



Committee Name: Career Education Committee
Meeting Date: Monday January 26, 2026
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) Tracey Bryan, Pathway2Careers	
(P) Terra Lee	(P) Sean Chew, ATB	(A) Patricia Wu, Science & Math	(A) Vacant, Student Senate	(P) Dr. Sonya Lopez, Math & Science	
(P) Kristina Perkins	(P) Aaron Deetz, AMC	(P) Carra Moore, Classified Senate	(A) James Adivino, Student Senate	(P) Dagoberto Zelaya, Career Center	
Ex Officio	(P) Daniel Quigley, Science & Math	(P) Nicole Albrecht, Classified Senate	(A) Vacant, CLPFA	(P) Amelia	
(A) Luis Escobar, VP Student Services	(P) Alice Hale, Social Sciences	(A) Classified Senate	(A) Wing Kam, SEIU		
(A) Marie Amboy, VP Administrative Services	(P) Heather Oshiro, Counseling	(P) Na Liu, Classified Senate	*Proxy for Safiyyah Forbes, VP Academic Services		
(A) Dr. Tracey Coleman, ATB*	(P) 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 12/08/2025	Motion to Approve 1: Sara Beyne

		Motion to Approve 2: Sean Chew Yes: 6 Abstain: 3 No: 0
3. Announcements 3.1 Career Education (CE) Open House Format Change 3.2 Perkins Updates	<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"> ○ 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"> ▪ A draft of the schedule was sent to committee members via email. ▪ See draft here ▪ 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). 	
Employer Appreciation Event by Yvonne Wu Craig	<ul style="list-style-type: none"> ➤ Yvonne (Foundation) is scheduling the Happy Hour featuring drinks and heavy appetizers. She will create the flyer and RSVP link. <ul style="list-style-type: none"> ○ March 3rd, 4:30 PM – 7:00 PM (Happy Hour Mixer) 	

	<ul style="list-style-type: none"> ○ The purpose of the event is to appreciate employers and bring them together with faculty for engagement. This is not an event is not a fundraiser ○ Faculty can forward names and spreadsheets to invite lists of employers/advisory board members to Yvonne. ○ If you need foundation support or appreciation of gifts for <i>existing</i> program-specific employer events, send the details (date, quantity) to Yvonne. 	
<p>New Career Education Webpage by Robin Galas</p>	<ul style="list-style-type: none"> ➤ Career Education Webpage Features <ul style="list-style-type: none"> ○ A curated section that groups academic programs by industry (e.g., Healthcare, STEM, Public Safety). It helps students see the direct link between a certificate or degree and a specific career path. ○ Handshake Integration: Students can see job postings per specific CE Pathway. ○ Labor Market Data: Information regarding job titles, median salaries in California, and projected growth for various industries to help students choose high-demand careers. Also, a page for CTE Data. ○ Engagement Opportunities: Details on upcoming events like the Career Education Open House and specific program job fairs (like the ECD fair on April 16th). ○ Features for Employers: <ul style="list-style-type: none"> ▪ Handshake for Employers: A space for industry partners to post job announcements, manage interview schedules, and browse candidate profiles. ▪ Employer Interest Form: A digital form where businesses can express interest in participating in career fairs or advisory boards. ○ K-12 Partners <ul style="list-style-type: none"> ▪ Updated CE Flyers that can be distributed to their high school campuses ▪ Coming soon are alumni videos for each program, please let Robin Galas & Carra Moore know about any alumni that would be interested in being interviewed. <p>*Code mapping may be impacted by switching from TOP codes to CIP codes which are adopted by the rest of the country.</p>	

<p>Comprehensive Local Needs Assessment (CLNA) by Pathway2Careers Tracey Bryan (Vice President of State Workforce Partnerships)</p>	<ul style="list-style-type: none"> ➤ Comprehensive Local Needs Assessment (CLNA) <ul style="list-style-type: none"> ○ First thorough CLNA prior to the pandemic. ○ Aims to understand the labor market, survey employers, and engage community stakeholders. ○ Monthly updates will be given up to the deadline in May by Pathway2Careers to the committee. ○ Tracey provided a survey for CTE affiliated students, faculty, classified professionals, and administrators to fill out within 2 weeks. <ul style="list-style-type: none"> ▪ The goal is to have 50 responses per classification. ▪ Students who fill out the survey will be entered in a raffle for a \$50 gift card. ○ See Surveys here 	
<p>5. Meeting Dates</p>	<ul style="list-style-type: none"> ➤ 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 	
<p>6. Good of the Order</p>		
<p>7. Next Meeting</p>	<p>Monday February 9, 2026, 12pm-1pm via Zoom</p>	
<p>8. Adjournment</p>		

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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