



BAS - LEADERSHIP
& MANAGEMENT

**ORGANIZATIONAL LEADERSHIP & TECHNICAL MANAGEMENT (OLTM)
ADVISORY COMMITTEE MINUTES**

Thursday, October 12, 2023

2:00 - 3:30 p.m.

Alan Thompson Library, Room LIB 130

Zoom: <https://lowercolumbia.zoom.us/my/universitycenter>

- I. **Attendance:**
 - a. Monica Seidl - CWCoG - Chair
 - b. Tabatha Steen
 - c. Penny Andrews
 - d. Stacie Johnson
 - e. Michaela Jackson
 - f. Travis Wallace
 - g. Larry Neal
 - h. Bailey Roberts
 - i. Justin Core
 - j. Kalisha Harris
 - k. Jenny Smith (Minutes)
- II. **APPROVAL OF MAY 2023 MEETING MINUTES** (motion item)
 - a. Larry Neal moved
 - b. Bailey Roberts seconded.
 - c. Approved
- III. **REVIEW OF GOOGLE DRIVE**
 - a. Advisory Information: for those who missed the introductory meetings quick facts were presented.
 - b. Membership: Diversity is ideal.
 - i. 14 pathway degrees: which agencies are missing?
 - ii. Who can we reach out to? We are grateful when fresh faces are sent when someone has to be absent.
 - iii. Three times per year is the ideal number of meetings.
 - iv. Work force is another target area. Target areas are the right people for this board.
 - c. Meeting Minutes: Reviewed/Approved
- IV. **DISCUSSION OF PROGRAM OVERVIEW MATERIALS**
 - a. Degree Information and Overview: Every course we offer is on the course description page.

- b. A mapping tool is included.
- c. Catalog page with feeder programs were presented.
- d. A flier with schedule

V. MEMBERSHIP

- a. Current Membership - Those who we needed signatures from were gathered.
- b. BAS-OLTM pathway degrees
- c. What industries are not included? Hospitality
- d. Process for inviting new members
- e. Letters from President Bailey

VI. INDUSTRY TRENDS, GAPS, & UPDATES

- a. Medical trends/gaps... large need. Recruitment. People don't want to work. SUDS - people are not applying. Planning to revamp entire system. Indeed is an HR system. Where are recruiting sources? We would like to stick with our community. Our applicants are being well screened at this point.
- b. Advertising for open positions can be very expensive. Classes that lead to jobs.
- c. Get career information to advisory so they can post open positions for free.
- d. Knowing the right words to use to meet the target population. If you are in this course, these classes matter. Keywords can allow people to self-identify.
- e. Employment opportunities with future employers and salary expectations.
- f. Retirees are coming. "Silver Tsunami". 4 have been hired in the last few weeks. A couple more are expected to be hired next year. Skilled trades are the target audience. There were people from India and Maine, so the net was cast broadly.
- g. Cowlitz County degree attainment levels are pretty low, so LCC is trying to educate. There is a gap especially when hiring someone with zero skill sets.
- h. Almost all spots are filled in the district but sick days are taken weekly and therefore there is under-staffing. Paras are in demand. They are sometimes leaving to get their teaching credentials.
- i. Professionalism is currently an under trained skill set. Shower, shave, stay at work while scheduled.
- j. 30 mechanic positions are available right now. Trickle of people are coming through. The training and recruiting have been and are being formalized.
- k. Planners were hired right out of college in order to get talent locally.
- l. Westrock has a new box going in. There are a lot of people applying for that.
- m. One bad thing is human error that makes it possible for a bank to be hacked. Scams [like] "go fund me" are already starting.

VII. GRADUATE SURVEY INPUT

- a. What questions/answers would the advisory committee recommend for our grads? How many people plan to stay in this community after graduation? Why did they choose to leave? What would make them stay?
- b. ON a scale from 1 - 10, could you balance work/life as you participated in the program?
- c. Current survey will be used with additional questions relevant to OLTM added.
- d. Do you plan on using your degree? Or might you go a different direction?

VIII. OLTM UPDATES - Tabled

- a. Data

LCC is an AA/EEO employer - lowercolumbia.edu/aa-eeo • LCC Clery Annual Security and Fire Safety Report available at lowercolumbia.edu/CleryASFR

- i. Enrollment
 - ii. Graduates
- b. Future Modalities: on site learning
- c. OLTM Student Projects
- IX. UPCOMING PROGRAM OR COMMUNITY EVENTS**
 - a. Kelso Longview Chamber Education Foundation career fair expo on October 26- with job shadows.
 - b. PUD had 17 job shadows.
- X. NEXT MEETING (DATE/TIME/PLACE): Jan. 18 - Time TBD**

ACTION ITEMS

- Print fliers for next meetings and include a qr code.
- City of Longview is going to have a career fair. Create a card with a QR Code
- Tuition information on flier is helpful too
- Review accreditation through unions and CPLA
- Auto/ Diesel/Body shops are solid targeting options.