

2011-2012 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

| CHAPTER OPERATIONS: CRITERIA | MINIMUM | PAR |
|---|---|-------------------|
| <p>100 points if annual attendance at meetings exceeds that of previous year by at least 10% (Attendance includes total for dinner, lunch or breakfast meetings where minimum 45 minute business or technical presentation or panel discussion is held. HVAC&R courses for continuing education, technical sessions, tours and social events are excluded.)</p> <p>100 points for maintaining a chapter website, initial update by October 1 (10 points per month) 100 points maximum)</p> <p>50 points for conducting chapter planning meeting prior to August 1st (all officers and committee chairs)</p> <p>50 points for people skills training for chapter officers and future leaders (minimum 1 hour of training) 100 points maximum)</p> <p>50 points for leadership training for chapter officers and future leaders (minimum 1 hour of training) (100 points maximum)</p> <p>50 points for ASHRAE marketing training for chapter officers and future leaders (minimum 1 hour of training) 100 points maximum)</p> <p>50 points for Robert's Rules of Order for chapter officers and future leaders (minimum 1 hour of training) 100 points maximum)</p> <p>50 points for chapter promotion of ASHRAE products in chapter newsletters and communications (using ASHRAE staff produced materials) 100 points maximum</p> <p>50 points for establishing a Refrigeration Committee with at least 2 members to promote Refrigeration</p> <p>50 points for establishing or maintaining an operating chapter section (each section)</p> <p>50 points for each nomination for the honor of Fellow Grade, Distinguished Service Award, Exceptional Service Award, F. Paul Anderson, Louise and Bill Holladay Fellow Award, with the appropriate documentation in accordance with the procedures stated on the ASHRAE website</p> <p>50 points for chapter publicity that includes issuing at least six (6) press releases or arranging one (1) or more TV appearances promoting the work of ASHRAE (50 points maximum)</p> <p>50 points for establishing and maintaining a chapter Advocacy Committee with at least 2 members to promote ASHRAE with local government.</p> <p>25 points for establishing and maintaining a chapter Honors and Awards Committee</p> <p>25 points if a chapter hosts a visit by Regional Officer, Society Officer or Society Board of Directors member to conduct employer dialogue/ roundtable/recognition event (per key employer office visited) (100 points maximum)</p> <p>25 points for each Research Project proposal submitted by a research organization located within chapter boundaries (100 points maximum)</p> <p>25 points for the CRC Action Committee meeting and bringing completed Executive Session Worksheet to the Caucus</p> <p>25 points for each separate social event (50 points maximum)</p> <p>25 points for each chapter article published in Insights or the YEA Connection (50 points maximum)</p> <p>25 points if the chapter programs planning committee includes a YEA member and a CTT committee member</p> <p>20 points for each Chapter Service Award or Regional Award of Merit awarded to a chapter member during this fiscal year (120 points maximum)</p> <p>10 points for publishing each chapter newsletter, hardcopy or electronic copy</p> <p>5 points for each chapter member who registers for a Winter or Annual Society meeting</p> <p>YEA Activities</p> <p>100 points for each chapter officer or board of governors member who is a YEA member (300 points maximum)</p> <p>50 points for each Young Engineers in ASHRAE (YEA) member assigned to a committee to provide YEA ideas and participation</p> <p>Sustainability Activities</p> <p>50 points for establishing a chapter user group on modeling that has an active on-line forum or meets periodically (at least 4 times) to provide education and mutual support.</p> <p>50 points for each chapter program promoting a bEQ theme (e.g. presentation on the ASHRAE's bEQ program) (minimum 1 hour presentation)</p> <p>30 points for each chapter program and chapter sponsored educational seminar having a clearly identified sustainability theme (e.g. energy efficiency, high-performance buildings, etc.) Points doubled if the topic is ASHRAE/USGBC/IES Standard 189.1.</p> <p>25 points for each chapter member presentation on bEQ to an outside organization (100 points maximum)</p> <p>25 points for each chapter sponsored presentation to a government or educational organization on sustainability topics (e.g. primary or secondary classes, school board, city council, etc.) Points doubled if the topic is ASHRAE/USGBC/IES Standard 189.1.</p> <p>5 points for each Professional Development Hour (PDH) earned by a chapter member on a building science topic other than HVAC&R (i.e. fenestration, insulation, lighting) (100 points maximum)</p> <p>Please note for Sustainability Points: A Chapter Sustainability Award is available for each chapter that obtains at least a total of 200 points from the items listed above under Sustainability Activities. The chapter with the highest PAOE sustainability point total will receive a Regional award.</p> | <p>300 Points plus 2011-12 CIQ in by June 1 for Fall CRCs and February 15 for Spring CRCs</p> <p>Exception may be made by the DRC</p> | <p>600 Points</p> |

2011-2012 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

DRC Assigns

- 75 points for a planning/goal setting session with DRC resulting in written measurable objectives (points assigned by DRC by October 1)
- 50 points for each chapter officer who attends the CRC besides the Delegate and Alternate
- 50 points for President-Elect attendance at President-Elect Training
- 50 points for the **first chapter** in each region to reach PAR (points to be given based upon DRC reviewing points reported on the Society web page and chapter contacting DRC when PAR is reached)
- 25 points for the chapter nominating committee report (with all chapter officers & committee chair positions filled) distributed by the April 30 chapter meeting (Points assigned by DRC by May 15)
- 0 to 50 points for achieving goals established in planning session (points assigned by DRC by June 30)

Explanation to reach Minimum for Chapter Operations: To reach minimum, the Chapter Information Questionnaire (CIQ) must be complete and forwarded to DRC and Society: February 15 for Spring CRCs and June 1 for Fall CRCs. DRC is responsible for determining if criteria is met. All individuals serving in a chapter position must be an ASHRAE Member or Associate Member – except Webmaster and Newsletter Editor who can be a student member. No person can serve in more than one officer position (exception, two positions for chapter with less than 75 members). A chapter officer may also serve in one committee chair position.

2011-2012 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

| CHAPTER TECHNOLOGY TRANSFER: CRITERIA | MINIMUM | PAR |
|--|------------|------------|
| <p>Planning and Administrative Activities</p> <p>50 points for a Chapter Technology Transfer Committee (actively handling Technical, Energy, Programs, Refrigeration, and Government activities) with a minimum of the following number of committee members including the Chair (one time)</p> <ul style="list-style-type: none"> 2 CTTC committee members – Chapters with less than 100 assigned members 3 CTTC committee members – Chapters with 100-249 assigned members 4 CTTC committee members – Chapters with 250-499 assigned members 5 CTTC committee members – Chapters with 500 or more assigned members <p>50 additional points if CTT committee includes the Membership Promotion and YEA chapter committee chairs</p> <p>50 points for completing and publishing meeting schedule and speakers by October 1 (one time)</p> <p>25 points for submitting a speaker evaluation in an updated Chapter Speaker List within 30 days to RVC (per monthly meeting)</p> <p>Awards and Submission Activities</p> <p>50 points for each Technology Award, Chapter Government Activities Award, Milton Garland Award, Dan Mills Technical Award or Comfort Cooling Award entry into Regional or Society competition (each Technical Award entry counted only once) (50 additional points if the bEQ score is included as part of the Technology Award submission)</p> <p>25 points for each Technology Award entry into Chapter competition</p> <p>25 points for each article (minimum 250 words) on a technical, business, legal or management topic (other than those announcing a program) published in a chapter newsletter or posted on a chapter website with copy sent to RVC (maximum of two articles per month) (300 points maximum)</p> <p>25 points for each Handbook, Standard, Guideline or other ASHRAE publication (e.g. ASHRAE Journal article, etc.) reviewed or authored by a chapter member and submitted to the cognizant group for incorporation or publication. Points doubled if reviewed by ASHRAE Fellow.</p> <p>Meetings, Presentations or Events</p> <p>300 points for each 3-hour segment of an ASHRAE Learning Institute (ALI) course presented to a student group by the sponsored/hosted chapter (maximum of 600 points)</p> <p>200 points for each 3-hour segment of an ASHRAE Learning Institute (ALI) course presented to ASHRAE members and sponsored/hosted by the chapter (600 points maximum)</p> <p>150 points for each 3-hour seminar (other than ALI courses) for which PDHs are offered. Seminar may be presented live or delayed to a student group by the chapter (maximum of 300 points)</p> <p>100 points for each 3-hour PDH seminar or webcast presentation (live or delayed) sponsored/hosted by the chapter (300 points maximum)</p> <p>50 points for each 3-hour seminar sponsored/hosted by the chapter on a building science topic other than HVAC&R (i.e. fenestration, insulation, lighting) (300 points maximum)</p> <p>50 points for each chapter program on building modeling (energy simulation, CFD, BIM or daylighting)</p> <p>50 points for each joint meeting with AIA, USGBC, and/or IES or other equivalent organization on HVAC&R related topic</p> <p>50 points for each chapter program on natural refrigerants and/or safe refrigerant use (e.g. Standard 15 and/or 34, future refrigerants)</p> <p>50 points for a chapter program on the ASHRAE Indoor Air Quality Guide: Best Practices for Design, Construction and Commissioning</p> <p>50 points for holding at least eight monthly chapter meetings per year with at least six including ASHRAE industry related programs</p> <p>50 points for each individual who earns or renews an ASHRAE certification during the Society President's term</p> <p>50 points for refrigeration tour to a industrial food or beverage processing plant or low temperature refrigeration manufacturing facility or plant</p> <p>25 points for holding each lunch, breakfast or other meetings, in a geographical location different than the monthly meeting, in addition to eight monthly meetings (minimum 45 minute program), 25 additional points if location is a university or college with an engineering, architecture, or HVAC&R technology program</p> <p>25 points for each documented personal contact (meeting) by a chapter member with government officials (at any level of government including school boards), business or professional groups with the goal of promoting ASHRAE related subjects or Chapter goals and objectives. Points doubled if the topic is ASHRAE/USGBC/IES Standard 189.1.</p> <p>25 points for each program on refrigeration, Government Activities/Advocacy, business, management or legal education (minimum 45 minute</p> | 450 Points | 850 Points |

2011-2012 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

- presentation) (maximum 2 per subject area)
- 25 points for each technical tour with a 30 minute presentation
- 25 points for each chapter presentation (minimum 15 minutes) by an ASHRAE voting or corresponding Technical Committee (TC), Task Group (TG) or Standards Project Committee (SPC) member on status of TC or TG efforts (Research activities, Standards activities, Handbook activities, etc.) (100 points maximum)
- 25 points for each chapter presentation (minimum 15 minutes) by an ASHRAE voting or corresponding member of the Refrigeration Committee (25 additional points if the voting or corresponding member is a YEA member) (100 points maximum per year)
- 25 points for each joint meeting held with other industry-related societies or other associations Points doubled if the topic is ASHRAE/USGBC/IES Standard 189.1. (excludes joint meetings on integrated design awarded separately) (50 points maximum)
- 25 points for each joint meeting held with other refrigeration industry-related societies or other associations (e.g. RSES or IIAR) (50 points maximum). Points doubled if the topic is related to natural refrigerants
- 25 points for each chapter monthly meeting held where continuing education credits (e.g. PDHs, CEUs) are provided for attendees

RVC Assigns

- 100 points for the incoming Chapter CTT committee chair attending the CTTC CRC workshop
- 50 points for planning/goal setting session with RVC (points assigned by RVC by October 1)
- 50 points for the **first chapter** in each region to reach PAR (points to be assigned by RVC and will be based upon RVC reviewing points reported on the Society web page and chapter contacting RVC when PAR is reached)
- 25 points for updating PAOE points online between December 15 and January 1, and between May 15 and June 1, (or April 15 and May 1 for regions that have Spring CRCs) (RVC to assign)
- 0 to 50 points for achieving goals established in goal-setting session with RVC (points assigned by RVC by June 30)
- 0-100 points for establishing and maintaining an ASHRAE library for technology transfer (includes display at chapter meetings and local access to materials such as handbooks, standards, technical papers, information on ASHRAE and information on ordering materials) (one time)

2011-2012 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

| HISTORICAL: CRITERIA | MINIMUM | PAR |
|---|------------|------------|
| <p>100 points for digitizing complete chapter historical archives for the first time. (Include a minimum of meeting minutes, monthly newsletters, listing of chapter executive and CRC reports.)</p> <p>50 points for chapter historical display at CRC (updated annually) – (50 points maximum)</p> <p>50 points for the original history and for each one year of chapter history written in current year (i.e., Society Gold Ribbon Award) (50 points maximum)</p> <p>50 points for each leadership recall interview</p> <p>50 points for program on history at monthly chapter meeting (50 points maximum)</p> <p>50 points for posting complete chapter history archives on the chapter website for universal access for the first time (50 points maximum)</p> <p>50 points for digitizing current year's archives to preserve historical value. (Include a minimum of meeting minutes, monthly newsletters, listing of chapter executive and CRC reports.) (50 points maximum)</p> <p>50 points for posting current year's archives on chapter website for universal access (50 points maximum)</p> <p>50 points for each history of a system, standard, person, event or a company significant to the Chapter's history (Society Gold Ribbon Award)</p> <p>25 points for publishing article on chapter, company or member history in chapter newsletter, Society publication or chapter website (100 points maximum)</p> <p>Note: Histories about a system, standard, person, event or a company, outside the geographic area of the chapter are not acceptable for PAOE points. Histories for the Gold Ribbon Award shall be written by the Chapter Historian from information obtained by interviewing a person knowledgeable of the history being written or from personal knowledge of the history of the system, standard, person, event or company. Information obtained from electronic material is not acceptable.</p> <p>Regional Historian Assigns</p> <p>100 points for incoming Chapter Historical committee chair attending the Historical CRC workshop</p> <p>50 points for the first chapter in each region to reach PAR (points to be assigned by Regional Historian and will be based upon the Regional Historian reviewing points reported on the Society webpage and chapter contacting Regional Historian when PAR is reached)</p> | 100 Points | 300 Points |

2011-2012 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

| MEMBERSHIP PROMOTION: CRITERIA | MINIMUM | PAR |
|--|------------|------------|
| <p>300 points if annual chapter goal (as assigned by RVC) is met (50 additional points for each percent increase in area assigned member growth beyond annual goal)</p> <p>200 points if Society membership delinquencies in chapter are 3% or less of total Chapter Area Assigned Members</p> <p>75 points for organizing an employer recognition event to promote the benefits of ASHRAE membership for company members (maximum of two events)</p> <p>75 points for MP and YEA Chairs sitting on the Chapter CTT Committee to ensure chapter programs are developed relevant to the chapter membership</p> <p>50 points if committee size is 5 or 3% of chapter members (whichever is less)</p> <p>50 points for Membership Promotion Night at chapter meeting (100 points maximum)</p> <p>25 points for retention of each new member (dues paid second and third year) 300 points maximum</p> <p>25 points for chapter officers or MP Chair promoting ASHRAE membership to local companies (e.g. reception, one/one meeting, company presentation) in order to increase their support in ASHRAE (150 points maximum)</p> <p>10 points for each upgrade from associate to member</p> <p>5 points for recognition of new members and advancements at each chapter meeting (50 points maximum)</p> <p>YEA Activities</p> <p>50 points for each YEA Night (100 points maximum)</p> <p>25 points for each new member in Young Engineers in ASHRAE (YEA) category (300 points maximum)</p> <p>RVC Assigns</p> <p>150 points for the incoming Chapter Membership Promotion committee chair attending centralized training</p> <p>100 points for an MP Chair holding the position for a 2nd or 3rd year</p> <p>75 points for planning/goal setting session with RVC (points assigned by RVC by October 1)</p> <p>50 points for the incoming chapter Membership Promotion Committee Chair attending the MP CRC workshop</p> <p>50 points for the first chapter in each region to reach PAR (points to be assigned by RVC and will be based upon the RVC reviewing points reported on the Society webpage and chapter contacting RVC when PAR is reached)</p> <p>30 points for each pairing of mentors with new members and/or YEA mentees, and provide summary report to MP RVC on mentoring activities based on YEA Mentoring Program (300 points maximum) (points assigned by RVC by June 30)</p> <p>0 to 50 points for achieving goals established in goal-setting session with RVC (points assigned by RVC by June 30)</p> | 500 Points | 800 Points |

2011-2012 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

| RESEARCH PROMOTION: CRITERIA | MINIMUM | PAR |
|--|------------|-------------|
| <p>GOAL</p> <p>Contributions considered towards a chapter <i>Goal</i> include gifts to ASHRAE, ASHRAE Learning Institute, ASHRAE Research, and the ASHRAE Foundation.</p> <p style="padding-left: 40px;">Exceptions: Foundation gifts made as part of routine ongoing Foundation Solicitations.</p> <p>A chapter's <i>Goal</i> shall be set by each Region's DRC.</p> <p>OPTION 1 10 points earned by a chapter for each 1% of <i>Goal</i> attained – max of 1000 points (100% of Goal)</p> <p>-OR-</p> <p>OPTION 2 10 points earned for each dollar per area assigned member attained 20 additional points for each dollar per area assigned member collected above the Society dollar per member Goal of \$75</p> <hr style="border: none; border-top: 3px double #000; margin: 10px 0;"/> <p>300 points for reaching Challenge Goal (105% of <i>High Five</i>) 250 points for each new Golden Circle Investor acquired and credited to the chapter (as determined by the RVC & RP ExCom rules) 200 points <i>High Five Award</i> 150 points for each renewed Golden Circle Investor credit divided by number of chapters recognized in accordance with RP ExCom guidelines 100 points for new <i>High Five</i> level of contributions 100 points for chapters who have reached goal (based on receipts at headquarters) by June 15 100 points for workshop attendance by incoming committee chair at an RP Committee approved Research Promotion training workshop 50 points for Chapter Full Circle Award (by November 15th) 50 points for achieving of 30 percent of goal by December 31st 50 points for each endowed honor roll level contribution that is an addition to the donor's current fiscal year honor roll level contribution 50 points for planning/goal setting session with RVC by October 1 25 points for formal recognition of all Honor Roll level contributors from the prior year's campaign before December 31st (Note: Recognition certificates must be ordered from headquarters by November 15th to qualify) 25 points for the Research Promotion Night chapter meeting held before December 31st (50 points maximum) 15 points for Volunteer Committee Worksheet completed by November 1st and sent to RVC and Staff. A minimum of 3 additional chapter members should comprise the RP Volunteer Committee 10 points per \$ per/member for chapters who meet or exceed \$50 per/member and reach or exceed Goal 10 points per Special Event conducted by Chapter where over 75% of profits are donated to the RP Campaign. To qualify as a Special Event profits must meet or exceed \$250</p> | 800 Points | 1050 Points |

2011-2012 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

| STUDENT ACTIVITIES: CRITERIA | MINIMUM | PAR |
|--|------------|------------|
| <p>Investment in Student Activities</p> <p>$30\sqrt{D/M}$ for chapter investment in student activities</p> <p>D = Dollars contributed (any support of a student member, e.g. scholarships, dinners, meeting travel, etc.) M = Area Assigned Members</p> <p>General Student Branch Involvement</p> <p>100 points for establishing a new student branch or reactivating an inactive student branch 50 points if net student membership for the chapter exceeds that of previous year 50 points for sponsoring a student member to attend the ASHRAE Winter Meeting (150 point maximum) 50 points for each scholarship to a tech or undergraduate engineering student (minimum of \$100 scholarship award) 50 points for each active student branch where the faculty advisor is a chapter member 50 point per active student branch that submits the student branch report by May 31 25 points for each chapter or chapter member who donates HVAC&R relevant books (new or used) to a student branch or student member in a country considered a developing economy (200 points maximum) 25 points for tracking student members by their cell phone numbers and/or email addresses (maximum 200 points) 25 points for each ASHRAE Student member, enrolled in engineering college undergraduate or tech school, that is placed in an ASHRAE related summer intern job or part-time job during school semester by an ASHRAE member (200 points maximum) 25 points for chapters providing formal recognition of student branch advisors to university administration or dean of engineering 25 points for each National Engineering Week activity 25 points for each chapter activity with student branch (i.e. Student Night meetings, technical programs, technical tours) (50 points maximum) 25 points for each post high school activity in which one or more chapter member participates 25 points for each HVAC&R student internship that a chapter member's employer posts and fills locally using the free internship postings available through ASHRAEjobs.com 20 points for each student member attending a chapter monthly meeting, a regional meeting, or a Society level meeting (200 points maximum for Society level meetings) 10 points for each time a student branch advisor attends a host chapter monthly meeting, a regional meeting or a Society level meeting</p> <p>K-12</p> <p>50 points for meeting with representatives of other societies and coordinating and participating in joint K-12 activities 50 points for each K-12 student activity organized by student branch members 25 points for each K-12 student activity (excluding National Engineering Week) in which one or more chapter member participates. Points doubled for 6-8th grade activities 25 points for each K-12 activity to promote refrigeration 25 additional points for each K-12 activity promoting engineering to and for girls 20 additional points for each K-12 activity organized by chapter members in which student branch members participate</p> <p>Senior Undergraduate Project Grant</p> <p>50 points for each Senior Undergraduate Project Grant submitted to ASHRAE by an engineering, technical and architectural school in the chapter's assigned area 25 points for one or more chapter members mentoring* a team working on a senior project funded by the ASHRAE Senior Undergraduate Project Grant Program 25 points if a YEA member mentors* a team funded by the grants program (100 points maximum)</p> <p>Student Design Competition</p> <p>50 points for each entry in the ASHRAE Student Design Project Competition 25 points if YEA member mentors* a team participating in the Student Design Competition (100 points maximum)</p> | 300 Points | 500 Points |

2011-2012 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

| | | |
|---|--|--|
| <p>25 points for a chapter member mentoring* a student design team participating in the ASHRAE Student Design Project Competition. (50 points maximum per team).</p> <p>25 points for each entry in the ASHRAE Student Design Project Competition from a school who has not entered the competition in the last 3 years. (in addition to points above)</p> <p>* Mentoring is defined as a minimum of 2 hours total instruction time with a majority of the student team present at each review/guidance session.</p> <p>YEA Activities</p> <p>50 points for each student member 35 years of age or younger that transfers from student member to associate member after graduation (200 points maximum)</p> <p>25 points for any YEA member mentoring a team (i.e. ASHRAE Grant, Design Competition, Chapter involvement, student branch support)</p> <p>25 points for each Young Engineers in ASHRAE (YEA) member that presents the ASHRAE Young Engineers in ASHRAE (YEA) program to student branches</p> <p>RVC Assigns</p> <p>100 points for the incoming Chapter Student Activities committee chair attending the SA CRC workshop</p> <p>50 points for an individual planning/goal setting session with RVC (points assigned by RVC by October 1)</p> <p>50 points for the first chapter in each region to reach PAR (points to be assigned by RVC and will be based upon the RVC reviewing points reported on the Society webpage and chapter contacting RVC when PAR is reached)</p> <p>0 to 50 points for achieving goals established in goal-setting session with RVC (points assigned by RVC by June 30)</p> | | |
|---|--|--|