

**ACHE Wisconsin Chapter  
Multi-Year Plan 2008 through 2010**

<b>LEADERSHIP</b>	<b>ASSIGNED TO</b>	<b>TIMELINE</b>	<b>NOTES</b>
<b>GOAL 1 Enhance and Expand Board Committees</b>			
1. Chapter Committees	Board of Directors	Fall meeting for upcoming year, Annual Retreat	<b>Completed</b> Committees of the Board: - Executive Committee Chair: Mark Hamilton, FACHE - Program Committee Chair: Gary Bezucha, FACHE - Website Committee Chair: Brett Norell - Finance Committee Chair: Joe Kruse - Awards and Recognition Chair: Mary Hansen, FACHE (Regent) - Senior Executive Event Committee Chair: Kim Miller  <b>Note: Membership Committee has been eliminated with the new ACHE Bylaws. It will be restructured to support/encourage ACHE growth in Wisconsin.</b>
2. Identify committee chairs	Executive Committee of the Board	Fall meeting for upcoming year	<b>Completed 2004, 2005, 2006; see above</b>
3. Identify and recruit committee members	Board of Directors Committee Chairpersons	Fall meeting for upcoming year Ongoing	<b>Completed for 2004, 2005, 2006</b> In progress for 2007
4. Add student representative as ad hoc member of ACHE WI Chapter	Executive Committee	Annually with closure of school year, for upcoming year ; <b>Completed, Process in place for the Student Class President to serve on Board</b>	Rep 2007: Andrea McDonald Rep 2008: Rep 2009: Rep 2010:
5. Review and develop Action Plans from the 2007 Chapter Self-Assessment Survey	M. Hamilton Board of Directors	March 2008	Develop an orientation program for new Board members and Committee Chairs Appoint Committee to develop Action Plans
<b>GOAL 2 Identify candidates and recommend annual Regent's and Chapter award recipients</b>			
1. Develop procedures for student scholarships to Congress and/or other ACHE educational sessions	Board of Directors	<b>Complete, Ongoing Plan in place</b>	Financial contribution to students of the UW-M Dept. of Health Sciences Program, Winter 2007 → <b>Board committed to ongoing support, as funds are available</b>
2. Identify candidates for Regent's Award and make recommendations to Regent	Executive Committee, as requested by Wisconsin Regent Mary Hansen	October 2008	Process in place
<b>GOAL 3 Review chapter bylaws and revise as</b>			
Executive Committee	Executive Committee	Review once per year at Annual	Chapter initially convened in March 2004

<b>needed</b>		Retreat	
<b>GOAL 4</b> <b>Attend annual ACHE Chapter Leadership Conference</b>	President or President-Elect	Attendance at Annual Chapter Leadership Conference <b>Process in place</b>	Have attended each conference since 2005 Report back to Board
<b>GOAL 5</b> <b>Enhance communication with ACHE through Report of Activities to ACHE</b>	Chapter President Committee Chairpersons	All meeting minutes sent to ACHE  Additional records and documents to ACHE as requested  ACHE Board Liaison participates in meetings either via conference call or in person	President will forward Board of Directors' meeting minutes to ACHE regional representative; Committee Chairs will forward minutes of committee meetings to ACHE; Send to Regional Director: Ms. Terra Levin: <a href="mailto:tlevin@ache.org">tlevin@ache.org</a> <b>Website online 3/2007</b>
<b>MEMBERSHIP</b>	<b>ASSIGNED TO</b>	<b>TIMELINE</b>	<b>NOTES</b>
<b>GOAL 1</b> <b>Development membership recruitment plan.</b>	Membership Committee; will be terminated in 2008	<b>Complete</b>	Grew from 225 to 530 members from 2004-2007 New ACHE Chapter Membership structure allows this committee to sunset in 2008
1. 75% of ACHE affiliates in the State of Wisconsin belong to WI Chapter by December 31, 2006  90% of ACHE affiliates in the State of Wisconsin belong to WI Chapter by December 2007	Membership Committee Board members	<b>Complete</b>  December 31, 2007, 88% of state ACHE members belong to chapter.	
2. Send out Welcome letter, with on-line electronic registration	Chapter President, G. Banaszynski  Chapter Vice-President	<b>Complete</b>  <b>Letter will continue as new members are added to roster</b>	Reminder letter from ACHE requesting non-members join the WI Chapter: - December 2005 - July 2006 - July 2007 <b>Complete – confirm new process with ACHE in 2008</b>
3. Advertise Chapter and extend invitation to participate in chapter with each educational programming session	Program Committee members Board of Directors	<b>Ongoing</b>	Ongoing: Invitation extended with each program; networking following all educational programs
4. Invite undergraduate students and graduate students to join State Chapter  Invite Student President of UW-M Program to join Board of Directors as ad hoc member  Evaluate opportunities for enhancing work with UWM Grad Students	Student Liaison from Board: Brett Norell	<b>Ongoing</b>	Regular communication with Scott Stegall, faculty representative at UW-Milwaukee 4 presentations from Chapter Leadership to UWM students in 2006-2007

<b>GOAL 2 Foster Membership Relations</b>			
1. Establish networking events which may be in coordination with educational events	Program Committee	<b>Quarterly networking events in five regions of Wisconsin: North Central North East Madison Milwaukee North West Annually ongoing</b>	<b>Goal: 4 Networking events per region in 2008</b>
2. Establish greeters to welcome members and guests at events.	Committee chairs	<b>Ongoing</b>	
<b>GOAL 3 Increase member advancement</b>			
1. Identify members qualified for advancement	Executive Committee Wisconsin Regent	Annually	Will develop a process in first quarter of 2008
2. Organize Advancement Sessions for interested members - Member to Diplomat - Diplomat to Fellow	Program Committee	Annually	Host at least 1-2 Advancement Sessions annually in-state ► In process  Hosted 2 sessions in 2007
<b>EDUCATION</b>	<b>ASSIGNED TO</b>	<b>TIMELINE</b>	<b>NOTES</b>
<b>GOAL 1 Offer at least two Category I educational opportunities each calendar year</b>	Program Committee	<b>Annually</b>	<i><u>Note:</u> G. Bezucha and S. Osswald please fill in here</i>
1. Survey members: complete needs' assessment, analyze results and share with Board of Directors, develop new programs based on findings	Program Committee Board of Directors	<b>Annually</b>	Initial survey of WI Chapter members: Fall 2004 , ACHE Survey in 2006 and 2007
2. Publish event schedule on website.	Program Committee	<b>Ongoing</b>	
3. Develop policy/procedures to provide for student scholarships to ACHE educational sessions	Board of Directors Student Liaison	<b>Ongoing</b>	- Provide financial support for students to annually attend ACHE Congress - Host at least 2 student education sessions per year ► <b>Complete for 2007</b>
<b>GOAL 2 Determine member satisfaction with programs</b>			
1. Use standard evaluation form at all events	Program Committee	<b>Ongoing</b>	Results used to improve events and/or develop new programs
2. Survey members: ongoing needs assessment, analyze results and share with Board of Directors	Program Committee	<b>Fall 2007</b>	Initial survey of WI Chapter members: Fall 2004 September, 2006 and 2007 survey of Chapter membership by ACHE

			Results used to plan educational/networking program
<b>COMMUNICATION</b>	<b>ASSIGNED TO</b>	<b>TIMELINE</b>	<b>NOTES</b>
<b>GOAL 1</b> <b>Develop website to support chapter activities</b>	Website	<b>Up and running</b>	Maintenance Chair: B. Norell
1. Identify sponsors for advertising of Chapter	Website Committee	Initiate 3 <sup>rd</sup> Quarter 2006	
2. Develop advertising of ACHE WI Chapter	Website Committee	Initiate 3 <sup>rd</sup> Quarter 2006 4 <sup>th</sup> Quarter 2006	Requires additional discussion and evaluation
3. Feature quarterly newsletter regarding ACHE WI Chapter activities	President	December 2006 and quarterly thereafter	Quarterly newsletter to be published on chapter's website: <a href="http://www.ache-wi.org">www.ache-wi.org</a> Newsletter scribe: <i>Note:</i> Assign to Committee in 2008
4. Provide Chapter directory on-line	Website Committee	<b>Complete</b>	Link to ACHE National
5. Revise Website Content	Jobline?	1 <sup>st</sup> Quarter	
<b>FINANCE</b>	<b>ASSIGNED TO</b>	<b>TIMELINE</b>	<b>NOTES</b>
<b>GOAL 1</b> <b>Develop chapter budget</b>			
1. Develop format.	Finance Chair: J. Kruse	<b>Complete</b>	
2. Approve Budget	Finance and Executive Committees	Jan 2008-2010	Reviewed at quarterly meetings <b>Process in place</b>
<b>GOAL 2</b> <b>Increase sponsorship funding</b>			
1. Develop sponsorship program and protocols	Finance Committee	TBD	Requires further discussion at the Board level; initial discussion in 2007 did not have support
2. Recruit sponsors	Executive and Finance Committees	Ongoing	
<b>OTHER CHAPTER ACTIVITIES</b>	<b>ASSIGNED TO</b>	<b>TIMELINE</b>	<b>NOTES</b>
<b>GOAL 1</b> <b>Support ACHE Student Groundhog Day, occurs early February</b>	Student Liaison: B. Norell	February 2008	Annual event the Chapter has agreed to support regular seminars with the student population
<b>GOAL 2</b> <b>Develop and host a Senior Executive event in 2008</b>	K. Miller	2008	Not yet started
<b>GOAL 3</b> <b>IHI 1,000 Lives Campaign; Evaluate how or if Wisconsin ACHE Chapter will participate</b>	Special Committee: J. Kruse, K. Miller	TBD	Request to lend support to the effort being started in Wisconsin Will be discussed at the 12/2007 Board meeting

<b>GOAL 4</b> <b>Evaluate and implement new methods to recognize and thank chapter volunteers</b>	Chapter President: M. Hamilton Chapter Vice-President: Wisconsin Regent: M. Hansen	2 <sup>nd</sup> Quarter 2008	Strengthen and increase number of chapter volunteers
<b>GOAL 5</b> <b>Continue to grow and make the Wisconsin ACHE Chapter stronger; push for national recognition by ACHE in 2008</b>	Board of Directors	December 2008 Board meeting	TBD after further discussion at the January 2008 Board Meeting Refer to Membership Objective, Goal #1