

2003 Technical Division Annual Report Reviewer's Form

Division: FLUO Group: 4 Reviewer: Group Date: 7/9/04

Directions: Check (+) positive (healthy tendency), (0) neutral, or (-) negative (potentially at risk) for each item.

| | Evaluation | | | Referenced Questions | Healthy Tendencies | If found "at risk", explain briefly. |
|----|--------------------------|--------------------------|--------------------------|----------------------|--|--|
| | + | 0 | - | | | |
| 1 | 4 | <input type="checkbox"/> | <input type="checkbox"/> | 1, 5, 10 | Sufficient leadership (all officer positions filled) | Large number on executive committee relative to size of division. Executive committee is about 50:50 academia and industry |
| 2 | 3 | 1 | <input type="checkbox"/> | 1, 4, 8, 12 | Adequate long-range, short-range, and succession planning | |
| 3 | 1 | 3 | <input type="checkbox"/> | 13-24 | Outreach activities, including Regional Meetings | They run their own annual meeting. Most common answer to questions 13-24 is no or none. |
| 4 | 1 | 2 | <input type="checkbox"/> | 12-19 | Adequate program planning and execution | Small program at national meetings; complements their regular meeting |
| 5 | 3 | 1 | <input type="checkbox"/> | 9, 20 | Communicates specifically with members (provides newsletters, meeting announcements, and other communications) | Newsletters are up to date on the web site |
| 6 | 3 | 1 | <input type="checkbox"/> | 6 | Active councilors (attend Council meetings and report to membership) | Attend both meetings, even though no programming at one |
| 7 | 3 | 1 | <input type="checkbox"/> | | Annual report complete | |
| 8 | 3 | 1 | <input type="checkbox"/> | 6, 7 | Sufficient officer-constituent interaction | |
| 9 | 3 | 1 | <input type="checkbox"/> | 2 | No bylaw violations | |
| 10 | 4 | <input type="checkbox"/> | <input type="checkbox"/> | Treasurer's Report | Proper management of Division funds | |
| 11 | <input type="checkbox"/> | 4 | <input type="checkbox"/> | 21 | Membership stable or growing | |
| 12 | 3 | 1 | <input type="checkbox"/> | | Web site* accessible, useful to members and current | Yes |

Overall perception of the health of this Division: Healthy, though small, will depend on being able to keep a stable membership base. Healthy. This is a small division at just under 700 members. They have nonetheless maintained a very healthy balance sheet, particularly this year with their successful workshop. It would be hoped that they will be able to use their increased funds to extend their outreach activities. The division is healthy. It is not incorporated and should begin the process of incorporating soon.

Ideas to share with other Divisions: Excellent balance between academic and industry members of Executive Committee The recognition that sometimes a division needs to have a rebuilding year, particularly if it can involve a revenue generating activity.