



Purchasing and Supply Chain Management

Associate in Applied Arts and Sciences (AAAS) or
Certificate of Proficiency (CP)
Planning Guide 2012-2013

Revised 5/11/12

Program Information

Length of Program: 51 - 91 Credits

Completion Award: A.A.A.S. Degree
or Certificate of Proficiency

Enrollment: Fall, Winter, Spring

Approximate Quarterly Costs: \$30-\$85
(in addition to tuition, books and parking)

Website: www.shoreline.edu/genbusad.aspx

Program Advisors:

R. Jerry Baker

206-546-4620 jbaker@shoreline.edu Rm 1408

EPC 546 & 5463

Program Description

The Associate in Applied Arts and Sciences degree and Certificate in Purchasing and Supply Chain Management are designed to provide students with the knowledge and skills to enter the supply chain workforce directly upon completion of the program. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a baccalaureate degree in Business should follow the Business AA-DTA degree planning guide.

Purchasing and Supply Chain Management—What is it?

Purchasing and Supply Chain Management focuses on the fundamental aspects of the supply chain, including methods to improve how organizations find and manage materials and services needed to make a product or service and deliver it to customers. The Purchasing and Supply Chain Management program provides an in-depth focus of the field, including sourcing, price theory, procurement, production, quality assurance, inventory, warehousing, logistics and customer relations. Students learn related business and accounting practices such as standard policies and operating procedures, negotiation techniques, planning, organization and the legal aspects of purchasing.

Program Outcomes:

Students who successfully complete this program should be able to:

1. Utilize supply chain concepts and vocabulary related to sourcing, production, quality, transportation, storage, and negotiation strategies to effectively procure, move and store goods and services.
2. Apply mathematical concepts to conduct price-cost analyses and make appropriate supply chain decisions.
3. Apply principles of materials and contract management.
4. Establish and maintain systems to track and control materials.
5. Apply principles of finance, accounting, international business, logistics, business law and economics to the field of purchasing and supply chain management.
6. Effectively communicate both verbally and in writing within a variety of business environments.

Career Opportunities—What can I do with a Degree or Certificate in Purchasing?

The demand for skilled and knowledgeable professionals in the field continues to grow in Puget Sound business organizations and government agencies. Potential positions include Buyers, Contract Specialists, Supply Chain Associates, Associate Buyers, Supply Managers, Contract Administrators, Supplier/Vendor Managers, Logistics and Transportation Specialists. Entry-level annual salaries typically range from \$30,000 to \$45,000. Middle level positions range from \$45,000 to \$80,000.

Potential employers include: Manufacturing and Construction Firms, Retail Stores, Educational Institutions, Government Agencies (federal, state, counties and cities), Public Utilities, Wholesale, Services and Distribution Firms. For more, please visit career information and resources at

www.shoreline.edu/acc/CareerCounseling.aspx

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PROGRAM PREREQUISITES: Engl 100 Analytical Reading & Writing OR ESL 100 Academic ESL 3 or satisfactory COMPASS or ESL placement score in English 101; Math 070 Prep for Algebra or satisfactory COMPASS score for Math 080 or 099.

A.A.S. DEGREE—90-91 Cr.

CERTIFICATE OF PROFICIENCY—51 Cr.

GENERAL EDUCATION CORE REQUIREMENTS 18-20 Cr.			
Course	QTR	GR	CR
BUSTC 215 Professional Communications OR ENGL& 101 English Composition I *			5
Multicultural Understanding ¹			3-5
Quantitative/Symbolic Reasoning : BUSTC 105 Computer Applications			5
Human Relations: BUS 104			5

PURCHASING CORE REQUIREMENTS 61-66 Credits			
	QTR	GR	CR
ACCT& 201 Principles of Accounting I ²			5
ACCT& 202 Principles of Accounting II			5
ACCT& 203 Principles of Accounting III			5
BUS& 101 Intro to Business			5
BUS 141 Purchasing/Supply Mgmt.			5
BUS 142 Sourcing/Supplier Relations			5
BUS 143 Materials Management	Spr		4
BUS 144 Logistics/Transportation	Spr		3
BUS& 201 Business Law			5
BUS 203 Contract Administration	Fall		4
BUS 215 Intro to International Business			5
BUS 245 e-Procurement	Win		5
ECON& 201 Micro Economics OR ECON 100 Economic Principles			5
MATH 211 Elements of Statistical Methods OR MATH& 146 Intro to Statistics *			5
ELECTIVES Select 10-11 credits from list below OR 5-6 credits if ACCT& 201, 202 and 203 are option of choice.			
BUS 102 Business Mathematics *			5
BUS 120 Principles of Marketing			5
BUS 240 e-Business	Fall		5
BUS 250 Essentials of Supervision	Spr		5
BUS 270 Entrepreneurship			5
BUSTC 115 Business Communications			5
BUS 180 Project Management			5
CMST& 101 Intro to Communication			5
ECON& 202 Macro Economics			5
ENGL& 102 Composition II			5
MATH 111 Elements of Pre-Calculus			5
MATH& 148 Business Calculus			5
PHIL& 120 Intro to Logic *			5

GENERAL EDUCATION CORE REQUIREMENTS 15 Credits			
Course	QTR	GR	CR
BUSTC 215 Professional Communications OR BUSTC 115 Business Communications OR ENGL& 101 English Composition I			5
Quantitative/Symbolic Reasoning : BUSTC 105 Computer Applications			5
Human Relations: BUS 104			5
CORE REQUIREMENTS 31 Credits			
ACCT 101 Practical Accounting I OR ACCT& 201 Principles of Accounting I			5
BUS 141 Purchasing/Supply Mgmt.			5
BUS 142 Sourcing/Supplier Relations			5
BUS 143 Materials Management	Spr		4
BUS 144 Logistics/Transportation	Spr		3
BUS 203 Contract Administration	Fall		4
BUS 245 e-Procurement	Win		5
ELECTIVES 5 Credits Select 5 credits from list below			
BUS& 201 Business Law			5
BUS 215 Intro to International Business			5
ECON 100 Economic Principles			5
ECON& 201 Micro Economics			5

RECOMMENDATIONS:

<u>APPROVAL TO GRADUATE</u>	
_____ <i>Faculty Advisor</i>	_____ <i>Date</i>
_____ <i>Division Dean</i>	_____ <i>Date</i>
_____ <i>Credentials Approval</i>	_____ <i>Date</i>
	2/14/11

*Required for Central Washington University's BAS-ITAM Degree (Information, Technology, Administration, Management).

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

¹ Multicultural Understanding Courses: BUS 103, CMST 203, GWS 284, HIST 245, MCS 105

² ACCT 101 Practical Accounting I and ACCT 103 Practical Acct-Managerial can be substituted for ACCT& 201, 202 and 203.

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Sample Schedule for A.A.A.S. Degree

1 st Year	Cr.	2nd Year	Cr.
Fall Quarter		Fall Quarter	
BUS 141 Purchasing/Supply Mgmt	5	ACCT & 203 Prin of Accounting III	5
BUSTC 215 Prof Communications OR	5	BUS& 201 Business Law	5
ENGL& 101 English Composition I		BUS 203 Contract Administration*	4
CIS 105 Computer Applications	5		
Winter Quarter		Winter Quarter	
ACCT& 201 Prin of Accounting I	5	BUS 215 Intro to International Bus	5
BUS 104 Human Relations	5	BUS 245 e-Procurement*	5
BUS 142 Sourcing/Supplier Relations	5	Elective	5
Spring Quarter		(Recommend MATH 111 and/or MATH&148 If taking MATH 211 Statistical Methods)	
ACCT& 202 Prin of Accounting II	5	Spring Quarter	
BUS& 101 Intro to Business	5	MATH 211 Statistical Methods OR	5
BUS 143 Materials Management*	4	MATH&146 Introduction to Statistics	
BUS 144 Logistics*	3	ECON& 201 Micro Economics OR	5
		ECON 100 Economic Principles	
		Multicultural Understanding	5
		(Recommend MCS 105 Introduction To Multicultural Studies)	

* Only offered once per year, during the quarter listed.

ADDITIONAL INFORMATION

The Purchasing and Supply Chain Management program is unique and highly regarded and designed both for those entering the field and professionals seeking to upgrade their skills.

Professional Organizations

Institute for Supply Management, INC. (ISM) - <http://www.ism.ws/>

National Association of Educational Procurement (NAEP) - <http://www.naepnet.org/>

International Society of Logistics (SOLE) - <http://www.sole.org/>

National Institute of Governmental Purchasing (NIGP) - <http://www.nigp.org/>

National Contract Management Association (NCMA) - <http://www.ncmahq.org/>

APICS: The Association for Operations Management - <http://www.apics.org/>

Council of Supply Chain Management Professionals - <http://cscmp.org/>

Job Search Information

<http://www.workforceexplorer.com/>