Shoreline Community College  
Purchasing Advisory Committee  
Minutes for meeting May 13, 2008

Present:
Members:  
  Present:  
  Heather Rai, David Davis, Theresa Dodge, Ken Grover, Jan Hagestad, and Art Mendel

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

Not Present:  
  Ozden Byazit, Mike Morelli, Richard Trimble, Robert Meyers, George Sigler and Timothy Gates

Minutes:
1. Welcome and introductions:  
   • Heather Rai, chair, called the meeting to order at 4:10 PM. She welcomed all members and roll was taken.  
   • Copies of the February 5, 2008, meeting minutes were distributed.

2. Program Update:  
   • Jerry Baker reported spring quarter 2008 purchasing course enrollments as follows:  
     i. BA 190, W1, Purchasing and Supply chain Mgt.  21  
     ii. BA 191, W1, Sourcing and Supplier Development  cancelled  
     iii. BA 170, N1, Logistics  19  
     iv. BA 192, N1, Materials Management  18

   • Six Individuals earned the Certificate of Proficiency during the 2007-2008 academic year.

3. Contract Management, BusAd 195, Master Course Outline (MCO):  
   • Jerry Baker reported that the SCC Curriculum Committee approved recommended revision to the BUS 203 (formerly BUSAD 195) MCO during its April 2008 meeting.

4. DACUM Planning  
   • Based on the concerns about a possible conflict with NAPM-WW dinner meeting schedule in November 2008. Jerry talked with Tony Costa and the DACUM will be held on November 6, 2008.  
   • Jerry asked the committee to send him an email with names of potential participants for the November 6th DACUM.

5. Common Course Numbering System  
   • Jerry briefed the committee on the new common course number system, effective fall quarter 2008. Copies of the revised degree planning sheet with the new course numbers was distributed and discussed.

6. 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 local 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 employment agencies, like Manpower, or Volt. It was agreed that the focus for any outreach program would be to provide assistance to employers to identify and develop specific skills. Additional discussions will take place in September.

7. **Impact of the ISM’s CPSM program:**
   - With the elimination of the C.P.M. program, SCC will no longer offer C.P.M. review classes.
   - The committee discussed ISM’s new Certified Professional in Supply Management (CPSM) 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 attended a CPSM class at the ISM annual conference and she and Jerry will obtain additional information for the September meeting.

8. **ISM’s CPSM Program Review Classes:**
   - The committee discussed SCC offering CPSM preparation classes and it was agreed that such courses would be advisable.
   - Jerry and Heather will discuss options, identify qualified instructors and establish a plan for developing the MCO and course outline.
   - The committee also suggested the class be offered online.

9. **New members:**
   Jan Hagestad moved and Dave Davis seconded a motion to appoint Reggie Moyer, current NAPM-WW president and Brent Frimodig, NAPM-WW first vice president to a three year term as committee member staring September 2008.

10. **The meeting schedule for 2008-2009:**
    a. Tuesday, October 14, 2008, at 400PM
    b. Tuesday, February 10, 2009, at 400PM
    c. Tuesday, May 12, 2009, at 400PM

11. **Other business:**
    It was announced that the Port of Seattle had initiated a search for a Chief Purchasing Officer.

12. **Adjournment:**
    Heather thanked all members for their valuable contributions and the meeting was adjourned at 5:24 PM.

**Submitted:**
R. Jerry Baker
June 10, 2008

**Attachments:**
- Agenda