



BAS - LEADERSHIP
& MANAGEMENT

ORGANIZATIONAL LEADERSHIP & TECHNICAL MANAGEMENT (OLTM) ADVISORY COMMITTEE

Meeting Minutes

Thursday, June 5, 2025

3:00-4:30p

Don Valley (DTV) 201

Zoom: <https://lowercolumbia.zoom.us/j/87213651519>

I. Call to Order and Introductions

Meeting was called to order at 3:09 PM by Monica Seidl, Advisory Chair.

Introductions:

Susan Gann, PeaceHealth and OLTM Alumni

Tricia Rodman Junker, NW Medical Advocacy and Co-Chair

Monica Seidl, CWCOG and Advisory Chair

Angie Shipman, Fibre Federal

Lower Columbia College: Jennie Bergman, Dana Cummings, Tamra Gilchrist, Kalisha Harris, Kat Harlan, Ale Sanchez

II. Approval of Minutes

Review and approval of Winter 2024 (11/14/2024) meeting minutes.

Motion: Tricia Rodman Junker

Second: Monica Seidl

Outcome: Unanimously approved; no opposition.

III. OLTM Program Updates

Presenter: Kat Harlan

a. Enrollment Update:

- **Cohort #3:** 17 students, graduating Summer 2025; includes 1 student from Cohort #1. All online.
- **Cohort #4:** 20 students enrolled in both part-time online and full-time hybrid modalities.
- **Cohort #5:** 36 students enrolled, with 2 on waitlist.

b. Graduation Statistics:

- Cohort #1: 14 graduates
- Cohort #2: 10 graduates

c. Modalities:

- Online part-time
- Hybrid full-time

d. Perry Tech & BLC Updates:

- Tamra Gilchrist attended a national BLC conference.
- All 34 WA community colleges are represented; Tamra will serve as BLC Chair next year.
- Visited Perry Tech; discussions underway for articulation and collaboration with OLTM.
- Partnership potential with Western Governors University and other institutions.
- Identified need to bridge gaps in accounting knowledge, particularly for MBA aspirants.
- Kat added that BLC allowed for valuable cross-college networking.

IV. Feedback/Discussion:

Monica emphasized the need to ask students what they felt was missing.

Susan noted challenges students face in job placement, particularly due to lack of experience and recruitment pipelines.

Recommendations included increasing mentorship, job shadowing, civic involvement, and exposure to workforce networks.

V. Program and Curriculum Review

Review course content, prerequisites, and relevance in current workplace context.

a. Key Courses and Discussion Points:

- **OLTM300:** Foundational leadership; essential skills still relevant.
- **HUM315:** Ethics; Monica asked for clarification about multiple ethics-based courses.
- **CMST330:** Communications; includes resume development, media professionalism, and conducting meetings.
- **OLTM320:** Workplace safety; currently no FA/CPR certification requirement, focuses on process/paperwork around injuries.
- **OLTM325:** Collaborative Online International Learning (COIL); student projects with partners in Dubai and Morocco.
Susan shared struggles from prior project with Mexico; now students do two international projects and it's a requirement on both ends.
- **OLTM329:** Emerging Tech and AI; updated each term to stay current. Input welcomed from industry.
Angie and Monica stressed AI literacy, ethical use, and understanding rapid change.
Tamra highlighted digital detox challenge Kat uses in her class (no cell phone weekend).
- **OLTM330:** Business development and entrepreneurship.
- **OLTM335:** Teamwork; need for training on adaptability and workplace change.
Jennie: Courses include challenge initiatives.

Monica: Suggested incorporating emotional intelligence concepts (e.g., Brene Brown).

- **PSYC320:** No specific comments.
- **OLTM440 & OLTM445:** Global perspectives and teamwork under change theory.
- **OLTM449:** Financial management; difficult for students without prior finance exposure.
- **OLTM450:** Intro to high-performance teams and change management.
- **OLTM455:** Project Management; includes use of MS Project.
Tricia suggested industry speakers on contract language.
Kat noted difficulty due to remote student participation.
- **ENVS440:** Science requirement; relevant for ecological and regulatory fields.
- **OLTM460:** Leadership capstone; includes community engagement.
- **OLTM465:** Covers employment contracts.
Susan asked about generational workplace themes; Kat confirmed it is addressed.
- **OLTM495:** Final capstone project.
Tricia: Start project by asking students about career goals.
Monica: Great opportunity for Alumni involvement for mentorship and student networking.

b. Program Maps & Course Descriptions:

Deferred to Fall Meeting.

c. Tamra reminded that Global Skills are posted in every classroom.

VI. Industry Updates

Tricia: Strong demand for a Behavioral Health BA program. Emphasized local and telehealth needs.

Tamra: Confirmed behavioral health is a key future priority.

Angie: Forecasts 1/3 of workforce retiring in 3–5 years. Challenges include tech, burnout, remote work demands.

Susan: Shared daughter's difficulty finding appropriate RN employment.

Dana: Sees potential for LCC-FibreCU connection.

Jennie & Monica: Students unaware of career paths. Recommended better organized, industry-specific career fairs.

Kat: Students often anxious about networking. Provided extra credit for career fair attendance.

Ale: Observed students were underprepared at career fair. Suggested structured engagement (e.g., "passport").

VII. Membership

Jennie Bergman:

- Ethics training emails to be sent.
- Reviewing membership list for attendance.

- New member appointments and 3-year terms will be processed.
 - Goal is 50/50 industry/education balance and minimum of two annual meetings.
- Chair/Co-Chair Elections:
- Monica requested to step down as Chair due to other leadership commitments.
 - Proposal for Tricia to become Chair and Monica to become Co-Chair.
 - **Outcome:** Committee approved unanimously.
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VIII. Upcoming Events

Leadership After Hours: Scheduled for Fall 2025. Includes faculty, students, alumni, and industry partners.

IX. Next Meeting

- Scheduled for October 2025.
- Committee requested a date between Labor Day and September 15th.

X. Adjournment

Meeting adjourned at 5:02 PM.

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