



Publishing and Education Council (PEC)

Tuesday June 28, 2022

Toronto, Canada

Minutes

Voting Members	Position	Guest
Donald Brandt	Chair	Mick Schwedler
Dunstan Macauley	Vice Chair	Art Giesler
Kelley Cramm	Director	Dru Crawley
Chris Gray	Director	Billy Austin
Steven Marek	Director	Blake Ellis
Randy Schrecengost	Director	Karen Murray
Mark Tome	Director	John Falconi
Suzanne LeViseur	Past Certification	Tim Kline
Cynthia Callaway	Past Handbook	David Soltis
Jason Alphonso	Past TEC	Heather Kennedy
Mark Fly	Past Publications	Cindy Michaels
Non-Voting Members		
Kurt Monteiro	Certification Chair	
Kimberly Cowman, absent	Certification Vice Chair	
Michael Patton	Handbook Chair	
Scott Fisher	Handbook Vice Chair	
Spencer Morasch	Historical Chair	
Nissun Feiner	Historical Vice Chair	
Adeeba Mehboob	Publications Chair	
Gerardo Alfonso	Publications Vice Chair	
Keith Reihl	TEC Chair	
James Vallort	TEC Vice Chair-Operations	
Jesse Fisher, absent	TEC Vice Chair-Planning	
Mark Owen	Staff Liaison	

Additional Distribution:

Jeff Littleton, Executive Vice President, Candace DeVaughn,
ASHRAE Staff Directors, Publications & Education Managers

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Motions

Meeting of June 28, 2022

No.	Page	Motion
1		<p>Approved the PEC minutes of February 1, 2022, Las Vegas Winter Meeting.</p> <p>Approved 10-0-0, CNV</p>
2		<p>Approved ASHRAE partner with IEEE by signing onto the Collaboration Agreement for the Development of the Engineering and Technology History Network Website.</p> <p><u>Background:</u> See IEEE Collaboration Agreement document (Attachment A of the Fiscal Subcommittee Report). It is strongly recommended that this agreement remain as is, as it has already been vetted and agreed upon by all ten (10) current members of the Collaboration.</p> <p><u>Fiscal Impact:</u> \$3000 annual partnership dues. ASHRAE Staff time will be very minimal, as the partnership includes the use of IEEE History Center staff resources, as well as use of ASHRAE membership volunteers to assist with selecting articles to submit and materials to be digitized.</p> <p>(Historical Committee approved 4-0-0 CV) (Fiscal Subcommittee approved 7-0-0, CNV)</p> <p>Approved 10-0-0, CNV</p>
3		<p>Approved the following addition to the Handbook Committee (HBC) Manual of Procedures (MOP):</p> <p>3.3.2(g) The liaison sends the final TC-approved draft, completed checklist, and supporting materials to the Editor. The Chapter Approval Checklist must be submitted for both Chapters with revisions and those with no changes.</p> <p><u>Background:</u> This addition to the MOP ensures that the relevant Technical Committee (TCs)s understand that they are required to submit the Chapter Approval Checklist regardless of edits or revision status. This will improve the accuracy of the Volumes and aid in staff efficiency.</p> <p>(HBC Approved 13-0-0-CNV) (Products Subcommittee Approved 5-0-0 CNV)</p> <p><u>Fiscal impact:</u> None</p> <p>Approved 10-0-0, CNV</p>
4		<p>That PEC not approve the following referred Motion from Region VII Fall 2021 CRC, Memphis Chapter – Motion 6A (11/4/2021): That Regional Historians be added to the Society Historical Committee as full voting members with all rights, and privileges, and responsibilities pertaining thereto.</p>

Background: Currently, the Regional Historians are allowed and encouraged to attend the Historical Committee meetings as guests. They, in effect, have a voice but no vote. There is a vast divide between the work and objectives of the Historical Committee and the expectations of the Regional and Chapter Historians, to the point that replies to Regional and Chapter inquiries of the Historical Committee are delayed or go completely unanswered. Further, this disconnect between the Historical Committee and the grassroots (e.g., Regions and Chapters) is made publicly obvious by the resources on the Society Historical Committee's webpage being so old and out of date. In at least one case, the PowerPoint presentation is so outdated as to have the previous ASHRAE logo from nearly a decade ago still on it. Grassroots representation by, and voting authority of, Regional Historians would keep the Historical Committee much more in tune and in contact with the Grassroots and would likely result in a better historical archive and more participation in the Gold Ribbon and Lou Flagg awards programs. This would in turn incentivize Chapters to appoint active Chapter Historians.

Fiscal Impact: \$15,000.00 per year (15 Historians x 2 Conferences/yr. x \$500 Avg. Airfare)

Withdrawn

5 That Regional Historians be added to the Society Historical Committee as full voting members with all rights, and privileges, and responsibilities pertaining thereto.

(See Motion 4 for background)

Failed 0-0-10 CNV

6 Approved referred response to Manitoba Chapter - CRC Motion 12: That ASHRAE impose a modest increase on annual membership fees to offset the cost of reducing or eliminating the cost for ASHRAE Members to access the ASHRAE Handbook Online (i.e., make access to the online Handbooks a no- or low-cost benefit of Society membership).

Background: The Join ASHRAE website has a benefit selection portal from which applicants have the "Choice of one of the following: Upcoming edition of the ASHRAE Handbook (PDF), One ASHRAE Standard (PDF), or One eLearning Course." New Members and Associate Members also receive a 12-month complimentary subscription to the Handbook Online, which includes access to the most recent 4 volumes of the Handbook. For persons renewing their membership, the ASHRAE Handbook Online is only available at additional cost ("Subscribe to ASHRAE Handbook Online and get instant access to the latest edition of all four volumes for \$315/year (\$230/year for ASHRAE members). Students \$54"). We believe that previously, the ASHRAE Handbook Online was on the "Select One Benefit" list for renewing members.

Getting ASHRAE Handbooks has long been a primary reason for many people to join ASHRAE, and the ASHRAE Handbook Online is the most useful handbook format in the current/ connected work environment. However, the cost of an annual subscription for members as opposed to non-members seems excessive.

As a comparison, NFPA offers online access to a number of their codes for \$120/year (individual plan) or \$485/year (team plan – up to 10 users. Considering the ASHRAE Handbook Online in isolation, increasing member fees slightly and making the ASHRAE Handbook Online “free” to members could have a neutral to positive fiscal impact for ASHRAE relative to the status quo, in part by spreading the costs over a broader number of members and in part by making membership attractive to a greater number of industry members. A request for information regarding the number of annual subscriptions of the ASHRAE Handbook Online sold went unanswered. Without knowing this number, we are unable to suggest what we believe to be an appropriate increase in membership fees to offset the loss in subscription fees.

The need to print the hardcover or pdf versions would not be eliminated because some members will need them as a historical record showing the evolution of the state of the art and/or industry practice. It is proposed that Life Members and any others for whom membership fees are waived would be charged a subscription fee for access to the ASHRAE Handbook Online.

Fiscal Impact: To be determined.

Staff response (from Mark Owen, Publishing and Education Director):

Pub Ed Council does not establish member benefit options, but we can provide information regarding the history of Handbook Online and the fiscal impact of the motion.

Access to Handbook Online has never been a regular member benefit option, though a free one-year subscription is given to all first-year members. For other than first-year members, it has been a purchase option only at membership renewal, originally for \$33/year and now for \$49/year. The opportunity to subscribe at this very deep discount was tied to membership renewal to encourage those renewals.

(Note that this past year, because of the missed updates to the 2021 Fundamentals Handbook, all members were given free access to Handbook Online; this will end July 1, 2022.)

Providing Handbook Online as a free benefit to all or some grades of members has a direct development and hosting cost of \$25k to \$30k each year and approximately \$60k/year in lost revenue from member subscriptions. For the motion, these impacts would be divided among the number of dues-paying members. At end May there were 33,230 members paying the full \$230 dues. To recover the estimated \$85k to \$90k total cost/loss would require a \$2.56 to \$2.70 increase in dues for those members (above any planned increases). The increase would be less if spread among more member grades.

NOTE: No request of which I am aware for number of subscribers came to me or my office. Historically, of the total approximately 15,000 subscribers, about 98% are members, but nonmembers provide about 40-48% of the revenue.

Approved 10-0-0, CNV

Action Items

Meeting of June 28, 2022

No.	Responsible	Action
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1	Staff	Post the approved minutes for February 1, 2022, Las Vegas Winter Meeting on the PEC page of the ASHRAE website and the PEC Basecamp website.
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Complete. (June 28, 2022)

2	Staff	Send PEC response to referred motion:
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Region VII Fall 2021 CRC, Memphis Chapter – Motion 6A (11/4/2021): That Regional Historians be added to the Society Historical Committee as full voting members with all rights, and privileges, and responsibilities pertaining thereto.

Historical Committee Response: PEC referred this motion to Historical Committee. At the January 2022 meeting of the committee in Las Vegas, the Historical Committee decided to appoint an Ad Hoc committee to investigate the consequences of approving the motion. Concerns included Regional Historian term limits and the lack of Regional Historian attendance in the past and the effect that might have on Historical Committee achieving quorum at meeting.

The Ad Hoc Committee report to Historical Committee in Toronto and members discussed the motion. Historical Committee appreciates the concerns of Regional Historians but does not recommend approving this motion citing:

- the fiscal impact to ASHRAE of additional member travel expenses,
- a history of Regional Historians not participating in Historical Committee meetings effecting the committee meeting quorum requirements
- and differences between term lengths and how members are appointed to Society and Regional positions.

In-coming Chair, Niss Feiner, will focus on communication with the 2022-2023 Historical Committee MBOs and committee efforts. The committee plans to reinstitute the Historians Newsletter on a quarterly basis to send directly Regional and Chapter Historians. Mr. Feiner and the committee will also focus on addressing the root concerns raised by the motion by working directly with the Regional Historians to correct their concerns and improve communications between the Historical Committee and the Regional Historians.

Complete. (June xx, 2022)

3	Staff	Send PEC response to referred motion:
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Manitoba Chapter CRC Motion 12: That ASHRAE impose a modest increase on annual membership fees to offset the cost of reducing or eliminating the cost for ASHRAE Members to access the ASHRAE Handbook Online (i.e., make access to the online Handbooks a no- or low-cost benefit of Society membership).

Staff response (from Mark Owen, Publishing and Education Director):

Pub Ed Council does not establish member benefit options, but we can provide information regarding the history of Handbook Online and the fiscal impact of the motion.

Access to Handbook Online has never been a regular member benefit option, though a free one-year subscription is given to all first-year members. For other than first-year members, it has been a purchase option only at membership renewal, originally for \$33/year and now for \$49/year. The opportunity to subscribe at this very deep discount was tied to membership renewal to encourage those renewals.

(Note that this past year, because of the missed updates to the 2021 Fundamentals Handbook, all members were given free access to Handbook Online; this will end July 1, 2022.)

Providing Handbook Online as a free benefit to all or some grades of members has a direct development and hosting cost of \$25k to \$30k each year and approximately \$60k/year in lost revenue from member subscriptions. For the motion, these impacts would be divided among the number of dues-paying members. At end May there were 33,230 members paying the full \$230 dues. To recover the estimated \$85k to \$90k total cost/loss would require a \$2.56 to \$2.70 increase in dues for those members (above any planned increases). The increase would be less if spread among more member grades.

NOTE: No request of which I am aware for number of subscribers came to me or my office. Historically, of the total approximately 15,000 subscribers, about 98% are members, but nonmembers provide about 40-48% of the revenue.

Complete. (June xx, 2022)

1. Call to Order

Mr. Brandt called the meeting to order at 8:01 a.m.

2. ASHRAE Commitment to Care

Mr. Brandt reviewed the ASHRAE Commitment to Care with the council.

The health and safety of all ASHRAE conference attendees is a top priority. Out of respect for our fellow attendees, we commit to wear masks indoors, monitor our health, seek medical attention if symptoms develop and adhere to all ASHRAE Commitment to Care protocols. We are committed to the well-being of one another.

3. ASHRAE Code of Ethics Commitment

Mr. Brandt reviewed the ASHRAE Code of Ethics with the council.

In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and we shall avoid all real or perceived conflicts of interests.

(Code of Ethics: <https://www.ashrae.org/about/governance/code-of-ethics>)

(Core Values: <https://www.ashrae.org/about/ashrae-s-core-values>)

4. ASHRAE Toronto Chapter Message to Conference Attendees

Mr. Brandt reviewed the ASHRAE Toronto Chapter Message to Conference Attendees with the council.

"The Toronto Chapter of ASHRAE would like to acknowledge that we operate on the Traditional territory of the Mississauga's of the Credit First Nation, as well as other Indigenous peoples who have lived here over time under treaty number 13 and dating back to the Royal Proclamation of 1763. We are grateful to share this land so that we may learn from each other and share our knowledge and experience towards furthering our mission and vision."

5. ASHRAE Simplified Rules of Order – Quick Reference ([Attachment A](#))

Mr. Brandt reviewed the ASHRAE Simplified Rules of Order with the council.

Councils and Committees are expected to be fully operational in the new meeting guidance beginning July 1, 2022. The rules should be used in place of Roberts Rules of Order during all Society meetings. The new rules of order here: <https://www.ashrae.org/communities/committees/society-rules-committee> and posted on the PEC Basecamp.

6. Introduction of Members and Visitors

Members and guests introduced themselves.

7. Review of Agenda

Mr. Brandt reviewed the agenda with the council for any additions.

8. Previous Meeting Minutes Review for Approval

The Draft Minutes have been posted to the PEC Basecamp account for review.

It was moved and seconded:

(1) Approve the draft minutes as distributed for the February 1, 2022, Las Vegas Meeting.

MOTION (1) Approved 10-0-0, CNV

An action was assigned to staff to post the approved minutes on the PEC page of the ASHRAE website and the PEC Basecamp website. **(ACTION ITEM 1) Complete. (June 28, 2022)**

9. Review of Motions

Mr. Owen reviewed with council members motions from the meeting of February 1, 2022.

No.	Page	Motion
1	4	Approved the PEC minutes of June 22, 2021, Virtual meeting. Approved 12-0-0, CNV
2	9	Approved funding and recommended BOD the Task Force on Building Decarbonization for the rest of SY 21-22 with \$300K from the general budget for products that are being developed about decarbonization. Approved 10-0-0, CNV
3	10	Approved recommending to BOD an addition to the Rules of the Board (ROB) as shown in Attachment A of the Certification Committee Report. Approved 10-0-0, CNV
4	11	Approved changes to the Publications Committee's ROB as shown in Attachment A of the Publications Committee's Report. Approved 10-0-0, CNV
5	11	Approved changes to the committee's MOP as shown in Attachment B of the Publications Committee's Report Approved 10-0-0, CNV

10. Review of Action Items

Mr. Owen reviewed with council members actions items from the meeting of February 1, 2022.

1 Staff Post the approved minutes for June 22, 2021, Virtual meeting.

Complete.

11. Review of PEC MBOs (Attachment A)

Mr. Brandt reviewed the PEC MBOs with the council.

PEC MBOs Documents have been posted to the PEC Basecamp account for review.

12. Subcommittee Reports

12.1 Products

Mr. Macauley gave the subcommittee report. ([Attachment B](#))

HBC Report to Products Subcommittee shown in [Attachment A of the Products Subcommittee](#).

HBC presented the following MOP change:

3.3.2(g) The liaison sends the final TC-approved draft, completed checklist, and supporting materials to the Editor. [The Chapter Approval Checklist must be submitted for both Chapters with revisions and those with no changes.](#)

Background: This addition to the MOP ensures that the relevant Technical Committee (TCs) understand that they are required to submit the Chapter Approval Checklist regardless of edits or revision status. This will improve the accuracy of the Volumes and aid in staff efficiency. There is no fiscal Impact. (*HBC Approved 13-0-0-CNV*) (*Products Subcommittee Approved 5-0-0 CNV*)
This motion will be presented to the Planning Subcommittee for their consideration and then to the PEC for final approval.

HBC received a detailed report on the effectiveness of the changes to procedures to ensure all revisions are captured accurately and completely.

HBC 2022-2023 MBOs in [Attachment A of the HBC Report](#).

Historical Committee Report to Products Subcommittee shown in [Attachment B of the Products Subcommittee](#).

Historical Committee recommended that ASHRAE partner with the IEEE by signing onto the Collaboration Agreement for the Development of the Engineering and Technology History Network Website. [Attachment A of the Historical Committee Report](#) shows the Proposal and [Attachment B of the Historical Committee Report](#) shows the IEEE Collaboration Agreement document. The annual cost of partnership dues will be \$3000.00 which includes use of IEEE

History Center staff resources. (*Historical Committee Approved 4-0-0 CV*) The Products Subcommittee approved the motion 5-0-0 CNV. This motion will be presented to Fiscal Subcommittee and then to PEC for final consideration.

Historical Committee reported on the committee's response to referred Motion from Region VII Fall 2021 CRC, Memphis Chapter— Motion 6A (11/4/2021).

Products Subcommittee approved the recommendation and response from Historical Committee and will present this to Planning Subcommittee for a vote and a recommendation to PEC.

“That Regional Historians be added to the Society Historical Committee as full voting members with all rights, and privileges, and responsibilities pertaining thereto.”

Background: Currently, the Regional Historians are allowed and encouraged to attend the Historical Committee meetings as guests. They, in effect, have a voice but no vote. There is a vast divide between the work and objectives of the Historical Committee and the expectations of the Regional and Chapter Historians, to the point that replies to Regional and Chapter inquiries of the Historical Committee are delayed or go completely unanswered.

Further, this disconnect between the Historical Committee and the grassroots (e.g., Regions and Chapters) is made publicly obvious by the resources on the Society Historical Committee's webpage being so old and out of date. In at least one case, the PowerPoint presentation is so outdated as to have the previous ASHRAE logo from nearly a decade ago still on it. Grassroots representation by, and voting authority of, Regional Historians would keep the Historical Committee much more in tune and in contact with the Grassroots and would likely result in a better historical archive and more participation in the Gold Ribbon and Lou Flagg awards programs. This would in turn incentivize Chapters to appoint active Chapter Historians.

Fiscal Impact: \$15,000.00 per year (15 Historians x 2 Conferences/yr. x \$500 Avg. Airfare)

Historical Committee 2022-2023 MBOs shown in [Attachment C of the Historical Committee Report](#).

Publications Report to Products Subcommittee shown in [Attachment C of the Products Subcommittee](#).

Publications Committee reported the committee approved a motion that ASHRAE should move forward with publication of the proposed Special Publication *Managed BACnet: Manufacturers' Guide to BAS Cybersecurity*.

Publications Committee 2022-2023 MBOs shown in [Attachment A of the Publications Committee Report](#).

Research Journal Subcommittee Report to Products Subcommittee shown in [Attachment D of the Products Subcommittee](#).

Dr. Spitler gave the Editor's Report for the Research Journal shown in [Attachment B](#) which included 2021 Submission Stats:

- 347 submissions started
- 329 submissions completed
- 70 papers still in review
- 52 rejections by recommendation of AE, w/o sending out for review
- 56 rejections by recommendation of AE & reviewers
- 46 accepted

Research Journal on the following 2021 Special Issues:

- Thermal Science and Technology 2019 (Issue 1)
- Building Simulation 2019 (Issue 8)
- Clima2019 (Issue 1 of 2022)

Research Journal reported stats for the Best Paper Award:

- 12 nominations received
- 12/8 Jury formed: Claridge, Owen, Lin, Zilio
- Jury members: all members independently ranked the same paper as best.
- 12/21 Jury met very briefly and reached a decision.
- 1 Recommendation sent to Rhiannon Masterson

Research Journal Publisher's Report from Taylor & Francis shown [in Attachment A of the Research Journal Report](#).

Research Journal Editor's Report from Dr. Spitler shown [in Attachment B of the Research Journal Report](#).

12.2 Professional Development

Certification Committee submitted a report to the Professional Subcommittee [Attachment X](#).

Certification Committee reported following ANSI assessor evaluation of ASHRAE's "Year 2 Annual Surveillance" application, ASHRAE's Certification program received one (1) non-conforming report citation, which the Certification Committee is addressing, positioning ASHRAE for another year of continued accreditation under the ISO/IEC 17024:2012 accreditation standard.

Certification Committee received 406 applications from the 2021 recertification class, attaining a record 79% recertification rate across all seven programs, exceeding the previous ASHRAE best of 76%.

In support of PEC MBO #3, the Certification Committee has initiated an update to the job task analysis (JTA) for the High-Performing Building Design Professional (HBDP) certification, scheduled to begin July 1, 2022. The JTA will identify any changes in the HBDP job, including those related to ensuring occupant health, building decarbonization and building resiliency. Any such changes to the high-performance building design job will be incorporated into the HBDP certification.

Certification Committee reported since the launch in April 2022, the *Certification Study Guide: Building Energy Modeling Professional* (BEMP) (Member Price \$56) has sold over 120 copies. Featuring a 100-question BEMP practice exam, it is a must-have guide to study of ASHRAE energy modeling resources and key exam job tasks.

Certification Committee reported the *Certification Study Guide: Building Commissioning Professional* (BCxP) will be available for sale in August 2022. Featuring a 100-question BCxP practice exam, it will be a must-have guide to study of ASHRAE building commissioning resources and key exam job tasks.

Certification Committee reported a new Rule of the Board (1.201.025.5) recognizes ASHRAE certification designations as certification marks and ensures that ASHRAE certification acronyms shall be listed after certificant names in ASHRAE print and electronic media which also cite professional designations.

Certification Committee reported a Developing Economies Member Certification application fee structure has been implemented.

Certification Committee reported approved slate of nominees and alternates for seven Exam Subcommittees for the 2022-25 term.

Certification Committee 2021-2022 MBOs are included as [Attachment A of the Certification Committee Report](#).

Training & Education Committee (TEC) submitted a report to the Professional Subcommittee [Attachment X](#).

TEC reported the Introduction to Decarbonization short course took place at the Toronto Conference on Saturday. It drew a higher number of registrants (to date) than the other course offerings.

TEC reported two additional decarbonization courses are being refined for later presentation, potentially upcoming online courses.

TEC reported eight ALI courses are scheduled with the ASHRAE 2022 Annual Conference. The combined registration total to date is 73, much lower than expected.

TEC reported eLearning is partnering with the ESCO Group to expand eLearning into the higher-education market.

TEC reported 3,199 individuals chose the eLearning benefit July-May 2022.

TEC 2021-2022 MBOs are included as [Attachment A of the TEC Report](#).

12.3 Fiscal

Mr. Brandt gave the Fiscal Subcommittee Report. [\(Attachment X\)](#)

It was moved and seconded:

(2) That ASHRAE partner with IEEE by signing onto the Collaboration Agreement for the Development of the Engineering and Technology History Network Website.

Background: See IEEE Collaboration Agreement document ([Attachment A of the Fiscal Subcommittee Report](#)). It is strongly recommended that this agreement remain as is, as it has already been vetted and agreed upon by all ten (10) current members of the Collaboration.

Fiscal Impact: \$3000 annual partnership dues. ASHRAE Staff time will be very minimal, as the partnership includes the use of IEEE History Center staff resources, as well as use of ASHRAE membership volunteers to assist with selecting articles to submit and materials to be digitized.

(Historical Committee approved 4-0-0 CV) (Products Subcommittee approved 5-0-0 CNV) (Fiscal Subcommittee approved 7-0-0, CNV)

Ms. Cramm asked that there be legal review of the contract and that Historical Committee develop a plan to choose material to digitize. Mr. Brandt comments that all ASHRAE contract receive legal review.

MOTION (2) Approved 10-0-0, CNV

Mr. Owen reviewed the Journal Advertising report is [Attachment B of the Fiscal Subcommittee Report](#).

Mr. Alfonso asked that ASHRAE explore new digital web services for all ASHRAE publications. Mr. Owen stated that he agrees that the Publishing Department should continue to explore new formats for publication products and asked that any suggestions for vendors be sent directly to him.

12.4 Planning

Mr. Macauley gave the subcommittee report. ([Attachment X](#))

It was moved and seconded:

(3) That PEC approve the following addition to the Handbook Committee (HBC) Manual of Procedures (MOP):

3.3.2(g) The liaison sends the final TC-approved draft, completed checklist, and supporting materials to the Editor. [The Chapter Approval Checklist must be submitted for both Chapters with revisions and those with no changes.](#)

Background: This addition to the MOP ensures that the relevant Technical Committee (TCs) understand that they are required to submit the Chapter Approval Checklist regardless of edits or revision status. This will improve the accuracy of the Volumes and aid in staff efficiency.

(*HBC Approved 13-0-0-CNV*) (*Products Subcommittee Approved 5-0-0 CNV*)

Fiscal impact: None

MOTION (3) Approved 10-0-0, CNV

It was moved and seconded:

(4) That PEC **not approve the following referred Motion from Region VII Fall 2021 CRC, Memphis Chapter – Motion 6A (11/4/2021):**

“That Regional Historians be added to the Society Historical Committee as full voting members with all rights, and privileges, and responsibilities pertaining thereto.”

Background: Currently, the Regional Historians are allowed and encouraged to attend the Historical Committee meetings as guests. They, in effect, have a voice but no vote. There is a vast divide between the work and objectives of the Historical Committee and the expectations of the Regional and Chapter Historians, to the point that replies to Regional and Chapter inquiries of the Historical Committee are delayed or go completely unanswered.

Further, this disconnect between the Historical Committee and the grassroots (e.g., Regions and Chapters) is made publicly obvious by the resources on the Society Historical Committee’s webpage being so old and out of date. In at least one case, the PowerPoint presentation is so outdated as to have the previous ASHRAE logo from nearly a decade ago still on it. Grassroots representation by, and voting authority of, Regional Historians would keep the Historical Committee much more in tune and in contact with the Grassroots and would likely result in a better historical archive and more participation in the Gold Ribbon and Lou Flagg awards programs. This would in turn incentivize Chapters to appoint active Chapter Historians.

Fiscal Impact: \$15,000.00 per year (15 Historians x 2 Conferences/yr. x \$500 Avg. Airfare)

Historical Committee Response: PEC referred this motion to Historical Committee. At the January 2022 meeting of the committee in Las Vegas, the Historical Committee decided to appoint an Ad Hoc committee to investigate the consequences of approving the motion. Concerns included Regional Historian term limits and the lack of Regional Historian attendance in the past and the effect that might have on Historical Committee achieving quorum at meeting.

The Ad Hoc Committee report to Historical Committee in Toronto and members discussed the motion. Historical Committee appreciates the concerns of Regional Historians but does not recommend approving this motion citing:

- the fiscal impact to ASHRAE of additional member travel expenses,
- a history of Regional Historians not participating in Historical Committee meetings effecting the committee meeting quorum requirements
- and differences between term lengths and how members are appointed to Society and Regional positions.

In-coming Chair, Niss Feiner, will focus on communication with the 2022-2023 Historical Committee MBOs and committee efforts. The committee plans to reinstitute the Historians Newsletter on a quarterly basis to send directly Regional and Chapter Historians.

Mr. Feiner and the committee will also focus on addressing the root concerns raised by the motion by working directly with the Regional Historians to correct their concerns and improve communications between the Historical Committee and the Regional Historians.

MOTION (4) WITHDRAWN

It was moved and seconded:

(5) **That Regional Historians be added to the Society Historical Committee as full voting members with all rights, and privileges, and responsibilities pertaining thereto.**

PEC members discussed and agreed with Historical Committee that the motion should fail and assigned an action item to staff to send a referral response to Members Council. **(ACTION ITEM 2)**

There was some concern that this would not be communicated back to the Memphis Chapter. Mr. Gray stated as DRC chair for that region he would communicate to the region PEC's response. Mr. Feiner also sent a message to Mr. Gatlin, a member of Region VII, of Historical Committee's response. **(Attachment X)**

MOTION (5) Failed 0-0-10, CNV

13. Items Referred by PEC to Other Groups

Mr. Owen reviewed with council members a referred motion from Manitoba Chapter CRC Motion 12 at this meeting Toronto. Mr. Owen drafted a response to the referral.

After council discussion, it was decided council would take a vote to approve and communicate Mr. Owen's referral response.

It was moved and seconded:

Manitoba Chapter - CRC Motion 12

(6) **That ASHRAE impose a modest increase on annual membership fees to offset the cost of reducing or eliminating the cost for ASHRAE Members to access the ASHRAE Handbook Online (i.e., make access to the online Handbooks a no- or low-cost benefit of Society membership).**

Background: The Join ASHRAE website has a benefit selection portal from which applicants have the "Choice of one of the following: Upcoming edition of the ASHRAE Handbook (PDF), One ASHRAE Standard (PDF), or One eLearning Course." New Members and Associate Members also receive a 12-month complimentary subscription to the Handbook Online, which includes access to the most recent 4 volumes of the Handbook. For persons renewing their membership, the ASHRAE Handbook Online is only available at additional cost ("Subscribe to ASHRAE Handbook Online and get instant access to the latest edition of all four volumes for \$315/year (\$230/year for ASHRAE members). Students \$54"). We believe that previously, the ASHRAE Handbook Online was on the "Select One Benefit" list for renewing members.

Getting ASHRAE Handbooks has long been a primary reason for many people to join ASHRAE, and the ASHRAE Handbook Online is the most useful handbook format in the current/connected work environment. However, the cost of an annual subscription for members as opposed to non-members seems excessive. As a comparison, NFPA offers online access to a number of their codes for \$120/year (individual plan) or \$485/year (team plan – up to 10 users).

Considering the ASHRAE Handbook Online in isolation, increasing member fees slightly and making the ASHRAE Handbook Online “free” to members could have a neutral to positive fiscal impact for ASHRAE relative to the status quo, in part by spreading the costs over a broader number of members and in part by making membership attractive to a greater number of industry members. A request for information regarding the number of annual subscriptions of the ASHRAE Handbook Online sold went unanswered. Without knowing this number, we are unable to suggest what we believe to be an appropriate increase in membership fees to offset the loss in subscription fees.

The need to print the hardcover or pdf versions would not be eliminated because some members will need them as a historical record showing the evolution of the state of the art and/or industry practice.

It is proposed that Life Members and any others for whom membership fees are waived would be charged a subscription fee for access to the ASHRAE Handbook Online.

Fiscal Impact: To be determined.

Staff response (from Mark Owen, Publishing and Education Director):

Pub Ed Council does not establish member benefit options, but we can provide information regarding the history of Handbook Online and the fiscal impact of the motion.

Access to Handbook Online has never been a regular member benefit option, though a free one-year subscription is given to all first-year members. For other than first-year members, it has been a purchase option only at membership renewal, originally for \$33/year and now for \$49/year. The opportunity to subscribe at this very deep discount was tied to membership renewal to encourage those renewals.

(Note that this past year, because of the missed updates to the 2021 Fundamentals Handbook, all members were given free access to Handbook Online; this will end July 1, 2022.)

Providing Handbook Online as a free benefit to all or some grades of members has a direct development and hosting cost of \$25k to \$30k each year and approximately \$60k/year in lost revenue from member subscriptions. For the motion, these impacts would be divided among the number of dues-paying members. At end May there were 33,230 members paying the full \$230 dues. To recover the estimated \$85k to \$90k total cost/loss would require a \$2.56 to \$2.70 increase in dues for those members (above any planned increases). The increase would be less if spread among more member grades.

NOTE: No request of which I am aware for number of subscribers came to me or my office. Historically, of the total approximately 15,000 subscribers, about 98% are members, but nonmembers provide about 40-48% of the revenue.

MOTION (6) Approved 10-0-0, CNV

An action item was assigned to staff to send PEC's response to Manitoba Chapter - CRC Motion 12 to Members Council. **(ACTION ITEM 3)**

14. Items Referred from Other Groups to PEC

None.

15. Old Business

None.

16. New Business

President Mick Schwedler stopped into the PEC meeting to thank members for their continued support of ASHRAE and all their contributions over the last year.

Mr. Brandt also thanked PEC members for the involvement this year and acknowledged members rolling of the council.

Mr. Macauley gave certificates of appreciation to standing committee chairs and thanked them for the last year as well.

Mr. Macauley informed council members that he would be sending out his subcommittee assignments and 2022-2023 PEC MBOs in the next few weeks.

17. Adjourn

Mr. Brandt adjourned the meeting at 10:24 am.