



MAPPING & CATALOG COMMITTEE

April 13, 2021 Minutes

9:00 – 10:30 AM

Via Zoom Meeting

Voting Members

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

Marcell Gilmore, *Research & Institutional Effectiveness*

Sunil Thankamushy, *Arts Faculty*
 Anthony Henry, *Business Faculty*
 Barbara Mezaki, *Humanities & Social Sciences Faculty*
 Robert Purcell, *Kinesiology, Athletics, & Dance Faculty*
 Vacant, *Library & Learning Resources Faculty*
 Vacant, *Natural Sciences Faculty*
 Lorena Velasquez, *School of Continuing Ed Faculty*
 Vacant, *Technology & Health Faculty*
 Vacant, *Student Representative*

Non-Voting Members

Matt Bidart, *Information Technology Representative*
 Lesley Cheng, *Noncredit Curriculum Specialist I*
 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*

<u>Meeting Agenda</u>		<u>Outcomes</u>
I.	Welcome and Land Acknowledgement – Shiloh Blacksher	I would like to take a moment to acknowledge that Mt. SAC is geographically situated on the traditional lands of the native, indigenous peoples whose land was taken from them. 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. March 23, 2021	Approved
III.	Announcements	<p>The catalog links to the GPS maps were broken and had to be fixed. This is an ongoing issue and those links have to be repaired multiple times a year. We are working with the vendor to embed the maps in the catalog pages as a separate tab on the catalog program pages.</p> <p>There was a script issue within the GPS maps. The “or” and “and” options and units were missing. A fix was implemented, and this issue has been resolved.</p> <p>There is another script error where units were missing on about 20 program maps. This is being investigated. It may be a data transfer issue from DegreeWorks.</p>
IV.	Career Cluster Academic Programs and Process – Patricia Maestro	Career Clusters or meta majors were created about 5 years ago in collaboration with faculty and students. Mt. SAC programs were then placed into these Career Clusters. The Clusters were aligned with Holland Codes, which were being used by counseling faculty in regards to career development with students. Programs were placed into the Career Clusters by two experienced counselors. We need a process to place programs into these areas. Career counselors will meet to suggest a process to collaborate with

	<p>program faculty and bring Career Cluster placement recommendations through the Mapping and Catalog Committee.</p> <p>An introduction to the Career Cards page and the process might help students and faculty understand the creation and placement of programs into these clusters.</p>				
<p>V. GPS Communication Tools – Patricia Maestro https://www.mtsac.edu/gps/news/</p>	<p>How-To Guides continue to be developed and made accessible to students. A Spotlight on short-term vocational programs, nursing, and the bachelor’s program offered in collaboration with Mt. St. Mary’s was created to show students the breadth of programs available at Mt. SAC from noncredit through getting a 4-yr degree. MCC discussed how these guides and spotlights can be incorporated into department and program pages and into the hands of students. Suggestions include:</p> <ul style="list-style-type: none"> • Department or program social media • Reaching out to marketing to launch a campaign • We need to caption the video and can host it on the website • Share with Instruction Team to get the word out • RISE mini grants are available for all departments to use 				
<p>VI. Integrating Guided Pathways Efforts – Michelle Sampat & Sara Mestas</p> <ol style="list-style-type: none"> Career Coach Catalog Department and Program Websites 	<p>Purchased a new product: What Can I Do With This Major? This can be integrated in to the mapping website. MCC discussed creating template options for faculty websites to link to the mapping page. A work group was formed to create a template for faculty to use.</p> <p>The ADT GPS mini-grant project was approved. Patricia hopes to create career and major guides for every ADT to help and inform students.</p> <p>Mountie Career Hub is another site under development to help students with navigating career options and provide general career-related assistance.</p>				
<p>VII. Other</p>	<p>None</p>				
<p>VIII. Parking Lot</p> <ul style="list-style-type: none"> • New and Modified Maps • Maps in Catalog • WebCMS Mapping Supplemental Form 					
<p>2020-21 Meetings 9:00-10:30 2nd & 4th Tuesdays</p>	<p>Fall 2020 September 8 & 22 October 13, 27</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>