

Section Vitality

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Introduction

Vitality means initiative, energy and enthusiasm in organizing activities. Organizational units should take care about the rules and guidelines presented in the MGA Operations Manual. Timely reporting is necessary to show vitality of the Section and its organizational units and to receive the rebate. Vital Sections better serve their members.

Goals

The basic goal is to serve better our members. That means successful Section operation, timely reporting (officers, meetings, financials) to receive the rebate, recruiting new volunteers and holding elections on time by taking care about the period of service following the rules presented in the MGA Operations Manual.

Status and Contributions

During 2015 and 2016 the section vitality has been significantly improved. Especially the situation with **elections and reporting in 2016** has been much better than in the previous year. In 2017, to be eligible for the dues rebates, Sections have been required to submit their annual financial reports by the last day of February, and their annual officer and meeting reports by 15 March. All Sections whose reporting (financial, meeting and officer) has been submitted by the third Friday in February, will receive a **10% bonus** of the total rebate not including activity bonuses. Since 2015 we were improving from year to year. In 2015 we had 17 organizational units which did not submit their financial reports by the deadline. In 2016 we had only one unit not reporting by the deadline. In 2017 all the sections have submitted their reports on time except the Russia Sections which got an extension due to the complete rearrangement of their bank accounts during last year. Great progress has been achieved regarding the 10% rebate bonus. In 2015 only 47% of organizational units qualified for it. In 2016 it was 77% and in 2017 it will be around 90%.

Since Region Officers start their terms on 1 January we are asking Sections and its organizational units for having **start terms** of their Officers **on 1 January** as well. Officers in most sections already start on 1 January. For the Region it is important to have an updated list of Section Officers before the beginning of the calendar year. Elections should be held in many of our Sections **during 2017 for officers starting their term on 1 January 2018**. The election process should finish well before the end of the calendar year to enable a long enough transition period.

The basic **success indicators** of Section Vitality in the Region are the number of Sections and its organizational units reporting on time and receiving the rebate as well as the number of Sections with officers serving inside the period of service according to the rules. The Sections officers' sense of duty has been significantly increased.

Outlook

What should be done to improve vitality?

- Section self assessment – Use the Section Vitality Checklist
- Be familiar with the use of the Section Vitality Dashboard, SAMIEEE and v-Tools
- Be familiar with the MGA Operations Manual (Section 9)
- Be familiar with the Geographic Unit Rebate Schedule, Requirements and Procedures (MGA Operations Manual - Section 9.0.E)
- Organize elections on time, well before the serving end date of current officers. When doing so you will ensure an adequate transition period. Start date should be 1January.
- A Section may define in its local operating procedures document if the Vice Chair shall automatically become the Chair at the conclusion of their term (Operations Manual, 9.4.F).
- Any vacancy occurring during the year shall be filled by majority vote of the Section Committee or Section Executive Committee.
- All section officers should do their job with pleasure and on time. Be informed and efficient.
- Increase membership and member engagement. Recruit and train volunteers and look for successors. Contact members and obtain member feedback. Fulfill membership needs
- Prepare a Program of activities for the calendar year. Start new initiatives.
- Organize meetings (professional, technical, nontechnical, administrative, social) by section, chapters, affinity groups, student branches.
- Have a chapter and affinity group coordinator in your Section and keep a vigilant eye on the activity of chapters and affinity groups during the year. Guide and help chapters and affinity groups and organize a yearly meeting/workshop with chapter and affinity group officers.
- Form new chapters, affinity groups and student branches.
- Encourage cooperation and joint events of section units (chapters, affinity groups, student branches). Conduct events with students.
- Get closer to industry (involve practicing engineers). Involve Young Professionals.
- Organize Educational (preuniversity, lifelong) and Professional (leadership, management) Activities
- Have an active Student Activities Officer and a Student Representative in your Section. During the year they should keep a vigilant eye on the activity of student branches together with their chancellors and take care about activity/vitality of all SBs in the Section, involve students into section and chapter activities, help students.
- Awards (member/volunteer recognition, member grade elevation, Section yearly awards).
- Section website always up to date.
- Organize a Section annual social event.

Points of Concern

- All Sections, Chapters, Affinity Groups and Student Branches should take care about doing their basic job following the rules in the MGA Operations Manual.
- Officers should train themselves, possibly before running for a position.
- Organizing Section Operation workshops should be taken into consideration.
- All our Coordinators/Subcommittees should continue to help and encourage activities in Sections, Chapters, Affinity Groups and Student Branches.
- Additional efforts should be taken to increase activity of organizational units outside Sections in accordance with the MGA Operations Manual (9.0.E.8). Region 8, as their parent, should take more care about progress in activity, reporting and elections in these units.