



## Benchmarking Committee Charter

**Benchmarking Committee Goal:** To develop, facilitate, and analyze surveys, and report survey results, upon request of the NAYGN board of directors (NAYGN Core). To consolidate and share relevant benchmarking information, such as best practices and achievements from chapters across the NAYGN Membership.

### Background & Purpose

Since NAYGN's inception in 1999, the nuclear industry has looked to our organization as the voice of the young generation. Member surveys are conducted to gather input on key issues related to the goals of NAYGN. The goals of NAYGN are to:

- Provide a forum for the **Professional Development** of its membership.
- Actively participate in **Public Information** by informing and educating the general population about nuclear science and technology.
- Actively participate in **Recruitment and Retention** for NA-YGN and the Nuclear Industry.
- Contribute to the **Knowledge Transfer** among generations of nuclear professionals.
- Provide opportunities for members to **Network**.

The target audience for previous NAYGN surveys has been the NAYGN membership; however, future surveys may expand the target audience, as appropriate.

### Core Sponsor:

Felix Meissner, NAYGN Vice President, [vp@na-ygn.org](mailto:vp@na-ygn.org)

### Committee Lead:

Kathryn Davis, INPO, [benchmarking@na-ygn.org](mailto:benchmarking@na-ygn.org)

- **Survey Sub-Committee Leads :**
  - Creation and Facilitation – Steve Wilhelm
  - Analysis – Tim Rogers
  - Reporting

### Committee Members:

Nyria Guevara, Entergy  
Bristol Hartlage, Curtiss-Wright Flow Control Company  
Mahsa Khatibi, Atomic Energy of Canada Ltd.  
Susanne Latimer, Bruce Power  
Felix Meissner, Westinghouse  
Parastoo Muse, GE Power & Water  
Lee Robinson, FENOC  
Timothy Rogers, Duke Energy  
Sandra Stewart, Luminant  
Stephen Wilhelm, Sargent & Lundy  
Kristin Zaitz, PG&E

### Roles and Responsibilities

1. Develop surveys based on input from the NAYGN core. The NAYGN core sponsor is responsible for defining the survey topics and the target audience. The benchmarking committee is responsible for the content development of the surveys.
2. Administer surveys through the NAYGN Survey Monkey account: <http://www.surveymonkey.com/>. The benchmarking committee lead is the only person allowed to access the account (in addition to the NAYGN Core), for privacy reasons. Any committee members who have access to raw survey data must take the utmost care to maintain the privacy of survey respondents.
3. Communicate with the survey target audience to promote participation. For NAYGN member surveys, communication should be done through the bi-weekly NAYGN membership announcements, the GoNuke! newsletter/blog, or “Local Chapter Lead” briefs that are sent out to chapter leads via the NAYGN Affairs Chairs. Additional communication through NAYGN social media should be considered and pursued, as appropriate.
4. Analyze survey results. Maintain privacy and anonymity for survey respondents. Analyze all results in an ethical and fair manner.
5. Compile survey results into a report. Present all results and comments in a fair and appropriate manner.
6. Publicize and distribute the survey results. All benchmarking surveys shall be made available to NAYGN members, nuclear utilities and companies, government agencies, universities, and any other interested parties. Committee members may be asked to present the results of their report(s) at industry conferences or other venues.
7. Maintain regular communications within the benchmarking committee. Provide regular updates to the NAYGN Vice President.
8. Identify and communicate areas of concern or opportunities for improvement within the Benchmarking Committee.
9. Committee Sponsor: Attend the yearly NAYGN Core meeting to provide a committee report-out.
10. Maintain the Benchmarking Committee Charter current by reviewing and, if necessary, revising it biennially at a minimum.

### Past NAYGN Surveys

Past NAYGN surveys are posted on the website: <http://naygn.org/resources/naygn-org-documents/>

- “Addressing the Challenges Facing the Young Generation in Nuclear,” November 17, 2004. This survey was conducted at the 2004 ANS winter meeting. Revision 1 was issued in April 2005.
- “2006 Recruitment & Retention Benchmarking Survey Report,” November 2006. Contains salary data plus written comments.
- “2007 Recruitment & Retention Benchmarking Survey Report,” February 2008. Contains salary data plus written comments.
- “What’s Critical to Your Success?” Issued January 29, 2007. Contains information about young professionals’ work environment and skills.
- “What’s Critical to Your Success?” Issued April 22, 2008. Contains information about young professionals’ work environment and skills.



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- “2008 NAYGN Career Report,” Issued July 2009. This survey combines the “Critical to Your Success” and Recruiting & Retention / Salary survey topics.
- “2010 NAYGN Knowledge Transfer Survey Report,” August, 2010. This survey assesses the participation and effectiveness of knowledge transfer activities in the nuclear industry.
- “2012 NAYGN Career Report,” Issued May 2012.

\*See [NA-YGN Local Chapter List](#) for existing chapters in each region.