



Shoreline Community College
16101 Greenwood Avenue North
Shoreline, WA 98133

Business Administration Advisory Committee

Meeting Minutes

Monday, May 21, 2018

12:30-2:30 pm Room 1010

In Attendance

Garett Fitzpatrick, Beth Braun, Brandon Washington, David Starr, Stephen McCloskey, Ailsa Kellam, Lisa Malik, Lauren Hadley

Next Meeting

To be scheduled in Fall quarter. Date and time to be determined by Doodle Poll.

Welcome and Introductions

Chair Garett Fitzpatrick called the meeting to order at 12:40 pm.

Approval of Minutes

Minutes for February 28, 2018 meeting were approved unanimously.

Program Updates

- Ailsa provided update from Matt Versdahl, associate faculty teaching Project Management courses. Per Matt, one of the steps in the application process is to have another Project Management Professional (PMP) review a course (BUS180) to ensure it aligns with PMI standards. Matt is waiting on an endorsement from the independent course reviewer. Once the reviewer signs off, SCC can pay the application fee and submit the course. From there, the course goes through an initial review for accuracy and completion. Then the course goes through an in-depth quality review by PMI. The outcome of this review will determine how long it takes for approval. **Action Items:** Matt plans to attend Fall Advisory meeting to update committee members.
- Nicky McGarity, a diversity, equity, and inclusion trainer and SCC associate faculty member, will be teaching both our Multicultural classes and a 4 week intensive offering of BUS270 Entrepreneurship this summer.
- Ailsa reported on the DECA International Career Development Conference held in Washington D.C. April 10-15. One team made it to the Top 10 in Financial Statement Analysis. 3 others were finalists in the areas of Marketing Communications, Advertising, and Human Resource Management. Thank you to Jae Han, who volunteered his time to

coach each of these teams in the weeks leading up to the competition. David noted that Matt Lothyan, advisor and Accounting faculty also played an important role in coaching the Financial Statement Analysis team, the first in Shoreline's history to compete at the international level in this event.

Advisory Committee Input

- BusAd is in the process of requesting 2 tenure track faculty members. Requests for faculty positions will be reviewed by Deans and Administration Executives over the summer.
- Assuming the faculty additions are approved, committee members recommended posting the openings to Indeed, LinkedIn, Idealist.org, FlexJobs, and Higher Education Recruitment Consortium (HERC).

Technology Certification Options for BusAd Students

- Shoreline has free access to the Microsoft Imagine Academy. David and Ailsa met with Shoreline library faculty and a state library representative to learn about certifications available to students. Faculty plan to include Lynda.com and MS Imagine Academy certifications in classes as it relates to course content. Certificates earned by students will then be listed on students' LinkedIn accounts. **Action Item:** David or Ailsa to look into MS Imagine Academy access for Garrett.

Adjournment

Meeting adjourned at 1:50 pm.