

AMERICAN SOCIETY OF SAFETY ENGINEERS GREATER BATON ROUGE CHAPTER STRATEGIC LONG RANGE PLAN 2008-2009

Revised: 10/16/08

MISSION STATEMENT

The purpose of the Greater Baton Rouge Chapter's long-range plan is to implement the mission of the Society, Region IV, the Louisiana Area, and to meet the professional needs of our membership. These are to be accomplished by providing professional development training, educational opportunities, information on the latest trends, technical information, regulations, laws, networking, informative meetings and recognition of the Society, and our members: both in their work and in our community.

Goal 1: Plan programs that encourage high attendance by members. Emphasis will be placed on securing high quality speakers and topics as well as providing opportunities for networking. (PROGRAM)

- 1.1 Conduct eight (9) technical meetings each fiscal year.
- 1.2 Improve meeting attendance by 10% each fiscal year.
- 1.3 Improve quality of meetings as measured by periodic evaluations.

Goal 2: Provide higher education and degree opportunities in the safety & health field. (EDUCATION)

- 2.1 Maintain and support the Degree program in Occupational Safety & Health Program at SLU.
- 2.2 Assure the success of the Student Chapter at SLU.
- 2.3 Encourage and provide financial support for outside involvement of the Student Chapter in PDC/Expo Activities.
- 2.4 Encourage the Student Chapter at SLU to work toward and apply for deserving awards & honors.
- 2.5 Award a \$1000 scholarship to a deserving student at SLU each year.
- 2.6 Select and honor a student at SLU as "Occupational Safety and Health Student of the Year" each fiscal year.

- 2.7 Work to increase the amount of the scholarship through the national ASSE Foundation to honor a deserving student at SLU each year.
- 2.8 Encourage companies to sponsor student scholarships and internship programs for safety & health students.
- 2.9 Sponsor one campus safety educational program with the Student Chapter each fiscal year.

Goal 3: Communicate chapter and society affairs as well as items of interest to the membership, safety-related organization and local news media via web site, E-mail, phone, fax, radio, TV, and print (i.e. newsletter, newspapers, etc.). (COMMUNICATIONS)

- 3.1 Communicate/promote the profession/chapter activities (i.e. meetings, educational opportunities, community involvement, professional development opportunities, government affairs involvement, etc.) both publicly and within the ASSE organization.
- 3.2 Create and maintain a website that provides useful information to the membership.
- 3.3 Work with chapter committees to publish and post to the web site ten (12) Batons (chapter newsletter).
- 3.4 Telephone new members prior to each monthly chapter meeting.
- 3.5 E-mail members' information.
- 3.6 Mail a postcard meeting reminder for each member meeting.

Goal 4: Provide a service to the community through projects and members commitment in the areas of our expertise. While providing this service, we hope to establish our name and symbol as a recognizable sign to the community. (COMMUNITY INVOLVEMENT)

- 4.2 Sponsor local high school industrial arts / chemical lab safety.
- 4.7 Co-Sponsor North American Occupational Safety and Health week.

Goal 5: Identify, recruit, sign-up, recognize, involve, support and retain members to provide for membership growth and strength. (MEMBERSHIP)

- 5.1 Achieve a growth rate of 5% per year.
- 5.2 Support and retain existing members
- 5.3 Make new members feel welcome to the chapter.
- 5.4 Recognize member involvement and contributions to the safety profession.

5.5 Publicize the benefits of Technical Division membership and encourage members to join.

Goal 6: Develop and maintain a chapter long-range plan. (LONG RANGE PLANNING)

6.1 Update the mission and vision statement so that it will guide the chapter through the next three to five years.

6.2 Develop goals with specific objectives to direct the chapter in achieving the mission and vision in order to enhance the ability of the chapter leadership to service its members more effectively.

Goal 7: Organize and provide opportunities for the interchange and acquisition of professional knowledge. (PROFESSIONAL DEVELOPMENT)

7.1 Assess professional development needs and conduct several technical seminars.

7.2 Assist with course instruction at SLU.

7.3 Assure that an executive board member attends ASSE National Leadership Conference.

7.4 Support attendance of Student Chapter President at National Student Leadership Conference.

7.5 Sponsor ASSE Louisiana Operating Conference.

7.6 Support attendance of Chapter President at the ASSE National and Regional PDC.

7.7 Conduct safety certification review course.

7.8 Support attendance of Delegate at ASSE National PDC.

7.9 Revise GBR Chapter ASP/CSP study materials.

Goal 8: Raise adequate revenues to cover expenditures and provide for a Foundation contribution. (FINANCE)

8.1 Obtain meeting sponsors.

8.2 Obtain web site sponsors for GBRASSE.org

8.3 Conduct the safety certification review course and one PDC to fund the “Don Jones/Greater Baton Rouge ASSE Chapter” scholarship.

8.4 Conduct a golf tournament.

Goal 9: Identify, evaluate and assist in the development of legislation and regulations that affect the interest of members, the profession and the practice of safety. (GOVERNMENT AFFAIRS)

- 9.1 Earn recognition from Louisiana and U.S. Senator and Representatives for the chapter to serve as a safety and health resource.
- 9.2 Keep abreast of state and national legislation/regulations, provide comments and keep members informed.
- 9.3 Work with the Louisiana Area Director on issues affecting the area, the chapter, and the safety profession and safety practitioners.
- 9.4 Provide the newsletter editor with monthly update material.
- 9.5 Communicate governmental affairs activities to regional as well as chapter officers and membership.
- 9.6 Encourage active participation by chapter membership in governmental affairs activities.

Goal 10: Select, conduct elections and install willing candidates from the chapter membership to serve as officers and executive committee members. (NOMINATIONS & ELECTIONS)

- 10.1 Develop a slate of qualified candidates.
- 10.2 Clarify major responsibilities to candidates by providing them with the appropriate position description.
- 10.3 Coordinate and supervise election procedures.
- 10.4 Publish and distribute the candidates' names and qualifications.
- 10.5 Appoint a committee to count and report the election results.
- 10.6 Report election results to the candidates, Executive Committee and membership.
- 10.7 Fill any vacancies that occur in elected offices during the year.

Goal 11: Maintain and revise the chapter bylaws as required. (BYLAWS)

- 11.1 Monitor changes in society bylaws and model chapter bylaws and revise chapter bylaws as needed.
- 11.2 Act on any petitions for bylaws amendments when presented.
- 11.3 Obtain proper approvals of bylaws revisions and communicate as necessary.

Goal 12: Select applicants and prepare necessary documents for honoring members and recognizing achievements in professional and chapter activities. (AWARDS & HONORS)

- 12.1 Identify and nominate chapter/student section members for society awards.

12.2 Select and nominate a chapter member for the Region IV SPY award on an annual basis.

12.3 Identify, select and recognize chapter/student section members for chapter awards.

Goal 13: Plan, coordinate and conduct a financial audit annually. (AUDIT)

13.1 Appoint an internal auditor to review the financial records of the chapter annually.

Goal 14: Organize and maintain the chapter archives to preserve significant records of past chapter activities and documents. (HISTORICAL)

14.1 Identify and preserve chapter charter, bylaws, minutes and other important chapter documentation.

14.2 Capture and maintain chapter photographic documentation