Shoreline Community College
Purchasing Advisory Committee
Minutes for meeting February 5, 2008

Present:
Members:
    Present:
        Heather Rai, David Davis, Mike Morelli, Theresa Dodge, Adam Bogart, Richard Trimble, Ken Grover, Jan Hagestad, George Sigler, Timothy Gates, and Art Mendel

SCC Members:
    Present:
        Ken Larsen, Berta Lloyd and Jerry Baker

Not Present:
        Adam Bogart, Ozden Byazit, Marty Manegold, Marcia Liaw, and Robert Meyers

Minutes:
1. Welcome and introductions:
   • Heather Rai, chair, called the meeting to order at 4:03 PM. She welcomed all in attendance and roll was taken.
   • Mike Morelli, Theresa Dodge and Timothy Gates were introduced and welcomed as new members.
   • Copies of the October 9, 2007, PAC meeting were distributed.

2. Program Update:
   Jerry Baker reported fall quarter 2007 purchasing course enrollments as follows:
   i. BA 190, W1, Purchasing and supply chain Mgt. 17
   ii. BA 191, W1, Sourcing and Supplier Development 4
   iii. BA 191, N1, Sourcing and Supplier Development 16
   iv. BA 192, N1, Materials Management 9

3. Contract Management, BusAd 195, Master Course Outline (MCO):
   • The committee discussed the MCO in the SCC format and it was moved by Dave Davis to approve the MCO as submitted. Dick Trimble seconded the motion and it passed unanimously.
   • The MCO will be forwarded to the division faculty and then to the SCC curriculum committee for review and approval.

4. DACUM Planning
   • Jerry reported that he had talked to Tony Costa about scheduling a fall DACUM and the event was scheduled for November 13, 2008.
   • Concern was expressed about the date because of possible conflict with NAPM-WW dinner meeting schedule. Jerry will talk with Tony about a different date.
5. **Outreach program to NW employers:**
   - The committee discussed how Shoreline could best establish an outreach process to expand communications about the purchasing and supply chain programs with the business and government community.
   - The subjects discussed included - job availability, internships and student learned skills. The outreach could include relationships with business and government organizations, plus other hiring agencies, like Manpower, or Volt.
   - Additional discussions will take place in May.

6. **Impact of the ISM CPSM program:**
   - The committee discussed ISM’s new Certified Professional in Supply Management program and its impact on the Shoreline purchasing and supply chain program.
   - The major issue seems to relate to the CPSM requirement for a 4 year degree. After a lengthy discussion, it was concluded the committee needs more detailed information about CPSM requirements and processes.
   - Heather indicated she was attending a CPSM class in May and she and Jerry will obtain additional information for the May meeting.

7. **The meeting schedule for 2007-2008:**
   a. Tuesday, May 13, 2008, at 400PM

8. **Adjournment:**
   Heather thanked all members for their valuable contributions and the meeting was adjourned at 5:28 PM.

**Submitted:**

R. Jerry Baker  
March 10, 2008

**Attachments:**
- Agenda
- Membership Roster, March, 2008
- Attachment 1, BusAd 195, Contract Development and Management, Master Course Outline(MCO)