



Business Technology/Business Intelligence and Data Analytics Advisory Committee Meeting Notes

**Tuesday, Feb. 16, 2020
11:30 a.m.–1 p.m.**

Via Zoom

Advisors Present

- Guy Cope, Computer Services, Inc.
- Sara Lane, City of Shoreline
- Tammy Lessley, City of Shoreline
- Randal Root, University of Washington
- Eric Saltzer, PEMCO
- Joe Sperry

Staff Present

- Tim Wright, Acting Executive Dean, Business, Communication Studies and Social Sciences
- Brigid Nulty, Acting Associate Dean, Business, Communication Studies and Social Sciences
- Lauren Hadley, Director of Employer Engagement

Welcome and Introductions started the meeting

Approval of Minutes—Minutes of the October 20, 2020, meeting were approved.

Selection of a new chair—Discussion about role of chair—to work with FPC or administrator to set agenda and facilitate meetings, three-year terms (requested, not required), and seek a chair and a vice chair with the idea that the vice chair would move into chair role. Tammy Lessley selected as new chair; no volunteers or nominations for vice chair.

Program Updates—

- New degree received first reading before Shoreline Community College Board of Trustees on January 27; final reading scheduled for Feb. 24, 2021
- Need to request approval from State Board of Community and Technical Colleges (SBCTC).
- Initial meeting with Communications and Marketing about marketing the degree .
- Developing RFP for curriculum development
- Work to identify qualified faculty.

- Soft launch of program by offering BUSTC 265: Advanced Excel for Data Analytics in Spring quarter

Building BIDA certificates—Discussion about need to develop stackable certificates as there is industry need to see that potential employee has a breadth of integrated knowledge and skills rather than has taken one or two classes.

- Agreement on need to create stackable certificate, offered fully online
 - While certificates are available fully online, degree to be a mix of online and on-campus courses
- If possible, make a summary of the skills/courses within each certificate readily accessible on the web for employer review
- Importance of SQL skills highlighted, along with skills in Excel and stats
- Agreement to remove CS 121 as a course prerequisite
- Discussed 15- and 30-credit certificates

Cert of Completion in Data Analysis, 15cr

- BUSTC 265 Adv Excel
- MATH 146 Stats
- BUS 165 SQL

Cert of Completion in Data Analysis and Visualization, 30cr

- BUSTC 265 Adv Excel
- CS 121 Python
- MATH 146 Stats
- BUS 165 SQL
- BUS 267 Data Analytics
- BUS 268 Data Visualization

Related discussion:

- Other needs identified during COVID-remote operations: The need for education and training in the remote management and online communication. How do you run a remote team
- Need to recruit additional advisory committee members
- What would a BIDA internship program look like (for future discussion).

College Updates

- President Cheryl Roberts announced her retirement, effective June 30, 2022. She gave notice early to give college time to do a full, national search. Some advisory committees or their members may be asked to participate in focus groups or surveys around the role of a college president in their areas.
- College still operating remotely and will continue through Spring term. Intentions are to provide some on-campus instruction in Fall

Adjourned