

**American Nuclear Society
Professional Division Performance Matrix**

Meetings	Governance	Contributions to the Society	Service to Membership
National Meetings	Leadership Succession	Position Statements	Professional Development
Topical Meetings	Membership Trends	Participation with Outside Professional Societies	Scholarships
Topical Finances	Communications	Society Leadership	Peer Recognition and Awards
	Division Planning	Non-Meeting Publications	Student Support
Young Member Participation	Young Member Trends	Commitment to Young Members	

Performance Metrics and Measures

Meetings

- National

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 the minimum level of participation:

- 3 sessions for small divisions (less than 800 members)
- 4 sessions for large divisions (more than 800 members)

5 papers are considered equivalent to a panel session.

Data obtained from Meeting programs (31 July, 15 December)

- Class I, II, III Topicals

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 the year the meeting is held
- Base calendar meetings are identified by the NPC and can either be Class I, II or III. All base calendar meetings will be included.
- Multiple meeting divisions (divisions with more than one base calendar meeting):
- Measures will be averaged unless a meeting has a red indicator.

Data obtained from Meetings Department: Final TM Report (<90 days of end of TM)

- III Topicals

Green: Currently Sponsoring Class III topical meeting

White: Sponsored Class III topical within last six years

Yellow: Has not sponsored Class III topical meeting

Data obtained from Meetings Department: Final TM Report (<90 days of end of TM)

Provisional Metric: 'White' status shall be upgraded to 'Green' status for Topical Meetings that have at least two sessions that sponsored by other Divisions.

- Young Member Participation

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

Data obtained from Meetings Department : NM Program or Final TM Report (<90 days of end of TM)

Governance

- Leadership Succession

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.

*Succession plans must be loaded into the **Division Folder** on the ANS Server by Dec. 31 to be credited.*

- Memberships Trends

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

Data is obtained from the December Statistics report.

- Communications

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

Provisional Metric: 'Green' status will be granted to Divisions and Technical Groups the publications for which adhere to the ANS Graphics Standard.

*Newsletters and other publications must be loaded into the **Division Folder** on the ANS Server by Dec. 31 to be credited.*

- Planning

Green: Division plans prepared and updated annually

White: Division strategic plan updated and referenced in the presentation to the Board of Directors (3 year cycle).

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.

*Strategic and Tactical Plans must be loaded into the **Division Folder** on the ANS Server by Dec. 31 to be credited.*

Provisional Metric: 'White' status shall be upgraded to 'Green' status for Strategic Plans that include measures for integration with other Divisions/TGs.

- Young Member Trends

Green: Greater than 5% increase in YM membership in last year

White: YM membership changes within +/- 5% in last year

Yellow: Greater than 5% decrease in YM membership in last year

Red: Greater than 5% decrease per year in YM membership during last two years or no YM members in Division

Data is obtained from the December Statistics report.

Provisional Metric: 'Green' status will be granted to Divisions and Technical Groups who have an appointed YMG Liaison and a YM on the Division Executive Committee.

Contribution to the Society

- Position Statements

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 the Division not responsible for position statements

Yellow: Division responsible for position: some are "overdue"

Red: Division responsible for position statements: ALL are "overdue"

Data is obtained from the Public Policy Committee spreadsheet.

- Participation with Outside Societies

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 the PD 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

*Self-reported: A **web-based questionnaire** is distributed in March for completion and submittal by Division Officers by 1 April.*

- Society Leadership

Green: Visibly Active in ANS Activities (all three required):*

- 1) Div Exec Com. meets at national mtgs. with 75% or greater participation
- 2) Div Chair or Vice Chair Attends each PDC meeting, including PD workshops
- 3) Div NPC Rep or alternate participates in each NPC mtg. (4 meetings/year)

White: Participates in ANS Activities (all three required):

- 1) Div Exec Com. meets at national mtgs. with 50% or greater participation
- 2) Div Chair or Vice Chair attends each PDC meeting, including PD workshops &
- 3) Div NPC Rep or alternate participates in two NPC mtgs.

Yellow: Supports ANS Activities (valid if any criterion met):

- 1) Div Exec Com. meets at national mtgs. with less than 50% participation OR
- 2) Div Rep (not Chair/Vice Chair) attends each PD mtg, incl. PD workshops OR
- 3) 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):

- 1) Div Exec Committee meets at only one of the national meetings OR
- 2) Division not represented at one PDC meeting

~~*Presents to Board of Directors in June or November~~

Data is obtained from Committee attendance sheets within 30 days of end of the NM.

- Non-Meeting Publications

Green: Division provides input to any non-meeting publication issued during the year

White: Division 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, ANS Standards, Public Information Brochure, or any non-meeting publication distributed by ANS.

Provisional Metric: 'Green' status will be granted to Divisions and Technical Groups the publications for which adhere to the ANS Graphics Standard.

Self-reported: A web-based questionnaire is distributed in March for completion and submittal by Division Officers by 1 April.

- Commitment to Young Members Group

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

Technical sessions at national meetings or topical meeting are not qualifying activities

*Self-reported: A **web-based questionnaire** is distributed in March for completion and submittal by Division Officers by 1 April.*

Services to Membership

- Professional Development

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

*Self-reported: A **web-based questionnaire** is distributed in March for completion and submittal by Division Officers by 1 April.*

- Scholarships (Division or NEED)

Green: Contributes to non-fully-funded scholarships; supports NEED, public communications, or general scholarships during year; supports other Society contribution-based programs

White: Division supports scholarships – some not fully funded or does not support any scholarships

In 2004 changed yellow to white: Division does not support any scholarships.

Division/group scholarships established through 2006 are endowed to the limit required to provide the appropriate level of award. (Update)

Data is obtained from the Scholarship spreadsheet.

- Peer Recognition/Awards

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.

Data is obtained from the Honors and Awards Committee Staff Liaison by 1 April.

- Student Support

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

*Data is obtained from the Financial Disbursement spreadsheet. Non-Financial support is self-reported via the **web-based questionnaire** distributed in March for completion and submittal by Division Officers by 1 April.*

Record of Revision

- June 2002 Metrics/Measures Established
- June 2004 Services to Membership: Scholarships – Division does not support any scholarships Yellow changed to white. 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.