



MAPPING & CATALOG COMMITTEE

November 24, 2020 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*
 X Patricia Maestro, *Mapping Coordinator, Co-Chair*
 X Sara Mestas, *GPS Counseling Coordinator*
 Michael Ngo, *School of Continuing Education Mapping Coordinator*
 X Michelle Sampat, *Associate Dean of Instructional Services, Co-Chair*
 Dejah Swingle, *Director, Strong Workforce Initiatives*
 X Becky Wang, *Evaluator, Admission & Records*

Sunil Thankamushy, *Arts Faculty*
 X Anthony Henry, *Business Faculty*
 X Barbara Mezaki, *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*
 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 – Reyna Casas	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. November 10, 2020	Approved
III. Announcements	Sara Mestas will complete her dissertation next week!
IV. EAB Overview– Sara Mestas (10 min)	<ul style="list-style-type: none"> Sara shared her screen to show the team the EAB system and its features. EAB allows case management. Students can contact counselors via email through this system, and it allows the counselor (user) to message students on their student lists, which can be created by user. Sara created lists from previous course rosters to provide ongoing communication with students. Faculty can use this system to view student’s academic standing and faculty can also issue alerts and generate a progress report. EAB is great for AS/AA degrees and certificates due to the listing of classes needed to complete the degrees/certificates. It’s not as effective with transfers. Sara provided the website link: https://mtsac.campus.eab.com/

<p>V. Mapping & Catalog Committee Website Update – Matt Bidart (20 min)</p> <p>https://www.mtsac.edu/governance/committees/mapping/</p>	<ul style="list-style-type: none"> • Patricia welcomed the new member, Barbara Mezaki from Humanities and Social Sciences. The team welcomed Barbara and introduced themselves. • Patricia shared her screen to show the team our Mapping and Catalog Committee Website page. • Matt explained this is the beginning stage of creating this webpage. The website provides the purpose, function, minutes and committee members. Shiloh and Reyna provided corrections regarding their names/titles being listed incorrectly on the webpage. • Sara suggested linking the GPS website, the “How to get a snippet”, a link to our Scale of Adoption (SOA), and adding the Degree/Certificates Matcher excel sheet as a pdf file on our website. • Michelle suggested linking the Senate and CCCCCO Guided Pathways Resources as well. The links of each website is listed below: https://asccc.org/guided-pathways https://www.cccco.edu/College-Professionals/Guided-Pathways 				
<p>VI. Scale of Adoption – Shiloh Blacksher (30 min)</p> <p>https://mtsac.co1.qualtrics.com/jfe/form/SV_85M175e0v3pfJnI</p>	<ul style="list-style-type: none"> • The Scale of Adoption is a tool to help document all the work this Committee is doing and to view what is going on across campus. Sara, Shiloh and Marcell transformed the SOA assessment document into a survey. It is due on March 1, 2021, but the Committee will ask the Chancellor’s Office for an extension. We have two more years to get our scale, which helps with our funding for GPS. • Shiloh shared her screen to allow the team to view the survey. There are several pillars and each pillar has specific questions and the surveyor will answer the questions. • The team completed the survey to begin the process. • Sara suggested releasing survey to the campus to ensure learning has been improved. • Patricia would like goals for March to be on the next agenda. She also shared an example of Education of Infographics. She’d like our feedback and ideas. She has highlighted infographics to create alerts, flyer and information to help faculty and counselors communicate information to students. 				
<p>VII. Other</p>	<p>None</p>				
<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>June 8</p>