



## Residential Building Committee

### Member Responsibilities

#### General Overview

**1. Committee Description:**

The Residential Building Committee (RBC) is responsible for identifying major residential trends impacting the practice of HVAC&R, informing the ASHRAE leadership and membership of these trends and their potential impacts, and making recommendations on new activities and policies in response to these trends. The committee identifies, recommends, and coordinates relationships with societies and organizations that focus on residential buildings. The committee is also responsible for implementation of the residential aspects of the Strategic Plan.

**2. Composition of the Committee:**

The committee consists of a maximum of fifteen (15) voting members, including the Chair and Vice Chair. Non-voting members may be added as needed. Non-voting members also include a Board ex-officio member and coordinating officer.

**3. Term of Service:**

Service for voting members is intended to be for a 3-year period. Appointments are made each year by the President-Elect for the administrative year covered by his/her term as President. Non-voting members serve one year terms.

**4. Required Qualifications:**

The chair and vice chair must be the grade of member or higher in the Society. The majority of the voting members of the committee must be ASHRAE members of Associate Grade or higher.

Voting members must include:

- past member of the Standards Committee.
- past member of the Research Administration Committee (RAC)
- past member of the Members Council
- past member of Environmental Health Committee (EHC)
- home builder or someone representing the home building industry
- past chair or vice-chair of a technical committee involved in residential issues
- member from outside the U.S. and Canada
- representative of a major residential stakeholder (e.g., ACCA, RESNET)
- past Society officer

**5. Helpful Qualifications, experience, interests, skills:**

Committee members will advise and work with ASHRAE staff, BOD, the Councils, Standards Committees, Technical Committees, and outside organizations to coordinate residential



activities within ASHRAE. Familiarity with the residential building market or involvement with organizations that work in that market is encouraged.

### **Specific Time and Money Commitments**

#### **1. Attend the ASHRAE Annual (Summer) and Winter Meetings.**

- Meeting date/time: The committee meets on Monday from 8:30am-11:30pm  
Subcommittees meet for one hour on Sunday in time slots ranging from 8:30am to 4:00pm
- Who covers transportation? Transportation costs to the meeting are reimbursed by society for all appointed members of the committee. Room and board are not reimbursed.
- Other expenses covered by Society: None
- Subcommittee work description: Members are assigned to one or more subcommittees which meet by between meetings. The current sub-committees include Conferences, Programs, Technical, Publication, Stakeholders.
- Special events: Stakeholders' workshops are conducted when appropriate.

#### **2. Requirements between Annual (Summer) and Winter Meetings.**

- Frequency of Conference Calls and face-to-face meetings: Two to three conference calls between meetings as needed.
- Individual work load and anticipated time requirement: While most of the committee's work is expected to take place during the face-to-face meetings and conference calls, committee members would be expected to spend additional time on committee activities depending on their position on the committee and the status of the program. Anticipated time requirement is estimated at 6-10 hours per month.

*Revised April 2018*