



Committee Name: Career Education Committee
Meeting Date: Monday December 8, 2025
Meeting Chaired By: Robin Galas, Terra Lee 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) Trevor, Pathway2Careers	
(P) Terra Lee	(P) Sean Chew, ATB	(A) Patricia Wu, Science & Math	(A) Vacant, Student Senate	(P) Tracey Bryan, Pathway2Careers	
(A) Kristina Perkins	(A) Aaron Deetz, AMC	(P) Carra Moore, Classified Senate	(A) James Adivino, Student Senate	(P) Alex Karan, Institutional Research (IR)	
Ex Officio	(A) Daniel Quigley, Science & Math	(P) Nicole Albrecht, Classified Senate	(A) Vacant, CLPFA	(P) Dr. Sonya Lopez, Math & Science	
(A) Luis Escobar, VP Student Services	(P) Alice Hale, Social Sciences	(P) Alise Smith, Classified Senate	(A) Wing Kam, SEIU	(P) Amelia Ngai, Arts	
(A) Thomas Burke, Interim VP Administrative Services	(P) Heather Oshiro, Counseling	(P) Na Liu, Classified Senate	*Proxy for Safiyah Forbes, VP Academic Services	(P) John Salangsang, Career Center	
(A) Dr. Tracey Coleman, ATB*	(P) Sara Beyne, Health, Kin., & Athletics	(A) Yesenia Hernandez, Classified Senate		(P) Johnathan Coates, ATB	

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 11/17/2025	Motion to Approve 1: Sara Beyne Motion to Approve 2: Nicole Albrecht Yes: 6

<p>3. Announcements 3.1 Career Education (CE) Open House Format Change 3.2 Perkins Updates</p>	<ul style="list-style-type: none"> ➤ Upcoming CE Sector Days & Open House (Sector days are typically from about 9am to 1pm/2pm) <ul style="list-style-type: none"> ○ December 13, 2025 Ambulance Meet & Greet ○ 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. ➤ Career Education (CE) Open House Format Change <ul style="list-style-type: none"> ○ Check-in for the event will be held at Building 700. ➤ A draft schedule was presented which includes 30-minute, 20-minute, and drop-in presentation options. <ul style="list-style-type: none"> ○ Example: Machine Tool Tech is scheduled for 20-minute presentations at 10:15 AM and 12:35 PM. ○ Goal: The new format aims for more intentional foot traffic so participants can walk away with a deeper understanding of programs and related occupations. <ul style="list-style-type: none"> ▪ Marketing & Timeline: The draft schedule will be distributed to participating CE programs, and more intensive outreach will be done after the holidays to market the event for 2026. RSVP attendees will receive an email with the "build your schedule" in advance. The committee will set a deadline for adding "late adoptees" to the schedule. ○ Action for Members: share the save the date/invitation link with their personal networks and on social media (LinkedIn, Instagram). 	<p>Abstain: 0 No: 0</p>
<p>Comprehensive Local Needs Assessment (CLNA) by Pathway2Careers Tracey Bryan (Vice President of State Workforce Partnerships) & Trevor Stokes (Vice President for Career Readiness Initiatives & Labor Economist of 20 years)</p>	<ul style="list-style-type: none"> ➤ CLNA Vision and Context: <ul style="list-style-type: none"> ○ The goal is to create a plan for action, not just a compliance document. ○ Pathways to Career focuses on career-connected learning to help students thrive, succeed, and persist. ○ Connecting the classroom to community careers creates an ecosystem of opportunity that lifts the economy. ➤ CLNA Examples of Work: 	

- **New Mexico Consortia:** In 2018-2019, New Mexico adopted a consortia approach to the CLNA to allow smaller districts to access Perkins funds. This process involved bringing together economic developers, chambers of commerce, and educators.
 - **Outcome:** The data showed New Mexico was spending only 8% of its funding on healthcare careers despite a workforce crisis in 8 out of 10 CTE regions. The CLNA led to a shift to invest more funding in healthcare careers.
 - **Additional Outcome:** Partnerships surfaced, leading to the development of more work-based learning opportunities and greater employer engagement in advisory committees.
- **New Mexico Resource Center for CTE (CTE Hub):** This is a single point of access for CTE programs, economic data, and labor market information.
- **Arizona Perkins Plan:** Trevor mentioned that their state's Perkins plan was rejected twice in 2024 before Pathways to Career was brought in to write the plan from scratch, which was approved in June 2024.
- **Trevor's Four Perspectives for Market Analysis (for Industry Alignment):** *Trevor emphasized that a realistic perspective requires more than just empirical data and uses four sources to analyze the labor market:*
 - **Employment and Wage Data:** Industry and occupation level statistics (BLS, Census Bureau).
 - **Occupational Profiles:** From the Employment and Training Administration (some with input from over 20,000 workers).
 - **Job Postings Data:** Used in conjunction with other sources.
 - **Real-time Conversations:** Face-to-face discussions with employers, workers, and educators who live the reality of the work.
- **Instructional Frameworks:** Data is synthesized to create instructional frameworks for secondary CTE programs, working backward from the employment outcome to identify valuable credentials, pathways, and necessary standards.

	<ul style="list-style-type: none"> ○ CLNA Components: The CLNA has 5 main components, with Industry Alignment being a key element that will start by engaging community and regional stakeholders. 	
<p>4. Student Success Data and Process Improvements by Alex Karan, Institutional Research (IR)</p>	<ul style="list-style-type: none"> ➤ Alex presented two key pieces of data to follow up on the last meeting's discussion of early college success: retention and degree/certificate attainment, tying them to Student Educational Plans (SEPs). <ul style="list-style-type: none"> ○ CTE Student Rate, vs. Non-CTE/College <ul style="list-style-type: none"> ▪ Fall-to-Spring Retention: ~70% (Fall 2024), Slightly Higher Measured for first-semester students: very high when students complete both SEPs. ▪ 4-Year Attainment: 32% (Fall 2021 Cohort), Slightly Better, Attainment is dramatically affected by SEP completion. ➤ Impact of SEP Completion (4-Year Attainment): <ul style="list-style-type: none"> ○ Students with No SEP were about a third less likely to complete their program. ○ Students who complete Both a Student Educational Plan (SEP) and a Student Comprehensive Plan (SCP) are four times more likely to complete their degree program (40% completion) compared to those who complete no SEP (10% completion). ○ Persistence (term-to-term retention) is also "super high" for students completing both SEPs, suggesting the plan keeps the student engaged and knowing what to take next. ➤ Counselor/Student Discussion (Heather and Alex): <ul style="list-style-type: none"> ○ It was noted that many CTE students switch from non-CTE majors (e.g., Engineering) to CTE majors (e.g., Machine Tool, Welding), which may explain why a student might need multiple SEPs and why the data on completion can appear "messy." ○ The data does not currently tie the SEP to a specific major and acknowledged that students constantly switching majors is a factor, but the overall message remains regular check-ins with a counselor are vital. ➤ The two major takeaways from the data presentations are: <ol style="list-style-type: none"> 1. Early college is significantly important 2. regularly checking in with a counselor (to get both a SEPA and SEPC) supports both persistence and success. 	
<p>5. Meeting Dates</p>		

	<ul style="list-style-type: none"> ➤ 1/26/26 ➤ 2/9/26 ➤ 2/23/26 ➤ 3/9/26 ➤ 3/23/26 ➤ 4/13/26 ➤ 4/27/26 ➤ 5/11/26 <p>*Meetings will be every other week following the January 2026 meeting.</p> <ul style="list-style-type: none"> ➤ 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	Monday January 26, 2025, 12pm-1pm via Zoom	
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