

National Association of Industrial Technology Goals Worksheet



Division: Community College and Technical Institute (CCTI)

Describe Goal: Contact with CCTI Members

Describe Rationale: Goal is to increase membership and participation through personal contact by Division President and Regional Directors.

Area of Impact: Local Regional Region # National

	Activities to Achieve Goal	Who is Responsible	Tracking Method	Target Date	Completion Date	Results
1	Send email (via Dave Monforton) to all CCTI members that ATTENDED the 2005 NAIT Convention; attach "Best Practices" session notes.	Kimberly Travers	E-Mail	12-15-2005		
2	Send email (via Dave Monforton) to all CCTI members that DID NOT ATTEND the 2005 NAIT Convention; attach "Best Practices" session notes. Ask if they have any particular reason for NOT attending and let them know we'd welcome their participation at the 2006 Convention.	Kimberly Travers	E-Mail	12-15-2005		
3	Contact all members of Region #1 by email and encourage them to submit a proposal for a presentation or paper for the 2006 convention (deadline is typically end of January)	Mark Durivage	E-Mail	12-15-2005		
4	Contact the Outstanding Industrial Technology Faculty member from Region #1 (Mr. Dexter Hulse) and work with him to solicit additional members for NAIT.	Mark Durivage	E-Mail	12-15-2005		
5	Follow up with the Outstanding Industrial Technology Faculty member from Region #1 (Mr. Dexter Hulse) and work with him to solicit additional members for NAIT.	Mark Durivage	E-Mail	02-15-2006		
6	Contact all members of Region #2 by email and encourage them to register for the 2006 convention (and to bring a friend)	Mark Durivage	E-Mail	08-15-2006		

7	Contact all members of Region #2 by email and encourage them to submit a proposal for a presentation or paper for the 2006 convention (deadline is typically end of January)	Loren Niemeyer	E-Mail	12-15-2005		
8	Contact the Outstanding Industrial Technology Faculty member from Region #2 (Mr. Jim Gibson) and work with him to solicit additional members for NAIT.	Loren Niemeyer	E-Mail	12-15-2005		
9	Follow up with the Outstanding Industrial Technology Faculty member from Region #2 (Mr. Jim Gibson) and work with him to solicit additional members for NAIT.	Loren Niemeyer	E-Mail	02-15-2006		
10	Contact all members of Region #2 by email and encourage them to register for the 2006 convention (and to bring a friend)	Loren Niemeyer	E-Mail	08-15-2006		
11	Contact all members of Region #3 by email and encourage them to submit a proposal for a presentation or paper for the 2006 convention (deadline is typically end of January)	David Edwards	E-Mail	12-15-2005		
12	Contact the Outstanding Industrial Technology Faculty member from Region #3 (Mr. Bob Dixon) and work with him to solicit additional members for NAIT.	David Edwards	E-Mail	12-15-2005		
13	Follow up with the Outstanding Industrial Technology Faculty member from Region #3 (Mr. Bob Dixon) and work with him to solicit additional members for NAIT.	David Edwards	E-Mail	02-15-2006		
14	Contact all members of Region #3 by email and encourage them to register for the 2006 convention (and to bring a friend)	David Edwards	E-Mail	08-15-2006		
15	Contact all members of Region #4 by email and encourage them to submit a proposal for a presentation or paper for the 2006 convention (deadline is typically end of January)	John Martini	E-Mail	12-15-2005		
16	Contact the Outstanding Industrial Technology Faculty member from Region #4 (Ms. Gaylene Harms) and work with him to solicit additional members for NAIT.	John Martini	E-Mail	12-15-2005		

17	Follow up with the Outstanding Industrial Technology Faculty member from Region #4 (Ms. Gaylene Harms) and work with him to solicit additional members for NAIT.	John Martini	E-Mail	02-15-2006		
18	Contact all members of Region #4 by email and encourage them to register for the 2006 convention (and to bring a friend)	John Martini	E-Mail	08-15-2006		
19	Contact all members of Region #5 by email and encourage them to submit a proposal for a presentation or paper for the 2006 convention (deadline is typically end of January)	Jeff Barratt	E-Mail	12-15-2005		
20	Contact all members of Region #5 by email and encourage them to register for the 2006 convention (and to bring a friend)	Jeff Barratt	E-Mail	08-15-2006		
21	Contact all members of Region #6 by email and encourage them to submit a proposal for a presentation or paper for the 2006 convention (deadline is typically end of January)	Steve Brown	E-Mail	12-15-2005		
22	Contact the Outstanding Industrial Technology Faculty member from Region #6 (Mr. Paul Kinsey) and work with him to solicit additional members for NAIT.	Steve Brown	E-Mail	12-15-2005		
23	Follow up with the Outstanding Industrial Technology Faculty member from Region #6 (Mr. Paul Kinsey) and work with him to solicit additional members for NAIT.	Steve Brown	E-Mail	02-15-2006		
24	Contact all members of Region #6 by email and encourage them to register for the 2006 convention (and to bring a friend)	Steve Brown	E-Mail	08-15-2006		

National Association of Industrial Technology Goals Worksheet



Division: Community College and Technical Institute (CCTI)

Describe Goal: Provide a full slate of CCTI Division candidates for 2006 elections.

Describe Rationale: Provide a full slate of CCTI Division candidates for 2006 elections.

Area of Impact: Local Regional Region # National

	Activities to Achieve Goal	Who is Responsible	Tracking Method	Target Date	Completion Date	Results
1	Provide a full slate of CCTI Division candidates for 2006 elections; this information is due to the NAIT office.	David Devier and Kimberly Travers	E-Mail	06-15-2006		
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National Association of Industrial Technology Goals Worksheet



Division: Community College and Technical Institute (CCTI)

Describe Goal: Provide an article for each issue of the 2006 “IT Insider”.

Describe Rationale: Communicate with entire CCTI Division what has and will happen within out division.

Area of Impact: Local Regional Region # National

	Activities to Achieve Goal	Who is Responsible	Tracking Method	Target Date	Completion Date	Results
1	Provide an article for the Winter issue of the “IT Insider”.	Kimberly Travers with help from David Edwards	E-Mail	12-09-2005		
2	Provide an article for the Spring issue of the “IT Insider”.	Kimberly Travers with help from David Edwards	E-Mail	03-01-2006		
3	Provide an article for the Summer issue of the “IT Insider”.	Kimberly Travers with help from David Edwards	E-Mail	07-01-2006		
4	Provide an article for the Fall issue of the “IT Insider”.	Kimberly Travers with help from David Edwards	E-Mail	11-15-2006 (likely earlier)		
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National Association of Industrial Technology Goals Worksheet



Division: Community College and Technical Institute (CCTI)

Describe Goal: Select winners for the Outstanding Industrial Technology Faculty award.

Describe Rationale: Recognize outstanding teaching of our division members.

Area of Impact: Local Regional Region # National

	Activities to Achieve Goal	Who is Responsible	Tracking Method	Target Date	Completion Date	Results
1	Solicit nominations for the Outstanding Industrial Technology Faculty award from the entire CCTI Division.	Kimberly Travers	E-Mail	03-01-2006		
2	Solicit (additional) nominations for the Outstanding Industrial Technology Faculty award from the Regional Directors and past recipients of the award.	Kimberly Travers Regional Directors Past Recipients	E-Mail	04-01-2006		
3	In conjunction with the past recipients of this award, select the Outstanding Industrial Technology Faculty members.	Kimberly Travers	E-Mail	05-01-2006		
4	Notify NAIT office of recipients, including appropriate bio information.	Kimberly Travers	E-Mail	06-01-2006		
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National Association of Industrial Technology Goals Worksheet



Division: Community College and Technical Institute (CCTI)

Describe Goal: Increased networking opportunities for CCTI division members.

Describe Rationale: Provide additional opportunities for members of the CCTI division to network and possibly tour plants/schools.

Area of Impact: Local Regional Region # National

	Activities to Achieve Goal	Who is Responsible	Tracking Method	Target Date	Completion Date	Results
1	Select and plan a networking event, such as touring a local plant or community college or playing golf or fishing. Event needs to include lunch and participants are back at convention location by 1:00 p.m. on the Wednesday prior to the convention.	Kimberly Travers Richard Phillips Tom Singer		01-15-2006		
2	Plan dinner for CCTI members on Tuesday evening before convention (each person pays own bill/tab).	Kimberly Travers		01-15-2006		
3	Plan dinner for CCTI members on Wednesday evening before convention (each person pays own bill/tab).	Kimberly Travers		01-15-2006		
4	Plan “best practices” session for 6:00 p.m. to 8:00 p.m. for CCTI members on Thursday evening during convention. We’ll order out for pizza and focus on a few outstanding programs – solicit informational CDs prior to convention.	Kimberly Travers Jeff Barratt		01-15-2006		
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