



**Minutes  
Honors & Awards Committee  
2025 Annual Conference - Phoenix**

| Sunday, June 22, 2025 |               |                              |        |
|-----------------------|---------------|------------------------------|--------|
| H&A Committee         | 1:00 – 5:00pm | Sheraton, Alhambra (Level 2) | Hybrid |

**Action Items**

| #  | Assignment     | Status | Action Item  |
|----|----------------|--------|--|
| 1  | Staff          |        | Add a link to Fellow nomination instructions on the Fellow nomination form   |
| 2  | Full Committee |        | Review current Fellow PPT  |
| 3  | Staff          |        | Work with Marketing to edit Plenary interview video and post   |
| 4  | Staff          |        | Add nomination dates to H&A flowchart  |
| 5  | Staff          |        | Update results of searching ' <a href="https://www.ashrae.org">Honors</a> ' on <a href="https://www.ashrae.org">ashrae.org</a> to distinguish between the H&A page and YEA page. |
| 6  | Staff          |        | Add images to top of H&A page, including the group Plenary photo   |
| 7  | Staff          |        | Develop procedures for a member or committee to request additions to the DSA/ESA point tally form  |
| 8  | Staff          |        | Update any H&A documentation to reflect Motion #1 regarding membership tenure requirements being met by the award nomination deadline  |
| 9  | Staff          |        | Remove the page length restriction for Fellow nomination   |
| 10 | Staff          |        | Include wording in award notification letter to start Visa process immediately   |

**Motions**

| # | Motion   | Vote      |
|---|--|-----------|
| 1 | To make the award nomination deadline the cut-off for membership tenure requirements | 7-0-0 CNV |

**Attendance**

- Members present: Tom, Adam, Mohammad, Ronald, Karine, Scott, Andy, Juliana,
- Members absent: Maged, Janice, Krishnan

**Agenda**

1. **Call to Order** – Phoenix
2. **Roll Call/Introduction of Guests** – Phoenix
3. **ASHRAE Code of Ethics Commitment** – Phoenix
  - a. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*
  - b. **Code of Ethics** - <https://www.ashrae.org/about/governance/code-of-ethics>
  - c. **Core Values** - <https://www.ashrae.org/about/ashrae-s-core-values>
  - d. **Diversity Statement** - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>
4. **Review of Agenda** – Phoenix
5. **Approval of Minutes** – February 9-10, 2025 at Winter Conference – Phoenix (**Attachment A**)

- a. Moved by Karine, Ron second. Vote: unanimous approval
- 6. **Special Reports**
  - a. BOD Ex-Officio – Luke Leung ([Attachment B](#))
- 7. **Review of Action Items** – Phoenix ([Attachment C](#))
  - a. Fellow:
    - i. Continue to coordinate materials with COF.
    - ii. COF will review their PPT and work with H&A.
    - iii. Need to focus on promotion/marketing of Fellow. Marketing ideas:
      - 1. Fellow PPT could be presented at CRCs and chapters
      - 2. TC Chair breakfast could include discussion regarding Fellow
    - iv. **Action Item #1:** Staff to add a link to Fellow nomination instructions on the Fellow nomination form
    - v. Next steps:
      - 1. COF will review their PPT
      - 2. **Action Item #2:** H&A needs to review their PPT
  - b. **Action Item #3:** Staff to work with Marketing to edit Plenary interview video and post
  - c. DSA/ESA point tally form – should Section President have a point limit? ([Attachment D](#))
    - i. No point limit, similar to service for Chapter President
  - d. **Action Item #4:** Add nomination dates to H&A flowchart
- 8. **Report of Planning Subcommittee** – Davis
  - a. Five-Year Review Update:
    - i. The awards below were up for review this year. Staff reached out to the Chair and Staff Liaison for each committee and feedback received is included in [Attachment E](#)
    - ii. In the table below:
      - 1. For H&A awards, the number of nominations received is listed
      - 2. For pass through awards a ‘1’ indicates that we received a recommended recipient and a ‘0’ indicates no recommendation was received
        - a. The Milton Garland Award did not have a recipient since 2016; however, they have received two nominations this year and have an MBO to increase awareness of the award

| Award   | Committee/Council                  | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 |
|---|------------------------------------|------|------|------|------|------|------|
| DSA   | H&A                                | 45   | 17   | 16   | 28   | 49   | 28   |
| Donald A. Siller Chapter Programs Award   | CTTC                               | 1    | 0    | 0    | 1    | 1    | 1    |
| ESA   | H&A                                | 12   | 9    | 8    | 8    | 21   | 15   |
| Fellow  | H&A                                | 38   | 20   | 33   | 18   | 29   | 41   |
| John F. James International Award   | Members Council                    | 1    | 1    | 1    | 1    | 1    | 0    |
| Lower-GWP Refrigeration and Air-Conditioning Innovation Award                               | UN Environmental Liaison Committee | 0    | 0    | 0    | 1    | 0    | 1    |
| Milton W. Garland Commemorative Comfort – Process – Cold Chain Award for Project Excellence | Refrigeration                      | 0    | 0    | 0    | 0    | 0    | 0    |
| Ralph G. Nevins Physiology and Human Environment Award                                      | TC 2.1                             | 1    | 1    | 1    | 1    | 0    | 1    |
| YEA Developing Leader   | YEA                                | 1    | 1    | 1    | 1    | 1    | 1    |

- 9. **Report of Media Subcommittee** – Leblanc
  - a. Fellow email ([Attachment F](#))
    - i. Shortened version based on subcommittee feedback
    - ii. Wait to send until the new Fellow slide deck is completed
    - iii. Work with Marketing to distribute once website updates are made
  - b. Decided against sharing a sample Fellow nomination on the website

- c. **Action Item #5:** Staff to update results of searching '[Honors](https://www.ashrae.org/honors)' on [ashrae.org](https://www.ashrae.org) to distinguish between the H&A page and YEA page.
- d. **Action Item #6:** Staff to add images toward the top of the H&A page, including the group Plenary photo.

**10. Report of Personal Awards Subcommittee – Martin**

- a. Review of Candidates (**Executive Session**)
  - i. Distinguished Public Service Award
  - ii. F. Paul Anderson Award
  - iii. Fellow
  - iv. Hall of Fame
- b. We have received requests to consider adding points for the following items on the DSA/ESA Point Tally Form:
  - i. Regional DEI position
  - ii. Podcast contributor
  - iii. Panelist for Women in ASHRAE or Student Program at ASHRAE Conferences
  - iv. Chapter Leadership Academy Facilitator
  - v. **Action Item #7:** Staff to develop procedures for a member or committee to request additions to the DSA/ESA point tally form

**11. Report of Paper and Pass Through Awards Subcommittee – Trigo**

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

**12. New Business – Phoenix**

- a. For awards that have a membership tenure requirement, when does that requirement need to be met? For example, a Fellow nominee must be a Full Member for at least ten years. Do they need to hit that ten-year requirement by:
  - i. The nomination deadline of May 1?
  - ii. The time H&A and Members Council votes on the nomination at the end of June?
  - iii. The time Fellows are honored at the Winter Conference in January/February?
  - iv. **Motion #1:** Scott moves to make the award nomination deadline the cut-off for membership tenure requirements. Andy seconded. Vote: 7-0-0 CNV
  - v. **Action Item #8:** Staff to update any H&A documentation to reflect this update
- b. At the 2023 Winter Conference we discussed the topic of potential Fellow candidates asking to have Full Member grade applied retroactively so that they meet the 10-year Full Member grade requirement. H&A reviewed three options and voted to not allow retroactive application of Full Member grade. This topic came up again recently when a Fellow nomination was received from an Associate member who claimed they were unaware that they needed to request advancement to Full Member. This individual voiced their disappointment and we've been asked to review this topic again to see exceptions can be made.
  - i. This particular member joined as an Associate in 2011. They would have qualified for Full Member in 2018, but didn't transfer until 2025. Will this member meet the 10-year Full Member requirement in 2028 or 2035?
  - ii. Our documentation clearly states that 10-years at Full Member grade is required for ASHRAE Fellow. The member can work with ASHRAE membership staff to address their membership grade, but that is not our decision.
- c. We currently ask that Fellow reference letters be no more than one-page in length. The majority of submitted Fellow letters are more than one page and we have been asked to remove that restriction from our documentation.
  - i. **Action Item #9:** Staff to remove the page length restriction for Fellow nomination
- d. We've been asked to consider offering an extension for award recipients who are unable to get their visa in time for the Plenary – if they are unable to make the Plenary "assigned" to them, then they can attend a future Plenary and be presented their award.
  - i. Questions to consider:
    - 1. Would this member be included in the Plenary program (since they would have already been included in the program for their "assigned" Plenary)?

2. How far in advance would a recipient need to let us know which future Plenary they'll be attending?
  - ii. **Action Item #10:** Include wording in award notification letter to start Visa process immediately.
  - iii. As an alternative, we could recommend the member bring their plaque to a future Plenary where they could get a photo taken after the ceremony.
  - iv. Staff will handle these situations on a case-by-case basis and inform the committee as necessary.
13. **Status of 24-25 MBOs** – Phoenix ([Attachment I](#))
14. **Change of Chair** – Phoenix/Davis
  - a. Recognition of outgoing members:
    - i. Tom Phoenix – Chair
    - ii. Mohammad Al Tassi – Member
    - iii. Maged Fouad Hashem – Member
    - iv. Krishnan Viswanath – Member
    - v. Luke Leung – BOD Ex-Officio
  - b. Recognition of current members changing roles:
    - i. Adam Davis – Vice Chair to Chair
    - ii. Karine Leblanc – Member to Vice Chair
  - c. Recognition of incoming members:
    - i. Sheila Hayter – Member
    - ii. Bruno Martinez – Member
    - iii. Richie Mittal – Member
    - iv. Daniel Redmond – Member
    - v. Sherry Abbott-Adkins – BOD Ex-Officio
  - d. Appointment of 2025-26 subcommittees and mentors – Davis ([Attachment J](#))
  - e. 2025-26 MBOs – Davis ([Attachment K](#))
15. **Next Meeting** – February 1, 2026 at the 2026 ASHRAE Winter Conference in Las Vegas, Nevada
16. **Adjournment** – Phoenix



**Minutes  
Honors & Awards Committee**

| <b>Sunday, February 9, 2025</b>  |                 |                              |        |
|----------------------------------|-----------------|------------------------------|--------|
| H&A Committee                    | 1:00 – 5:00pm   | Hilton Orlando, Lake Lucerne | Hybrid |
| <b>Monday, February 10, 2025</b> |                 |                              |        |
| H&A Committee                    | 2:30pm – 4:00pm | Hilton Orlando, Lake Lucerne | Hybrid |

**Action Items**

| # – Pg. | Assignment            | Status   | Action Item  |
|---------|-----------------------|--|--|
| 1 – 2   | Staff                 | In process – Staff to work with marketing on creating drafts for H&A to review | Create pre-made marketing material with H&A information – similar to the information included on the flowchart.  |
| 2 – 2   | Tom, Dan, Abbas, Adam | In progress  | Creation of an ad hoc to look at Fellow marketing, improving training, and specifications for consulting engineers   |
| 3 – 3   | Staff                 | In progress – planned for Phoenix  | Take group photo of award recipients after the Plenary   |
| 4 – 3   | Media SubC & Staff    |  | Ask marketing to show how to click on the bell on LinkedIn to see all posts from ASHRAE. Ask Communications Committee to add info to their presentation                          |
| 5 – 3   | Media SubC & Staff    |  | Do another LinkedIn survey around time of fall CRCs and encourage them to promote at CRCs. Look at doing a survey once a month (can this be added to the social media calendar)? |
| 6 – 4   | Staff                 |  | Update DSA/ESA point tally form to include one point for one year of service as a section President  |
| 7 – 4   | Staff                 |  | Work with plaque company to order magnetic back lapel pins for current awards.   |
| 8 – 4   | Karine & Staff        |  | Find exact plaques that we would like to use as a replacement for existing plaques   |
| 9 – 5   | Staff                 |  | Update the DSA/ESA point tally form to remove the point restrictions for Technology Award Judges   |
| 10 – 5  | Staff                 | Complete – staff has updated the award reply forms accordingly                 | The Fellow summaries during the Plenary shouldn't include ASHRAE involvement   |
| 11 – 5  | Full Committee        |  | Review and approve any summaries included during the Plenary   |
| 12 – 5  | Staff                 | In progress – the bylaws are currently being reviewed to                       | Confirm with SRC if Fellow is a Member Grade   |

|  |  |                                    |  |
|--|--|------------------------------------|--|
|  |  | determine wording of member grades |  |
|--|--|------------------------------------|--|

### **Motions**

| # – Pg. | Motion  | Vote       |
|---------|---|------------|
| 1 – 4   | To add Section President to the DSA/ESA Point Tally Form and have one year of service equate to one point. Krish moved, Mohammad second.  | 7-0-0 CNV  |
| 2 – 4   | To update the Honors and Awards Committee Reference Manual  | 10-0-0 CNV |
| 3 – 4   | To present the Lower-GWP Award at the Plenary   | 10-0-0 CNV |
| 4 – 4   | To give the same number of points to DSA/ESA for Judging member of the Technology Awards. Give back credit to all members that have participated in the past for the commitment to providing their volunteer time to the committee. | 8-2-0 CNV  |
| 6 – 5   | To remove the participation involvement for the Distinguished 75-Year Member Award so the only qualifier is 75-years of ASHRAE membership.  | 10-0-0 CNV |

### **Attendance**

- All members present: Tom, Adam, Mohammad, Ronald, Maged, Karine, Scott, Janice, Andy, Juliana, Krishnan, Luke

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### **Agenda**

1. **Call to Order** – Phoenix
2. **Roll Call/Introduction of Guests** – Phoenix
3. **ASHRAE Code of Ethics Commitment** – Phoenix
  - a. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*
  - b. **Code of Ethics** - <https://www.ashrae.org/about/governance/code-of-ethics>
  - c. **Core Values** - <https://www.ashrae.org/about/ashrae-s-core-values>
  - d. **Diversity Statement** - <https://www.ashrae.org/about/diversity-equity-and-inclusion-dei>
4. **Review of Agenda** – Phoenix
5. **Remarks**
  - a. BOD Ex-Officio – Luke Leung
  - b. Planning Committee (**Attachment A**)
    - i. How can the Planning Committee assist our committee in strategic activities, including helping with the development of MBOs for the upcoming Society year that align with the strategic plan
    - ii. Background: the Planning Committee, at the direction of the BOD, works to develop the ASHRAE Strategic Plan which helps to guide the Society’s priorities for the next several years. Along with this, the committee is also charged with assisting the organization to think strategically. These activities include determining methods for soliciting creative ideas from the membership, assessing capabilities, making strategic assessments, formulating strategies, and recommending new initiatives to BOD to adopt as strategic goals on an ongoing basis.
6. **Approval of Minutes** – 2024 Annual Conference (June 23-24, 2024) – Phoenix (**Attachment B**)
  - a. Karine moved and Mohammad seconded to approved the previous meeting minutes. Vote: 8-0-2 CNV.
7. **Review of Action Items** – Phoenix (**Attachment C**)
  - a. Two open action items remaining – listed above as *Action Items #1 and 2*

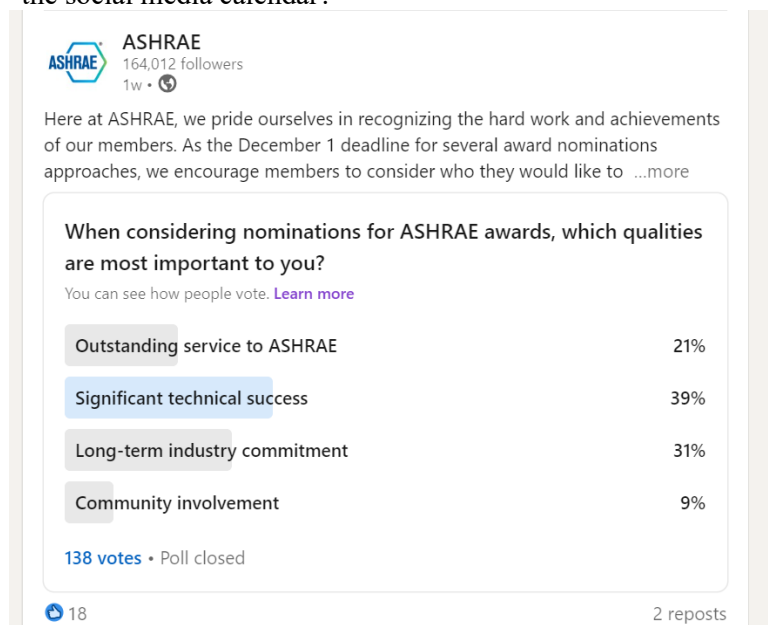
8. **Report of Planning Subcommittee – Davis**

- a. Five-Year Review Update: the following awards will be reviewed and an update presented at the 2025 Annual Conference:

| Award   | Committee/Council                  |
|---|------------------------------------|
| Distinguished Service Award (DSA)   | H&A                                |
| Donald A. Siller Chapter Programs Award   | CTTC                               |
| Exceptional Service Award (ESA)   | H&A                                |
| Fellow  | H&A                                |
| John F. James International Award   | Members Council                    |
| Lower-GWP Refrigeration and Air-Conditioning Innovation Award                               | UN Environmental Liaison Committee |
| Milton W. Garland Commemorative Comfort – Process – Cold Chain Award for Project Excellence | Refrigeration                      |
| Ralph G. Nevins Physiology and Human Environment Award                                      | TC 2.1                             |
| YEA Developing Leader   | YEA                                |

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

- a. **Action Item #3:** Take group photos of award recipients after the Plenary. Staff will confirm with photographer and inform award recipients in email with Plenary instructions.
- b. ASHRAE Marketing posted a LinkedIn survey on November 26 to engage both members and non-members. Marketing thought they would get more responses if they posted one poll as opposed to spreading it over multiple days. The question and responses are below:
- Here at ASHRAE, we pride ourselves in recognizing the hard work and achievements of our members. As the December 1 deadline for several awards nominations approaches, we encourage members to consider who they would like to nominate for our special awards. When considering nominations for ASHRAE awards, which qualities are most important to you?
  - Action Item #4:** For marketing to show how to click on the bell on LinkedIn to see all posts from ASHRAE. Staff to speak to Communications committee and have them add the bell thing to their presentation
  - Action Item #5:** do another LinkedIn survey around time of fall CRCs and encourage them to promote at CRCs; can we do a survey once a month?; can we have this added to the social media calendar?



- c. Encouraging Fellow nominations



- i. **Attachment D** is an email that USGBC sent out to potential Fellow candidates to encourage nominations.
- ii. Should we do something similar to potential ASHRAE candidates?
  - 1. How would we decide who to email? Those with 10 years of Full Member grade and what other qualifier?
  - 2. Should we also send an email to current Fellows reminding them to consider people for nomination?
- iii. **Attachment E** is a draft of an ASHRAE-version of the email to both potential candidates and current Fellows.

#### 10. Members Council Referrals – Phoenix

- a. The motion below was reviewed and voted on during H&A's mid-year call and we will provide this motion to Members Council.
  - i. Region XII, Florida West Coast, Motion #24-12-5: The Florida West Coast Chapter recommends to Society to revise the Chapter Service Award/Distinguished Service Award/Exceptional Service Award point tally forms to include a point value given for each year as a section President beginning July 1, 2025. **Attachment F**
    - 1. **Motion #1:** To add Section President to the DSA/ESA Point Tally Form and have one year of service equate to one point. Krish moved, Mohammad second.
      - a. Vote: 7-0-0 CNV
    - 2. **Action Item #6:** Staff to update DSA/ESA point tally form to include one point for one year of service as a section President

#### 11. Old Business – Phoenix

- a. Plaques and lapel pins:
  - i. Per our current plaque company, it would not be cost effective to modify existing lapel pin inventory with magnetic backs. We will keep our current lapel pin inventory, and give recipients the option to choose between a standard lapel pin or a magnetic lapel pin. **Action Item #7:** Staff to work with plaque company to order magnetic back lapel pins for current awards.
  - ii. Changing wood plaques. Wall hanging or standing plaques? Probably standing plaques. **Action Item #8:** Karine and Staff to find exact plaques we'd like to start using

#### 12. New Business – Phoenix

- a. H&A Reference Manual Updates. Deletions are highlighted in yellow, additions are highlighted in green.
  - i. **Attachment G** is an overview of all changes
  - ii. **Attachment H** show the changes within the actual Reference Manual document
  - iii. **Motion #2:** Ron moves to adopt, Adam second. Vote: 10-0-0 CNV
- b. Lower-GWP Award presentation
  - i. **Motion #3:** Andy moved to present this award at the Plenary, Karine second. Vote: 10-0-0 CNV
- c. PAOE:
  - i. **Attachment I** is the draft 25-26 PAOE User Guide. Note that all automated items will be listed separately in each category and all line items will be renumbered accordingly.
  - ii. Any recommended changes should be included in our report to Members Council
  - iii. Add Eunice Foote Decarb Award to CO23.
- d. **Motion #4:** Motion from CTTC: To give the same number of points to DSA/ESA for Judging member of the Technology Awards. Give back credit to all members that have participated in the past for the commitment to providing their volunteer time to the committee.
  - i. Background: Right now the form is only giving points to Judging members of the Technology Awards (excluding members of CTTC). This is still volunteering your time to this. This volunteer is not required to do this as a CTTC member.
  - ii. Fiscal Impact: none
  - iii. Staff Impact: minimal
  - iv. CTTC Vote: 19-0-0 CNV




- v. H&A discussion – Andy moved, Mohammad second. Vote: 8-2-0 CNV
  - vi. **Action Item #9:** Staff to update the DSA/ESA Point Tally Form accordingly
- 13. **Report of Personal Awards Subcommittee** – Martin
  - a. Review of Candidates (**Attachment J**) (**Executive Session**)
    - i. Distinguished 50-Year Member Award
    - ii. Distinguished 75-Year Member Award
    - iii. Andrew T. Boggs Service Award
    - iv. Distinguished Service Award (DSA)
    - v. Exceptional Service Award (ESA)
    - vi. Eunice Foote Decarbonization Award
    - vii. Louise & Bill Holladay Distinguished Fellow Award
- 14. **Report of Paper and Pass Through Awards Subcommittee** – Trigo
  - a. Review of Recommendations (**Attachment K**) (**Executive Session**)
- 15. **Status of 24-25 MBOs** – Phoenix (**Attachment L**)
  - a. MBO #4 Fellows
    - i. The College of Fellows created a subcommittee to improve the awareness of how to become a Fellow and they created a PPT that they would like presented at Chapters and CRCs (**Attachment M**).
    - ii. **Action Item #10:** The Fellow blurbs during the Plenary shouldn't include ASHRAE involvement
    - iii. **Action Item #11:** H&A to review and approve any blurbs included during the Plenary
    - iv. Train the nominator to have a better understanding of what is required to qualify for Fellow and what is needs to be included in the nomination packet
  - b. MBO #5 Budget – review of H&A budget (**Attachment N**)
    - i. Will include in Members Council report and highlight any changes as information items
- 16. **New Business**
  - a. **Motion #4:** Mohammad moved to remove the participation involvement for the Distinguished 75-Year Member Award so that the only qualifier is 75-years of ASHRAE membership. Karine second. Vote: 10-0-0 CNV
  - b. **Action Item #12:** go to SRC to get a ruling about whether Fellow is a Member Grade
- 17. **Next Meeting** – June 22, 2025 at the 2025 Annual Conference in Phoenix, Arizona
- 18. **Adjournment** – Phoenix



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## ASHRAE Policies



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### 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

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.

### Value Statement

In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.

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# Marketing Central

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## MARKETING CENTRAL

ASHRAE has a **NEW TAGLINE!** Shaping Tomorrow's **Global** Built Environment Today.



Shaping Tomorrow's Global  
Built Environment Today

Download at [Marketing Central](#)

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# 2025-28 ASHRAE Strategic Plan

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1
 Position ASHRAE as the **global leader** in advanced solutions to improve indoor environmental quality (IEQ) and address climate change.

2
 Pursue **impact-focused engagement** by targeting stakeholders to support a strong workforce and maximize utilization, adherence, and trust of ASHRAE's global expert resources.

3
 Increase the **accessibility** of ASHRAE content, resources, and member opportunities.

## OBJECTIVES

- a. Lead the development of widely adopted standards to support indoor environmental quality, decarbonization, and resilience.
- b. Develop alliances and diverse working groups that position ASHRAE to lead and collaborate globally in identifying challenges, defining solutions, and developing approaches to address them.
- c. Develop resources based on member needs and industry trends.


- a. Tailor and target engagement and resources to ASHRAE members and defined key stakeholders.
- b. Provide guidance to targeted stakeholders on impactful ways to maximize the positive downstream effect of their engagement on the built environment.
- c. Empower professionals in their journey to maximize industry impact in support of ASHRAE's mission and vision.
- d. Pursue partnerships to amplify the impact of ASHRAE's mission and support the HVAC&R and built environment workforce.


- a. Identify and address structural, content, and financial barriers to access.
- b. Align communication and delivery methods and formats to enhance accessibility and effectiveness of content, resources, and volunteer opportunities.
- c. Strengthen communication channels with and through chapters and regions to empower contribution to the Society as thought partners in adapting resources to local context and needs.

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# 2025-28 ASHRAE Strategic Plan


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## Healthy, Sustainable and Resilient Communities

Providing a healthy, productive and resilient indoor environment, while minimizing greenhouse gas emissions, is critical to today's built environment. Further, global stakeholders' leveraging of ASHRAE's standards and technical resources presents an opportunity for ASHRAE to solidify global leadership in supporting healthy, sustainable and resilient communities. ASHRAE prioritizes timely identification of industry trends, expedient content development, and forges key partnerships to advocate and collaborate with industry.




## Empowered Workforce

The development of a skilled, competent, and solutions-oriented workforce is critical to addressing the challenges facing the built environment and the HVAC&R industry, today and in the future. ASHRAE continues to provide educational and professional development resources. Our members and industry partners need these tools to implement key initiatives such as decarbonization, resiliency, and indoor environmental quality goals and policies. ASHRAE, with the support of our chapters and regions, partners with key industry stakeholders in tackling the unique workforce challenges facing the industry globally.



## Organizational Agility

ASHRAE's ability to serve communities, the industry, the current and future workforce, and provide value to its volunteer members, is dependent on forward-looking products, services, and solutions. ASHRAE will use emerging technologies to support the development of resources and knowledge flow between ASHRAE's chapters, regions, technical bodies, and the industry, harnessing organizational and operational efficiencies.



## Emerging Technologies

In today's rapidly evolving landscape, emerging technologies are revolutionizing the built environment and HVAC&R industry, expanding numerous career opportunities. By combining technological advancements such as AI with human creativity, both seasoned professionals and new talent can collaborate to drive industry-wide progress. Advanced automation and AI-enabled systems propel energy efficiency and smart buildings, enhance comfort and IEQ, improve operations and maintenance, and deliver holistic and sustainable solutions for industry professionals. ASHRAE engages in a thoughtful process to evaluate and prioritize opportunities to leverage new technologies.

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# 2025-28 ASHRAE Strategic Plan

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## 2025-28 ASHRAE Strategic Plan

Download in English and Spanish at  
[ashrae.org/strategicplan](https://ashrae.org/strategicplan)


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## ASHRAE Board of Directors




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## ASHRAE Director and Regional Chairs



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**Region XI**



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**Region XII**



**Jason Alphonso, P.E., OPMP, PMP**  
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**Region XIII**



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Hon Fellow AFEO**  
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**Region XIV**



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Loughborough, UK

**Region XV**



**Pankaj Dharkar, Fellow ASHRAE**  
Ahmedabad, India

**Region-at-Large**




**Bassel Anbari, P.E.**  
Abu Dhabi, United Arab Emirates


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## ASHRAE Directors-at-Large


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**Steve Kujak**  
Brownsville, Minnesota




**Patrick Marks, P.E.**  
York, Pennsylvania




**Corey Metzger, P.E.**  
Omaha, Nebraska




**Carrie Brown, Ph.D.**  
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Gaithersburg, Maryland



**Daniel Nall**  
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**Heather Schoppelin-Anderson, P.E.**  
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## Government Affairs

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**GOVERNMENT OUTREACH**

**GOVERNMENT AFFAIRS UPDATE**

**LETTERS & TESTIMONY**




**Get Involved!**  
Over 100 Government Outreach  
Events during the 24-25 SY



**BI-WEEKLY NEWSLETTER**

Sign up for the Government  
Affairs Update  
online or email  
[GovAffairs@ashrae.org](mailto:GovAffairs@ashrae.org)



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## Government Affairs


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Share your Expertise with Government Officials through the new [SMEs for GOEs Program](#)



Policymakers and elected officials need your expertise to make better decisions as they craft legislation and regulations impacting HVAC&R and the built environment.

The Government Affairs Committee (GAC) has developed a new program to identify Subject Matter Experts (SMEs) who can effectively communicate with non-technical audiences such as government officials

**BE THE SOURCE** of technical expertise for these decisions!



Sign up online or email [GovAffairs@ashrae.org](mailto:GovAffairs@ashrae.org)

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## RP and ASHRAE Foundation: Supporting ASHRAE's Mission


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### Projected Amounts for Society Year ending June 30, 2025



**\$2.7M Research Promotion Campaign**  
(Research, YEA, ALI, Scholarships, General)



**\$1.95M** Raised for Endowments



**\$218,500** Awarded through  
40 Scholarships



**\$1.9M** Raised for Research



**\$51,000** Raised by College  
of Fellows and Life Members Club



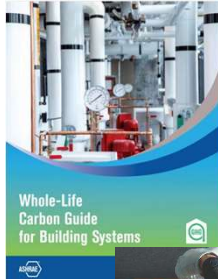
**\$1.18M** Given by ASHRAE  
Regions, Chapters and Sections

More than 5,000 contributions from Members, Organizations and other Associations

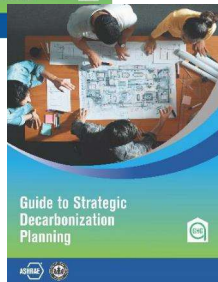
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# Center for Excellence in Building Decarbonization (CEBD)


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**JUST  
RELEASED!**



- Issued RFPs for two (2) CEBD projects in May
- Additional RFPs for CEBD projects to be issued in August
- Released two (2) more decarbonization guides
- New Decarbonizing Building Thermal Systems eLearning Course
- Suite of Decarbonization Guides:
  - ✓ Grid Interactive Buildings for Decarbonization Design
  - ✓ Decarbonizing Hospital Buildings
  - ✓ TM65 Addendum for North America with CIBSE
  - ✓ Building Decarbonization Retrofits for Commercial & Multifamily Buildings
  - ✓ Decarbonizing Building Thermal Systems: A Guide for Applying Heat Pumps & Beyond with NREL
  - ✓ **NEW!** Whole Life Carbon Guide for Building Systems
  - ✓ **NEW!** Guide to Strategic Decarbonization Planning with USGBC

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# Standards & Guidelines


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## New Standards



### Method of Testing General Ventilation Air-Cleaning Devices for Removal Efficiency by Particle Size

Approved by ASHRAE in 2023. This standard is a revision of ASHRAE Standard 55.2-2017. It provides a method for testing air-cleaning devices for removal efficiency by particle size. The standard is intended for use by designers, specifiers, and building owners to ensure that air-cleaning devices meet the required performance levels. The standard is based on the ASHRAE 55.2-2017 standard, which was revised to reflect changes in testing methods and equipment. The standard is intended for use by designers, specifiers, and building owners to ensure that air-cleaning devices meet the required performance levels. The standard is based on the ASHRAE 55.2-2017 standard, which was revised to reflect changes in testing methods and equipment.



### Method of Testing Liquid Chillers

Approved by ASHRAE in 2023. This standard is a revision of ASHRAE Standard 90.2-2017. It provides a method for testing liquid chillers. The standard is intended for use by designers, specifiers, and building owners to ensure that liquid chillers meet the required performance levels. The standard is based on the ASHRAE 90.2-2017 standard, which was revised to reflect changes in testing methods and equipment. The standard is intended for use by designers, specifiers, and building owners to ensure that liquid chillers meet the required performance levels. The standard is based on the ASHRAE 90.2-2017 standard, which was revised to reflect changes in testing methods and equipment.



### Design, Construction, and Operation of Sustainable High-Performance Health Care Facilities

Approved by ASHRAE in 2023. This standard is a revision of ASHRAE/ASHG Standard 189.2-2017. It provides a method for designing, constructing, and operating sustainable high-performance health care facilities. The standard is intended for use by designers, specifiers, and building owners to ensure that health care facilities meet the required performance levels. The standard is based on the ASHRAE/ASHG 189.2-2017 standard, which was revised to reflect changes in testing methods and equipment. The standard is intended for use by designers, specifiers, and building owners to ensure that health care facilities meet the required performance levels. The standard is based on the ASHRAE/ASHG 189.2-2017 standard, which was revised to reflect changes in testing methods and equipment.



## New Guideline



### Operations Guideline for Ventilation of Health Care Facilities

Approved by ASHRAE in 2023. This guideline is a revision of ASHRAE/ASHG Guideline 43-2017. It provides a method for operating ventilation systems in health care facilities. The guideline is intended for use by designers, specifiers, and building owners to ensure that ventilation systems meet the required performance levels. The guideline is based on the ASHRAE/ASHG 43-2017 guideline, which was revised to reflect changes in testing methods and equipment. The guideline is intended for use by designers, specifiers, and building owners to ensure that ventilation systems meet the required performance levels. The guideline is based on the ASHRAE/ASHG 43-2017 guideline, which was revised to reflect changes in testing methods and equipment.



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# ASHRAE Bookstore

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## Get the Latest and Greatest Publications

Coming July 1!

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# Professional Development

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## eLearning

### New Course

**Grid-Interactive Buildings for Decarbonization**

## ASHRAE Learning Institute

### Free Publication

Register for Online Instructor-Led training and receive a **FREE** ASHRAE Standard or Guide!

[ashrae.org/onlinecourses](https://ashrae.org/onlinecourses)

**Empowering professionals to advance their careers and the industry.**

## Certification

### New Certification

**Near Record Application Total SY 2025**

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## Professional Development


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### Farr and Setty Family Foundation Funds Scholarships for ALI, ACT, and eLearning Registrants

ASHRAE Members in their **first 5 years** of membership get **35% off** one ALI, ACT, or eLearning course—thanks to support from the Farr and Setty Family Foundation Funds!

- ✓ One-time use per Society Year
- ✓ Apply 3 weeks before your course
- ✓ Must include a chapter officer's support letter

**Where to apply?** Check the page of the course you're interested for an application.



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## 2025 Conferences


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Denver, CO August 13-15, 2025

**2025 ASHRAE Conference for Integrated Design, Construction & Operations**



Montreal, Canada September 24-26, 2025

**IEQ 2025 Conference**  
Co-Organized by ASHRAE and AIVC



Chicago, IL October 22-24, 2025

**2025 ASHRAE Building Decarbonization Conference**



Clearwater Beach, FL December 8-11, 2025

**2025 Buildings XVI Conference**



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# 2026 ASHRAE Winter Conference

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## 2026 ASHRAE WINTER CONFERENCE


Join us in Las Vegas, NV  
Jan 31- Feb 4

**Registration Opens in September**

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# Committees Participation / Student Scholarships

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**Find Committees and Nominate Yourself or Others**

FEB 2025

**February:** Nominations for **appointed committees** are due.

JUN 2025

**June:** Speak with your committee ExO/CO if your current appointment/elected position ends to be nominated for another.

SEP 2025

**September:** Nominations for **elected positions** are due. (Publications & Education Council, Tech Council, RAC, TAC, Standards, Handbook, Nominating)

**Communities > Student Zone > Scholarships**

**44 Society Scholarships Available for 2025-2026 SY**

Each year the ASHRAE Foundation awards scholarships of up to **\$12,500 USD** each to qualified students.

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# Membership

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## Have you selected your Annual Membership Benefit?

Benefits are selected during the join & renewal process. If you haven't done so, login and select from benefit options available.

**eLearning Course**

150+ to choose from

**ASHRAE Standard or Guideline**

100+ to choose from

**ASHRAE Handbook**

PDF version of the most recent

**Handbook Online**

4 most recent

**ASHRAE Certification Exam Study Guide**

3 to choose from

**New, Full Dues Paying Members Automatically Get:**

1 Free Registration to Winter or Annual Conference

12 Months FREE Handbook Online

## HONORS & AWARDS

The following awards have a DEC 1 deadline:

Andrew T. Boggs Service Award | Distinguished 50 and 75-Year | Distinguished Service Award (DSA) | Eunice Foote Decarbonization Award | Exceptional Service Award (ESA)

Louise & Bill Holladay Distinguished Fellow Award

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# Proposed Changes to Membership Model

|  |                |  |
|--|----------------|--|
| Associate and Affiliate Member Grades and Smart Start discount program | Replaced with  | Young Professionals Member Category<br>35 years or younger, first 2 years of membership heavily discounted                         |
| Developing Economies discount program                                  | Transitions to | Four Tiers of Member Dues<br>based on country of residence with same benefits across all tiers (aligned with World Bank)           |
| Retired Member category  | Replaced with  | Tenured Professional Member Category<br>65 years or older + 25 years of membership heavily discounted to mirror Young Professional |
| Life Member Grade  | Transitions to | Life Service Member Grade<br>65 years or older + 30 years of membership + qualification of service to Society                      |

**Benefits:** All Members, even Students, receive access to Handbook Online. Members receive additional annual benefit option

**Member Qualifications:** Broadened to be more inclusive of anyone interested in the Building Sciences industry


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# Current Model

| Full Member Grade  |                 |   |                |   |                             | Associate Member Grade   |                  |  |   |   |             |
|--|-----------------|---|----------------|---|-----------------------------|--|------------------|--|---|---|-------------|
| Full Member  | Fellow Member * | Full Member DE  | Retired Member | Retired Member DE   | Life Member                 | Presidential Member  | Associate Member | Associate Member DE  | Smart Start Associate Member                        | Smart Start Associate Member DE   | Life Member |
| 100% (\$285)   |                 | 60% (\$170)   | 15% (\$45)     | 50% of RM (\$25)  | \$0                         |  | 100% (\$285)     | 60% (\$170)  | FY 10% (\$30)<br>SY 37.5% (\$105)<br>TY 50% (\$145) | FY 10% of DE (\$15)<br>SY 37.5% of DE (\$65)<br>TY 50% of DE (\$85)   | \$0         |
| 12 years combined experience for post high ed, work, pro engineering reg/license<br>*Good standing for 10+ yrs & elected by BOD  |                 | Retired from active participation in business + 10 yrs membership + ≥ 55  |                | 30 yrs cumulative member + ≥ 65   | Served as Society President | Work experience and interest in design, operation, maintenance in HVAC&R   |                  | 3 yr program that allows Students to transfer to Associate grade at a rate that is recent graduate friendly  |   | Associate Member 30 yrs cumulative member + ≥ 65  |             |
| <b>Full Benefits:</b><br>Subscription to HPB, Journal, Insights + Choice of 1 annual benefit + Tech Portal + Member pricing on publications, standards, courses and conferences<br><br><b>Additional New Member Benefits:</b><br>Receive a Comp Winter or Annual Conference to attend in first 2 years + HBO access for 1 year |                 | <b>Benefits:</b><br>Same as Full except subscription on to digital Journal and Choice of 1 annual benefit: HB PDF, 1 STD or GDL or eLearning Course |                | <b>Benefits:</b><br>Same as Full Member except NO choice of annual benefit. |                             | <b>Benefits:</b><br>Same as Full Member + waived dues, extreme discounts to W&A Conferences. Invitations to VIP events (Presidential only) |                  | <b>Full Benefits:</b><br>Subscription to HPB, Journal, Insights + Choice of 1 annual benefit + Tech Portal + Member pricing on publications, standards, courses and conferences<br><br>*DE Associate and Smart Start have same benefits as Full Member DE<br><br><b>Additional New Member Benefits:</b><br>Receive a Comp Winter or Annual Conference to attend in first 2 years + HBO access for 1 year<br>*Associate DE and Associate Smart Start DE not eligible* |   | <b>Benefits:</b><br>Same as Full Member + waived dues, extreme discounts to W&A Conferences + Invitations to VIP events |             |


Current Model continues onto next page



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| Affiliate Member Grade  |   |  | Student Member Grade   |                              |  | Other  |
|---|---|--|--|------------------------------|--|--|
| Affiliate Member  | Affiliate Member DE   |  | Student Member   | Student Member DE            | Student Branch Advisor   | Honorary Member  |
| FY 25% (\$70)<br>SY 37.5% (\$105)<br>TY 50% (\$145)   | FY 25% of DE (\$45)<br>SY 37.5% of DE (\$65)<br>TY 50% of DE (\$85) |  | 10% (\$30)   | 50% of Student Member (\$15) | 10% (\$30)   | \$0  |
| 30 years old<br>OR have been honorably discharged from the Military within 5 yrs  |   |  | Studying or have interest in HVAC&R industry related field + Must be currently enrolled in university, college, junior college or technical institute  |                              | Faculty member who is ASHRAE member & must submit application and submit annual report | Any notable person of preeminent professional distinction & elected by the BOD |
| Subscription to HPB, Journal & Insights + Tech Portal + Member pricing for publications, courses, standards and conferences |   |  | Subscription to HPB, Journal & Insights + Tech Portal + Student Member pricing for publications, courses, standards and conferences + Access to Student Bookstore for heavily discounted publications and printed HB |                              |  | Full Member Benefits if requested  |
| Cannot hold office or vote  |   |  | Cannot hold office or vote   |                              |  |  |

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Simplified Model

(Effective July 1, 2027 if approved)

| Member Grade   |                             |                             |                             |   | Student Member Grade                               |  | Other                       |  |  |   |
|--|-----------------------------|-----------------------------|-----------------------------|---|--|--|-----------------------------|--|--|---|
| Member   |                             |                             |                             | Young Professional  | Tenured Professional                               | Life Service Member  | Presidential Member         | Student Member   | Student Branch Advisor   | Honorary Member   |
| WB Tier 1<br>100%<br>(\$285)   | WB Tier 2<br>80%<br>(\$230) | WB Tier 3<br>60%<br>(\$170) | WB Tier 4<br>40%<br>(\$115) | 40%<br>(\$115)  |  | \$0  |                             | 7.5%<br>(\$20)   | 20%<br>(\$60)  | \$0   |
| Anyone interested in the building sciences industry  |                             |                             |                             | Anyone ≤ 35 yo who joins pays this fee first for 2 years    | Anyone ≥ 65 yo with 25 years cumulative membership | 30 yrs cumulative member + ≥ 65 + DSA or 15 qualifying service points  | Served as Society President | Must be currently enrolled in university, college, junior college or technical institute | Faculty member who is ASHRAE member & must submit application and submit annual report | Any notable person of preminent professional distinction & elected by the BOD |
| HBO + Journal, HPB, Insights + Tech Portal + Member Pricing + Voting Privileges and Serve as C,R,S level roles<br>Choice of 1:<br>eLearning Course, Certification Study Guide, Standard or Guideline |                             |                             |                             | HBO + Journal, HPB, Insights + Tech Portal + Member Pricing |  | Same as Member + waived dues, extreme discounts to W&A Conferences.<br>Invitations to VIP events (Presidential Only) |                             | Same as Young and Tenured Professionals  |  | Full Member Benefits if requested   |
| <b>Additional New Member Benefits:</b><br>Receive a Comp Winter or Annual Conference to attend in first 2 years + HBO access for 1 year  |                             |                             |                             |   |  |  |                             |  |  |   |

\*2025-2026 approved dues rates



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| Recommended Timeline   |  |
|--|--|
| <ul style="list-style-type: none"> <li><b>February 2025:</b> MMAH brought motion to the Board of Directors to approve plan.               <ul style="list-style-type: none"> <li>– Motion tabled to allow for 60-day "cooling off period."</li> </ul> </li> <li><b>May BOD Meeting:</b> BOD approved the final plan and bylaws amendment.</li> <li><b>2026 Winter Conference:</b> Bylaws amendment read at the Meeting of the Members (Saturday Plenary Session) in Las Vegas.</li> <li><b>Spring 2026:</b> Proposed Bylaws amendment added to Spring Ballot for membership vote</li> <li><b>June 2026:</b> Election</li> <li><b>By June 30, 2027:</b> If Bylaws amendment are approved, all changes made to membership database, website, promotional materials, ROB, Committee/Council MOPs and training materials. <i>(Staff and Members Council will need 1 year to implement new model changes)</i></li> <li><b>July 1, 2027:</b> New model implemented.</li> </ul> |  |
| <b>Questions? Contact <a href="mailto:members@ashrae.org">members@ashrae.org</a></b>   |  |

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## Media Inquiries



**Asked to make a statement  
on behalf of ASHRAE?**

Please send all media  
inquiries to  
[publicrelations@ashrae.org](mailto:publicrelations@ashrae.org)  
before responding to  
members of the press.

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Thank you!  
Questions or Comments?

[ashrae.org](http://ashrae.org)

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## H&A Action Items

### Action Items from Spring 2025 Mid-Year Call

| # | Assignment           | Status  | Action Item   |
|---|----------------------|---|---|
| 1 | Tom                  | Complete  | COF created a PPT for the Fellow nomination process. H&A needs to review that PPT and make any recommended updates so there is one PPT that both groups can use. Have these updates ready to present to COF in Phoenix. |
| 2 | Karine, Andy         | Complete; Karine recorded 22 interviews following the Phoenix Plenary; Karine will share the video files with staff for editing | Research idea of interviewing award recipients immediately after the Plenary  |
| 3 | Staff                | Complete  | Add a countdown clock to the website for nomination deadline  |
| 4 | Tom, Karine, Staff   | Complete  | Review Tom's Plenary remarks and make any updates by early June   |
| 5 | Media SubC and Staff | In progress – utilize a shorter version   | Staff to email out potential Fellow email draft that was reviewed in Orlando. Media Subcommittee to determine next steps and how to determine recipients.   |

### Action Items from 2025 Winter Conference in Orlando

| # | Assignment         | Status  | Action Item  |
|---|--------------------|---|--|
| 1 | Staff              | Complete  | Take group photo of award recipients after the Plenary   |
| 2 | Media SubC & Staff | In progress   | Ask marketing to show how to click on the bell on LinkedIn to see all posts from ASHRAE. Ask Communications Committee to add info to their presentation                          |
| 3 | Media SubC & Staff | In progress   | Do another LinkedIn survey around time of fall CRCs and encourage them to promote at CRCs. Look at doing a survey once a month (can this be added to the social media calendar)? |
| 4 | Staff              | Complete  | Update DSA/ESA point tally form to include one point for one year of service as a section President  |
| 5 | Staff              | In progress   | Work with plaque company to order magnetic back lapel pins for current awards.   |
| 6 | Karine & Staff     | In progress   | Find exact plaques that we would like to use as a replacement for existing plaques   |
| 7 | Staff              | Complete  | Update the DSA/ESA point tally form to remove the point restrictions for Technology Award Judges   |
| 8 | Staff              | Complete – Fellow is an honorific grade, not member grade | Confirm with SRC if Fellow is a Member Grade   |

### Action Items from 2024 Winter Conference in Chicago

| # | Assignment | Status  | Action Item   |
|---|------------|---|---|
| 1 | Staff      | In process – drafts created & reviewed; Marketing to create | Create pre-made marketing material with H&A information – similar to the information included on the flowchart. |



**NOMINATION AND POINT TALLY FORM**  
**For Distinguished Service Award (DSA)**  
**And Exceptional Service Award (ESA)**  
 Revised June 2025

Please review and follow the instructions for completion of this form.

|   |   |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
|---|---|-----------------|--------------------|---|--------------------|---|--------------------|--|--------------------|---|--------------------|-----------------------------|--------------------|---|--|--|
| <b>NAME OF NOMINEE:</b>   | <b>REGION:</b>  | <b>CHAPTER:</b> |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>MEMBER #:</b> _____<br><b>PHONE:</b> _____<br><b>EMAIL:</b> _____  |   |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>NOMINATION SUBMITTED BY:</b><br><br><b>NAME:</b> _____<br><b>MEMBER #:</b> _____<br><b>PHONE:</b> _____<br><b>EMAIL:</b> _____   |   |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>NOMINATION TYPE:</b><br><input type="checkbox"/> <b>DSA NOMINATION</b> (Minimum 15 points and points in at least 3 categories are required)<br><input type="checkbox"/> <b>ESA NOMINATION</b> (Minimum 45 points and 3 points in at least 3 categories are required)   |   |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>SUMMARY OF POINTS: (Note Point Maximums for activities in all Categories A-F)</b><br><br><table style="width: 100%; border: none;"> <tr> <td style="width: 25%;"><b>CATEGORY A:</b></td> <td><b>(SOCIETY OFFICERS/BOD/ REGIONAL POSITIONS/CHAPTER OFFICERS/CHAPTER BOARD OF GOVERNOR/ OTHER LISTED CHAPTER POSITIONS/SECTION POSITION)</b></td> </tr> <tr> <td><b>CATEGORY B:</b></td> <td><b>(SOCIETY GENERAL OR AD HOC COMMITTEES)</b></td> </tr> <tr> <td><b>CATEGORY C:</b></td> <td><b>(STANDARD PROJECT COMMITTEES - SPC/SSPC/GPC/SGPC)</b></td> </tr> <tr> <td><b>CATEGORY D:</b></td> <td><b>(TECHNICAL COMMITTEE (TC) AND TASK GROUP (TG))</b></td> </tr> <tr> <td><b>CATEGORY E:</b></td> <td><b>(GENERAL ACTIVITIES)</b></td> </tr> <tr> <td><b>CATEGORY F:</b></td> <td><b>(SPEAKERS/AUTHORS/ASHRAE PUBLISHED PAPERS)</b></td> </tr> <tr> <td colspan="2"><b>TOTAL POINTS IN ALL CATEGORIES:</b></td> </tr> </table> |   |                 | <b>CATEGORY A:</b> | <b>(SOCIETY OFFICERS/BOD/ REGIONAL POSITIONS/CHAPTER OFFICERS/CHAPTER BOARD OF GOVERNOR/ OTHER LISTED CHAPTER POSITIONS/SECTION POSITION)</b> | <b>CATEGORY B:</b> | <b>(SOCIETY GENERAL OR AD HOC COMMITTEES)</b> | <b>CATEGORY C:</b> | <b>(STANDARD PROJECT COMMITTEES - SPC/SSPC/GPC/SGPC)</b> | <b>CATEGORY D:</b> | <b>(TECHNICAL COMMITTEE (TC) AND TASK GROUP (TG))</b> | <b>CATEGORY E:</b> | <b>(GENERAL ACTIVITIES)</b> | <b>CATEGORY F:</b> | <b>(SPEAKERS/AUTHORS/ASHRAE PUBLISHED PAPERS)</b> | <b>TOTAL POINTS IN ALL CATEGORIES:</b> |  |
| <b>CATEGORY A:</b>  | <b>(SOCIETY OFFICERS/BOD/ REGIONAL POSITIONS/CHAPTER OFFICERS/CHAPTER BOARD OF GOVERNOR/ OTHER LISTED CHAPTER POSITIONS/SECTION POSITION)</b> |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>CATEGORY B:</b>  | <b>(SOCIETY GENERAL OR AD HOC COMMITTEES)</b>   |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>CATEGORY C:</b>  | <b>(STANDARD PROJECT COMMITTEES - SPC/SSPC/GPC/SGPC)</b>  |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>CATEGORY D:</b>  | <b>(TECHNICAL COMMITTEE (TC) AND TASK GROUP (TG))</b>   |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>CATEGORY E:</b>  | <b>(GENERAL ACTIVITIES)</b>   |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>CATEGORY F:</b>  | <b>(SPEAKERS/AUTHORS/ASHRAE PUBLISHED PAPERS)</b>   |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |
| <b>TOTAL POINTS IN ALL CATEGORIES:</b>  |   |                 |                    |   |                    |   |                    |  |                    |   |                    |                             |                    |   |  |  |

**CATEGORY A: SOCIETY OFFICERS/BOARD OF DIRECTORS/ REGIONAL POSITIONS/CHAPTER OFFICERS/  
CHAPTER BOARD OF GOVERNORS/ OTHER LISTED CHAPTER POSITIONS**

| <b>SOCIETY POSITIONS</b>  | <b>ACTIVITY/DATES<br/>Society Year(s)</b> | <b>ASHRAE<br/>Bio Section</b> | <b>POINTS</b>            | <b>TOTAL</b>         |
|---|---|-------------------------------|--------------------------|----------------------|
| 1. Society President  |   |                               | 5                        |                      |
| 2. Society President Elect  |   |                               | 4                        |                      |
| 3. Society Vice President or Treasurer  |   |                               | 3 per year               |                      |
| 4. Society Board of Directors:<br>a. Director and Regional Chairman<br>b. Director-at-Large   |   |                               | 3 per year<br>2 per year |                      |
| 5. Assistant Regional Chairman<br>(prior to 2014-15 Society Year)   |   |                               | 1 per year               |                      |
| 6. Regional Members Council Representative  |   |                               | 1 per year               |                      |
|   |   |                               | <b>SUBTOTAL (1-6)</b>    |                      |
| <b>CHAPTER POSITIONS - For items 7-13, a <u>maximum of 3 points</u> may be claimed for all chapter officer, Board of Governor, and other list chapter positions (except Chapter President); Points for Regional Vice-Chair should be entered in Category B4</b> |   |                               |                          |                      |
| 7. Chapter President  |   |                               | 1 per year               |                      |
| 8. Chapter Officers (President-Elect, VP, Secretary, Treasurer, CRC Delegate, or CRC Alternate)   |   |                               | ½ per year               |                      |
| 9. Chapter Board of Governors<br><i>Don't claim points for positions claimed in 7 above</i>   |   |                               | ¼ per year               |                      |
| 10. Student Branch Advisor  |   |                               | ½ per year               |                      |
| 11. Chapter Historian<br><i>Don't claim points for Regional Historian for same year</i>   |   |                               | ½ per year               |                      |
| 12. Chapter Webmaster<br><i>Don't claim points for Regional Webmaster for same year</i>   |   |                               | ½ per year               |                      |
| 13. Chapter Committee Chair<br><i>Give committee names, year(s) served</i>  |   |                               | ½ per year               |                      |
| <b>3 points maximum plus points for service as Chapter President</b>  |   |                               | <b>SUBTOTAL (7-13)</b>   |                      |
| <b>REGIONAL POSITIONS - For items 14 – 17, a <u>maximum of 3 points</u> may be claimed</b>  |   |                               |                          |                      |
| 14. Regional Refrigeration Chair  |   |                               | ½ per year               |                      |
| 15. Regional Historian<br><i>Don't claim points for Chapter Historian for same year</i>   |   |                               | ½ per year               |                      |
| 16. Regional Webmaster<br><i>Don't claim points for Chapter Webmaster for same year</i>   |   |                               | ½ per year               |                      |
| 17. Regional Treasurer or ARC after 2014-15 Society Year  |   |                               | ½ per year               |                      |
| <b>3 points maximum</b>   |   |                               | <b>SUBTOTAL (14-17)</b>  |                      |
| <b>SECTION POSITION</b>   |   |                               |                          |                      |
| 18. Section President   |   |                               | 1 per year               |                      |
| <i>There are point limits in this category for <u>Chapter Positions and Regional Positions</u></i>  | <b>TOTAL POINTS FOR CATEGORY A</b>        |                               |                          | <input type="text"/> |

**CATEGORY B: SOCIETY GENERAL STANDING OR AD HOC COMMITTEES**

*Service on phased-out committees may be claimed provided adequate detail is given. The ASHRAE Biographical Record must reflect this activity. If you have served as a committee chair or subcommittee chair, please list points for the years you served in lieu of, **not** in addition to, the points you should list as a committee member. List separate entries for Chair and Subcommittee Chair service on your ASHRAE biographical record.*

|  | ACTIVITY/DATES<br>Society Year(s)  | ASHRAE Bio<br>Section | POINTS                   | TOTAL |
|--|------------------------------------|-----------------------|--------------------------|-------|
| 1. Councils: Members, Publishing & Education, and Technology<br><i>Only voting members, including Vice Chairs, should claim points here. BOD Officer nor non-voting members should claim points.</i> |                                    |                       | 1 per year               |       |
| 2. General Standing Committee Chairs<br><i>BOD Officer/Member nor CRC Delegate/Alternate should claim points</i>   |                                    |                       | 2 per year               |       |
| 3. General Standing Vice Chairs or Subcommittee Chairs<br><i>No points if also serving as Chair</i>  |                                    |                       | 1½ per year              |       |
| 4. General Standing Committee Member<br><i>Regional Vice Chair points should be entered here. BOD Officer/Member should not claim points.</i>  |                                    |                       | 1 per year               |       |
| 5. Nominating Committee Alternate<br><i>Nominating Committee Members and Vice Chairs should claim points in B4</i>   |                                    |                       | ½ per year               |       |
| 6. Consultant (unpaid)<br><i>Give details</i>  |                                    |                       | ½ per year               |       |
| 7. Presidential Ad Hoc Committee<br><i>Maximum 7 points</i><br><br><i>List committee name and years served:</i><br>a. Chair<br>b. Vice-Chair or Member   |                                    |                       | 2 per year<br>½ per year |       |
| 8. Region -At-Large Sub-Region Chair   |                                    |                       | 2 per year               |       |
| 9. Research Advisory Panel Chair and/or Position<br>Document Committee Chair<br><i>Maximum 3 points</i>  |                                    |                       | 1 per year               |       |
| 10. Research Advisory Panel Member and/or Position<br>Document Committee Member<br><i>Maximum 3 points</i>   |                                    |                       | ½ per year               |       |
| <i>There are point limits in this category for <u>Ad Hoc Committees, Position Document Committees and the Research Advisory Panel</u></i>  | <b>TOTAL POINTS FOR CATEGORY B</b> |                       |                          |       |

| CATEGORY C: STANDARD PROJECT COMMITTEES (SPC/SSPC/GPC/SGPC/TAG)                   |                                   |                       |                                     |                      |
|---|-----------------------------------|-----------------------|-------------------------------------|----------------------|
|   | ACTIVITY/DATES<br>Society Year(s) | ASHRAE<br>Bio Section | POINTS                              | TOTAL                |
| 1. Standing Standard Project Committee (SSPC or SGPC) Chair                       |                                   |                       | 1½ per year                         |                      |
| 2. Standard Project Committee (SPC or GPC) Chair                                  |                                   |                       | 1½ per year – 4 per project maximum |                      |
| <i>(Points for Chair are in addition to points for member or Vice Chair)</i>      |                                   |                       |                                     |                      |
| 3. Standing Standard Project Committee (SSPC or SGPC) Voting Member or Vice Chair |                                   |                       | 1 per year                          |                      |
| 4. Standard Project Committee (SPC or GPC) Voting Member or Vice Chair            |                                   |                       | 1 per year – 3 per project maximum  |                      |
| 5. Standing Standard Project Committee (SSPC or SGPC) Non-Voting Member           |                                   |                       | ½ per year                          |                      |
| 6. Standard Project Committee (SPC or GPC) Non-Voting Member                      |                                   |                       | ½ per year – 2 per project maximum  |                      |
| <i>The maximum in this category is 10 points</i>                                  | TOTAL POINTS FOR CATEGORY C       |                       |                                     | <input type="text"/> |

| CATEGORY D: TECHNICAL COMMITTEE (TC)  |                                   |                       |               |                      |
|---|-----------------------------------|-----------------------|---------------|----------------------|
|   | ACTIVITY/DATES<br>Society Year(s) | ASHRAE<br>Bio Section | POINTS        | TOTAL                |
| 1. TC/TG Chair or Secretary   |                                   |                       | 1 per year    |                      |
| 2. Vice Chair, Member, or Subcommittee Chair  |                                   |                       | ½ per year    |                      |
| 3. Corresponding Member<br><i>Don't claim points for Provisional Corresponding Member</i> |                                   |                       | ¼ per year    |                      |
| <b>HANDBOOK ACTIVITY:</b> <i>Author/Reviser (Maximum of 7 points may be claimed)</i>      |                                   |                       |               |                      |
| 4. Handbook – New Chapter<br>Principal author (give specific details).                    |                                   |                       | 2 per chapter |                      |
| 5. Handbook – Chapter Reviser   |                                   |                       | ½ per chapter |                      |
| <i>The maximum in this category is 10 points</i>  | TOTAL POINTS FOR CATEGORY D       |                       |               | <input type="text"/> |

**CATEGORY E: GENERAL ACTIVITIES**

|  | ACTIVITY/DATES<br>Society Year(s) | ASHRAE<br>Bio Section | POINTS   | TOTAL                |
|--|-----------------------------------|-----------------------|--|----------------------|
| 1. Technical Paper Session Chair   |                                   |                       | ¼ per session  |                      |
| 2. Seminar, Workshop, or Conference Paper Session Chair  |                                   |                       | ½ per seminar  |                      |
| 3. Forum or Debate Moderator   |                                   |                       | ¼ per forum  |                      |
| 4. ASHRAE Annual & Winter Conference<br>Chair<br>Co-chair<br>Subcommittee Chair<br>Technical Conference Chair  |                                   |                       | 2 per conference<br>1 per conference<br>1 per conference<br>2 per conference |                      |
| 5. CRC or other ASHRAE-sponsored Conferences<br>Chair<br>Co-Chair<br>Vice Chair<br>Subcommittee Chair  |                                   |                       | 2 per conference<br>1 per conference<br>½ per conference<br>¼ per conference |                      |
| <i>Society Annual/Winter Conference or ASHRAE-Sponsored Conference or Special Presentations</i>  |                                   |                       |  |                      |
| 6. Intersociety Assignment<br><u>Maximum 10 points</u><br>a) Representing ASHRAE on Conference Committee<br>b) Representing ASHRAE (unpaid on Continuing Assignment (ANSI, ABET, ICC)<br>c) Representing ASHRAE (for fee or expenses – non-Staff)      |                                   |                       | 1 per conference<br><br>2 per year<br><br>1 per year                         |                      |
| 7. International Services<br><u>Maximum 7 points</u><br>a) Chair or co-chair of ASHRAE international co-sponsored conference<br>b) Technical paper presented at ASHRAE co-sponsored conference*<br>c) ASHRAE Associate Society Alliance representative |                                   |                       | 1 per conference<br><br>½ per paper<br><br>½ per year                        |                      |
| <i>*Use an additional sheet if more than 2 papers are being claimed for points</i>   |                                   |                       |  |                      |
| 8. ASHRAE Foundation Trustee<br>a) Chair<br>b) Officer/Member  |                                   |                       | 2 per year<br>1 per year   |                      |
| 9. HVAC&R Research Journal<br>a) Editor<br>b) Associate Editor   |                                   |                       | 2 per year<br>1 per year   |                      |
| <b>TOTAL POINTS FOR CATEGORY E</b>   |                                   |                       |  | <input type="text"/> |



**CATEGORY F: Publications and Presentations – Society Annual/Winter Conference or ASHRAE - Sponsored Conference or Special Presentations**

Give details, i.e., when paper was delivered, title and page numbers, where paper was published or in what ASHRAE Transactions edition it was published and the page numbers. Papers in the Transactions qualify for points for each one published. **Use additional sheet if more than two (2) papers are being claimed for points. No points may be claimed for paid lectures or services.**

|  | ACTIVITY/DATES<br>Society Year(s) | ASHRAE<br>Bio Section | POINTS                        | TOTAL |
|--|-----------------------------------|-----------------------|-------------------------------|-------|
| 1. Technical Paper, ASHRAE Research Journal<br>Author  |                                   |                       | 1 per paper                   |       |
| 2. Symposium and/or Conference Paper,<br>ASHRAE Journal, ASHRAE Specialty<br>Publications Author                 |                                   |                       | 1 per paper                   |       |
| 3. Seminar, Technical Session Speaker (Only<br>ASHRAE Winter, ASHRAE Annual, or<br>ASHRAE sponsored conferences) |                                   |                       | ½ per presentation            |       |
| 4. Annual Webcast or Tech Hour Presenter<br><i>Detail where and when</i>   |                                   |                       | ½ per presentation            |       |
| 5. ASHRAE Distinguished Lecturer<br><i>List location and date</i>  |                                   |                       | ¼ per presentation            |       |
| 6. Design Manual & Guide – New Chapter<br>Principal Author<br><i>Give Specific Details</i>                       |                                   |                       | 2 per chapter                 |       |
| 7. Design Manual/Guide – Chapter Reviser   |                                   |                       | ½ per chapter                 |       |
| 8. Seminar or Technical Session speaker at an<br>ASHRAE Chapter/Region event or meeting<br>(excluding DLs)       |                                   |                       | ¼ per presentation            |       |
| 9. Review of Abstracts, Conference Papers, and<br>Journal articles<br><u>Maximum 2 points</u>                    |                                   |                       | ¼ per package of 5<br>reviews |       |
| 10. Judging member of the Technology Awards<br><u>Maximum 2 points</u>   |                                   |                       | ½ per year                    |       |
| <i>Points in Category F are limited to the total<br/>points of Categories A through E</i>                        | TOTAL POINTS FOR CATEGORY F       |                       |                               |       |

**ENTER TOTAL POINTS IN ALL CATEGORIES A through F**

**ESA/DSA Nominations are due at ASHRAE Headquarters December 1**

The ESA/DSA Point Tally Form, a current ASHRAE Biographical Record, and digital photo of the nominee must be provided to ASHRAE electronically. Email the completed nomination in Adobe pdf format to:  
[rmasterson@ashrae.org](mailto:rmasterson@ashrae.org)

**Donald A. Siller Refrigeration Award**  
**Chapter Technology Transfer Committee (CTTC)**

Questions from the Honors & Awards (H&A) Committee:

1. Does the award have current appeal?
  - a. Yes – CTTC has worked hard to encourage nominations even though not every chapter has a volunteer dedicated to Refrigeration.
2. Does the award's scope overlap or conflict with other current or proposed awards?
  - a. No
3. Do you believe the majority of ASHRAE members would be of the opinion that this award should be presented at a Chapter Meeting, a Regional Meeting, a Society Committee function, the Plenary Session, or possibly some other Society function? Please state the reasons for your choice.
  - a. This award is presented at the CTTC meeting at the Annual Conference.
4. What are the criteria for the award? Do they include a limit on the number of candidates that may receive the award annually? Please include a criteria statement if available.
  - a. Award criteria attached
5. Is there a written process for the selection of candidates? If so, please include a copy.
  - a. Award criteria attached
6. Are there financial commitments associated with the award such as travel costs, honoraria, or earmarked income from the ASHRAE Foundation?
  - a. None

## **DONALD A. SILLER REFRIGERATION AWARD CRITERIA**

### **1. PURPOSE**

The Donald A. Siller Refrigeration Award recognizes exceptional performance by a Chapter Refrigeration Chair for planning activities and providing technology transfer on the subject of refrigeration.

The name was changed from the Refrigeration "R in ASHRAE" Award in June 2015, to honor long time CTTC Refrigeration Consultant Don Siller.

### **2. PRESENTATION**

The Donald A. Siller Refrigeration Award shall be presented annually at the Chapter Technology Transfer Committee meeting, but may be omitted if a suitable candidate is not identified. The award will consist of a plaque with the recipient's name and the year of the award etched into the face of the plaque.

### **3. ELIGIBILITY**

The winner is selected from regional entries. Each region may submit one entry. The CTT RVC is responsible for organizing the regional awards program, establishing regional submission deadlines and selecting the regional entry to chair of the CTT Committee.

1. Candidate must be a member of ASHRAE in good standing.
2. Must be assigned to a Chapter in the Region that submits their name.
3. Must be the Refrigeration Subcommittee Chair of the Chapter to which they are assigned.
4. The RVC shall select the best nominee to forward to the CTT Committee based on the award criteria.

### **4. NOMINATION**

See eligibility and judging section.

### **5. JUDGING**

At the Annual meeting of the Society, the Chair of the CTT Committee shall appoint members to the Donald A. Siller Refrigeration Award Subcommittee to serve as a "Selection Committee," and designate a Chair.

The Selection Committee shall be comprised of three (3) members of the CTT Committee. The CTT Refrigeration Consultant and the Chair of the CTT Committee shall serve as Ex-Officio to the Selection Committee.

The Society CTT Committee, by majority vote, shall select the recipient of the award, subject to the concurrence of the Honors and Awards Committee and Members Council.

All correspondence and selection data is to be directed to the Chair of the Selection Committee, with copies to the other members of the Selection Committee.

The CTT Committee Staff Liaison is responsible for coordinating all contacts and correspondence with the nominees.

## Selection Schedule

| ACTION   | DUE DATE                  |
|--|---------------------------|
| 1. Submittal Due to RVC for Regional Competition   | Determined by RVC         |
| 2. Judging of Regional Submittals  | Determined by RVC         |
| 3. Chapters notified by RVC of Regional Competition Results  | Determined by RVC         |
| 4. A transmittal letter, narrative section, and relevant documentation due to Society<br><i>Submit one copy electronically in pdf format to <a href="mailto:ChapterPrograms@ashrae.org">ChapterPrograms@ashrae.org</a></i> | September 30              |
| 5. Staff Liaison sends entries to Donald A. Siller Refrigeration Award Selection Committee to select final candidate   | October 15                |
| 6. Selection Committee selects a winner and forwards recommendation to staff and CTTC Chair  | November 1                |
| 7. CTT Committee recommends final candidate to Honors & Awards Members Council for approval  | January Winter Conference |
| 8. Staff notifies winner   | February 20               |
| 9. Judging Panel notifies non-winners  | February 20               |



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**Adam Davis**

Chair, Honors and Awards Planning Subcommittee

December 11, 2024

Dear William McQuade,

The Honors & Awards Committee is required to review all Society awards at least once every five years. This is to ensure that each award continues to meet its intended need and that the candidate-selection process for each award is properly implemented. This applies not only to those awards that H&A administers (Hall of Fame, Fellow etc.), but also to “pass-through” awards that originate from other Society groups.

To properly conduct this review H&A must obtain input from each group that sponsors a “pass-through” award. Specifically, H&A requests that **Members Council** provide responses to the questions below regarding the **John F. James International Award**.

Please answer each of the following questions for the award referenced above.

1. Does the award have current appeal? [Yes](#)
2. Does the award's scope overlap or conflict with other current or proposed awards? [No](#)
3. Do you believe the majority of ASHRAE members would be of the opinion that this award should be presented at a Chapter Meeting, a Regional Meeting, a Society Committee function, the Plenary Session, or possibly some other Society function? Please state the reasons for your choice. [This is an intl. award presented at the Plenary](#)
4. What are the criteria for the award? Do they include a limit on the number of candidates that may receive the award annually? Please include a criteria statement if available. [Yes; one per year](#)
5. Is there a written process for the selection of candidates? If so, please include a copy. [Yes](#)
6. Are there financial commitments associated with the award such as travel costs, honoraria, or earmarked income from the ASHRAE Foundation? [Winner gets plaque, lapel pin, and transportation to Winter Meeting](#)

Your reply by **February 28, 2025** will be greatly appreciated. Thank you for your help on this important project.

Sincerely,

Adam Davis

## **JOHN F. JAMES INTERNATIONAL AWARD**

Guidelines for the award shall be as follows:

- A. The purpose of the award is to recognize members of the Society who have done the most to enhance the Society's international presence or posture. This award shall only be awarded once to a member. (08-06-23-11)
- B. The award shall be in the form of a plaque, lapel pin, and transportation, if not otherwise reimbursed by the Society. The award may be presented at the Winter Meeting of the Society. (05-06-27-41)
- C. A list of candidates shall be submitted to the Members Council Planning Subcommittee for approval by the committee, who shall then nominate a candidate to the ASHRAE Honors and Awards Committee no later than the preceding Annual Meeting, together with documentation supporting their recommendation detailing the nominees accomplishments that enhanced the Society International presence as described in paragraph D below. (This includes promotion of ASHRAE through relations with Associate Societies and HVAC&R related societies in other countries.) (02-01-13-14-28/05-06-27-41)
- D. The selection of the candidate shall be based upon any one or a combination of the following:
  - (1) Participation in International activities related to ASHRAE's interest.
  - (2) Exchange of information with international communities in the form of symposia, seminars, lectures, etc. (05-06-27-41)
  - (3) Dissemination of ASHRAE technical information for the enhancement of international standards.
  - (4) Adaptation or introduction of innovative HVAC&R technology(ies) between two or more countries. (05-06-27-41)
  - (5) Recruitment of members, and/or the formation of chapters, sections and student branches outside North America. (05-06-27-41)
  - (6) Previous recipients are not eligible to receive this award more than once.
- E. Nominations may come directly from a member or from a CRC nomination. Nominations with support documentation should be sent to Members Council through the Regional Conferences or directly to the Director of Member Services no later than May 1. (05-06-27-41)
- F. The Honors and Awards Committee shall forward the name of the approved candidate to the Members Council for final approval.



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**Adam Davis**

Chair, Honors and Awards Planning Subcommittee

December 11, 2024

Dear Timothy Wentz,

The Honors & Awards Committee is required to review all Society awards at least once every five years. This is to ensure that each award continues to meet its intended need and that the candidate-selection process for each award is properly implemented. This applies not only to those awards that H&A administers (Hall of Fame, Fellow etc.), but also to “pass-through” awards that originate from other Society groups.

To properly conduct this review H&A must obtain input from each group that sponsors a “pass-through” award. Specifically, H&A requests that the **UN Environmental Liaison Committee** provide responses to the questions below regarding the **Lower-GWP Refrigeration and Air-Conditioning Innovation Award**.

Please answer each of the following questions for the award referenced above.

1. Does the award have current appeal?
  - The award is a somewhat new award that has only been awarded twice before; once in 2019 and 2023. Our plan is to make the third award at the winter meeting in Orlando in 2024. The award is intended to demonstrate the success of individuals in Article 5 countries who have implemented innovative solutions to minimize or eliminate the use of Global Warming Potential (GWP) refrigerants.
  - We believe the award has the potential to have a significant impact throughout developing countries. The Kigali amendment to the Montreal Protocol, requires Article 5 (developing) countries to begin the phase-down of HFC refrigerants in 2024 (Article 5, Group 1) and 2028 (Article 5, Group 2). We believe this award can serve as a motivator and a roadmap to help Article 5 countries meet the phase-down requirements found in the Kigali amendment.
2. Does the award's scope overlap or conflict with other current or proposed awards?
  - We do not believe that the award's scope overlaps or conflicts with any other award.
3. Do you believe the majority of ASHRAE members would be of the opinion that this award should be presented at a Chapter Meeting, a Regional Meeting, a Society Committee function, the Plenary Session, or possibly some other Society function? Please state the reasons for your choice.

It is our position that the award is best presented at a Society level function, such as the Plenary Session, for the following reasons:

  - The project recognized must come from developing countries, making the award a truly international award
  - The award recognizes innovation in implementing low GWP refrigerants, an important global strategy in combatting global warming
  - The award is jointly sponsored by ASHRAE and the United Nations Environmental Programme, emphasizing the international nature of the award
  - The intent of the award is to motivate and inspire individuals in developing countries to implement low GWP refrigerants by recognizing successful projects. This is best done on the international stage, in our opinion



4. What are the criteria for the award? Do they include a limit on the number of candidates that may receive the award annually? Please include a criteria statement if available.

The criterion for the award is limited to submissions from individuals or teams of individuals who have been involved in the research, design, or implementation of innovative solutions to lower GWP refrigerants in developing countries. The award criteria are as follows:

- Innovative aspects in transforming conventional concepts (40%);
- Technical replicability to developing countries (25%);
- Extent of need (25%); and
- Economic feasibility to developing countries including energy efficiency (10%).

The award recognizes a maximum of 5 projects in each of two categories; Residential and Commercial/Industrial.

5. Is there a written process for the selection of candidates? If so, please include a copy.

The selection of candidates has the following process:

- The award is only made to individuals, not to firms or companies. Recognition will not be made to firms or companies.
- The submission form is attached as a separate file.

6. Are there financial commitments associated with the award such as travel costs, honoraria, or earmarked income from the ASHRAE Foundation?

There are no financial commitments associated with the award.

Respectfully submitted,



Timothy G. Wentz, Chair  
ASHRAE-UNEP Liaison Committee

## Low GWP Innovation Award Submission Requirements

The submission form requires descriptive responses to each of the following:

- Goal of the design, practice or project. Must describe how a higher GWP refrigerant was replaced or its use avoided. Systems should be new designs operating with lower GWP refrigerants rather than conversions of existing systems. (Maximum 3,000 characters)
- Description of innovation in the field of air conditioning and refrigeration using lower-GWP refrigerants. Must be a new technology, be an innovative application in a developing country or demonstrate a new approach supporting lower GWP refrigerants rather than use of an innovative technology in a new market in the same way the technology is applied in developed markets. (Maximum 3,000 characters)
- Project implementation and safety details. Must be an implemented project, system, or application (not only research) with implementation year. Describe steps in implementation of innovation - including description of safety practices introduced, promoted, or supported to align with the chosen refrigerant. (Maximum 5,000 characters)
- Extent of need. Must describe the problem addressed or the challenge met in a developing country. (Maximum 2,000 characters)
- Environmental and energy impact. Must describe the beneficial environmental impact achieved including specific reference to the lower GWP refrigerant's contribution. Must describe energy saving features. (Maximum 3,000 characters)
- Further application. Describe the benefit of applying innovation in other developing countries from technological, economic and social perspectives. (Maximum 4,000 characters)
- Financial feasibility. Must be financially feasible allowing replication in other developing countries. Compare fiscal performance to other systems to illustrate the innovation's fiscal viability. (Maximum 3,500 characters)

Photographs illustrating the project and tables, figures, or charts that present statistical data demonstrating the project's successful performance or experimental findings are encouraged to be provided with the application. All documentation and materials must be submitted in English.

## Masterson, Rhiannon

---

**From:** Doug Scott <doug@douglascscott.com>  
**Sent:** Friday, April 11, 2025 4:42 PM  
**To:** Masterson, Rhiannon  
**Cc:** adavis@weston-me.com; Hammerling, Steve; dbrandtz@aol.com  
**Subject:** Re: H&A Award Review - Milton Garland Award  
**Attachments:** Milton Garland Scoring Process.pdf

Hi Rhiannon,

It may be correct that there has not been an award since 2016. REF-CPCC intends to continue this award (the one submission received recently is excellent) and has a current MBO to increase awareness of this award. Don Brandt is Vice Chair of REF-CPCC and chair of our Communications Committee. I am sure we would be interested in any recommendations on how to communicate to the membership.

Also to note, we have discussions underway regarding how the award might be improved or simplified.

[Answers to questions from Adam below.](#)

1. Does the award have current appeal?

[The award is, I believe, considered noteworthy and valuable, but mostly to the small portion of the membership involved with refrigeration. The incorporation of a category for comfort cooling has no demonstrated interest.](#)

2. Does the award's scope overlap or conflict with other current or proposed awards?

[Yes, there is potential overlap with the Comfort Cooling and Heating portion of the award and other ASHRAE awards, which is the result of a past consolidation of separate awards. This is not necessarily a conflict but may cause confusion and dilution.](#)

3. Do you believe the majority of ASHRAE members would be of the opinion that this award should be presented at a Chapter Meeting, a Regional Meeting, a Society Committee function, the Plenary Session, or possibly some other Society function? Please state the reasons for your choice.

[The majority of ASHRAE members are HVAC focused. I believe refrigeration-related members and participants wish to receive both society-level and chapter-level recognition. The award currently includes a plaque at Plenary and recognitions of the chapter at CRC.](#)

4. What are the criteria for the award? Do they include a limit on the number of candidates that may receive the award annually? Please include a criteria statement if available.

[There is a maximum of one award per year.](#)

[Submission Criteria:](#)

- [Milton W. Garland Commemorative Comfort – Process – Cold-Chain Award for Project Excellence](#)

[The awards are open to all who think their projects or other projects with which they are familiar, have achieved some distinction.](#)

- [Projects nominations may be prepared by the designers, architects, engineers, owners, or suppliers.](#)
- [A member of the project team or the owner must be an ASHRAE member. The nominator must inform and have approval from the owner of the installation that the entry may be published. \(The owner's name may be withheld for privacy.\) A release to this effect must be obtained from the owner of the project \(see Submission Form\).](#)
- [All projects must be submitted following twelve \(12\) preceding months and before forty-eight \(48\) months of the initial operation date of the system.](#)

### Submission Format

- The front cover shall be the applicable Award Submission Form.
- The second page shall contain no more than a two-paragraph overview of the project with a brief explanation of the factors supporting the nomination.
- The following pages shall contain a description of the project. The last pages of the submission shall consist of drawings, plans, schematics, or pictures of the project which will give the judges a clear understanding of the merits of the project. This may be the projects construction or as-built documents with added explanation or notes as needed.

### Submission Process

- Submissions must be sent to the REF-CPCC Committee Staff Liaison ([morts@ashrae.net](mailto:morts@ashrae.net)) by May 1st to be considered for that year's competition.
- Staff Liaison will submit a copy of the submission to Chapter Technology Transfer Committee (CTTC) Regional Vice-Chair (RVC) for informational purposes as well.

5. Is there a written process for the selection of candidates? If so, please include a copy.

[Attached](#)

6. Are there financial commitments associated with the award such as travel costs, honoraria, or earmarked income from the ASHRAE Foundation?

[No](#)

Best Regards,  
Doug

Doug Scott, CEO  
Claudius Lynne LLC  
P.O. Box 1569  
Atascadero, CA 93423  
[doug@douglascscott.com](mailto:doug@douglascscott.com)  
(805) 859-4710

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**From:** Masterson, Rhiannon <[RMasterson@ashrae.org](mailto:RMasterson@ashrae.org)>

**Sent:** Thursday, April 3, 2025 9:47 AM

**To:** Doug Scott <[doug@douglascscott.com](mailto:doug@douglascscott.com)>

**Cc:** [adavis@weston-me.com](mailto:adavis@weston-me.com) <[adavis@weston-me.com](mailto:adavis@weston-me.com)>; Hammerling, Steve <[shammerling@ashrae.org](mailto:shammerling@ashrae.org)>

**Subject:** RE: H&A Award Review - Milton Garland Award

Not a problem, Doug. H&A has this topic on their agenda for the Annual Conference in Phoenix, so any feedback you can provide before then is appreciated.

Thanks!  
Rhiannon

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**From:** Doug Scott <[doug@douglascscott.com](mailto:doug@douglascscott.com)>

**Sent:** Thursday, April 3, 2025 11:27 AM

**To:** Masterson, Rhiannon <[RMasterson@ashrae.org](mailto:RMasterson@ashrae.org)>

**Cc:** [adavis@weston-me.com](mailto:adavis@weston-me.com); Hammerling, Steve <[shammerling@ashrae.org](mailto:shammerling@ashrae.org)>

**Subject:** Re: H&A Award Review - Milton Garland Award

Hi Rhiannon,

I somehow missed this email. I apologize.

I will review with the REF awards subcommittee chair and provide a reply as soon as possible.

Best Regards,  
Doug

Doug Scott, CEO  
Claudius Lynne LLC  
P.O. Box 1569  
Atascadero, CA 93423  
[doug@douglascscott.com](mailto:doug@douglascscott.com)  
(805) 859-4710

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**From:** Masterson, Rhiannon <[RMasterson@ashrae.org](mailto:RMasterson@ashrae.org)>  
**Sent:** Tuesday, December 10, 2024 8:52 AM  
**To:** Doug Scott <[doug@douglascscott.com](mailto:doug@douglascscott.com)>; Patrick, Faith <[fpatrick@ashrae.org](mailto:fpatrick@ashrae.org)>  
**Cc:** [adavis@weston-me.com](mailto:adavis@weston-me.com) <[adavis@weston-me.com](mailto:adavis@weston-me.com)>  
**Subject:** H&A Award Review - Milton Garland Award

Hi Douglas,

The Honors & Awards Committee reviews all Society awards every five years. Please see the attached letter, which includes some questions regarding the Milton W. Garland Commemorative Comfort – Process – Cold Chain Award for Project Excellence. **H&A would appreciate your responses by February 28, 2025.**

If you have any questions, please let me know.

Thank you!  
Rhiannon



Shaping Tomorrow's Global  
Built Environment Today

[ashrae.org](http://ashrae.org)

**Rhiannon Masterson**  
Manager of Chapter Programs

180 Technology Parkway  
Peachtree Corners, GA 30092  
Tel: 678-539-1128  
[RMasterson@ashrae.org](mailto:RMasterson@ashrae.org)



ORLANDO FEB 8-12 | AHR EXPO, FEB 10-12

TABLE 1: SCORING CHART FOR

Milton W. Garland Commemorative Comfort – Process - Cold-Chain - Award for Project Excellence

☐ Comfort Cooling **or Heating** Application    ☐ Process Cooling Application    ☐ Cold-Chain Application

| Problem                                      | Evaluation Points |  |                   |      |
|--|-------------------|--|-------------------|------|
|  |                   |  |                   |      |
| A1. <b>Complexity of Problem</b>             |                   |  | <b>A. Problem</b> |      |
|  |                   |  | Ext. Difficult    | 100% |
| Subtotal: <b>PROBLEM</b> - Maximum 20 Points | Sum =             |  | Very Difficult    | 75%  |
|  |                   |  | Difficult         | 50%  |
|  |                   |  | Not Difficult     | 30%  |

|         |  |       |  |                   |      |
|---------|--|-------|--|-------------------|------|
| Concept | B1. <b>Concept</b> - Maximum 10              |       |  | <b>B. Concept</b> |      |
|         |  |       |  | Superior          | 100% |
|         | B2. <b>Integrated Design</b> - Maximum 5     |       |  | Excellent         | 67%  |
|         |  |       |  | Very Good         | 53%  |
|         | B3. <b>Sustainability</b> - Maximum 5        |       |  | Good              | 47%  |
|         |  |       |  | Fair              | 33%  |
|         | B.4. <b>Originality</b> – Maximum 10         |       |  |                   |      |
|         | Subtotal: <b>CONCEPT</b> - Maximum 30 Points | Sum = |  |                   |      |

|          |   |       |  |                    |      |
|----------|---|-------|--|--------------------|------|
| Solution | C1. <b>Performance Criteria Achieved</b> - Maximum 30 |       |  | <b>C. Solution</b> |      |
|          |   |       |  | Superior           | 100% |
|          | C2. <b>Energy Effectiveness</b> - Maximum 5           |       |  | Excellent          | 67%  |
|          |   |       |  | Very Good          | 53%  |
|          | C3. <b>Budget Restrictions</b> - Maximum 5            |       |  | Good               | 43%  |
|          |   |       |  | Fair               | 33%  |
|          | C4. <b>Ease of Maintenance</b> - Maximum 10           |       |  |                    |      |
|          | Subtotal: <b>SOLUTION</b> - Maximum 50 Points         | Sum = |  |                    |      |
|          | <b>DISCRETIONARY BONUS*</b> - Maximum 10              |       |  |                    |      |
|          | <b>GRAND TOTAL</b>                                    |       |  |                    |      |

\*Reasoning for Bonus:

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Dear Adam Davis,

Thank you for your letter regarding the review of the YEA Developing Leader Award. We appreciate the opportunity to provide feedback to ensure the award continues to meet its objectives effectively. Below are our responses to your questions:

1. **Current Appeal:** Yes, the YEA Developing Leader Award continues to have significant appeal, as evidenced by the steady number of applicants over the past three years, which has remained robust and competitive. This indicates ongoing interest and relevance within the YEA community.
2. **Scope Overlap:** The award's scope does not overlap or conflict with other awards. It uniquely targets emerging leaders within the YEA, fostering growth and recognition among young professionals, which is distinct from other awards offered by ASHRAE.
3. **Presentation Venue:** We recommend continuing to present this award during the YEA Hospitality Reception at the Winter Conference.
4. **Criteria and Limitation:** The criteria for the award focus on demonstrated leadership and contributions to ASHRAE at the YEA level. There is no set limit on the number of recipients annually; decisions are based on the merits of the applicants each year. In order to qualify for the award, the candidate must meet the following criteria:
  1. Candidate must earn a minimum of 24 points within either:
    1. Five (5) years of candidate's graduation date if you joined ASHRAE as a Student member; or
    2. Five (5) years of candidate's ASHRAE join date if you joined ASHRAE as an Affiliate, Associate or Member.
  2. Candidates must still qualify as a YEA member, meaning candidates must be 35 years of age or younger at the start of the current Society Year.
5. **Selection Process:** The award uses a point tally system for nominations. Applications are reviewed by ASHRAE staff and the YEA Professional Development Subcommittee, ensuring all qualified candidates are recognized.
6. **Financial Commitments:** There are no financial obligations tied to this award, such as travel costs or honoraria, maintaining its focus purely on recognition.

We hope this information assists the Honors & Awards Committee in its review. We are committed to maintaining the integrity and value of the YEA Developing Leader Award and are open to further discussions or adjustments based on the committee's feedback.

We look forward to any recommendations that might help enhance the award's impact.

Best regards,

Bruno Martinez

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| <b>SHORTENED Email to potential ASHRAE Fellows</b> |
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**You may be eligible to be nominated for ASHRAE Fellow**

Based on your ASHRAE membership tenure and involvement in the industry, you may be eligible to be nominated for ASHRAE Fellow.

[Learn more about ASHRAE Fellow](#)

What are the requirements for ASHRAE Fellow?

- Minimum of ten years at ASHRAE Full Member Grade
- Attained distinction or made substantial contributions in the fields related to our industry
- Participation or service to ASHRAE is not considered

Fellow nominations are due May 1 every year, but may be submitted at any time.

If you believe that you meet the requirements for Fellow, reach out to a current ASHRAE Fellow and ask if they would be willing to nominate you. If you need assistance contacting a current ASHRAE Fellow, please email [honorsandawards@ashrae.org](mailto:honorsandawards@ashrae.org).

Visit [www.ashrae.org/honors](http://www.ashrae.org/honors) or email [honorsandawards@ashrae.org](mailto:honorsandawards@ashrae.org) for more information.

|  |
|--|
| <b>SHORTENED Email to current ASHRAE Fellows</b> |
|--|

**Nominate a Potential ASHRAE Fellow**

ASHRAE Members who may qualify for Fellow need your help! Potential ASHRAE Fellows are not able to complete the nomination process on their own – they need the support of a current ASHRAE Fellow. If you know of an ASHRAE member who meets the requirements below, please consider overseeing the nomination process for them.

The Fellow nomination form and additional documentation are included [here](#).

What are the requirements for ASHRAE Fellow?

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Visit [www.ashrae.org/honors](http://www.ashrae.org/honors) or email [honorsandawards@ashrae.org](mailto:honorsandawards@ashrae.org) for more information.

|  |
|--|
| <b>Email to potential ASHRAE Fellows</b> |
|--|

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- Attained distinction or made substantial contributions in the fields of heating, refrigeration, air conditioning, ventilation or the allied arts and sciences through invention, research, teaching, design, original work, or as an engineering executive on projects of unusual or important scope.
  - Distinction is interpreted to mean: seen by their peers in the industry as a person of excellence
  - Substantial contribution is interpreted to mean: one or more contributions to the industry which had a notable, unique, and positive impact in the advancement of the arts and/or sciences of HVAC&R, the building environment, and a sustainable world.
- Participation or service to ASHRAE is not considered when being nominated for Fellow

What is the Fellow nomination process?

- A current ASHRAE member must complete and submit the Fellow nomination packet, which includes:
  - A nomination form that reviews outstanding accomplishments, significant work, and publications
  - A letter of recommendation from a current ASHRAE Fellow
  - A letter of recommendation from one or two professional references (cannot be from the same company as the nominee)
  - Nominee's ASHRAE bio
  - Nominee's headshot

What is the timeline for Fellow nominations?

- Fellow nominations are due May 1 every year, but may be submitted at any time.
- Nominations are reviewed by the Honors & Awards Committee and Members Council at the ASHRAE Annual Conference.
- Approved Fellow are recognized at the ASHRAE Winter Conference during the Plenary.

Next steps:

- If you believe that you meet the requirements for Fellow, reach out to a current ASHRAE Fellow and ask if they would be willing to nominate you. If you need assistance contacting a current ASHRAE Fellow, please email [honorsandawards@ashrae.org](mailto:honorsandawards@ashrae.org).

Visit [www.ashrae.org/honors](http://www.ashrae.org/honors) or email [honorsandawards@ashrae.org](mailto:honorsandawards@ashrae.org) for more information.

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| <b>Email to current ASHRAE Fellows</b> |
|--|

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- Approved Fellow are recognized at the ASHRAE Winter Conference during the Plenary.

| MBO # | Description  | Measurable Metric  | Completion % /Date                  | Updates  | MBO Comments   |
|-------|--|--|-------------------------------------|--|--|
| 1     | Develop a program to increase awareness of H&A awards in the ASHRAE community. Efficiently utilize all available media to promote and encourage submissions of personal awards.  | The production and distribution of promotional material related to Personal Awards.  | Complete / Winter Conference 2025   | 1. Social media posts for each personal award with a 12/1 nomination deadline, LinkedIn survey<br>2. Also plan on creating 1-page flyers to link on H&A page |  |
| 2     | Work with Chapters and Regions to ensure that there is at least one nominee for each personal award. Tasks for this goal would include reviewing and improving training and presentations at Chapter Regional Conferences (CRC).   | Receipt of an application for each personal award  | Complete / Winter Conference 2025   | We received nominations for each personal award with a 12/1 nomination deadline  |  |
| 3     | Conduct a review of what is given to the recipients for each award and develop new appropriate awards as necessary to properly recognize the achievement.  | Approval of the design of any recommended new awards and presentation of that award at the Plenary sessions  | In process / Annual Conference 2025 | Researching updated plaque/pin options   |  |
| 4     | Review current materials and revise as necessary to provide appropriate information about the requirements to become a Fellow. This information should be concise, easy to understand, and readily available. A review of this information should be a requirement for any person that nominates someone to be a Fellow. | Information about Fellow requirements is distributed, particularly to Chapters and Regions, and procedures are in place to ensure that Nominators understand these requirements. | In process / Annual Conference 2025 | Working with College of Fellows  | Any changes to requirements and/or procedures resulting from this review should be coordinated with the College of Fellows |
| 5     | Conduct a review of all awards to include the expenses related to that award for Society budgeting purposes.   | Make budget recommendations to Members Council.  | Complete / Spring 2025              |  |  |

## 25-26 Honors & Awards Committee Subcommittee Assignments

### **Personal Awards**

Scott Martin, Chair

~~Karine Leblanc~~ – Roll to Planning

Ronald Gagnon

Sheila Hayter New Member

Daniel Redmond New Member

~~Maged Fouad Hashem~~

Andy Reilman

### **Paper and Pass-Through Awards**

Juliana Pellegrini Lemos Trigo, Chair

Janice Peterson

### **Media**

Andy Reilman, Chair

Bruno Martinez – New Member

~~Mohammad Al Tassi~~

Juliana Pellegrini Lemos Trigo

### **Planning**

Karine LeBlanc, Chair

Janice Peterson

Richie Mittal – Krishnan Viswanath

~~Mohammad Al Tassi~~

### **Award Design Ad-hoc Committee**

Karine Leblanc, Chair

Juliana Pellegrini Lemos Trigo

Ron Gagnon

### **New Member Mentors**

| New Member                       | Mentor          |
|----------------------------------|-----------------|
| Sheila Hayter – Personal Awards  | Scott Martin    |
| Bruno Martinez – Media           | Andy Reilman    |
| Richie Mittal – Planning         | Janice Peterson |
| Daniel Redmond – Personal Awards | Ron Gagnon      |

| MBO # | Description  | Measurable Metric  | Completion % /Date                           | MBO Comments   |
|-------|--|--|--|--|
| 1     | Work with Chapters and Regions to ensure that there is at least one nominee for each personal award. Tasks for this goal would include reviewing and improving training and presentations at Chapter Regional Conferences (CRC).   | Receipt of an application for each personal award  | Winter Conference 2026 / Annual Meeting 2026 |  |
| 2     | Conduct a review of what is given to the recipients for each award and develop new appropriate awards as necessary to properly recognize the achievement.  | Approval of the design of any recommended new awards and presentation of that award at the Plenary sessions  | Winter Meeting 2026                          |  |
| 3     | Review current materials and revise as necessary to provide appropriate information about the requirements to become a Fellow. This information should be concise, easy to understand, and readily available. A review of this information should be a requirement for any person that nominates someone to be a Fellow. | Information about Fellow requirements is distributed, particularly to Chapters and Regions, and procedures are in place to ensure that Nominators understand these requirements. | Annual Conference 2026                       | Any changes to requirements and/or procedures resulting from this review should be coordinated with the College of Fellows |
| 4     | Investigate the use of a web based software application to streamline the award application process.   | Staff will investigate options and costs and present at the Winter Meeting.  | Winter Meeting 2026                          |  |
| 5     | Review the roles submitted to Rhiannon (Regional DEI, Podcast participant, WIA / SA Pannelist) to be included in DSA/ESA award   | By Summer 2026 we will have reached out to each of these committees to have them pitch their case about these items to be added to DSA/ESA                                       | Spring 2026                                  |  |