

CHAPTER DEVELOPMENT AND INDIVIDUAL MEMBERSHIP COMMITTEE MEETING



**Tuesday
August 28, 2018
3:00 p.m. ET**

Jim Myers, Committee Chair

GET CONNECTED to LEARN, SHARE, AND ADVANCE.





AGENDA

- **Welcome and Opening Remarks**
- **ITEA Web Site**
- **Member-Get-A-Member Program**
- **ITEA Membership**
- **Chapter of Excellence Awards**
 - Energizer Award
- **Certified Test and Evaluation Professional (CTEP) Credential**
- **Upcoming Events**
- **Scholarship Program**
- **Open Discussion**



ITEA Web Site



NEW ITEA Web Site

- **Chapter Directory**
- **Chapter Web pages**
- **Chapter Events Calendar**
- **Chapter Resources**



CHAPTER RESOURCES

- **Chapter President Handbook**
- **Chapter News Submission Form**
- **2018-2019 Member-get-a-Member Program**
- **Chapter of Excellence Award**
 - 2018 Application Form
 - Proposed 2019 Application Form
- **Chapter President Report Template**
- **Hosting An ITEA Event**
- **ITEA Operations Manual**
- **ITEA Bylaws**
- **ITEA Presentation Template**
- **Test and Evaluation Professional Code of Ethics**
- **ITEA Volunteer Code of Conduct**
- **ITEA Letterhead Template**
- **Committee Roles and Responsibilities**
- **ITEA Logo**
- **ITEA Scholarship Program**
 - Emerald Coast Chapter Scholarship Program - SAMPLE
 - ITEA Education Fund Check Request (Editable PDF Format)
 - ITEA Education Fund Check Request (PDF Format)
 - ITEA Education Fund Check Request (Word Format)



2017-2018 Member-Get-A-Member Program



CHAPTER MGAM RESULTS

- **Flight A – Large Chapters**
- **Flight B – Medium Chapters**
 - Atlanta Chapter grew by 27% - \$1,000 to the Chapter's Education Fund
 - Roadrunner Chapter grew by 14%
 - Rocket City Chapter grew by 14%
- **Flight C – Small Chapters**
 - Southern Nevada Chapter grew by 158% - \$1,000 to the Chapter's Education Fund
 - Channel Islands Chapter grew by 136%
 - Penn State Chapter grew by 22%
 - South Jersey Chapter grew by 15%
 - Central Florida Chapter grew by 15%



2019 MEMBER-GET-A-MEMBER PROGRAM

- **2018-2019 Program runs from 7/1/2018 thru 6/30/2019**
- **Top Individual Recruiters**
 - Free one year Membership for the Top 3 Recruiters
- **Top Chapters in Net Growth Percentage**
 - Chapters are “flighted” based on their membership as of 6/30/2018.
 - The top Chapter in each flight—based on the net percentage growth in their total membership during the program dates—will receive \$1,000 for their Education Fund.
 - The final tally will be based on your Chapter membership as of June 30, 2019.



2018-2019 MEMBER-GET-A-MEMBER PROGRAM CHAPTER FLIGHTS

- **Flight A (>40)**

- George Washington
- Emerald Coast
- Southern Maryland
- Southern Nevada
- Rocket City
- Antelope Valley
- Francis Scott Key

- **Flight B (20-40)**

- Atlanta
- Roadrunner
- Hampton Roads
- Lone Star
- Channel Islands
- Greater San Diego
- Rocky Mountain

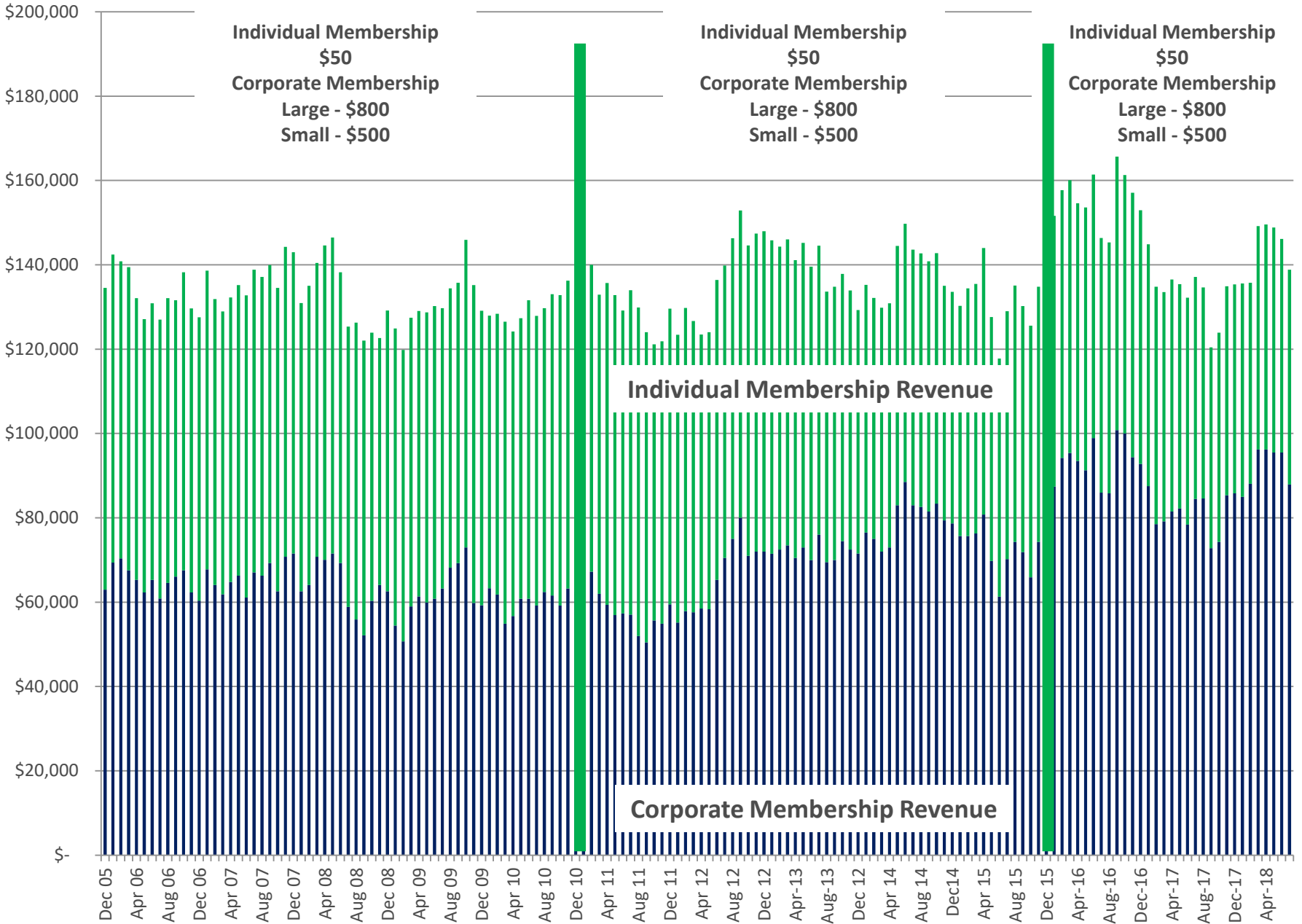
- **Flight C (<20)**

- South Jersey
- Wright Patterson
- China Lake
- White Sands
- Huachuca
- Central Florida
- New England
- Valley of the Sun
- Miami Valley
- Pacific NW
- Volunteer
- Penn State

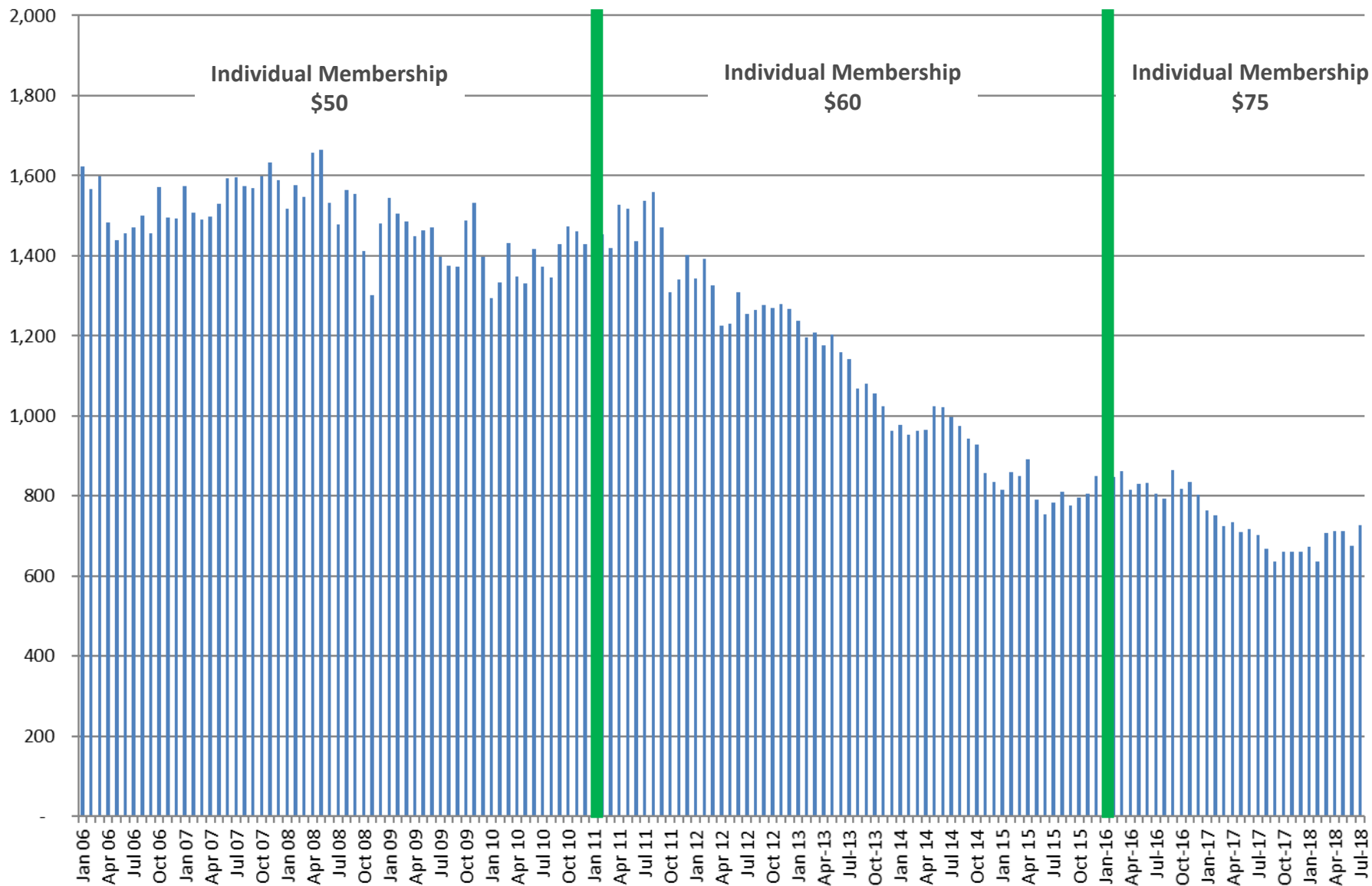


ITEA Membership

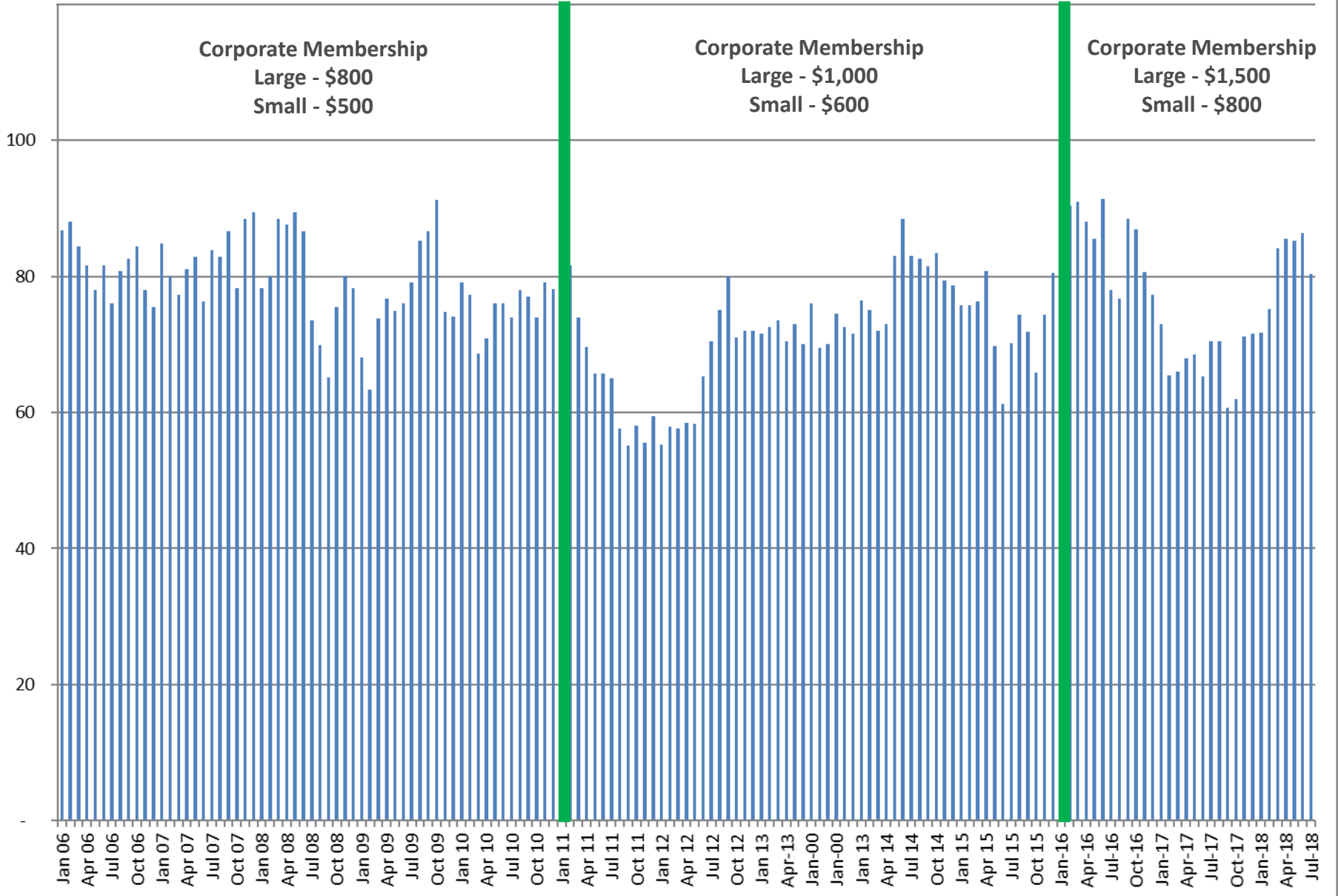
ITEA Membership Revenue



ITEA Individual Membership



ITEA Corporate Membership





ITEA Chapter of Excellence Awards



2018 CHAPTER OF EXCELLENCE APPLICATION DUE AUGUST 30TH

- **Two Applications to be submitted**
 - **Current Application will be used for 2018**
 - **PROPOSED Application will be evaluated for implementation in 2019**
 - **Two levels of Chapter recognition**
 - **Chapter of Excellence**
 - **Recognized Chapter**
 - **Eligibility based on points earned in 14 categories**



2018 ENERGIZER AWARD

Now is also the time to look within your Chapter and find that one person who deserves to be awarded the ITEA Energizer Award, which recognizes “behind the scenes” volunteer contributions that have supported the Test and Evaluation community.



Certified Test and Evaluation Professional CTEP Credential



CERTIFIED TEST AND EVALUATION PROFESSIONAL (CTEP)

The CTEP credential is becoming a "preferred" requirement in many test engineer job postings from companies such a:

- AMERICAN SYSTEMS
- ManTech
- Jacobs Engineering

As well as included in DoD acquisition contracts.



CERTIFIED TEST AND EVALUATION PROFESSIONAL (CTEP) EXAMINATION SESSIONS

- **September 14, 2018 – Fairfax, VA**
- **September 21, 2018 – Atlantic City, NJ**
- **November 2, 2018 – Norfolk, VA**
- **November 9, 2018 – Phoenix, AZ**
- **December 14, 2018 – Oxnard, CA**
- **January 18, 2019 – Albuquerque, NM**
- **February 19, 2019 – Fairfax, VA**
- **March 29, 2019 – Belcamp, MD**
- **April 16, 2019 – Fairfax, VA**
- **May 17, 2019 – Las Vegas, NV**



Upcoming Events



UPCOMING EVENTS

SYMPOSIUMS AND WORKSHOPS

35th International Test and Evaluation Symposium

Global T&E Environment in 2025 and Beyond

Dec 11, 2018 - Pre-Symposium Tutorials

Dec 12-14 , 2018 - Symposium Plenary and Technical Sessions

Embassy Suites Mandalay Beach Hotel & Resort
Oxnard, CA

Jointly Hosted by the ITEA Channel Islands
and Greater San Diego Chapters

19th ITEA Engineering Workshop and

2019 DEPS Directed Energy T&E Conference
Albuquerque, NM

January 15, 2019 - Tutorials

January 16 & 17, 2019 - Plenary and Technical Sessions

5th Cybersecurity Workshop

Challenges Facing Test and Evaluation Cybersecurity

March 26, 2019 - Tutorials

March 27 & 29, 2019 - Plenary and Technical Sessions

Belcamp, MD

Hosted by the ITEA Francis Scott Key Chapter

23rd Test Instrumentation Workshop

May 14, 2019 - Tutorials

May 15 & 16, 2019 - Plenary and Technical Sessions

Tuscany Inn and Suites - Las Vegas, NV

Hosted by the ITEA Antelope Valley and Southern Nevada
Chapters

36th International Test and Evaluation Symposium

Dec 3, 2019 - Pre-Symposium Tutorials

Dec 4- , 2019 - Symposium Plenary and Technical Sessions

Kauai Marriott Resort & Beach Club - Lihue, HI

Jointly Hosted by the ITEA Mid-Pacific and Southern Cross
Chapters

37th International Test and Evaluation Symposium

Sep 15, 2020 - Pre-Symposium Tutorials

Sep 16-18 , 2020 - Symposium Plenary and Technical Sessions

Wyndham Orlando Resort – Orlando, FL

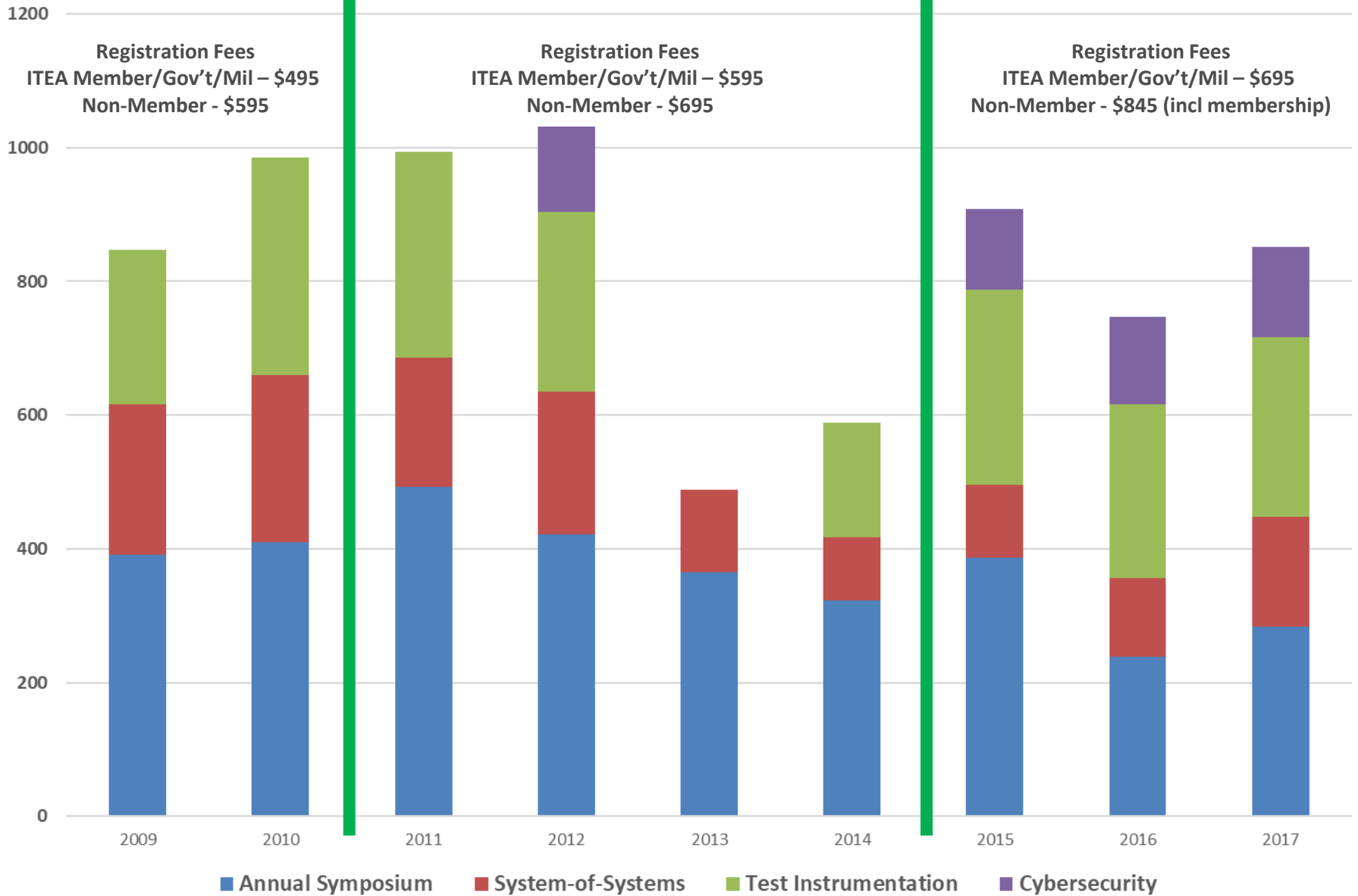
Hosted by the ITEA Central Florida Chapter

38th International Test and Evaluation Symposium

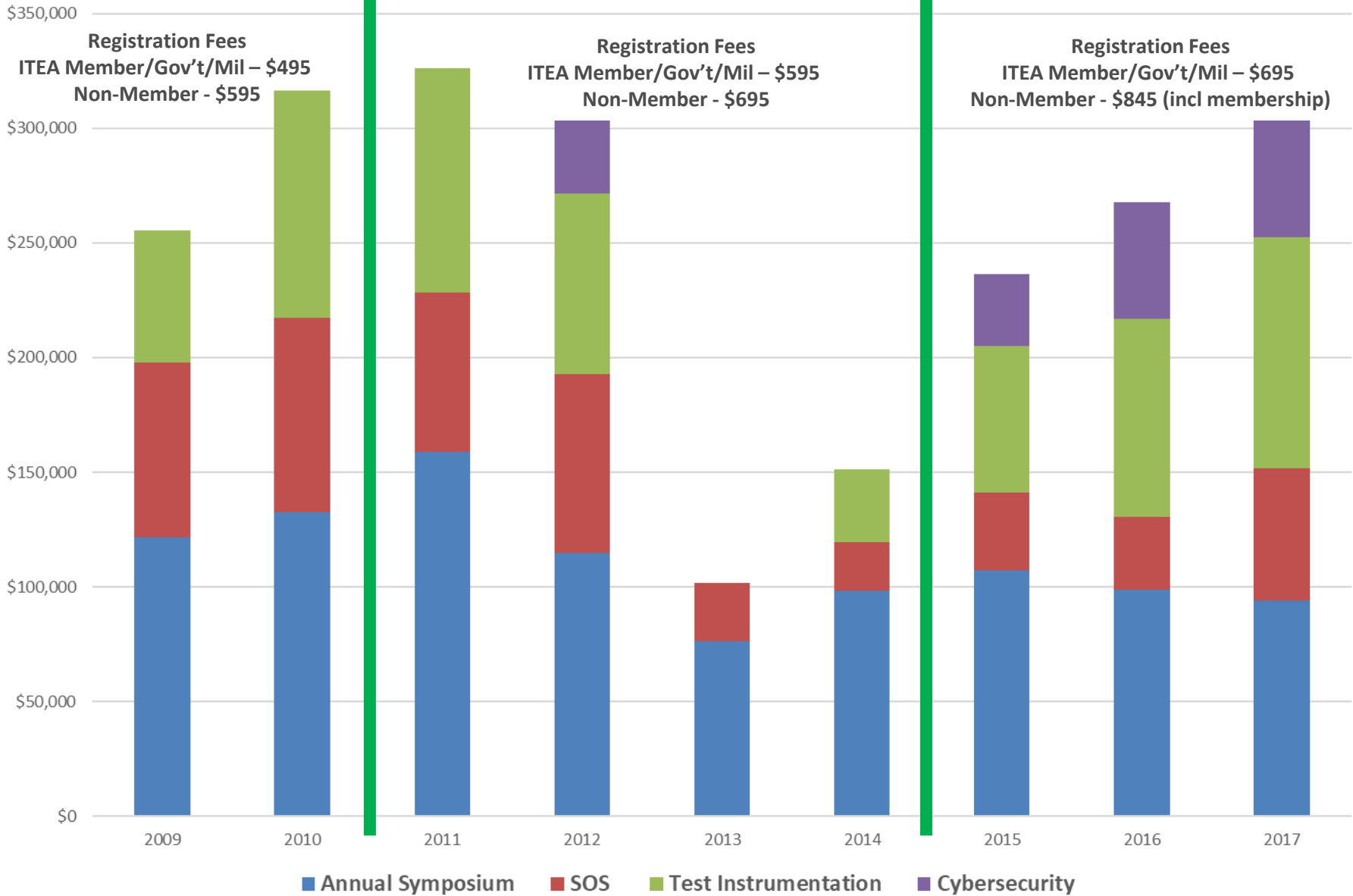
September 2021 – Virginia Beach, VA

Hosted by the ITEA Hampton Roads Chapter

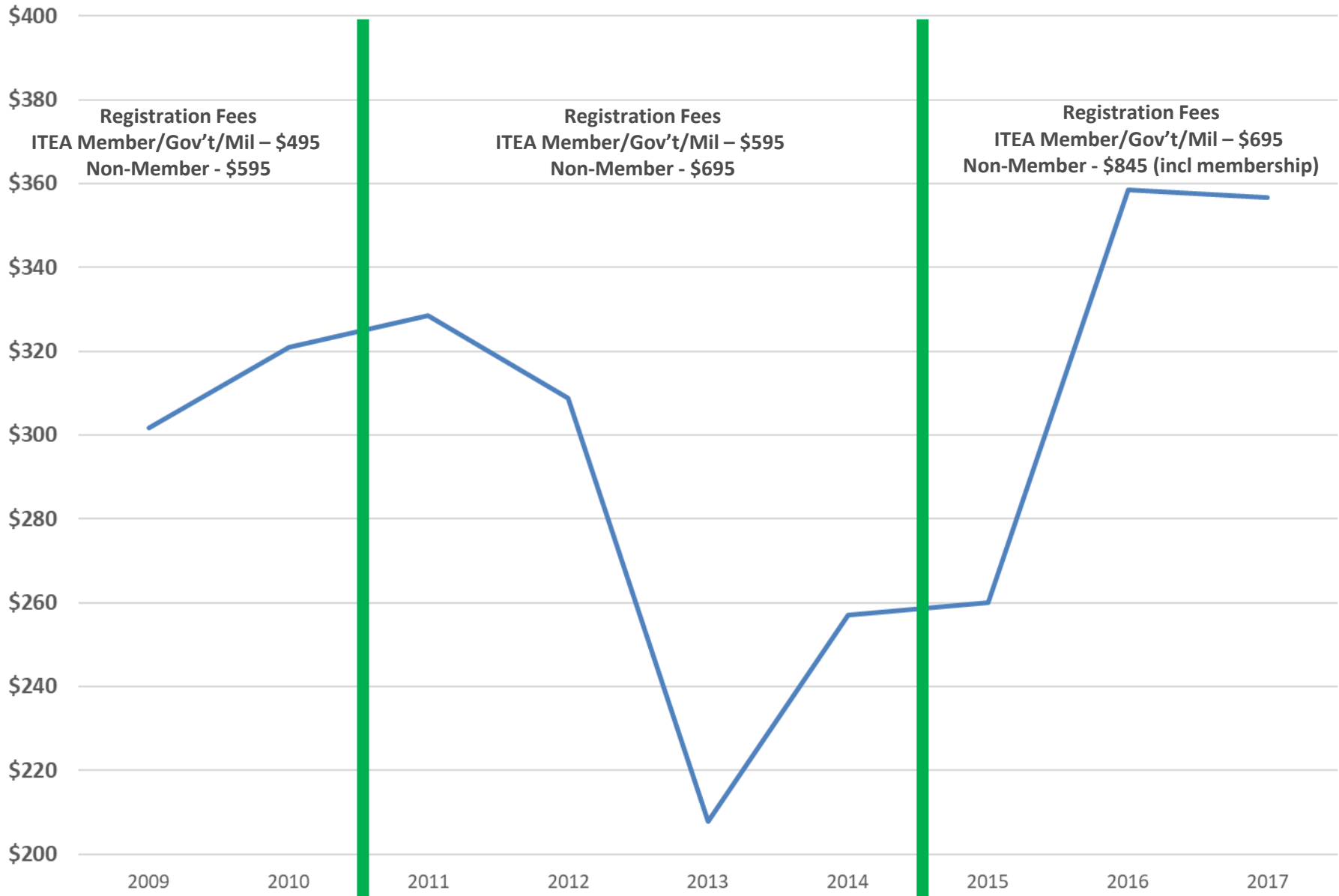
ITEA Event Total Attendance



ITEA Event Registration Revenue



Registration Revenue per Attendee





SHORT COURSES

- **What T&E'rs Need to Know about Program Management and Systems Engineering and Why**
 - Sep 11-13, 2018
 - Fairfax, VA
 - Instructors:
 - C. David Brown, PhD, CTEP
 - William David Bell, PhD, CTEP

- **Fundamentals of the Test and Evaluation Process Short Course (Includes CTEP Examination Session)**
 - Oct 30 – Nov 1
 - Norfolk, VA
 - Instructors:
 - Matt Reynolds
 - Larry Damman



ITEA Scholarship Program

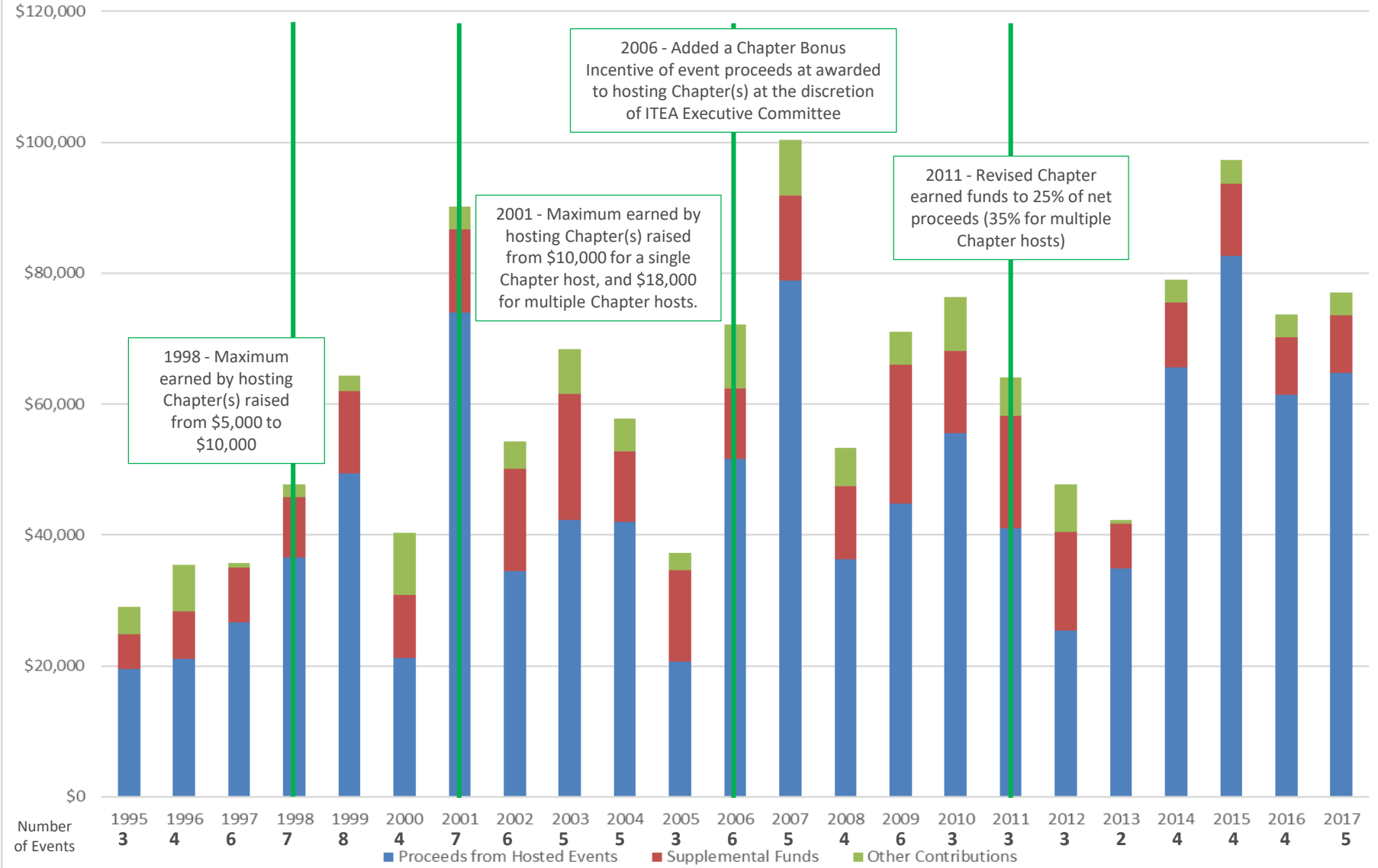


SCHOLARSHIP PROGRAM ENHANCEMENTS

The ITEA Board of Directors has continually worked to provide ITEA Chapters with a fair and reasonable Scholarship Program to fund the Chapters scholarship and STEM grant awards. Over the past two decades the ITEA Board of Directors enhanced the ITEA Scholarship Program by:

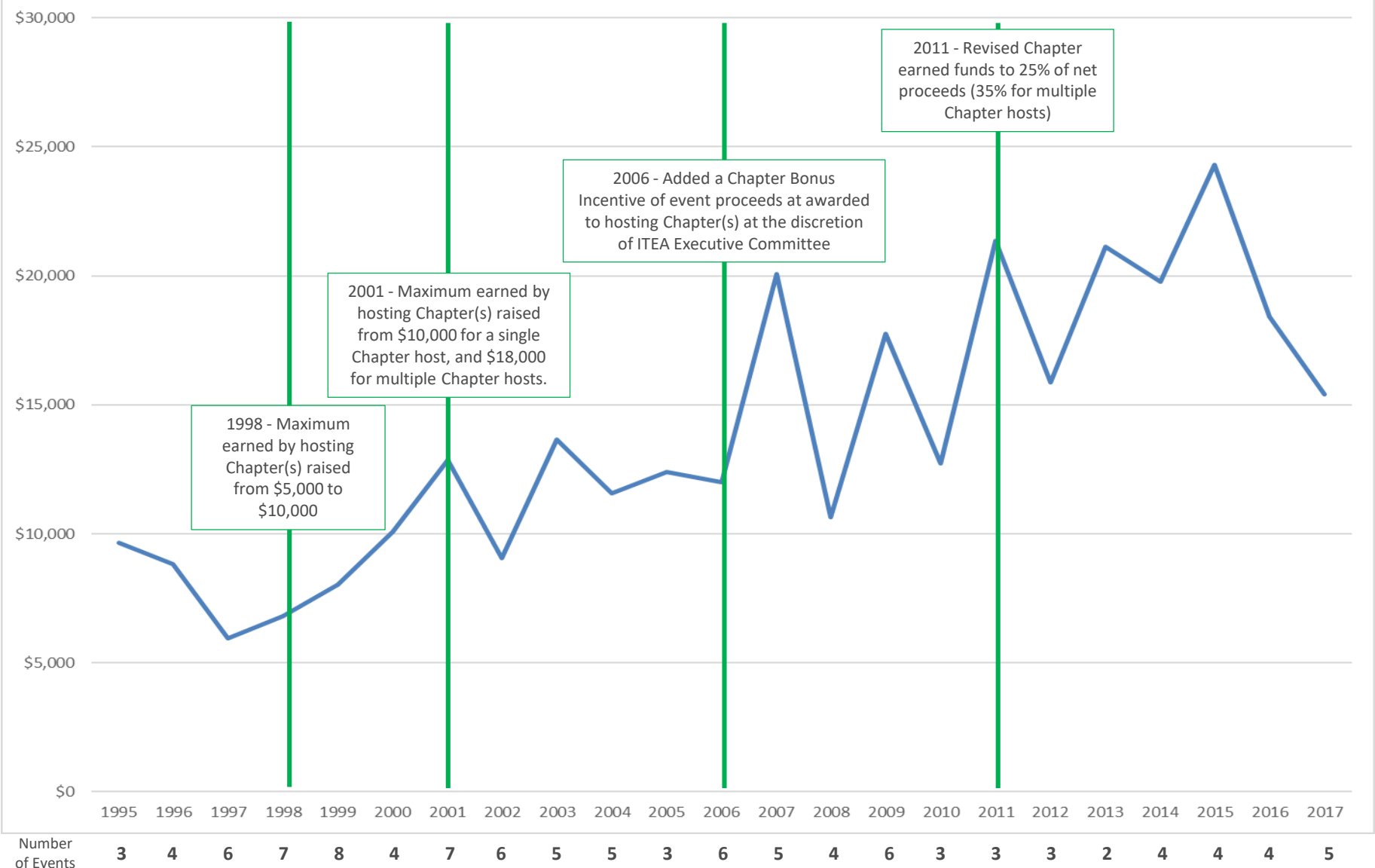
- 1998 – Increasing the maximum potential scholarship and STEM grant funds that could be earned by the hosting Chapter(s) from \$5,000 to \$10,000.
- 2001 – Increasing the maximum potential scholarship and STEM grant funds that could be earned by the hosting Chapter(s) from \$10,000 for a single Chapter host, and \$18,000 for multiple Chapter hosts.
- 2006 – Adding a Bonus Incentive of additional scholarship and STEM grant funds that could be earned by the hosting Chapter(s) based on significant overachievement of the event's budgeted net income
- 2011 – Simplifying the formula for calculating the scholarship and STEM grant funds earned by the hosting Chapter(s) to 25% of net proceeds (35% for multiple Chapter hosts)

Total Annual Chapter Education Funds Earned



NOTE: Chapter Education Reserves also receive annual funds from Chapter Annual Supplemental Funds (25% of prior year scholarship and STEM grant awards), Chapter of the Year Award (\$500), Members-Get-A-Member Chapter Awards (\$3000), Chapter Rebates, and any Chapter transfers of excess monies from their local bank account to their Education Fund.

Average Chapter Education Funds Per Hosted Event



NOTE: Chapter Education Reserves also receive annual funds from Chapter Annual Supplemental Funds (25% of prior year scholarship and STEM grant awards), Chapter of the Year Award (\$500), Members-Get-A-Member Chapter Awards (\$3000), Chapter Rebates, and any Chapter transfers of excess monies from their local bank account to their Education Fund.



CHAPTER OPPORTUNITIES TO EARN SCHOLARSHIP AND STEM GRANT FUNDS

- **Host a Symposium or Workshop**
- **Host a CTEP Examination Session**
- **Host a Professional Development Courses**
 - **Help us identify/schedule the**
 - **Course/exam session**
 - **Date(s)**
 - **Location**
 - **Promote to your Chapter**
 - **“Fill the seats” with 15-20 attendees**
 - **Promote to local organizations**
 - **Contacts installation Education/Training Office to advertise the course to facility T&E professionals**



Chapter Reports / Open Discussion