



Committee Name: Career Education Committee
Meeting Date: Monday November 17, 2025
Meeting Chaired By: Robin Galas, Terra Lee, Kristina Perkins via Zoom
Start time: 12pm
End time: 1:00 pm
Minutes Prepared By: Carra Moore

(P) = Present; (A) = Absent

Tri-Chair (3)	*Voting Members			Visitors Present	
(P) Robin Galas	(P) Dave Vetrano, ATB	(A) Vacant, Language Arts	(P) Clea Shapiro, Classified Senate	(P) Dagoberto Zalaya, Counseling	
(P) Terra Lee	(P) Sean Chew, ATB	(A) Patricia Wu, Science & Math	(A) Vacant, Student Senate	(P) Linda Phan, Counseling	
(P) Kristina Perkins	(A) Aaron Deetz, AMC	(P) Carra Moore, Classified Senate	(A) James Adivino, Student Senate	(P) Alex Karan, Institutional Research (IR)	
Ex Officio	(P) Daniel Quigley, Science & Math	(P) Nicole Albrecht, Classified Senate	(A) Vacant, CLPFA	(P) Yetunde Osikomaiya, Counseling	
(A) Luis Escobar, VP Student Services	(P) Alice Hale, Social Sciences	(A) Alise Smith, Classified Senate	(P) Wing Kam, SEIU		
(A) Thomas Burke, Interim VP Administrative Services	(A) Heather Oshiro, Counseling	(P) Na Liu, Classified Senate	*Proxy for Safiyyah Forbes, VP Academic Services		
(P) Dr. Tracey Coleman, ATB*	(A) Sara Beyne, Health, Kin., & Athletics	(P) Yesenia Hernandez, Classified Senate			

Agenda Item	Information/Discussion	Action
1. Welcome 1.2 Introductions 1.3 Ohlone Land Acknowledgement	➤ An Ohlone Land Acknowledgment was read by Tri-Chair, Terra Lee, recognizing the Chochenyo people who originally stewarded the land and the significance of the land to the Muwekma Ohlone tribe.	
2. Approval of Minutes	➤ Meeting Minutes 10/13/2025 <ul style="list-style-type: none"> ○ ORPIE spelling was corrected ○ Dr. Tracey Coleman was updated to proxy for Ex Officio, Dr. Safiyyah Forbes 	Motion to Approve 1: Dr. Tracey Coleman Motion to Approve 2: Na Liu Yes: 7 Abstain: 4

<p>3. Announcements 3.1 Career Education (CE) Open House Format Change 3.2 Perkins Updates</p>	<ul style="list-style-type: none"> ➤ Introducing and Continuing <ul style="list-style-type: none"> ○ New CE Job Developer, Oscar Vaquez ovaquez@chabotcollege.edu ○ Continuing CE Job Developer, Martha Delgadillo <ul style="list-style-type: none"> ▪ Curating jobs for Handshake ▪ Analysis on CTE programs Work-based Learning (WBL) survey responses so we can elevate our story externally & work on increasing WBL link to form ➤ November 6, 2025 ELL College & Career Day <ul style="list-style-type: none"> ○ 126 attendees ○ There were challenges with translation services for the diverse group of English language learners who attended. ○ To address the feedback and ensure better planning for future events, a debrief meeting was scheduled to gather more student feedback. ➤ Upcoming CE Sector Days & Open House (Sector days are typically from about 9am to 1pm/2pm) <ul style="list-style-type: none"> ○ February 6, 2025 Careers in Healthcare Day ○ March 6, 2025 Digital Media Day ○ March 21, 2025 CE Open House ➤ Please continue to share events that you are hosting with Robin at rgalas@chabotcollege.edu ➤ Please invite Robin, John, and Dagoberto to your advisory meetings. ➤ Dave Vetrano, Welding shared about their involvement with the American Welding Society (AWS). <ul style="list-style-type: none"> ○ 2 successful events were hosted at Chabot College ○ They also served on the leadership symposium held in Miami ➤ Career Education (CE) Open House Format Change <ul style="list-style-type: none"> ○ CE programs that want to participate in the event are encouraged to sign up early to prepare for a “choose-your-schedule” approach to better accommodate attendees ○ CE Open House Scheduling and Sign-Up Form <ul style="list-style-type: none"> ▪ Confirm participation & modality preference (i.e. workshop offerings) and preferred time blocks. ➤ Perkins Updates <ul style="list-style-type: none"> ○ Perkins 5, or the Strengthening Career and Technical Education for the 21st Century Act: It's a federal grant that provides funding to states, to support with their CTE programs, and it's really designed to provide, students in high skill, high wage, so this is not just about low-income or low-wage jobs <ul style="list-style-type: none"> ▪ there's lots of special restrictions on the money 	<p>No: 0</p>
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- With the changes to the administration, this was formally housed in the Department of Education but now will be housed in the Department of Labor. We'll see how that impacts oversight and guidelines of the grant.
- **CLNA Requirement:** The Comprehensive Local Needs Assessment (CLNA) is due by the end of April.
 - Robin will schedule and organize a presentation by CLNA representatives at the next CE committee meeting to explain the process and answer questions.
- **Funding Strategy (2026-2027):** Due to limited Strong Workforce funding, future project requests must come **exclusively from Perkins**.
 - An estimated budget of **\$200,000–\$250,000** is likely available for projects.
- Robin will determine and communicate the total amount available for Perkins-funded projects for 26-27 and consider setting caps or categories for funding requests.
- **New Application Process:** Robin will develop a simplified application process to open in Spring 2026.
 - Proposals must include a basic budget and a mandatory connection to at least one core indicator.
 - Post-secondary retention
 - Placement (employment)
 - Completion (credential, certificate, diploma & degree)
 - Non-Traditional Program Enrollment (i.e Men in Early Childhood Development, women in firefighting, etc.)
 - A simplified Perkins funding application template (based on LPC model but less complex) for 26-27 projects will be created and shared, including budget requirements and alignment with core indicators.
 - There will be examples of allowable project types and expenses for Perkins funding, including what is not allowed (e.g., food, individual memberships).
 - Link or specify which CTE programs are eligible to apply for Perkins funding and provide a way for applicants to check their program's eligibility.
- reviewed the need to focus on core indicators for reporting, with Robin clarifying that while there are 9 indicators, they will use the top 9 for a pilot effort.

<p>4. CE Dual Enrollment Data Share by Alex Karan, Institutional Research (IR)</p>	<ul style="list-style-type: none"> ➤ Alex presented data on student degree/certificate attainment within 4 years of starting at Chabot, often referencing dual enrollment and early college credit (ECC) students. <ul style="list-style-type: none"> ○ Attainment Rates: 32% of all students received a CTE degree or certificate; ECC students had a higher rate of 43%, compared to 28% for non-ECC students. ○ Equity: ECC helped close equity gaps for first-gen and low-income students. ○ Pell Eligibility: Students who received Pell, especially with ECC, had the highest attainment rates at 61%. ○ Completion Rate Factors: Discussion explores the low 32% completion rate, citing program changes, student major changes without switching their SEPC, inconsistent counseling, confusion with Guided Pathways and which classes to take. <ul style="list-style-type: none"> ▪ More to be researched: <ul style="list-style-type: none"> • Provide data on the percentage of students in the analyzed cohort who have SEPs (Student Education Plans) on file. • Analyze and report (for a prioritized subset of programs) on how close students were to completing a certificate or degree before exiting, if feasible. • Employment Tracking: Tracking employment outcomes is challenging due to outdated state data (e.g., DataVista). <ul style="list-style-type: none"> ○ Medical Assisting track their students 6 months out from completion on their own and recommends it for other programs for more up to date employment information. ○ Robin shared DataVista and other relevant state employment data links in the chat for committee reference. ○ Dual enrollment/CTE data presented by Alex will be shared 	
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	with the committee for further review.	
5. Meeting Dates	<ul style="list-style-type: none"> ➤ 12/8/25 ➤ 1/26/26 ➤ 2/9/26 ➤ 2/23/26 ➤ 3/9/26 ➤ 3/23/26 ➤ 4/13/26 ➤ 4/27/26 ➤ 5/11/26 ➤ Feedback? Please let Tri chairs: Robin Galas, Terra Lee & Kristina Perkins know <ul style="list-style-type: none"> ○ They are in service to the CE community and want to be more relevant and purposeful 	
6. Good of the Order		
7. Next Meeting	<p>Monday December 8, 2025, 12pm-1pm via Zoom</p> <p>*Robin will share the draft Perkins funding application process and proposed funding caps/limits for committee input at this meeting.</p>	
8. Adjournment		

Mission Statement

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.

*Pending BOT approval with EMP

