



**BAS - LEADERSHIP
& MANAGEMENT**

ORGANIZATIONAL LEADERSHIP & TECHNICAL MANAGEMENT (OLTM)

Advisory Committee Meeting Minutes

Thursday, April 23rd, 2026

4-5:30 p.m.

Don Valley (DTV) 201 and Zoom

I. Call to Order: 4:08 p.m.

Attendees:

1. Corie Dow, Youth & Family Link Center
2. Eddie Martin, HR Manager, NORPAC
3. John Self, OLTM Student
4. *New: Isaiah Ritchie, Norpac
5. Susan Gann, Peacehealth and OLTM Alumni
6. Teedara Wolf, Cowlitz PUD
7. Travis Wallace, West Rock and OTLM Alumni
8. Tricia Junker Rodman, NW Medical Advocacy (co-chair)

LCC:

1. Tamra Gilchrist, Dean of Instruction
2. Alé Sanchez, Advising and More
3. Kat Harlan, OLTM Faculty
4. Jenny Smith - Guest Minutes

II. Approval of Minutes

Meeting minutes from the October 8th meeting were approved via email confirmation.

III. Round Table Industry Updates

PUD: Employee count is growing. Business analysts and AI are being targeted for the public sector. Everybody is busy in this sector. 4 summer internships are expected. One previous intern is still on, doing some project work.

Norpac: International Paper is partnering with Norpac (potentially). Change is anticipated. 20 - 30 summer student positions will be posted beginning in May. Seniors or people in college can check: www.norpacpaper.com

Westrock: Perry Tech has some applicants coming through. 7 - 8 good ones are being processed. Scholarships from the area are being supported. They are starting Perry Tech.

Youth and Family Link experienced a reduction in the fall. Funding changes are still under consideration. Re-engagement is the new challenge.

PeaceHealth: Stabilizing - Lost 100 jobs in October due to funding and a few more layoffs later. Some union jobs were cut, also.

NW Medical Advocacy: Behavioral Health is always hiring due to turnover.

Tomorrow: Together We Can is at the Expo Center. It is a free all-day seminar from 8 a.m. to 3 p.m., with a full agenda. Shannon Elf from ARC is the Organizer. Kat will share the agenda.

IV. LCC Updates-Tamra Gilchrist

- A. Leadership transition: Kristen Finnel is LCC'S President until August.
- B. Budget challenges are ongoing. Compared to other colleges, we are doing relatively well. We have taken several strategic steps, including not replacing certain faculty positions and implementing cost-saving measures, in an effort to avoid further layoffs.
- C. Our student services are strong.
- D. We are in year 2 of our AIR program
- E. Building plans for our new vocational building are available online if you search Capital Projects.

V. OLTM Program Updates-Tamra Gilchrist and Kat Harlan

- A. Enrollment Update:
 - Total Graduates: 45 so far
 - Cohort #4: 22 scheduled to graduate June 2026
 - Cohort #5: 28 students
 - Cohort #6: 31 applications with a May 1st deadline
- B. Baccalaureate Leadership Council (BLC):
 - First week of May in Spokane Falls. Ale, Kat, and Tamra will attend to represent Lower Columbia College.
 - Tamra is currently serving as the Chair of BLC for 25-26 and will transition to past-chair in 26-27.
 - Sharing high-level work and areas to monitor for local impact:
 - BLC is working to update the marketing guidelines
Some colleges are performing program viability analysis and have begun to close some BAS programs; LCC's programs currently remain strong and have been one of the key drivers in enrollment growth.
 - BLC will vote on a recommendation regarding a change to the Composition requirement for BAS programs.

For programs offered fully in Spanish (or other languages) ENGL 101 is a challenge. This is particularly relevant in the Early Childhood Education field. The proposal seeks to amend English Composition to Composition. If approved, it will move to the Instruction Commission for further vote and approval. LCC will keep the advisory apprised of any changes next year.

C. Perry Tech Update:

- LCC will visit Perry Tech again this year in Yakima to perform a recruiting visit. Ale and Kat will attend and also meet with faculty and the Vice President.
- Tamra asked the advisory committee for brief input on a related idea to the Perry Tech model: the stateside Multi- Occupational Trades AAS degree. This AAS degree allows Journeyman apprentices to utilize their existing hours performed on the job as the core technical content area and attend LCC, or other colleges with this degree, for the general education courses plus residency requirements.
- The advisory committee was in favor of exploring this option to expand pathways into OLTM.

D. Discussion:

- Are the BAS programs helping with the funding cuts?
 - Yes, but many other professional technical programs like Education, Nursing, Manufacturing, and Welding are helping too.
 - iBest is a program that offers extra classroom support. We are anticipating that iBest will be available for SUDs in the upcoming year. IBest is funded at .75 FTE in addition to the prof-tech FTE of the course.

E. Introduction of COIL

- COIL stands for Collaborative Online International Learning. They provide students with opportunities to collaborate internationally on academic projects.
- Feedback from advisories indicates that collaborative teamwork is in demand.
- A city outside of Dubai in the United Arab Emirates (UAE), Mexico, and Morocco have been partner locations.
- This collaborative online learning space offers many opportunities to problem solve cultural, location, language, and time differences.
- COIL partners with instructors all over the world. OLTM will continue to be involved, as will Green River, Western WA, and the University of WA.
- Our student representative participated in COIL assignments, and he felt the learning experience was very valuable.
- Those who have used “like” programs have felt that the international/intercultural experiences are beneficial to professional development.

F. Change Management Project: United Way and YMCA collaboration

- One OLTM group got a grant for swim lessons for children on the spectrum of autism.
- They put it together, implemented it, and it impacted our community.

VI. Program and Curriculum Review Update-Tamra Gilchrist and Kat Harlan

A. Updates to course curriculum:

- ENVS 440 (added a lab component. By doing this, students will not need a natural science with lab prior to program entry. This will start cohort 6
- OLTM 460 – Coaching and Mentoring – Outcomes changed, and building a mentorship program will be part of the goal.
- OTLM 495 – Capstone – Outcomes also connect with industry leaders. A service project will be required. Students are already working on these types of projects. Presentations will be at the end of the program.

B. Based on Advisory feedback:

- Collaboration - connecting with faculty
- Adaptability & Change Management
- Soft Skills: Emotional Intelligence
- AI Literacy
- Guest speakers
- Community Engagement - Please come to Leadership After Hours in order to connect students with industry professionals.
- We are investigating new models to connect students to industry

VII. Upcoming Events-Kat Harlan

A. Capstone Presentations: Tuesdays: 6/2, 6/9, and 6/16 from 5:30-7:30 p.m

- OLTM Faculty and staff are invited
- Advisory is invited as well. An E-invite sign-up sheet will be shared to ensure some division of attendance.
- Student presentations are scary and quite valuable.

B. Graduation: 6/18 6 p.m. at the Kelso High School - Advisory is invited!

VIII. Next Meeting:

A. Kat will email some options – Anticipating late September/Early October

B. OLTM After-Hours - After-hours dates for the fall will also need to be scheduled. Some OLTM After Hours ideas included “Service learning in community” or other types of meetings for a cause, like Day of Caring.

IX. Adjournment: 5:00 p.m. Thank you for continuing to support the advisory!

Non-Discrimination and Anti-Harassment Statement

Lower Columbia College provides equal opportunity in education and employment and does not discriminate on the basis of race, color, national origin, citizenship or immigration status, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal as required by Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Sections 504 and 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and ADA Amendment Act, the Age

Discrimination Act of 1975, the Violence Against Women Reauthorization Act and Washington State's Law Against Discrimination, Chapter 49.60 RCW and their implementing regulations. All inquiries regarding compliance with Title IX, access, equal opportunity and/or grievance procedures should be directed to Vice President of Foundation, HR & Legal Affairs, 1600 Maple Street, PO Box 3010, Longview, WA 98632, title9@lowercolumbia.edu, Phone number, (360) 442-2120, Phone number/TTY (800) 833-6388.