processes and relationships among higher education institutions in Arizona to facilitate students' completion of degrees.

## **Scope of Services**

The APASC scope of services supports the mission statement of APASC and the priorities as set by APASC.

**Goal #1 - Foster the effectiveness of the ATF system.**

<b>OBJECTIVES</b>	<b>STRATEGIES</b>
Develop a structure for transfer from AAS to BAS degree programs.	Create ATF to facilitate the discussion.
Encourage each ATF to address the impact content specialization has on transferability.	Include the discussion outcomes in the ATF chair reports.
Remind institutions to examine and discuss transfer issues as they plan new specializations, degrees and interdisciplinary majors.	
Develop vehicle for cross institution/cross ATF discussion and review and discussion of curriculum.	Rethink the structure and meeting methodology for discipline specific ATFs.
Continual assessment of the structure and effectiveness of the ATFs	
Support communication within and among the ATFs.	
Increase support provided by ATAC, ATF chairs and ATF members for facilitation and communication	

<b>ACTION PLAN</b>	<b>SUPPORTING TECHNOLOGY</b>
Include this info in the ATF chair orientation and training sessions.	
Examine process to facilitate discussion among AAS and BAS degree granting institutions.	
Add process to discuss proposed curricula across affected institutions	
Survey effectiveness of the ATFs. Develop a report from the ATAC member.	
	Examine feasibility of IITV meetings for ATFs.
Mini retreat for ATAC to discuss ATF issues. Process to shore up struggling ATFs with more support.	System for tracking issues coming out of ATFs Support ATF discussions outside of meetings Better use of listservs



**Goal #2 - Improve the effectiveness of the transfer model.**

<b>OBJECTIVE</b>	<b>STRATEGIES</b>
Assess the effectiveness of the transfer model.	Define "effective". Identify goals of transfer articulation.
Agree to measures appropriate for assessing and monitoring the impact of the model as a whole and in its constituent parts.	Identify system wide and individual institution sources of data.  Develop consistent ways to report all data.  Evaluate patterns of transfer for Arizona students.
Establish baseline data on transfer.	Establish APASC subcommittee to look at baseline measures and reports.
Ensure each public post-secondary institution provides data for ASSIST.	
Establish guidelines/framework for standardized reporting (from ASSIST?).	
Develop a reporting structure.	Consistent information to institutions, JCC and Legislature in response to requests.  Develop communication plan.
Develop feedback mechanisms	Survey students on transfer experiences. Begin by reviewing current surveys employed by institutions. See if other mechanisms exist. Recommend other surveys or additional questions for current surveys.
Examine components of the transfer model.	ATAC – curricular GEATF – General Education AAATF – advising Quality Team – systems

<b>ACTION PLAN</b>	<b>SUPPORTING TECHNOLOGY</b>
Provide broader access to data in ASSIST.	
Add additional data to ASSIST if needed.	
Create a centralized place to post standardized reports online. Make this information available to both users and interested parties.	
Develop way for community college students to identify intent to transfer.	
Identify funds in FY 2005 budget to develop and implement student survey.	



### Goal #3 - Create comprehensive staffing plan.

GOALS	STRATEGIES
Examine current organizational structure and make recommendations for sustainability.	Define short- and long-term staffing plans. Consider outsourcing as an option for some projects. Utilize educational resources at institutions as needed (such as graduate students for research projects)
Establish flexible roles and responsibilities.	Reevaluate current job descriptions
Provide for professional development opportunities.	Identify sustainable activities of employees Budget for training.

ACTION PLAN	SUPPORTING TECHNOLOGY
Prepare a sustainability plan. Prepare a five-year staffing plan alongside a five-year budget.	
Complete evaluation of the job description for each ATASS position. Each ATASS employee prepares a procedure manual related to position.	
Review and select professional development activities for ATASS employees	

**Goal #4 - Secure financial stability for ATASS.**

OBJECTIVE	STRATEGIES
Define APASC financial responsibilities.	Identify real and in-kind university and community college costs.  Examine revenue and expenses.
Identify financial model appropriate to support needs.	Examine current model.  Explore alternate financial models.  Create a 3-5 year forecast.
Identify budgetary obligations to support strategic plan.	
Investigate feasibility of including private institutions to transfer model.	Define possible populations for inclusion and establish criteria.
Examine feasibility of licensing Arizona developed transfer support systems	Examine feasibility to copyright systems/licensing.
Work with institutional representatives to enhance advocacy with legislators to generate greater state investment.	Create commons message to influence decision-makers.

ACTION PLAN	SUPPORTING TECHNOLOGY
Assign budget committee task of developing institutional standards/template for report (both time and money)	
Create communication plan.	
Quarterly updates from the budget committee to APASC. Regular budget reports from APASC to JCC.	
Have Quality Team put together an assessment on feasibility of licensing Arizona developed transfer support systems for APASC discussion.	
Estimate for Legislature the cost savings by reducing duplication of credits.	



**Goal #5 - Develop communication plan to promote accomplishments.**

<b>OBJECTIVE</b>	<b>STRATEGIES</b>
Develop strategies for different audiences or constituencies.	Identify journals for ATASS related articles. Choose topics for articles.
Ensure students are aware of and using the full capabilities of the ATASS systems.	Reach HS counselors.
Develop strategies for different purposes: describing, marketing, reporting achievements, persuading, etc.	Create APASC Communication subcommittee

<b>ACTION PLAN</b>	<b>SUPPORTING TECHNOLOGY</b>
APASC member will help facilitate understanding of the system with higher level administration.	Quarterly electronic newsletter.

**Goal #6 - Establish priorities for on-going development, maintenance, and utilization of technology to support APASC goals.**

OBJECTIVE	STRATEGIES
Use technologies to facilitate communication in order to decrease need for travel and institutional expense	Provide support through web-based technology for TSO reporting and on-going communication.
Develop a technology refresh plan to sustain a current environment and plan for future needs.	
Maintain system integrity and efficiency with current technologies.	Stay current with technologies.  Maintain currency with application and system software vendor releases.
Maintain AzCAS Business Continuity Plan	Use the BCP as a working document to improve communication with the CIOs and CAOs
Coordinate technology support with emerging business plans	

ACTION PLAN	SUPPORTING TECHNOLOGY
Develop annual plan for system maintenance and development for ATASS.	Develop chat lines to support planning and modification of curriculum.
Research options for using full capabilities of CAS	
Develop a technology renewal plan along with projected costs.	
Maintain regular communication between technology subcommittee and other APASC and ATASS committees	
Develop process to support requirements for new technology requests	
Review the BCP annually and add appendices as needed	Develop a web site for direct communication with the CIOs and CAOs.

