



## MAPPING & CATALOG COMMITTEE

October 26, 2021 Minutes

9:00 – 10:30 AM

Via Zoom Meeting

### Voting Members

X Shiloh Blacksher, *GPS Instruction Coordinator*  
 Jody Fernando, *Noncredit Manager*  
 Jamaika Fowler, *Articulation Officer*  
 Vacant, *Credit Mapping Coordinator*  
 X Sara Mestas, *GPS Counseling Coordinator, Co-Chair*  
 X Michael Ngo, *School of Continuing Education Mapping Coordinator*  
 Michelle Sampat, *Associate Dean of Arts, Co-Chair*  
 Dejah Swingle, *Director, Strong Workforce Initiatives*  
 X Becky Wang, *Evaluator, Admission & Records*

X Marcell Gilmore, *Research & Institutional Effectiveness*  
 Vacant, *Arts Faculty*  
 Vacant, *Business Faculty*  
 Vacant, *Humanities & Social Sciences Faculty*  
 X Robert Purcell, *Kinesiology, Athletics, & Dance Faculty*  
 X Cristina Springfield, *Library & Learning Resources Faculty*  
 X Eugene Mahmoud, *Natural Sciences Faculty*  
 X Lorena Velasquez, *School of Continuing Ed Faculty*  
 Vacant, *Technology & Health Faculty*  
 Vacant, *Student Representative*  
**Non-Voting Members**

X Matt Bidart, *Information Technology Representative*  
 X Lesley Cheng, *Noncredit Curriculum Specialist I*  
 Reyna Casas, *Curriculum Specialist I*  
 John Lewallen, *Marketing Designee*  
**Guests**  
 X Pedro Suarez, *Instruction Business Analyst*  
 X Eric Turner, *Assistant Director, Web and Portal Services*  
 Monica Cantu-Chan, *Director, IT Project Imp/Fiscal Int.*  
 X Natalie Brammer, *Curriculum Specialist I Sub*

Meeting Agenda	Outcomes
I. <b>Welcome and Land Acknowledgement – Sara Mestas</b>	At this time, we would like to take a moment to honor, acknowledge, reflect, express our sincere gratitude for, and appreciation of, the people, ancestors, and sacred land that we gather upon today. We want to honor the ancestral homelands and traditional territories of Indigenous peoples who have been here since time immemorial; and to recognize that we must build solidarity, and kinship, with Native Indigenous communities. As all our liberations are tied together, we also recognize a duty to give honor through our work, and continue to stand up for racial and social justice every day.
II. <b>Approve Minutes</b> a. <b>October 12, 2021</b>	Approved
III. <b>Announcements</b> a.) <b>Marketing Subgroup</b> - J. Lewallen, S. Mestas, E. Mahmoud, D. Swingle, M. Ngo, M. Sampat, and E. Turner will bring recommendations forward. Meeting dates: Nov. 9 <sup>th</sup> at 8am and Nov. 12 <sup>th</sup> at 9am. b.) <b>Career Hub is LIVE! – Sara Mestas</b> <a href="https://www.mtsac.edu/careerhub/">https://www.mtsac.edu/careerhub/</a>	a.) Updated committee regarding upcoming meetings for Marketing Subgroup in November. b.) Career Hub is live. M. Bidart worked on issues with accessibility, but everything else is great. S. Mestas encouraged members to review website for feedback. c.) New member to committee – Natalie Brammer – Sub for Reyna Casas. Committee members introduced themselves to Natalie.
IV. <b>Mapping Feature within WebCMS – Pedro Suarez &amp; Monica Cantu-Chan</b>	<u>Demo of Guided Pathways Website</u> P. Suarez demoed the updated Program Requirements tab, and the committee viewed the Social Justice Studies AA-T program. The committee learned that a program schedule can be created. P. Suarez suggested to have a discussion regarding how to combine EAB with GPS website.

	<p>“Notes” are a new feature that is currently being worked on with vendor; it’s currently not available.</p> <p>Recommendations for Program Schedule Usage:</p> <ul style="list-style-type: none"> <li>• E. Mahmoud – Program Mapper should be placed between stage 8 and 11 on WebCMS stage process due to those stages allowing the Mapper to receive feedback. Requested for committee to reach out to K. Allende and D. Rowley for feedback.</li> <li>• P. Suarez – Suggested having the Mapper as an Evaluator and place Program Mapper at stage 6. Will bring this topic to K. Allende and D. Rowley for their input and will ask them to attend our next meeting for further discussion.</li> <li>• S. Mestas – Suggested “Author” stage to have a “recommended to meet with GPS Mapper and Counselor Liaison for GPS portion” early and the actual required step is between stage 8 and 11. Also, providing direct contacts that can assist for each stage and/or problem.</li> <li>• M. Ngo – Suggested having a “1.A” underneath Author; not a requirement but a suggestion to help with a smoother process.</li> <li>• B. Purcell – Would like a way to know what to put into program schedule so it’s not rejected and sent back. Navigating through the process is difficult.</li> <li>• S. Blacksher – Likes P. Suarez’s suggestion with adding notes, as well as S. Mesta’s suggestion about having direct contacts to assist throughout the process when faculty needs help. Suggested to invite K. Allende and D. Rowley to a future MCC meeting.</li> </ul> <p><u>Next Steps:</u> Ask K. Allende and D. Rowley for feedback and input; invite to next meeting. Then make recommendations that will go to C&amp;I that will ensure we institutionalize mapping.</p>
<p>V. Fee-Based Programs (Noncredit) – Michael Ngo</p>	<p>M. Bidart demoed Fee-Based Program website to committee.</p> <p>S. Mestas recommended implementing Fee-Based Program into Health &amp; Wellness tab under the Career Clusters and will ask Career Cluster team to bring Fee-Based Program back to Career Cluster tab on Guided Pathways website.</p> <p>L. Velazquez states the webpage needs to be more user friendly for students. More verbiage, is needed and a direct link would be helpful, as well.</p> <p>From guided pathway page it takes user straight to Community Ed page, but there are too many options. Need to bypass and go straight to this page:  <a href="https://mtsanantonio.augusoft.net/index.cfm?fuseaction=1010">https://mtsanantonio.augusoft.net/index.cfm?fuseaction=1010</a></p> <p>M. Bidart will contact M. Ngo to ensure its okay to make these changes.</p>
<p>VI. Pathways Program Mapper Update – Sara Mestas &amp; Michelle Sampat</p>	<p>M. Sampat and S. Mestas had a quick meeting with Bakersfield.</p>

<ul style="list-style-type: none"> <li>Bakersfield</li> </ul>	<p>GP Regional Coordinator put Map results in Google Doc.</p> <ul style="list-style-type: none"> <li><a href="https://docs.google.com/spreadsheets/d/1wp5D3y9-8ahjbt6KCfXG1oCDQaxLQRLJ2as07kefrC8/edit?usp=s_haring">https://docs.google.com/spreadsheets/d/1wp5D3y9-8ahjbt6KCfXG1oCDQaxLQRLJ2as07kefrC8/edit?usp=s_haring</a></li> </ul> <p>S. Mestas suggests continuing using our current GPS website, EAB Navigate and Courseleaf and see if these programs/websites can provide us what the Program Mapper program can do for us. S. Mestas also recommends the committee to carry on with the projects we currently have in place. In future, we may want to use the Program Mapper if it can provide what we need. In the meantime, we should continue to navigate what other colleges are doing with mapping, finish what we are working on with other projects/programs and watch Program Mapper to see if it gets better than what is currently being offered.</p>	
<p>VII. New and Modified Maps Engineering Update – Sara Mestas</p>	<p>E. Mahmoud – Met with S. Mestas and P. Maestro. There are minor changes to 9 to 11 Engineering programs. These changes are to ensure the pathways for engineering students is clear. Engineering program is in a grant with Cal Poly Pomona and hope to continue to clarify and articulate things. Also working with Cal State LA to create Engineering maps by Spring 2022.</p> <p>Academic Senate recommended Alana Bachor as New Mapper; waiting on approval.</p>	
<p>VIII. Career Clusters Update – Sara Mestas</p>	<p>S. Mestas will meet with the team tomorrow, October 27<sup>th</sup>. Will bring back their recommendations to our next meeting. Committee will need to accept or deny recommendations in order to move forward.</p>	
<p>IX. Online Catalog Audit Update – Sara Mestas</p> <ul style="list-style-type: none"> <li>Emily Versace &amp; Jamaika Fowler Document</li> </ul>	<p>Moved to next meeting.</p>	
<p>X. Parking Lot</p> <ul style="list-style-type: none"> <li>Catalog Program Maps (Courseleaf)</li> <li>ADT Website</li> </ul>		
<p><b>2021-22 Meetings</b> 9:00-10:30AM 2<sup>nd</sup> &amp; 4<sup>th</sup> Tuesdays</p>	<p><b>Fall 2021</b> September 14 &amp; 28 October 12 &amp; 26</p>	<p>November 9 &amp; 23</p> <p><b>Spring 2022</b> March 8 &amp; 22</p> <p>April 12 &amp; 26 May 10 &amp; 24</p>