

Technical Paper &
Handbook Peer Review

a) Each reviewer	10	100
b) Supply Headquarters with an organized reviewer group on a technical subject or a handbook chapter	25	100
c) Each technical paper reviewed with comments submitted	50	100
d) Each handbook chapter reviewed with comments submitted (other than Refrigeration)	100	400
Chapter Technical Session	25	100
Chapter Programs	25	100
Gov't Affairs Awards	50	200
a) Each chapter entry into Regional Competition	50	200
b) Regional Award of 1st Place	60	
c) Society Award	100	
1st Place	70	
2nd Place	70	
3rd Place	50	

* Professional or business groups are defined as 10 or more individuals.
 ** Chapter Liaison is defined as individual assigned to represent chapter as liaison to specific group during year.
 *** Full technical session (minimum 1 hour, maximum 3 hours) prior to or in conjunction with chapter meeting.

REFRIGERATION

PAR = 400 points
 MAXIMUM = See each activity
 MINIMUM = 200 points

One of ASHRAE's goals is to emphasize refrigeration as a fundamental technology of our Society. This technology becomes increasingly important with rapid advancements in food preservation and control of the environment. This PAOE category is intended to focus our chapter efforts on education and awareness of this important technology.

The point scores for Refrigeration activities are as follows:

Activity	Points Determination	Points	Maximum
Chapter Technical Session	Each Refrigeration subject session hour*	50	150
Chapter Programs	a) Each program featuring Refrigeration technology	50	150
	b) Refrigeration program for student branch	50	150
Chapter Refrigeration Seminars	Each 3 hour session	100	300
Member (Refrigeration) PDS-Refrigeration Attendance	Each new member with prime interest in refrigeration	10	100
	a) 0.1-1.9% of assigned members	100	
	b) 2.0-3.9% of assigned members	150	
	c) 4.0% and over	200	
Refrigeration Handbook Review	Each Refrigeration Handbook chapter reviewed with comments submitted	100	400

*Technical session prior to and in conjunction with chapter meeting. Credit is in addition to that given in the Energy and Technical Activities area.
 ** (Minimum 3 Hrs.) This credit is in addition to the credit given in the Energy & Technical Activities area.

AREA ASSIGNED MEMBERS 1990-91 PAOE

ENERGY & TECHNICAL ACTIVITIES

PAR = 400 points
 MAXIMUM = See each activity
 MINIMUM = 200 Points

ASHRAE's social responsibility is emphasized by continuing to publicize improvements in energy utilization through the Technology Awards program, Energy Seminars and Energy Talks. All legislative testimony and governmental appointments as a technical resource for intelligent government action on any issues of technology in ASHRAE's field will be recognized.

Chapter/Government liaison continues to emphasize the technical support mission of the Energy & Technical Activities Committee working with the Society's Government Affairs Committee. Meeting with city, state or provincial officials to ascertain technical needs or to provide a service to them will be considered a liaison.

Emphasis on technical paper review and handbook review has been maintained. The peer review of ASHRAE's technical publications adds further quality and completeness of coverage of the ASHRAE literature.

The point scores for these technical support activities are:

Activity	Points Determination	Points	Maximum
TECHNOLOGY AWARDS			
Chapter Competition	Each Category with an entry	50	200
Region/Society Competition	a) Each chapter entry into Regional Competition	50	200
	b) Regional Award 1st Place	60	
	c) Society Award 1st Place	100	
	2nd Place	70	
	3rd Place	50	
	d) ASHRAE Award of Engineering Excellence	200	

Activity	Points Determination	Points	Maximum
Chapter Technical Seminars (other than Refrigeration)	Each-3 Hr. Session	100	300
Chapter Members Presentation on HVAC Technology to Professional or Business Groups*	Each Talk	50	150
Chapter Input to a Legislative Group	Each Expert testimony or prepared statement	50	200
Appointments to Gov't Advisory Boards, Council or Committees	Each Appointment	25	200
Chapter Liaison with state, provincial or local Gov't. official**	Each Liaison	25	200

1990-91 Assigned Members

REGION I

Chapter Name	Members	Students
Boston	852	63
Rhode Island	143	4
Connecticut	595	13
Long Island	316	14
North Jersey	956	130
New York	859	105
Northeastern New York	251	18
Central New York	369	18
Rochester	428	32
Niagara Frontier	233	1
Champlain Valley	101	3
Maine	171	38
Twin Tiers	136	7
Bi-State	232	10
Granite State	170	67

1990-91 Assigned Members

REGION II

Chapter Name	Members	Students
Quebec	155	12
Montreal	538	114
Ottawa Valley	358	4
Toronto	794	101
Hamilton	202	22
Halifax	182	2
London	102	1
New Brunswick	110	2
Saquenay-Lac St. Jean	36	36
Windsor	58	12
Mississauga	139	0

ASHRAE PDS and/or Correspondence Courses

a) 0.1-1.9% of assigned members	100
b) 2.0-3.9% of assigned members	150
c) 4.0% & over members	200

(Non ASHRAE)

a) 0.1-1.9% of assigned members	50
b) 2.0-3.9% of assigned members	75
c) 4.0% & over members	100

Scholarships:

a) Student Scholarships Awards Conferred (see formula)****	
b) Society Scholarship Award Contribution (See formula)****	

Historical

Receipt of Society Gold Ribbon Awards	100
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Student Night

Each chapter student night	25	50
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National Engineers Week Participation

a) Teach-Ins (per class)*****	25	100
b) Engineer-For-A-Day (Programs or tours)*****	25	100
c) Radio/TV public service announcements	25	100
d) Proclamation (city, county, state)	10	30
e) Newspaper advertisements/articles	10	50

* For educational material based on actual cash expenditures by chapter.
 ** Chapter members other than faculty liaisons who participate in three or more student branch meetings.
 *** This is intended to be a one-on-one contact. In the event that a presentation is made to a group, a maximum of 30 points per group is allowed.

$$**** P_s = 50 \sqrt{\frac{D}{200} + N}$$

Where: D = Total dollars of all Scholarships
 N = The number of scholarships given

$$**** P_{ssa} = \left(\frac{C1}{1.0}\right)$$

Where: P_{ssa} = Points for Society Scholarship Award
 C1 = Total dollars contributed

(The contributions to the Society Scholarship Award will receive 10 points per \$100 contributed.)

***** Engineers speak to classes about engineering technology.
 ***** Students tour industrial facilities and engineering firms or work side-by-side with engineers.

REGION III

1990-91 Assigned Members

Chapter Name	Members	Students
Philadelphia	867	67
Central Pennsylvania	294	19
Johns town	79	6
Pittsburgh	320	55
Baltimore	739	27
National Capital	937	64
Hampton Roads	191	11
Richmond	279	12
Lehigh Valley	139	4
Delaware	215	5
Roanoke	206	5
Anthracite	110	25

REGION IV

1990-91 Assigned Members

Chapter Name	Members	Students
North Piedmont	191	53
Southern Piedmont	393	24
South Carolina	120	18
Atlanta	871	48
Greenville	239	5
Triangle	296	15
Charleston	83	2

REGION V

1990-91 Assigned Members

Chapter Name	Members	Students
Cleveland	348	6
Columbus	370	54
Cincinnati	377	10
Dayton	198	19
Toledo	158	3
Central Indiana	343	61
Evansville	113	28
Detroit	482	18
Central Michigan	149	14
Western Michigan	298	35
Akron\Canton	154	13
Northern Indiana	88	3
Fort Wayne	87	9
Eastern Michigan	81	6

RESEARCH PROMOTION

PAR = 400 Points
 MAXIMUM = No Limit
 MINIMUM = 200 Points

The importance of research contributions to the Society's development of technology is emphasized. Individual chapter norms will be based on \$35 per member; however, a new category awards bonus points for chapters achieving contributions in excess of \$40 per chapter assigned member. The new category (second group in the formula) will award 10 points for each one dollar per assigned member in excess of \$40. No points will be deducted if \$40 per assigned member is not achieved. Research investments by large contributions of \$1,000 or more are recognized in a bonus category. There are also bonus points for the total dollars exceeding the maximum contribution from the last five years.

The formula for Research Promotion is as follows:

$$P_r = 400 \frac{C_1}{35M_a} + 10 \left[\left(\frac{C_1}{M_a} \right) - 40 \right] + \frac{10C_2}{M_a} + \frac{15C_3}{M_a} + \frac{500C_4}{M_a}$$

Where: M_a = Area-Assigned Members
 C_1 = Total dollars contributed
 C_2 = Total dollars in \$1,000 or larger contributions
 C_3 = Total dollars more than the maximum contribution from last five years.
 C_4 = Number of contributors \$35 and over

Bonus:

For having a special Research Promotion Chapter night.
 (Maximum 100 pts.) 50 pts. ea.

EDUCATIONAL ACTIVITIES

PAR = 400 Points
 MAXIMUM = See each activity
 MINIMUM = 200 Points

The Society goal is to emphasize the commitment to serve its members through programs of continuing education and to nurture the development of students to serve our industry.
 The point scores for Educational Activities are as follows:

Activity	Points Determination	Points	Maximum
Student Member Growth			50√SMG
Student Branch	a) Each existing branch b) Each new branch c) Each \$200 investment * d) Branch participation ** per night	50 50 25 25	100 per branch 75
Student Faculty Liaison	Each active liaison	25	100
Student Awards	Each competition held	25	50
Career Guidance	Each contact***	10	100

1990-91 Assigned Members

Chapter Name	Members	Students
Wisconsin	407	41
Illinois	987	72
Central Illinois	124	13
Iowa	211	32
Minnesota	761	65
St. Louis	612	20
Chicago	119	0
Madison	167	10
Northeast Wisconsin	142	5
La Crosse Area	100	10
Rockford	87	23
Mississippi Valley	155	5
East Central Illinois	76	10

1990-91 Assigned Members

Chapter Name	Members	Students
Louisville	193	30
Memphis	206	2
Birmingham	252	45
Mobile	94	9
New Orleans	173	20
Baton Rouge	80	0
Mississippi	116	4
Nashville	256	4
East Tennessee	222	15
Tennessee Valley	74	8
Montgomery	78	23
Bluegrass	81	2
Northwest Florida	66	1
North Alabama	88	29
Tombigbee	28	0
Mountaineer	77	1

1990-91 Assigned Members

Chapter Name	Members	Students
Arkansas	192	11
Shreveport	99	0
Houston	530	31
Alamo	232	3
Austin	143	17
Dallas	543	35
Central Oklahoma	374	11
Northeastern Oklahoma	189	14
Fort Worth	265	5
West Texas	92	14

The formula for Meeting Attendance is as follows:

$$P_a = \sqrt{\frac{A}{.12M_g + 18}}$$

Where: A = Average Regular Chapter Attendance
 M_g = Area Assigned Members

- Bonus:
- a) For having regularly scheduled summer meetings (July, Aug & Sept) 50 pts. ea.
 - b) For having joint meetings with RSES, RETA, IJAR, BOWA, AIA, SPE, MCA, SMACNA, ASPE, SWE, IES, or other: 25 pts. ea.
 - c) For establishing a new chapter section (Maximum 200 pts.) 100 pts. ea.
 - d) For maintaining an existing chapter section (Maximum 200 pts.) 100 pts. ea.

CRC ATTENDANCE

PAR = 400 Points
 MAXIMUM = No Limit
 MINIMUM = 200 Points

The goal is for each chapter to be represented at the CRC by the Delegate and Alternate in attendance at all Caucus and Business Sessions; the Incoming Chapter Committee Chairmen at the workshops for Educational Activities, Energy and Technical Activities, Membership Promotion, Refrigeration and Research Promotion; plus attendance by as many chapter members as possible. A person may attend several sessions, but will be given points for only one. To receive credit for attendance at any business session, workshop, caucus, etc., you must be present for the full duration of the function.

The point scores for CRC Attendance are:

	Points
Delegate and Alternate	50 pts. ea.
Chapter Committee Chairmen*	100 pts. ea.
Other Chapter Officers or Board Members	40 pts. ea.
All other Chapter Members (except Host Chapter)	35 pts. ea.
If a Delegate or Alternate misses a caucus or business session	<100>
If a Chapter is not represented by any chapter member in a workshop	<50>

- Bonus:
- a) Chapters with less than 150 Area Assigned Members (M_g) multiply points from table above by 150/M_g to obtain total points.
 - b) For each host Chapter: 200

*Chapter Committee Chairmen is defined as chairmen of Membership Promotion, Educational Activities, Energy and Technical Activities, Refrigeration and Research Promotion. Note penalty for non participation.

East Texas	57	27
South Texas	44	16

REGION IX

Chapter Name	Members	Students
Kansas City	471	61
El Paso	80	6
Rocky Mountain	504	52
Utah	202	2
Nebraska	345	28
Wichita	94	6
New Mexico	216	6
South Dakota	130	12
Black Hills	32	8
Big Sky	101	7
Idaho	91	1
Pikes Peak	67	2
Ozarks	63	13

1990-91 Assigned Members

REGION X

Chapter Name	Members	Students
Sacramento Valley	246	8
Golden Gate	756	65
San Joaquin	97	2
Southern California	892	52
San Diego	317	16
Central Arizona	272	6
Tucson	109	7
Southern Nevada	94	0
San Jose	284	13
Orange Empire	241	1
Hawaii	282	13
Northern Nevada	73	6
Sierra Delta	57	1
Ti County	91	0

1990-91 Assigned Members

REGION XI

Chapter Name	Members	Students
Manitoba	172	2
Southern Alberta	301	13
Northern Alberta	252	71
British Columbia	350	10
Inland Empire	78	2
Puget Sound	629	51
Oregon	495	42

1990-91 Assigned Members

Regina	1
Saskatoon	95
Alaska	1
Mid-Columbia	1
Vancouver Island	0

50
81
126
63
84

CRITERIA MEMBERSHIP PROMOTION

1990-91 Assigned Members

REGION XII

Chapter Name	Members	Students
Jacksonville	279	27
Florida West Coast	382	36
Miami	223	12
Central Florida	254	9
Gold Coast	165	19
Spacecoast	81	5
Puerto Rico	130	2
Gulfstream	161	2
Southwest Florida	92	0

1990-91 Assigned Members

CHAPTERS-AT-LARGE

Chapter Name	Members	Students
Hong Kong	417	0
Malaysia	87	1
Taiwan	38	0
India	55	0
Singapore	229	0

PAR = 400 Points
 MAXIMUM = No Limit
 MINIMUM = 200 Points

Membership growth will be based on the net membership increase from July 1, 1990 to June 30, 1991. The President's goal will be 3% net membership growth. New member growth is based on completed, paid memberships processed by the July 1, 1991 elections. (Note: All applications must be at Headquarters by May 15, 1991 to be processed for the July election deadline.) Transfers in, transfers out, and deceased members will not count for or against growth. Unpaid members consisting of delinquents and resignations will count against growth. Advancements will continue to be a part of the PAOE this year. The President's goal for advancement is 3%.

The Membership Promotion formula rewards new member growth separate from the retention of members.

$$P_m = 200 \left(\frac{M_n}{.03M_a} \right) + 200 \left(\frac{.05M_a}{U} \right) + 200 \left(\frac{A}{.03M_a} \right)$$

Where: M_n = New members as approved by the Admissions and Advancement Committee prior to June 30, 1991.

M_a = Area assigned member

A = Advancements

U = Unpaid Members (Minimum U is equal to .05M_a)

Bonus:

- a) If membership is held constant or increases 100 pts. ea.
- b) For having a special Membership Promotion Chapter Night: (Maximum 100 pts.) 50 pts. ea.
- c) Each "Chapter dues" paying member who is also a member of a Society Council or Committee: (Maximum 200 pts.) 25 pts. ea.
- d) For achieving delinquency rate of 5% or less 200 pts.

MEETING ATTENDANCE

PAR = 400 Points
 MAXIMUM = No Limit
 MINIMUM = 200 Points

Attendance figures will be based on all Chapter meetings having opportunity for technical enhancement, including remote Section meetings, multiple Chapter meetings in one month, joint meetings with allied technical societies, seminars and expositions. Attendance figures must be reported in official chapter minutes. No social events will count. The Society goal is to have approximately 10,000 monthly attendees at Chapter meetings.

1990-91 PAOE AWARD INFORMATION

- Regular** (Red Emblem) Chapters that earn the PAOE for the current year must have a minimum of 200 points in six out of seven categories with a minimum of 2800 total points.
- Honor Roll** (Silver Emblem) Chapters which have earned the PAOE for at least four consecutive years.
- High Honor Roll** (Blue Emblem) Chapters which have earned the Star Award for at least four consecutive years.
- Premier** (Gold Emblem) Chapters which have earned the PAOE every year since the award was originated, or every year since the Chapter's inception (after 1970), with a minimum of four years; except that a chapter shall remain eligible for the Premier award if the PAOE is not achieved during their first year.
- Star Award** Chapters winning the PAOE and reaching par in all categories.
- Special Citation** Chapters which qualify for PAOE and obtain 1 1/2 times the minimum goal (Total 4200 points) and obtain par in six of the seven categories.

REPORTING PROCEDURES

The PAOE report will be distributed to Chapter Presidents, Chapter Secretaries, the Society Membership Promotion, Research Promotion, Educational Activities, Energy and Technical Activities, and Refrigeration Committees and the Board of Directors on the following schedule.

November	-	Reflecting October 31 results	
January	-	Reflecting December 31 results	
March	-	Reflecting February 28 results	
April	-	Reflecting March 31 results	
May	-	Reflecting April 30 results	
June	-	Reflecting May 31 results	
July	-	FINAL REPORT	

The following individuals are responsible for submitting figures to Carolyn Stewart, Director of Education and Member Services, at ASHRAE Headquarters in Atlanta with copies to your Regional Chairman, by the following dates:

October 31, December 31, February 28, March 31, April 30, May 31 and June 30. Note: Final figures must be received at ASHRAE Headquarters no later than June 30, 1991. No reports, data, minutes, monies etc. will be accepted after this date.

Membership Growth - These figures will be compiled by HEADQUARTERS. Bonus points will be reported through the Vice Chairman, Membership Promotion, except for item "c" which will be reported by the Regional Chairman.

Meeting Attendance - Each CHAPTER must submit to Headquarters copies of its monthly Chapter meeting minutes, reflecting the number in attendance at all official Chapter meetings. All meetings having opportunity for technical enrichment will be included in attendance.

Research Promotion - Figures will be compiled by HEADQUARTERS.

CRC Attendance - REGIONAL CHAIRMEN must advise Headquarters of these figures immediately after their CRC's have been held.

Educational Activities, Energy & Technical Activities - REGIONAL VICE CHAIRMAN must supply Headquarters with these figures for their respective Chapters.

Refrigeration - REGIONAL VICE CHAIRMAN must advise Headquarters of these figures.

FOLLOW-UP FOR INFORMATION WILL BE MADE THROUGH YOUR REGIONAL CHAIRMAN ONLY.

Presidential Newsletter

TO: Chapter Presidents
ASHRAE Membership Promotion Committee
ASHRAE Research Promotion Committee
ASHRAE Educational Activities Committee
ASHRAE Energy & Technical Activities Committee
ASHRAE Refrigeration Committee
Board of Directors

FROM: A. Damon Gowan

DATE: August 1990

RE: 1990/91 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

ASHRAE is a unique organization. It is unique because of its level of membership participation, its tradition and its relevance to today's world. Together these characteristics permit ASHRAE to make untold contributions to our industry and to the well-being of mankind.

As members, we have the opportunity to share knowledge and experiences with individuals representing an entire cross-section of our industry.

The opportunity to participate in our industry and, therefore, the opportunity to learn, is ASHRAE's greatest strength. It is the focus of this year's presidential theme:

PROFESSIONAL DEVELOPMENT THROUGH PARTICIPATION

Technical committees are the reason that our Society is the leader in the development of technical information in the HVAC&R industry. Technical committees are the driving force for research projects, for the evaluation of technical papers and for providing the basis from which we develop standards.

All of these functions are important, but it is the chapter activities that make up the roots of our Society. Activities such as chapter programs, government liaison, membership development, student involvement and research promotion are the foundation for the communication network not only to our members, but to the general public.

The PAOE is not the objective. The work we do as ASHRAE members to advance our industry is our objective. The PAOE is only a yardstick to measure the work we do. This tool allows us to recognize the many members who participate.

I wish you all a successful and rewarding year.



A. Damon Gowan