



# IIE Connection

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SEPTEMBER 2010

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## 1. September Meeting - Garmin tour



What began as a brainstorming session of a handful of engineers around a card table in 1989 has evolved into a world-wide collaborative effort of thousands of colleagues. Garmin's goal, as it was then, remains simple: To create navigation and communication devices that can enrich our customers' lives. Our innovative products span various areas of interest, including automotive, aviation, marine, fitness, outdoor recreation and wireless applications. Join us for a tour of a world-class aviation manufacturing and distribution facility.



**When:** Wednesday, September 8th, 2010; 4:00pm—6:00pm

**Where:** Garmin International  
1200 East 151<sup>st</sup> Street  
Olathe, KS 66062

GPS Coordinates  
N 38 deg 51.333 min  
W 094 deg 47.941 min

**Cost:** Free for IIE members; \$10 for non-IIE members

**RSVP:** by August 31st, 2010 via

<http://www.surveymonkey.com/s/LPNM2RP>

## 2. October Meeting Preview - Mentor Day

### IT'S TIME FOR MENTOR DAY!!!!

Last year we experimented with a new format for Mentor Day with having the students spend the first half of the day with their mentor and the second half attending a reception that highlighted the HardCharger Award recipients as well as allowing the students the opportunity to network with other mentors and students. We received great feedback from many who participated so we are going to follow that format for this year also.



**October 13<sup>th</sup>** starting at 9:00 a.m. The reception will begin at 3:00 p.m. As you know, Mentor Day is a very popular event but it can not be a success without YOU! We encourage you to participate this year. For those that have an interest in being a mentor but are unsure of what all it entails, we have created a mentor planning guide with the assistance of previous mentors and it will be provided to aid your planning process.

If you will be able to host one to two students for this year's Mentor Day,

please let us know.

**When:** Wednesday, Oct. 13th, '10; *Mentoring: 9am-3pm; Reception: 3pm – 5pm*

**Where:** Kansas City area

**Cost:** Free

**RSVP:** by September 24th, 2010 via

<http://www.surveymonkey.com/s/L6223PS>

If you cannot be a mentor this year, you are still welcome to join us at the reception. We would like the students to interact and learn about the wide range of experience we have in the KCIIE chapter.

Mentor Day will be held on **Oct-**

### 3. President's Message

KC IIE Chapter Members,

As the heat of summer continues to squelch the Midwest, you may find yourself looking forward to the cooler days of fall and all that comes with it. With one of the hottest summers on record in Kansas City, I am certainly looking forward to a change of season. I

I am also looking forward to the upcoming fall schedule in the IIE calendar. As you may be aware, the summer months are a planned idle period in the chapter calendar as many of our members and officers are taking summer vacations and spending valuable time with family. This also gives our officer team an opportunity to rest, regroup and plan for the busy fall schedule which follows.

I am especially looking forward to



the activities that we have scheduled for this fall as both an officer and a KC IIE member. We will begin with the Garmin Tour in September which has been of interest to our membership for some time and is a great opportunity to see both manufacturing and distribution processes in a single tour.

In October, we will be having our annual Mentor Day. For those of you that may not be familiar with mentor day, it is an opportunity for IE students at K-State and MU to come and spend a day with a professional in industry. As mentioned in this month's newsletter, Teniece and Sara are looking for individuals to sign up as mentors. I would encourage you to strongly consider this opportunity as it is an excellent way to contribute to the development of young engineers.

In November, we will be having our annual conference. Jen Hed-

berg is coordinating this year's conference and is currently working with her team to put plans in place. In order to collect your feedback and target your interest, her team has sent out a survey in the past week through the KC IIE email. Your feedback is greatly valued, and we look forward to receiving your input. We will continue to keep you posted as dates are solidified and plans are made.

I hope this provides a little taste of what is to come and sparks the same excitement in you! We look forward to seeing you at the events!

Best Regards,

*Kyle Grabill*

KC IIE Chapter President

### 4. Membership Update

South Central Region

Chapter 92

Membership 94

***Congratulations, Jay Christensen!***

Jay Christensen has been promoted to Senior Engineering Manager at JCPenney effective June 1st. Jay is now responsible for engineering studies and activities, including lean design, model analysis, space utilization, flow, materials handling systems and equipment at JCPenney's Lenexa, Reno, and Spanish Fork Facilities. Jay was previously an Engineering Project Specialist on the Maintenance Coordination Team at the Lenexa facility where he played a role in standardiz-



ing usage and data capture for their computerized maintenance management system.

Jay is currently serving as the IIE Vice-President for the South Central Region and has been an active member of our chapter for many years. He has held a variety of positions, including chapter president, and has always been one to step up to make sure the needs of the chapter and our members were met.

Jay is a December 2003 graduate from Kansas State University, with BS in IMSE. Jay is originally from Kansas City, having grown up in Shawnee.

## 5. Career Development



### Four Types of Employee Performance Goals

by Marnie Green

If you establish performance goals during the annual performance evaluation process and have often wondered where to start, here is a little guidance. Many supervisors and employees see goal setting as the opportunity to list the training classes the employee will attend for the coming year. And, while learning goals are appropriate, the goal setting process can be much more meaningful. Here are four kinds of goals that you might consider when setting annual performance goals.

#### 1. Essence of the Job Goals

These are the goals that clearly describe tasks that are required on the job. For example, an accountant might have a goal to prepare and submit monthly financial statements. A librarian might have a goal to catalogue and reshel returned books within 12 hours. A mail clerk might have a goal that requires her to deliver all mail daily to all work sites. Essence of the job goals make the expectations for the job clearer than they are listed on the job description. These goals personalize the job to the position and to the individual em-

ployee.

#### 2. Project Goals

Project goals are those activities that the employee will pursue with a beginning and an end and may be above and beyond the employee's routine duties. Project goals can be related to improving systems, developing new products, creating new programs, or anything else that you can think of.

#### 3. Professional Development Goals

Professional development goals specify what the employee will learn for the coming year. While attending a class to learn something new is noble, try to find new ways to help employees develop their skills while clearly linking the goal to the organization's needs. For example, "cross training in a new work area at least one day per week" is a professional development goal. A better goal would be to cross train in the accounting department at least once per week and be able to reconcile bank statements by October 31.

Or, "attend a training class on PowerPoint and develop a new slide show to be used in new employee orientation" would be more challenging than just attending the class. Make sure the professional development goals not only develop the employee, but also help your organization.

#### 4. Performance Improvement Goals

Performance improvement goals should be saved for those times when you want to emphasize clearly that an employee's behavior must change. Performance improvement goals include things like, "arrive to work ready to serve customers at 8 a.m. every day" or "limit the number of customer complaints you receive to three per quarter." Obviously, not all employees would need these kinds of goals. However, they can be helpful in documenting your performance expectations in a clear and measurable way.

Now, go out there and set some goals! Make your expectations clear and everyone wins!

Marnie E. Green is Principal Consultant of the Arizona-based Management Education Group, Inc. She is the author of *Painless Performance Evaluations: A Practical Approach to Managing Day to Day Employee Performance* (Pearson/Prentice Hall). Green is a speaker, author, and consultant who helps organizations develop leaders today for the workforce of tomorrow. Contact Green at <http://www.managementeducationgroup.com>  
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**Link - <http://superperformance.com/>**

## 6. Chapter Update

### CAR Update

Last month in our monthly review of our CAR report, we completed our review of the Student Outreach section by highlighting the numerous areas in which our chapter assists our local student chapters. CAR stands for the IIE Chapter Activity Report. It is a method that IIE uses to track the progress and trends of all the local chapters across the US. Each month, we will continue to take a look into what the CAR program means to our local chapter.

One of the ways our Greater Kansas City Chapter obtains this award is by funding our officers to attend leadership conferences and by offering our members an annual conference. In section 5.1 of the CAR (Chapter Activity Report), we highlight the areas in which our chapter has

helped with Member and Chapter Support throughout 2009. This category is worth 10 total points of the 100 point CAR report.

In addition to our newsletter, we share our info with partner societies in KC, like ASQ, as well as with the JEC (Joint Engineering Council) throughout the year to enhance our membership as well as attendance at our events. Each year we also subsidize the President-Elect to attend the Annual IIE Conference, where they attend numerous training classes. Also, our chapter helps to subsidize the expenses of our Regional Vice President to attend regional IIE events. Unfortunately the only area in which our chapter was not able to gain CAR points for this section was for VOLT Leadership training, which has not been available for our members. The last area

#### 5.1 Member/Chapter Support (10 points):

Publish chapter activities and/or member news in local publications –	2/2 points
Fund chapter officers to attend leadership training –	1/1 point
Chapter subsidize expense for member involvement in RLT–	1/1 point
Member participation in VOLT session at annual conference –	0/3 points
Member participation in regional leadership training –	1/1 point
Host Workshop/Seminar great than/equal to ½ day in duration –	2/2 points

**Total: 7/10 points**

to gain points in the Chapter Support category is to host a workshop or seminar that is more than a half a day. Every year, our chapter hosts our annual conference in November to raise funds for our chapter and our student chapters. Our chapter completed this area of the CAR with 7 of 10 total available points. Our chapter will continue to adhere to a high standard in our Member/Chapter Support category. Next month we will highlight our last area of the CAR, Institute Support.

Thank you again for your continued support of our local chapter!

*Jennifer Hedberg*  
 KC IIE Chapter President-Elect

## 7. News from Headquarters



### New IIE Training Center website launched

IIE has a new home for details and registration opportunities for classroom, online and corporate training programs. Easier usability

allows professionals and students to view course details by category such as applied ergonomics, lean and Six Sigma, and quality systems and standards. They can also search for courses by name for

quicker access. Visit the new training site and register for your next valuable course.

<http://www.iienet2.org/IIETrainingCenter/Default.aspx>

**Call for Volunteers!** Looking to get more involved in IIE? The Conference Planning Committee is a great way to help your local chapter as well as helping the chapter to raise money for student scholarships! We are looking for volunteers to help plan our annual Fall Conference in November.

Please email Jennifer at [jhedbe2@hallmark.com](mailto:jhedbe2@hallmark.com).

**Do you have a great idea for a conference topic or speaker?** The Conference Planning Committee is also looking for ideas for our conference as well as speakers. If you have been to a great conference lately or know of a great speaker with a topic that relates to IE, please email Jennifer at [jhedbe2@hallmark.com](mailto:jhedbe2@hallmark.com) with your suggestions!

## 8. Officer Listing

### President

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