Shoreline
COMMUNITY COLLEGE
Engage. Achieve.

Business Administration Advisory Committee
Tuesday, June 16, 2020, 11 am – 12:30 pm
Zoom Session

MINUTES

Advisors Present:
Kevin Conefrey, First Choice Health & Committee Chair
Beth Braun, Consultant
Shelae Chang, First Choice Health
Kisa Nishimoto, Microsoft
Tim Sprangers, Orin Rice
Emily Wray, Shoreline Public Schools

Staff Present:
Ailsa Kellam, BusAd Faculty, Faculty Program Coordinator
Kyle Winslow, Acting Associate Dean, Business & PE
Lauren Hadley, Director of Employer Engagement
Brigid Nulty, Associate Dean of Teaching, Learning, and Assessment

Welcome and Introductions: The meeting was called to order at 11 am by Chair Kevin Conefrey and members introduced themselves. Ailsa welcome Brigid Nulty who is representing the Office of Institutional Assessment and Data Management in attending to facilitate the Learning Outcomes Assessment project.

Approval of Minutes: The minutes from the Thursday, March 5, 2020 Winter quarter Advisory Committee meeting were approved.

Program Updates - Kyle provided College updates including that classes will be held online through Fall quarter due to COVID-19 and that enrollment numbers are down in some areas. Ailsa provided an update on the new Business Intelligence & Data Analytics (BIDA) AAAS Degree. The degree has been approved by Curriculum Committee in 1st Reading. In Fall quarter it will go to 2nd Reading then progress to the State Board for approval. The first courses will likely be offered in Winter or Spring 2021. A separate Advisory Committee will be formed for the BIDA degree.

Program Level Outcome Assessment Project – Prior to this meeting, Committee members watched a Learning Outcomes Assessment (LOA) training video by Bayta Maring, Executive Director of the Office of Institutional Assessment and Data Management. Brigid Nulty facilitated Program Level Course Assessment portion of the meeting where committee members reviewed

student artifacts (submissions to a class assignment) to determine to what extent each student achieved a Retail Management program level learning outcome. Committee members evaluated two student samples while in the meeting and were asked to complete evaluation of all the remaining artifacts then submit their scores by July. The Office of IADM will deliver results of Program LOCA at the Fall quarter Advisory Committee meeting.

Next Meeting: The Fall quarter meeting will be scheduled via Doodle poll.

The meeting adjourned at 12:30 p.m.