

REGION-AT-LARGE FALL CRC MOTIONS

Last Revised: 07/23/2020

Sub-Region Chairs – Motion 7g (11/14/2019):

That the ASHRAE President or President-Elect be mandated to charter new chapters.

Answer: This motion was referred to Society ExCom for consideration. (Note: there is coverage from the Board of Directors if the ceremony is represented by a DRC.)

The Executive Committee was not in favor of this motion. There was consensus that mandating attendance is difficult. All efforts are made to have senior officers attend chapter chartering ceremonies. Chapters are encouraged to be proactive and flexible with scheduling the event so the President or President-Elect can attend. Additionally, President Gulledge assigned an action item to work with Members Council to develop a recommendation or methodology for how chapter charter scheduling will occur. **(Complete)**

Sri Lankan Chapter – Motion 7h (11/14/2019):

That the increase of membership fees be implemented in stages when a country's World Bank classification is upgraded.

Answer: This motion was referred to the Membership Promotion Committee for consideration. ASHRAE's system is not set up to accept partial payments or installment payments. It would be a significant cost to change accounting system software in order to accept partial or installment payments. ASHRAE base decisions on which countries are eligible from The World Bank classification. ASHRAE staff checks The World Bank annually for countries that have classification changes. When the countries change, staff notifies the DRC and Chapter President of the change.

The Membership Promotion Committee was not in favor of this motion and instead presented the following substitute motion: "That when a country is no longer eligible for the Developing Economy Discount Program that the increase of membership dues be performed in equal increments over a 3 year period." **(Complete)**

ASHRAE Falcon Chapter – Motion 15 (11/14/2019):

That the YEA ARVC have the same qualifications as the YEA RVC.

Answer: Members Council was not in favor of this motion. Members Council and the Board of Directors approved two motions: 1) to create the ARVC position (2016), and 2) to make the ARVC position permanent (2018). It was understood that this position was a regional position; no qualifications were ever written for the RAL ARVC. The ARVC position helps to promote the RVCs in the sub-regions and chapter activities. **(Complete)**

Central Pakistan Chapter – Motion 16 (11/14/2019):

That the age restriction for Affiliate membership be removed.

Answer: Members Council was not in favor of this motion. The Affiliate program was created as a low cost, trial period for young professionals entering the workforce that may not be able to afford full dues. It is a graduated, 3-year discount program for members 30 years of age or younger. Affiliate members that reside in Developing Economies receive an additional discount (approximately 50% on top of the discounted rate). Removing the age requirement would affect all chapters globally, and would create a significant negative fiscal impact to Society since it would open the discounted rate to all people. Since it is intended as a trial, not all benefits are available; as such, Affiliates are not allowed to serve as Chapter Officers, so engagement would be limited. It would also diminish the reason the program was created, to assist young professionals just entering into the industry. **(Complete)**



ASHRAE Bangalore Chapter – Motion 17 (11/14/2019):

That the Grant-in-Aid Application (for graduate students) be modified so that the applicants can enter other than 4.0 grade point average (GPA).

Answer: Members Council was not in favor of this motion. RAC prefers to use one scale that most RAC members are already familiar with when reviewing and comparing Grant-in-Aid (GIA) Applications. Below is the guidance that RAC provides online to applicants for this purpose. Given the large number of applicants that are received each year, it is already a challenging task for RAC volunteers to review all the applications and it seems like it is a reasonable request to ask GIA applicants to make this grade conversion, if needed, when they prepare their application to ASHRAE for a \$11,500 grant from ASHRAE. **(Complete, see below.)**

Selection Criteria

The goal in the selection process is to choose candidates who have the greatest potential for long term involvement in ASHRAE and contributions to the ASHRAE membership. The information submitted on the application form is reviewed and scored by the Research Administration Committee (RAC) in the following manner with a maximum score of 100:

Academic Performance: Overall Grade Point Averages (GPA) should be reported on a scale of 1.0 to 4.0 basis with Excellent = A = 4.0; Average = C = 2.0. Students who attend or have attended institutions that use a different grading system should, with the help of their faculty advisor, attempt to translate their grades to a base having a maximum value of 4. Both undergraduate and graduate GPAs should be reported along with the number of credits associated with each GPA. (See explanation below for guidance on determining number of credits and GPA.) **Students who attended academic institutions outside of North America may be unable to calculate their GPA and number of credits and may not know where they rank in relation to other students in their class. If this is the case, a brief explanation of the system used to evaluate student performance in their academic institution(s) should be provided.** As an example, if a student’s academic institution uses a classification system as a basis for designating academic achievement, each of the classifications should be described and the student should indicate the classification they received. For academic institutions from the United Kingdom, a “First” is equivalent to a 4.0, an “Upper Second” to a 3.0, a “Lower Second” to a 2.0, and a “Third” to a 1.0. Up to 20 points are awarded for academic performance. The quality of the undergraduate and graduate program is used as part of the criteria for awarding the 20 points.

Thesis/Research Plan: Significance of thesis/research, outline of plan of procedure, and plans for publication of thesis/research results should be described. A maximum of 30 points are awarded for this element of the application.

Faculty advisor recommendation: The Faculty Advisor should make a recommendation based upon student involvement related to ASHRAE or other related society activity, academic achievements, ability to carry out the research project. Up to 20 points are awarded based upon these recommendations.

Potential for future ASHRAE involvement: The evaluation of this criterion is based on the student and faculty involvement within ASHRAE, the relevance of the thesis/research project to ASHRAE, the history of ASHRAE involvement of the institution. The student is strongly encouraged to be a student member within ASHRAE and participate in ASHRAE activities such as an ASHRAE student chapter and local chapter. The faculty advisor is expected to be an ASHRAE member and should demonstrate a history of and/or future potential for involvement within ASHRAE activities. For students and faculty residing outside of North America, membership in the appropriate ASHRAE associate society will be considered to be equivalent. 30 points are awarded for the potential for future involvement by the nominee.

Determining Grade Point Averages and Credits:

Academic courses in North American colleges and universities are generally assigned a number of credits according to the workload of the course. A 3-credit course generally implies that there are three



hours of lectures associated with the course each week. Students are assigned letter grades in each course (e.g., an "A" denotes excellent performance, a "C" denotes average performance, etc.) A letter grade is sometimes followed by a "+" or a "-", where, for example, a "C+" denotes performance slightly above average, and a "C-" denotes performance slightly below average. Letter grades are then translated to a number on a point scale from 0.0 to 4.0, as shown in the example table below.

Letter Grade	Points on the Point Scale
A	4.000
A-	3.667
B+	3.333
B	3.000
B-	2.667
C+	2.333
C	2.000
C-	1.667
D+	1.333
D	1.000
D-	0.667
F	0.000

- Note that this table is intended to be illustrative and may not match a particular academic institution's grading and/or point scale. For instance, some academic institutions award grades of "A+" for exceptional performance and translate this grade to a value of 4.33 on the point scale.
- To calculate a grade point average (GPA) for a number of courses, the number of points on the point scale achieved in each course is multiplied by the number of credits assigned to that particular course. The GPA is then calculated by adding the product of "point's x credits" for each course and dividing by the total number of credits for those courses. The example below shows the calculation of a GPA based on five individual course grades.

Course	Grade	Points	Credits	Points x Credits	GPA
Thermodynamics I	A-	3.667	3	11.000	
Heat Transfer	A	4.000	3	12.000	
Calculus III	B+	3.333	4	13.333	
Classical Physics	A-	3.667	3	11.000	
Electrical Circuits	B	3.000	3	9.000	
		Total	16	56.333	56.33/16 = 3.52

**ASHRAE must be notified if an applicant or awardee leaves school, changes projects or changes faculty advisors.

ASHRAE Falcon Chapter – Motion 37 (11/14/2019):

That Chapters have the ability to provide Standards 90.1, 62.1, 62.2 and 55 to any governmental entity as a pdf version accessible on the local server willing to adopt or already adopting some ASHRAE standards.

Answer: Members Council was not in favor of this motion. Publishing Services already provides hardcopy Standards to code officials considering adopting or already adopting ASHRAE standards. Publishing Services recommends continuing this program, including offering the relevant Standard in hardcopy instead of as a pdf on a local server. **(Complete)**



Sub Region Chair II – Motion 38 (11/14/2019):

That the ARVCs be invited and be eligible for transportation reimbursement to attend the Centralized Training.

Answer: Members Council was not in favor of this motion. There are currently 12 ARVC positions representing each grassroots committee for each of the two Sub-Regions. MP and RP has centralized training while SAC has the option of centralized training or CRC workshop. Members Council and the BOD approved a motion for the ARVC position with the following fiscal impact: \$6,750 (450 x 5 ARVCs x 3 Sub-Regions) to attend the CRC. The cost of reimbursement was influenced by the location of the CRC. **(Complete)**

Sub Region Chairs – Motion 39 (11/14/2019):

That the process for scheduling and confirmation to chapters/regions visits of Society President and officers be formalized.

Answer: Members Council was not in favor of this motion. Tammy Catchings is the point of contact for the Society President's chapter visits. Chapters send their requests to Tammy which then goes to the President for confirmation. Many times the President's schedule is already booked globally with other organizations and associations. The President works with the chapter to set up other dates that might work for them both. The information to schedule chapter visits will be included in the DRCs and Chapter Presidents' annual information packet. **(Complete)**

Cairo Chapter – Motion 19 (11/8/2018):

That ASHRAE Chapters activate protocols with the Engineering Authorities through the Government Affairs Committee using ALI courses at a requested 50% discount on the six (6) ASHRAE certifications (CPMP, BEAP, BEMP, HFDP, OPMP and BCP) preparation codes and standards (validation of these courses are a must have credential for built-environment professionals in each country, not only the USA).

Answer: This motion was referred to Publishing and Education Council who later referred the motion to ExCom's Membership Model Ad Hoc Committee. The ad hoc has decided not to recommend to the Board a membership model that includes discounts on ASHRAE certification programs. **(Complete)**

Lebanese Chapter – Motion 20 (11/8/2018):

That student branch presidents, vice presidents and treasurers along with their SBAs attend the online student congress, which occurs each year during the winter conference.

Answer: This motion was referred to the Student Activities Committee. Providing opportunities for students and student branch advisors from around the world to participate in ASHRAE activities at the Winter Conference are important. The Student Activities Committee (SAC) is in support of this motion and will request ASHRAE staff to provide options for technology in both the student and student branch advisor congresses. If a technological solution is identified and associated costs are covered, the SAC will provide this opportunity as a pilot during the 2020 Winter Conference. **(Complete)**

Sub Region II Chair – Motion 21 (11/8/2018):

That payments from the RAL funds/details of bank balance and statements be made within 15 days on receipt of instructions by Headquarters.

Answer: This motion was referred to ASHRAE's Accounting Staff to determine the issues. The Accounting Staff has implemented this process. **(Complete)**



ASHRAE Deccan Chapter – Motion 22 (11/8/2018):

That Society offers members in good standing (full membership completely paid every 5 years), rewarded access to a free online training program or offline 50% discount training program effective July 1, 2019.

Answer: This motion was referred to the Membership Model Ad Hoc Committee. Access to an eLearning course is under consideration as a benefit of membership. The ad hoc will keep this motion in mind as the committee continues its work. **(Complete)**

Western India Chapter – Motion 23 (11/8/2018):

That ASHRAE provide formal feedback of the awarded performance (points) to all students participating in undergraduate scholarship programs and graduate student grant-in-aid award program, vis-à-vis successful applications selected for the awards.

Answer: This motion was referred to the Scholarship Trustees. The Scholarship Trustees was not in favor of this motion. The Scholarship Trustees do not provide guidance to applicants in the preparation of their applications. It is our opinion that the requested replies would be providing guidance. We receive up to 100 applications each year for the 37 scholarships that are awarded. Each application is reviewed by six Trustees. The time and effort required to collect data and provide feedback to all of the unsuccessful applicants is beyond the capability of the Trustees and our single staff support person.

Finally, each Trustee scores and ranks each application. Each Trustee has his or her own ideas about what which candidates are deserving. Awards are made not by average score, but by average ranking. Feedback on one evolution of applications would not, in our opinion, have any real value in preparing an application for the next year. **(Complete)**

ASHRAE Falcon Chapter – Motion 44 (11/8/2018):

That MP centralized training be conducted during the RAL CRC and allow the MP chair and MP co-chair to have the option to attend the training either in the US or during the CRC.

Answer: This motion was referred to the Membership Promotion Committee. The committee was not in favor of this motion, instead MPC is reviewing its Centralized Training options. **(Complete)**

ASHRAE Falcon Chapter – Motion 45 (11/8/2018):

That Chapter Presidents have the authority to change the CIQ anytime during the year.

Answer: Members Council was not in favor of this motion. Chapters can add to the CIQ but cannot delete information from the CIQ. When the CIQ program was initially set up, the editing feature was offered to the chapters. Staff later found that much of the information was being permanently removed from the members' records because chapters typed over (on top of) the position information instead of adding a position. This is live data and information was being removed from the member bios because it was not being edited correctly even after providing written instructions and email communications. Staff had no choice but to limit what could be done with the CIQ.

A chapter officer or committee chair can be listed on the CIQ in multiple positions, the member's bio is their official record of service. The CIQ is entered by new chapter officers each year as chapter roles change. Removing the feature was the only way to prevent these major issues from happening again. To date staff has not had any issues when chapters send their requests to remove or add to the CIQ. It's done almost immediately after staff is notified. **(Complete)**

Pakistan Chapter – Motion 46 (11/8/2018):

That the ASHRAE portal be programmed to invite the entire chapter membership when a Chapter Meeting/Event is scheduled.



Answer: This motion was referred to the ECC and IT Staff groups. ECC received similar motions in the past. Based on the previous motions and their similarity, ECC has made available on the ECC page of ashrae.org a whitepaper entitled *Electronic Tools Used by ASHRAE Chapters for Websites, Event Planning, and Electronic Communication* containing a list of online tools and resources available to, and currently used by, chapters. ECC notes that this and similar requests for online tools to be used by chapters are reoccurring requests from chapters and therefore, despite the large expense would be open to considering it, however, ECC feels that this is still best addressed at the Chapter level, and not by Society, so recommends at this time that the chapters refer to the guidance currently available from ECC. **(Complete)**

Pakistan Chapter – Motion 47 (11/8/2018) / Motion 39 (06/25/2019):

That the Refrigeration Chair be incorporated as a grassroots committee chair as indicated in the Region Operations Manual.

Answer: This motion was referred to a Members Council Refrigeration ad hoc to address the issues. The ad hoc was not in favor of this motion. The estimated transportation costs for Refrigeration RVCs and chapter chairs is \$75,000. **(Complete)**

Central Pakistan Chapter – Motion 48 (11/8/2018):

That ASHRAE arranges annual Leadership Training events for developing RAL leadership at the ASHRAE Global Training Center in Dubai instead of USA effective Society year 2019-20.

Answer: This motion was referred to staff to determine fiscal impact and feasibility. The fiscal impact is not Nil as indicated with the motion. The estimated cost to Society to hold Leadership Academy at the Dubai Learning Center would be about US\$10,000, including meeting room rental, A/V, travel for 2 facilitators from the US, hotel sleeping rooms and meals/reception for 30 attendees. **(Complete)**

India Chapter – Motion 49 (11/8/2018):

That Society institute a discounted multi-year dues payment option for developing economies starting July 1, 2019 with discounts corresponding to those provided for regular dues.

Answer: This motion was referred to the Finance Committee. The Finance Committee was not in favor of this motion because it is not fiscally responsible since Developing Economies dues are already discounted. **(Complete)**

Sub Region I Chair – Motion 53 (11/8/2018):

That PAOE points are awarded under Membership Promotion for increasing Women Membership by a minimum of 5% of total membership.

Answer: This motion was referred to the PAOE Membership Promotion Ad Hoc for the Society President Elect's approval. **(Complete)**

Sub Region I Chair – Motion 54 (11/8/2018):

That PAOE Subcommittee investigate allocating points for increasing chapter membership industry diversity.

Answer: This motion was referred to the PAOE Membership Promotion Ad Hoc for the Society President Elect's approval. **(Complete)**

Pakistan Chapter – Motion 9 (11/3/2017):

That a Chapter should be able to opt to have their Chapter fees be mandatorily included during ASHRAE membership dues collection, should a member choose to be part of a Chapter, else he/she should be assigned as a non chapter member.



Answer: Members Council was not in favor of this motion. This would make chapter dues mandatory which goes against the Society Bylaws. **(Complete)**

India Chapter – Motion 10 (11/3/2017):

That Society institute a multi-year dues payment option for developing economies similar to the option provided for regular dues.

Answer: Members Council was not in favor of this motion. This is already in place for ASHRAE Member and Associate grade members in developing economies. **(Complete)**

Northern Pakistan Chapter – Motion 11 (11/3/2017):

That Student Branch Advisors to be sent the yearly ASHRAE Handbook or CD as part of their membership package.

Answer: Members Council was not in favor of this motion. The SBA membership does not include a handbook, but SBA members are given the student discount on the handbook; the current student handbook price is \$49 USD. **(Complete)**

Pune Chapter – 2017 CRC Motion 42:

That Society credit to ASHRAE Certified Professionals (like BEMP, BEAP) a certain number of years of experience (similar to PE) when considering them for advancement to membership grade.

Answer: This motion was referred to the Certification Committee and the Membership Promotion Committee.

MP Committee Response: Membership Promotion Committee agrees with the intent of this motion, but would like to have sufficient time to review the eligibility requirements of the various certifications before setting a number of points to be awarded. This was referred to the Retention Subcommittee for review and a final number of points will be determined at the 2018 Annual Meeting in Houston; for implementation by July 1, 2018.

MP Committee Response (06/26/2018): The Membership Promotion Committee does agree with the intent of the motion but had to defeat it in order to provide more detail needed to amend the Society Bylaws. The following motion will be referred to the ASHRAE Board of Directors: That ASHRAE Bylaws, Section 2.7 be amended such that Society-approved years of experience be credited as follows: One year of credit maximum for ASHRAE Certified Professional credential (s). **(Complete)**

Certification Committee Response: In response to a Members Council request, the Certification Committee's comment on CRC Motion 42 is that crediting to ASHRAE Certified Professionals a certain number of years of experience when considering them for advancement to membership grade would promote awareness of certification. **(Complete)**

Northern Pakistan Chapter – Motion 28 (11/3/2017):

That all Co-Chairs who attend CRC training in place of nominated Chairs should be entitled for reimbursement as per fixed CAP and transportation expenses if nominated Chair shows inability to participate in CRC.

Answer: Members Council was not in favor of this motion. The member attending the CRC workshop training must be the person holding the position for the year. It would be difficult for someone else to communicate the training of the entire workshop. If the chair is unable to attend, the co-chair could be appointed as chair and the chair as co-chair for the entire Society year. **(Complete)**



India Chapter – Motion 29 (11/3/2017):

That RAL MP Chairs be reimbursed for transportation to RAL CRC and MP training to be conducted at the same format, content and quality as the centralized training at the RAL CRC.

Answer: This motion was referred to the Membership Promotion Committee. MPC was not in favor of this motion. The MP Committee agrees with the spirit of the motion to help ease the financial burden on chapter chairs to attend CRC and Centralized Training. The committee is continuously exploring options to expand training opportunities to make training more cost-effective and accessible. MP Centralized Training is currently already being offered at the RAL CRC on a rotating basis every other year, with the expectation that this will change to every three years with the addition of Region XIV. However, the committee is not in favor of offering Centralized Training at each RAL CRC, as this may set a precedent for other regions to expect dedicated Centralized Training at their CRC, something that the committee does that feel they have time or resources to effectively support. The MP Committee will allow all MP Chairs and Co-Chairs to attend CT at the Annual Meeting. Regions XIII, XIV and Region-At-Large MP Chairs and Co-Chairs also have the opportunity to attend an alternate International CT at one of the three region's CRC. MP Chairs and Co-chairs from Regions I-XII will have the opportunity to attend an alternate CT training in Atlanta or another location depending on the Society annual meeting location. **(Complete)**

Pakistan Chapter – Motion 6 (02/22/2018):

That the ARVC position should be a permanent RAL position.

Answer: This motion was approved. **(Complete)**

Pune Chapter – Motion 2c (10/14/2016):

That a Parent/Sponsor Chapter be informed about all the communication between the Society Student Activities Committee and the Student Branch(es), Student(s) or University(ies) like allotment of grants for the undergraduate project, Scholarships, interim report submittals, extension if any etc. Also, all grants should be routed through the parent chapter for proper disbursement with established milestones.

Answer: This motion was postponed until the winter conference in Las Vegas. Staff was assigned an action item to get clarification from the Pune Chapter and find out specifically if the motion request is for grants or funds (see response below).

(10/24/2016) – After hearing back from the chapter (Rajan Patne), who indicated the motion means Grants and Funds both. The parent chapter should know about the Grants and only the parent chapter can disburse funds with established milestone.

Members Council was not in favor of this motion. It was determined that the process is already in place and that the award recipients are also published on the Student Zone website. **(Complete)**

Chennai Chapter – Motion 4q (10/14/2016):

That Society apportion a specific part of the Student Project and Scholarship Fund to the Student chapters of RAL.

Status: This motion was referred to the Student Activities Committee for consideration. The SA Committee needs further information regarding this motion. As it's currently written, the intent is not clear. The committee would like the Chennai Chapter to reword the motion using the ASHRAE verbiage to clearly state what student project means, what apportion of it should be allocated to RAL, and what role the DRC and student branches would have.

Staff was assigned an action item to request the above information from the Chennai Chapter but did not hear back from the chapter. **(Complete)**



Cairo Chapter – Motion 5h (10/14/2016):

That ASHRAE create a corporate Certification program.

Answer: Members Council was not in favor of this motion. ASHRAE does not have corporate memberships and to have corporate companies involved, key individuals would have to identified by the company. There would be no benefit to ASHRAE if one company has corporate certification with 'X' number of ASHRAE members. **(Complete)**

Bangladesh Chapter – Motion 7I (10/14/2016):

That the Handbook includes a chapter on ventilation for the textile and garment industries.

Status: This motion was referred to the Technical Activities Committee for their expertise in writing the content. **(Open)**

ASHRAE Bangalore Chapter – Motion 8f (10/14/2016):

That the transportation expenses of the Refrigeration Chair to attend RAL CRC be reimbursed.

Answer: Members Council was not in favor of this motion. Since this is an optional position for the region or chapter, transportation can be funded if authorized by the DRC in using the region's allotted chapter visits. **(Complete)**

India Chapter – Motion 8h (10/14/2016):

That YEA chair transportation to CRC be reimbursed.

Answer: Members Council was not in favor of this motion. Similar motions have come from regions before and were not approved because YEA is not a grassroots committee. **(Complete)**

Update: Effective July 1, 2018, the YEA positions are now grassroots positions, YEA chapter chairs will be reimbursed transportation to attend CRC.

Lebanese Chapter – Motion 8i (10/14/2016):

That whenever a person who holds an alternate or second choice position passes to take the first position as it becomes vacant shall continue the term of the original officer and does not start a new term.

Answer: Members Council was not in favor of this motion. The excerpts listed below were taken from the Rules of the Board and the Region Operations Manual. Chapter, Region and Society level positions are all one year term but may be reappointed to the same individual for three consecutive years. **(Complete)**

ROB – 3.300.004 COMMITTEE ELECTIONS

4. Filling of vacancies

When a vacancy occurs, it shall be filled by the first listed available alternate. If no alternates are available, a special BOD election similar to that described shall be held from a slate of three candidates selected by the BOD subcommittee. Elected alternates shall be listed in order based on votes received and if a tie vote, the tie will be decided by the priority rank order as determined by the BOD nominating subcommittee.

ROB – 3.300.005 APPOINTMENTS RVC

5. If a member appointed is unable to serve or complete a term, the Director and Regional Chair and the respective preceding Regional Vice Chair shall confer and select a replacement candidate to recommend to the Society President for appointment.

Region Operations Manual – Regional Vice Chair (RVC)

The "staff" of the DRC is a group of RVCs who serve in two capacities. They assist the DRC and the chapters in certain designated areas of interest (Membership Promotion; Student Activities; Chapter Technology Transfer;



Grassroots Government Advocacy, Research Promotion). They also sit as members of their corresponding Society level Committees (commonly referred to as “grassroots” standing committees). The caucus recommends names to serve three-year terms in these positions, but they are actually appointed for one-year terms by the Society President-Elect (with concurrence of the DRC and the Board of Directors). Each year the incoming President-Elect either re-appoints these people or recommends someone else for the position. As in the case of the DRC, the caucus recommendation is almost always followed by the president-elect, but he/she is not bound by the recommendation. The requirements for the RVC are part of the Grassroots Committee Board Approved Rules.

Sub Region II (formerly Sub Region C) – Motion 12 (11/5/2015):

That ASHRAE ~~consider setting up~~ investigate creating a technical award category for projects engineered within Developing Economy countries.

Answer: The amended motion was referred to the Chapter Technology Transfer Committee (CTTC). CTTC created an ad hoc to investigate the possibility of a new award category for developing economies as part of the Technology Awards. **(Complete)**

Sub Region II (formerly Sub Region C) – Motion 13p (11/5/2015):

That ASHRAE should consider having at least one international member (outside of North America) on its technical awards judging panel.

Answer: This motion was referred to Chapter Technology Transfer Committee for consideration. CTTC was in favor of this motion. The CTTC Technology Awards Ad Hoc was in the process of revising the Technology Award Judging Panel selection process to ensure that one member from outside of North America sits on the panel each year and these changes were approved during the Orlando meeting. **(Complete)**

Northern Pakistan Chapter – Motion 13q (11/5/2015):

That the Student SmartStart Program fees be reduced for developing economies to the old structure i.e. 1st year \$20, second year \$20 and third year \$40.

Answer: This motion was referred to the Finance Committee since they are already addressing this issue. The Finance Committee was not in favor of the motion. The figures in the motion are close to the figures that Finance recently approved. **(Complete)**

Lebanese Chapter – Motion 20 (11/6/2015):

That society offers technical courses with certificate of completion during the CRC similar to those offered at the society meetings.

Answer: Members Council was not in favor of this motion. The information is already available using the ALI courses. **(Complete)**

Lebanese Chapter – Motion 21 (11/6/2015):

That society provides free registration for one delegate from each chapter to participate in the society winter meeting.

Answer: Members Council was not in favor of this motion. Delegates do not have official business or meeting functions to attend the Society conferences. The fiscal impact would be cost prohibitive to reimburse transportation to all ASHRAE chapter delegates. **(Complete)**

Lebanese Chapter – Motion 28 (11/6/2015):

That society decides the CAP on transportation reimbursement to CRC ~~two weeks~~ 30 days before the CRC and to be based on a 14 day advanced ticket price at the most ~~feasible~~ economical direct flight



rather than the cheapest flight.

Answer: The amended motion was approved. **(Complete)**

Lebanese Chapter – Motion 29k (11/6/2015):

That society reimburse CRC transportation expenses for MP Chairs and RP Chairs who didn't attend the MP / RP centralized training.

Answer: This motion was referred to the Membership Promotion Committee, RP Committee and the Effect of Centralized Training on CRCs ad hoc committee. **(Complete)**

- RPC response: The RP Committee was not in favor of this motion. This motion is already in effect. Centralized Training for RAL RP Chapter Chairs currently takes place at the RAL CRC and the Chapter Chairs transportation is paid.
- MPC response: The MP Committee was not in favor of this motion. The committee has agreed to only reimburse for attendance at Centralized Training. This policy is included in the Manual for Chapter Operations.
- PEC's Functional Planning Subcommittee assigned a small working group in response to the "Effective ASHRAE Materials Delivery To and Through Chapters" report developed by Mr. Austin and has tasked the group to work on a response to this referral. The ad hoc committee gave a detailed report during the St. Louis meeting and other groups have been assigned to implement. The detailed report serves as an attachment to this and similar motions that were submitted during the regions fall CRCs.

Lebanese Chapter – Motion 34e (11/6/2015):

That society sets a deadline for answering society motions submitted during Fall CRC, say end of May of the following year.

Answer: Members Council was not in favor of this motion. This is already the common practice. The 2014 fall CRC motions were updated and published online by May 28, 2015. **(Complete)**

India Chapter – Motion 39 (11/6/2015):

That all ASHRAE events held in a country or a geographical area covered by a Chapter to be done in association with the local chapter, and sales of ASHRAE publications during this event to be handled by the local chapter.

Answer: Members Council was not in favor of this motion. ASHRAE should not have to change a process that has worked successfully for the Society over the years. **(Complete)**

Lebanese Chapter – Motion 40 (11/6/2015):

That society reimburse transportation expenses for one delegate from each chapter to participate in the society winter meeting.

Answer: Members Council was not in favor of this motion. The delegates would not have a purpose at the Society meetings. Currently, the LeadRS shadow their DRC and transportation is charged to the DRCs' allocated chapter visits. The fiscal impact would be cost prohibitive because if reimbursing transportation for all delegates from one region, Society would have to reimburse transportation for all delegates from all regions. **(Complete)**

Northern Pakistan Chapter – Motion 41 (11/6/2015):

That Chapter Historian be Reimbursed for Travel Transportation to attend the CRC.

Answer: Members Council was not in favor of this motion. This issue should be handled at the chapter or



regional level since the historians are not a grassroots committee. Currently only chapter delegates, alternates and the grassroots committee chairs are reimbursed for training to attend the CRC or for RP and MP Centralized Training (see excerpt below from the MCO). **(Complete)**

Excerpt from the reimbursement policy:

- D. For positions not listed as authorized approval to attend the CRC, the DRC may invite other region or chapter positions to the CRC, however, transportation costs will not be reimbursed for these optional members except as defined in Section I, Paragraph B.

The chapter visits will be used as a way of transportation reimbursement only if authorized by the DRC to attend.

Sub Regions I and II (formerly Sub Regions A and C) – Motion 42 (11/6/2015):

That society reimburse transportation expenses for Region At Large Sub Regional Chairs (SRCs) & ARC to attend the RAL planning meeting during ASHRAE annual meeting.

Answer: Members Council was not in favor of this motion. The regions are reimbursed for one regional planning meeting. During the 2012 Fall Members Council Meeting, the council approved a motion for the Sub Region Chairs to attend the winter conference at the discretion of the DRC. Also, the average airfare is closer to \$1500 instead of \$1000 as shown in the sub regions' fiscal impact. **(Complete)**

Sub Region II (formerly Sub Region C) – Motion 6.i (10/2/2014) / Motion 12 (01/27/2015):

That Society provides an option for members to make a voluntary contribution to RAL fund while paying the annual dues.

Answer: This motion was approved. However, it may not be implemented immediately. Society is investigating opening offices outside North America. It is recommended that implementation of this motion be included in that initiative. **(Complete)**

ASHRAE Falcon Chapter – Motion 17 (10/2/2014):

That RAL Chapters retain 20% of the dues collected from Memberships that exceed **250** members; i.e. $0.2 \times \$199 = \39.8 ; for example if the Chapter has 300 members, the chapter will collect from the society $50 \times \$39.8 = \$1,990$.

Answer: Members Council was not in favor of this motion. If ASHRAE does this for one chapter they would need to do it for all chapters and it would not be feasible because it is cost prohibitive. **(Complete)**

Northern Pakistan Chapter – Motion 6.j (10/2/2014):

That for developing economies, similar to student fee which is \$10 (instead of \$20), under smart start program, new graduate student fees should be reduced to half too.

Recommendation:

1. The first year out of college annual membership should be \$10
2. Then \$25 for the second year and \$25 for the third year.
3. Students should also have the option of paying \$60 for all three years.

Answer: This motion was referred to the Membership Promotion Committee (MPC). The committee was not in favor of this motion. The MPC agreed with the intent of the motion, however, the fees were incorrect and wasn't detailed enough. The MPC took the intent and put forth their own motion clarifying the fee schedule and benefits. (See MPC Motion 8 01/27/2015: That for Student members residing in Developing Economy countries be offered a reduced membership fee similar to Developing Economy and SmartStart programs to give graduating Student members the opportunity to transition to Associate



Member Grade equal to the Developing Economies discount ratio. The benefits for this program will be the same as the Developing Economies program.) **(Complete)**

Pune Chapter – Motion 18 (10/2/2014):

That ASHRAE Membership fees for developing economies to have an option of 3 years renewal with a discount of \$60.

Answer: Members Council was not in favor of this motion. ASHRAE operates on a cost per member basis, if additional discounts are provided it would cost ASHRAE more money to support members at the discounted rate. **(Complete)**

Saudi Arabia Chapter – Motion 19.g (10/2/2014 / Motion 20 (01/27/2015):

That the ASHRAE transportation voucher include the option for contributing the reimbursement partially or totally to the regional fund along with other options that already exist.

Answer: Members Council was not in favor of this motion. The motion was referred to the ASHRAE Comptroller who reported that it already exists and is possible. Chapters only need to indicate who to make their check payable to on the transportation reimbursement voucher. Example: Make check payable to: Region-At-Large. **(Complete)**

Sub Region I (formerly Sub Region A) – Motion 17.1 (10/5-6/2013):

That ROB 3.970, Region-At-Large Sub-Region Chair Qualifications and Responsibilities be revised as shown below:

3.970.003.2: Identify opportunities for meetings of ASHRAE members for those who do not belong to chapters in their sub-regions and, when appropriate, make recommendations for meetings within their sub-regions. [A Sub-Region Chair may seek the help and support of RVCs in their respective fields in carrying out activities for members who do not belong to a chapter.](#)

Answer: This motion was approved. **(Complete)**

Sub Region I (formerly Sub Region A) – Motion 17.2 (10/5-6/2013):

That ROB 3.970, Region-At-Large Sub-Region Chair Qualifications and Responsibilities be revised as shown below:

3.970.003.9: For sub-regions with chapters, the DRC and Regional Vice Chairs (RVCs) provide direction and support to the chapters [in consultation with the SRC who assists in providing pertinent objectives. In addition the SRC will:](#)

- A. Assist in ~~providing pertinent objectives for and~~ monitoring the operation of chapters
- B. Assure that the chapters adhere to the requirements of the Society Bylaws and their operations are carried on to advance the purpose of the Society.

Answer: This motion was approved. **(Complete)**

Sub Region I (previously Sub Region A) – Motion 17.3 (10/5-6/2013):

That ROB 3.970, Region-At-Large Sub-Region Chair Qualifications and Responsibilities be revised as shown below (all numbers after 3.970.003.6 will be renumbered):

~~3.970.003.426~~: Coordinate activities and liaison with other related societies and organizations located in their respective sub-regions.

Answer: This motion was approved. **(Complete)**



Kuwait Chapter – Motion 26.3 (10/5-6/2013):

That ASHRAE provide materials, workshops and short courses in the field of HVAC&R for non-engineers (i.e. technicians, K-12 students, etc.).

Answer: This motion was referred to Publishing and Education Council (PEC) via the Professional Development Committee was considered by Professional Development Committee (PDC). PEC agreed with the PDC conclusion that courses exist in the current portfolio that would be appropriate for technicians. Courses designed for K-12 are outside the purview of PDC. **(Complete)**

Kuwait Chapter – Motion 26.4 (10/5-6/2013):

That ASHRAE provide materials, workshops, and short courses on soft skills for the development of its members (i.e. technical support writing, speech skills, preparing PowerPoint presentations, etc.).

Answer: This motion was referred to Publishing and Education Council (PEC) via the Professional Development Committee (PDC). PEC agreed with the PDC conclusion that such courses as those requested are readily available from other sources and availability from commercial non-HVAC&R sources can be reported to chapters by Members Council. **(Complete)**

Pune Chapter – Motion 26.6 (10/5-6/2013):

That ASHRAE HQ provide online access of handbook to student members and Affiliate members.

Answer: This motion was referred to Publishing and Education Council (PEC) via the PEC Planning Subcommittee for consideration. The subcommittee investigated and reported the following to PEC who accepted their recommendation. Although there is merit to the request the motion as presented was not determined to be feasible. There remain too many questions and concerns about the effort and cost required to implement what is requested. Handbook revenue for sales to Student Members ranges from \$20,000 to \$30,000 annually depending upon year of Handbook revision. Postage is charged separately. Should the ASHRAE Handbook Online be made available to Student Members as part of their benefit package, it is anticipated all of this revenue would be lost. Also, it should be noted that unlike with a Handbook purchase, once the annual student membership term lapses, access to the Handbook Online would be lost, leaving students without a lasting benefit of their membership. There would be some increase in administrative staff time for resolution of issues related to online access plus a one-time fee for programming changes. The value proposition to distinguish benefits for Affiliates versus full Members and Associate Members would also like need review since there would be little incentive for anyone meeting Affiliate requirements to join at Full or Associate grades (thereby reducing dues revenue). **(Complete)**

Pune Chapter – Motion 28 (10/5-6/2013):

That ASHRAE HQ send ASHRAE Journals to ASHRAE local Chapter office for student members and other members who have opted for hardcopy. The local chapter will take care of distributing these journals at monthly meetings or by courier at their own cost. This facility to be provided to those chapters in demand for it.

Answer: This motion was referred to Publishing and Education Council (PEC) with a note to investigate potential solutions for this ongoing problem. The PEC Planning Subcommittee reviewed the motion considering how such a program would be implemented. The subcommittee presented the following motion: That PEC approve sending ASHRAE Journals to ASHRAE local Chapter office for student members and other members who have opted for hardcopy for the local chapter to distribute at their monthly meetings or by courier at the chapter's own expense. The motion failed 0-10-1, CNV. The following was noted in discussion: Although there is merit to the request the motion as presented was not determined to be feasible. (These issues relate to manufacturing processes, labeling, assurance of distribution to members entitled to receive the Journal, required reporting, and advertising impact.) There remain too many questions and concerns about the effort and cost required to implement what is requested. An action was assigned to staff to explore other options.

Staff has explored other delivery options including printing in other parts of the world. Dealing with the root problem of timely and reliable delivery of ASHRAE Journal to members is an issue of fairly allocating Society resources and the PEC is continuing to explore the issue. The general topic of Journal and Handbook mailing will be discussed at the PEC meeting at the annual meeting but the specific solution proposed by the Pune Chapter was not deemed to be a solution that addresses all the problems of benefit delivery. **(Complete)**

Lebanese Chapter – Motion 29.2 (10/5-6/2013):

That an e-membership option be created and made available to all at reduced fees. The e-membership option entitles its holders to the same privileges except for printed materials (journal, handbook) which are made available as soft copies only (online).

Answer: This motion was referred to the Membership Promotion Committee for consideration. The Membership Promotion Committee was not in favor of this motion. The committee felt this new grade could have damaging effects to the ASHRAE budget as current members may downgrade their membership. **(Complete)**

Pune Chapter – Motion 30.1 (10/5-6/2013):

That ASHRAE HQ make provisions to accept payment through international debit cards for membership applications and renewals.

Answer: This motion was referred to the Finance Committee for consideration. The committee will continue to investigate why the debit card are not accepted. **(Complete)**

Pakistan Chapter – Motion 31.1 (10/5-6/2013):

That ASHRAE reduce registration charges by 50% at ASHRAE annual and winter conferences and also seminars and conferences for members from developing economies (DEs).

Answer: This motion was referred to the Conferences and Expositions Committee (CEC) for consideration. CEC was not in favor of this motion. However, CEC agrees that it should look at ways to increase attendees from developing economy countries, but the 50% reduction in registration fees is a steep fiscal loss. **(Complete)**

Lebanese Chapter – Motion 36 (10/5-6/2013):

That Society grants open online access to technical guides and standards for all regular (individual) members.

Answer: Members Council was not in favor of this motion. The sale of publications is a big part of the ASHRAE annual budget, the loss of income would be too great for Society. **(Complete)**

Qatar Oryx Chapter – Motion 37 (10/5-6/2013):

That the Society considers accommodation costs of up to \$200 per night for RVCs and SRCs in addition to the currently covered air tickets.

Answer: Members Council was not in favor of this motion. The RVC and SRC chapter visits are the responsibility of the region and other regions cover the costs of their regional officer's visits. **(Complete)**

Lebanese Chapter – Motion 23 (01/29/2013):

That all data needed to compile the chapter report be made available through one centralized link (or action button) on the ASHRAE website and according to the required format.

Answer: This motion was approved. **(Complete)**



ASHRAE Bangalore Chapter – Motion 28 (10/19/2012):

That student membership fees be reduced to \$10 per year for students from the RAL Chapters.

Answer: This motion was approved by Members Council and later referred to the Society Finance Committee for future consideration. The student dues for the developing economies is \$10. **(Complete)**

ASHRAE Bangalore Chapter – Motion 29 (10/19/2012):

That the criteria for listing/approval for educational institutions be revised so that Society is obliged to consider recommendations from chapters after having done due diligence by the chapters.

Answer: This motion was referred to the Student Activities Committee who was in support of the motion and the motion was approved. **(Complete)**

Chennai Chapter – Motion 30 (10/19/2012):

That Society reimburse the transportation for presidents of ASHRAE student branches to attend student events at RAL CRCs.

Answer: This motion was referred to the Student Activities Committee. The committee felt that the motion has good intent but should not be connected to the CRC. The committee suggests that the RAL recreate a motion for student educational support which is not tied to the CRC that could be moved forward on its own merit. **(Complete)**

Pune Chapter – Motion 13 (11/5/2011):

That ASHRAE prepares a power point presentation on Orientation and Training of newly elected chapters officers and makes it available to all chapters.

Answer: This motion was withdrawn because the information is available on the website. **(Complete)**

ASHRAE Bangalore Chapter – Motion 14 (11/5/2011):

That the Society consider Transportation Reimbursement for Chapter “Refrigeration Chair” to attend CRC.

Answer: Members Council was not in favor of this motion. The position is covered under CTT and the DRC has the option to use allotted chapter visits from his/her regional budget if determined that the individual should attend the CRC. **(Complete)**

Lebanese Chapter – Motion 15 (11/5/2011):

That the student design competition be organized at three levels: Chapter level, Region level and Society level. Finalists from each level are invited to compete in the next level with some kind of support from the society.

Answer: This motion was withdrawn because the student design competition is already offered at the three levels. **(Complete)**

ASHRAE Nigeria Chapter – Motion 17 (11/5/2011):

That Society update lists of approved universities in the drop down of institutions in different regions on the web to enable members to join and upgrade their bios.

Answer: This motion was referred to the Student Activities Committee. The committee reported there is already a process in place to address this question: “all requests for a new academic institution has to be sent to students@ashrae.org and ASHRAE staff will add the new institution to the database quickly for member bio updates.” **(Complete)**



Kuwait Chapter – Motion 18 (11/5/2011):

That ASHRAE waive the restrictions for the approval of the transportation reimbursement of the chapter committee chairs to substitute members of chapter committee if recommended by chapter presidents and approved by the DRC.

Answer: Members Council was not in favor of this motion. The appointed chapter chair should receive adequate training and have an incentive to attend the CRC. **(Complete)**

Kuwait Chapter – Motion 19 (11/5/2011):

That Society prepares the CRC transportation reimbursement caps based on the most economical direct-round trip fares to the CRC host chapter.

Answer: This motion was withdrawn because the CRC transportation reimbursement caps are determined based on the most economical direct flight; members do not have to take multiple flights to reach their destination. **(Complete)**

ASHRAE Bangalore Chapter – Motion 36 (11/5/2011):

That the Society change the name of ASHRAE South India Chapter to become ASHRAE Bangalore Chapter.

Answer: This motion was approved. **(Complete)**

Northern Pakistan Chapter – Motion 37 (11/5/2011):

That the Society reduce the life members age from 65 years to 55 years if requested by the retired member.

Answer: Members Council was not in favor of this motion. The dues for the Retiree grade is \$20 for members 55 years of age, fully retired and has sustained their ASHRAE membership for ten years. **(Complete)**

Chennai Chapter – Motion 38 (11/5/2011):

That the Society provide to each student branch one free Learning Institute course (chosen by the student branch) annually.

Answer: This motion was referred to the Publishing and Education Council (PEC) and the Student Activities Committee (PEC).

PEC reported that the ALI courses are for the most part instructor led and costs are therefore involved for an instructor led seminar to be arranged for each student branch. Also ALI courses and ASHRAE Self Directed Learning texts are, for the most part, aimed at practitioner audiences rather than technical school or university level instruction. ASHRAE offers publications for the university market, such as, HVAC Simplified, Principles of Heating, Ventilating, and Air Conditioning, ASHRAE GreenGuide, Load Calculation Applications Manual at Student Member prices and this will be communicated to Members Council.

SAC reported that the ASHRAE Learning Courses (ALI), are not intended for students. There may be an opportunity in the future to offer courses that are appropriate for students and the committee could then consider a program where free courses can be provided. **(Complete)**

ASHRAE Deccan Chapter – Motion 39 (11/5/2011):

That the Society change the name of ASHRAE Hyderabad Chapter to become ASHRAE Deccan Chapter.

Answer: This motion was approved. **(Complete)**



Lebanese Chapter – Motion 40 (11/5/2011):

That student membership be offered for free the first year after graduation and then raised gradually to cover the total amount required by the “SmartStart” program over three years (120\$).

Answer: This motion was referred to the Student Activities Committee. The committee did not agree with the motion because the SmartStart program first year fee is \$20 and is a significant discount for new graduates. **(Complete)**

Lebanese Chapter – Motion 41 (11/5/2011):

That Student Branch Advisor membership entitles its holder to the same privileges as granted by his/her original grade.

Answer: This motion was referred to the Student Activities Committee. The committee reported that the only privilege not given to the advisor is the free handbook; however, they have the option to purchase it for a reduced price of \$49. They also enjoy a significant discount on meeting registration expenses over the average member (\$25 instead of \$500). **(Complete)**

India Chapter – Motion 42 (11/5/2011):

That all honours & awards, which include criteria, specific to USA, should be reviewed and appropriately modified for relevance world wide.

Answer: This motion was referred to the Life Members Club (LMC). Section 5.2.1 (of the Life Members Club MOP deals with the E.K. Campbell Award) and states that (the program must be ABET certified) "or accredited engineering program in other countries that are signatories to the Washington Accord, the Sydney Accord and the Dublin International agreements among bodies responsible for accrediting engineering programs." The guidelines are relevant world-wide and not just for the US or US and Canada. They had at least one application this year from a non-US/Canadian. **(Complete)**

Kuwait Chapter – Motion 43 (11/5/2011):

That ASHRAE reimburse the transportation cost of the CRC eligible chapter officers who fail to attend due to force-majeure reasons as will be approved by the DRC.

Answer: This motion was withdrawn because there are already procedures in place to handle these situations. **(Complete)**

ASHRAE Falcon Chapter – Motion 23 (10/24/2010):

That ASHRAE provides the chapters with training guide and training tools including any powerpoint presentations to "Train the Trainers" that will create an internal training for its members and award various ASHRAE certificate effective 1st July 2011.

Answer: Members Council was not in favor of this motion. Chapters have access to the presentations online and ASHRAE does not own the rights to a DL's presentation. **(Complete)**

ASHRAE Nigeria Chapter – Motion 24 (10/24/2010):

That student registration fees be given a concession to pay low rate.

Answer: Members Council approved a similar motion from the Membership Promotion Committee at the Las Vegas meeting and referred the approved motion to the Finance Committee which reads: "that a 50% reduced fee be offered for students and prospective student members who reside in developing economies based on the World Bank List of Economies." Rates will be adjusted for current dues rate; ASHRAE Journal benefit will be digital only. **(Complete)**



ASHRAE Nigeria Chapter – Motion 25 (10/24/2010):

That Society help the chapter to provide student training books to create a library for each student branch.

Answer: Members Council was not in favor of this motion. There are no current resources to do this for all ASHRAE student branches. **(Complete)**

Lebanese Chapter – Motion 26 (10/24/2010):

That Society video record the workshops run at the CRC and equip the participating Committee Chairs (of all Chapters) with instant copies so they can share with their colleagues upon their returns.

Answer: Members Council was not in favor of this motion. There is significant fiscal impact to produce quality presentations for DVD and website. **(Complete)**

Qatar Oryx Chapter – Motion 27 (10/24/2010):

That Society establish a system to issue annual certificates of appreciation to all chapter BOGs and officers at the end of their service term.

Answer: This motion was approved. **(Complete)**

Qatar Oryx Chapter – Motion 28 (10/24/2010):

That Society establish a system to send certificates of continued membership recognition, which can contribute to reduce delinquent membership.

Answer: This motion was approved. **(Complete)**

Western India Chapter – Motion 29 (10/24/10) / Motion 10 (01/31/2011):

That ASHRAE Publication (HQ) department to notify the schedule of dispatch of handbook (and likely date of receipt) to member and chapter president/secretary.

Answer: This motion was approved. **(Complete)**

Pune Chapter – Motion 30 (10/24/2010):

That Society should establish the post of RVC for Refrigeration.

Answer: Members Council was not in favor of this motion. It would be cost prohibitive. **(Complete)**

ASHRAE Falcon Chapter – Motion 43 (10/24/2010):

That ASHRAE form an independent District Cooling Committee effective 1st July 2011.

Answer: Members Council was not in favor of this motion. ASHRAE already has Technical Committee 6.2 on District Energy. **(Complete)**

Pakistan Chapter – Motion 44 (10/24/10) / see also Motion 16 (01/31/2011) below:

That ASHRAE centralize distribution of monthly ASHRAE Journals and yearly Handbooks in bulk by FedEx for preferably 3 Pakistan chapters thru its ASHRAE Pakistan Chapter, Karachi, Pakistan, who will then in turn mail to each member monthly journals and yearly handbook thru local courier service on their own resources.

Answer: The following substitute motion was approved and Motion 44 (10/24/10) was referred to Publishing and Education Council for a recommendation and cost impact to implement. **(Complete)**

Motion 16 (01/31/2011) – (see Motion 44 (10/24/10) above):

That ASHRAE review current shipping methods for international chapters and develop a new process to



ensure timely delivery of periodicals and Handbooks to international members.

Answer: An ad hoc committee between Members Council and Publishing and Education Council will be working together to help resolve the distribution issues of the ASHRAE Journal and Handbook shipments and delivery to the International members. **(Complete)**

Lebanese Chapter – Motion 45 (10/24/2010):

That the Society shall inform the RAL about all the motions on Society-level that could be related to, or could affect the RAL operations before making final decisions about them.

Answer: Members Council was not in favor of this motion. The DRC should report on CRC, Members Council and Board motions and actions in their report at the CRC. All motions presented to Members Council are on the website indicating any action taken. The Board approved motions are also on the website. **(Complete)**

Saudi Arabia Chapter – CRC Motion 2 (Fall 2009):

That the Chapter Cancellation List Report list the members contact information such as phone, and mobile phone to make personal communication more effective than sending letter or notification.

Answer: Staff is already working with the IT staff on this request to list the member’s business and cellular phone contact information on the report. **(Complete)**

Pakistan Chapter – Motion 14 (10/25/2009):

That ASHRAE increases the number of Distinguished Lecturers for the Region-At-Large.

Answer: Members Council was not in favor of this motion. Distinguished Lecturer visits are allocated based on the number of chapters and sections as indicated in the chart below. Funds allocated for the DL programs are limited and do not allow visits to all chapters each Society year. CTTC is budgeted \$75,000 for 110 DL visits during 2009-10. In an effort to contain DL expenses and increase the number of visits, multiple chapter DL visits scheduled back-to-back count as one allocation for the region. CTTC RVCs are responsible for equitable allocation of visits and scheduling several chapters in the region for back-to-back lectures during a single DL visit whenever possible. Chapters and regions should be encouraged to make funds available for DL visits to complement the funds allocated by ASHRAE. **(Complete)**

<u># of Chapters/Sections</u>	<u># of DL Visits</u>
3-8	5
9-13	6
14 or more	7

One additional DL visit is allocated exclusively for each regional CRC. Based on the above, the allocation of Distinguished Lecturer visits for 2009-10 is outlined below:



Region	Chapters	Sections	Total # of Chapters/ Sections	Chapter/Section Allocation	CRC Allocation	Allocation of DL Visits
I	15	0	15	7	1	8
II	9	2	11	6	1	7
III	12	1	13	7	1	8
IV	7	6	13	7	1	8
V	13	3	16	7	1	8
VI	12	2	14	7	1	8
VII	13	1	14	7	1	8
VIII	15	6	21	7	1	8
IX	13	3	16	7	1	8
X	14	3	17	7	1	8
XI	12	4	16	7	1	8
XII	11	6	17	7	1	8
* XIII	7	1	8	5	1	7
Region-at- Large	17	1	18	7	1	8
Total Budgeted Visits						110

*Region XIII allocation raised to seven (7) by CTTC on 7/27/09 recognizing ASHRAE-CAR Beijing and ASHRAE-CAR Shanghai Groups.

Chennai Chapter – Motion 15 (10/25/2009):

That ASHRAE HQ should consider to give important ASHRAE Standards, and Basic Books on ASHRAE (defined below) to newly formed chapters at the time of Chapter formation or within one year of formation FREE of cost.

STANDARDS

62.1-2007	\$ 65	Ventilation for Acceptable ASHRAE
62.1-2007	69	User's Manual
90.1-2007	119	Energy Std
90.1-2007	93	User's Manual

Books

Load Calculation Application Manual	119
ASHRAE Green Guide	83.95
Understanding Psychrometrics	99
Air Conditioning System Design	89.95
Total	\$737.9

Answer: Members Council was not in favor of this motion. Some standards are available for viewing now (62.1 and 90.1), and because there are copyright issues involved, Society would lose book sales if this is permitted. **(Complete)**

Lebanese Chapter Motion 16 (10/25/2009):

That ASHRAE provides one or more complete set of publications to be available at RAL CRC. 50% of publications that were not sold will be donated to the host Chapter & the remaining part will be donated to RAL to be displayed at the next CRC.

Answer: Members Council was not in favor of this motion. When the new bookstore becomes available to chapters, it will be more user friendly and offer better quality abstracts for viewing. Publications displays with sales procedures have been attempted at various times in the past. The cost of shipping publications is substantial – several hundred dollars. At most CRCs in the past, no orders were placed. Orders that were placed on site are very rare. Of course it is difficult to measure how many items placed on the web were the result of viewing at the CRC. There will be the cost of the publications to be accounted for. If publications are missing from the RAL collection, those will need to be replenished and the items donated to the chapter will need to be replenished resulting in an ongoing cost to the Society. When publications displays were made available at CRCs in the past, often the hosting CRC felt the display more of an obligation than a benefit. The new ASHRAE online bookstore will display table of contents for all ASHRAE publications providing more information about content than is currently available in the bookstore. **(Complete)**



Western India Chapter – Motion 17 (10/25/2009):

That Society should develop video to impart training for new members joining as Chapter BOG, covering important aspects to run the chapter successfully. The video should supplement the Chapter Operation Manual.

Answer: Members Council was not in favor of this motion. Leadership training is personal and should be done face-to-face. The cost involved to produce a quality video is much higher than shown in the chapter's fiscal impact (\$2,000 USD). However, staff was assigned an action item to determine the location of a video that was produced by a chapter a few years ago and determine if it can be used for training purposes. **(Complete)**

ASHRAE Falcon Chapter – 2009 CRC Motion 17:

That all ASHRAE brand components throughout all ASHRAE chapters in the region and worldwide be unified.

Answer: Referred to staff; no further action needed by Members Council. **(Complete)**

Bahrain Chapter – Motion 18 (10/25/2009):

That all email communications between the RAL and Society be unified.

Answer: This motion was referred to the Electronic Communications Committee. Mike Pouchak, ECC Chair, consulted with Jef Meulemans, Carolyn Kettering, Vickie Grant (all ASHRAE staff), and Ross Montgomery Chair of Members Council Planning Subcommittee on this item. It seems that the intent of this motion was for ECC to recommend an e-mail communications resulting in more useful e-mail subject searches. To clarify, it seems that people will start on one subject and skip to another without modifying the e-mail subject line. This makes the resulting e-mail subject not searchable with any accuracy. I reviewed the Manual for Chapter Operations, the Society website, and the ECC Public Webpage and see that no document for e-mail policy or format exists. I remembered seeing something from Amy Patenaude in past e-mails on this subject. I searched a little more and it appears that such a policy is a work in progress by ECC Team A. It appears that this particular subject is specifically covered there. I suggest that the subject line information in the proposed ECC document be embellished to more clearly cover the spirit of Motion 18. Responding to the referral from Members Council will require that ECC consider the motion in Orlando first. I recommend to ECC to defeat the motion, as the action suggested in the motion is already included in the pending ECC Policy for E-mail. A record of the ECC vote with an explanation that the requested action from the motion is already included in the pending E-mail Policy should be reported as an information item to Members Council so that they may respond to the Region-At-Large and Bahrain Chapter why the motion was defeated by ECC. Second action required of ECC would be a committee action item to Team A for the completion of the policy. This would be followed by a later vote by ECC to adopt the policy when completed and forwarded to the committee for consideration. On successful adoption of the policy, a suggested action would be that an information item is sent to Members Council that they might consider including the policy as an appendix item in the Manual for Chapter Operations (MCO). **(Complete)**

Sub Region I (formerly Sub Region A) – Motion 19 (10/25/2009):

That ASHRAE encourage Chapters holding annual conferences to host (at no cost on the Chapter), non-chapter members and newly chartered chapters in their RAL sub-region, to attend their conferences. ASHRAE encouragement may be in the form of recognition certificates.

Answer: Members Council was not in favor of this motion. Certificates are available from Society for recognition purposes. Staff was assigned an action item to include a recognition certificate template on the website and let chapters know when this is available. **(Complete)**

Sub Region D – Motion 38 (10/25/2009):

That an additional Society position be created as Vice President – International who should be made



responsible to formulate and implement new strategies to increase and sustain future growth of membership and various other technical activities outside USA & Canada.

Answer: Members Council was not in favor of this motion. It is not fiscally possible at this time. **(Complete)**

Kuwait Chapter – Motion 39 (10/25/2009):

That ASHRAE send individual membership renewal notice by email OR fax.

Answer: Members Council was not in favor of this motion. This is already being done. The actual dues notice is mailed approximately 100 days before expiration, which should allow for plenty of time for an international member to receive it. About 60 days before expiration, they receive an email and the chapters and the members themselves can generate their own PDF invoice online. Faxed dues renewals are sent upon request. **(Complete)**

Kuwait Chapter – Motion 40 (10/25/2009):

That dropped members have an option to login on the website to reinstate his/her membership.

Answer: Members Council was not in favor of this motion. Each member has a different set of circumstances regarding their cancelled membership. They need to work with membership staff to determine the best reinstatement program. Also, not all membership types can reinstate (students and affiliates are not eligible), and the costs to set up a program like this is distinct to only certain types of membership is cost prohibitive. Staff was assigned an action item to include the reinstatement information on the website. **(Complete)**

South India Chapter – Motion 41 (10/25/2009):

That ASHRAE study the existing & ancient heritage buildings, monuments and places of worship in today's context of sustainable design practices and understand the hidden unwritten practices which were in vogue and to apply such practices in the upcoming buildings thus harnessing the benefits of sustainability concepts such as passive cooling, natural cooling and natural ventilation.

Answer: This motion was referred to Technology Council who transferred the motion to the Research Administration Committee. See letter below. **(Complete)**

July 12, 2010

Prasanna Kumar, Trane Company
Chennai, India

This is a response on behalf of the Research Administration Committee (RAC) to your request to ASHRAE-HQ that ASHRAE study the existing & ancient heritage buildings, monuments and places of worship in today's context of sustainable design practices and understand the hidden unwritten practices which were in vogue and to apply such practices in the upcoming buildings thus harnessing the benefits of sustainability concepts such as passive cooling, natural cooling and natural ventilation. The RAC membership discussed this topic extensively and we felt that there has been considerable amount of similar work done not only in India, but also elsewhere in the World, to harness the benefits of sustainable design practices into new construction. As such, there are some background information including some Internet links and a comprehensive reference that may provide some additional information to you while you decide how to move forward on this research topic.

1. Encyclopedia of Vernacular Architecture of the World, ed. Paul Oliver, Cambridge University Press, 1997, Volumes I and II
2. <http://www.medhajournal.com/columns/history-mainmenu-154.html>
3. You might also contact Karan Grover of Karan Grover and Associates in India who was the plenary keynote speaker at the recent ASHRAE Annual meeting held in Albuquerque, New Mexico. The topic of his talk was "Role of Culture, Heritage in Sustainability Examined", which

seems extremely apropos to the context here of the study of sustainable design practices using the principles used in the ancient heritage architecture.

In terms of getting ASHRAE funding to help conduct this research, you have two different options to follow with regard to this or any other research topic.

1. You can submit either on your own or on behalf of a team of investigators from local Universities and/or private companies, an Unsolicited Research Proposal (URP) which will be reviewed by the RAC and if deemed eligible for funding, will be processed through for funding. The funded project will then be assigned to one of the appropriate technical committees (TC) to monitor the progress of the research project. This option, in our minds, is definitely the faster option to make sure the work is funded and accomplished to the benefit of the membership of the South India chapter of ASHRAE.
2. Alternatively, you can decide to pursue the more conventional research path of having an appropriate TC submit a Research Topic for Acceptance Request (RTAR), then a biddable Work Statement (WS), which would then be sent out for bids. A winning bid would then be selected by the TC from among those submitted and then the research project would be monitored by the ASHRAE TC to completion. This process could take anywhere from two to five years from start to finish depending on the time taken for the different steps of reviews and approvals.

Perhaps Prof. Srinivasa Murthy of IIT Madras or another professor from the IIT or another Institution in Chennai can help you put together a team of investigators and the requisite URP to submit to ASHRAE soon. I will certainly be glad to receive it and run it through the review process. Please let me know if you have any further questions in this regard.

Sincerely,
Dr. Sriram Somasundaram, Member of RAC
Pacific Northwest National Laboratory, Richland, Washington.
sriram.somasundaram@pnl.gov

South India Chapter – Motion 42 (10/25/2009):

That ASHRAE provide publications to the tune of (maximum of) US \$4,000 (one time only), to existing and new chapters coming up in developing countries/regions at a discount of 75% to make a library at the chapter office and new publications (within one year from the date of publication) to be made available at the same discount.

Answer: Members Council was not in favor of this motion due to the fiscal impact. **(Complete)**

India Chapter – Motion 43 (10/25/2009):

That ACRECONF Technical Conference be supported by the RAL and Society.

Answer: This motion was referred to the Society Executive Vice President, Jeff Littleton. ASHRAE's endorsement of the ACRECONF Technical Conference on a non-financial basis is approved. However, the word 'endorse' rather than 'sponsor' should be used to characterize ASHRAE's participation. The background in the motion indicates that ACRECONF will contribute \$1,000 to the RAL in exchange for the RAL providing 1 sponsor and 50 attendees. The exchange of \$1,000 for recruiting of 1 sponsor and 50 attendees is an arrangement between ACRECONF and the RAL for which the DRC, Walid Chakroun would need to consider. ASHRAE's Society level endorsement of the event will move forward regardless of whether the RAL receives the \$1,000 contribution. **(Complete)**

Kuwait Chapter – Motion 44 (10/25/2009):

That ASHRAE provide an option to renew membership online for multiple years with discounts.



Answer: Members Council was not in favor of this motion. This is already available online. For a three year membership, the dues are \$165 the first year, and \$150 for the other two years (i.e. \$465 for three years). For a two year membership, the dues are \$165 and \$150 for the first and second year, respectively (\$315 for two years). The multiple year discount only applies to Associate and Member grades. **(Complete)**

Lebanese Chapter – Motion 45 (10/25/2009):

That ASHRAE exempts any purchase made by a member in the RAL from local sales tax as bought material is being exported. Also a better way for shipping may reduce fees.

Answer: Members Council was not in favor of this motion. ASHRAE does not charge sales tax on web orders or orders placed directly at headquarters. Sales tax is charged only at ASHRAE conference bookstores where local regulations require that sales tax be charged. Shipping methods are always examined to provide the best combination of reliability, low cost, and avoidance of reshipment due to non-receipt of product. Travelers can obtain a form at the airport for requesting reimbursement for sales tax on any purchases in the United States. **(Complete)**

Lebanese Chapter – Motion 46 (10/25/2009):

That ASHRAE involves the chapter located in the same territory where any organization is located in all matters between ASHRAE and the said organization especially when it comes to issues that may impact the relationship between the chapter and the said organization located in the same territory.

Answer: This motion was approved. **(Complete)**

Cairo Chapter – Motion 47 (10/25/2009):

That ASHRAE allow for a proposed discount of 25% on all Publications (Electronic and Printed) to ASHRAE chapter members in RAL region who receive discounted annual subscription.

Answer: Members Council was not in favor of this motion due to the fiscal impact. Although the Strategic Plan provides for consideration of regionally based pricing, the ASHRAE online bookstore does not allow for regionally based prices to be offered. The bookstore is undergoing a significant upgrade and the option for regional pricing will be considered. **(Complete)**

Cairo Chapter – Motion 48 (10/25/2009):

That ASHRAE allow for a proposed discount of 25% on Standards and technical papers to ASHRAE chapters in RAL region who receive discounted annual subscription.

Answer: Members Council was not in favor of this motion due to the fiscal impact. Although the Strategic Plan provides for consideration of regionally based pricing, the ASHRAE online bookstore does not allow for regionally based prices to be offered. The bookstore is undergoing a significant upgrade and the option for regional pricing will be considered. **(Complete)**

ASHRAE Falcon Chapter – Motion 49 (10/25/2009):

That ASHRAE standards to be available free of charge to each ASHRAE chapter.

Answer: Members Council was not in favor of this motion due to the fiscal impact. Providing documents for free to chapters would result in lost sales since 80% of ASHRAE's market to its members. Revenue from Standards is slightly over \$1 million annually, and this income helps support ASHRAE's membership services. **(Complete)**

Lebanese Chapter – Amended Motion 8B (10/25/2008):

That the Society officers and DLs of Society coordinate through the DRC when attending meetings or conferences where chapters exists.



Answer: Members Council was not in favor of this motion. A system is already setup for DLs and Society officers by a process that the CTT RVCs have in place; chapters are notified before Society officers and DLs are in their area. **(Complete)**

Lebanese Chapter – Motion 9 (10/25/2008):

That the Society identifies the climatic weather zoning for major cities in the RAL countries to allow proper application of ASHRAE Standard 90.1 and Standard 169 in RAL territories.

Answer: This motion was referred to Technology Council. Technology Council transferred the motion to RAC with reference to identify Standard 169 as the standard on Weather Data for Building Design Standards because this standard will cover countries with larger and major cities such as China and India. RAC contacted Dru Crawley, Chair of SSPC 90.1. Adequate weather data are not available for many of the RAL cities. The RAL should work to compile or gather weather data adequate for 90.1. **(Complete)**

Lebanese Chapter – Motion 10 (10/25/2008):

That the Society undertakes the research for the use of HCFC replacement in High Ambient Condition areas.

Answer: This motion was referred to Technology Council. In partial response to this referral, the Research Administration Committee (RAC) has asked Mike Vaughn to share with the Lebanese Chapter leaders, the final reports for the following three research projects and to solicit your feedback:

1. CEC-500-2008-056, *Energy Performance of Hot, Dry Optimized Air-Conditioning Systems*, July 2008, Sponsored by the State of California Energy Commission. (Attached)
2. 859-RP, *Capacity and Power Demand of Unitary Air Conditioners and Heat Pumps Under Extreme Temperature and Humidity Conditions*, May 1997, Sponsored by ASHRAE TC 7.6 – Systems Energy Utilization. (Report to be e-mailed in follow-on message)
3. 1173-RP, *Improvement and Validation of Unitary Air Conditioner and Heat Pump Simulation Models at Off-Design Conditions*, June 2006, Sponsored by ASHRAE TC 7.6 – Systems Energy Utilization. (Report to be e-mailed in follow-on message)

This is the first of three large message attachments that the Lebanese Chapter will receive from Mike Vaughn on this issue. The CEC project and 1173-RP both cover R-410a and 1173-RP also covers R-407. The 859-RP project deals with the topic in a more general fashion with refrigerant type left unchanged in the study. It is our hope that the Lebanese Chapter will provide feedback to us that they are satisfied with these reports. In addition to this, MORTS contacted the Lebanese Chapter to inform them of the TC. Copies of the final reports of RP-859 and RP-1173 were sent to the chapter president. **(Complete)**

Sub Region I (formerly Sub Region A) – Motion 11 (10/25/2008):

That ASHRAE develop “Management” courses tailored for the HVAC construction profession.

Answer: This motion was referred to Publishing and Education Council (PDC). The PDC always welcomes ideas for ALI courses from Members Council and other interested parties. Thank you for sending us this Motion. The ALI has offered management and leadership courses in the past at ASHRAE Winter and Annual Conferences. Each time, the number of attendees was quite low and did not justify the cost of developing and/or presenting the course again. It is worth noting that course evaluations from attendees were very positive, which leads the PDC to believe that the problem is not with the presentation of the content. It also is worth noting that many states do not approve non-technical courses for continuing education credit, which might partly account for the lack of participation. The poor attendance may also reflect the fact that similar courses in the marketplace for these types of courses typically are multi-day offerings that cover the topics in a fair amount of depth. We anticipate that 2-day, in-depth courses would meet member demands better than half-day or full-day courses. However, multi-day



courses traditionally have not done well when offered at ASHRAE Conferences. The renovation of the ASHRAE Headquarters in Atlanta included the creation of the ASHRAE Foundation Learning Center (AFLC), which is a multi-room addition of meeting and conference facilities to the building. The AFLC is envisioned to be used for a variety of functions, including as a facility for education programs. The PDC initially will be responsible for recommending the education courses/programs to be presented at the AFLC. Recently, we have investigated offering at the AFLC courses related to management issues and leadership skills to compliment planned HVAC&R technical course offerings. Staff has contacted two vendors – PSMJ and BenaTech, both of which have a presence in the Atlanta area and which have existing well established programs that specifically target the Engineering/Architecture and Construction (A/E/C) Industries. Both vendors have confirmed their interest in working with us to present courses to our members at the AFLC. Our recommendation is that we target 2-day programs from one or both of these vendors as educational offerings at the AFLC. For example, PSMJ offers a 2-day A/E/C Project Management “Boot Camp” and BenaTech offers a 2-day course on Situational Leadership. We are enthusiastic that this initiative will help meet the membership’s desire for high quality guidance in business management and leadership training. **(Complete)**

Sub Region I (formerly Sub Region A) – Motion 12 (10/25/2008):

That ASHRAE change the submission dates of the Student Design Competition to a date suitable for universities outside of the USA.

Answer: This motion was referred to Student Activities Committee. The Student Activities Committee has made this adjustment. See the Student Zone on the ASHRAE website for current deadline dates and other information concerning the Student Design Competition. **(Complete)**

ASHRAE Falcon Chapter – Motion 24 (10/25/2008):

That the name of the Emirates Falcon Chapter be changed to the ASHRAE Falcon Chapter.

Answer: This motion was approved. **(Complete)**

ASHRAE Falcon Chapter – Motion 25 (10/25/2008):

That ASHRAE Society endorse and RAL organize a regional conference, technical workshops and a small exhibition in the UAE in accordance with the current ASHRAE rules.

Answer: This motion was approved. **(Complete)**

ASHRAE Falcon Chapter – Motion 26 (10/25/2008):

That one representative from the RAL/ASHRAE Falcon Chapter participate in the negotiation with IEC for major ASHRAE exhibition in the UAE.

Answer: Members Council was not in favor of this motion. This is not appropriate or practical and we would be in violation of our contract with IEC; this would also require a change in the Rules of the Board. **(Complete)**

Sub Region I (formerly Sub Region A) – Motion 27 (10/25/2008):

That ASHRAE develop professional technological publications (Handbooks, Standards, Guidelines, etc...) in local languages for different regions of the world.

Answer: Members Council was not in favor of this motion. Approving this would obligate Society to print all publications in any language and we would require a royalty on the copyright of any sales on translated documents; in addition, Society already has a policy in place for translating documents. **(Complete)**

Sub Region II (formerly Sub Region C) – Motion 28 (10/25/2008):

That ASHRAE arrange future Sub-Region Chair training to be held at the RAL CRC meeting.



Answer: This motion was approved. **(Complete)**

Sub Region II (formerly Sub Region C) – Motion 29 (10/25/2008):

That Sub-Region Chairs be required to attend both the winter and summer meetings to ensure better contact with ASHRAE technical committees.

Answer: Motion 29 was tabled. **(Complete)**

Western India Chapter – Motion 30 (10/25/2008):

That a complimentary membership be offered to Student Branch Advisors of respective colleges for the year in which student memberships in the college is sufficient to form/sustain a student branch.

Answer: Members Council was not in favor of this motion. The student advisors' Society dues are only \$16 US; they get a great price and free meeting registration; this is not necessary. **(Complete)**

Saudi Arabia Chapter – Motion 16 (09/21/2007):

That ASHRAE make the online application for new members more user friendly.

Answer: This motion was approved. **(Complete)**

Pakistan Chapter – 2007 Fall CRC Motion 6:

That Society reimburse Chapter Technology Transfer Committee Chairs for transportation expenses related to attendance at Chapters Regional Conferences (CRCs).

Answer: This same motion was submitted by several regions during their 2007 Fall CRC. Because of this, Members Council considered one motion from Region IV which asked that both the CTTC and SAC chairs be reimbursed. The motion was approved. **(Complete)**

Lebanese Chapter – Motion 17 (09/21/2007):

That a chapter annual report to the CRC be uploaded on the chapter website.

Answer: This motion was withdrawn. **(Complete)**

Pakistan Chapter – Motion 33B (09/21/2007):

That the ASHRAE bio be updated to include a photograph of the member [at the member's option](#).

Answer: This motion was approved as amended. **(Complete)**

India Chapter Motion 34 (09/21/2007) Referred to Members Council CBL Ad Hoc Committee:

That new chapter formation minimum membership requirement be reduced from the existing 50 to 40.

Answer: This motion was approved. **(Complete)**

India Chapter – Motion 35 (09/21/2007):

That all members paying annual membership dues for continuously 12 years should be allowed to make a onetime payment of USD \$500 Life membership.

Answer: Members Council was not in favor of this motion. It would be cost prohibitive. **(Complete)**

Lebanese Chapter – Motion 36 (09/21/2007):

That Society investigate the possibility of establishing an ASHRAE office in each sub region in collaboration with local ASHRAE chapters.



Answer: This motion was referred to Society Executive Committee. Since the Society Executive Committee (ExCom) was assigned this strategic plan objective, they asked Members Council to give them a recommendation. The Members Council Objective 1 Ad Hoc Committee was assigned this issue and sent their report to ExCom. No other action has been taken to date. **(Complete)**

Effective ASHRAE Materials Delivery To and Through Chapters

This document summarizes the recommendations of an ASHRAE ad hoc committee charged with determining means and methods for more effective ASHRAE educational materials delivery to and through chapters to the membership. This ad hoc committee consists of current members of Members Council and PubEd Council. Following are five recommendations, with background and supporting information. Votes on two related motions referred to the ad hoc are also noted.

1. A Chapter Speakers Database (CSD) should be created and accessible by all chapters. The current CTTC committee leadership requested that they take responsibility for the development and support of the database and this ad hoc concurs. Supporting ideas for this recommendation are as follows:
 - a. ASHRAE ECC is an excellent resource for CTTC to use as they develop and rollout this project.
 - b. The CSD is designed to supplement the DL and other methods for creating chapter educational programs.
 - c. The CSD would be developed and owned by ASHRAE. It would be online like the ASHRAE Terminology database but with controlled access. Users are the CTTC Chapter Chairs, CTTC RVCs and ASHRAE Staff.
 - d. Chapters could enter past non DL chapter speaker info, speech topic and keywords, their rating feedback including any commercialism comments. The presentations would not be included. (Storing presentations, if CTTC desires, could be a Phase 2 project after the CSD is done.) The CSD project goal is for the chapter to select a speaker and their topic and be able to contact them to give the presentation in person or electronically.
 - e. An informal survey by our ad hoc of Chapter leaders indicates that this CSD idea is highly favored and needed.
 - f. One recommended concept for the CSD is to create an excel table of the data – one table per region. The Regional RVC works with this table in excel and/or thru an online regional portal. Chapter CTTC chairs enter their data into their regional table thru the online portal. This allows for easy maintenance and security. (Very similar to how Region I and IX have previously done it.) To look at all the data, a CSD full search form would link to all the regional tables and do a filtered search of all speakers and speeches so the Chapter Chairs could find speakers near them, even if in nearby other regions. The CTTC RVC's control the data quality. ASHRAE Staff and the CTTC Committee would control speaker deletion based on reviews, deaths, etc. (This part is the same as the DL program.)
 - g. The author's/presenter's contact information needs to be included so that they could be invited to speak.
 - h. Speeches should be removed after a period of time, say 2 years. Speakers removed after, say, three year.
 - i. It is strongly recommended that they develop a beta of the CSD and have two or three regions try it out. Work out the bugs and develop the user support literature/information before full rollout. This software development concept is generally very effective in reducing changes later which increase the program development costs.
 - j. This should improve communication between regional RVCs and chapter CTTC chairs.

2. ASHRAE Meeting should provide Chapter CTTC Chair with limited access to the Society Meeting Virtual Conference and then give them an option to view and download the presentations from one session for local chapter presentation at a chapter meeting by a chapter member.
 - a. The download would need to be in ppt format, require attribution to ASHRAE, and require the original authors release for this purpose.
 - b. This option is mainly for small and medium size chapters and sections as they often struggle to find good programs for their meetings.
 - c. This is low cost, easy to do option and should have high value to Chapter.
 - d. It will also make some Chapters much more aware of the benefits in attending the society meetings and/or purchasing access to the virtual conference.

3. ASHRAE marketing should produce a presentation for chapter leadership that effectively demonstrates available ASHRAE educational products and how to access them. Supporting ideas for this recommendation are as follows:
 - a. An informal survey by our ad hoc of Chapter leaders indicates that they are generally not aware of all of the ASHRAE educational materials that are available to members and nonmembers in the chapter area.
 - b. Chapter program chairs should be very interested in what materials are available and how well they have been received in the past in their chapter area.
 - c. This presentation would be good material for the CRC CTTC workshops and Chapter President Elect Training.

4. The Global Center for Building Innovation initiative should include a recommendation for new ASHRAE staff positions that would be dedicated to work permanently for the Regions in full time positions. Supporting ideas for this recommendation are as follows:
 - a. It would likely be that each “Regional Coordinator” would work for two regions, but Region XIII and RAL would each have a dedicated “Regional Coordinator”.
 - b. This position would create a more consistent and knowledgeable transfer of communication from society to regions and chapters, and feedback in turn back to society; even as the volunteer leaders come and go.
 - c. This should create a much more informed and consistent message of ASHRAE benefits and offerings to regions and chapters.
 - d. This could enhance our goal of “Effective ASHRAE Materials Delivery To and Through Chapters”.

5. That ASHRAE PEC Staff should provide feedback to PEC and MC on the effort and costs involved to develop a training related “big data” capability so would involve chapters more directly. This effort might allow Chapters to market/advertise ASHRAE materials to individuals in the same way that retail companies currently market to individuals.
 - a. Example: You buy gluten free foods at the local grocery store and begin receiving advertising from the retailer that includes more gluten free products. This information helps the customer and the store.
 - b. ASHRAE need to be a leader in this area to maintain our leadership position. Otherwise others will do it and provide a better service and may gain market share.

- c. ASHRAE would more definitively know which educational products that are important to individual members.
 - d. This step would make Chapters/Sections partners in ASHRAE PEC provided education
 - e. This could be a marketing inducement for chapters/sections to promote and encourage their members to take ASHRAE Society provided training.
6. The following motion was referred to this ad hoc. We voted in favor of this motion by a vote of 7-0-3.

Region IV (Southern Piedmont Chapter) – Motion 29e (11/6/2015):

That ASHRAE create an online Chapter Speakers file for Chapter Leaders to use by November 1, 2015.

Background: The MC/PEC working group on Chapter Educational Support identified a need for a list of potential ASHRAE Chapter Speakers to supplement the ASHRAE DL speakers. This need is very strong in the small and medium sized chapters where program resources are more limited. Implementing this idea should significantly improve chapter programs and reduce the workload on the Chapter/Section/Branch Program Chair.

Examples: Region I maintains a Regional Speakers list in excel format today; and Region IX and the College of Fellows have developed previous versions of the Chapter Speakers Database. This is not a new idea. As a first step to support chapters more effectively, ASHRAE could take the Region I list and put it online for all chapter program chairs to contribute to and be able to use. Access to this product would be limited to the Regional and Chapter Officers and the Chapter CTTC/Program Chairs. (i.e. password controlled). ASHRAE Regional CTTC Chairs would have input and editing rights of the content provided by their Chapters. Longer term, the monthly Chapter meeting/program reports could go into this file versus the one Chapters fill out and email to the CTTC RVC today. It might even become an online database.

Fiscal Impact: Estimated 2-5 days of ASHRAE IT program time (\$1600-\$4000); implementation training.

7. The following motion was referred to this ad hoc. We voted in favor of this motion by a vote of 6-1-3.

Region IV (Southern Piedmont Chapter) – Motion 31 (11/6/2015):

That ASHRAE MC and/or PEC undertake a project for ASHRAE to share ASHRAE provided attendee training and income with ASHRAE Chapters in order to expand use of ASHRAE provided member education.

Background: The recent MC/PEC working group on ASHRAE Educational Support to Chapters identified a need. Chapters do not know which chapter members take ASHRAE sponsored training, and further, some Chapters see it as a potential loss of chapter training revenue or reduced meeting attendance. Bluntly stated, they are out of the loop and some view ASHRAE training as competition to their local training. To improve this situation and actually make all Chapters/Sections a partner in ASHRAE PEC provided education, ASHRAE should advise the Chapters monthly of who in their chapter has attended an ASHRAE course, seminar, webinar,

etc. In addition, ASHRAE will provide the attendees Chapter with 15% of the training educational net income as a marketing inducement to promote and encourage their members to take ASHRAE Society provided training. (They have some skin in the game.)

Fiscal Impact: Provide the attendee lists to each chapter needs to be programmed by ASHRAE IT. Needs a defined project and then the time/cost estimate. On the income sharing for marketing support, need the attendee and net income numbers.