

01/16/2019



2018-2019 LEADERSHIP DEPLOYMENT PLAN

This Leadership Deployment Plan was created to address the actions described by SPE's Bylaws, Policies, and the 3-year Operating Plan. Its structure and individual group assignments are intended to reflect a fully integrated effort of SPE Volunteers and Staff to support both near and long-term success of SPE.

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SUMMARY OVERVIEW

The SPE depends heavily on its leadership, a group of nearly one thousand individuals, to conduct activity on behalf of its members. It is difficult, perhaps impossible, to engage everyone in Society wide matters. However, having a comprehensive understanding of needs and issues is critical to the success of Society wide initiatives. Accordingly, we recognize the importance establishing and utilizing communication pathways which promote effective and constructive bi-directional discussion.

Our Industry and its expectation around Society relevance, continues to change. With the first elections of our EB, with this small but effective group of functionally qualified and accountable individuals will provide the necessary direction and oversight of Society governance matters thus enabling Chapters (i.e. Sections and Divisions) and Council to focus on projects consistent with the Society objectives (e.g. member value, education, etc.). This plan, aligns this group to the different projects and activities that will insure our effective execution of the three Year Operating Plan (3YOP) and associated Financial plan. As such, this plan reflects a formalized structure for connectivity between various Committees and the EB. Wherever practical, members of the EB are placed into active roles within the Committees and be accountable for the effective execution of their goals and objectives. These individuals are expected to facilitate effective bi-directional communication between the EB and Society committees. In turn, members of committees are expected to further promote effective and constructive communication with others throughout the Society.

The Chain continues to be our prompted and utilized as the primary and effective communication platform for committee activity and exchange of information, if not for Society wide communication. EB members will be encouraged to lead by example as this effectively use this platform.

MAJOR CHANGES FROM LAST YEAR

1. Previously committees were organized into primary and “other” committees. This author could find no logic to why a committee was place in one area or another. So the author reorganized into “Standing” and “Regular” committees to be consistent with our Bylaws and Policies. Note that the term “Ad hoc” was previously used when clearly the proper term according to our bylaws was Regular.
2. The ANTEC Technical Program Committee had two differing purposes. The first was to organize the ANTEC technical program in a given year while the second was to examine the ANTEC program from year to year to suggest improvements as well as to nominate an overall ANTEC Technical Program Chair. A new committee, the ANTEC Advisory Board Committee has been formed and the appropriate tasks from the ANTEC technical program committee have been transferred.
3. The Industry-Academia Collaboration Committee has been eliminated

In this version, significant changes are occurring with a few committees, and hence are listed as incomplete. I will be updating the plan in the future as events warrant and posting to the Web.

Brian Grady (bpgrady@ou.edu)

COUNCIL (STANDING)

Chair:	President	Brian Grady	bgrady@4spe.org
Vice Chair:	President-Elect	Brian Landes	blandes@4spe.org
EB Liaison:	None		
Staff Liaison:	Kathy Schacht		kschacht@4spe.org

Members: All Councilors (voting), any member of the Society in good standing are likewise permitted to attend, but they are not members of Council, they are attendees and do not have voting privileges, or any bearing on the determination of a quorum.

Purpose: The Council is the ultimate body responsible to the membership at large for the governance of the Society as a whole, and, as such, is the final authority as to the governance of the Society.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Annually elect the officers of the Society: President-elect, Vice Presidents, and Chair of the Council Committee of the Whole.	1Qtr2018	Past President	
SOP 2	Act on any Bylaw and Policy changes as appropriate.	As needed	Chair/CEO	
SOP 3	Approve any changes to the status of existing/proposed Sections, Divisions, SIGs or Student Chapters as needed.	As needed	Chair/CEO	
SOP 4	Participate in committees, task forces, etc. to promote shared interests and to identify and promote best practices for SPE Sections, Divisions, and SIGs	Ongoing	All	

EXECUTIVE BOARD (STANDING)

Officers: (2018-2019)

President:	Brian Grady	bgrady@4spe.org	Term 2018-2019
Past President:	Raed Al-Zubi	ralzubi@4spe.org	2018-2019
President-elect:	Brian Landes	blandes@4spe.org	2018-2019

Secretary:	Conor Carlin	ccarlin@4spe.org	2018-2019
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Members:			
Vice President: Business & Finance	Jeremy Dworshak	jdworshak@4spe.org	(2017-2020)
Vice President: Marketing and Communication	Conor Carlin	ccarlin@4spe.org	(2017-2020)
Vice President: Events	Jaime Gomez	jgomez@4spe.org	(2017-2019)
Vice President: Divisions	Jason Lyons	jlyons@4spe.org	(2018-2021)
Vice President: Sections	Scott Eastman	seastman@4spe.org	(2018-2021)
Vice President: Education and Technology	Ray Pearson	rpearson@4spe.org	(2018-2021)
Vice President: Young Professionals	Lynzie Nebel	lnebel@4spe.org	(2018-2019)
CEO	Patrick Farrey	pfarrey@4spe.org	
Staff Liaison	Kathy Schacht	kschacht@4spe.org	

Purpose: The Executive Board shall have full authority to act on all business matters between meetings of the Council, subject to the applicable Country, Federal, state and international laws and to the Bylaws and Policies of the Society.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
Goal 1	Develop strategic plans to add new revenue streams for the SPE or increase existing streams	Ongoing	EB/FC CEO	In process
Goal 2	Develop business models and plan programs to strengthen our Affiliate Groups	Ongoing	EB/ CEO	In process
Goal 3	Provide oversight for all SPE operations	Ongoing	EB/Council	In process
Action 1	Review and improve infrastructure as needed.	Ongoing	EB/ CEO/	In process
Action 2	Provide input for refinement of the 3-year Operating Plan	Annually	All leaders and staff	In process
Action 3	Initiate & support activities described by the current 3-year Operating Plan	Ongoing	EB/ CEO	In process
Action 4	Continue to identify new topics & partnerships that increase member and/or that broaden SPE's outreach.	Ongoing	President/ CEO	In process
Action 5	Continue to identify projects that promote awareness of SPE member benefits	Ongoing	All leaders and staff	In process
Action 6	Provide input to Performance and Compensation Committee.	Ongoing	All leaders and staff	In process
Action 7	Ensure establishment of budget. Provide oversight of budget.	Annually/ Ongoing	FC/EB	In process

STANDING COMMITTEES

SUMMARY OVERVIEW

Standing committees represent committees that are required by our bylaws to exist. The President chooses the committee chair, unless otherwise stated in bylaws and policies. The committee chair chooses the members, again unless otherwise stated in the bylaws and policies. Unless prescribed otherwise, committees are encouraged to establish term limits for their members that provide a balance of tenured or experienced personnel and new members that offer a fresh perspective (e.g. a progression that introduces at least one new member each year for a max term of x years). All members of a committee must be members in good standing in the Society. Staff resources are expected to be active participants in assigned committee activity.

Given the close connectivity with the EB (and corresponding decision making), Standing Committees have a duty to ensure that information (e.g. initiatives, needs, issues, and resources) is transferred effectively and constructively throughout the Society.

Standard Operating Procedures (SOPs), Goals, and Actions are typically established in conjunction with duties described by Bylaws, Policies, and the 3-year Operating Plan and should be consistent with the established purpose for the committee.

BYLAWS & POLICIES COMMITTEE (STANDING)

Chair: Bruce Mulholland Bruce.Mulholland@celanese.com
Vice Chair Mark MacLean-Blevins mark@maclean-blevins.com
EB Liaison: Brian Landes blandes@4spe.org

Staff Liaison: Kathy Schacht kschacht@4spe.org
 Patrick Farrey pfarrey@4spe.org

Members: Rodney Joslin rodney.joslin@te.com
 Lance Neward lneward@earthlink.net
 Bill O'Connell wjoc@alum.mit.edu
 Brent Strong stronglbb@aol.com

Purpose: This committee shall review and make recommendations concerning all proposed amendments to the Bylaws, policies, or manuals of procedures of the Society prior to final adoption. This committee shall also be responsible to review, evaluate and, if necessary, make recommendations concerning the bylaws, procedures and policies of affiliated groups, e.g. Sections, Divisions and Special Interest Groups.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Maintain SPE's Bylaws and Policy Manual with the aid of staff.	Ongoing	Chair	
SOP 2	The committee should focus within the parameters of a traditional non-profit organization, but address simplification of Bylaws & Policies and make them effective and adaptable to fast global changes in the industry and business environment.	Ongoing	All	

COUNCIL COMMITTEE OF THE WHOLE (STANDING)

Chair: Mridula (Babli) Kapur mkapur@dow.com
EB Liaison: Brian Landes blandes@4spe.org
Staff Liaison: Kathy Schacht kschacht@4spe.org

Members: All Councilors are invited to attend.

Purpose: Provide a forum for discussion and debate on topics and issues of concern to SPE membership.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Bring to Council a slate of candidates for the CCOW Chair. Election to take place at Council.	March	All	complete
SOP 2	Organize regular meetings for members of Council with structured agenda where new ideas are presented, which have not been presented at a regular Council meeting.	In conjunction with Council meetings	Chair	
SOP 3	Serve as an informal body for vetting ideas and issues raised by various SPE committees.	Ongoing	All	

DIVISIONS COMMITTEE (STANDING)

Chair: Jason Lyons ilyons@4spe.org (2018-2021)

Committee Members: Bill Arendt william.arendt@gmail.com
 Thoi Ho thoiho@fhr.com
 Cynthia Kustush ckustush@gardnerweb.com
 James Waddell jmwaddell72@gmail.com

Staff Liaison: Kathy Schacht kschacht@4spe.org

Members: All Division Councilors are welcome, but not required, to participate

Purpose: This committee shall review and make recommendations concerning SPE Divisions.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Ensure effective communication of needs, issues, and resources by serving as liaison between Staff, the Executive Board, and all SPE Divisions	Ongoing	All	
SOP 2	Serve as first line resource for all SPE Divisions to resolve any needs or issues	Ongoing	All Chairs	
SOP 3	Monitor performance of all SPE Divisions relative to established criteria (provide guidance/assistance as appropriate)	Ongoing	All Chairs	
SOP 4	Review and make recommendations to the Executive Board on existing and/or new Divisions or SIGs	Ongoing	All Chairs	
SOP 5	Recommend VP candidate(s) to the Nominating Committee every other year for the Executive Board election.	November	Chair	In process
Goal 1	Establish a best practices template for use by SPE Divisions	November	All	
Goal 2	Develop and issue a Quarterly SPE Divisions Status report	November	All	

FELLOWS ELECTION COMMITTEE

Chair:	William Arendt	William.Arendt@EmeraldMaterials.com
Vice Chair	Determined by Committee	
EB Liaison:	Brian Grady	bpgrady@4spe.org
Staff Liaison:	Kathy Schacht	kschacht@4spe.org
Members:	Mark Barger	MABarger@dow.com
	Greg Campbell	swcgac@maineline.net
	Len Czuba	LCzuba@CzubaEnterprises.com
	Jehuda Greener	jehuda_greener@yahoo.com
	Doug Hirt	HIRTD@clemson.edu
	Mark Spalding	maspalding@dow.com
	Luyi Sun	luyi.sun@uconn.edu
	Paul Tres	tres@ets-corp.com
	Lih-Sheng (Tom) Turng	turng@engr.wisc.edu
	John Vlachopoulos	vlachopj@mcmaster.ca

This committee is comprised of at least 9 members, including the Chair. Membership is comprised of Fellows or Distinguished Members of the Society. Members are determined by the Chair of the Committee.

Purpose: This committee shall annually elect Fellows of the Society from a list of eligible candidates, *per Bylaw Article 14.7.8*.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Send out call for nominations, including established selection criteria and timeline for submissions.	June	Chair	completed
SOP 2	Review applications for clarity and completeness and follow up as necessary to ensure fair representation.	October	All	
SOP 3	Use established criteria & protocols to elect the SPE Fellows of the Society.	November	All	
SOP 4	Review and act on requests for assistance from Sections, Divisions or other SPE groups as needed	As needed	All	
SOP 5	Establish constructive feedback (written form) to share with candidates that are not selected	As needed	All	

FINANCE COMMITTEE (STANDING)

Chair:	Jeremy Dworshak	jdworshak@4spe.org	2017-2020
Secretary:	Conor Carlin	ccarlin@4spe.org	2018-2019
Staff	Patrick Farrey	pfarrey@4spe.org	2018-2019
Liaison:			

Members:	Sandra McClelland	sandra.mcclelland@solway.com	(2018-2021)
	Angela Rodenburgh	angela@ladderupinc.com	(2016-2019)
	Jason McNulty	jdmcnulty@mmm.com	(2017-2020)

Brian Landes (ex-officio/non-voting)	blandes@4spe.org	2018-2019
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The Vice President of Business and Finance is to appoint open positions.

Purpose: Analyze the SPE financial affairs, providing recommendations to the VP of Finance concerning investments and unusual expenditures. Assist in the preparation of the preliminary budget. The committee also oversees the SPE independent audit process.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	STEWARDSHIP: Review the SPE finances relative to Budget and advise when corrective action is needed, including contingency planning.	Monthly	All	
SOP 2	PLANNING: As part of that process, affirm need for COLA increase in dues and budgeted rebate amount.	August/September	All	
SOP 3	STEWARDSHIP: Review all investment policies, practices and other aspects of managing SPE's assets on a regular basis.	Quarterly	All	
SOP 4	STEWARDSHIP: Review any requests about rebate compliance, seed monies or loans to Sections, Divisions or other SPE groups.	As needed		

HONORED SERVICE MEMBERS ELECTION COMMITTEE (STANDING)

Chair:	Nancy Hermanson	Nancy.Hermanson@kcc.com
Vice Chair	Sandra Davis	sandra.p.davis@chemours.com
EB Liaison:	Brian Grady	bgrady@4spe.org
Staff Liaison:	Kathy Schacht	kschacht@4spe.org
Members:	Paul Andersen	Paul.Andersen@coperion.com
	Ken Braney	kenjbraney@msn.com
	Rakesh Gupta	Rakesh.Gupta@mail.wvu.edu
	Sandra McClelland	sandra.mcclelland@solvay.com
	Prithu Mukhopadhyay	prithu@yahoo.com
	Peggy Schipper	pegschip44@gmail.com
	Don Duvall	deduvall@engsys.com

This committee is comprised of at least 9 members, including the Chair. Membership is comprised of Honored Service Members or Distinguished Members of the Society.

Purpose: This committee shall annually elect Honored Service Members of the Society from a list of eligible candidates, *per Bylaw Article 14.7.9.*

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Send out call for nominations, including established selection criteria and timeline for submissions.	June	Chair	completed
SOP 2	Review applications for clarity and completeness and follow up as necessary to ensure fair representation.	October	All	
SOP 3	Use established criteria & protocols to elect the SPE Honored Service Members.	Dec-Jan	All	
SOP 4	Review and act on requests for assistance from Sections, Divisions or other SPE groups as needed.	As needed	All	
SOP 5	Establish constructive feedback (written form) to share with candidates that are not selected	As needed	All	

NOMINATING COMMITTEE (STANDING)

Chair: Raed Al-Zubi ralzubi@4spe.org 2018-2019
EB Liaison: Brian Landes blandes@4spe.org 2018-2019
Staff Kathy Schacht kschacht@4spe.org
Liaison:

Members:
 Cor Janssen info@thermoforming-consulting.com (2016-2019)
 Dick Cameron dc1700@msn.com (2017-2020)
 Cynthia Kustush ckustush@gardnerweb.com (2018-2021)
 Brian Landes blandes@4spe.org 2018-2019
 Patrick Farrey pfarrey@4spe.org ex-officio

Purpose: This committee will recommend a slate of candidates to Council for election to the Executive Board

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Send out call for nominations, including established eligibility criteria and timeline for submissions.	Dec 2017	Chair/CEO	
SOP 2	Collect bios/videos & candidate statements for publication.	Jan 2018	CEO	
SOP 3	Verify eligibility of candidates for elected positions.	Jan 2018	All except CEO/ Liaisons	
SOP 4	Review and oversee election process	March 2018	Chair	
Goal 1	Review and make recommendations for revision of the nominations process to improve the number of qualified & suitable candidates	May 2018	All	

PERFORMANCE & COMPENSATION COMMITTEE (STANDING)

Chair: Raed Al-Zubi, Past President ralzubi@4spe.org
Vice Chair: Brian Grady, President bgrady@4spe.org
Secretary: Brian Landes, President Elect blandes@4spe.org
Staff Liaison: None

Members: Executive Board at large for input and oversight

Purpose: Provide performance feedback and administer employment contract for CEO.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Gather input from EB on CEO performance (provide guidance to CEO as needed)	Quarterly	Chair	
SOP 2	Review & revise performance criteria with CEO for the upcoming year.	Annually	All	
SOP 3	Address interim performance issues with CEO (as needed).	Ongoing	Chair	

SECTIONS COMMITTEE (STANDING)

Chair: Scott Eastman seastman@4spe.org
Vice Chair: TBD
Members: Monika Verheij m.verheij@verheij.de
 Dick Cameron dcameron@4spe.org
 Paul Waller paul@plasticstouchpoint.com
 Eric Teoh spepnw@gmail.com
 Tim Haake tim@goettfert.com
 Dan Marginson danmarginson@live.ca

Staff Liaison: Kathy Schacht kschacht@4spe.org

Purpose: This committee shall review and make recommendations concerning SPE Sections.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Ensure effective communication of needs, issues, and resources by serving as liaison between Staff, the Executive Board, and all SPE Sections	Ongoing	All	
SOP 2	Serve as first line resource for all SPE Sections to resolve any needs or issues	Ongoing	All	
SOP 3	Monitor performance of all SPE Sections relative to established criteria (provide guidance/assistance as appropriate)	Ongoing	All	
SOP 4	Review and make recommendations to the Executive Board on existing and/or new Sections	Ongoing	Chair	
SOP 5	Recommend VP candidate(s) to the Nominating Committee every third year for the Executive Board election.	November	Chair	
Goal 1	Establish a Liaisons Program comprised of Committee members to formally engage with Sections	August	All	
Goal 2	Update, identify, and draft best practices	September	All	
Goal 3	Initiate engagement with student chapters to assess needs	November	All	
Goal 4	Develop and issue a Quarterly SPE Sections Status report	December	All	

SPE FOUNDATION BOARD (STANDING)

Chair:	Roger Kipp	srkipp@msn.com	2017-2020
Vice Chair:	Raed Al-Zubi (Past President)	ralzubi@4spe.org	2018
Secretary:	Brian Grady (President)	bgrady@4spe.org	2018
Members:	Sandra McClelland	Sandra.McClelland@solvay.com	2017-2020
	Brian Landes (ex-officio)	blandes@4spe.org	2018
	Lynzie Nebel	lrcollard@gmail.com	2016-2019
	Raj Krishnaswamy	raj.krishnaswamy@braskem.com	2018-2021
	Patrick Farrey (CEO)	pfarrey@4spe.org	
	Patty Long (PLASTICS)	plong@plasticsindustry.org	
	Maureen Steinwall	Msteinwall@steinwall.com	2018-2021
	Eve Vitale (Staff)	evitale@4spe.org	
Staff	Katie Zahrt	kzahrt@4spe.org	
Liaison:			
Purpose:	To identify and develop sponsors and solicit funding, identify qualified recipients and other support for the SPE Foundation Scholarship and Grant Funds; to solicit funding and promotion and other support for the PlastiVan and other SPE programs as they are developed; and to perform such other activities as may be legally permitted.		

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Support the Corporate Outreach Committee to review, evaluate and track SPE's corporate outreach efforts. Discuss during teleconferences and any face-to-face meetings. Provide list of corporations the Foundation is soliciting to Corporate Outreach Committee	Ongoing	Chair	
SOP 2	Review Foundation assets, asset management and staff resourcing in consultation with SPE's Finance Committee	Ongoing	All	
SOP 3	Review and approve grant applications.	Ongoing	All	
SOP 4	Administer annual scholarship and grant awards as required.	Ongoing	All	
SOP 5	Provide the governance and strategy leadership for the PlastiVan™ Program.	Ongoing	All	

SOP 6	Provide the leadership to develop programs and marketing that promote the expansion of scholarship funding and qualified applications as well as the PlastiVan™ program.	Ongoing	All	
Goal 1	Establish and maintain a database of scholarship recipients that tracks their employment and SPE Membership	Dec 2017	All	

REGULAR COMMITTEES

SUMMARY OVERVIEW

Regular committees are formed by the President and/or Council. According to the bylaws, Regular committees must be renewed every year by the establishing body. In practice, most of these committees have been around so long that the President, although he/she may not have established the Committee, is always in charge of renewing the committee (or not).

The President selects the chair of a regular committee, and the committee members are selected by the Chair. The only requirement is that the members of committee all be members in good standing of the Society. Unless prescribed otherwise, committees are encouraged to establish term limits for their members that provide a balance of tenured or experienced personnel and new members that offer a fresh perspective (e.g. a progression that introduces at least one new member each year for a max term of x years). Staff resources are expected to be active participants in assigned committee activity.

ANNUAL AWARDS COMMITTEE (REGULAR)

Chair: Donna Davis donna.s.davis@exxonmobil.com
EC Liaison: Brian Grady bpgrady@4spe.org
Staff Kathy Schacht kschacht@4spe.org
Liaison:

Vice Chair: Business Management Maureen Steinwall msteinwall@steinwall.com
Vice Chair: Fred Schwab/Education Sadhan Jana ianas@uakron.edu
Vice Chair: Research/Engineering Tech Nippani Rao nippanirao@aol.com
Vice Chair: International Don Baird dbaird@exchange.vt.edu

Purpose: Sponsor and coordinate the recognition of SPE members and key industry contributors.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Identify sources for and solicit sponsorships for all awards	3Qtr2018	Chair/ Vice Chairs	In process
SOP 2	Proactively work to ensure good roster of candidates each year.	3Qtr2018	Chair/ Vice Chairs	In process
SOP 3	Review current practices and make recommendations to enhance the quality and quantity of nominations and award categories.	2Qtr2018	Chair/ Vice Chairs	In process
SOP 4	Send out call for nominations, including established selection criteria and timeline for submissions.	3Qtr2018	Chair/ Vice Chairs	In process
SOP 5	Review applications for clarity and completeness and follow up as necessary to ensure fair representation.	4Qtr2018	Chair/ Vice Chairs	In process
SOP 6	Using established criteria & protocols, select annual award winners.	4Qtr2018	Chair/ Vice Chairs	In process

ANTEC ADVISORY BOARD (REGULAR)

Chair:	Edwin Tam	etam@teknorapex.com
Members	Donna Davis Mark Spalding Joe Golba	donna.s.davis@exxonmobil.com maspalding@dow.com joseph.golba@polyone.com
EB Liaison:	Jaime Gomez	jgomez@4spe.org
Staff Liaison:	Pat Farrey	pfarrey@4spe.org

Purpose: Ensure premier quality technical program at ANTEC, driving international participation and prestige. Members include technical program chair from current year, as well as from past year and the next year.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Evaluate the quality of technical programming from the prior ANTEC and make recommendations for improvement.	July	2018 TPC	ongoing
SOP 2	Recommend for EB approval a Technical Program Chair for ANTEC 2019 (approved by EB at next EB meeting).	June	All	
SOP 3	Determine programs/changes that could improve ANTEC and make recommendations for improvement.	January	All	

ANTEC TECHNICAL PROGRAM COMMITTEE (REGULAR)

Co-Chairs: Donna Davis donna.s.davis@exxonmobil.com
Mark Spalding maspalding@dow.com

Members Technical Program Chairs from the Divisions as well as New Technology Committee Chair

EB Liaison: Ray Pearson rpearson@4spe.org

Staff Liaison: Scott Marko smarko@4spe.org

Purpose: Determine schedule for fundamental sessions for ANTEC. Coordinate the peer review of the technical papers with the assistance of staff. Members include current year Technical Program Chair as well as next year's Technical Program Chair.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Collaborate with staff to identify plenary speaker(s) for ANTEC 2019	August	Co-Chairs	
SOP 2	Develop parallel tracks for fundamental sessions for ANTEC.	December	All	

EVENTS COMMITTEE (REGULAR) (INCOMPLETE)

Chair: Jaime Gomez jgomez@4spe.org

Staff Liaison: Scott Marko smarko@4spe.org

Members: Sassan Tarahomi starahomi@comcast.net
 Gustavo Lidzki Gustavo.Lidzki@ampacet.com
 Jonathan Quinn jonathan.quinn@novachem.com
 Creig Bowland creigbowland@cpicfiber.com
 Jay Waddell jwaddell@plasticconcepts.com

Purpose: This committee shall review and make recommendations concerning SPE Events.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Support efforts to continually improve SPE Events	Ongoing	All	
SOP 2	Assist with effective communication related to SPE Events	Ongoing	All	
Goal 1	Assist in the conceptualization of new product development and new delivery mechanisms.		All	
Goal 2	Study best practices to expand portfolio of resources available to support SPE events		All	
Goal 3	Consider Conferences and EVENTS in Europe / China / Middle East with US Divisions to help seed new Divisions in Europe		All	
Action 1	Assist staff to identify needs and resources associated with SPE events.		All	

NEXT GENERATION ADVISORY BOARD (REGULAR) (INCOMPLETE)

Chair: Erin Keaney Erin.Keaney@nonspec.org
Vice Chair: TBD
EB Liaison: Lynzie Nebel lnebel@4spe.org
Staff Liaison: Pat Farrey pfarrey@4spe.org

Purpose: NGAB is a group of young professionals whose primary purpose is to advise SPE on all matters that will help SPE become more relevant to young professionals. It is expected that the advice given will help SPE engage YPs and help increase the number of YP members.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Advise EB/divisions/sections on issues regarding young professionals	Ongoing		
SOP 2	Assist Headquarters with planning and staffing ANTEC Activities for Students and Young Professionals	January-May		
SOP 3	Contact to suggest names for assisting with Section/Division events, in particular for providing names for speakers for Student Chapter meetings.	Ongoing		

NEW TECHNOLOGY COMMITTEE (REGULAR)

Chair: Stephane Costeux sccosteux@dow.com
Vice Chair: Maureen Reitman mreitman@exponent.com
EB Liaison: Ray Pearson rpearson@4spe.org
Staff Liaison: Pat Farrey pfarrey@4spe.org

Members: Roger Avakian Roger.Avakian@polyone.com
 Mark Barger MABarger@dow.com
 Maggie Baumann mhbaumann@earthlink.net
 Len Czuba lczuba@czubaenterprises.com
 Luyi Sun luyi.sun@uconn.edu
 Patrick Lee patricklee@mie.utoronto.ca
 Sydney Gladman sgladman@exponent.com
 Bret Chisholm Bret.Chisholm@polyone.com

Edwin Tam etam@teknorapex.com
 Mark Spalding MASpalding@dow.com
 Donna Davis donna.s.davis@exxonmobil.com

Staff: Scott Marko smarko@4spe.org

Purpose: Develop New Technology Forums for ANTEC

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	Develop New Technology Forums program for ANTEC	December	All	
SOP 2	Develop NTF advertising plan with SPE HQ (email blast, printed advertising, and prominent presence in ANTEC printed program)	January		

TASK FORCES

SUMMARY OVERVIEW

Volunteerism has changed considerably in the past 2 decades. We recognize that people have less time available to contribute as volunteers and they are likely to be very selective about how and where they devote their time. Accordingly, we will continue to adapt our volunteer model to ensure that our volunteers find meaningful and well-suited opportunities for their contributions to the Society.

In summary, we recognize the need for the traditional committee-based activity especially where there is a need for long term continuity but there are many other opportunities where volunteers can make a difference by supporting a project or accomplishing a specific task.

As needs arise, our goal is to develop a project with a finite scope of activity, form a task force that includes individuals with appropriate skills to address the needs, and drive action by maintaining focus on completion of the objective. We believe this effort will improve our ability to attract volunteers wishing to make a contribution.

Other characteristics include:

- Task Forces are generally comprised of Members designated by the SPE President, the Chief Staff Executive, and/or the Task Force Chair.
- Task Forces are generally formed to assist Leadership or SPE Staff to accomplish specific initiatives
- Task Force members should typically expect assignments of less than one year. If the task lasts more than one year, then one should consider an Ad hoc Committee or Regular committee.

MENTOR PROGRAM TASK FORCE (INCOMPLETE)

Chair: Mitch Faasen mitch@matexion.com
Vice Chair: N/A

Staff Liaison: Pat Farrey pfarrey@4spe.org

Members: Dick Cameron dc1700@msn.com
 Mercedes Landazuri landazuri@mail.ru
 Nathan Rader-Edkin nathan.karszes@ferro.com

Purpose: SPE's membership includes individuals that: possess expertise in a variety technical subjects, encompass millennials to boomers, and represent diverse global and cultural awareness. A mentor program could provide a unique and valuable platform for individual resource needs.

Deliverables:

Topic	Deliverables	Timing	Contacts	Status
SOP 1	TBD			
Goal 1	TBD			