



WORK SHEET FOR EXECUTIVE SESSION - REGION VI CRC

Recommendations for Society Year 2012-2013

Instructions: The regional Nominating Committee Member, as Chair of the CRC Executive Session, is responsible for submitting **all pages** of this work sheet to the Executive Vice President/Secretary, ASHRAE, 1791 Tullie Circle, NE, Atlanta, GA 30329 within 30 days after the CRC.

The Nominating Committee Member shall send copies of **Parts 2, 3, 4, 5, 6 and 7** to the Director and Regional Chair (DRC).

- Note:
1. All candidates shall be listed in order of preference.
 2. Each candidate should review his/her electronic biographical record on file at www.ashrae.org and ensure that the bio is current.

1. OFFICERS AND BOARD OF DIRECTORS

	<u>2011-2012 Officer Nominees:</u>	<u>CRC Recommendations for SY 2012-2013</u>
President-Elect	Thomas E. Watson	_____
Treasurer	*William P. Bahnfleth	_____
Vice President	*Constantinos A. Balaras	_____
Vice President	Ross D. Montgomery	_____
Vice President	T. David Underwood	_____
Vice President	*Timothy G. Wentz	_____

* Eligible for re-election to this position for one additional consecutive year.

Directors whose terms expire in June 2012:

Director-at-Large	Michael J. Brandemuehl (IX)	_____
Director-at-Large	Samir R. Traboulsi (RAL)	_____
Director-at-Large	Thomas E. Werkema (III)	_____
Director and Regional Chair	<u>N/A</u>	1. _____
		2. _____
		3. _____

Submitted by:

Member, Nominating Committee

Date

(Note: DO NOT send this page to the DRC.)

2. SOCIETY COMMITTEES* (Recommendations to Society President-Elect)

	<u>Name</u>	<u>Member No.</u>
Advocacy	_____	_____
Certification	_____	_____
Conferences and Expositions	_____	_____
Electronic Communications	_____	_____
Environmental Health	_____	_____
Finance	_____	_____
Handbook**	_____	_____
Historical	_____	_____
Honors and Awards	_____	_____
Refrigeration	_____	_____
Research Administration**	_____	_____
Planning	_____	_____
Professional Development	_____	_____
Publications	_____	_____
Society Rules	_____	_____
Standards**	_____	_____
Technical Activities**	_____	_____
Young Engineers in ASHRAE (YEA)	_____	_____

* = The CRC should contact candidates to obtain their agreement to serve on committees before candidates' names are listed above.

** = Members of these committees are elected by Board of Directors at Society winter meeting.

3. NOMINATING COMMITTEE

Note: Nominating Committee Members and Alternates must be **Members of the Society for a minimum of five years** at the time of selection, must be selected at least one year in advance of taking office, and may serve no more than six years total on the Nominating Committee.

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Member	<u>*Charles E. Dale-Derks (2024716)</u> <u>* Chairs CRC Executive Session</u>	_____	_____
Alternate	<u>Mark C. Hegberg (3031077)</u>	_____	_____
Reserve Alt.	_____	_____	_____

The CRC should complete the first two charts below. This sheet is then forwarded to the Director and Regional Chair (DRC), who should complete the chart below the dashed line. The DRC then sends this entire page to the President-Elect, who will make the appointments.

4. REGIONAL VICE CHAIRS - Grass Roots Committees

Select three in each category, if possible. Candidates for Regional Vice Chairs must be Members (Member grade) of the Society for three years prior to the start of their terms. Please use full name (no nickname) and member number for each candidate recommended.

Committee	2011-2012	Term	2012-2013		
			1 st choice (name & member #)	2 nd choice (name & member #)	3 rd choice (name & member #)
Chapter Tech Transfer	Corey B. Metzger 7999697	2011-14			
Membership Promotion	Mark F. Miller 5192963	2009-12			
Research Promotion	Craig R. Johnson 363974	2010-13			
Student Activities	B. Andrew Price 5037130	2009-12			

4a. ASSISTANT REGIONAL CHAIR

This is a new item on the CRC work sheet. Select three candidates in priority order. The Assistant Regional Chair shall be a Member (hold Member grade) of the Society in good standing and shall have been a Member for three years prior to the start of his/her term. Term is one year. List candidates below, using full name (no nickname) and member number for each candidate recommended.

ASSISTANT REGIONAL CHAIR

2011-2012	Term	2012-2013		
Benny Skelton 5219191	11-12	1 st choice (name & member #)	2 nd choice (name & member #)	3 rd choice (name & member #)

(DRC should list her/her recommendations below and send this entire page to the President-Elect, who will make appointments.)

When the DRC receives the above list of recommendations, he/she should enter his/her recommendations on the blank lines below and send this entire page to the President-Elect. The President-Elect will make the final decisions and send appointment letters.

The DRC recommends that the President-Elect appoint the following for 2012-2013:

- Chapter Technology Transfer RVC _____
- Membership Promotion RVC _____
- Research Promotion RVC _____
- Student Activities RVC _____
- Assistant Regional Chair _____

Submitted by:

_____, Region VI DRC (sign above)

Date

5. RECOMMENDATIONS FOR AWARDS

NOTE: Nominations for the John F. James International Award, Regional Award of Merit, and Chapter Service Award for general Society activities should be submitted in electronic format (adobe.pdf). These awards should include a letter of nomination from a sponsor (chapter, region, committee or ASHRAE member) that clearly addresses specific contributions and a current ASHRAE Biographical Record. For award criteria or point tally forms, please visit www.ashrae.org/honors.

John F. James International Award (participation in international activities) _____

Regional Award of Merit (no limit on number of awards; attach list if needed.) _____

Chapter Service Award (no limit on number of awards; attach list if needed.) _____

6. CRC GENERAL CHAIR - Report names of the next 3 upcoming general chairs. (Note: This is NOT an Executive Session item. It is included on this sheet for convenience in reporting.)

<u>Name</u>	<u>Host Chapter</u>	<u>CRC Year</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Scopes & Activities

Admissions and Advancement Committee (A&A) reviews all applications for admission to, or advancement in, the Society and assigns appropriate grades. This committee, which meets monthly at ASHRAE headquarters, reports to Members Council.

Advocacy Committee shall be responsible for developing the extent and the manner in which ASHRAE implements and pursues actions to influence government policy. All efforts will be in accordance with the Certificate of Consolidation, Bylaws, and applicable laws.

Certification Committee is responsible for developing, implementing, and monitoring ASHRAE's personnel credentialing programs.

Chapter Technology Transfer Committee (CTTC) provides efficient and effective transfer of current and relevant information throughout the HVAC&R industry to and from the chapters. CTTC develops and maintains high quality and readily available tools to enable chapters to offer information and attractive industry-related information and programs to all segments within the HVAC&R industry. This committee reports to Members Council.

Chapters Regional Committees exist in each of the Society's regions. Each regional committee consists of one delegate and one alternate from each chapter with the regional chairman presiding. Each regional committee reviews recommendations from the chapters and student branches concerning policies, procedures and operation. Motions that are passed are reported to Members Council.

Conferences and Expositions Committee (CEC) provides ASHRAE members and other meeting attendees with fully coordinated, cost effective, theme-based meetings experiences with balanced technical and business/professional content. The committee also oversees the production of the Winter and Annual Meetings and other ASHRAE conferences and expositions globally. This committee reports to Members Council.

Electronic Communications Committee (ECC) identifies the electronic communication needs of the membership and staff, recommends and maintains policies, and ensures that the implementation of information technologies meets the objectives and needs of the Society. Beginning in July 2004, the ECC assumes the responsibility for the ASHRAE website and electronic communications that had previously been assigned to the Special Publications Committee.

The "Roadmap for the ASHRAE Web Site" represents ASHRAE's vision for development of electronic communications in the Society. The ECC maintains the Roadmap as well as the "Policy and Procedures for Format, Activity, and Content of Web Sites for ASHRAE Groups."

Environmental Health Committee coordinates ASHRAE activities in the areas of environmental health and indoor air quality. This committee reports to Technology Council.

Executive Committee includes the President, President-Elect, Treasurer, Vice-Presidents, the Secretary (who is a non-voting member) and other members of the Board of Directors who may be designated by the Board. The Executive Committee investigates and makes reports and recommendations to the Board of Directors regarding matters relating to the Society or individual members.

Finance Committee supervises the Society's fiscal operations in accordance with the Bylaws and the

policies set forth by the Board of Directors. This committee reports to the Board of Directors.

Handbook Committee prepares and publishes an *ASHRAE Handbook* volume each year. It also formulates editorial policy, solicits reviewers and authors, and judges the suitability of material for publication in the *ASHRAE Handbook* series. This committee reports to Publishing and Education Council.

Historical Committee sponsors, encourages and conducts research into the history of heating, ventilation, air conditioning and refrigeration; encourages authorship and publication of historical articles locates, identifies and determines location for display or availability of items of historical significance; and encourages regional and chapter historians to gather historical information and artifacts. This committee reports to Publishing and Education Council.

Honors and Awards Committee (H&A) administers the honors and awards program of the Society under guidelines established by the Board of Directors. This committee reports to Members Council.

Membership Promotion Committee (MP) publicizes the aims, activities, achievements, and scientific and educational purposes of the Society to encourage qualified persons to apply for membership. The committee also monitors the Society's membership demographics and, where appropriate, adjusts or creates programs to ensure that individuals from all demographic backgrounds are being equally attracted to ASHRAE. This committee reports to Members Council.

Nominating Committee selects candidates for elected officers and members of the Board of Directors. This committee reports directly to the ASHRAE membership.

Planning Committee is responsible for the Society's long-range and strategic planning. The committee develops, implements and monitors the long range plan and develops a method to monitor councils' and committees' progress in achieving long-range goals and objectives. This committee reports to the Board of Directors.

President-Elect Advisory Committee advises and assists the President-Elect in coordinating standing committee activities with the Directors-at-Large. This committee reports to the Executive Committee of the Board of Directors.

Professional Development Committee develops a comprehensive continuing education program to assist members in enhancing and maintaining their knowledge and improving their skills. This committee reports to Publishing and Education Council.

Publications Committee oversees editorial and functional activities for the publication of ASHRAE books, *ASHRAE Journal* and *ASHRAE Insights*. The Handbook series falls under the guidance of the Handbook Committee. This committee was formed by the merger of the Journal/Insights and Special Publications Committees. This committee reports to Publishing and Education Council.

Refrigeration Committee encourages the advancement of refrigeration technology and its application. This committee reports to Technology Council.

Research Administration Committee conducts and coordinates basic research and technical studies in the HVAC&R fields to benefit the public welfare. This committee reports to Technology Council.

Research Promotion Committee (RP) plans and implements programs within the Society to generate funds to support ASHRAE research. This committee reports to Members Council.

Society Rules Committee considers all matters requiring development, interpretation and change in Society Bylaws, Rules of the Board, and other Society documents.

Standards Advisory Committee is responsible for monitoring policy aspects of standard and guideline development conducted by the Society. The SAC shall advise the Board of Directors on specific standards-related issues, and provide guidance/counsel to the Standards Committee and Technology Council.

Standards Committee is responsible for the selection, development, revision and preparation of HVAC&R code language documents, standards and guidelines so that they may be considered for adoption by the Board of Directors. In this capacity, the Standards Committee coordinates the work of Standard Project Committees and Guideline Project Committees that are responsible for the technical content of codes, standards and guidelines. The Standards Committee also cooperates with other organizations in the development, preparation and adoption of codes, standards and guidelines in related areas. This committee reports to Technology Council.

Student Activities Committee (SA) develops a comprehensive program for the educational community for the purpose of promoting and encouraging engineering and HVAC&R careers. It administers and promotes student activities at all levels in the educational system. This committee reports to Members Council.

Technical Activities Committee coordinates HVAC&R technical activities, including appointment, development and oversight of technical committees, task groups and technical resource groups. This committee reports to Technology Council.

Young Engineers in ASHRAE (YEA) Committee enhances member benefits for young professional ASHRAE members, 35 years old and younger, by identifying activities and services focused on their needs. This committee reports to Members Council.