



**Committee Name: Career Education Committee**  
 Meeting Date: 02/13/23  
 Meeting Chaired by: Christina Read/Adam Hathaway via Zoom  
 Start time: 12:00 pm - End time 1 pm  
 Minutes Prepared by: Yesenia Jimenez

Tri-Chair (3)	*Voting Members				Visitors Present
<input checked="" type="checkbox"/> Christina Read	<input type="checkbox"/> Deonne Kunkel Wu, AMC	<input type="checkbox"/> Sadie Ashraf, Counseling	<input checked="" type="checkbox"/> Bobby Nakamoto, Social Sci	<input checked="" type="checkbox"/> Thomas Dowrie, C. Senate	<input checked="" type="checkbox"/> Angela Espinoza
<input checked="" type="checkbox"/> Adam Hathaway	<input checked="" type="checkbox"/> Tim Harris, AMC	<input checked="" type="checkbox"/> Heather Oshiro, Counseling	<input checked="" type="checkbox"/> Alice Hale, Social Sci	<input checked="" type="checkbox"/> Jessica Vile, C. Senate	<input checked="" type="checkbox"/> Tami Washington
<input type="checkbox"/> Vacant	<input checked="" type="checkbox"/> Tracey Coleman, ATB	<input type="checkbox"/> Gabe Chaparro, HKA	<input checked="" type="checkbox"/> Safiyah Forbes, Sci Math	<input type="checkbox"/> Terra Lee, C. Senate	<input checked="" type="checkbox"/> Bob Buell
<b>Ex Officio</b>	<input checked="" type="checkbox"/> Jim Baum, ATB	<input checked="" type="checkbox"/> Kristina Perkins, HKA	<input type="checkbox"/> Tess Weathers/Daniel Quigley, Sci Math	<input type="checkbox"/> Na Liu, C. Senate	<input checked="" type="checkbox"/> Yesenia Jimenez
<input type="checkbox"/> Matthew Kritscher, VP Student Services	<input checked="" type="checkbox"/> Abigail Patton, APSS	<input type="checkbox"/> Tom DeWit, LA	<input type="checkbox"/> Patricia Molina, Special Progs	<input type="checkbox"/> Amelia Ngai, C. Senate	<input type="checkbox"/>
<input type="checkbox"/> Dale Wagoner, VP Administrative Services	<input type="checkbox"/> Vacant, APSS	<input type="checkbox"/> Simon Abramowitsch, LA	<input type="checkbox"/> Brian Augsburg, Special Progs	<input checked="" type="checkbox"/> Nicole Albrecht, C. Senate	<input type="checkbox"/>
<input checked="" type="checkbox"/> Jamal Cooks, Interim VP Academic Services	<input type="checkbox"/> Vacant, SEIU	<input type="checkbox"/> Vacant, FA	<input type="checkbox"/> Vacant, Student Senate	<input type="checkbox"/> Vacant, Student Senate	<input type="checkbox"/>
Agenda Item	Information/Discussion				Action
1. General Function 1.1 Welcome 1.2 Approval of Minutes from January 23rd	Kristina Perkins motioned to approve the minutes, Alice Hale seconded the motion. The motion passed with 2 abstentions.				Approve minutes
2. Discussion/Action Items	Christina discussed the opportunity for people to submit their application for Emergent Needs Funding. The application is available via <a href="#">MS Forms</a> . These applications are due Feb. 24 <sup>th</sup> and are one-time expenses. There will be an opportunity for people to note their annual expenses which will help to plan for next year's budget. Presentations about people's requests will be brought forth on February 27 <sup>th</sup> .				

	<p>Thomas Dowrie then introduced himself. He is an alternate media technology specialist as part of the DSPS program and a tri-chair of the IST Committee, member rep of the DEMC committee and senate member of the Career Education Committee.</p> <p>Christina mentioned there is still a vacant Tri-Chair position for the Career Education Committee. Anyone interested should contact Christina or Adam.</p> <p>Christina then brought forth an Outreach event at Castro Valley High school on March 8<sup>th</sup>. The event would be a table event in their cafeteria. They are interested in career specific information. Anyone interested should reach out to Christina.</p> <p>Christina then transitioned to program updating. There is a mandatory update for all CE programs. Currently, many courses are not in compliance with Title 5 and all the regulations of the educational code. Career education programs are required to review and update their programs every 2 years. Every Career Education program must have a record of going through a regional process, BACCC, and having an advisory meeting with minutes that acknowledges that the program is what should be taught. Many of the older programs have not done this process. Textbooks older than 5 years old need to be changed to newer additions or justified, as well as updated rubric changes and student friendly program descriptions. Finally, a labor and demand report is also needed if doing the BACCC process in order to show why the program is necessary or valuable to the student.</p> <p>Christina then mentioned they are still looking to complete the spreadsheet of coordination, funding and demand. FA will be doing an analysis for each program.</p>	
3. Request for topics/discussion items for future meetings	Bob discussed the first burn at the Hayward Fire Training Center. This was their first collaboration and an exciting update.	
Good of the Order	Adjournment at 12:24.	

*Chabot College is a dynamic, student-centered community college that serves the educational, career, job skill, and personal development needs of our community. We provide culturally responsive, revitalizing, and sustaining learning and support services driven by a goal of equity. Building upon students' strengths and voices, we empower students to achieve their goals and lead us towards an equitable and sustainable world.*