



MEDICINE HAT BRANCH

2007 BUSINESS PLAN

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Executive Summary

As the local voice for APEGGA in our region, the Medicine Hat Branch strives to carry out the goals and initiatives set by Head Office. In addition, the branch continues to provide value and relevancy to our local members through communications and networking while promoting the professions to the public. The branch has chosen to focus this year on increasing member participation. In order to achieve this goal, the branch executive has decided to attempt to introduce a larger variety of activities such as a family oriented social activity.

The branch continues to be challenged with regard to continuing professional education. Due to the diverse technical background of our members, it is difficult to select a technical subject with a large enough attendance to recover the cost. The branch executive has taken the initiative to commence on planning a joint Professional Development Day(s) with the local branch of ASET. As well, we will continue to promote the Professional Development Days provided by Head Office at every opportunity.

Our local budget request and expenses have remained fairly constant for several years. To date, the branch philosophy has been to make all social events be self-sustaining, student outreach events fully (or mostly) subsidized, and technical events to be partially subsidized to maintain member attendance.

Details of activities the branch executive has planned for our area are outlined in the following sections of the Business Plan. As always, our branch executive encourages new ideas and activities from our members.

APEGGA – MEDICINE HAT BRANCH 2007 BUSINESS PLAN

GOAL

1. Public

1.1. *Promote Science & Technology in local schools and industry.*

ACTIVITY	LEADER	PROGRESS
<p>Student Outreach – The branch executive will continue to make presentations on various engineering disciplines to 1st Year engineering classes at the MHC.</p>	Branch Volunteers	<i>Ongoing throughout College terms.</i>
<p>APEGGA Teacher Award – The branch will select, and recognize the winners of the Teacher Award Program and promote the award within the region.</p>	Branch Executive	<i>Various degrees of success over the past years. Coordination with the School Boards at the start of the school season should ensure increased promotion and submission of candidates.</i>
<p>University Transfer Award – The branch will assist Head Office with the presentation of the award to the Medicine Hat College Recipient.</p>	Outreach Volunteers	<i>Promote the award with local professors at the start of the season. Scholarship to be presented at annual college award ceremony by branch executive member.</i>
<p>Medicine Hat College Student Mixer - The branch will continue to host a mixer for the local college students as an opportunity for engineering students to meet professionals in our region.</p>	College Outreach Liaison	<i>Held in March 2008 in conjunction with National Engineering Week. Attendance is typically at least 80% of the engineering class attending.</i>

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GOAL

1. Public – Cont'd

1.1 Promote Science & Technology in local schools and industry.

ACTIVITY	LEADER	PROGRESS
<p>National Science & Technology Week / National Engineering Week – The branch will continue to promote Head Office initiatives in our region regarding these two events. In addition, the branch will strive to host local events for at least one of these weeks.</p>	<p>Branch Executive</p>	<p><i>Previous attempts to hold the Science Olympics in conjunction with local schools in the Spring have not been well received. This year we will work with the local school boards to assist in promoting the event for November 17, 2007. Discussions with local teachers have already begun and they are more in favour of the Fall event.</i></p> <p><i>We intend to place a Promotional Ad in the Medicine Hat News during National Engineering Week.</i></p>
<p>Regional Science Fair – The branch will supply science fair judges from the APEGGA membership at the regional level and continue to select <i>Best In Engineering</i> for Division 4 – 6 and Division 7 – 8.</p>	<p>Outreach Coordinator</p>	<p><i>Held in March every year. The branch executive will continue to contact volunteers to participate.</i></p>

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GOAL

2. Members

2.1 *Provide information and mentoring to MIT's (New) under the direction of the Professional Development Department.*

ACTIVITY	LEADER	PROGRESS
The branch executive intends to put on an event to recognize local mentors and encourage potential mentors to assist with the junior engineers and geoscientists on expanding their careers.	Branch Executive	A local dinner event has been tentatively planned for early 2008 to invite the local Mentors, MIT's, and members who may be interested in starting a mentoring program (either formal or informal).

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GOAL

2. Members

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

ACTIVITY	LEADER	PROGRESS
<p>Technical Lunches/Dinners- The branch will continue to host technical sessions for our members. It is hoped to continue to offer 2 – 3 of these events each year.</p>	Branch Executive	<i>A number of events have been tentatively planned throughout the fall and spring. 1 event was already carried out this past April very successfully.</i>
<p>Annual joint Golf Tournament with ASET – Due to the popularity of this event and the ability to be self-sustaining from a financial point of view, the golf tournament will be held again this year. Efforts have been made to increase the planning participation of ASET members. This event is seen as a good opportunity to network with other members.</p>	Branch Executive/ASET Executive	<i>Event has been scheduled for Aug. 11th/07. Very good event.</i>
<p>Local Plant Tours – In order to keep our local membership informed of current activities in our region, a plant tour is included in the business plan for 2007.</p>	Branch Executive	<i>One plant tour was held in March. A second tour is tentatively planned for November/07 with ASET.</i>
<p>Family Oriented APEGGA Member Activity – As a means of encouraging a larger segment of our membership to participate in APEGGA activities, a family oriented BBQ was conducted in conjunction with ASET.</p>	Branch Executive	<i>A new event this year for APEGGA, the BBQ and picnic was held in June. It proved to be a huge success with the attendees. The current plan is to incorporate at least one event of this type per year.</i>

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GOAL

2. Members

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

ACTIVITY	LEADER	PROGRESS
<p>Continuing Education –The branch will endorse the Continuing Professional Development Days organized and hosted by Head Office.</p> <p>Local Professional Development Days –The branch intends to provide a PD Day(s) in conjunction with the local ASET branch</p>	<p>Head Office</p> <p>Branch Executive</p>	<p><i>Ongoing.</i></p> <p><i>Initial planning has begun to finalize topics, speakers, and dates for the event to be held in Spring of 2008.</i></p>

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GOAL

2. Members

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

ACTIVITY	LEADER	PROGRESS
<p>Local Branch Representation - The branch will continue to provide branch representation at APEGGA Council and Branch Chair Meetings.</p>	Branch Chair	<i>100% attendance so far in 2007.</i>
<p>President's Visit / New Inductee and Life Membership Ceremony – The branch will continue to host the president's visit as an opportunity to for the members to meet and discuss current issues with the president.</p>	Technical Meeting Committee	<i>Completed in March/07.</i>
<p>Branch Executive Orientation – Encourage new branch executive to attend orientation sessions provided by Head Office.</p>	Head Office	<i>Currently working on combining a joint orientation session with the Lethbridge Branch. No dates confirmed yet.</i>
<p>Branch Executive Planning Sessions – The branch executive will continue to hold bi-monthly meetings to plan and organize the activities for the branch. Individual sub-committees will meet outside the regular meetings as needed.</p>	Branch Executive	<i>Meetings are held at least bi-monthly or as required.</i>
<p>Annual General Meeting – The meeting committee will continue to organize and hold an AGM for the branch in February or March of each year. The executive will use this opportunity to keep the members current activities in the area.</p>	Technical Meeting Committee/ Branch Chair	<i>Held in conjunction with the President's Visit.</i>
<p>Membership e-mail list confirmation –A concerted effort will be made to provide Head Office with updated e-mail list information of our local members as it becomes known.</p>	Branch Executive	<i>Ongoing.</i>

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GOAL		
2. Members <i>2.5 Enhance APEGGA's image and value to members.</i>		
ACTIVITY	LEADER	PROGRESS
Member Referral Services/ Networking – The branch will continue to promote networking among our members and assist with individual requests as they arise. Professional Exam Kits – The branch will maintain current copies of the exam kit in the Shortgrass Library System for exam candidates to access.	Branch Executive Branch Executive	<i>Ongoing.</i> <i>Professional Exam Kits have been placed at the Brooks Public Library, the Medicine Hat Public Library, and the Medicine Hat College Library for use by our members. Updates may be needed.</i>