Section Health

Vibrant Leadership

A healthy section has a diverse group of officers on record with ISA and an identified group of new volunteers in the pipeline.

≥20%
of Board members are new

If you have 10 members on your board, at least 2 should be new to the board

Current president
≤2 years

Current treasurer
≤4 years

Section Status
In good standing in current and previous year

- ✓ At least 30 members
- ✓ At least a president and treasurer
- ✓ At least three member meetings
- ✓ Submit an annual report
- ✓ Section description and bylaws posted to Connect

Administration

A healthy section establishes and implements appropriate policies and procedures to operate efficiently and legally.

Operational finances are **positive in a combined two-year fiscal period**

Section board communicates **at least monthly**

Engagement

A healthy section has members who are actively involved.

≥5% of membership is volunteering in some capacity

If you have 40 members, there should be at least 2 volunteer opportunities offered in the section.

Programs and Services

A healthy section has valuable offerings that make meaningful contributions to ISA's mission: Networking, education, and community outreach.

≥15% of membership is attending non-training technical events

≥80% retention & **≥13%** growth in membership

Section Health Checklist

The following checklist is designed to ensure your section is operating in a way that will contribute to achieving the defined health metrics.

Criteria	Yes	No	# if applicable
Does your section have a mission?			
Does your section have current bylaws on file?			
Does your section have a marketing-communications plan?			
Does your section have a yearly budget?			
Are you confirming the section is following the budget to remain in the positive on section income and expenses?			
Does your section have all the elected officer positions filled?			
Have you sent in your officer list to ISA so Staff can give them appropriate access to resources?			
Does your section have a succession plan to train new officers?			
Does your section have an onboarding process for new officers?			
Have your section officers participated in the Automation and Leadership Conference?			
Do your section officers regularly attend District meetings?			
Does your section communicate regularly with your District Vice President?			
Have your section officers attended the Annual Leadership Conference?			
Did your section submit an annual report?			
Does your section conduct regular board meetings?			
Does your section have at least 30 members?			
Does your section have a member recruitment plan?			
Does your section have a member renewal plan?			
Does your section have a member welcome plan?			
Is your section's information up to date on your section community in Connect, and your section website and social platforms, if applicable?			
Is your section utilizing all the tools and resources provided by ISA?			
Does your section have a consistent filing system?			
Have you uploaded all those files into ISA Connect?			
Does your section have a newsletter?			
Does your section provide opportunities for members to get involved/volunteer, on the board and in other capacities?			
Does your section have regular member meetings?			
What is the percentage of members attending your section meetings?			
Does your section offer technical programming?			
Is your section open to member feedback regarding their programming needs/wants?			
Does your section sponsor any student sections?			
Do you stay in close contact with your student sections?			