

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, catalog rights, and related practices and support communication of these initiatives to faculty, staff, and students.

Function:

1. Recommend the development and timely maintenance of program maps and program data to align program maps with curriculum changes.
2. Systematically review and recommend policies and procedures to support accurate, consistent, and timely mapping based on catalog schedule timeline.
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 recommendations regarding functionality and accessibility of the online catalog for use by all users.
5. Recommend incorporation of relevant and accurate information on employment and further education opportunities targeted by each program map.
6. Recommend communication of information to the campus community related to the purpose of this committee.
7. Evaluate how students' progress through program maps and utilize the catalog and make recommendations related to the research.
8. Address mapping related matters in collaboration with stakeholders.

Membership

	<u>Position Represented</u>	<u>Name</u>	<u>Term</u>
1.	Faculty Mapping Coordinator (Co-Chair)	Vacant	ongoing
2.	Dean of Instruction (Co-Chair)	Sylvia Ruano	ongoing
3.	SCE Faculty Mapping Coordinator	Michael Ngo	ongoing
4.	GPS Instruction Coordinator	Shiloh Blacksher	ongoing
5.	GPS Counseling Coordinator	Vacant	ongoing
6.	Articulation Officer	Jamaika Fowler	ongoing
7.	Noncredit Manager (appointed by the Provost, School of Continuing Education)	Jody Fernando	2020-24
8.	Research & Institutional Effectiveness (voting)	Marcell Gilmore	ongoing
9.	Admissions & Records Evaluator (appointed by Dean of Enrollment)	Becky Wang	2020-24
10.	Curriculum Specialist I (or designee)	Vacant	ongoing
11.	Noncredit Curriculum Specialist I	Lesley Cheng	ongoing
12.	Information Technology representative	Matt Bidart	ongoing
13.	Director, Career Education	Dejah Swingle	ongoing
14.	Marketing Manager or designee	John Lewallen	ongoing
<i>8 Faculty representing each division (appointed by the Academic Senate)</i>			
15.	Arts	Joshua Christ	2020-22

16.	Business	Vacant	2020-23
17.	Humanities & Social Sciences	Vacant	2021-24
18.	Kinesiology, Athletics, & Dance	Robert Purcell	2020-22
19.	Library & Learning Resources	Cristina Springfield	2021-22
20.	Natural Sciences	Eugene Mahmoud	2021-24
21.	School of Continuing Ed	Lorena Velazquez	2020-23
22.	Tech & Health	Vacant	2021-24
23.	ACCESS Faculty	Vacant	2021-23
24.	Student Representative (appointed by Associated Students)	Emily Rivera	2022

Membership Meeting Times:

COMMITTEE TYPE	Co-CHAIRS	MEETING SCHEDULE	LOCATION	TIME
Academic Senate	Sara Mestas/ Alana Bachor Michelle Sampat/Sylvia Ruano	2nd and 4th Tuesday from	Zoom	9am-10:30am

Person Responsible to Maintain Committee Website: Lisa Jackson, ljackson35@mtsac.edu

College Website Link and Last Time Website Was Updated: 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
2. 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.
3. Encourage and support institutionalization of ongoing communication and collaborative work between counselors and non-counseling instructional faculty on mapping.
4. Improve visibility, accessibility, and equitability of maps in the Catalog, and in department, program, Guided Pathways, and College websites.
5. Increase the awareness of and collaboration of credit and noncredit programs, ensuring representation of vocational pathways through connecting curriculum maps.
6. Maintain Committee website.
7. Update the Scale of Adoption and other related reports.

Originally Approved by Senate 12/5/2019

Edits based on AMAC discussion completed 5/24/22