



Purchasing and Supply Chain Advisory Committee

Wednesday, March 11, 2020, 4:30 – 6:00 p.m.
Zoom Meeting

Minutes

Advisors Present: Jason Bruce, Trident Seafoods
Sharilyn Burnett, Expedia
Theresa Dodge, Costco Wholesale
Sam Kaplan, COE Global Trade & Supply Chain

Staff Present: Matt Versdahl, Faculty
Lauren Hadley, Director of Employer Engagement
Kyle Winslow, Acting Associate Dean, Business & PE

Guest: Inez Olive, Adult Learning Outreach Recruiter

Welcome and Introductions: Lauren facilitated the meeting because Theresa was experiencing technical challenges with her microphone.

Approval of the October minutes: The minutes from the November 2019 meeting were approved once a quorum was present.

Program Updates: In Matt's absence, Kyle provided an update on enrollment and recruitment. Most students come to the Purchasing and Supply Chain Management as post bachelorette students who want to earn the certificate to move forward in their purchasing profession.

Matt later added to the program updates confirming that there are 22 students currently in the program and that most of them are pursuing a certificate versus a degree. Most students already hold a bachelor's degree

Committee Membership and Recruitment: The committee discussed recruitment and requested a sample description to forward to committee member prospects. Lauren will email a sample of what to send out to the committee.

The committee would like to have a representative from Boeing and Inez may have a prospect.

Marketing Purchasing and Supply Chain Management (PSCM): Lauren asked Inez Olive to describe her role at the college. Inez is the Adult Learner Outreach Recruiter for the college, a

role that is shared with Workforce and Communications and Marketing. In her role with Workforce, she is working to recruit students who qualify for funding. The four areas for Workforce funding are:

1. BFET – Basic Food Educational Training. Students who qualify for basic food assistance can receive support with tuition, books, and additional supports such as gas cards.
2. Work First – those student who receive cash benefits through TANIF.
3. Opportunity Grant – Students who earn less than \$2,000 per month and do not currently hold a degree can receive tuition and additional supports for up to 45 credits.
4. Worker Retraining – Unemployed workers or “vulnerable workers,” those employees who need to gain additional skills in order to maintain their job.

Inez presented ideas for PSCM recruitment.

- Inez and Kyle are working on an articulation partnership with CWU in Lynnwood PSCM students to transfer and earn a bachelor’s degree.
- Targeted marketing on LinkedIn.
- Connections with PSCM conferences and professional associations
- Review of employers of current students and looking at those jobs that are PSCM agacent, i.e. shipping, purchasing administrators, buyers
- Inez requested that committee members share leads with her about recruitment possibilities and potential students
- The committee also discussed recruitment tools and collateral that work best
- The committee also suggested advertising on social media for younger students.

The committee is interested in having a student guest at the spring meeting.

Other: Before the committee adjourned, Lauren asked how each organization was responding to COVID-19. Jason shared that unnecessary travel was suspended at Trident Seafoods and they may move to a work from home directive. There have been interruptions because sales are down because of both business and sales to China. Sherilyn send that currently working from home is suggested and she is currently working from Hawaii. The travel industry is hurting as they are dealing with shutdowns for all travel, not just international. Theresa said that at Costco there is no work from home policy and that Costco will comply with the Government policies that are put in place.

Next meeting: The next meeting was scheduled for May 20, 2020 from 4:30 – 6 p.m.

The meeting adjourned at 6 p.m.