

From: Bud Newton - Section Affairs Council (SAC) Chair
 (SAC – GCC Transformation Leader)
 To: Current ASQ Individual Members in US and Canada

Hello ASQ Members,

You are receiving this as a member of ASQ located within the United States and Canada. Thank you for your membership and service. Please know that your voice is being heard.

We have been communicating for some time the new Regions as part of the SAC – GCC transformation. The Section Affairs Council (SAC) will become the new Geographic Community Council (GCC) effective January 1, 2019. As part of that transformation, GCC will expand to encompass the entire globe. We have created 3 new large and diverse regions as we begin this effort. We are very excited at the prospects.

Geographic Community Council Region Map (3 New Regions)



(1 - 9) United States	233	73886	election/appointment
(10) Canada, Greenland	15	4231	election
(11) Mexico, Central and South America	Tbd	1594	election/appointment
(12) Europe, Middle East, and Africa		2973	election/appointment
(13) Russia, Asia, India, Australia and New Zealand		3629	election/appointment

Our geographic community approach is growing. We have 3 new Regions. These are Regions 11, 12, and 13. We are reaching out to membership within Regions 11, 12, and 13 to find members who are willing to serve the region as unpaid volunteer member/leaders. The positions that we need to fill immediately are Region Director (RD) and Deputy Region Director (DRD). Attached are the RD and DRD position descriptions for your consideration. RDs are elected positions and we will begin the nomination and election process soon. DRDs are appointed by the RD. These RD and DRDs will make up the respective region management team. Each region will have dedicated staff support. Each region will be managed virtually.

The figure below shows the new region boundaries with the US. We are honoring the RDs who meet requirements and have a year left on their elected term. This will greatly help with transformation transition. We are asking all other current RDs to stay with us and work as DRDs within their respective region in the interest of a smooth transition.

Geographic Community Council Region Map (US and Canada)



Please...nobody leaves

Your new region management team will work to optimize and fully support the various geographic communities defined within your respective region. Your current RD is providing regular updates to section leadership and membership. Please contact your respective current RD with clarifying questions.

We do have a few sections with section boundaries that cross state lines and new region boundaries. We need to hear from these sections regarding their choice. Section Leadership Committees of these sections will need to determine:

- Which State do you most closely associate with? (this will determine your region)
- For those sections, members who live in another state/region may select their home section. (in this case, allotments will be credited to the section/region the member selects)

Note: Please contact community development and your current RD with your region choice.

Region Director Nominations should be submitted to Community Development and your current RD. The nomination process will end September 28th. The election process will be early October. Please submit the names of individuals that you believe would serve our society well. Please include a brief biography of the nominee. We look forward to having your input on this process as we determine volunteer leadership for your respective region.

Respectfully and appreciatively,

Bud Newton

Bud Newton
Section Affairs Council Chair

Attachment 1: Region Director Position Information

1.0 STATEMENT OF FUNCTION

- 1.1 As Geographic Community-elected representatives, regional directors are voting members of the Geographic Communities Council (GCC) and have all the authority and responsibilities outlined in the GCC Policies and Procedures. Regional Directors (RDs) further Society objectives within their regions and assist geographic communities in promoting and following the Society mission and objectives.
 - 1.1.1 A Regional Director (RD) may be elected to serve on the ASQ board of directors of the Society.

Each year, up to three directors are elected to serve a two-year term. Therefore, in a given year up to six Regional Directors may be serving on the ASQ board of directors of the Society in accordance with Society bylaws. The Society holds regional elections in alternating years (odd calendar years for odd-numbered regions; even calendar years for even-numbered regions) per Society Policy and Procedure GCC 08.01.
 - 1.1.2 RDs represent geographic communities and are eligible to be elected by GCC to the board of directors. Regional directors must meet Society member requirements, GCC requirements, and receive approval by the GCC to serve on the board of directors.
 - 1.1.3 RDs must physically reside within the Region they are serving.
 - 1.1.4 RDs must be able to communicate, both written and orally, in English (current international language of business)

2.0 QUALIFICATIONS

- 2.1 All regional directors shall meet the requirements for board directors as stated in the Society bylaws.

3.0 PRIMARY RESPONSIBILITIES

- 3.1 Regional directors are expected to perform the following duties for the Geographic Communities:
 - 3.1.1 Act as the voice of their designated region to the GCC.
 - 3.1.2 Explain, train, and promote the Society's mission, objectives, operating principles, policies, and programs to the section leadership and facilitate section compliance to the Society's operating requirements and performance expectations.
 - 3.1.3 Abide by the Society's Code of Ethics.
 - 3.1.4 Use Society funds in accordance with documented policies and procedures.
 - 3.1.5 Establish regular communications throughout the year with geographic community leaders within their region.
 - 3.1.6 Interface with geographic communities to provide guidance to the geographic community leadership.

Each year perform the following:

 - 3.1.6.1 Provide regional training
 - 3.1.6.2 Oversee the election/appointment of deputy regional directors

as are needed to assist in managing the region. NOTE: Deputies do not negate the regional directors' primary responsibilities.

- 3.2 Perform the following duties as a member of the GCC:
 - 3.2.1 Participate in GCC meetings and activities according to Society policies and procedures that govern the GCC.
 - 3.2.2 Serve on committees and perform assigned actions to promote the Society's mission and goals as well as GCC activities and other initiatives.
 - 3.2.3 Provide appropriate reports on assignments, initiatives, and regional responsibilities to the GCC chair for dissemination as required.
 - 3.2.4 Assist in determining strategic direction for GCC.
 - 3.2.5 Reviews and approves the individual Geographic Communities business plans and budgets.
 - 3.2.6 Develop, submit and maintain the Region Business Plan with DRDs, Finance Officer, and Coordinator.
 - 3.2.7 Develop, submit and maintain the Region Budget and associated funds to that budget with DRDs, Finance Officer, and Coordinator

4.0 MEASURES OF ACCOUNTABILITY

- 4.1 The minimum requirements of each regional director are the following:
 - 4.1.1 Attend and/or participate in at least two-thirds of the face-to-face GCC meetings except in the event of an approved exception by the GCC chair.
 - 4.1.2 Participate in at least two-thirds of the monthly GCC calls.
 - 4.1.3 Through personal visits or deputy regional director visits, attend a section leadership committee meeting or other section activity at least once during the 2 year term. It is suggested that at least 1/2 the sections are visited each year.
 - 4.1.4 Conduct regional training session(s) for geographic community leadership each year
 - 4.1.5 Complete GCC-associated tasks to agreed-upon deadlines.
 - 4.1.6 Manage the Region to meet the Region Performance Metrics as defined by the GCC.

Attachment 2: Deputy Region Director Position Information

1.2 STATEMENT OF FUNCTION

- 1.3 As geographic-selected representatives, Deputy Regional Directors (DRDs) are non-voting members of the Geographic Communities Council (GCC) and have all the authority and responsibilities outlined in the GCC Policies and Procedures. DRDs further Society objectives within their regions and assist geographic communities in promoting and following the Society mission and objectives.
- 1.3.1 A DRD may not be elected to serve on the ASQ board of directors of the Society.
- 1.3.2 DRDs represent geographic communities as defined within a region and are not eligible to be elected by GCC to the board of directors. DRDs must meet Society member requirements and GCC requirements.
- 1.3.3 The following are guidelines for how DRDs would be assigned within regions:
- DRD representation should be geographically diverse in representation of the region at the discretion of the RD.
- Note: Within the United States and Canada, there could be at least one DRD representing each state or province with greater than 500 members.
 - Note: Outside the United States there could be at least one DRD representing each country with greater than 500 members.
- 1.3.4 DRDs must physically reside within the area they represent.
- 1.3.5 DRDs must be able to communicate, both written and orally, in English (current international language of business)

2.2 QUALIFICATIONS

- 2.3 All DRDs shall meet the requirements for board directors as stated in the Society bylaws.

3.3 PRIMARY RESPONSIBILITIES

- 3.4 DRDs are expected to perform the following duties for the sections:
- 3.4.1 Act as the voice of their designated area to the Region.
- 3.4.2 Support the Region Director (RD) to explain, train, and promote the Society's mission, objectives, operating principles, policies, and programs to the section leadership and facilitate section compliance to the Society's operating requirements and performance expectations.
- 3.4.3 Abide by the Society's Code of Ethics.
- 3.4.4 Use Society funds in accordance with documented policies and procedures.
- 3.4.5 Establish regular communications throughout the year with geographic community leaders within their respective area.
- 3.4.6 Interface with geographic communities for the purpose of providing guidance to the geographic community leadership.
Each year perform the following:
- 3.4.6.1 Support the RD in providing regional training

- 3.4.6.2 Assist in and support the RD election process.
 - 3.4.6.3 Assist in and support the DRD selection process.
 - 3.4.6.4 DRD participates in business planning and budget process
- 3.5 Perform the following duties as a member of the GCC:
- 3.5.1 Participate in Region meetings and activities according to Society policies and procedures that govern the GCC.
 - 3.5.2 Attend GCC meetings as a non-voting member of the GCC.
 - 3.5.3 Serve on committees and perform assigned actions to promote the Society's mission and goals as well as RC activities and other initiatives.
 - 3.5.4 Provide appropriate reports on assignments, initiatives, and regional responsibilities to the RD for dissemination as required.
 - 3.5.5 Assist in determining strategic direction for the region.
 - 3.5.6 Participate annually in setting their respective regional budget and managing funds to that budget.

4.2 MEASURES OF ACCOUNTABILITY

- 4.3 The minimum requirements of each DRD are the following:
- 4.3.1 Participate in at least two-thirds of the monthly Region Center (RC) calls.
 - 4.3.2 Through personal visits or by virtual meeting, attend a section leadership committee meeting or other section activity at least once during the 2-year term. It is suggested that at least 1/2 the sections are engaged each year.
 - 4.3.3 Support the RD to conduct regional training session(s) for geographic community leadership each year
 - 4.3.4 Support the RD to complete RC-associated tasks to agreed-upon deadlines.
 - 4.3.5 Support the RD and region to meet the Region Performance Metrics as defined by the GCC.