**Mapping & Catalog Committee**

(Academic Senate Committee – Reports to Curriculum & Instruction Council)

Purpose:

The Mapping & Catalog Committee supports the District’s effort for providing an online and printed PDF version of the catalog which clearly articulates course sequences for students, identifies critical progress milestones for student success, and makes this information easily accessible. The committee will work collaboratively to address gaps related to navigation of Mt. SAC programs from entry to completion. The committee will review initiatives relating to program navigation, ~~catalogue~~ **catalog** rights, and related practices and support communication of these initiatives to faculty, staff, and students.

Function:

1. ~~To make~~ **Recommend** ~~recommendations for~~ the development and timely maintenance of program maps and program data to ~~ensure~~ **align** program maps ~~are align~~ with curriculum changes.
2. Systematically review and recommend policies and procedures to support accurate, consistent, and timely mapping **based on catalog schedule timeline.** ~~and related catalog content.~~
3. Review online and printed access to maps and College catalog, and recommend content that is relevant and appropriate for Mt. SAC student users.
4. Evaluate and make recommendation**s** regarding functionality~~,~~ **and** accessibility~~,~~ of **the** online catalog for use by **all users**~~. students and faculty.~~
5. **Recommend ~~and process to~~ incorporation of** ~~Ensure maps reflect~~ relevant and accurate information on employment and further education opportunities targeted by each program **map**.
6. **Recommend communication ~~procedures to~~** ~~Support the coordination~~ of **information** ~~communication with~~ **to** the campus community related **to** the purpose of this committee.
7. **Evaluate** ~~Considers~~ how students’ progress through program maps and utilize the catalog **and make recommendations related to the research.**
8. ~~Serve as the Academic Senate’s clearing house for~~ **Address** mapping related matters in collaboration with stakeholders.

Membership

|  |  |  |  |
| --- | --- | --- | --- |
|  | Position Represented | Name | Term |
| ~~1.~~  **3.** | Faculty Mapping Coordinator (Co-Chair) | **Vacant** ~~Patricia Maestro~~ | ongoing |
| 2. | ~~Associate~~ Dean of **Instruction** ~~Instructional Services~~ (Co-Chair) | **Vacant** ~~Michelle Sampat~~ | ongoing |
| **3.** | **SCE Faculty Mapping Coordinator** | **Michael Ngo** | **ongoing** |
| ~~3.~~ **4.** | GPS Instruction Coordinator | **Shiloh Blacksher** ~~Sara Mestas~~ | ongoing |
| ~~4.~~ **1.** | GPS Counseling Coordinator **(Co-Chair)** | **Sara Mestas** ~~Shiloh Blacksher~~ | ongoing |
| ~~5.~~ **6.** | Articulation Officer | Jamaika Fowler | ongoing |
| ~~6.~~ **7.** | Noncredit Manager (appointed by the **Provost, School of Continuing Education** ~~Vice President, Instruction~~) | Jody Fernando | *2020-2024* |
| ~~7.~~ **8.** | Research & Institutional Effectiveness (voting) | Marcell Gilmore | ongoing |
| ~~8.~~ | ~~Pathways to Transfer Coordinator (non-voting)~~ | ~~Christina Estrada~~ | ~~ongoing~~ |
| 9. | Admissions & Records Evaluator (appointed by Dean of Enrollment) | Becky Wang | *2020-2024* |
| 10. | ~~Credit~~ Curriculum Specialist I **~~II~~** (or designee) ~~(non- voting)~~ | Reyna Casas | ongoing |
| 11. | Noncredit ~~Assistant~~ Curriculum Specialist **I**  ~~(non- voting)~~ | Lesley Cheng | ongoing |
| 12. | Information Technology representative ~~(non-voting)~~ | Matt Bidart | ongoing |
| 13. | Director, **Career Education** ~~Strong Workforce Initiatives~~ | Dejah Swingle | ongoing |
| 14. | Marketing Manager or designee ~~(non-voting)~~ | John Lewallen | ongoing |
|  | ~~ACCESS Faculty~~ |  |  |
|  | *8 Faculty representing each division (appointed by the Academic Senate)*  *~~2 w 20-21, 3 w 20-22, 3 w 20-23~~* | | |
| 15. | Arts | **Vacant** ~~Sunil Thankamushy~~ | *20-22* |
| 16. | Business | **Vacant** ~~Anthony Henry~~ | *20-23* |
| 17. | Humanities & Social Sciences | **Vacant** ~~Barbara Mezaki~~ | ***21-24*** *~~20-21~~* |
| 18. | Kinesiology, Athletics, & Dance | Robert Purcell | *20-22* |
| 19. | Library & Learning Resources | **Cristina Springfield** ~~Vacant~~ | *21-22* |
| 20. | Natural Sciences | **Eugene Mahmoud** ~~Vacant~~ | *21-24* |
| 21. | School of Continuing Ed | Lorena Velazquez | *20-23* |
| 22. | Tech & Health | Vacant | ***21-24*** |
| **23.** | **ACCESS Faculty** | **Vacant** | ***21-23*** |
| ~~23.~~ **24.** | *Student Representative (appointed by Associated Students)* | Vacant | *19-20* |

Membership Meeting Times:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| COMMITTEE TYPE | Co-CHAIRs | MEETING SCHEDULE | LOCATION | TIME |
| Academic Senate | **Sara Mestas** ~~Patricia Maestro & Michelle Sampat~~ | 2nd and 4th Tuesday from | **Zoom** ~~TBD~~ | 9:00am-10:30am |

Person Responsible to Maintain Committee Website: Kim Garcia, [kgarcia@mtsac.edu](mailto:kgarcia@mtsac.edu)

College Website Link and Last Time Website Was Updated: [www.mtsac.edu/governance/committees/](http://www.mtsac.edu/governance/committees/) First Year Goals:

1. Review current process for creating Guided Pathways maps and make recommendations to

Academic Senate that will build mapping into curriculum timeline for new and modified curriculum

1. Support the process for faculty to identify and articulate critical progress milestones to promote equitable student success and develop a means for disseminating this information to students.
2. Encourage and support institutionalization of ongoing communication and collaborative work between counselors and non-counseling instructional faculty on mapping.
3. Improve visibility, accessibility, and equitability of maps in the Catalog, and in department, program, Guided Pathways, and College websites.
4. Increase the awareness of and collaboration of credit and noncredit programs, ensuring representation of vocational pathways through connecting curriculum maps.
5. ~~Create and~~ Maintain Committee website.
6. Update the Scale of Adoption **and other related reports**.

Originally Approved by Senate 12/5/2019

Edits based on AMAC discussion completed 2/25/2020