



MAPPING & CATALOG COMMITTEE

November 10, 2020 Minutes

9:00 – 10:30 AM

Via Zoom Meeting

Voting Members

X Shiloh Blacksher, *GPS Instruction Coordinator*
 X Jody Fernando, *Noncredit Manager*
 Jamaika Fowler, *Articulation Officer*
 X Patricia Maestro, *Mapping Coordinator, Co-Chair*
 Sara Mestas, *GPS Counseling Coordinator*
 X Michael Ngo, *School of Continuing Education Mapping Coordinator*
 X Michelle Sampat, *Associate Dean of Instructional Services, Co-Chair*
 X Dejah Swingle, *Director, Strong Workforce Initiatives*

X Becky Wang, *Evaluator, Admission & Records*
 X Sunil Thankamushy, *Arts Faculty*
 X Anthony Henry, *Business Faculty*
 Vacant, *Humanities & Social Sciences Faculty*
 X Robert Purcell, *Kinesiology, Athletics, & Dance Faculty*
 Vacant, *Library & Learning Resources Faculty*
 Vacant, *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*
 X Marcell Gilmore, *Research & Institutional Effectiveness*
 X Reyna Casas, *Curriculum Specialist I*
 John Lewallen, *Marketing Designee*
Guests
 Kristina Allende, *Curriculum Liaison*
 Dianne Rowley, *Assistant Curriculum Liaison*
 Pedro Suarez, *Instruction Business Analyst*
 Eric Turner, *Assistant Director, Web and Portal Services*

Meeting Agenda	Outcomes
I. Welcome and Land Acknowledgement – Michael Ngo	I would like to take a moment to acknowledge that Mt. SAC is geographically situated on the traditional lands of the Tongva peoples. I ask you to join me in acknowledging their community, their elders both past and present, as well as future generations. May we strive to honor the land and the people who have stewarded it throughout the generations.
II. Approve Minutes a. October 27, 2020	Approved
III. Announcements	None
IV. Noncredit Map Update – Michael Ngo (5 min)	<ul style="list-style-type: none"> Michael provided an update regarding Noncredit Maps and DegreeWorks. He created 70 noncredit certificate templates and hopes to have them on the DegreeWorks webpage soon. Michael shared his screen to allow the team to view our Mt. SAC Guided Pathways webpage, where he'd like to add the noncredit certificates. Patricia would like an interchange between noncredit and credit classes to be reflective on our GPS website. Dejah recommended the Career Coach pages would be a good area to do this. Dejah would like to mirror what Michael has done on the GPS website onto the Career Coach website. A sub group will meet to discuss this process: Dejah Swingle, Michelle Sampat, Michael Ngo, Jody Fernando, Matt Bidart, Patricia Maestro, Marcell Gilmore and Jacinta Jocson will be the members of this group.

<p>V. Website Update – Matt Bidart (10 min)</p>	<ul style="list-style-type: none"> • Matt has added a CE link for each program on their Guided Pathways webpage. He will need to play around with the webpage to find a more efficient process. • Patricia asked Matt to provide an update on our website at our next meeting. Eric Turner asked Mark to create a template of our website at: https://www.mtsac.edu/governance/committees/mapping/ • At next meeting, Eric will demo this website to the group.
<p>VI. EAB – Sara Mestas (10 min)</p>	<p>None</p>
<p>VII. Incorporate Maps in Curriculum Process – Michelle Sampat and Pedro Suarez (30 min)</p>	<ul style="list-style-type: none"> • A mapping workflow chart will be created. • The mapping features aren't live in the WebCMS 10.0. The group was asked what features they'd like so we can request from vendor. • The Guided Pathways Map provides the required course, allows faculty/counselors/students to map what course a student will take in the upcoming semesters and records their course completions. • Pedro shared the Curriculum Management System to show program requirements and program schedule to provide an idea. This page is still being developed and the group is asked to review and provide ideas/suggestions. • Patricia suggested having a checklist is helpful to show the missing and completed courses and/or GE areas. The checklist will be added as a possibility; will need to ask the vendor if this is possible. • Faculty in the group were asked what they think about the Semester tab on the Curriculum Management System. Sunil voiced his excitement for this system and asked when it will be live. Pedro stated it's readily available to be tested, but we don't have a concrete date of when it will be live. Tony Henry suggested an area to place a note and would like to keep this page as clean and direct as possible. • Recommendation: User is not allowed to delete term and semester tab may not be needed. • This systems needs to be in production in the spring of 2021 to begin revisions. Senate approved a 5 year curriculum review cycle and all programs will now come through the curriculum review process every 5 years. • Electives/GE tab were reviewed. Michelle and Patricia will work with the vender to see what is possible for these tabs. Patricia likes the buckets for programs specifying CSU/UC requirements. Adding IGETC would be complicated as "or" and it has been suggested to train faculty about IGETC

	<p>and keep the CSU/UC requirements as the buckets under the program.</p> <ul style="list-style-type: none"> Prerequisites and Co-requisites will be viewed together and Tony suggested it would be helpful for faculty to know there is an option for “And” regarding co-requisites. 					
<p>VIII. Transfer Stories and Strategies – Patricia Maestro (30 min)</p> <p>Through the Gate Transfer Stories and Strategies</p>	<ul style="list-style-type: none"> Patricia shared an article by the RP Group, to the team to view and discuss. She likes their strategies about transferring, but would like us to categorize it as completion. These stories are what Patricia would like our team to focus on to ensure this process helps our students fulfill completion of program. Support network, pathway navigation, school-life balance, and university affordability are areas discussed in this article. Patricia believes this is the foundation of this groups work. Patricia asked the group to read the article when they get a chance to review. 					
<p>IX. Other</p>	<p>None</p>					
<p>2020-21 Meetings 9:00-10:30 2nd & 4th Tuesdays</p>	<table border="0"> <tr> <td data-bbox="298 831 591 911"> <p>Fall 2020 <u>September 8 & 22</u> <u>October 13, 27</u></p> </td> <td data-bbox="591 831 857 911"> <p><u>November 10 & 24</u> <u>December 8.</u></p> </td> <td data-bbox="857 831 1078 911"> <p>Spring 2021 <u>March 9 & 23</u></p> </td> <td data-bbox="1078 831 1318 911"> <p><u>April 13 & 27</u> <u>May 11 & 25</u></p> </td> <td data-bbox="1318 831 1546 911"> <p><u>June 8</u></p> </td> </tr> </table>	<p>Fall 2020 <u>September 8 & 22</u> <u>October 13, 27</u></p>	<p><u>November 10 & 24</u> <u>December 8.</u></p>	<p>Spring 2021 <u>March 9 & 23</u></p>	<p><u>April 13 & 27</u> <u>May 11 & 25</u></p>	<p><u>June 8</u></p>
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