



**Minutes
Honors & Awards Committee**

Sunday, February 9, 2025			
H&A Committee	1:00 – 5:00pm	Hilton Orlando, Lake Lucerne	Hybrid
Monday, February 10, 2025			
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

•

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*

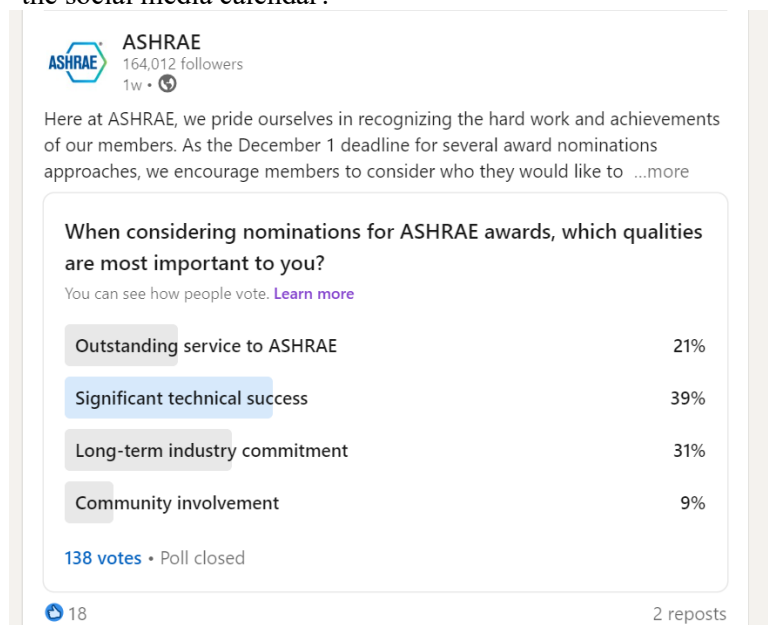
8. **Report of Planning Subcommittee – Davis**

- 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

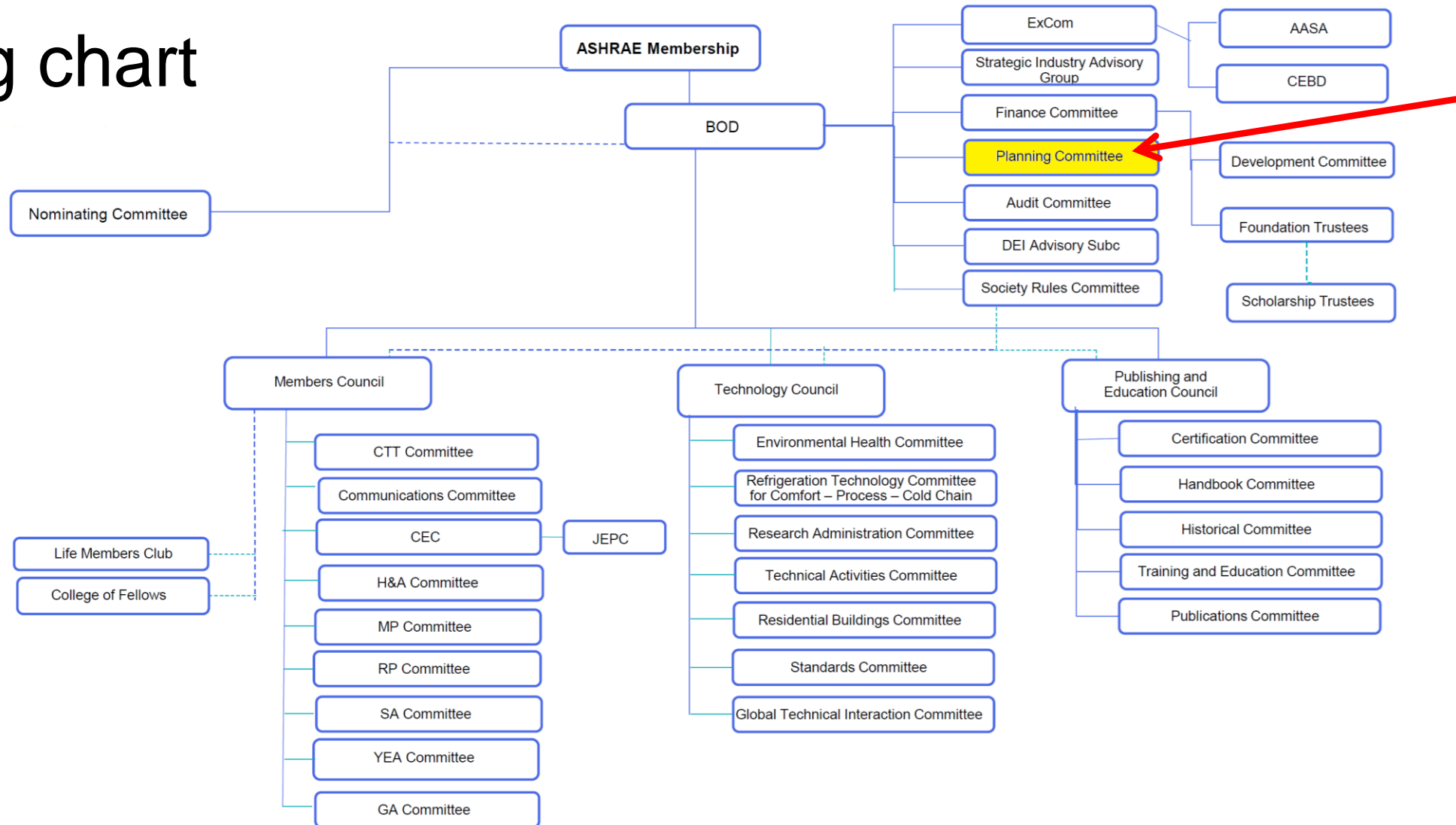
- v. H&A discussion – Andy moved, Mohammad second. Vote: 8-2-0 CNV
 - vi. **Action Item #9:** Staff to update the DSA/ESA Point Tally Form accordingly
- 13. **Report of Personal Awards Subcommittee** – Martin
 - a. Review of Candidates (**Attachment J**) (**Executive Session**)
 - i. Distinguished 50-Year 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



**Planning Committee
(PLC)**

Who is the Planning Committee?

- Org chart



What does the Planning Committee do?

- Role

- The role of the Planning Committee (PLC) is to assist the Board of Directors (BOD) and the organization in the development of strategic thinking for the future.
- The PLC uses an approved method of soliciting continuous strategic planning from the councils and committees for use in advising the Board of Directors on ideas which may be considered for changes to the strategic goals and directions of the Society.
- On a regular basis the PLC:
 - Reports on Findings & Recommendations
 - Provides Gap Analysis on Strategic directions & goals of committees

What does the Planning Committee do?

- Subcommittees

Innovation and Implementation Subcommittee:

- Oversee Strategic Plan implementation
- Teams with ASHRAE Councils and Committees to ensure each develops appropriate timelines for implementation, metrics to measure success, and a method to measure progress related to the strategic plan
- Develops methodology to identify gaps and overlaps in implementing the Strategic Plan
- Solicits creative ideas from the membership, makes strategic assessments, identifies strategies, develops and recommends new initiatives to the PLC to adopt as strategic goals
- Makes recommendations for next year, three (3) year, five (5) year, ten (10) year, and twenty (20) year goals.

What does the Planning Committee do?

Validation and Documentation Subcommittee (is responsible for):

- Receiving, reviewing, and quantifying each Council and Committee's MBOs.
- Receiving the Continuous Strategic Planning (CSP) input from the committees and councils and presenting them to the full PLC for consideration by the Board of Directors at the Fall BOD meeting.
- Updating the survey, reviewing the responses, and compiling summary information and potential actionable items from the annual Membership Survey.
- Utilizing the metrics and Key Performance Indicators (KPIs) to evaluate the success and progress of the Strategic Plan and presenting them for the full PLC Annual Meeting.

What does the Planning Committee do?

• Strategic Plan

The Planning Committee (PLC) is responsible for ASHRAE's long-range and strategic planning activities on a continuing basis. The PLC role is to assist the Board of Directors (BOD) and the organization to think strategically in planning for the future.



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.

How does the Planning Committee affect you?

- The Planning Committee (PLC) helps ASHRAE Committee and TC's design their goals and MBO's to align with the ASHRAE Strategic Plan.

How can the Planning Committee help you?

- Members of the Planning Committee (PLC) are available to help discuss anything related to ASHRAE's Strategic Plan, or even regarding your MBO's (and how they align with the Strategic Plan)
- Members of PLC are available to carry your suggestions / inputs back to PLC.



Contact Information

- Bassel Anbari, Bassel@intercool.ae
- Chandrias Jolly, CJolly@ashrae.org



**Minutes
Honors & Awards Committee**

Sunday, June 23, 2024			
H&A Committee	1:00 – 5:00pm	JW Marriott, 308 (3)	Hybrid
Monday, June 24, 2024			
H&A Committee	2:30pm – 6:30pm	JW Marriott, 308 (3)	Hybrid

Action Items

No. - Pg.	Assignment	Action Item
1 – 2	Personal Awards Subcommittee & Staff	Review Fellow nominations to see how many consulting engineers were approved with the recent round of nomination
2 – 2	Staff	Resend alternative plaque ideas to Karine
3 – 2	Staff	Consult with pass through committees to see if they would be able to submit their information prior to Sunday at noon during the conference
4 – 2	Staff	Review and make a first round of recommended changes to MCO. Staff will then send to the committee for a second review.

Motions

No. - Pg.	Motion	Vote
1 – 1	Approve previous meeting minutes	9-0-0 CNV

Attendance

- All members present: Isabelle, Tom, Mohammad Al Tassi, Adam, Karine, Scott, Dan, Mohammad Abbass Sajid, Juliana, Wei
 - All incoming members present: Janice, Krishnan, Andy
1. **Call to Order** – Lavoie
 2. **ASHRAE Value Statement** – Lavoie
 - 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>
 3. **Roll Call/Introduction of Guests** – Lavoie
 4. **Review of Agenda** – Lavoie
 5. **Remarks**
 - a. BOD Ex-Officio – Wei Sun

6. **Approval of Minutes** – 2024 Winter Conference in Chicago (January 21-22, 2024) – Lavoie (**Attachment A**)
 - a. **Motion #1:** Dan moves and Adam seconds to approve the previous meeting minutes. Vote: 9-0-0 CNV
7. **Review of Action Items** – Lavoie (**Attachment B**)
8. **Report of Personal Awards Subcommittee** – Davis (**Executive Session**)
 - a. **Action Item #1:** Staff and Subcommittee to review Fellow nominations to see how many consulting engineers were approved
9. **Report of Planning Subcommittee** – Phoenix
 - a. Five-Year Review Update (**Attachment D**)
10. **Report of Paper and Pass Through Awards Subcommittee** – Hashem
 - a. Review of Recommendations (**Executive Session**)
11. **Report of Media Subcommittee** – Leblanc
 - a. Utilized social media to promote awards and video created by Marketing
12. **Old Business** – Lavoie
 - a. Plenary feedback
 - i. Appreciative of the supporting information included for ESA and 50-years
 - ii. Plenary speaker length of 30 minutes was great
 - iii. **Action Item #2:** Staff to resend alternative plaque ideas to Karine
 - iv. Is it possible get a group photo of all award recipients, such as all DSAs? After the Plenary is completed.
 - b. Scheduling of H&A meetings during conferences
 - i. The Board lunch conflicts with the 1pm start time for H&A on Sunday. While Tom is H&A Chair, let's change H&A's start time to 2:00pm on Sunday.
 - ii. We meet for the full 4-hours on Sunday, but the only reason to meet on Monday is to approve the paper and pass-through awards.
 1. Based on how our Monday meeting goes, let's plan on scheduling future Monday meetings for 2:30-4pm (instead of 2:30-6:30pm)
 2. **Action Item #3:** Staff to consult with pass through committees to see if they would be able to submit their information prior to Sunday at noon during the conference.
 - c. Marketing of awards
 - i. Which awards could benefit from additional marketing to encourage more applicants?
 - ii. Honorary Member and Pioneers of the Industry received no nominations this year
 1. Better market these awards directly to chapters
13. **New Business** – Lavoie
 - a. The Regional Operations Subcommittee of Members Council is working to update the [Manual of Chapter Operations](#) (MCO). They have asked each grassroots committee to review their specific sections of the MCO (2.10) and provide any recommended updates by the 2024 Fall Members Council meeting. Should this be assigned to a subcommittee or a small group of volunteers? (**Attachment F**)
 - i. **Action Item #4:** Staff to review and make a first round of recommended changes. Staff will then send to the committee for a second review.
 - b. YEA EmpowHERment Competition (**Attachment J**)
14. **Status of 23-24 MBOs** – Lavoie (**Attachment G**)
15. **Change of Chair** – Lavoie/Phoenix
 - a. Recognition of outgoing members:
 - i. Isabelle Lavoie – Chair
 - ii. Dan Rogers – Member
 - iii. Mohammad Abbas Sajid – Member
 - b. Recognition of current members changing roles:
 - i. Tom Phoenix – Vice Chair to Chair
 - ii. Adam Davis – Member to Vice Chair

- c. Recognition of incoming members:
 - i. Ronald Gagnon – Member
 - ii. Janice Peterson – Member
 - iii. Krishnan Viswanath – Member
 - iv. Andy Reilman – Member
 - d. Appointment of 2024-25 subcommittees and mentors – Phoenix **(will be included as Attachment H)**
 - e. 2023-24 MBOs – Phoenix
16. **Next Meeting** – February 9-10, 2025 at the 2025 Winter Conference in Orlando, Florida
17. **Adjournment**

H&A Action Items

Action Items from Fall 2024 Mid-Year Call:

# - Pg	Assignment	Status	Action Item
1 –	Staff	Complete – likely not possible since the pin is soldered onto the back and <i>if</i> it was possible it would likely be less expensive to order new pins with the magnet back Offer both pin and magnet backs and allow new recipients to select which option they prefer	Ask Benchmark if it is possible to remove the pin backing on lapel pins and add a magnet.
2 –	Staff	Complete – see pg 2 below	Check current inventory of lapel pins
3 –	Staff	Complete	Pull list of nominators from last year and reach out to encourage renomination this year.
4 –	Full Committee	Complete	Review Reference Manual updates to vote on in Orlando.

Action Items from 2024 Annual Conference in Indianapolis

No. - Pg.	Assignment	Status	Action Item
3 – 2	Staff	Complete – we will be moving the deadline to Sunday at noon and eliminate our Monday meeting	Consult with pass through committees to see if they would be able to submit their information prior to Sunday at noon during the conference

Action Items from 2024 Winter Conference in Chicago

No. - Pg.	Assignment	Status	Action Item
5 – 2	Staff	In process – see pg 3 below; 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.
7 – 3	Tom, Dan, Abbas, Adam	In process	Creation of an ad hoc to look at Fellow marketing, improving training, and specifications for consulting engineers

Inventory - H&A Medallions, Coins, and Lapel Pins with New ASHRAE Logo

1/28/25

Medallions

Medallion	Last Order Quantity	Current #
1. F. Paul Anderson	25	14
2. ASHRAE Award for Distinguished Public Service	25	16
3. Louise and Bill Holladay	25	14
4. Milton W. Garland	25	22

Coins

Coin	Last Order Quantity	Current #
1. ASHRAE Fellow	100	122
2. Andrew T. Boggs	25	14
3. William J. Collins	25	12
4. Honorary Member	25	21
5. Eunice Foote	28	27

Lapel Pins

Pin	Last Order Quantity	Current #
1. Dan Mills Chapter Program Star Award	25	21
2. Distinguished 50-Year Member Award	200	16
3. Distinguished Service Award - current	150	64
4. Exceptional Service Award	150	7
5. Homer Addams Award	25	14
6. Fellow - current	300	272
7. John F. James International Award	25	17
8. Lincoln Bouillon Award	25	13
9. Lou Flagg Historical Award	25	18
10. Milton W. Garland	25	25
11. Ralph G. Nevins	25	16
12. Standards Achievement Award	25	17
13. Student Activities Achievement	25	18
14. William J. Collins	25	13
15. Distinguished 75-Year Member Award	25	22

H&A 1-page marketing flyer ideas

Sample layout ideas:



Content for Fellow:

Do you know an ASHRAE Member who has made notable contributions to the industry? Nomination them for ASHRAE Fellow!

Requirements:

- ASHRAE Full Member grade for at least 10 years
- Made substantial contributions to the industry
- Attained distinction in the fields of heating, refrigeration, air conditioning, ventilation or the allied arts and sciences
- ASHRAE participation is not a qualifying factor

Nomination Process:

- A current ASHRAE Member must complete and submit the Fellow the nomination by May 1, which requires a summary of outstanding accomplishments, significant work, and publications.
- Letters of recommendation are required from one current ASHRAE Fellow and 1-2 professional references.
- The nominee's ASHRAE bio and headshot are required.
- Make sure to complete the check list included at the end of the nomination form!

Recognition:

- Those elevated to the grade of Fellow will be recognized at the ASHRAE Winter Conference during the Plenary.
- Recognition is in the form of a plaque with a medallion and a lapel pin.

Visit www.ashrae.org/honors or email honorsandawards@ashrae.org for more information.

Content for Louise & Bill Holladay Distinguished Fellow Award:

Do you know an ASHRAE Fellow who continues to make notable contributions to the industry? Nomination them for the Louise & Bill Holladay Distinguished Fellow Award!

Requirements:

- Current ASHRAE Fellow
- Continued preeminence in engineering or research work
- ASHRAE participation is not a qualifying factor

Nomination Process:

- A current ASHRAE Member must submit the following items by December 1: letter of recommendation, nominee's ASHRAE bio, and nominee's headshot.

Recognition:

- Recipients will be recognized at the ASHRAE Annual Conference during the Plenary.
- Airfare to the ASHRAE Annual Conference will be paid by ASHRAE.
- Recognition is in the form of a plaque with a medallion.

Visit www.ashrae.org/honors or email honorsandawards@ashrae.org for more information.

Content for F. Paul Anderson Award:

The F. Paul Anderson Award is ASHRAE's highest award and honors members for notable achievement and outstanding work or service in any field of the Society.

Requirements:

- Shown exceptional leadership in the HVAC&R industry, ASHRAE, and society
- Has broad-based activities of outstanding value in consulting, contracting, engineering, design, and ASHRAE-related activities
- Open to any ASHRAE Member

Nomination Process:

- A current ASHRAE Member must submit the following items by May 1: letter of recommendation, nominee's ASHRAE bio, nominee's headshot.

Recognition:

- Recipients will be recognized at the ASHRAE Winter Conference during the Plenary.
- Airfare to the ASHRAE Winter Conference will be paid by ASHRAE.
- Recognition is in the form of a plaque with a medallion.

Visit www.ashrae.org/honors or email honorsandawards@ashrae.org for more information.

Content for Hall of Fame and Pioneers of the Industry:

Do you know of a giant in the HVAC&R industry who you'd like to memorialize? The ASHRAE Hall of Fame and Pioneers of the Industry awards recognize leaders in the industry who have passed away and shown evidence of distinction, either technically or academically.

Requirements:

- The ASHRAE Hall of Fame is for individuals who were members of ASHRAE or a predecessor Society
- Pioneers of the Industry is for individuals who were not ASHRAE members

Nomination Process:

- A nominee must complete the electronic nomination form, which includes a summary of significant positions held, outstanding contributions, honors/recognitions, publications, and involvement in ASHRAE or other associations.
- A letter of recommendation is optional.
- The nominee's ASHRAE bio and headshot are required.

Recognition:

- Recipients will be recognized at the ASHRAE Winter Conference during the Plenary.
- Airfare and two nights lodging will be paid for the individual who accepts the award on behalf of the recipient.
- Recognition is in the form of a plaque.

Visit www.ashrae.org/honors or email honorsandawards@ashrae.org for more information.

Content for Eunice Foote Decarbonization Award:

The Eunice Foote Decarbonization Award recognizes an ASHRAE Member who works to reduce carbon emissions in the built environment.

Requirements:

- This award is available to ASHRAE Members who have demonstrated outstanding achievement in ASHRAE decarbonization activities.
- Must meet a 5-point minimum on the point tally form.

Nomination Process:

- A current ASHRAE Member must submit the following items by December 1: cover letter (300-word limit), point tally form, nominee's ASHRAE bio, nominee's headshot.

Recognition:

- Recipients will be recognized at the ASHRAE Annual Conference during the Plenary.
- Recognition is in the form of a plaque.

Visit www.ashrae.org/honors or email honorsandawards@ashrae.org for more information.

Content for Andrew T. Boggs Award:

Do you know of an ASHRAE Member that has served ASHRAE and given freely of their time and talent on behalf of the Society? Nominate them for the Andrew T. Boggs Award!

Requirements:

- Current ASHRAE Member who has already received the Exceptional Service Award (ESA)
- Continuing, unselfing, dedicated, and distinguished service to the Society

Nomination Process:

- A current ASHRAE Member must submit the following items by December 1: letter of recommendation, nominee's ASHRAE bio, nominee's headshot.

Recognition:

- Recipients will be recognized at the ASHRAE Annual Conference during the Plenary.
- Airfare to the ASHRAE Annual Conference will be paid by ASHRAE.
- Recognition is in the form of a plaque.

Visit www.ashrae.org/honors or email honorsandawards@ashrae.org for more information.

Masterson, Rhiannon

From: U.S. Green Building Council <LEEDFellow@gbci.org>
Sent: Monday, December 5, 2022 1:21 PM
To: mohd.tassi@gmail.com
Subject: Apply to be a LEED Fellow in 2023

You may be eligible to apply for the 2023 LEED Fellow evaluation cycle

The LEED Fellow designation honors highly accomplished individuals who have made exceptional impacts through LEED for at least 10 years. Receiving the LEED Fellow designation recognizes outstanding accomplishments and marks a career high point.

[Learn more](#)

Our records show you earned a LEED AP credential on or before January 1, 2015, which means you are eligible to apply for the designation. If you are someone who has been making exceptional impacts on LEED over the past 10 years, you may be a good candidate to apply for LEED Fellow.

The nomination period opens **January 23, 2023.**





Want to learn more?

Access the [LEED Fellow Handbook 2023 Edition](#) for more information on how to apply, or to nominate someone else, as well as find the 2023 key dates and fees, and see a selection of exemplary application samples. Learn more and share this opportunity with colleagues who have been making an exceptional impact on LEED.

[Learn more](#)



Have questions?

Learn more about the LEED Fellow application and requirements by registering for a free webinar in your region.

[LEED Fellow Introductory Webinar - Asia](#)

Jan. 11 from 9 – 10 a.m. IST

[LEED Fellow Introductory Webinar - Europe and Middle East](#)

Jan. 11 from 4:30 p.m. – 5:30 p.m. CET | 7:30 – 8:30 p.m. GST

[LEED Fellow Introductory Webinar - US, Canada and Latin America](#)

Jan. 11 from 12:30 – 1:30 p.m. EST



To qualify for nomination, you must, among other requirements:

Demonstrate 10 years of *exceptional* impacts with LEED in each of your selected mastery elements, and demonstrate significant contributions to LEED.

Have held a LEED AP for at least eight years.

Hold a current LEED AP with specialty credential.

Your Nominator, Endorsers, and Project Experience Statement Writer must also meet the requirements given in the [LEED Fellow Handbook 2023 Edition](#).

[Download the handbook](#)



To ensure delivery, add usgbc@communication.usgbc.org to your address book.

[Update email preferences](#)

[Unsubscribe from all USGBC emails](#)

[About](#) | [Contact](#) | [Privacy Policy](#) | [View online](#)

2101 L Street NW, Suite 600, Washington, DC 20037

© 2022 U.S. Green Building Council. All rights reserved.

Email to potential ASHRAE Fellows
--

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 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.

Visit www.ashrae.org/honors or email honorsandawards@ashrae.org for more information.

Email to current ASHRAE Fellows
--

Nominate a Potential ASHRAE Fellow

ASHRAE Members who may qualify for Fellow need your help! Those 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](#). Please reach out to honorsandawards@ashrae.org with any questions.

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 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.



Shaping Tomorrow's
Built Environment Today

180 Technology Parkway, Peachtree Corners, GA 30092 ▪ Tel 404.636.8400 ▪ Fax 404.321.5478 ▪ www.ashrae.org

Lizzy Seymour
Director, Member Services

lseymour@ashrae.org

November 1, 2024

TO: Tom Phoenix, Honors & Awards Committee Chair
Adam Davis, Honors & Awards Committee Vice Chair

Dear Tom,

The following motion was brought forth during the 2024 Fall CRCs and was amended by Members Council at the Fall Members Council Meeting on October 28, 2024. The amended portion of the motion is tracked below in red. The amendment was intended allow for flexibility for H&A and Members Council to propose additional points, if warranted, than the original motion states.

Please provide a recommendation for Members Council or an update on the status of this motion in your report to Members Council by the 2025 Winter Conference in Orlando.

Motion referred to Honors & Awards Committee for recommendation to Members Council:

1. **Fall 2024 CRC Motion, Region XII Florida West Coast Chapter – Motion 24-12-5 (August 9, 2024):**
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 ~~1/4~~ a point value given for each year as a section President beginning July 1, 2025.

Background: This motion is put forth to give recognition to individuals that spend the time and effort volunteering their time in service to ASHRAE managing a section of a chapter.

Fiscal Impact: No fiscal impact

Staff Impact: Staff time needed to make the changes is estimated to be 8 hours for document updates.

CRC Vote: 13-1-2 CNV. Motion Passed.

Staff Comment: This motion was also referred to the Members Council Region Operations Subcommittee to address the recommended updates to the Chapter Service Award. The Honors & Awards Committee should focus on the recommended updates to the ESA and DSA in their recommendation to Members Council.

Members Council Update: Members Council approved that the Chapter Service Award point tally form be updated to reflect the following point adjustments. Members Council felt the need to clarify that the Section Representative was a member of the host chapter serving as a liaison between the chapter and the section. The council felt that the role deserved ½ point per year. The Council added Section President with a point value of 1 point per year because the amount of work for a Section President is greater than the Host Chapter Section Representative.

CHAPTER OFFICERS ¹ :	POINTS/YEAR	TOTAL
President	3/yr	
President Elect or Vice President	2/yr	
Other Officers	1/yr	
Board of Governors Member	1/2/yr	
<u>Host Chapter</u> Section Representative	<u>1/2/yr</u>	
<u>Section President</u>	<u>1/yr</u>	

If you have any questions, please let me know.

Thank you,

Lizzy Seymour

Lizzy Seymour
Director, Member Services
ASHRAE

CC: Bill McQuade, Members Council Chair
Sarah Maston, Members Council Vice Chair
Tammy Catchings, Manager, Region Activities
Rhiannon Masterson, Honors and Awards Committee Staff Liaison

Updates to H&A Reference Manual

- Added the Eunice Foote Decarbonization Award and Residential Buildings Service Award to the following locations:
 - Appendix A-1: Honors and Awards – General
 - Appendix A-2: Awards Schedule
 - Appendix A-3: Form of all Honors and Awards
 - Appendix B: Honors and Awards Calendar
- Delete Appendix C: Format for Committee Objectives
 - Members Council has provided updated expectations for committee MBOs, which are provided to each reporting committee annually.
- Appendix E: Content, Format, and Handling of Motions
 - Updates to include 'Staff Impact' for motions
 - Delete Attachment A: Summary of Motions
 - States Roberts Rules of Order, which can be pulled up at anytime during a meeting and does not need to be included in this document
 - Delete Attachment B: Motion Template
 - This template is not used by H&A
- Delete Appendix F: Mentoring Program
 - This information is included in the ROB and is not tailored to H&A
- Delete Appendix G: Code of Ethics
 - The most current Code of ethics is posted on the ASHRAE webpage
- Appendix I-1: Honors and Awards Review Schedule
 - Deleted old dates and added new dates for the review schedule
 - Added the following awards to the schedule:
 - Eunice Foote Decarbonization Award
 - Residential Buildings Service Award
- Appendix I-2: Review of ASHRAE Honors and Awards
 - Updated sample correspondence to committees/councils regarding their award that is being reviewed
- Delete Appendix I-3: Sample Five-Year Review Tracking Sheet
 - I keep a tracking sheet for each year – a sample of this is not needed in this document
- Delete Appendix I-4: Honors and Awards Recommendation Form
 - This form is now digital and provided to all required committees/councils prior to each conference
- Delete these award forms and supplemental documentation that is already updated and included on the H&A page:
 - Appendix J-I: Guidelines for ASHRAE Fellow Nominators
 - Appendix J-2: ASHRAE Fellow Nomination Form
 - Appendix K: Pioneers of the Industry Nomination Form
 - Appendix L: DSA/ESA Instructions and Point Tally Form
 - Appendix M: ASHRAE Hall of Fame Nomination Form
- Delete the following documents relating to write-up as write-ups are no longer done due to recipients now being approved by Members Council as opposed to the Board:
 - Appendix N-1: Checklist for Write-Ups
 - Appendix N-2: Sample Write-Up for F. Paul Anderson

- Appendix N-3: Sample Write-Up for ASHRAE Hall of Fame
 - Appendix N-4: Sample Write-Up for Honorary member
 - Appendix N-5: Sample Write-Up for Louise and Bill Holladay Distinguished Fellow Award
 - Appendix N-6: Sample Write-Up for Selection of Fellow
 - Appendix N-7: Sample Write-Up for Andrew T. Boggs Service Award
 - Appendix N-8: Sample Write-Up for ASHRAE Award for Distinguished Public Service
 - Appendix N-9: Sample Write-Up for the ASHRAE Pioneers of the Industry Award
- Appendix O: Biographies for Named Awards
 - Added biography for Eunice Foote
- Updates to Appendix Q:
 - Added new award recipients
 - Added Eunice Foote Decarbonization Award

CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

MINIMUM: 600 POINTS		PAR: 1500 POINTS
CIQ due 60 days prior to CRC; exception may be made by the DRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year.		
Explanation to reach Minimum for Chapter Operations: To reach minimum, the Chapter Information Questionnaire (CIQ) must be complete and forwarded to DRC and Society 60 days prior to CRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year. The DRC is responsible for determining if criteria are met. All individuals serving in a chapter position must be an ASHRAE Full Member or Associate grade member (except Webmaster and Newsletter Editor who can be a student member; Affiliate grade for YEA). No person can serve in more than one officer position (exception, two positions for chapter with less than 75 members). A chapter officer may also serve in one committee chair position.		
Presidential Initiatives:		
CO1	200 points; (200 points maximum)	If the entire Chapter Board of Governors view the following two videos (Note: Board of Governors must be listed in the CIQ): Part 1: Sexual Harassment Prevention Training https://www.youtube.com/watch?v=sL7LwBsV9bM Part 2: Sexual Harassment Prevention Training https://www.youtube.com/watch?v=1za7gs9S2H0
CO2 1	25 points; (200 points maximum)	For each Chapter Officer completing "Decarb 101" training by the Center for Excellence in Building Decarbonization (CEBD) located on our CEBD website link. For each Chapter Member that participates in a K-12 (or equivalent) career or vocation information event and promotes stem careers specifically in the Built Environment or Technical Trades specializing in Building Mechanical Systems (Electrician, Plumber, HVAC Technician, welder, pipe fitter, etc.)
CO3 2	150 points each; (600 points maximum)	For chapter programs or educational seminars focused on employer engagement and the HVAC&R workforce of the future. For chapter programs or educational seminars focused on providing practical knowledge to building operating personnel or facility managers to improve the indoor environmental quality of existing buildings.
CO4 3	250 points each; (no maximum)	For chapter programs or educational seminars focused on the Society Theme. For chapter programs or educational seminars focused on the Society Theme of Healthy Buildings (IAQ, Accoustics, lighting, thermal comfort, potable water quality, or the balance between energy and IEQ)
CO5	200 points; (200 points maximum)	For creating or maintaining a Chapter Sustainability Committee that meets periodically and has two (2) sustainability activities in the year focusing on energy and carbon reduction.
CO6 4	500 points each; (no maximum)	For a chapter sponsored community sustainability project For a chapter sponsored indoor environment quality (IEQ) related projects that benefit public schools, non-profit community serving organizations, or healthcare facilities that serve the elderly or other at risk communities.
Note for Sustainability Points :-A Chapter Sustainability Award is available for each chapter that obtains a minimum total of 700 points from the items listed above in categories CO5-CO6 under Presidential Initiatives. The chapter with the highest PAOE sustainability points total will receive a Regional award (excludes the Community Sustainability Project		
CO7	50 points; (no maximum)	For each job fair that is held in-person or virtually that a chapter hosts or co-hosts with another chapter (or other entity) that has a minimum of five companies in attendance
CO8 5	5 points per time; (50 points maximum)	For each promotion of the ASHRAE Jobs Board in the Chapter Newsletter. <u>For each article in the chapter newsletter or chapter website that focuses on some aspect of IEQ</u>
CO9	5 points per attendee; (150 points maximum)	For each chapter officer who meets a first time attendee, welcomes them to the chapter meeting and introduces them to other chapter members at a chapter meeting (Chapter to provide tally sheet to first time attendee for validation.)

CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO106	50 points; (150 points maximum)	For each joint meeting with another chapter from an international Region <u>For each joint meeting with another IEQ or water quality related organization.</u>
CO11	50 points; (150 points maximum)	For each sponsorship activity supporting various women in engineering organizations and activities such as National Women in Engineering Day OR for each sponsorship activity supporting Diversity, Equity and Inclusion related activities
Efficient use of volunteers' time:		
CO17	200 points; (200 points maximum)	If the entire Chapter Board of Governors view the following two videos (Note: Board of Governors must be listed in the CIQ): Part 1: Sexual Harassment Prevention Training https://www.youtube.com/watch?v=sL7LwBsV9bM Part 2: Sexual Harassment Prevention Training https://www.youtube.com/watch?v=1za7gs9S2H0
CO58	25 points; (200 points maximum)	<u>For creating or maintaining a Chapter Sustainability Committee that meets periodically and has two (2) sustainability activities in the year focusing on energy and carbon reduction.</u>
CO129	50 points; (50 points maximum)	For conducting chapter planning meeting prior to August 1 (all officers and committee chairs) (Note: Requires Chapters to provide a report of the plan to their DRC by August 1 to receive credit for this effort in addition to reporting into the PAOE accounting system.)
CO13	200 points; (200 points maximum)	For a chapter presentation by the Chapter President on "This is ASHRAE presentation"
CO1410	50 points; (50 maximum)	For the Chapter Nominations Committee meeting and bringing completed CRC Nominations Worksheet to the Region's Caucus
CO1511	50 points; (100 points maximum)	For each ASHRAE Core Value chapter activity (Excellence, Commitment, Integrity, Collaboration, Volunteerism, Diversity) using a soft skills presentation, lecture or activity with the main subject addressing one or more of the core values
CO16	50 points; (200 points maximum)	For each chapter member that submits a building assessment for a Building EQ rating (bEQ) (either in Operation or As Designed), points doubled if submitter also submits for the Energy Genius Award..
CO1712	25 points; (100 points maximum)	For each chapter member, <u>in coordination with the BOG</u> , promoting or presenting on Building EQ (bEQ) to an outside organization, building owner, facility manager, building operator, or tenant.
CO1813	50 points; (50 points maximum)	For establishing a chapter TC Liaison to encourage more interaction between the chapter and their members working on Technical Committees.
CO14	100 points; (100 points maximum)	<u>For establishing and maintaining a chapter Diversity, Equity, and Inclusion committee.</u>
Meetings:		
CO1915	50 points; (500 points maximum)	For each chapter meeting with a grassroots committee theme and associated activities and announcements
CO2016	100 points; (100 points maximum)	If annual attendance at meetings (including virtual meetings), exceeds that of previous year by at least 10% (Attendance includes total for dinner, lunch or breakfast meetings where minimum 45 minutes business or technical presentation or panel discussion is held for continuing education.)
CO2117	100 points; (100 points maximum)	For presenting a Technical Committee presentation at chapter meeting
CO2218	100 points; (100 points maximum)	For a chapter presentation by a Chapter Officer on the current Society Strategic Plan by November 30 (PowerPoint to be provided by the Society Planning Committee) (click here for current Strategic Plan)

CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO 23 <u>19</u>	75 points; (300 points maximum)	For organizing an employer recognition, one-on-one meeting, company presentation and/or employer recognition/ dialogue/roundtable event to promote the benefits of ASHRAE membership for company members and solicit feedback on how ASHRAE and the local chapter can better serve the company (Points doubled if event includes a visiting Regional Officer, Society Officer or Board of Directors member.)
CO 24	50 points (no maximum)	For establishing or maintaining an operating Section or Group (each Section or Group)
CO 25	10 points; (no maximum)	For each chapter member who registers for a Winter or Annual Society meeting
CO 7 <u>20</u>	50 points; (no maximum)	For each job fair that is held in-person or virtually that a chapter hosts or co-hosts with another chapter (or other entity) that has a minimum of five companies in attendance
CO 11 <u>21</u>	50 points; (150 points maximum)	For each sponsorship activity supporting various women in engineering organizations and activities such as National Women in Engineering Day OR for each sponsorship activity supporting Diversity, Equity and Inclusion related activities
Honors and Awards Activities:		
CO 26 <u>22</u>	25 points; (25 points maximum)	For establishing and maintaining a chapter Honors and Awards Committee
	(No maximum; see line items points below.):	**For each individual award nomination with the appropriate documentation in accordance with the procedures stated on the ASHRAE website and as follows:
CO 26.1	100 points; (no maximum)	Fellow nominations
CO 26.2 <u>23</u>	100 points; (no maximum)	Individual award nominations for the following: F. Paul Anderson Award, Louise and Bill Holladay Distinguished Fellow Award, <u>Fellow Nominations</u> , Andrew T. Boggs Service Award, ASHRAE Hall of Fame, ASHRAE Pioneers of the Industry Award, E.K. Campbell Award of Merit and Honorary Member
CO 26.3 <u>24</u>	75 points; (no maximum)	For each Exceptional Service Award (ESA) nomination
CO 26.4 <u>25</u>	50 points; (no maximum)	For each Distinguished Service Award (DSA) nomination
CO 26.5 <u>26</u>	50 points; (no maximum)	Regional Award of Merit nominations
CO 26.6 <u>27</u>	25 points; (no maximum)	Chapter Service Award nominations
Planning:		
CO 27 <u>28</u>	75 points; (75 points maximum)	For a planning/goal setting session with DRC resulting in written measurable objectives by October 1
CO 28 <u>29</u>	500 points for establishing or 300 points for updating annually; (500 points maximum)	For establishing and updating annually a chapter long term strategic plan (minimum of 3 years) with goals for chapter growth, leadership, and financial stability. Plan to be submitted to DRC for approval not later than January 1 <u>and evaluated yearly.</u>
CO 29 <u>30</u>	10 – 50 points; (50 points maximum)	For achieving goals established in planning session
Chapter Finances:		
CO 30 <u>31</u>	200 points; (200 points maximum)	For ensuring an annual audit of the previous year's chapter accounts and funds by the <u>Chapter</u> Auditing Committee or a CPA firm, with the results being reported to the BOG and DRC <u>no later than July 30 within 3 months of the audit completion</u> (Points should be entered for audit and reporting of the previous year's finances.) (This category must be completed in order to meet PAR)
CO 31 <u>32</u>	50 points; (50 points maximum)	For the BOG approving an annual budget no later than September 15


CHAPTER OPERATIONS CATEGORY 2025-26 PAOE

CO 32 <u>33</u>	10 points; (120 points maximum)	For each <u>month time</u> the BOG approves a <u>monthly financial</u> report from the Treasurer within 30 days of <u>reported month the report period</u> end. (Refer to the Manual for Chapter Operations for report requirements.)
CO 33 <u>34</u>	25 points; (25 points maximum)	For filing any required tax forms by the deadline (November 15 for US Chapters, <u>date varies internationally</u>) (<u>Tax forms may be replaced by a different national requirement for non-US Chapters</u>).
CO 34 <u>35</u>	25 points; (25 points maximum)	For the BOG appointment of Auditing Committee, no later than April 15 (BOG members are not eligible to serve on Auditing Committee)
CO35	25 points; (25 points maximum)	For on-time payment of region dues
CO36	50 points; (50 points maximum)	For the Incoming Chapter Treasurer attending the Treasurer or Chapter Operations' Workshop at CRC <u>or</u> <u>virtually</u> .
DRC/ <u>RMCR</u> Assigns/Enters the following points:		
CO37	50 points each; (200 points maximum)	For each chapter officer who attends the CRC besides the Delegate and Alternate (Chapter Officers are defined as BOG, e.g. president, president-elect, treasurer, secretary, etc.)
CO38	50 points; (50 points maximum)	For President-Elect attendance at President-Elect Training in Regional Planning Meeting, <u>virtual meeting</u> , or and CRC workshop session.
CO39	100 points; (300 points maximum)	For each chapter member attending the Chapter Leadership Academy
CO40	50 points; (150 points maximum)	For each Chapter President, President-Elect, or Chapter Treasurer attending DRC, RMCR, or Regional Treasurer virtual "office hours" or Regional meetings.
CO41	25 points; (25 points maximum)	For the chapter nominating committee report filling the CIQ (with all chapter officers & committee chair positions filled) distributed by the April 30 chapter meeting (Points assigned by DRC by May 15) <u>deadline listed in the Manual of Chapter Operations and/or date selected by DRC</u> .
CO42	50 points; (150 points maximum)	For developing a chapter to chapter partnership with a chapter from a different region (Chapter to submit partnership reports to DRC.)
CO43	50 points; (200 points maximum)	For participation of RVC, Society ExCom, Society BOG, Society Committee Chair (or any Society level position) in local chapter meetings for brief presentation/Q&A session
<u>Automatically Assigned Points</u>		
<u>CO24</u>	50 points (no maximum)	For establishing or maintaining an operating Section or Group (each Section or Group)
<u>CO25</u>	10 points; (no maximum)	For each chapter member who registers for a Winter or Annual Society meeting

Note for Sustainability Points: A Chapter Sustainability Award is available for each chapter that obtains a minimum total of 700 points from the items listed above in categories CO4 under Presidential Initiatives and CO8 under Efficient Use of Volunteers' Time. The chapter with the highest PAOE sustainability points total will receive a Regional award (excludes the Community Sustainability Project points).

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.	Winter Conference 2025	Complete - social media posts for each personal award with a 12/1 nomination deadline, LinkedIn survey 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	Winter Conference 2025	Complete - we have 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	Annual Conference 2025	In process - 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.	Annual Conference 2025	In process - there is an H&A ad hoc dedicated to this topic that should be presenting an update in Orlando.	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.	Spring 2025	In process - will review the budget in Orlando	

Attachment M



- 1) What is the Grade of ASHRAE Fellow
- 2) Tips & Suggestion for How to Apply (H&A)
- 3) Contributions of College of Fellows
- 4) Additional Resources

1

1) What is the Grade of ASHRAE Fellow:

A member who has “attained distinction and made substantial contribution in HVAC&R and the built environment”.

- ▶ “Distinction” - as seen by his/her peers in the industry as a person of interest.
- ▶ “Substantial contribution” - 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 built environment and a sustainable world.

2

2) Tips & Suggestion for Application (H&A)

- ▶ List of 1-3 key projects/significant work/research, **MAJOR notable, unique, positive impact**
- ▶ MANDATORY 100 word or less description of the nominee's contributions having a substantial impact.
- ▶ This information gets reviewed thoroughly!
- ▶ Work in education and/or research.
- ▶ Engineering design/consulting/forensics work, including that of contractors, manufacturers and representatives.
- ▶ Invention/original work.
- ▶ Engineering executive on projects of **unusual** or **important scope**.
- ▶ Sharing knowledge, outreach such as mentoring, publications, oral presentations, involvement in industry activities.
- ▶ Activities leading to advancement of HVAC&R, built environment & sustainability;

3

Nomination Applications Do's & Don't

- ▶ Honors & awards considers **state of the art of industry and locale at time of contribution** when determining if project is considered "notable".
- ▶ "Significant contribution" and "substantial impact" is not necessarily associated with a physical project or "invention or research".
- ▶ **Professional references (min 2)** familiar with nature of contribution (not necessarily nature of nominee).
- ▶ Nominee confirms applicants "**positive impact** on advancement of arts and/or sciences of HVAC&R, built environment and sustainable world" vs "**pedigree**" of references.
- ▶ **Service** to ASHRAE? Consider nominating member for DSA or ESA award instead.
- ▶ **Quality** vs. **Quantity**. Large amounts of "routine work" does not qualify a member for Fellow.
- ▶ **Length of membership** doesn't matter. (But remember, a **minimum of 10 years** at Full Member Grade is required).
- ▶ **Highly visible** projects using **routine technology** vs. **innovative & notable technology/design** used.

4

Submitting a Nomination: Attaining Distinction & Making Substantial Contribution Accomplishments

- ▶ Review ASHRAE Fellow Nomination Checklist to make sure all that is needed is included in the Fellow Nomination packet.
- ▶ Use most current version of Fellow Nomination form (check ASHRAE website).
- ▶ Nominator does NOT need to be a Fellow BUT, at least one letter of recommendation DOES need to be written by a current ASHRAE Fellow.
- ▶ Be concise in nomination write-up. H&A Personal Awards Subcommittee reviews all nominations, so be considerate of volunteer's time.
- ▶ H&A always provides a reason why a member was not accepted for Fellow Grade. A nomination can be resubmitted annually with no limit to the number of times. Reasons are confidential and not to be shared.
- ▶ Future nominations submitted must address any deficiencies noted in the H&A feedback provided.

5

3) Contributions of College of Fellows including Mentorship & Sponsorship:

- ▶ Graduate student travel awards
- ▶ Mentorship of earlier career ASHRAE members
- ▶ *All activities are self funded and managed by the College of Fellows*

6

4) Additional Resources:

- Website

<https://www.ashrae.org/membership/honors-and-awards#fellow>

- Podcast Link

<https://www.ashrae.org/news/ashraejournal/ashrae-journal-podcast-episode-42>

- Local Chapter H&A

- Current ASHRAE Fellow

- COF Executive Committee

<https://www.ashrae.org/communities/college-of-fellows>



Honors & Awards Committee Program Expenses	Actual	Actual	Actual	Budget	Budget	Actual	Forecast	Budget	Budget
	FY 2022	FY 2023	FY 2024			FY 2025		FY26	FY27
EXPENSES:									
6372-2-204-000000-00 Pub Shipg/Post Incomg	1.1	0.1	0.0	1.5	1.5	0.0	1.5	1.5	1.5
6404-2-204-000000-00 Mtg Audio Vis/Compu	29.6	29.1	29.2	24.0	24.7	0.0	30.0	30.0	30.0
6622-2-204-000000-00 Trvl Comm	2.1	9.3	5.5	23.2	10.0	5.4	10.0	10.0	10.0
6622-2-204-204001-00 Trvl Comm-Awd	0.3	2.5	2.4	4.8	3.0	1.8	3.0	3.0	3.0
6694-2-204-000000-00 Trvl Staff	1.4	0.9	5.4	1.6	1.6	0.7	5.5	5.5	5.5
6802-2-204-000000-00 Awards Costs	24.6	18.5	22.6	32.8	32.0	5.9	25.0	32.0	32.0
TOTAL EXPENSES	59.1	60.4	65.1	87.9	72.8	13.8	75.0	82.0	82.0
					72.8	13.8	75.0	82.0	82.0



ASHRAE 2025 – 2028 Strategic Plan Presentation

PLC – Strategic Plan Development Subcommittee

Strategic Plan Development Subcommittee



Dunstan Macauley
Co-Chair



Devin Abellon
Co-Chair



Buzz Wright
Member



Carrie Brown
Member



Chandra Sekhar
Member



Sheila Hayter
Member



Mick Schwedler
Member

Strategic Plan Development Consultants



McKinley Advisors (McKinley) is an award-winning association consulting firm dedicated to accelerating associations' positive impact on the world. Our in-house research team and experience working with associations sets us apart. We work in partnership with association executives and volunteer leaders to identify and address their most significant challenges and opportunities.

McKinley provides services through four practice areas—Strategy and Innovation, Organizational Excellence, Business Transformation, and Research and Insights.



Megan Cruz, CAE
Practice Director



Julia Riordan, M.A.
Associate Consultant

Strategic Goals

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.

Strategic Initiatives



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.

Project Phases

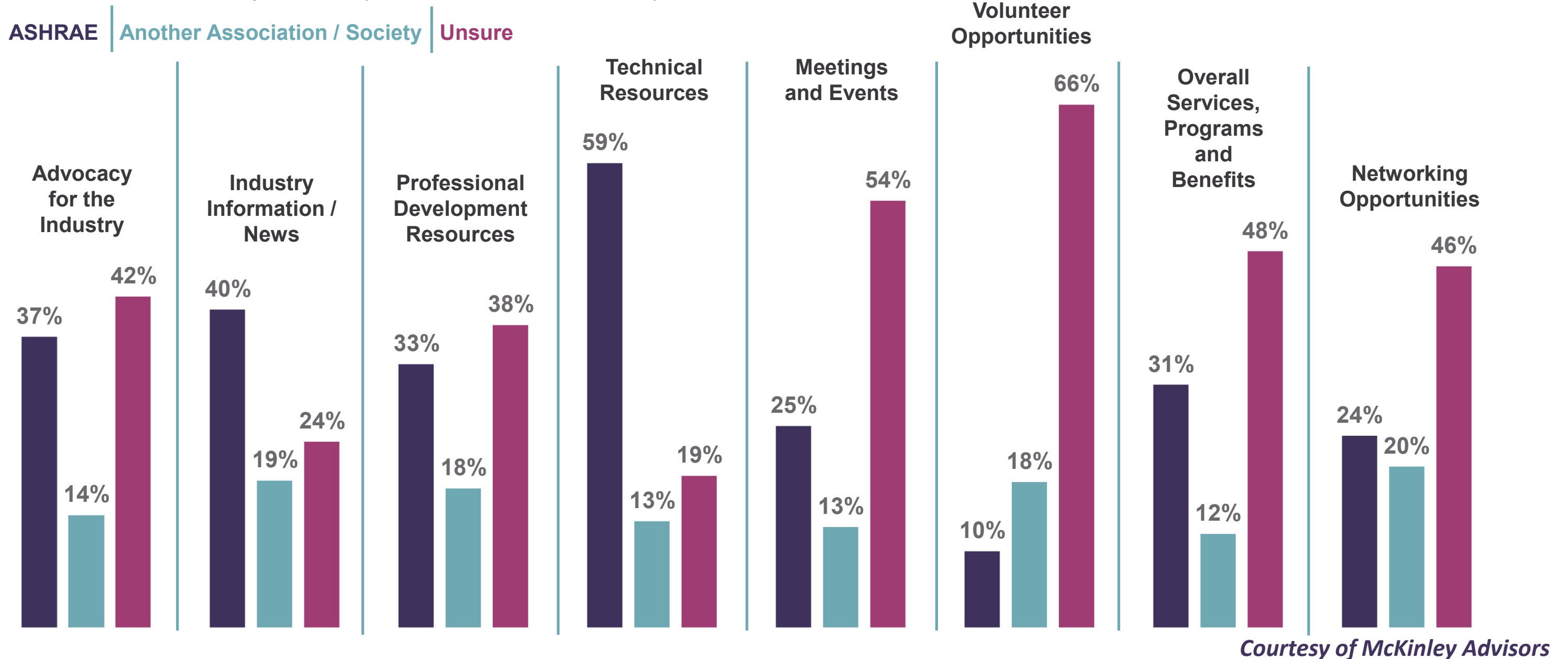


Courtesy of McKinley Advisors

Primary Resources

Considering the resources you turn to, which one [offers the best/most valuable]...

n=1,261; Base: All respondents (Members & Nonmembers)



Challenges and Effectiveness

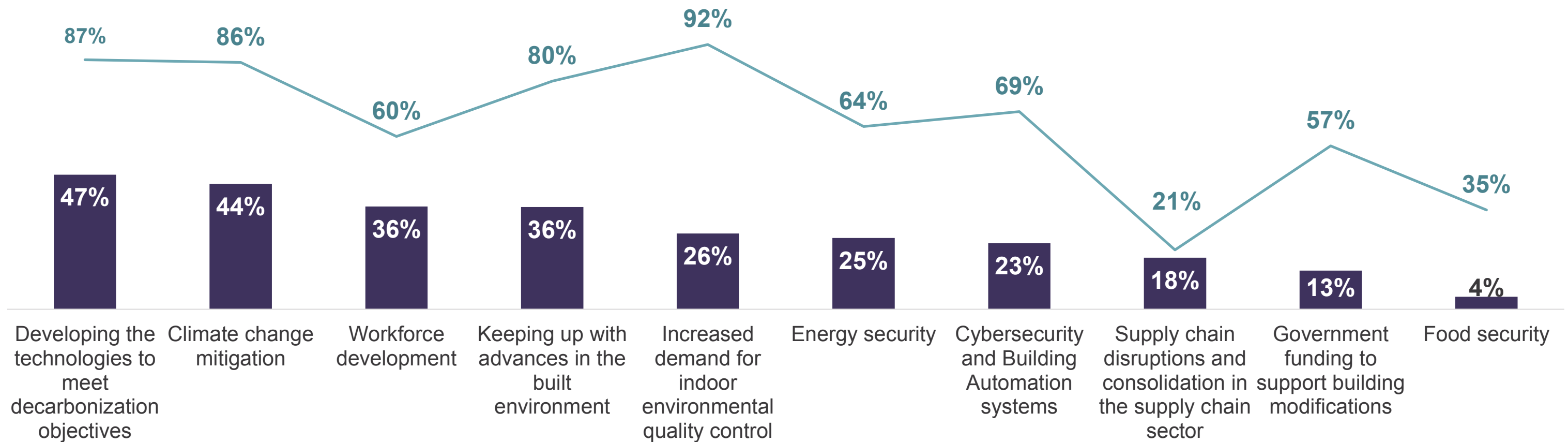
What are the top trends or challenges that will have the greatest impact on the HVAC&R engineering industry in the next 3-5 years? Please select up to three.

n=1,185; Base: All respondents

ASHRAE % effective In your opinion, how effective is ASHRAE in helping to address these challenges?

n=788; Base: Current members; % somewhat + very effective.

■ Percent selected — ASHRAE % effective



Courtesy of McKinley Advisors

Trends and Challenges Summary

Top Challenges



Developing the technologies for decarbonization



Climate change mitigation



Workforce development



Keeping up with advances in the built environment

Top Roles



Provide standards, guidelines, and research



Provide education, training, and certification



Support innovation and technology



Advocate, increase awareness, promote, recruit

Effectiveness at Addressing Challenges

Most effective

- Increased demand for indoor environmental quality control (92% effective)
- **Top challenge:** Developing the technologies to meet decarbonization objectives (87% effective)
- **Top challenge:** Climate change mitigation (86% effective)
- **Top challenge:** Keeping up with advances in the built environment (80% effective)

Least effective

- Govt. funding to support buildings modifications (43% not effective)
- Food security (65% not effective)
- Supply chain disruptions and consolidation in the supply chain sector (79% not effective)

Courtesy of McKinley Advisors

Key Research Findings



ASHRAE is operating from a place of strength. Members find ASHRAE's standards and technical guidelines to be highly valuable.

Organizational streamlining is required to increase resource accessibility, member engagement, agility, and speed to market.

Members want to see ASHRAE increase its agility to contend with industry trends and challenges. Members found ASHRAE to be particularly effective during periods of mobilization, such as Covid-19.

ASHRAE's global presence is a strength *and* area of opportunity.

Courtesy of McKinley Advisors

Key Takeaways from BOD Strategic Planning Retreat

There is opportunity for ASHRAE to improve the accessibility of, and engagement with, its resources – by members, chapters, and diverse audiences.

There are numerous industry trends that will undoubtedly shape the future of the industry and ASHRAE, including decarbonization, climate change, workforce, advances in the built environment, and AI.

ASHRAE is perceived as being “slow” and “complex”, which has resulted in missed opportunities for the organization.

ASHRAE needs to be nimble and agile in response to industry trends, to maintain its positioning as a valued resource for technical guidance.

Strategic planning is an opportunity for ASHRAE to refine and focus its strategy and define its spot of value in the industry.

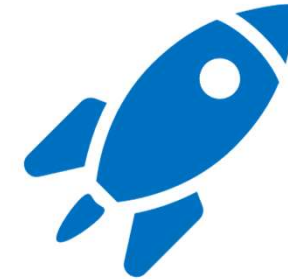
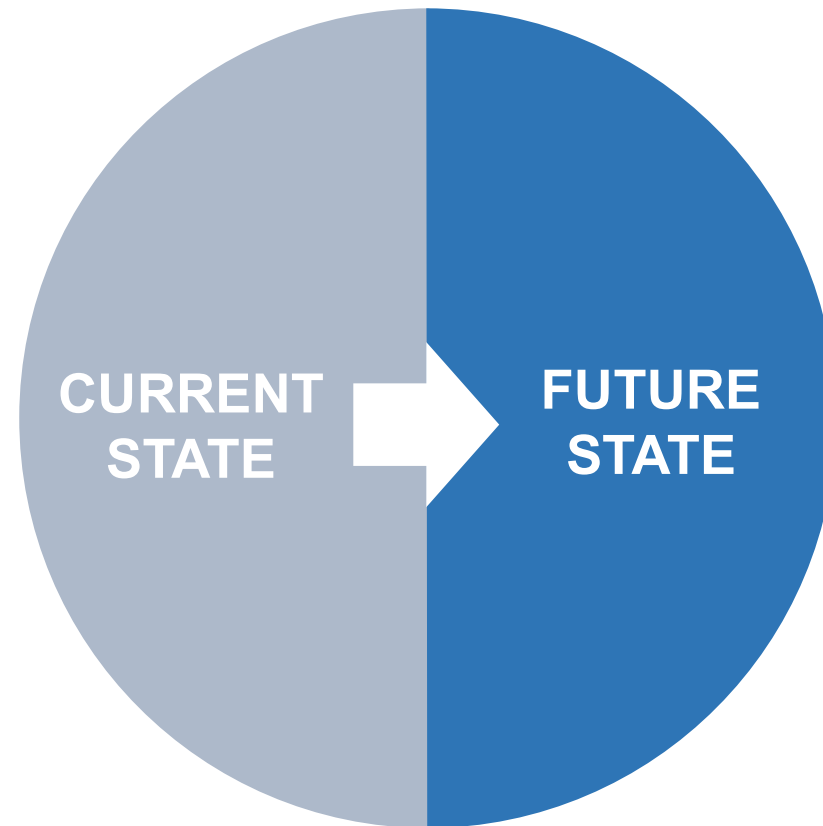
Courtesy of McKinley Advisors



Envisioned State of ASHRAE



The ASHRAE of today was described as resilient and dependable. At the same time, the association is perceived to be supporting unsustainable levels of commitments and complexity, resulting in an organization that is slow, with limited agility or ability to focus on the future.



The ASHRAE of 2030 is agile, high-tech, focused, and sustainable. ASHRAE is collaborative and versatile.

Strategic Initiatives



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.

Strategic Initiatives



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.

2025-28 Strategic Plan Available for Committees and Councils



A preview of the new Strategic Plan is available for committees, councils and chapters to reference while planning for the upcoming Society year.



The complete 2025-28 Strategic Plan will be announced at the 2025 ASHRAE Annual Conference.

Download the Strategic Plan at
ashrae.org/strategicplan

[Download](https://ashrae.org/strategicplan)



Thank
You!