



**Minutes
Honors & Awards Committee
ASHRAE 2022 Annual Conference**

**Committee Meeting: Sunday, June 26, 2022, 1:00-5:00pm – [WebEx](#)
Committee Meeting: Monday, June 27, 2022, 2:30-5:30pm – [WebEx](#)**

Action Items

No. – Pg.	Assignment	Action
1 – 2	Staff	Refer recommended updates to the Dan Mills Chapter Programs Award, Donald A. Siller Refrigeration Award, and Technology Award to CTTC
2 – 2	Lemire	Put together list of ambassadors to help push marketing initiative to diversify award submissions
3 – 3	Staff	Ask Members Council to refer any rejections back to H&A. Review current wording in ROB and suggest edits if necessary.
4 – 3	Staff	Consult with awards company to check price and feasibility of magnetic lapel pins
5 – 3	Lavoie and Staff	Create a calendar for H&A members
6 – 3	Staff	Email new members the new member orientation PPT

Motions

No. – Pg.	Status	Action
1 – 1	Passed	Approval of previous H&A meeting minutes from January 30-31, 2022
2 – 2	Passed	Approve recommended edits to the Fellow nomination form and the H&A Reference Manual.
3 – 2	Passed	BOD review updates to ASHRAE Rules of the Board (ROB)

1. **Call to Order** – Lemire
2. **Roll Call/Introduction of Guests** – Lemire
3. **ASHRAE Code of Ethics Commitment** – Lemire
In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid all real or perceived conflicts of interest. (See full Code of Ethics: <https://www.ashrae.org/about/governance/code-of-ethics>)
4. **ASHRAE Simplified Rules of Order (Attachment A)**
 - a. At the 2022 Winter Conference, the BOD approved the ASHRAE Simplified Rules of Order and Meeting Fundamentals as the new rules of order to be used at all levels of Society. The intent of the new rules is to streamline meetings by providing simpler meeting guidance, allowing members to focus more on business and not the details of parliamentary procedure. Councils and Committees are expected to be fully operational in the new meeting guidance beginning July 1, 2022.
 - b. Please familiarize yourself with the attached quick reference document. These rules should be used in place of Roberts Rules of Order during all Society meetings.
5. **Review of Agenda** – Lemire

6. **Remarks**
 - a. BOD Ex-Officio – Devin Abellon (**Attachment J**)
7. **Approval of Minutes** – January 30-31, 2022 Meetings – Lemire (**Attachment B**)
 - a. **Motion #1:** Moved by Davis and seconded by Rogers. Vote: 9-0-0 CNV.
8. **Review of Action Items** – Lemire (**Attachment C**)
9. **Report of Planning Subcommittee** – Lavoie (**Attachment D**)
 - a. MBO #5 – Review all award documentation to ensure that requirements and wording include “diversity” and “inclusivity”.
 - i. **Motion #2:** Approve recommended edits to the Fellow nomination form and the H&A Reference Manual. Vote: 9-0-0 CNV.
 - ii. **Action Item #1:** Refer recommended updates to the Dan Mills Chapter Programs Award, Donald A. Siller Refrigeration Award, and Technology Award to CTTC.
 - b. MBO #6 – Elaborate a plan of action to increase awareness and improve the quality of submissions for awards by members from all origin or gender:
 - i. Focus on a marketing push as well as individual outreach. Look at presenting at the Women in ASHRAE breakfast. It would be ideal to have some marketing materials ready for the upcoming fall CRCs.
 1. **Action Item #2:** Lemire to put together list of ambassadors to help push this initiative
 - c. Five-year review update
10. **Report of Media Subcommittee** – NYK
 - a. No updates to the MOP or Reference Manual
11. **New Business** – Lemire
 - a. Referred motion from BOD: That Honors and Awards review which awards should be approved by the BOD due to the prestige of the award and propose changes to the ROB for presentation to the BOD for approval.
 - i. Current H&A awards confirmed by the BOD, which all fall under the ‘Personal Honors’ category:
 1. Andrew T. Boggs Service Award
 2. ASHRAE Award for Distinguished Public Service
 3. ASHRAE Hall of Fame
 4. ASHRAE Pioneers of the Industry
 5. F. Paul Anderson Award
 6. Fellow
 7. Honorary Member
 8. Louise and Bill Holladay Distinguished Fellow Award
 - ii. This motion came from the Board Operational Streamlining Subcommittee and the BOD had the following discussion points:
 1. The intent of the motion is to take the workload off of the BOD
 2. It typically takes the BOD 5-10 minutes to review awards
 3. The spirit of the motion is to free the BOD for other, more strategic items
 - iii. H&A discussion:
 1. Take BOD’s lead and remove award review from their agenda
 - iv. **Motion #3:** That the ASHRAE Rules of the Board (ROB) be updated as follows, effective January 2023:

2.411 Honors and Awards Committee

2.411.003.5 Award Programs

~~A. This committee shall receive recommendations, select, and recommend to the BOD individuals to be considered for the following honors and awards:~~

- ~~1. Honorary Member~~
- ~~2. Fellow~~
- ~~3. Pioneers of the Industry~~
- ~~4. ASHRAE Hall of Fame~~

- ~~5. F. Paul Anderson Award~~
- ~~6. ASHRAE Award for Distinguished Public Service~~
- ~~7. Louise and Bill Holladay Distinguished Fellow Award~~
- ~~8. Andrew T. Boggs Service Award~~

B. This committee shall select and recommend to Members Council individuals for the following awards:

1. Distinguished Fifty-Year Member Award
2. Distinguished Service Award
3. Exceptional Service Award
4. Crosby Field Award
5. Willis H. Carrier Award
6. Transactions Paper Awards
7. Honorary Member
8. Fellow
9. Pioneers of the Industry
10. ASHRAE Hall of Fame
11. F. Paul Anderson Award
12. ASHRAE Award for Distinguished Public Service
13. Louise and Bill Holladay Distinguished Fellow Award
14. Andrew T. Boggs Service Award

1. Vote: 8-0-0- CNV

- v. **Action Item #3:** Ask Members Council to refer any rejections back to H&A. Review current wording in ROB and suggest edits if necessary.

b. Discussion:

- i. Award idea – awarded as a medal that is worn during the conference to promote recognition
 - ii. Making any award lapel pins magnetic versus a pin
 1. **Action Item #4:** Staff to consult with awards company to check price and feasibility
 - iii. Should we look at creating an accessible database of all past award winners, similar to this [Region X webpage](#).
 - iv. Consider providing marketing ideas to award recipients. For example, an award summary that can be included on the recipient's LinkedIn page. This could be included in the award notification email that staff sends prior to award presentation.
 - v. Consider introducing Fellows at the beginning of meetings.
- c. **Action Item #5:** Isabelle and Rhiannon to create a calendar for H&A members
- d. **Action Item #6:** Staff to email new members the new member orientation PPT

12. **Report of Personal Awards Subcommittee** – Phoenix

- a. Review of Candidates (**Executive Session**)
- b. Assignment of Write-ups (**Executive Session**)

13. **Report of Paper and Pass Through Awards Subcommittee** – Donoso

- a. Review of Recommendations (**Executive Session**)

14. **Status of 21-22 MBOs** – Lemire (**Attachment E**)

15. **Change of Chair** – Lemire/Lavoie

- a. Recognition of Outgoing Members
 - i. Nicolas Lemire – Chair
 - ii. Jorge Eduardo Donoso
 - iii. Ng Yong Kong (NYK)
- b. 22-23 MBOs – Lavoie (**Attachment H**)
- c. Appointment of 22-23 Subcommittee and Mentors – Lavoie (**Attachment I**)

16. **Next Meeting** – January 2023 in Atlanta, GA

17. **Adjournment**

ASHRAE Simplified Rules of Order – Quick Reference

Guiding Principles:

- Quorum is required before business can be conducted.
- Everyone has the right to participate in discussion if they wish before anyone may speak a second time.
- Everyone has the right to know what is going on at all times. Only urgent matters may interrupt a speaker.
- Only one thing (motion) can be discussed at a time.

A **motion** is the topic under discussion (e.g., “I move that we add a coffee break to this meeting”). After being recognized by the president of the board, any member can introduce a motion when no other motion is on the table. A motion requires a second to be considered. If there is no second, the matter is not considered. Each motion must be disposed of (passed, defeated, tabled, referred to committee, or postponed indefinitely).

How to do things:

You want to bring up a new idea before the group.

After recognition by the president of the board, present your motion. A second is required for the motion to go to the floor for discussion, or consideration.

You want to change some of the wording in a motion under discussion.

After recognition by the president of the board, move to amend by

- adding words,
- striking words or
- striking and inserting words.

You like the idea of a motion being discussed, but you need to reword it beyond simple word changes.

Move to substitute your motion for the original motion. If it is seconded, discussion will continue on both motions and eventually the body will vote on which motion they prefer.

You want more study and/or investigation given to the idea being discussed.

Move to refer to a committee. Try to be specific as to the charge to the committee.

You want more time personally to study the proposal being discussed.

Move to postpone to a definite time or date.

You are tired of the current discussion.

Move to limit debate to a set period of time or to a set number of speakers. Requires a 2/3^{rds} vote.

You have heard enough discussion.

Move to close the debate. Also referred to as calling the question. This cuts off discussion and brings the assembly to a vote on the pending question only. Requires a 2/3^{rds} vote.

You want to postpone a motion until some later time.

Move to table the motion. The motion may be taken from the table after 1 item of business has been conducted. If the motion is not taken from the table by the end of the next meeting, it is dead. To kill a motion at the time it is tabled requires a 2/3^{rds} vote. A majority is required to table a motion without killing it.

You believe the discussion has drifted away from the agenda and want to bring it back.

“Call for orders of the day.”

You want to take a short break.

Move to recess for a set period of time.

You want to end the meeting.

Move to adjourn.

ASHRAE Simplified Rules of Order – Quick Reference

You are unsure the president of the board announced the results of a vote correctly.
Without being recognized, call for a "division of the house." A roll call vote will then be taken.

You are confused about a procedure being used and want clarification.
Without recognition, call for "Point of Information" or "Point of Parliamentary Inquiry." The president of the board will ask you to state your question and will attempt to clarify the situation.

You have changed your mind about something that was voted on earlier in the meeting for which you were on the winning side.

Move to reconsider. If the majority agrees, the motion comes back on the floor as though the vote had not occurred.

You want to change an action voted on at an earlier meeting.

Move to rescind. If previous written notice is given, a simple majority is required. If no notice is given, a 2/3^{rds} vote is required.

Executive Session.

Discussion of an issue of sensitive, proprietary or personal in nature.

Unanimous Consent:

If a matter is considered relatively minor or opposition is not expected, a call for unanimous consent may be requested. If the request is made by others, the president of the board will repeat the request and then pause for objections. If none are heard, the motion passes.

- **You may INTERRUPT a speaker for these reasons only:**
 - to get information about business –point of information to get information about rules– parliamentary inquiry
 - if you can't hear, safety reasons, comfort, etc. –question of privilege
 - if you see a breach of the rules –point of order
 - if you disagree with the president of the board's ruling –appeal
 - if you disagree with a call for Unanimous Consent –object

Order of Precedence of Motions					
The rules are in descending order of importance. A rule higher in the table takes precedence over one lower in the table. Implication is that everything takes precedence over the main motion on the floor.					
Rule	Must Be Seconded	Open for Discussion	Can be Amended	Vote Count Required to Pass	May Be Reconsidered or Rescinded
Adjourn (End meeting)	X			Majority	
Recess	X		X	Majority	
Table	X			Majority	
Close Discussion	X			2/3 rds	X
Limit Debate	X		X	2/3 rds	X
Postpone to a later time (##)	X	X	X	Majority	X
Refer to Committee	X	X (+)	X	Majority	X
Kill a Motion	X			Majority	X
Amend Motion (* #)	X	X		Majority	X
Postpone Indefinitely (**)	X	X	X	Majority	X
Main Motion	X	X	X	Majority	X

(#, ##, *, **,+) See full Rules of Order for explanation of symbols



Honors & Awards Committee

Sunday, January 30, 2022

Full Committee – 1pm-5pm – Hybrid In-Person and Webex – Page 1

Monday, January 31, 2022

Full Committee – 2:30pm-6:30pm – Hybrid In-Person and Webex – Page 2

Action Items

No. – Pg.	Assignment	Action Item
1 – 1	Staff	Make necessary updates to DSA/ESA form
2 – 1	Staff	Confirm process for approving DSA/ESA form. Does Members Council need to be involved?
3 – 2	Staff	Implement updated Fellow nomination form
4 – 3	Staff	Email committee with write-up assignments, samples, and nominations

Minutes

1. **Call to Order** – Lemire
2. **Roll Call/Introduction of Guests** – Lemire
3. **ASHRAE Code of Ethics Commitment** – Lemire
In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid all real or perceived conflicts of interest. (See full Code of Ethics: <https://www.ashrae.org/about/governance/code-of-ethics>)
4. **ASHRAE Commitment to Care** – Lemire
The health and safety of all ASHRAE conference attendees is a top priority. Out of respect for our fellow attendees, we commit to wear masks indoors, monitor our health, seek medical attention if symptoms develop and adhere to all ASHRAE Commitment to Care protocols. We are committed to the well-being of one another. (View the full Commitment to Care at www.ashrae.org/2022WinterCTC)
5. **Review of Agenda** – Lemire
6. **Approval of Minutes** – June 11 & 17, 2021 Meetings – Lemire (**Attachment A**)
 - a. Moved by Donoso, second by Phoenix. Vote: unanimous approval.
7. **Review of Action Items** – Lemire (**Attachment B**)
 - a. DSA/ESA Form: Category F, Item 3. Seminar, Technical Session Speaker.
 - i. Only applicable to speakers at ASHRAE Annual, Winter Conferences, & ASHRAE sponsored conferences.
 - ii. Not applicable to ASHRAE Chapter or Regional-level events. Should an additional item be added to Category F to address this?
 1. New item #8: Seminar or Technical Session speaker at an ASHRAE Chapter/Region event or meeting (excluding DLs). Points: ¼ point per presentation.
 2. Phoenix moved. Rogers second. Vote: unanimous approval.
 - iii. **Action Item #1:** Staff to make necessary updates to DSA/ESA form
 - iv. **Action Item #2:** Staff to confirm process for approving DSA/ESA form. Does Members Council need to be involved?
8. **Report of Planning Subcommittee** – Lavoie
 - a. MBO Update:

- i. #5: Review all award documentation to ensure the requirements and wording include “diversity” and “inclusivity”. In process. Will extend to H&A’s MOP and Reference Manual.
 - ii. #6: Elaborate a plan of action to increase awareness and improve the quantity of submission for awards by members from all origin or gender. Will begin work in the coming weeks. May look at past Fellow recipients to research gender/original statistics.
- b. Five-Year Review Update
 - i. Next month we will send out communication regarding reviews for the following awards:

Award	Committee/Council
Andrew T. Boggs Service Award	Honors & Awards Committee
Dan Mills Chapter Programs Award	Chapter Technology Transfer Committee
Donald Bahnfleth Environmental Health Award	Environmental Health Committee
F. Paul Anderson Award	Honors & Awards Committee
Government Affairs Award	Government Affairs Committee
Technology Awards	Chapter Technology Transfer Committee
Donald Bahnfleth Environmental Health Award	Honors & Awards Committee

9. **Report of Media Subcommittee – NYK**

- a. MOP, Reference Manual or website updates
- b. #2: Provide global awareness of H&A awards via ASHRAE *Insights* and *Chapter Notes*, and targeted communication to Chapter leaders. First step to develop a plan, who we need to work with on staff. Promote the award matrix – add it on social media.

10. **New Business – Lemire**

- a. Updates to Fellow Nomination Form (**Attachments E and F**)
 - i. Changed from a password protected Word document to a fillable PDF. We ask that Fellow nominations be submitted in PDF format, so this helps streamline the submission process.
 - ii. Request ASHRAE member number for the nominee, nominator, and all references. Not required, but if provided it does make staff’s initial review of nominations quicker and easier.
 - iii. Removed request for physical addresses for nominee, nominator, and references. This information is not used and if needed, it is available in their member records.
 - iv. Phoenix moved. Davis second. Vote: Unanimous approval.
 - v. **Action Item #3:** Staff to implement updated Fellow nomination form.

11. **Review of Committee Financial Statement**

- a. YTD performance compared to budget
 - i. Any significant variances should include a sentence or two of explanation in our report to Members Council.
 - 1. No update to the forecast for the current Society Year.
- b. Any requests for changes to the budget for SY 2022-23? Any change to programs?
 - i. No expected changes to next year’s budget.

12. **Members Council Referrals**

- a. Motion: That Members Council direct the appropriate department to include the Chapter Honors & Awards Chair, as listed on the CIQ, in the list of the Chapter Officers and Chairs that have access to their Chapter Member Bios, by April 1, 2021.
 - i. Completed in September 2021. Instructions sent to H&A Chapter Chairs and H&A Committee. Society H&A Committee and Chapter Chairs have bio access.

13. **Status of 21-22 MBOs – Lemire (Attachment H)**

14. **Report of Paper and Pass Through Awards Subcommittee – Donoso**

- a. Review of Recommendations (**Executive Session**)
 - i. Paper and Pass-Through Awards

15. Report of Personal Awards Subcommittee – Phoenix

- a. Review of Candidates **(Executive Session)**
 - i. Personal Awards Subcommittee Recommendations
 - 1. Distinguished 50-Year Member
 - 2. Distinguished 75-Year Member
 - 3. Distinguished Public Service
 - 4. Fellow
 - 5. Hall of Fame
 - 6. Honorary Member
 - 7. No nominations submitted for:
 - a. F. Paul Anderson
 - b. Pioneers of the Industry
- b. Assignment of Write-ups – due March 1 **(Executive Session)**
 - i. **Action Item #4:** Staff to email committee with write-up assignments, samples, and nominations

16. Remarks

- a. BOD Ex-Officio – Devin Abellon

17. Next Meeting – June 2022

18. Adjournment

Action Items

No. – Pg.	Assignment	Status	Action Item
1 – 1	Staff	Complete	Make necessary updates to DSA/ESA form
2 – 1	Staff	Complete	Confirm process for approving DSA/ESA form. Does Members Council need to be involved?
3 – 2	Staff	Complete	Implement updated Fellow nomination form
4 – 3	Staff	Complete	Email committee with write-up assignments, samples, and nominations

**ASHRAE Honors and Awards
Planning Subcommittee Report
2022 ASHRAE Annual Conference**

Members: Isabelle Lavoie, Alyse Falconer

Report

1. MBO Updates

- a. MBO #5: Review all award documentation to ensure that requirements and wording include “diversity” and “inclusivity”.
 - i. We reviewed text on the H&A webpage and all documents. In general, not a lot of updates are needed; however, we do recommend some minor edits to the following documents:
 1. Dan Mills Chapter Programs Award
 - a. ~~...his or her name~~ the name of the candidate.
 - b. Must be the CTT Chapter Chair or Vice-Chair of ~~the Chapter to which he or she is~~ assigned chapter.
 2. Donald A. Siller Refrigeration Award Criteria
 - a. ~~...his or her name~~ the name of the candidate.
 3. Fellow Nomination Form
 - a. ~~Nominator attests that to the best of his/her knowledge~~ To the best of my knowledge, the nominee adheres to the ASHRAE Code of Ethics.
 4. Guidelines for ASHRAE Fellow Nominators
 - a. ...seen by ~~his/her~~ their peers in the industry...
 - b. ...and was emulated by ~~his/her~~ competitors...
 - c. ~~His/her~~ name, contact information, and position in the industry
 - d. ~~His/her~~ professional background and expertise...
 - e. ...the nominee from ~~his/her~~ their peers...
 5. Technical Award Application Long Form
 - a. ...engineer of record will not grant ~~his/her~~ their consent.
 6. H&A Reference Manual
 - a. ...when ~~he/she takes~~ taking office as President...
 - b. ~~...introduce him/her to the chair~~ make the introduction to the chair and early arriving members.
 - c. ... to ~~acquaint him/her~~ get acquainted with the...
 - d. Each member is expected and encouraged to commit to the ~~be~~ committee to the code of ethics of his or her own-professional or trade association code of ethics in their nation and area of work.
 - ii. The Planning Subcommittee recommends the actions below to increase awareness and improve quantity of submissions by members from all origin and genders. The recommendation is to focus on Fellow, Hall of Fame, and Louise
- b. MBO #6: Elaborate a plan of action to increase awareness and improve the quality of submission for awards by members from all origin or gender.
 - i. The data shows that for many of our awards, we have opportunities to increase the number of female and international applicants (**Attachment A**)
 - ii. The Planning Subcommittee recommends the actions below to increase awareness and improve quantity of submissions by members from all origin and genders. The recommendation is to focus on Fellow, Hall of Fame, and Louise

and Bill Holladay Distinguished Fellow Award in the coming months. Actions on other awards could be added in the future.

- iii. Actions to be deployed during Society year 2022-2023.
 - 1. Fellow: Prepare a short profile on past three female recipients (in the past six years only 12% of applicants were women)
 - 2. Fellow: Prepare a short profile on past three international recipients (in the past six years 23% of applicants were international)
 - 3. Hall of Fame: Prepare a short profile on the past international recipient (in the past six years only 3% of applicants were international - one in six years)
 - 4. Holladay: Prepare a short profile on past three international recipients (in the past six years only 13% of applicants were international)
 - 5. Holladay: Since there has never been a female applicant for this award, we recommend the following:
 - a. be proactive and go through the list of past Fellow female recipients
 - b. identify female applicants that could qualify for the award
 - c. reach out the DRCs and RMCRs of the potential candidate so they can look into preparing a submission
 - 6. Andrew T. Boggs: Since there has never been a female applicant for this award, we recommend the following:
 - a. be proactive and go through the list of past ESA recipients
 - b. identify female applicants that could qualify for the award
 - c. reach out the DRCs and RMCRs of the potential candidate so they can look into preparing a submission
- iv. Each profile should include key accomplishments, with content similar to what is presented at the Plenary. One page per recipient ([Attachment B](#))
- v. We recommend that the profiles be published as follows:
 - 1. Include the profile in the H&A PowerPoint Presentation
 - 2. Ask the collaboration of DRC-RMCR that this is being presented during CRC business meeting
 - 3. Publish on social media in October
 - 4. Publish on H&A website

2. H&A Award Review

- a. The Planning Subcommittee is charged with reviewing Society awards on a five-year rotating schedule.
- b. Listed below are the awards that we reviewed for the 2021-2022 Society Year. Each responsible committee provided the attached responses, which were used in the evaluation of the awards. We recommend continuing all these awards.
 - i. Andrew T. Boggs Service Award – H&A ([Attachment C](#))
 - ii. Dan Mills Chapter Programs Award – CTTC ([Attachment D](#))
 - iii. Donald Bahnfleth Environmental Health Award – EHC ([Attachment E](#))
 - iv. F. Paul Anderson Award – H&A ([Attachment F](#))
 - v. Government Affairs Award – GAC ([Attachment G](#))
 - vi. Technology Awards – CTTC ([Attachment H](#))

Management by Objectives
Honors and Awards Committee
ASHRAE Society Year 2021-2022
Nicolas Lemire, Chair

MBO	Status	Due Date	Assigned To	MBO Comments
1. Obtain nominees for each honor with special attention to nominees for significant personal awards (i.e. Distinguished Public Service, Pioneers of the Industry, Boggs, Louise and Bill Holladay, Honorary Member, and Hall of Fame)	Partially complete	December 1, 2021 and May 1, 2022	Personal Awards Subcommittee	Reach out to regional Nominating Members by July 15 for Fall CRCs and April 15 for Spring CRCs
2. Provide global awareness of H&A awards via ASHRAE <i>Insights</i> and <i>Key Notes</i> , and targeted communication to Chapter leaders	Complete	March 1, 2022	Media Subcommittee	Help by advertising/promoting personal awards before their due dates Provide an article in Insights
3. Update H&A PowerPoint Presentation and distribute to Nominating Committee members & Chapter Presidents/Delegates	Complete	February and July 2022	Staff & Planning Subcommittee	Include list of award recipients by chapter for each region - this is very helpful for DRC's & Chapters to acknowledge members
4. Send reminder to Committee Chairs of Pass Through Awards	Complete	December 1, 2021	Pass Through Awards Subcommittee	
5. Review all award documentation to ensure the requirements and wording include "diversity" and "inclusivity"	Complete	June 30, 2022	Planning Subcommittee	
6. Elaborate a plan of action to Increase awareness and improve the quantity of submission for awards by members from all origin or gender	Complete	June 30, 2022	Planning Subcommittee	
7. Create a social network campaign to promote and encourage submission of personal awards.	Incomplete	November 2021 and April 2022	Media Subcommittee	The campaign should occur the month prior to two award submission deadlines of May 1 and December 1

Management by Objectives (MBOs)

Honors and Awards Committee

ASHRAE Society Year 22-23

Isabelle Lavoie, Chair

Last Update: June 26, 2022

MBO	Status	Due Date	Assigned To	ASHRAE Strategic Plan	MBO Comments
1. Obtain nominees for each honor with special attention to nominees for significant personal awards (i.e. Distinguished Public Service, Pioneers of the Industry, Boggs, Holladay, Honorary Member, and Hall of Fame)		December 2022 and May 2023	Personal Awards Subcommittee	4	Reach out to Regional Nominating Members by July 15 for fall CRCs and April 15 for Spring CRCs
2. Provide global awareness of H&A awards via ASHRAE <i>Insights</i> and <i>Key Notes</i> , and targeted communication to ASHRAE chapter leaders		October 2022 and March 2023	Media Subcommittee	4	Advertising/promote personal awards before their due dates by providing articles in <i>Insights</i> and <i>Key Notes</i>
3. Create a social network campaign to promote and encourage submission of personal awards		November 2022 and April 2023	Media Subcommittee	4	The campaign should occur the month prior to the two award submission deadlines of May 1 and December 1
4. Provide chapters and regions with updated information they can use to promote H&A		February and July 2023	Planning Subcommittee	3, 4	Update H&A PowerPoint presentation and distribute to Nomination Committee members and Chapter Presidents and Delegates.
5. Put in place actions to increase awareness and improve the quantity of submission for awards by members from all origin and gender		December 2022	Planning & Media Subcommittee	4	<p>Fellow: prepare a short profile on the past three female recipients as in the past six years there has only been 12% female Fellows selected</p> <p>Hall of Fame: prepare a short profile on the past international recipient</p> <p>Holladay: prepare a short profile on the past three international recipients</p> <p>T. Boggs: go through the list of past Female ESA recipients and identify potential female applicants</p> <p>Holladay: go through the list of past Female Fellow recipients and identify potential female applicants</p>

*ASHRAE Strategic Plan Initiatives – 1: Resilient Buildings and Communities, 2: Indoor Environmental Quality, 3: Organizational Streamlining, 4: Improve Chapter Engagement, Capacity and Support

**22-23 Honors & Awards Committee
Subcommittee Assignments**

Personal Awards (5)

Tom Phoenix chair
Mohammed Abass Sajid
Mohammad Al Tassi*
Adam Davis
Dan Rogers

Paper and Pass-Through Awards

Richard Hooley, chair
Maged Fouad Hashem*

Media

Ben Leppard, chair
Karine Leblanc*

Planning

Alyse Falconer, chair
Ben Leppard

New Member Mentors

(See H&A Resource Manual, Appendix F for program description)

New Member	Mentor
Mohammad Al Tassi	Ben Leppard
Maged Fouad Hashem	Alyse Falconer
Karine Leblanc	Dan Rogers



ASHRAE Leadership Presentation

1

ASHRAE Policies



Code of Ethics

"We will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and we shall avoid all real or perceived conflicts of interest."

Harassment and Discrimination Policy

ASHRAE strictly prohibits and does not tolerate discrimination against members or applicants for membership because of such individual's race, color, religion, age, sex, sexual orientation, national origin, physical or mental disability, pregnancy, genetic information, veteran status, uniformed service member status, or any other category protected under applicable law.

Commercialism

ASHRAE's Commercialism Policy allows for Society activities that fulfill the mission of technological advancement with adherence to business plans that generate income to offset operational expenses such as AHR Exposition, ASHRAE periodicals, website, and Society conference events such as the Welcome Party, luncheons, registration kits, and receptions.

[ashrae.org/commercialism](https://www.ashrae.org/commercialism)

View ASHRAE Governing Documents at [ashrae.org/about/governance](https://www.ashrae.org/about/governance)

2

Nominations Needed!

<h3>Committee Nominations</h3> <ul style="list-style-type: none"> • Due mid-February. Council, RAC, TAC, Standards and Handbook nominations are due mid-September. • Speak with your committee ExO if your current appointment ends in June and you wish to be nominated for another committee. <p style="text-align: center; margin-top: 20px;"> Learn More about Technical and Society Level Committees ashrae.org/committee-nominations </p>	<h3>Honors & Awards Nominations</h3> <p>ASHRAE's awards fall into one of six categories:</p> <ul style="list-style-type: none"> • Personal Honors • Personal Awards for General & Specific Society Activities • Paper Awards • Society Awards to Groups or Chapters • Chapter and Regional Awards <p style="text-align: center; margin-top: 20px;"> Learn More and Nominate Someone Today ashrae.org/honorsandawards </p>
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ASHRAE Technical Committees (TCs) and Volunteer Opportunities at ashrae.org/communities

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ASHRAE Commitment to Care Statement

The health and safety of all ASHRAE conference attendees is a top priority.

Out of respect for our fellow attendees, we strongly recommend wearing masks indoors, to monitor our health, seek medical attention if symptoms develop and adhere to all ASHRAE Commitment to Care protocols.

We are committed to the well-being of one another.

View the full Commitment to Care at ashrae.org/2022Annual

4

World Refrigeration Day



The Coolest Day of the Year June 26, 2022

The day raises awareness of refrigeration, air conditioning and heat pumps and their role in modern society to a wider audience
#coolingmatters

Learn More at worldrefrigerationday.org

7

2022-23 Board of Directors

Executive Committee



Through an elaborate committee structure, including committees and councils, ASHRAE policies are established by a **Board of Directors** comprised of Society members elected by the membership. Board members serve terms of one to three years, including the President who serves a one-year term.

President



Farooq Mehboob, P.E.
Fellow ASHRAE, Life Member
Karachi, Pakistan

President-Elect



Ginger Scoggins, P.E.
Raleigh, North Carolina

Treasurer



Dennis Knight, P.E.
Fellow ASHRAE
Mt. Pleasant, South Carolina

Vice Presidents



Dunstan Macauley, P.E.,
HBDP
Arlington, Virginia



Sarah E. Maston, P.E., BCxP
Hudson, Massachusetts



Billy Austin, P.E., BCxP, BEAP,
BEAP, HBDP, HFDP, OPMP
Charlotte, North Carolina



Ashish Rakheja
Noida, Uttar Pradesh, India

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2022-23 Board of Directors

Director and Regional Chairs



<p>Region I</p>  <p>Steven C. Sill Sterling, New York</p>	<p>Region II</p>  <p>Ronald Gagnon Quebec, Canada</p>	<p>Region III</p>  <p>Mark Tome, P.E., HFDP Harrisburg, Pennsylvania</p>	<p>Region IV</p>  <p>Bryan Holcomb Oak Ridge, North Carolina</p>	<p>Region V</p>  <p>James Arnold, P.E. Dublin, Ohio</p>
<p>Region VI</p>  <p>Susanna Hanson La Crosse, Wisconsin</p>	<p>Region VII</p>  <p>Chris M. Gray, Ph.D., P.E. Atlanta, Georgia</p>	<p>Region VIII</p>  <p>Randy C. Schrecengost, P.E., BEAP Austin, Texas</p>	<p>Region IX</p>  <p>Tyler J. Glesne, BCxP, BEAP Omaha, Nebraska</p>	<p>Region X</p>  <p>Devin A. Abellon, P.E. Los Angeles, California</p>
<p>Region XI</p>  <p>Eileen Jensen, P.E. Vancouver, Washington</p>	<p>Region XII</p>  <p>John Constantinide, P.E. Merritt Island, Florida</p>	<p>Region XIII</p>  <p>Cheng Wee Leong, P.E. Singapore</p>	<p>Region XIV</p>  <p>Andres J Sepulveda Madrid, Spain</p>	<p>Region-at-Large</p>  <p>Richie Mittal New Delhi, India</p>

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2022-23 Board of Directors

Directors-at-large

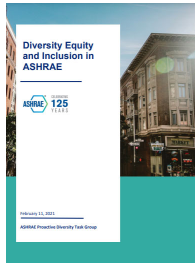


 <p>Wade Conlan, BCxP Maitland, Florida</p>	 <p>Blake Ellis, P.E. Overland, Kansas</p>	 <p>Dru Crawley, Ph.D., BEMP Washington, D.C.</p>
 <p>Kenneth Fulk Allen, Texas</p>	 <p>Art Giesler Colleyville, Texas</p>	 <p>Wei Sun, P.E. Ann Arbor, Michigan</p>
 <p>Kishor Khankari, Ph.D. Ann Arbor, Michigan</p>	 <p>Luke Leung, P.E. Clarendon Hills, Illinois</p>	 <p>Adrienne Thomle Reno, Nevada</p>

10

Diversity, Equity, & Inclusion (DEI) in ASHRAE

BOD Subcommittee created by the Board in January 2021



Download the Report
ashrae.org/DiversityEquityInclusion

The purpose of the BOD DEI Subcommittee is to advise and engage the Board of Directors on:

- All matters relating to diversity, equity and inclusion - with a view to improving organizational awareness and performance in these areas amongst both staff and the Society membership
- The establishment of annual budgets for DEI program and ongoing initiatives
- The prioritization of inclusivity issues which have relevance to ASHRAE, together with plans for addressing these issues
- Potential DEI training modules for Chapters and Committees

Members of the BOD DEI Subcommittee

Adrienne Thomle (Chair); Kishor Khankari (Vice Chair); Devin Abellon; Susanna Hanson; Wei Sun; Ashish Rakheja; Tanisha Meyers-Lisle (Staff Liaison)
 Dunstan Macauley; Billy Austin; Dennis Knight; Farooq Mehboob (Consultant); Steven Sill



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Task Force for Building Decarbonization



Initiative of ASHRAE President and President-Elect, with the realization that our successful initiatives in building energy efficiency should be expanded to building decarbonization

- **15** members, Co-Chaired by Presidential Members Don Colliver and Tom Phoenix
- **9** working groups with over **100** international volunteers
- Positioned ASHRAE to tackle building decarbonization with the same level of importance and urgency as ASHRAE tackled energy efficiency during the energy crisis

SY2022-23 Evolution:

- TFBD ExCom to develop and implement strategic direction
- Operational Subcommittee to develop content for six guides
- Products and Services Subcommittee to oversee Web Site & Knowledge Hub, and Training & Education

Email questions or input to decarb@ashrae.org and learn more at ashrae.org/decarb

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Distinguished Lecturer



**Distinguished
Lecturer**

Do you want to be the next ASHRAE Expert in Building Decarbonization?

ASHRAE Distinguished Lecturer (DL) will share knowledge virtually and in-person with ASHRAE Chapters about topics related to building carbon footprint reduction.

Topics associated with building decarbonization include:

- Operational carbon
- Embodied carbon
- Building system electrification
- Building performance standards
- Grid-building intersection
- Appliance and equipment standards
- Site sequestration

Submit Nominations by December 1

To learn more, visit www.ashrae.org/dl

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Society Updates



Approved ByLaws Change: Full Member

ASHRAE Membership voted to approve changing the title of 'Member' grade to 'Full Member' grade to differentiate between those who have provided necessary education and professional background information to the Society in order to qualify as a Full Member grade.

Request to Advance to Full Member Grade

Associate and Affiliate members may request to advance to Full Member grade by updating their membership bio in their ashrae.org profile and notifying membership@ashrae.org.



View the latest Society Snapshot at ashrae.org/society-snapshot

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Membership & Communities



Your Benefits ashrae.org/membership

New Member Benefit Selection

Full dues paying Full and Associate Members may select from the following complimentary annual member benefits:

- ✓ ASHRAE eLearning Course
- ✓ ASHRAE Standard (PDF)
- ✓ ASHRAE Handbook (PDF)

Visit ashrae.org/chapters to quickly find the chapters nearest you!

New Benefits for Employers and Members

10% Discount - Starting July 1 ★
Employers who sign up 5 or more Employees in a single transaction receive a 10% discount.

Free Winter or Annual Conference
New full dues paying members who join after July 1 receive one complimentary registration to a Winter or Annual Conference to be used within the first two years of their membership.




Connect-A-Colleague
Invite peers to join ASHRAE and participate in committees using a pre-written email invitation at ashrae.org/connect

Your Community ashrae.org/communities

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Supporting ASHRAE's Mission



Research Promotion (RP)

The Research Promotion campaign supports ASHRAE Research, Education, YEA programs, Scholarships, Endowed Funds, the RP General Fund and Special Initiatives.

★ **Thank You** to all the **donors and volunteers** for your support during this challenging year.

Society Year 2020-2021 total raised: **\$2,300,519**

- **\$1,769,785** in contributions for Research
- **\$332,698** for ASHRAE Foundation
- **\$134,666** for Scholarships
- **\$63,370** for General Fund, YEA, and Education

ASHRAE Foundation Grants & Scholarships

The ASHRAE Foundation is an endowed trust that provides funding for professional development and research programs, supplies qualified engineering students with much needed scholarship assistance, and provides grants to help support the Society's vital work.

SY 2021-22

46

Society Scholarships totaling \$200,000

33

Chapter-Awarded Scholarships totaling \$54,000

ASHRAE Chapters provide an additional \$196,000 in scholarship support locally

Donate, Volunteer, Apply, and Learn More at
ashrae.org/support

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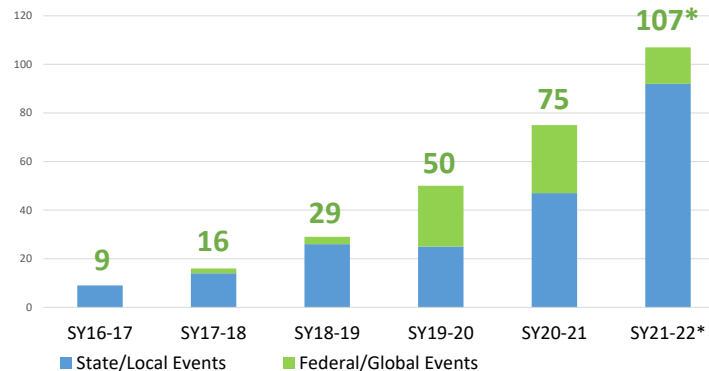
Government Affairs



ASHRAE Government Affairs program works to establish ASHRAE as a leading source of trusted expertise for policy-makers in the development of legislation and regulations affecting the public and HVAC&R industry.

- The **Government Affairs Update** bi-weekly newsletter provides updates on government activities. Subscribe online or by emailing GovAffairs@ashrae.org.
- **Government Outreach Events** connect ASHRAE volunteers with policy-makers.
- Letters, briefings, testimony, and comments are sent in support of ASHRAE's **Public Policy Priorities**: 36 sent this year.

Government Outreach Events



Get Involved + Get Resources
ashrae.org/government-affairs

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Professional Development



eLearning

Convenient, on-demand courses for individuals or groups.

90+ online courses starting at **\$42** for members.

Group Rates Available

Updated Course Catalog:
elearningcatalog.ashrae.org



ASHRAE Learning Institute (ALI)

Instructor-led courses in a variety of formats.

See the Updated Schedule of In-Person and Virtual HVAC Design Courses!

- Level I – Essentials
- Level II – Applications

NEW Courses Added to the Instructor-led Online Series
ashrae.org/onlinecourses

Courses Available for ASHRAE Chapter, and In-Company Presentations.

Certification

Validate and promote your expertise via online examination and digital badging.

Building Design

- Energy Modeling (BEMP)
- Healthcare Facility Design (HFDP)
- High-Performance Building Design (HBDP)
- HVAC Design (CHD)

Building Performance

- Commissioning (BCxP)
- Energy Assessment (BEAP)

Building Operations

- Operations & Performance Maintenance (OPMP)

ashrae.org/professional-development

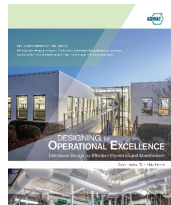
18

Publications

Be on the lookout for updated Standards 90.1 and 62.1 later this year.



Recently published items available at [ashrae.org/bookstore](https://www.ashrae.org/bookstore)



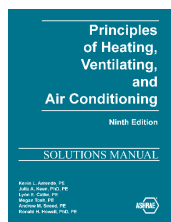
Designing for Operational Excellence—Intentional Design for Effective Operation and Maintenance



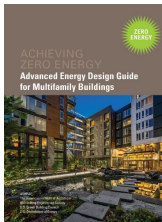
ASHRAE Standard 15.2:
Safety Standard for Refrigeration Systems in Residential Applications (ANSI Approved)



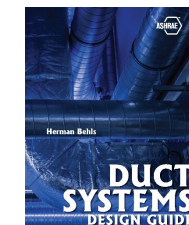
Lucy's Engineering Adventure



Principles of Heating, Ventilating, and Air Conditioning, Ninth Edition



Advanced Energy Design Guide for Multifamily Buildings – Achieving Zero Energy (AEDG)



Duct Systems Design Guide

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Resources



ASHRAE Technology Portal	Provides a one-stop location for ASHRAE papers, articles, reports, Handbook PDFs, and seminar recordings.
Online Standards Database	Allows access to public review drafts for standards, guidelines, and addenda to submit comments, to do online balloting, and to submit proposals to standards and guidelines.
Zero Energy Advanced Energy Design Guides (AEDG)	Available for free download: NEW! NZE Guide for Multifamily Buildings, and AEDG for offices and K-12 schools.
Science and Technology for the Built Environment	Provides free online access to archival research publication offering comprehensive reporting of original research.
ASHRAE Technical Apps	Deliver mobile design, calculation, and analysis tools to the palm of your hand.
Free Technical Resources	Offer downloads of a variety of well-known resources to everyone.
ASHRAE 365	Updates on all things ASHRAE, for free and year-round.

Find these resources and many more at [ashrae.org](https://www.ashrae.org)

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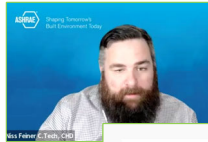
Marketing Central



Created for the busy volunteer, **Marketing Central** is a single page resource for Society-related marketing materials.

Resources organized by file type:

- Canva Templates
- Forms
- Logos
- PDFs
- PowerPoint Presentations
- Templates
- Toolkits
- Tradeshow
- Videos
- Virtual Backgrounds



A template created by ASHRAE was shared with you, start designing now



ASHRAE
Branding Guide

- Request promotional freebies
- Shop the logo store
- Order Chapter supplies

Logo Items



Promotional Freebies

[SUBMIT ORDER](#)



ASHRAE Logo Merchandise

[SHOP NOW](#)



Chapter Supplies Order

[BROWSE SUPPLIES](#)

ashrae.org/marketingcentral

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AHR Mexico



September 20-22, 2022
Guadalajara, Jalisco

ahrexpomexico.com/en/

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ASHRAE Topical Conferences

SEP 2022	2022 ASHRAE Building Performance Analysis Conference Sep 14 – 16, 2022 Chicago, IL
OCT 2022	International Building Decarbonization 2022 Conference Oct 6-7, 2022 Athens, Greece
OCT 2022	The Fifth International Conference on Efficient Building Design Oct 20–21, 2022 Beirut, Lebanon
DEC 2022	Buildings XV Conference Dec 5–8, 2022 Clearwater Beach, FL
MAR 2023	ASHRAE SCANVAC HVACC Cold Climate Conference 2023 Mar 6-8, 2023 Anchorage, AK Mar 9-10, 2023 Fairbanks, AK

ashrae.org/conferences
←

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2023 ASHRAE Winter Conference

2023 ASHRAE Winter Conference & AHR Expo

February 4-8, 2023

Atlanta, GA

Registration opens in Fall 2022
ashrae.org/2023Winter
←

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Thank you!
Questions or Comments?