



CENTRAL ALBERTA BRANCH

2003 - 2004

BUSINESS PLAN

Submitted by:

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Chair, Central Alberta Branch
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1) Executive Summary

This document will serve to provide the Central Alberta Branch executive with a schedule for the upcoming year's events and identification of each member's responsibilities.

The Central Alberta Branch has planned a number of activities for the next 18 months to support APEGGA's goals of:

- Promoting Science & Technology
- Improving APEGGA's and its' professions' image with the public
- Raising APEGGA's profile to the public and increase the involvement with our members
- Networking and Professional Development Opportunities
- Mentoring

The Central Alberta Branch will strive to build upon the excellent level of activity provided in recent years.

APEGGA – CENTRAL ALBERTA BRANCH 2003-2004 BUSINESS PLAN

GOAL - Public

Promote Science & Technology in local schools.

ACTIVITY	LEADER	PROGRESS
<p>Student Outreach Program</p> <ul style="list-style-type: none"> • Visit schools throughout the Region to assist teachers with learning modules. • Visit schools and participate in Central Alberta Science Festival and Science Fair • Promote, select, and recognize winners of the Teacher Awards Program. • Participate in National Science and Technology Week, National Engineering and Geoscientists Week, and Science Olympics. 	<ul style="list-style-type: none"> • Andrew Wagner, E.I.T. • Arun Mishra, P.Eng, • Kim Ng, P.Eng. • Peter Stevens, P.Eng. • Andrew Wagner, E.I.T., Arun Mishra, P.Eng. 	<ul style="list-style-type: none"> • continues to coordinate volunteers and work with teachers in this area. • Will continue to support Central Alberta Science Fair. • Winners are regularly selected from very eligible and highly deserving nominees every year. • Had a very successful Red Deer College Student Night as part of the National Engineering Week in March 2003. • Organized a “presentation blitz” of 7 classrooms in 7 days during National Engineering and Geoscientists Week in March 2003.

APEGGA – CENTRAL ALBERTA BRANCH 2003-2004 BUSINESS PLAN

GOAL - Public		
<i>Enhance image of profession in the community.</i>		
ACTIVITY	LEADER	PROGRESS
APEGGA Booth at the conferences and Central Alberta Science Festival.	<ul style="list-style-type: none"> • Arun Mishra, P.Eng, Peter Stevens, P.Eng. • Kim H. Ng, P.Eng. 	<ul style="list-style-type: none"> • APEGGA Booth at Red Deer College Open House and Chamber of Commerce events. • Plan to have APEGGA Booth at the Central Alberta Science Festival annually.
APEGGA Involvement with the Central Alberta / Red Deer Community, Chamber, Committees	<ul style="list-style-type: none"> • Arun Mishra, P.Eng., Peter Stevens, P.Eng. 	<ul style="list-style-type: none"> • Our Branch Executive raises APEGGA's profile with their involvement with the Chamber, College, Boards, Committees, etc.
Volunteer work with non-profit organizations	<ul style="list-style-type: none"> • Peter Stevens, P.Eng. 	<ul style="list-style-type: none"> • Red Deer River Cleanup 2003. • Vast majority of executive contribute their time and effort in numerous organizations and events.
APEGGA President's Visit and Central Alberta Branch AGM	<ul style="list-style-type: none"> • Peter Stevens, P.Eng. • Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> • Had another successful President's Visit/AGM in February 2003. Ron Tenove, P.Eng., President, along with Neil Windsor, P.Eng. and Mike Smyth, P.Eng., President-elect congratulated Lifetime Members and New Members. Media and local officials were invited. • Next President's Visit/AGM scheduled for February, 2004.

APEGGA – CENTRAL ALBERTA BRANCH 2003-2004 BUSINESS PLAN

GOAL - Members

Provide information and mentoring to M.I.T.'s under the direction of the Professional Development Department.

ACTIVITY	LEADER	PROGRESS
Support Mentoring Programs for M.I.T.'s who work in the region where their employer does not provide a mentoring program.	<ul style="list-style-type: none"> • Branch Executive 	<ul style="list-style-type: none"> • No requests to date.
An M.I.T./P.Eng. night, meeting or seminar, where MIT's can meet with Professional Members.	<ul style="list-style-type: none"> • Branch Executive 	<ul style="list-style-type: none"> • Combined with Engineering Student's Night in March 2003; to be repeated in March/04.
Develop a New Members' Network.	<ul style="list-style-type: none"> • Niki Phillips, E.I.T., Peter Stevens, P.Eng. 	<ul style="list-style-type: none"> • NMN initiated in 2003; efforts to continue in 2004.

APEGGA – CENTRAL ALBERTA BRANCH 2003-2004 BUSINESS PLAN

GOAL - Members

Provide opportunities to network with members and the public to assist in career development, and understand the other professions in the Association.

ACTIVITY	2 LEADER	PROGRESS
Red Deer College Student Night	<ul style="list-style-type: none"> Arun Mishra 	<ul style="list-style-type: none"> Very successful event on March 12/03. Students, new members and longtime members participated in the networking opportunities Next Student Night tentatively scheduled for March/04.
Conferences/workshops/trade shows	<ul style="list-style-type: none"> Peter Stevens, P.Eng. 	<ul style="list-style-type: none"> Participate in Chamber of Commerce events. APEGGA booths at public events.
Joint Events with ASET	<ul style="list-style-type: none"> Branch Executive 	<ul style="list-style-type: none"> ASET representative was invited to attend APEGGA's President Visit in February/03. APEGGA representatives attended ASET's President's Visit in April/03. Invitations to tour events were extended to ASET members in 2003. APEGGA members were invited to ASET's June tour event. 2nd annual joint fun golf day planned for September/03.

APEGGA – CENTRAL ALBERTA BRANCH 2003-2004 BUSINESS PLAN

GOAL - Members

Provide local professional development as part of APEGGA's professional development program.

ACTIVITY	LEADER	PROGRESS
Opportunities to provide professional development at Red Deer College	<ul style="list-style-type: none"> • Arun Mishra, P.Eng. 	<ul style="list-style-type: none"> • Discussions with Central Alberta Branch members and Red Deer College.
Central Alberta Continuous Professional Development Day	<ul style="list-style-type: none"> • Kim Ng, P.Eng. 	<ul style="list-style-type: none"> • About 40 APEGGA members attended a successful PD Day in April/03. • Next PD Day is scheduled for April/04.

APEGGA – CENTRAL ALBERTA BRANCH 2003-2004 BUSINESS PLAN

GOAL - Members

Provide a network through which information can be communicated between the membership and Council.

ACTIVITY	LEADER	PROGRESS
Branch Orientation Session.	<ul style="list-style-type: none"> • New Branch Executive 	<ul style="list-style-type: none"> • Most Branch Executive members have benefited from at least one session. New executive members will participate in the next session scheduled for September/03.
APEGGA Council & Branch Chairs' Meetings.	<ul style="list-style-type: none"> • Peter Stevens, P.Eng. • Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> • Ensure Central Branch is represented by the Chair, Vice Chair, or Past Chair at all meetings. • Ensure two way communications between Head Office and the Central Alberta Branch.
Monthly Branch Executive Meetings	<ul style="list-style-type: none"> • Peter Stevens, P.Eng. • Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> • Ten regular meetings per year. Executive meetings have consistently been well attended, with very good support and enthusiasm from attendees.
President's Visit & Member Induction Ceremony & Life Member	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. 	<ul style="list-style-type: none"> • The President, the New Members and Life Members all have expressed their appreciation for the Branch's efforts in providing a successful event each year. • Next event scheduled for February/04.
Central Branch Annual General Meeting / Election.	<ul style="list-style-type: none"> • Andrew Poole, P.Eng. • Peter Stevens, P.Eng. 	<ul style="list-style-type: none"> • 2003 AGM was in February/03. Central Alberta Branch currently has a complete slate of executive and nine Members-at-large.

APEGGA – CENTRAL ALBERTA BRANCH 2003-2004 BUSINESS PLAN

GOAL - Members

Enhance APEGGA's image and value to members.

ACTIVITY	LEADER	PROGRESS
Assist Branch members	<ul style="list-style-type: none">• Peter Stevens, P.Eng.	<ul style="list-style-type: none">• On-going promotion of Head Office presentations to interested members.• Promote use of APEGGA website and Central Alberta Branch webpage.• Promote "soft skills" development by executive members during executive meetings and organized events.

APEGGA – CENTRAL ALBERTA BRANCH 2003-2004 BUSINESS PLAN

GOAL - Members		
<i>Increase member involvement.</i>		
ACTIVITY	LEADER	PROGRESS
Tours and Events for Members	<ul style="list-style-type: none"> • Rick Granberg, P.Eng. • Peter Stevens, P.Eng. • Gerry Pyper, P.Eng. • Peter Stevens, P.Eng. • Gerry Pyper, P.Eng. • Andrew Poole, P.Eng. • Branch executive • Andrew Wagner, E.I.T. • Niki Phillips, E.I.T. • Andrew Poole, P.Eng. • Arun Mishra, P.Eng. • Kim Ng, P.Eng. 	<ul style="list-style-type: none"> • May/03: Travellaire Recreational Vehicles Plant tour. • May/03: Lunchtime Forum. • June/03: Reynold's Transportation Museum (family) tour. • June/03: Lunchtime Forum. • August/03: Executive BBQ and planning session. • Sept/03: APEGGA/ASET golf tourney • Future events in planning stages: • Monthly evening events • Monthly Lunchtime Forums • Initiate plans for Alberta's Centennial 2005 • Oct/03: Science and Tech Week • Nov/03: Rec night • Feb/04: President's visit • March/04: Engineering Student's Night • Apr/04: PD Day

Web / PEGG Articles

Features:

- Branch Chair Remarks
- Branch Activities
- Branch minutes
- Upcoming Events
- Past Events
- Other articles

- Peter Stevens, P.Eng.

- Regular Updates.