**MEETINGS & EDUCATION**

*Submitting this form enters the chapter into consideration for the Meetings & Education category of the 2025 ACR Chapter Recognition Awards. The information included in this form will be used to determine award winners for this category as well as the overall excellence category. Only work completed in 2025 will apply. Points are awarded at the discretion of the Committee on Chapters.*

Email

Name

Chapter Name

Position in Chapter

**Executive Committee Meetings**

*meetings held* ***solely*** *for chapter business and decision-making*

1. Provide a list of chapter executive meetings and attendance held in 2025. (10 points per meeting; max 2, potential of 20 points total)

**Additional Committee Meetings**

*Additional committee meetings held within the chapter*

1. If the chapter has additional committees or subcommittees (outside of the executive committee) that worked on chapter initiatives and projects throughout the year, provide a list of meetings and attendance held in 2025. (10 points per meeting; max 4, potential of 40 points total)

**All Member Chapter Meetings**

*Applies to chapter annual, informational, educational or topical meetings held for general members or specific member subsets. Not to include executive committee meetings or committee and/or subcommittee meetings. Meetings may be open to non-members.*

1. Did the chapter hold an all-member chapter meeting in 2025? (25 points for each meeting, max 2)
   * Yes, 1 meeting
   * Yes, 2 or more meetings
   * No
2. Did any 2025 chapter meetings include CME? (25 points for answering yes)
   * Yes
   * No

**Chapter Meeting Details**

*Applies to chapter annual, informational, educational or topical meetings held for general members or specific membership subsets. Not to include executive committee meetings or committee and/or subcommittee meetings. Meetings may be open to non-members.*

1. How many chapter meetings included a needs assessment for planning purposes? (10 points per needs assessment)
2. How many chapter meetings included a follow-up survey and/or post-meeting evaluation to attendees? (10 points for each meeting that included a follow up, max 3)
3. a) Check any effective marketing strategy used to promote the meeting(s). (10 points per strategy checked)
   * Email
   * Mail
   * Chapter Website
   * Chapter Publications
   * Social Media
   * Joint Promotion with Other Organizations
   * Other

b) Of the above strategies used, please describe their impact on meeting attendance. (10 points per strategy named; 5 max, potential of 50 points total)

c) If “Other”, please describe. (10 points per strategy named; 5 max, potential of 50 points total)

**Chapter Meeting Speakers**

*Applies to chapter annual, informational, educational or topical meetings held for general member or specific member subsets. Meetings may be open to non-members.*

1. If the chapter utilized the ACR Chapter Visitation Program to invite a member of ACR leadership to speak at the meeting, please list the name of the speaker (max 10 points for answering)
2. a) If the chapter invited additional ACR speakers to participate in your meeting outside of the Chapter Visitation Program, please list their name(s) (RLI Speakers or direct speaker invite paid for by the chapter) (5 points per speaker, max 4)

**Chapter Meetings Materials and Resources**

*Applies to chapter annual, informational, educational or topical meetings held for general members or specific membership subsets. Meetings may be open to non-members.*

1. a) What materials were developed for chapter meetings in 2025? Select all that apply: (10 points for each type of material developed)
   * Meeting Apps
   * Marketing Materials
   * Slide Presentations
   * Videos
   * Meeting Program/Agenda
   * Presentation Handouts
   * Educational Resources
   * Other

b) If “Other,” please list additional materials developed and their impact on the meeting(s). (10 points per material named; 5 max, potential of 50 points total)