

**Program Information Report**

**Supply Chain Operations (CTSCO)  
Certificate**

**Program Effective Term: Fall 2015**

**High Demand Occupation High Skill Occupation High Wage Occupation**

**Program is also available online**

Students who complete this certificate will be knowledgeable, capable and enthusiastic employees who can effectively perform in a supply chain setting which involves coordinating suppliers, manufacturers, distributors and retailers to ensure that products and services are available to the final consumer in a timely and cost-effective fashion while maintaining the service level customers demand. As part of the program, students will be ready to take the tests needed to receive their CLA (Certified Logistics Associate) and CLT (Certified Logistics Technician) industry certifications.

Minimum Credits Required		
BMG 181	Introduction to Supply Chain Management	3
BMG 182	Warehousing and Logistics	3
BMG 226	Transportation and Logistics	3
BMG 228	Purchasing and Inventory Control	3
BMG 275	Business and Supply Chain Analytics	4

**Minimum Credits Required for the Program: 16**

PROGRAM CHANGE OR DISCONTINUATION FORM

Program Code: CTSCO Program Name: Supply Chain Operations (certificate)

Effective Term: Fall 2015

Division Code: BCT Department: Business

**Directions:**

1. Attach the current program listing from the WCC catalog or Web site and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using a Master Syllabus form, but should be submitted at the same time as the program change form.

**Requested Changes:**

- |  |   |
|--|---|
| <input type="checkbox"/> Review  | <input type="checkbox"/> Program admission requirements   |
| <input type="checkbox"/> Remove course(s): _____   | <input type="checkbox"/> Continuing eligibility requirements  |
| XXAdd course(s): BMG 181 Introduction to Supply Chain Management and BMG 182 Warehousing and Logistic and BMG 228 Purchasing and Inventory Control | <input type="checkbox"/> Program outcomes   |
| <input type="checkbox"/> Program title (title was _____)   | <input type="checkbox"/> Accreditation information  |
| <input type="checkbox"/> Description   | <input type="checkbox"/> Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses) |
| <input type="checkbox"/> Type of award   | XXOther: Inactivate BMG 180, BMG 211, and BMG 227 Fall 2015   |
| <input type="checkbox"/> Advisors  |   |
| <input type="checkbox"/> Articulation information  |   |

Show all changes on the attached page from the catalog.

**Rationale for proposed changes or discontinuation:**

- Incorporate preparation for industry certifications
- Certified Logistics Associate (CLA)
  - Certified Logistics Technician (CLT)
  - Refocus student learning

**Financial/staffing/equipment/space implications:**

NONE. WCC Assessment Center already an approved site.

**List departments that have been consulted regarding their use of this program.**

**Signatures:**

Reviewer	Print Name	Signature	Date
Initiator	Cheryl S. Byrne, PhD		Nov 12, 2014
Department Chair	Collette Young		11/12/14
Division Dean/Administrator	Kimberly Hurns		11/13/14
Vice President for Instruction			12/9/14
President			

Do not write in shaded area. Entered in: Banner  C&A Database  Log File  Board Approval

Please submit completed form to the Office of Curriculum and Assessment and email an electronic copy to [sjohn@wccnet.edu](mailto:sjohn@wccnet.edu) for posting on the website.

logged 11/14/14 sj ✓  
Office of Curriculum & Assessment

## Supply Chain Operations (CTSCO)

Certificate

### Description

Students who complete this certificate will be knowledgeable, capable and enthusiastic employees who can effectively perform in a supply chain setting which involves coordinating suppliers, manufacturers, distributors and retailers to ensure that products and services are available to the final consumer in a timely and cost-effective fashion while maintaining the service level customers demand. ~~Students will gain the skills and expertise to analyze and make decisions related to network design, purchasing, supplier relationships, transportation, inventory management, warehousing and material handling, as well as operational and financial performance measures.~~ As part of the program, students will be ready to take the tests needed to receive their CLA (Certified Logistics Associate) and CLT (Certified Logistics Technician) industry certifications.

### Contact Information

Division

Business/Computer Technologies

Department

Business Department

Advisors

Cheryl Byrne

### Requirements

Major/Area Requirements

Class	Title	Credits
<del>BMG 180</del>	<del>Introduction to Logistics and Supply Chain Management</del>	3-Inactivate Winter 2015
BMG 181	Introduction to Logistics	3
BMG 182	Warehousing and Logistics	3
<del>BMG 211</del>	<del>Merchandising and Inventory Management</del>	3
<del>BMG 226</del>	<del>Transportation Management and Logistics</del>	3
<del>BMG 227</del>	<del>Purchasing and Supply Management</del>	3
BMG 228	Purchasing and Inventory Control	3
<del>BMG 275</del>	<del>Business and Supply Chain Analytics</del>	4
Total		16
Total Credits Required		

**PROGRAM PROPOSAL FORM**

- Preliminary Approval** – Check here when using this form for preliminary approval of a program proposal, and respond to the items in general terms.
- Final Approval** – Check here when completing this form after the Vice President for Instruction has given preliminary approval to a program proposal. For final approval, complete information must be provided for each item.

<p><b>Program Name:</b></p> <p><b>Division and Department:</b></p> <p><b>Type of Award:</b></p> <p><b>Effective Term/Year:</b></p> <p><b>Initiator:</b></p>	<p><u>Supply Chain Operations (Certificate)</u></p> <p><u>Computer and Business Technologies/ School of Business and Entrepreneurial Studies</u></p> <p><input type="checkbox"/> AA   <input type="checkbox"/> AS   <input type="checkbox"/> AAS  <input checked="" type="checkbox"/> <del>XXXXX</del> Cert.   Adv. Cert.   <input type="checkbox"/> Post-Assoc. Cert.   <input type="checkbox"/> Cert. of Comp.</p> <p><u>Winter 2011</u></p> <p><u>Cheryl Byrne, PhD</u></p>	<p>Program Code: <u>BTSCD</u></p> <p>CIP Code: <u>52.0203</u></p>
<p><b>Program Features</b>                  Program's purpose and its goals.                  Criteria for entry into the program, along with projected enrollment figures.                  Connection to other WCC programs, as well as accrediting agencies or professional organizations.                  Special features of the program.</p>	<p>The purpose of this program is to provide a series of courses that give students the ability to be knowledgeable, capable, and enthusiastic employees who can effectively perform in a supply chain setting. This ability will ultimately result in financial success for the company and career success for the students. The students will gain skills and knowledge to project a can-do and results-focused attitude.</p> <p>The standard college-level reading and writing levels are required. Our conservative estimate is that 15 students will be enrolled by the end of year 1 and 30 by the end of year 2.</p> <p>This program dovetails with the Supervisory certificates offered by the School of Business and Entrepreneurial Studies and supports any of the occupational programs where students will be working in a supply chain setting.</p>	
<p><b>Need</b>                  Need for the program with evidence to support the stated need.</p>	<p>Supply chain management involves the coordination of suppliers, manufacturers, distributors, and retailers to ensure that products and services are available to the final consumer in a timely and cost-effective fashion while maintaining the service level customers demand. Automotive and other manufacturing entities, as well as the supporting industries depend on supply chain management. It is also the "backbone" of successful retailers such as Walmart, Costco, and Target.</p> <p>It is a growing area of business showing above average job growth in the future. Median earnings for positions in supply chain, and its related field of logistics, \$66k, is also above average. Job opportunities can be obtained with experience a limited coursework (certificate).</p> <p>WCC faculty began working on this program based on feedback from their Advisory Board. Members of the Advisory Board have also indicated their willingness to develop internships within their organizations and work with us to expand an internship program to other organizations.</p>	

*for 12/19/11 done*  
*logged 10/12/11 sjf ✓*  
*Office of Curriculum & Assessment*

Program Outcomes/Assessment	Outcomes	Assessment method
<p>State the knowledge to be gained, skills to be learned, and attitudes to be developed by students in the program.</p> <p>Include assessment methods that will be used to determine the effectiveness of the program.</p>	<p>1. Identify the principles and practices related to coordinating suppliers, manufacturers, distributors and retailers to ensure products and services are available to the final consumer in a timely and cost-effective manner while meeting customer service demands.</p> <p>2. Apply the analytical tools and techniques related to coordinating suppliers, manufacturers, distributors and retailers to ensure products and services are available to the final consumer in a timely and cost-effective manner while meeting customer service demands.</p>	<p>1. Departmental Exam</p> <p>2. Departmental Exam</p>

Please return completed form to the Office of Curriculum & Assessment and email an electronic copy to [sjohn@wccnet.edu](mailto:sjohn@wccnet.edu) for posting on the website.

<p><b>Curriculum</b></p> <p>List the courses in the program as they should appear in the catalog. List minimum credits required. Include any notes that should appear below the course list.</p>	<p><sup>180</sup>BMG 170: Introduction to Logistics and Supply Chain Management (3 credits)</p> <p><sup>226</sup>BMG 260: Transportation Management (3 credits)</p> <p>BMG 227: Purchasing and Supply Management (3 credits)</p> <p>BMG 211: Merchandising and Inventory Control (2 credits)</p> <p>BMG 275: Business and Supply Chain Analytics (4 credits)</p> <p>Total = 15 credits</p>																							
<p><b>Budget</b></p> <p>Specify program costs in the following areas, per academic year:</p>	<table border="1"> <thead> <tr> <th></th> <th>START-UP COSTS</th> <th>ONGOING COSTS</th> </tr> </thead> <tbody> <tr> <td><b>Faculty</b></td> <td>\$ .</td> <td>\$ .</td> </tr> <tr> <td><b>Training/Travel</b></td> <td>.</td> <td>.</td> </tr> <tr> <td><b>Materials/Resources</b></td> <td>.</td> <td>.</td> </tr> <tr> <td><b>Facilities/Equipment</b></td> <td>.</td> <td>.</td> </tr> <tr> <td><b>Other</b></td> <td>.</td> <td>.</td> </tr> <tr> <td><b>TOTALS:</b></td> <td><b>\$ 00.</b></td> <td><b>\$ 00.</b></td> </tr> </tbody> </table>				START-UP COSTS	ONGOING COSTS	<b>Faculty</b>	\$ .	\$ .	<b>Training/Travel</b>	.	.	<b>Materials/Resources</b>	.	.	<b>Facilities/Equipment</b>	.	.	<b>Other</b>	.	.	<b>TOTALS:</b>	<b>\$ 00.</b>	<b>\$ 00.</b>
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<p><b>Program Description for Catalog and Web site</b></p>	<p>Students who complete this certificate will be knowledgeable, capable, and enthusiastic employees who can effectively perform in a supply chain setting which involves coordinating suppliers, manufacturers, distributors, and retailers to ensure that products and services are available to the final consumer in a timely and cost-effective fashion while maintaining the service level customers demand. Students will gain the skills and expertise to analyze and make decisions related to network design, purchasing, supplier relationships, transportation, inventory management, warehousing and materials handling, as well as operational and financial performance measures.</p>																							

<b>Program Information</b>	<b>Accreditation/Licensure - none</b> <b>Advisors – Cheryl S. Byrne, PhD</b> <b>Advisory Committee – School of Business and Entrepreneurial Studies Advisory Board</b> <b>Admission requirements – College Level Reading and Writing</b> <b>Articulation agreements - TBD</b> <b>Continuing eligibility requirements - NA</b>
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**Assessment plan:**

<b>Program outcomes to be assessed</b>	<b>Assessment tool</b>	<b>When assessment will take place</b>	<b>Courses/other populations</b>	<b>Number students to be assessed</b>
Identify and apply the techniques used to make and communicate decisions related to strategy, profits, productivity, projects, and processes when managing the operations aspect of a business unit.	Departmental Exam	Fall 2016	Students enrolled in any of the four required courses who are completing the certificate in the assessment semester	All
Identify and apply the principles and practices of managing, marketing, selling, promoting, and distributing retail goods and services.	Departmental Exam	Fall 2016	Students enrolled in any of the four required courses who are completing the certificate in the assessment semester	All

**Scoring and analysis plan:**

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally developed rubric, external evaluation, other). Attach the rubric.

The departmental exam will be scored using an answer sheet.

2. Indicate the standard of success to be used for this assessment.

75% of students who score 75% or better

3. Indicate who will score and analyze the data.

Departmental exam will be taken and scored online. The program lead will analyze the data.

4. Explain how and when the assessment results will be used for program improvement.

After the program lead analyzes the data, that person will prepare a report summarizing the findings and recommending changes and enhancements to the program. This report will be shared with the Dean, the other departmental members, and the School of Business and Entrepreneurial Studies Advisory Board.

REVIEWER	PRINT NAME	SIGNATURE	DATE
Department Chair/Area Director	Colette M. Young	<i>[Signature]</i>	10/10/11
Dean	Rosemary Wilson	<i>[Signature]</i>	10/12/11
Vice President for Instruction <input type="checkbox"/> Approved for Development <input type="checkbox"/> Final Approval	Scott Blackler	<i>[Signature]</i>	11-1-11
President	Rose B. Bellanca	<i>[Signature]</i>	11-14-11
Board Approval			4-24-12

**Program Information Report**

**School of Business and Entrepreneurial Studies**

Learn the fundamentals you will need to become a business leader or entrepreneur. These programs help you develop entry-level skills in various aspects of business. Whether your goal is to make your place in an existing industry or branch out on your own, these programs can provide the foundation for success.

Washtenaw Community College offers programs at several levels for students who want to begin new careers, or advance in their existing careers. The first level is the certificate, which can vary from nine to thirty-six credits, depending on the field. Certificates generally prepare students for entry-level jobs.

After completing a certificate, students can progress to the next level, the advanced certificate. The credit hours required for these programs also vary. This type of certificate provides a more specialized level of skill development, and often allows students to upgrade their positions at their places of employment.

The next level, an Associate in Applied Science, is available for some programs. For some career fields, it is possible to earn a certificate, an advanced certificate, and an Associate in Applied Science degree in the same field. In these cases, the credit hours from the certificate and advanced certificate can be applied to the credit hours needed for the Associate in Applied Science degree.

Alternatively, students can earn an AAS in Occupational Studies by completing a certificate, advanced certificate (if one exists) and General Education requirements.

**Business**

Choose one or more areas in the field of business as you prepare for your future.

**Supply Chain Operations (CTSCO)**

**Certificate**

**Program Effective Term: Fall 2012**

Students who complete this certificate will be knowledgeable, capable and enthusiastic employees who can effectively perform in a supply chain setting which involves coordinating suppliers, manufacturers, distributors and retailers to ensure that products and services are available to the final consumer in a timely and cost-effective fashion while maintaining the service level customers demand. Students will gain the skills and expertise to analyze and make decisions related to network design, purchasing, supplier relationships, transportation, inventory management, warehousing and material handling, as well as operational and financial performance measures.

BMG 180	Introduction to Logistics and Supply Chain Management	3
BMG 211	Merchandising and Inventory Management	3
BMG 226	Transportation Management	3
BMG 227	Purchasing and Supply Management	3
BMG 275	Business and Supply Chain Analytics	4

**Minimum Credits Required for the Program: 16**