Centralized Training Student Activities

Introduction and Overview
Kellie Huff, Phoenix, AZ
Student Activities Chair
Code Of Ethics

- 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.

Diversity Commitment

- ASHRAE is committed to providing a welcoming environment. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We proactively pursue and celebrate diverse and inclusive communities understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and for the communities our Society serves. We respect and welcome all people regardless of age, gender, ethnicity, physical appearance, thought styles, religion, nationality, socio-economic status, belief systems, sexual orientation or education.
Today's Agenda

- Introductions
- Overview
- K-12
- Post-High
- Grants
- Design Competition
- Student Branches
- Running Reports
- PAOE
- Awards
- Best Practices/Important Dates
- Resources
- Wrap Up
Welcome and Introductions

First, some virtual housekeeping items:
• This is being recorded
• Everyone will be muted
• Interactive!

Now, let’s get to know each other!

www.menti.com
3629 9418
Introduction

Kellie Huff  
Chair,  
Student Activities Committee  
kellie@region.org

Shaun Nienhueser  
Vice Chair,  
Student Activities Committee  
shaun.nienhueser@hdrinc.com
Regional Vice Chair

REGION I
Ashley Keller
K-12 Sub Committee Chair

REGION IV
Natalie MacDonald
Post High

REGION II
Elizabeth Primeau
Post High Sub Committee Chair

REGION V
Bob Snow
Design Comp Sub Committee Chair

REGION III
Andy Hobson
Post High

REGION VI
Kevin Summers
Grants Sub Committee Chair
Regional Vice Chair

REGION XIII
FJ Wang
Design Comp Sub Committee

REGION XIV
Alkis Triantafyllopoulos
Design Comp Sub Committee

REGION RAL
Yash Shukla
Grants Sub Committee
<table>
<thead>
<tr>
<th>Chapter</th>
<th>Number</th>
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<tbody>
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<td>Mississippi</td>
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<td>Philadelphia</td>
<td></td>
<td>Ottawa Valley</td>
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<td>IV</td>
<td></td>
<td>Memphis!</td>
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<td>Virginia</td>
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<td>Hawai‘i</td>
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<td>Manitoba</td>
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<tr>
<td>Triangle</td>
<td>Alamo Chapter!</td>
<td>Illinois</td>
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<tr>
<td>Central Arizona</td>
<td>VI</td>
<td>SoCal</td>
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<tr>
<td>Boston</td>
<td>Hamilton Ontario</td>
<td>Tucson Chapter</td>
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</tbody>
</table>
What is your home Chapter?

- Vancouver Island
- Austin, TX
- Caricom
- Long Island
- ASHRAE Triangle (Raleigh Durham)
- Halifax
- Chicagoooo
- Minnesota
- Salt Lake City
What is your home Chapter? 118 Answers

St. Louis!  
Region XI, Chapter 145  
Regina, Sk.

Socal chapter California  
Utah  
Central Iowa

KANSAS CITY!  
Nebraska  
Illinois
What is your home Chapter?

118 Answers

- Niagara Frontier
- Bahrain
- Vancouver Island VI
- Southern Piedmont Region 4
- Louisville
- Jordan Chapter - RAL
- Region XI, Chapter 145, Vancouver Island (VI)
- Toronto
- Baton Rouge
What is your home Chapter?

118 Answers

South Texas Chapter
Arlington, VA
X

Pikes Peak
Twin Tiers chapter (upstate NY)
XI

Alaska Chapter - 144
Hellenic Chapter - Region XIV
Region 1
<table>
<thead>
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<th>Chapter</th>
<th>Region</th>
<th>Answer</th>
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<td>Region 2</td>
<td>XI</td>
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<td>XI</td>
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<td>XII</td>
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<td>Chapter 118 Answers</td>
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<td>Region I</td>
<td>VI</td>
<td>IX</td>
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<tr>
<td>region vi</td>
<td>XI</td>
<td>XI</td>
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What is your home Chapter? 118 Answers

XI

iii

XI

XI

XI

XI

XI

XI

XI
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<tr>
<th>Answer</th>
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<td>XI</td>
<td>XI</td>
<td>XI</td>
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<tr>
<td>No</td>
<td>YES</td>
<td>No</td>
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<tr>
<td>What is your home Chapter?</td>
<td>118 Answers</td>
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<tr>
<td>---------------------------</td>
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<td></td>
</tr>
<tr>
<td>No</td>
<td>No,</td>
<td>Giving out scholarships</td>
</tr>
<tr>
<td>Outreach</td>
<td>GIVING BACK</td>
<td>Get inspiration from other chapters</td>
</tr>
<tr>
<td>Student branch support</td>
<td>Garden and preserve food</td>
<td>Watch horror movies</td>
</tr>
</tbody>
</table>
What is your home Chapter?

118 Answers

get kids interested in STEM careers early (especially girls)
What is your region?

region x
region xii
region vi
nine
1
ral
11
x
x on top
vii
v
ix
three
five
6
indiana
iv
xii
eight
seven
three
six
ii

Mentimeter
Is this your first year as SA Chair?

- Yes: 19
- No: 22
- I'm just here for the beer: 12
Reason you’re involved with Student Activities
<table>
<thead>
<tr>
<th>What do I do?</th>
<th>How to do it all!</th>
<th>Better define my role</th>
</tr>
</thead>
<tbody>
<tr>
<td>getting more engagement</td>
<td>Resources</td>
<td>K-12 ideas</td>
</tr>
<tr>
<td>see if I can keep it going</td>
<td>Learning how student grants work</td>
<td>Engagement</td>
</tr>
<tr>
<td>Resources</td>
<td>How to replace me</td>
<td>How to grow student membership?</td>
</tr>
<tr>
<td>-----------------</td>
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<td>----------------------------------</td>
</tr>
<tr>
<td>Ideas</td>
<td>steal ideas</td>
<td>For serving better</td>
</tr>
<tr>
<td>Learn more about the role and how to do it well!</td>
<td>More ideas</td>
<td>Resources</td>
</tr>
<tr>
<td>Start student branch</td>
<td>Recruiting</td>
<td>How to handle student needs better</td>
</tr>
<tr>
<td>--------------------------------------</td>
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<td>-------------------------------------</td>
</tr>
<tr>
<td>Grants and Scholarships</td>
<td>How to gain engagement from students</td>
<td>Improving SBs</td>
</tr>
<tr>
<td>Growth</td>
<td>how to involve local colleges/universities that do not have a chapter</td>
<td>Play sports</td>
</tr>
<tr>
<td>Activity</td>
<td></td>
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<td>-----------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disc golf</td>
<td></td>
<td></td>
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<tr>
<td>Hiking and cooking</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Play chess</td>
<td></td>
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<tr>
<td>Restaurants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paddleboard fishing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fishing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hang with friends</td>
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</tbody>
</table>
### What you like to do in your free time

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<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Hockey</td>
<td>Beer</td>
<td>Run</td>
</tr>
<tr>
<td>Ski</td>
<td>Golf</td>
<td>Hike</td>
</tr>
<tr>
<td>rock climb</td>
<td>Concerts!!!</td>
<td>Dogs</td>
</tr>
</tbody>
</table>
What you like to do in your free time

- Boat, camp, golf
- Outdoor with family
- PLANTS
- baking
- sleep
- what free time?
- Soccer
- Sports pickle ball
- Crossfit
<table>
<thead>
<tr>
<th>Activity</th>
<th>Activity</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eat</td>
<td>Rock climb</td>
<td>Golf</td>
</tr>
<tr>
<td>coaching</td>
<td>Improv</td>
<td>Bike</td>
</tr>
<tr>
<td>Fish and hunt</td>
<td>Volunteer, bike ride</td>
<td>what free time?</td>
</tr>
<tr>
<td>Walking</td>
<td>Disc Golf, mountain bike</td>
<td>Work on cars</td>
</tr>
<tr>
<td>-----------------------------</td>
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<td>--------------------------</td>
</tr>
<tr>
<td>Game, board or video</td>
<td>Hang with Friends</td>
<td>Tennis</td>
</tr>
<tr>
<td>Paddle Board</td>
<td>Exercise</td>
<td>Family and friends</td>
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<tr>
<td>Activity</td>
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<tr>
<td>play chess</td>
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<tr>
<td>Fishing</td>
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<tr>
<td>Sail</td>
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<tr>
<td>Hockey and Tennis</td>
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<tr>
<td>Paddleboard Fishing</td>
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</tbody>
</table>
Purpose of Student Activities

Objectives

• Encourage K-12 students, to pursue studies relating to STEM (Science, Technology, Engineering, and Math), with a focus on encouraging girls in STEM

• Encourage Post-High students to consider HVAC&R and related fields of study

• Encourage Graduates to continue their involvement with ASHRAE
Purpose of Student Activities

Methods of Connecting With Students
- K-12/STEM Outreach
- Scholarships
- Grants
- Design Competition
- Job Opportunities/Networking
- Smart Start Program
TRIVIA TIME!

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What is the purpose of K-12 Outreach?

- Promote the need for more STEM education: 20
- Advance the awareness of STEM: 21
- Get kids interested in STEM careers early (especially girls): 52
What is the name of ASHRAE's first children's book?

- Lucy the Engineer
  - 0 votes
- Adventures in Engineering
  - 1 vote
- Lucy's Engineering Adventure
  - 51 votes

The correct answer is Lucy's Engineering Adventure.
Select all the positions required to participate in a K-12/STEM activity to receive the leadership award.

- President: Yes
- President Elect: Yes
- Treasurer: Yes
- Secretary: Yes
- SA Chair/STEM Champion: Yes
- Past President: No
- MP Chair: No
K-12 Review

- K-12 students are often unaware of what STEM careers (particularly Engineering) are all about
- Use of STEM Kits
- K-12/STEM Activities
  - Classroom Visit
  - Take a Child to Work Day
  - Science Fair Judging
  - DiscoverE (Engineers Week)
  - Facility Tours
- High School Design Competition
K-12/STEM Leadership

Required Chapter Participants:
• President
• President Elect
• Vice President (if applicable)
• Treasurer
• Secretary
• Student Activities Chair or K-12/STEM Champion

Submission Deadline: June 30
K-12/STEM Leadership

Resources:

- Basecamp: Letter to Teachers
- Basecamp: Fundamental Structures Kit
- ashrae.org/students
  - Exothermic / Endothermic Kit
  - Pressure Drop Kit
  - Sling Psychrometer Kit
  - LEGO Write-up
  - Classroom Materials (pencils, posters, rulers, etc.)
  - Aquarium Video
K-12 Breakout Session

Topic:
Brainstorm Outreach ideas for K-12/STEM Leadership Award
Outreach Ideas

31 Answers

ACE Mentors
Partner with other organizations - stem scouts, engineers of America etc
Science fair judging

Lucy's Adventure book donation to public school systems
Engineering fairs
STEM Fairs

Career fair
Angela - Tag Team with other organizations
do student tours
<table>
<thead>
<tr>
<th>Outreach Ideas</th>
<th>31 Answers</th>
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</thead>
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<tr>
<td>Science fair judging</td>
<td>partnering with other organizations</td>
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<tr>
<td>coordinate with other local organizations</td>
<td>Lucy's Engineering Adventure!!</td>
</tr>
<tr>
<td>School mechanical tours</td>
<td>Book donations</td>
</tr>
<tr>
<td>Reading Lucy's adventure to classrooms</td>
<td>Utilize current relationships with facility directors to arrange tours of various facilities</td>
</tr>
<tr>
<td>Lego building challenge</td>
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</tbody>
</table>

**Mentimeter**
Outreach Ideas

Science museum

ASHRAE at STEAM Day at school

STEM Kits

Parent involvement and volunteering

Student engineering presentations for career opportunities

Middle school career days

Example equipment sizing for classroom G4

Promote inter student activities events and job internship hunting when going to school or returning to a different state or country

Partner with other stem organizations. Ie. TechGirlz, stemscouts,
<table>
<thead>
<tr>
<th>25</th>
<th>25$</th>
<th>all of the above</th>
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</thead>
<tbody>
<tr>
<td>Robotics</td>
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</table>
TRIVIA TIME!

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How much is a Student Membership?

- 7 Free
- 42 $25/year
- 1 $120/year
Who is eligible for the student membership?

- Community College Students: 48
- Technical College Students: 49
- 4-year University Undergraduate Program: 48
- Graduate Program: 46
- High School Students: 17

✓ Community College Students
✓ Technical College Students
✓ 4-year University Undergraduate Program
✓ Graduate Program
✗ High School Students
When collecting student's contact information, what is the most important for future contact?

- Alternate email (not school email)
- Zodiac Sign
How many Society scholarships are available this year?
How many student members are required to start a new student branch?
Post-High Review

Purpose of a Student Branch is to be “home base” for all post high opportunities:
• Design Competitions (More discussion later)
• FE Exam Preparation
• Grants (More discussion later)
• Internship / Job Opportunities
• Leadership Positions in the student branch
• Resume Boosting
• Scholarships
• Technical Knowledge
• Travel
• Networking with Chapters
Student Membership

Cost: only $25/year!

Who can be a Student Member?

- Anyone over the age of 18 who is enrolled in a:
  - Community College
  - Technical College
  - 4-year University Undergraduate Program
  - Graduate Program

- Currently, High School students are not eligible for Membership
Structure of a SB

- President
- Vice President
- Secretary / Treasurer
- Student Branch Advisor
- Student Activities Chapter Chair
- SA Regional Vice Chair (RVC)
- SA Staff Liaison
Establishing a SB

Requirements:
- 10 Student Members of ASHRAE
- Student Branch Advisor
- Officers
- Submit form
Reactivating a SB

- 5 Student Members of ASHRAE
- Student Branch Advisor
- Officers
- File Annual Report
- Send Email
Maintaining a SB

- Filing Annual Report
- Conduct Meetings
- Handle Finances
- Integrate with Chapter
  - K-12/STEM Activities
  - YEA Events
  - Chapter Meetings
Retention

- Maintain Contact Information
  - Alternate e-mail addresses
  - University and home (parent’s) mailing addresses
  - Cell phone
- Organize Student events with local Chapter
- Industry connection is critical to instilling a higher value and level of connection to ASHRAE
- Work with Branch Advisors
SmartStart Program

- 3-year program that allows Student Members to transfer to Associate Members at significantly reduced rates.
- Pricing: $25, $90, $120 (3-year savings of over $500)
- Voting rights
- Ability to serve as Committee Chair / BOG
- Free Handbooks
53 Society Scholarships Available for 2023-2024!!

- Undergraduate Engineering Scholarships (Annual Application Deadline: December 1)
- University-Specific Scholarships (Annual Application Deadline: December 1)
- ASHRAE Society Chapter Scholarships (Annual Application Deadline: December 1)
- Regional Scholarships (Annual Application Deadline: December 1)
- Engineering Technology Scholarships (Annual Application Deadline: December 1)
- High School Senior Scholarships (Annual Application Deadline: May 1st)
- Freshman Engineering Scholarship (Annual Application Deadline: May 1st)

www.ashrae.org/scholarships

Depending on your chapter and region, there may be more scholarships offered
2024 ASHRAE WINTER CONFERENCE
JANUARY 20-24, 2024
CHICAGO, ILLINOIS

AHR Expo
JANUARY 22-24, 2024
McCormick Place Convention Center
Post High Breakout Session

**Topic:**
Brainstorm events and opportunities to help student branches

**Topic:**
Share ideas on how to build student branch membership

**Topic:**
Scholarships
TRIVIA TIME!

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Which one is true?

- Grants provide funding for projects
  - 1 out of 40

- Grants provide funding for students tuition
  - 12 out of 29

- Grants provide funding for student housing
  - 3 out of 38
Who is responsible for applying?

- Chapter Chair: 1
- SB President: 7
- Faculty Member: 33
What is the maximum funding amount?

- $1,000: 1 (x)
- $5,000: 37 (✓)
- $10,000: 4 (x)
Grants Review

What is the Undergraduate Program Equipment Grant?

• The ASHRAE Undergraduate Program Equipment Grant Program provides grants to engineering, technical and architectural schools worldwide with the goal of increasing student knowledge, learning and awareness of the HVAC&R industry through the design and construction of senior projects.

• Grants up to $5,000 are to be used to fund equipment and supplies for projects at Universities and 2-year technical schools that focus on ASHRAE-related topics.

• Full directions and requirements can be found at https://ashrae.org/studentzone/scholarshipsandgrants
Grants Review

Who can apply for the Grant?

- Grant application must be submitted by the faculty member(s) responsible for the project

What is funded by the Grant?

- Funds used to fund equipment and supplies for senior project or 2 year technical school projects
- Computer hardware not funded (special software is covered)
- University overhead and faculty or student salaries will not be funded.
Grants Review

• **What Dates do I need to know of for Grants?**
  
  – Applicants will receive notification by March 2\(^{nd}\)
  
  – An unaccepted project proposal may be revised and re-submitted the following year.
  
  – Funds for successful Grant applications are available after August 1\(^{st}\).
Grants Review

How can SA Chairs help promote the Grants?

• Email blast to schools in the area with student branches (faculty)
• Reach out to schools with applicable programs
• (Seek out schools and faculty who should be applying)
• Grant recipients to do poster sessions or “table top” at Chapter Meeting
Grants Breakout Session

**Topic:**
Discuss the grants program, review the criteria, and discuss any questions about promoting this to your student branches.
Design Competition

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What are the three categories for this year's Design Competition?

- HVAC Design Calculations
- HVAC System Selection
- Setty Family Foundation Net Zero Energy Design

- HVAC Pipe and Duct Layout
If a school has very limited exposure to HVAC, which category should they pick?

- HVAC Design Calculations
- HVAC System Selection
- Setty Family Foundation Net Zero Energy Design
Which category can graduate students join?

- HVAC Design Calculations: 3
- HVAC System Selection: 1
- Setty Family Foundation Net Zero Energy Design: 36

(3)  (1)  (36)
How long is the cycle for the design competition? (Start to finish)

- 1 year: 11
- 18 months: 27
- 2 years: 0

- ✗ 1 year
- ✓ 18 months
- ✗ 2 years
If there are more than one submission per chapter, who is responsible for judging?
Design Competition Review

- 3 major categories of the Design Competition
  - HVAC Design Calculations
    - Intended for schools with a limited exposure to HVAC and/or technology schools with limited engineering exposure
  - HVAC System Selection
    - Intended for schools with a deeper exposure to HVAC
  - Setty Family Foundation Net Zero Energy Design
    - Intended for schools with a deep exposure to integrated building design and high performance buildings
- Applied Engineering Challenge
  - Focused on the design of a new or modified system using components from an existing HVAC unit that is at the end of its useful life to create an energy efficiency retrofits or recycled product.
Design Competition Review

• Each category has 1st, 2nd, 3rd & “Rising Star” awards

• Students from all over the world can participate including technology and architectural schools. They do not have to be ASHRAE Student Branches

• Its purpose is to promote ASHRAE (and the HVACR industry) to as wide a spectrum of students as possible

• ASHRAE recommends that the project groups consist of at least two members from an undergraduate engineering or architecture curriculum for the HVAC Design Calculations or HVAC System Selection and at least three members (architecture or construction, mechanical and electrical) for the Net Zero competition. Team members can be from multiple colleges. All team members must be enrolled during the semester/term in which they contribute to the design.
The Process

- Teams need to register with ASHRAE
  - Due Dates (timeline):
  - Teams must submit by May 4th, 2023
  - Local chapters must judge first level by May 18th, 2024 – **THIS IS YOU!**
  - Region judging is done by SAC RVC – completed by June 8
  - Society judging is completed by June 24
  - Winners are announced Monday, August 1st, 2024
Topic:
Discuss the different challenge requirements and questions you may have. Brainstorm ideas to promote to and support students.
Running Chapter Reports

Student Activities Chairs (along with Membership Promotion Chairs and Chapter Presidents) have access to reports to run Student Member data.

Why is this important?
- Know what Students are in your Chapter
- Find out which Students are approaching expiration (so you can encourage renewal)
- Find out which Students are graduating (so you can promote Smart Start)
- Obtain Student Member contact info
Running Chapter Reports

Things to remember:

• The reports include the personal data for Members and should be kept in a secure place.
• The reports should not be posted in a place accessible to the general public.
• The data should only be used for ASHRAE purposes.
• The data provided is what was provided by the Member.
The Presidential Award of Excellence (PAOE) sets goals for the Society in the key areas of membership, meeting attendance, education, research promotion, and energy management (technical support to public agencies). Meeting these objectives is essential if ASHRAE is to fulfill its commitment to serve its Members.
PAOE

- Goals established annually by the incoming Society President
- Reporting is done online in the ‘Secure Chapter Volunteer Activity’ section
- Collection of tasks with associated point values
- Means of recognition for the work you do
- Quality improvement tool – measure progress
- Minimum score is 500 points
- PAR is 800 points
<table>
<thead>
<tr>
<th>MINIMUM: 500 POINTS</th>
<th>PAR: 800 POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Presidential Initiatives:</strong></td>
<td></td>
</tr>
<tr>
<td>SA1 10 points; (500 points maximum)</td>
<td>For each student attending a Chapter Program or Technical Tour where the topic aligns with the current Presidential Theme and Focus</td>
</tr>
<tr>
<td>SA2 100 points; (500 points maximum)</td>
<td>For each Chapter Program presented by a student member at a Chapter Meeting based on alignment with the current Presidential Theme and Focus</td>
</tr>
<tr>
<td>SA3 25 bonus points</td>
<td>If a K-12 activity is promoting diversity, equity, and inclusion in engineering</td>
</tr>
<tr>
<td>SA4 25 bonus points</td>
<td>If a post high activity is promoting diversity, equity, and inclusion in engineering</td>
</tr>
<tr>
<td><strong>K-12/STEM Activities:</strong></td>
<td></td>
</tr>
<tr>
<td>SA5 50 points; (add any bonus points)</td>
<td>For each K-12/STEM Activity. Then, add any bonus points</td>
</tr>
<tr>
<td>SA5.1 25 bonus points</td>
<td>If the activity is held jointly with another organization (i.e. Boy Scouts, Girl Scouts, NAWIC, AIA, ACE Mentorship, etc.)</td>
</tr>
<tr>
<td>SA5.2 25 bonus points</td>
<td>For each National Engineers’ Week activity or equivalent non US activity</td>
</tr>
<tr>
<td>SA5.3 10 bonus points; (100 points maximum)</td>
<td>If a K 12/STEM activity uses ASHRAE Resources such as the STEM Kits or the ASHRAE Children’s book</td>
</tr>
<tr>
<td>SA5.4 90 points; (300 points maximum)</td>
<td>For each ASHRAE 3D Highschool Modeling Competition entered</td>
</tr>
<tr>
<td><strong>Post-High Activities:</strong></td>
<td></td>
</tr>
<tr>
<td>SA6.1 50 points; (50 points maximum)</td>
<td>If net student membership as of April 1 for the chapter exceeds that of previous year</td>
</tr>
<tr>
<td>SA6.2 10 points; (500 points)</td>
<td>For each current student member that renews their ASHRAE student membership</td>
</tr>
<tr>
<td>SA6.3 50 points; (no maximum)</td>
<td>For each student member that transfers from student member to Associate member via SmartStart</td>
</tr>
<tr>
<td>SA6.4 50 points; (50 points maximum)</td>
<td>For tracking student members permanent contact information (cell phone, personal email, LinkedIn, etc.)</td>
</tr>
<tr>
<td><strong>STUDENT MEMBERSHIP:</strong></td>
<td></td>
</tr>
<tr>
<td>SA6.5 50 points; (300 points maximum)</td>
<td>For each ASHRAE Student Design Competition, bEq, AEC or Student Paper entered</td>
</tr>
<tr>
<td>SA6.6 90 points; (no maximum)</td>
<td>For each National Engineers’ Week activity or equivalent non US activity</td>
</tr>
<tr>
<td>SA6.7 25 points; (25 points maximum)</td>
<td>For promoting Society or Regional level scholarships to Student Branch Advisors and/or students through e-mail-social media or in person</td>
</tr>
<tr>
<td>SA6.8 50 points; (150 points maximum)</td>
<td>For each student that submits an application for a Society level scholarship</td>
</tr>
<tr>
<td>SA6.9 25 points; (no maximum)</td>
<td>For each student member attending the Winter Conference Student Program</td>
</tr>
<tr>
<td>SA6.10 10 points; (100 points maximum)</td>
<td>For each student member that attends a local chapter meeting</td>
</tr>
<tr>
<td>SA6.11 5 points; (50 points maximum)</td>
<td>For each student member that attends a regional ASHRAE meeting or CRC</td>
</tr>
<tr>
<td>SA6.12 100 points; (no maximum)</td>
<td>For establishing a new student branch or reactivating an inactive student branch</td>
</tr>
<tr>
<td><strong>GENERAL STUDENT ACTIVITIES:</strong></td>
<td></td>
</tr>
<tr>
<td>SA6.13 25 points; (200 points maximum)</td>
<td>For each post high school activity in which one or more chapter member participates, excluding Student Branch Advisor participation</td>
</tr>
<tr>
<td>SA6.14 20 points; (40 points maximum)</td>
<td>For each meeting between a chapter member and a faculty of engineering college or tech school for the purpose of establishing a student branch</td>
</tr>
<tr>
<td>SA6.15 25 points; (50 points maximum)</td>
<td>For each chapter activity with student branch (e.g. Student Night meetings, technical programs, technical tours)</td>
</tr>
<tr>
<td>SA6.16 25 points; (25 points maximum)</td>
<td>For any chapter member mentoring a team (e.g. ASHRAE Grant or Design Competition) excluding Student Branch Advisors.</td>
</tr>
</tbody>
</table>
Society SA Awards

**Student Activities Achievement Award**
- Due December 31
- Presented at Plenary of the Annual Conference.

**Student Branch Advisor of the Year**
- Due May 31
- Presented at Plenary of the Winter Conference

**Youth Outreach Award**
- Due December 31
- Presented at Region X CRC

**K-12/STEM Leadership Award**
- Due June 30
- Presented at Region X CRC
Region SA Awards

**Student Branch of the Year**
- Due June 30
- Presented at Region X CRC

**Student Member of the Year**
- Due June 30
- Presented at Region X CRC

**Best Student Activities Chair**
- Presented at Region X CRC

**K-12/STEM Champion**
- Presented at Region X CRC
Society Awards

EK Campbell Award
- Outstanding service in teaching
- Due Mid December
- Plaque and $10,000 honorarium

Homer Adams Award
- Current or former graduate student engaged in a research project within the past two years
- $5,000 and a certificate
Topic:
Discuss and deep dive the reports and PAOE points
June
July

1. **Attend Centralized Training** in conjunction with the Society Annual Summer Conference in June.
2. Recruit help. Enlist YEA and other chapter members as speakers for student meetings and to mentor students during design competition.
3. Create list of current Student Branches and identify Student Branch Advisors (SBAs).
4. Contact SBAs to introduce yourself and schedule a meeting for August/September.
5. Create list of potential Student Branches.

Aug.
Sept.

1. **Conduct planning session** with Student Activities Regional Vice Chair, (SA-RVC).
2. **Attend Chapters Regional Conference** (CRC) (Fall CRC Regions).
3. Develop MBO with Chapter President and K-12/STEM Champion and submit to SA-RVC.
4. Coordinate with your CTTC / Programs Chapter Chair to schedule one Student Activities themed Chapter Meeting with students.
5. Meet with SBAs to discuss plan for the year. If possible, meet with SB student leadership.
6. Plan dates to attend student branch meetings.
   a. Arrange a tour of mechanical systems in interesting building on or near campus.
   b. Determine interest in a shadow program with local employers.
   c. Discuss: Society & Chapter scholarships, Design Competitions, Chapter Programs - Student Nights, K-12 Interaction, Student Branch Status Report, SmartStart Membership Program, & Student Program at Society Winter Conference.
Best Practices Guide – Post High

**Oct. Nov.**
1. Advertise & remind: Society and local scholarships.
2. Advertise & Remind: Society Undergraduate Grants - Due December 1st.
3. Advertise & Remind: Society Undergraduate Scholarships - Due December 1st.
4. Visit campuses to help SBAs recruit students emphasizing opportunities in our industry.
5. Help students **fundraise for travel to Society Winter Conference**.
   a. Request chapter and regional funds if available.
   b. **BOOK HOTELS EARLY!!!** You can always cancel them.

**Dec. Jan.**
1. Society Undergraduate Scholarships - check student zone for due dates.
2. Form a chapter scholarship review committee. If such a committee exists, recruit new members if necessary.
3. Remind SBAs and students of chapter, regional, and society scholarship deadlines.
4. **Bring students to Student Program** at Society Winter Conference.

**Feb. March**
1. Conduct joint E-Week activity (K-12) with Student Branch.
2. Recruit SA Chair replacement if you don’t plan to continue in your role as SA Chair.
3. **Award Chapter Scholarships**.

**April May**
1. **Attend CRC** (Spring CRC Regions).
2. Conduct Exit Interviews with Student Branch leaders.
4. Nominate SBA of the Year (due in June).
Best Practices Guide – K-12

**June July**

1. **Attend Centralized Training** in conjunction with the Society Annual Summer Conference in June.
2. **Recruit Help. Enlist K-12/STEM Champion.** In smaller chapters, this may be the same person as the SA Chapter Chair. Chapter members, members with children, and retired members are great resources.

**Aug. Sept.**

1. **Conduct planning session** with Student Activities Regional Vice Chair, (SA-RVC).
2. **Attend Chapters Regional Conference** (CRC) (Fall CRC Regions).
3. Develop MBO with Chapter President and K-12/STEM Champion and submit to SA-RVC.
4. Coordinate with your CTTC / Programs Chapter Chair to schedule one Student Activities themed Chapter Meeting with K-12/STEM activity example.
5. Check regulations for school volunteer requirements.
6. Call your community/ schools to schedule your K-12 visits.
   a. Teachers appreciate speakers and also will have contacts for other teachers.
   b. Local school districts: talk to a STEM or Sustainability coordinator.
   c. Scout Organizations: badge programs for STEM (e.g.: GS It’s Your Planet Love it Badge).
   d. Local after school programs: Boys and Girls Clubs, YMCA, etc.
   e. Established Programs need judges (e.g.: Math Counts, First Tech Challenge, & VEX).
Best Practices Guide – K-12

1. Call Schools and schedule K-12 visits.
2. Use ASHRAE website, home-schooling web sites, and teacher’s websites that will give you age and time appropriate ideas about connecting with your audience.
3. Demonstrate K-12/STEM activity at Chapter Meeting to recruit volunteers for classroom visits.
4. Get supplies for your visit. Request chapter and regional funds if available.


1. Perform K-12 visits.
2. Things to take into consideration: Talk about how engineers help people live better lives.
   a. By middle school, kids are making decisions that will ultimately determine whether they enter a technical or non-technical careers. (e.g. Math is hard or fun).
   b. By third grade girls lose interest in STEM related fields and are influenced towards the arts. Presenting ASHRAE and STEM at this time is very important.
   c. Age x 2 = attention span. Plan your presentation accordingly.
   d. Kids are smarter than you think they are! Don’t talk down to them.
   e. K-2 should be scheduled later in the year.
   f. Abide by local school rules regarding outside visitors and interaction with students.


Feb. March

1. Conduct joint E-Week activity.
2. Perform K-12 visits.
3. Recruit Student Branch members to help with the above.

April May

1. Attend CRC (Spring CRC Regions).
2. Perform K-12 visits.
3. Recruit K-12/STEM Champion replacement if not returning.
Resources

- Student Zone Website
- Basecamp
- Newsletter
- LinkedIn
- Facebook
- Your RVC
- Katie!
Breakout Session

Topic:
Live demo of the website and where to find resources

Topic:
Any other questions about Student Activities with time remaining
Wrap Up

- Any region specific questions, use your RVC as your resource
  Students@ashrae.org

Questions?