***ASHRAE TC ##.##***

***Unitary and Room Air Conditioners and Heat Pumps***

***Full Committee Agenda***

**2021 ASHRAE Winter Meeting**

**Virtual Conference**

**Thursday 1/21/2021, 3:00 - 5:00 PM EDT**

(Web link for the full committee virtual meeting)

**Subcommittee Meeting:**

**Wednesday 1/20/2021, 2:00 - 5:00 PM EDT**

[(Web](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fashrae-org.zoom.us%2Fu%2FaditYrDDx1&data=04%7C01%7Cdnutter%40uark.edu%7C4e5febb305c9424b4ea908d8bd6df5ea%7C79c742c4e61c4fa5be89a3cb566a80d1%7C0%7C0%7C637467627296767921%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=Ytzw0VEKe041NpvTq6r2FdjkYD3%2FyTNL5L4PYjBJ%2BV0%3D&reserved=0) link for the Research/Handbook/Programs subcommittee meeting(s))

SIGN IN SHEET

QR CODE

Google DOCS

<https://www.youtube.com/watch?v=w_HTuyuikeo>

WORD

<https://www.youtube.com/watch?v=7Y-eKur822k>

1. **Call to order CHAIR’S NAME**
2. **Review Scope (Add your TC’s scope)**

Technical Committee ##.## is concerned with products for use in comfort cooling and/or heating systems. The factory engineered vapor compression systems include: (1) unitary equipment which generally requires the field engineering of the product mounting and ducting, piping and electrical connections, (2) room air conditioners such as window mounted units and ductless split systems and (3) packaged terminal equipment. Specifically excluded are unitary combustion-engine driven systems.

1. **ASHRAE Code of Ethics Commitment NAME**

“In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, integrity and respect for others, and we shall avoid all real or perceived conflicts of interests.” See full ASHRAE Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>

1. **Introductions All**
	1. Determination of a quorum SECRETARY

*VOTING MEMBERS FOR THIS MEETING (Need (4) or ½+1 for a Quorum)*

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| --- | --- | --- | --- | --- |
| NAME | Roll-Off-Date |  | NAME | Roll-Off-Date |
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1. **Agenda additions All**
2. **Chair’s Report CHAIR’S NAME**
	1. Chair’s Goals
	2. Announcements and Highlights from TC Chairs Breakfast Meeting
3. **Liaison reports (as they arrive) Liaisons**
	1. MTG – Low GWP Refrigerants Siva G
	2. Refrigeration Technology Hwang
	3. RAC Seeton
	4. Section # NAME
4. **Approval of minutes from Virtual Summer Meeting CHAIR**
5. **Membership/Roster SECRETARY OR MEMBERSHIP SUBCOMMITTEE CHAIR’S NAME**

Starting August 1st: (All voting members and/or subcommittee chairs)

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| --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Role** | **Voting** |  | **Name** | **Role** | **Voting** |
| NAME | Chair | Yes |  | NAME |   | Yes |
| NAME | Vice Chair | Yes |  | NAME |   | Yes |
| NAME | Secretary |  |  | NAME |   | Yes |
| NAME | Research Chair | Yes |  | NAME |   | Yes |
| NAME | Standards Chair | Yes |  | NAME |   | Yes |
| NAME | Handbook Chair |  |  | NAME |   | Yes |
| NAME | Program Chair |  |  | NAME |   | Yes |
| NAME | Webmaster | Yes |  |  |  |  |

1. **Subcommittee reports**
	1. Programs NAME
	2. Research NAME
	3. Handbook NAME
	4. Standards NAME
	5. Web site NAME
2. **Old Business**
3. **New Business**
4. **Adjourn**