



## Outline for Western District Committee-level Strategic Plans

1. Committee Name: Vendor/Industry Committee

2. Committee Mission Statement:

The mission of the Vendor/Industry Committee is to provide input to the ITE Western District Board regarding vendor needs and activities in the District, Sections and Chapters, specifically aimed at assuring high quality and affordable exhibitions at the District Annual Meeting. Also to foster a positive partnership between the engineering and vendor aspects of ITE.

3. Long-term Strategic Goals (5+ years)

The Vendor/Industry Committee has long term goals that relate to the Western District's Strategic Focus Areas and are as follows.

- Encourage increased communication and networking among ITE students, faculty and vendors.
- Develop and maintain guidelines for vendor exhibitions at the Western District Annual Meeting to assist Local Arrangement Committees in their meeting preparation.
- Coordinate with the Local Arrangement Committee chair assigned to the Vendor activity to assure a high quality exhibition and that vendor/industry needs are adequately addressed.
- Act as a liaison to other professional organizations

4. Short-term Objectives (1 – 3 years)

The following are specific initiatives that will be undertaken or maintained in the relatively near future to move the committee toward its long-term goals.

*Goal: Encourage increased communication and networking among ITE students, faculty and vendors.*

- Work with ITE student chapters to have vendors give tours of their facilities and/or give product demonstrations
- Continue to have vendors sponsor student activities at the District annual meetings
- Involve student ITE chapters in doing research/studies on some vendor products.

*Goal: Develop and maintain guidelines for vendor exhibitions at the Western District Annual Meeting to assist Local Arrangement Committees in their meeting preparation.*

- Record number of vendors exhibiting and attending each Annual Meeting, vendor exhibition fees and successful vendor activities.
- Provide future LAC with data collected from the previous Annual Meeting and make recommendations regarding vendor fees and activities.

*Goal: Coordinate with the Local Arrangement Committee chair assigned to the Vendor activity to assure a high quality exhibition and that vendor/industry needs are adequately addressed.*

- Establish a subcommittee to include LAC vendor chairs for next two to three year's Western District Annual Meeting.
- Review exhibition plans and vendor fees with LAC chair and go over any lessons learned from previous years LAC regarding vendor/industry needs.

*Goal: Act as a liaison to other professional organizations.*

- Continue communication with other professional organizations such as IMSA, ATSA, APWA and others to foster joint meetings throughout the District, Sections and Chapters
- Coordinate with other professional organizations to prevent conflicting dates for upcoming conferences

5. Actions (6-12 months)

The following are a list of specific actions corresponding to the objectives listed above that the Vendor/Industry Committee will undertake in the current fiscal year.

- Contact other professional groups to coordinate meeting dates so they do not conflict.
- Contact local ITE groups and check schedules 6 months in advance for conflicting meetings or events.
- Review the results of the Alaska Annual Meeting with regards to vendor/industry needs.
- Encourage more participation from vendors at ITE District, Sections and Chapter meetings and the Annual Meeting in Santa Barbara in 2012.
- Help ITE student chapters set up vendors to do product demonstrations at their meetings and invite students for vendor facility tours.