

# November LB Meeting

11/19/2025 | 9am-12:00pm

FUHSD

## 1. General Updates (15 min)

### a. Due dates

- i. **Dec 1:** 25/26 Member Expense Report Due in NOVA (Q1)
- ii. **Dec 1:** July 1, 2024 to June 30, 2025 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium \*
  1. ~~Dec 31~~ (**December 19**): 25/26 Member Expense Report certified by Consortia in NOVA (Q1)

### b. Assign meeting locations → Fridays, 9-12 unless otherwise specified

- i. December 12 → DeAnza
- ii. January 23 → PAAS
- iii. February 6 → FUHSD (PLC 103)
- iv. March 6 → MVLA
- v. Wed, April 22 → Foothill Main Campus
- vi. May 29 → DeAnza
- vii. June ??
- viii. July "Retreat" → possible dates?
  1. Dec meeting - everyone brings a couple July dates (near end of July). MVLA will host? TBD
  2. 1-4pm
  3. Consider an afternoon meeting so we can celebrate afterwards

## 2. ELL Grant R1 & R2: Data & Discussion (30min) (facilitator: Jenée)

### a. AS Data Team Findings

- i. AS:
  1. challenge in reporting completion rates: may be inaccurate because depending on when data was submitted, some cohorts have started as others finish
  2. Transition rates to CC appear to be low overall
- ii. CC:
  1. Need more students
  2. Credit-bearing classes are a challenge to fill
    - a. AHS 51

### b. Spreadsheet

- i. DE #'s came from Jenée's review of the DE tracker used by the TST & focused on ESL students who are in bridge courses. May not represent complete data.
- ii.

3. ELL Round 3 Grant (45min) (facilitator: Lori) → notes are in the slides

4. CTE Team: (30 mins) (facilitator: Jenée)

○ Outcomes: Goal: increase transitions into these 4 programs

■ **Who is on this team?**

● CTE instructors & coordinators

○ No one person knows all this from either institution, so each meeting will have a different focus

○ How do we increase transitions into EMT & MA

■ What would help adult schools

○ AS CTE Coordinators meet together before winter break

■ Team Members:

■ FUHSD: Raji, Lakshmi

■ MVLA: Francisco, Julie, Jon, Tina

■ PAAS:

■ De Anza (MA):

■ Foothill: (EMT) ,

● Project Lead who can bring folks in at different stages of the project

● IET/ESL representatives

■ 1. Articulate focus for 2025-26 (project based)

● Share best Practices for recruitment, retainment, and completion

○ Refining transition process from Adult Schools into Phlebotomy & Med Asst (DA) and EMT & CHW at FH

■ Recruitment vs. retention to completion

○ Who are the students who might be a fit for this profession? How do we know? What support do they need to get there?

○ Foothill put in a request for a full time HC tenured faculty that can help with the articulation. (future thoughts)

● Align with Plan strategies/activities

○ 2. Based on that focus, identify team members & important stakeholders.

○ Full Plan Activity

■ 3. Any outcomes from that team will be reported to the LB.

● CTE coordinators from each site: we need to increase transitions: what are 1-2 things we can do... such as

○ Suggestions... they decide...

● Randy will put together a team for Med. Asst.

● Teresa will put together EMT

■ 4. Anticipate any resources that the team might need.

Closing Out meeting (15min) (facilitator: Jenée)

- Did we accomplish what we set out for this meeting?
- Anything for the December meeting?
  - [Continue discussing goals for LB?](#) (30min) (facilitator: Jenée)
  - Add to Agenda: Agency Updates: (5 minutes- each agency gets a minute)
    - What does the LB need to know from your agency?"
  - RDA housing "shared pot of money": (15min) (facilitator: Jenée)
- Homework: Debrief from Networking Event (December meeting. Jenée creates form for LB to fill out their remarks)
- Tasks:
  - Lori will send out email re: ETPP grant/R3 expansion / innovation meeting
  - Randy will put together a team for Med Asst; Teresa EMT
  - Jenée will put a meeting together of the CTE coordinators from each adult school
    - Brainstorming session & next steps with FHDA

### Meeting Recap & TASK List

*2025-26 Ideas for Increasing Transitions Between AS & CC:*

#### ● Outreach Tools

- College classroom videos of the healthcare courses to show the adult school students the teacher and class structure.
  - **TASK: Who would be responsible for making these? Use Grant funds? CTE Pathway Advisory Team?**

#### ● Outreach Events

- Foothill's Healthcare focused Sunnypalooza in the Spring 2026
  - **TASK: This is being planned now**
- MVLA Classroom Zoom with the student liaison from De Anza with Q&A for students.
  - **TASK: Who would be responsible for setting this up? CTE Pathway Advisory Team?**

#### ● Curriculum:

- Get a list of De Anza's new mirrored noncredit courses to prepare TST to share opportunities with AS students.
  - **TASK: Jenée to email Thomas to see if this list can be shared with the consortium.**

#### ● ~~SCOPE of CTE Pathway Advisory Team (CTE PAT) Project Team~~

- CTE Coordinators, CTE Faculty, & TST members
  - Starting with EMT (FH) & Medical Assistant (DA):
  - Goal: helping increase transitions between the adult school and community college
    - CTE PAT looks at the pathway maps that the colleges have created for these certificates and see how the Coordinators, TST, and AS CTE teachers can be

- educated on them.
- CTE PAT to set up pathways certificate info workshops where faculty/chairs from the programs discuss the program, pre reqs, text books, expectations, any next stackable certificates, employment options, etc. .
  - This creates the ability for coordinators, TST, and faculty to be able to explain the benefits of credit-bearing classes for students to help alleviate the resistance to paying for courses.
  - Support TST with student goal setting & proactive advising
- If needed, team creates simpler pathways maps that include next steps & work opportunities
- **TASK: Before Jeneé sends email to CTE PAT, send email to Lori, Julie, and Jim for final approval of scope of team and team members:**
  - FUHSD: Raji, Lakshmi
  - MVLA: Francisco, Julie, Jon, Tina
  - PAAS: Sripriya & Jim?
- **TASK: Randy (De Anza) will start getting together ideas for MA & Teresa for CTE.**

### *2026-27 Ideas for Increasing Transitions Between AS & CC:*

- **Curriculum:**
  - De Anza's Phlebotomy will be available as noncredit.
    - **TASK: Promote it when it's on the schedule**
  - Foothill is working on creating a "healthcare pathway onramp" / "pre-healthcare pathway certificate": anatomy, med term, AHS 51,
    - **TASK: Anything we can do to support this?**
  - Create CAAP "packages"- students enter that "HC CAAP" that start the pre-reqs. Don't choose a specialty until the student gets into the program: Events, prereqs, guest speakers, advising, etc. . .
    - **TASK: LB continues to discuss this idea.**

### *ELL Grant Round 3 & ETPP Grant Ideas:*

- **Curriculum:**
  - LVN dual-enrollment program at adult schools .
    - **TASK: LB continues to discuss this idea.**
  - ETPP to provide stipends, employer partnerships, and expanded career-connected learning: Advanced Manufacturing & Healthcare
    - **TASK: Lori to send out an email for next steps**
- **Wrap Around Supports**
  - How can we address the barriers like childcare, transportation, language, cultural, and learner confidence in round 3?
    - **TASK: LB continues to discuss this idea.**

## Data Ideas to Support Increasing Transitions Between AS & CC:

- Who are the students in the ELLHCG CC data? Are any of them adult school students from our programs?
  - Clarifying international students vs. ESL from adult schools or other
  - Follow up w/ the students in the data → very few CC students to interview
  - **TASK: Jenée set up a college data team meeting with Janie & Tiffany.**
- Workforce → who are getting jobs? How? Support needed?
  - **TASK: how should we do this? Utilize Data Team support**

## Structural Change Ideas

- **Curriculum:**
  - Not a lot of HC pathways that do not require pre-requisites
    - **TASK: Focus on FH EMT & CHW \ DA Phlabotamy**
  - HC Competitive programs + lottery for entrance into HC career pathways
    - Can we hold seats in these programs for adult school students?
      1. **TASK: How could we advocate for this to happen?**
  - Re-package the nursing pathway: you're *going into* the nursing program... starting with the pre-reqs
    - **TASK: How could we advocate for this to happen?**