Shoreline Community College
Purchasing Advisory Committee
Minutes for meeting October 9, 2007

Present:
Members:

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

Not Present: Robert Meyers and George Sigler

Minutes:
1. Welcome and introductions:
Heather Rai assumed the chair and called the meeting to order at 4:02 PM. She welcomed all in attendance, self-introductions followed, and roll was taken.

Ken Lawson, Dean for IAS/SS/Business Division, was introduced and briefly explained the new division structure.

Copies of the February 13, 2007, PAC meeting were distributed.

2. Program Update:
a. Jerry Baker reported fall quarter 2007 purchasing course enrollments as follows:

Spring quarter – 2007
i. BA 190, W1, Purchasing and supply chain Mgt. 22
ii. BA 191, W1, Sourcing and Supplier Development 16
iii. BA 190, N1, Purchasing and Supply Chain Mgt. 21
iv. BA 195, N1, Contract Management 9

3. Contract Management, BusAd 195, Master Course Outline (MCO):
a. The committee reviewed, discussed, and modified the rough draft MCO. See attachment 1 for details.
b. Jerry will input the revised content into the appropriate Shoreline format for final review at the February meeting.

4. New Committee Members Election:
Four candidates were nominated as new committee members to take office at the February, 2008 meeting. Dick Trimble moved to elect all four nominated by acclamation. Dave Davis seconded the motion. The motion was approved.
The four elected were:

a. Theresa Dodge, Vice president, WaMu, Seattle, WA.
b. Ozeden Bayazit, Supply Chain Management, Director, Central Washington University, Seattle, WA
c. Mike Morelli, Director, Vendor Management, Expedia, Seattle, WA
d. Timothy Gates, Senior Manager, Phillips Medical System, Bothell, WA

5. **2007-2008 Program Objectives:**
The committee reviewed the 2007-2008 program objectives as follows:
- Start planning for fall 2008 DACUM – Jerry will schedule the date with Tony Costa.
- Adjust to new division & Shoreline organization
- Develop outreach program with NW employers
  - complete an assessment of need and
  - develop strategy in 2008-2009
- Increase student participation to average about 60 students per quarter.

6. **Supply Chain Trend:**
The committee engaged in a discussion of current supply chain trends. See attachment 2 for individual comments.

7. **The meeting schedule for 2007-2008:**
   a. Tuesday, February 5, 2008, at 400PM
   b. Tuesday, May 13, 2008, at 400PM

8. **Adjournment:**
Heather thanked all members for their valuable contributions and the meeting was adjourned at 5:32 PM.

Submitted:

R. Jerry Baker
October 9, 2007

**Attachments:**
- Agenda
- Membership Roster, October, 2007
- Attachment 1, Draft BusAd 195, Contract Development and Management, Master Course Outline
- Attachment 2, Supply chain trends - October 9, 2007, Purchasing Advisory Committee

Recorded by Jerry Baker