

Graph 1
2007 Professional Division Metrics /
Measures of Division Vitality

Division Meetings	Division Governance	Division Contributions to Society	Division Services to Membership
National Meeting Participation	Succession Planning	ANS Position Statements	Professional Development
Class I Class II Topicals	Membership Trends	Participation with Outside Professional Societies	Scholarships
Class III Topicals	Communications	Society Leadership	Peer Recognition/ Awards
	Division Planning	Non-Meeting Publications	Student Support
		Division's Commitment to YMG	

The Divisions/Groups will use Graph 1 and YMG will use Graph 2 to complete the evaluation of the past year's work. The following guidelines will be use by Divisions/Groups to review performance. In addition to Graph 2, the YMG will use two additional measures to review its performance. Both the Graph 2 and additional measures are found at the end of this document.

Four Main Areas of Division Vitality Metrics

- **Division Meetings**
- **Division Governance**
- **Division Contributions to Society**
- **Division Contributions to Membership**

Vitality Metrics – Evaluation Scales General Information

The following general definitions apply to the evaluation scales used for Vitality Metrics

- **Green:** Consistently Excellent – Exceeds ANS Norms
- **White:** Consistently Good – Meets ANS Norms
- **Yellow:** Fair - Some areas require action by Division
- **Red:** Poor - Some Areas require action by Division and PDC

Red Evaluation Scales

Not all Vitality Metrics have a red evaluation scale. The following Vitality Metrics have a red evaluation that would require action by the Division and PDC.

- **National Meetings**
- **Class I & II Topical Meetings**
- **Membership Trends**
- **Communications**
- **Society Leadership**
- **ANS Position Statements**

SUGGESTIONS AND COMMENTS

Suggestions to improve the process are encouraged. The results of division/group vitality measures will be reviewed and discussed during the PDC Workshop at each June Meeting.

**Professional Division Metrics / Measures of Division Vitality
Evaluation Scales for Indicators**

Division Meetings

National Meetings:

- Evaluation Scales for Indicators (4 levels):
Green: support both national meetings at or above minimal level
White: support one national meeting at or above minimal level
Yellow: supporting national meetings below minimum level
Red: supported one session or less at both national meetings
- NPC Policy: All divisions are encouraged to support at least one national meeting at minimum level of participation:
 - 3 sessions for small divisions (less than 800 members)
 - 4 sessions for large divisions (more than 800 members)5 papers in a panel

Class I, II, & III Topical Meetings:

- Evaluation Scales for Indicators:
Green: Sponsor Class I, II or III topical not on base calendar, or
Greater than 25% increase in attendance in base calendar meeting attendance
White: Supporting base calendar meetings with attendance +/- 25%
Yellow: Not supporting base calendar or attendance less than 25% at last meeting
Red: Not supporting any Class I, II or III topical meetings or
greater than 40% decline in paid attendance at last meeting
- Recognized in year meeting held
- Base calendar meetings are identified by the NPC and can be either Class I, II or III
- Multiple meeting divisions (divisions with more than one base calendar meeting):
 - All base calendar meetings will be measured
 - Measures will be averaged unless a meeting has a red indicator.

Class III Topical Meetings:

- Evaluation Scales for Indicators:
Green: Currently Sponsoring Class III topical meeting
White: Sponsored Class III topical within last six years
Yellow: Has not sponsored Class III topical meeting in last six years

Embedded topicals in class III, organize and co-sponsor

Division Governance

Succession Planning

- Evaluation Scales for Indicators
Green: Succession plan updated annually
White: Succession plan updated and provided with latest ANS board presentation
Yellow: No succession Plan
- Succession Planning identifies and commits “next-in-line” resources to fill positions on division committees when existing personnel have completed their term. As a minimum succession plans shall include division governance, division program committee, and standing division sub-committees.

Membership Trends

- Evaluation Scales for Indicators
Green: Greater than 2% increase in membership in last year
White: Membership changes within +/- 2% in last year
Yellow: Greater than 2% decrease in membership in last year
Red: Greater than 2% decrease per year in membership during last two years

Communications

- Evaluation Scales for Indicators
Green: Division publishes semiannual newsletter & updates division website/page annually
White: Division publishes annual newsletter & updates division website/page annually
Yellow: Division publishes one annual newsletter or updates division website/page annually
Red: Division has not published an annual newsletter or updated a website/page within the last year

Division Planning (one year tactical and five year strategic plans)

- Evaluation Scales for Indicators
Green: Division plans prepared and updated annually
White: Division strategic plan updated and provided for latest ANS board presentation by division
Yellow: No strategic plan
- Each division must prepare and submit a one year tactical and five year strategic plan approved by the division executive committee. Strategic plans are to be reviewed and updated by the division executive committee annually. Division Plans and updates are to be submitted by the division chair to the Planning Committee and PDC Chair. See PDC Manual section 5.10 & section 19. See Planning Committee and PDC guidance on preparing division plans.

Division Contributions to Society

ANS Position Statements

- Evaluation Scales for Indicators
Green: ALL position statements that division has responsibility for are current & none “overdue”
White: Division responsible for position statements: some need updating – none “overdue”
OR Division not responsible for position statements
Yellow: Division responsible for position: some are “overdue”
Red: Division responsible for position statements: ALL are “overdue”

Participation with Outside Professional Societies

- Evaluation Scales for Indicators:
Green: Facilitates active participation from outside professional societies in ANS
White: Maintains liaison with outside professional societies
Yellow: Does not participate with outside professional societies
- See PDC Manual section 2.4: “Relationships with pertinent outside professional society activities should be maintained and strengthened”. The Division Chair should report division participation with other societies annually to the PDC Chair.
- Active participation could involve items such as co-sponsorship of ANS Topical meetings or presentations at ANS National meetings.

Society Leadership

- Evaluation Scales for Indicators:
Green: Visibly Active in ANS Activities (all three required):*
 - Div Exec Com. meets at national mtgs. with 75% or greater participation &
 - Div Chair or Vice Chair Attends each PDC meeting, including PD workshops&
 - Div NPC Rep or alternate participates in each NPC mtg. (4 meetings/year)White: Participates in ANS Activities (all three required):
 - Div Exec Com. meets at national mtgs. with 50% or greater participation &
 - Div Chair or Vice Chair attends each PDC meeting, including PD workshops &
 - Div NPC Rep or alternate participates in two NPC mtgs.Yellow: Supports ANS Activities (valid if any criterion met):
 - Div Exec Com. meets at national mtgs. with less than 50% participation OR
 - Div Rep (not Chair/Vice Chair) attends each PD mtg, incl. PD workshops OR
 - Div NPC Rep or alternate participates in only one NPC meeting during the year.Red: Action Required by division and/or PDC (valid if any criterion met):
 - Div Exec Committee meets at only one of the national meetings OR
 - Division not represented at one PDC meeting

*Presents to Board of Directors in June or November

Division Contributions to Society (Continued)

Non-Meeting Publications

- Evaluation Scales for Indicators:
Green: Division input to any non-meeting publication issued during the year
White: Div. has a publication committee & has contributed input to any non-meeting publication issued during the last two years
Yellow: Division does not support non-meeting publications
- Examples of non-meeting publications include: ANS Technical Journals, Nuclear News, ANS News, Rad Waste Solutions, approval/issue of and ANS standards, PI Brochure, or any non-meeting publication distributed by ANS.

Demonstration of Division Commitment to YMG

- YMG petition – Plans for 2005-2010:
Request that each Division and Technical Group identify means by which the YMG can support that Division's or Group's efforts to encourage young professionals to participate in the activities of the Society at all levels
- Evaluation Scales for Indicator (4 levels):
Green: supported at least one YMG activity within the last year
White: supported at least one YMG activity within the last two years
Yellow: supported at least one YMG activity but not within the last two years
Red: Has never supported a YMG activity
- For this measure, a YMG activity can not be a technical session at a national meeting or topical meeting.

Division Services to Membership

Professional Development

- Evaluation Scale for Indicators
Green: Division supports national meeting workshops or other professional development activities during the last year
White: Division supports national meeting workshops or other professional development activities during the last two year period
Yellow: Division does not support national meeting workshops or other professional development activities

Scholarships (Division Scholarship or NEED scholarship)

- Evaluation Scale for Indicators
Green: Division supports scholarships – all are fully funded; supports NEED, public communications, or general scholarships during year; supports other Society contribution based program
- White: Division supports scholarships – some not fully funded or does not support any scholarships
- 2004 changed yellow to white: Division does not support any scholarships

NOTE: In November 2007 the BOD gave final approval to endow (fully fund) all division/group scholarships. Division/group scholarships established through 2006 are endowed to the limit required to provide the appropriate level of award. The scholarship metrics guidelines will be changed in June 2008 to reflect the current policy for establishing scholarships and for supporting other ANS scholarship and special contribution programs.

Peer Recognition / Awards

- Evaluation Scale for Indicators
Green: Division supports annual awards/peer recognition at national or division level
White: Division supports awards / peer recognition on bi-annual or greater period
Yellow: Division does not support any peer recognition / awards
- Peer Recognition / Awards can be a division specific event at national or topical meetings such as a best paper/session award or support of society honor/award; or subcommittee to nominate ANS Fellows in that year

Student Support

- Evaluation Scale for Indicators
Green: Division provides financial support for student conferences & student participation at national meetings
White: Division provides financial support for student participation at national meetings or student conferences
Yellow: Division provides NO financial support for student activities

YMG Graph 2
Professional Division Metrics / Measures of Division Vitality

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YMG Meeting Participation	YMG Membership Trends		

Vitality Metrics for Integration of YMG Evaluation Scales General Information

The following metrics are in addition/replace guidelines in the Graph 1 (Guidelines) for the YMG.

Division Meetings

YMG Meeting Participation:

- YMG petition - Goals:
 - (1) Increase the participation of young members of ANS in professional groups, divisions, and local sections
 - (2) Work with other groups or divisions to increase the overall level of young member participation in all activities within the society.
 - (3) Increase the attendance level of young members at technical sessions
- Evaluation Scales for Indicator (4 levels):
 - Green: supported at least one YMG organized and chaired session at one national or topical meeting within the last year
 - White: supported at least one YMG organized and chaired session at one national or topical meeting within the last two years
 - Yellow: supported at least one YMG organized and chaired session at one national or topical meeting but not within the last two years
 - Red: Has never supported a YMG organized and chaired session at a national or topical meeting

Division Governance

YMG Membership Trends

- YMG petition - Goals:
 - (1) Increase the number of young members in the Society. This effort should align with the Society's goal of increasing Society membership across the entire span of age groups
- Evaluation Scales for Indicator (4 levels)
 - Green: Greater than 5% increase in YMG Division membership in last year
 - White: YMG Division membership changes within +/- 5% in last year
 - Yellow: Greater than 5% decrease in YMG Division membership in last year
 - Red: Greater than 5% decrease per year in YMG Division membership during last two years or no YMG members in Division