MAPPING & CATALOG COMMITTEE

Minutes
February 28, 2023
9:00 – 10:00 AM

Voting Members
Stacie Nakamatsu *GPS Mapping Coordinator* ☒
Jody Fernando, *Noncredit Manager* ☐
Jamaika Fowler, *Articulation Officer* ☒
Michelle Nava, *Credit Mapping Coordinator* ☒
Michael Ngo, *School of Continuing Education Mapping Coordinator* ☐
Vacant, *Associate Dean of Arts,* ☐
Dejah Swingle, *Associate Dean, Career Education* ☒
Becky Wang, *Evaluator, Admission & Records* ☒
Sylvia Ruano, *Dean, Instruction Co-Chair* ☒

Marcell Gilmore, *Research & Institutional Effectiveness* ☒
Joshua Christ, *Arts Faculty* ☐
Vacant, *Business Faculty* ☐
Vacant, *Humanities & Social Sciences Faculty* ☐
Robert Purcell, *Kinesiology, Athletics, & Dance Faculty* ☐
Cristina Springfield, *Library & Learning Resources Faculty* ☒
Eugene Mahmoud, *Natural Sciences Faculty* ☒
Lorena Velasquez, *School of Continuing Ed Faculty* ☒
Vacant, *Technology & Health Faculty* ☐

Phyu "Peal" Pale, *Student Representative* ☐
Emily Rivera, *Student Representative* ☐
Non-Voting Members
Matt Bidart, *Information Technology Rep* ☒
Lesley Cheng, *Noncredit Curriculum Specialist* ☒
John Lewallen, *Marketing Designee* ☐
Guests
Eric Turner, *Assistant Director, Web and Portal Services* ☒
Monica Cantu-Chan, Director, IT Project Imp/Fiscal Int ☐
Lisa Jackson - Recorder ☒

Meeting Agenda	Outcomes
I. **Welcome, Introductions, and Land Acknowledgement**	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. **Agenda Review**	
III. **Approve Minutes (September 27)**	Minutes approved as submitted

IV. **Vision of Meeting – Where Do We Go from Here?** Sylvia Ruano
 a. **Goal Setting and Objectives**
	• Discussed the importance of students being able to find functional and accurate maps.
	 • S. Ruano asked for feedback/suggestions/recommendations on how to move the committee forward.
	 • J. Fowler discussed how the production timeline effects the catalog.
	     o Many programs have hidden prerequisites. We try to catch them in curriculum, but some have slipped through.
	     o How do we circle back to those programs so that we can see what the program entails in terms of prerequisites?

		○ Informing students of prerequisites after they have already started taking classes could impact them and it will take longer for them to finish. ○ There is a disconnect between what it says in the catalog versus what the student must do. ○ We need to make sure that students know that they need to complete prerequisites prior to taking the course. C. Springfield shared that the Chancellor's office released a memo discussing funding. She is currently working with group that is supporting initial grant funding. ○ The memo outlined that students in certain programs that commit to the program/course can take it without a textbook cost. - This is currently being done at several community colleges. Mt. SAC is working towards this. D. Swingle stated that it would be a large project to undertake since most SCE students attend part-time. It may be of disservice to those part-time students viewing the full-time maps. ○ One example per award or goal would be helpful since many SCE students attend part-time. ○ Perhaps there is a program willing to try to develop a part-time sequence to see how long it takes. The possibility of a pilot program was discussed. ○ The suggestion was made to invite faculty to help develop this. It could be a challenge depending on the sequence of classes. E. Mahmoud shared that his department has created 2-year and 3-year sequences for each of their 6 pathways, but they trend towards modeling for full-time students.
V.	**Marketing Update** – Yuen "Yen" Mai	No Update
VI.	**Mapping Update** – Stacie Nakamatsu **a. Cal Poly Maps**	- Our colleague from Cal Poly Pomona (CPP) who had been assisting with updating maps hasn't been as helpful in that regard. - Those maps are not being kept up because of a lack of cooperation from CPP. The information on there now is outdated and the links are broken. - Counseling has recommended and is in support of no longer using those maps. They aren't functional nor helpful.

	- The problem is that we have timelines. An additional element is added when we are unaware of when they are approving their curriculum. - A determination would have to be made about what has changed and then align the two curriculums. - From a counseling perspective, the partnership is not advantageous. These maps don't help the students and really defeat the purpose. - We want to make sure that we are mindful of programs that could be impacted. If we cannot maintain them, then they shouldn't be there. E. Mahmoud thanked S. Ruano and S. Nakamatsu for speaking with him and his colleagues. - A liaison meeting is scheduled for March 16 & 17 at Mission College in Santa Clara https://caelc.org/ - Counseling asked if we could develop a one-year plan. S. Nakamatsu to work with M. Bidart on this. A note on the site stating that and update is coming was recommended. - Discussed piloting a one-year program. We need to look at the history of transfer students. It could also be helpful to view their transcripts to see which courses were transferred and how long it took to obtain a degree. M. Bidart asked if we would like to keep the tab for the pathways site for CPP active or muted? - It was recommended to hide the tab for now.
VII. Noncredit Update – Michael Ngo	No Update
VIII. Announcements	
IX. Parking Lot - Vacancies (term limits and past approaches for recruitment) - Purpose, Function & Membership - C&I Communication	
2021-22 Meetings 9:00-10:00AM 4th Tuesday of each month	**Spring 2023 Meetings:** March 28 April 25 May 23