



NATIONAL SOCIETY OF BLACK ENGINEERS



Think Green! Please do not print unless absolutely necessary

2015-2016 National Executive Board



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National Executive Board (NEB) Meeting Minutes

May 31, 2015

Agenda

- **Meeting Agenda for May 31, 2015>**

Topic	Presenter
Sunday May 31, 2015	
NEB Arrival	-----
Call to Order	Chair
Roll Call	Secretary
Orders of the Day	Secretary
NEB Responsibilities/ What to Expect	NLC Team
Functional Session Review	NLC Team
NLC Agenda Review	NLC Team
Confidentiality Agreement	Chair
NEB Meeting Preparation	Chair
NEB Photo	Secretary
Questions	Chairs
Closing Remarks	Chair
Adjourn	

All documents for this meeting are located on the NSBE Folder at the link below:

<https://drive.google.com/a/nsbe.org/folderview?id=0B7G1B776WTSvfmnpnTnhFdHNPzIRKvHpuaxlyWFB1QWR0d05oMTJjaVBtaWdLWmJldmFBU2c&usp=sharing>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin			X
National Secretary	Ian McDoom	X		
National Treasurer	John Walker	X		
National Programs Chair	Noral Walker	X		
National Professionals Chair				X
National Parliamentarian	Victoria Hills			X
National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James	X		
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Jewels F Oladeji	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher			X
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey	X		
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka			X
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley			X
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier			X
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson	X		
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol			X
	Kyle Rahn			X
	Christina Sykes	X		
	Tom Price	X		
Additional Attendees				
Makita Phillips				

- NEB Responsibilities/What to Expect
 - NEB NLC Responsibilities document can be found in the folder linked above
 - Direct Counterparts to come prepared
 - Goals
 - 30-60-90 for RLC



- Distributed Assessments
 - If you have not received any of the assessments, please contact Makita, Tiffany, or Richard
 - Help counterparts mold there 30-60-90 plans
 - Use arrival as an opportunity to network and meet people outside your network
 - Richard sent out an email about what to expect in regards to NLC. Use this email to prepare for NLC
 - For those people flying into NLC, you should have received information regarding a shuttle
 - Meals are covered during NLC (will be presented with meal cards)
 - Prior to Thursday, business casual is required
- Functional Session Review
 - Board members providing goals and advisors would be providing supplemental information
 - Make functional sessions “working” sessions
- NLC Agenda Review
 - The NLC Agenda can be found in the folder linked above
- Confidentiality Agreement
 - It can be found in the following link:
<https://drive.google.com/a/nsbe.org/file/d/0B6LWZvHpYa9KNIZ6RXBua1BpQ05DNnhCUBF3ZV9MeHNwNTYw/view?usp=sharing>
- NEB Meeting Preparation
 - Meeting will be held at NLC on Thursday, June 4, 2015
 - Additions to meeting will not be except unless added before the meeting
 - Time to give input on 2016 Annual Convention
- NEB Photo
 - Color – HEX #660099
 - Men
 - Tie
 - Women
 - Blouse or shell
 - Suit Color
 - Black
 - The picture time is currently Saturday at 5:30 PM
- Questions
 - Calendar for dress – color schemes

Action Item	
Assigned to:	CPC Chair
Assigned by:	Chair
Required Action:	Agenda for Annual Convention meeting at NLC
Deadline:	June 1, 2015



National Executive Board (NEB) Meeting Minutes

June 4, 2015

Agenda

- **Meeting Agenda for < June 4, 2015>**
 - **Meeting Minutes Approval**
 - **WHQ Update**
 - **Convention Rates Review**
 - **NEB Appointments**
 - **Financial Operations Overview**
 - **National Operations Plan**
 - **Confidentiality Agreement**
 - **NLC Housekeeping**

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2fNEB%2fNEB%202016%2f2015-2016%20Meeting%20Minutes%2fJune%204%2c%202015&FolderCTID=&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer	John Walker	X		
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams			X
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				X
Finance Zone				
Treasurer Emeritus				X
National Finance Chairperson	Joshua James	X		
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Jewels F Oladeji			X
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette			X
National TORCH Chair	Kendall Belcher	X		
National PCI Chairperson	Ashley McCray	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey	X		
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka			X
Region I Chair	Uzo Amuzie			X
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams	X		
	Mr. Tony Harris			X
	Dr. Njema Frazier			X
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson - Mackey	X		
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		
	Tom Price			X
Additional Attendees				
Virginia Booth Womack Nicole Yates Imoro abdulai				



Motion:	I move to approve the meeting minutes from May 31,2015		
Maker:	Secretary		
Seconded:	Programs		
Maker: -			
Seconded: -			
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair			
Region I Chair			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 15	Opposed: 0	Abstentions: 0
Motion Passes 15-0-0			

- WHQ Update
 - Third Quarter Highlights
 - Staff Changes
 - New Hires: Ernest Maynard (SEEK Coordinator), Senior Administrative Assistant, Office Administrative
 - Reassignment: Angela Jackson (Resource Development Assistant)
 - Searches: Development Manager, Office Administrator, Senior Manager (Programs), Senior Manager (SEEK)
 - Staff Retreat
 - Held on May 18, 2015 @ Pepco Edison Place Gallery
 - Desired Outcome:
 - Decrease organizational silos
 - Identify Thematic Goal and Defining Objectives



- Book: Silos, Politics, and Turf Wars
- Single, temporary, and qualitative rally cry
- Short term effort (less than a year)
- Made up by Defining objects and standard operating objective
- Rally cry for WHQ: “Get There Together”
- WHQ Pledges can be found in the meeting presentation which can be found in the link above
 - Share priorities and interdependencies
- The retreat is covered by PEPCO
- One way to eliminate silos is to embody a board that is in an emergency
- Book: Silos, Politics, and Turf Wars
- Project Management
 - Fall Regional Conference
 - FRC discovery meeting conducted with staff to review process for preparation and onsite support
 - Creating and updating project plans that will incorporate all aspects of conference planning
 - Cross-functional meetings will take place leading up to FRC’s with WHQ Liaisons
 - FRC Liaisons can be found in the meeting presentation which can be found in the link above
 - WHQ Customer Service Metrics
 - Overall (3rd quarter on 10 items) = 3.8
 - Overall (2nd Quarter on 5 items) = 3.91
- Revue Targets
 - Program Status
 - Retention Program Funding Goal – exceeded
 - Scholarship Funds Goal – exceeded
 - SEEK Program Funding Goal – On track to meet goal
 - Fund Development Status
 - Number of BCA – exceeded
 - Convention Revenue – exceeded
 - Job Posting Revenue – On track to meet goal
 - Raise \$1M from alternative sources – working
 - Ad Sales Status
 - Publications Revenue – Missed, but improvements have been made
 - Publications Expenses – Increased slightly
- NSBEConnect Update
 - Proposed Implementation Summary
 - Phase 1.5 (Third-Party Integrations) – Complete
 - Phase 2.0 (Grouped Solution Deliver) – In Progress
 - Site Features can be found in the meeting presentation which can be found in the link above
 - Future Directions
 - Mentor Match



- Chapter communities with calendars and community administrators
- SIG communities
- Next 90 Days
 - Transitions and Training
 - Strategic Plan implementation/Staff Development
 - SEEK 2015
 - Fund Development
 - Project Management
- Convention Rates Review
 - The proposed 2016 rates can be found in the meeting presentation which can be found in the link above

Motion:	I move to approve the proposed 2016 Registration Rates		
Maker:	Treasurer		
Seconded:	PCI		
Maker: - Seconded: Discussion:	<ul style="list-style-type: none"> • Can the programs chair be added to the CEO rate? • Graduate CEO Category added to add to the metrics • Percentage increase of about 15% 		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair		X	
National International Chair			
Region I Chair			
Region II Chair		X	
Region III Chair		X	
Region IV Chair		X	
Region V Chair	X		
Region VI Chair	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



	In Favor: 11	Opposed: 4	Abstentions: 0
Motion Passes 11-4-0			

MOTION

Motion:	I move to appoint the following individuals to the 2015-2016 National PCI Committee: <ul style="list-style-type: none"> ● Macy McCollum: Logistics ● Azia Harris Martin: Academic Development ● Kando Ogunrinola: Leadership Development ● Justice Mcdade: Science Fair Coordinator
Maker:	PCI Chair
Second:	Finance Chair
Maker:	<ul style="list-style-type: none"> ● Macy: Active in region 2 ● Azia: Engaging with PCI ● Kando: Focus on how we can give back ● Justice: Focus on how our science fair can be more beneficial
Second:	-
Discussion:	<ul style="list-style-type: none"> ● The regional PCI chairs are leading the efforts to foster more PCI Chapters

Roll Call Vote

National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair			
Region I Chair			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
		In Favor: 15	Opposed: 0
		Abstentions: 0	

Motion Passes 15-0-0			
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Motion:	I move to appoint the following individuals to the 2015-2016 Awards Committee: <ul style="list-style-type: none"> ● Noral Walker (Lead) ● Neville Green (NEO) ● Ian McDoom (NEO) ● John Walker (NEO) ● Sade Ruffin (NEO) ● Karl Reid (ED) ● Donna O Johnson Mackey (NAB) ● Virginia Booth Womack (NAB) ● Joshua James (NEB) ● Myla Ruffin (NEB) ● Racheida Lewis (NEB) ● Isais Zamarripa (BCA) ● Phillip Jones (BCA) ● Terrance Head (PEB) Vice Chair: I move to table this discussions <ul style="list-style-type: none"> ● NLC Chair 		
Maker:	Programs Chairperson		
Second:	NLC Chairperson		
Maker:	<ul style="list-style-type: none"> ● Broken into 2 subcommittees <ul style="list-style-type: none"> ○ Criteria for awards ○ Judging for the awards Second: - Discussion: <ul style="list-style-type: none"> ● The regional PCI chairs are leading the efforts to foster more PCI Chapters 		
Roll Call			
National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair			
Region I Chair			
Region II Chair	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
In Favor: 15		Opposed: 0	Abstentions: 0
Motion Passes 15-0-0			

Motion:	I move to appoint the following individuals to the 2015-2016 National TORCH Committee: <ul style="list-style-type: none"> ● Lynesha Sweeney ● Eyosias Beneberu ● Brittany Copponex 		
Maker:	PCI Chair		
Seconded:	Vice Chair		
Maker:	<ul style="list-style-type: none"> ● Lynesha Sweeney - Participated last year ● Eyosias Beneberu - A lot of leadership experience in NSBE ● Brittany Copponex - Has experience in publication 		
Seconded:	-		
Discussion:	-		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair			X
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair			
Region I Chair			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
In Favor: 14		Opposed: 0	Abstentions: 1
Motion Passes 14-0-1			



Motion:	I move to appoint the following individuals to the 2015-2016 National Academic Excellence Committee: <ul style="list-style-type: none"> ● Lynesha Sweeney ● Eyosias Beneberu ● Brittany Copponex 		
Maker:	PCI Chair		
Seconded:	Vice Chair		
Maker:	<ul style="list-style-type: none"> ● Alanna Tremble – past experience as Regional Chair and Aex Chair ● Justin Reeves – ideas to develop academic excellence. Core programming ● Catherine Johnson – research development/internships ● Senam Tamakloe - Communications with the communications zone 		
Seconded: -			
Discussion:			
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair			
Region I Chair			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 15	Opposed: 0	Abstentions: 0
Motion Passes 15-0-0			



Motion:	I move to appoint the following individuals to a four year term on the National Advisory Board beginning in 2015:		
	<ul style="list-style-type: none"> ● Reggie Ewing ● Regenia Sanders ● Dr. Stephanie Adams ● Steve Jarrett 		
Maker:	Academic Excellence Chairperson		
Seconder:	Public Relations Chairperson		
Maker:	-		
Seconder:	-		
Discussion:	<ul style="list-style-type: none"> ● It is up to the RAB lead to appoint the advisors to the respective zones 		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair			X
National International Chair			
Region I Chair			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 14	Opposed: 0	Abstentions: 1
Motion Passes 14-0-1			

- Financial Procedure Overview
 - The Financial procedure overview can be found in the meeting presentation which can be found in the link above
- National Operations Plan
 - The National Operations Plan overview can be found in the meeting presentation which can be found in the link above
 - The National Operations plan can be found in the NEB Google Drive



- o Zone Leads will be tasked with reporting their Ops Plan progress each month (Second Thursday of each month)
- o Alternative to Excel:
 - WorkForce
 - Investigate project management program

Action Item	
Assigned to:	Secretary
Assigned by:	Vice Chair
Required Action:	Upload Operations Plan to the National Communications Zone Committee
Deadline:	Today

Action Item	
Assigned to:	Secretary
Assigned by:	Vice Chair
Required Action:	Upload Operations Plan to the National Communications Zone Committee
Deadline:	Today

Action Item	
Assigned to:	NEB
Assigned by:	Vice Chair
Required Action:	Send final NLC presentation edits to Richard, Tiffany, and Christina
Deadline:	9 PM EST

Meeting to adjourn at 3:30 PM



National Executive Board (NEB) Meeting Minutes

June 5, 2015

Agenda

- **Meeting Agenda for < 6/5/2015 >**
 - **CPC Update**
 - **Discussion: NEB Expectations & Collaborations**
 - **Closing Remarks**
 - **Adjournment**

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2fNEB%2fNEB%202016%2f2015-2016%20Meeting%20Minutes%2fJune%205%2c%202015&FolderCTID=&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer	John Walker	X		
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams			X
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James		X	
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Jewels F Oladeji	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette			X
National TORCH Chair	Kendall Belcher	X		
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka			X
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier			X
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson - Mackey			X
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn		X	
	Christina Sykes		X	
	Tom Price			X
Additional Attendees				
	Nicole Yates			
	Erica			
	Al Rutherford			
	Patricia Royal			
	NSBE Ghana			
	2016 CPC			
	Sylvester Harriett			

- The CPC Update presentation can be found in the folder linked above
- Convention communication efforts will be led by WHQ
- Develop programming (at convention) to introduce surrounding community to NSBE
- Investigate current Boston “kick off” efforts to partner/get involved with

Meeting to adjourn at 10:00 PM



National Executive Board (NEB) Meeting Minutes

June 6, 2015

Agenda

- **Meeting Agenda for <Saturday, June 7, 2015>**
 - NEB/PEB Arrival
 - Call to Order
 - Roll Call
 - Orders of the Day
 - Introductions of NEB/PEB
 - NSBE after College and eMentoring Initiative
 - Discussion: NEB/PEB Partnership
 - Closing Remarks
 - Adjourn

All documents for this meeting are located on the NSBE portal at the link below:

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Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer	John Walker	X		
National Programs Chair	Noral Walker		X	
National Professionals Chair	Mary McWilliams	X		
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods		X	
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				X
Finance Zone				
Treasurer Emeritus				X
National Finance Chairperson	Joshua James		X	
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson		X	
CPC Chairperson	Jewels F Oladeji		X	
Programs Zone				

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette			X
National TORCH Chair	Kendall Belcher	X		
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone			X
National Leadership Conference Planning Chairperson	Richard Winfrey	X		
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka			X
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis			X
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier			X
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson - Mackey			X
Team Leads				
	Karl Reid			X
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn			X
	Christina Sykes	X		
	Tom Price			X
Additional Attendees				



- THE “NSBE After College” presentation can be found in the presentation that can be found in the presentation above

Meeting to adjourn at 2:30 PM

Action Item	
Assigned to:	NEB/PEB
Assigned by:	Chair
Required Action:	Joint monthly meeting with PEB, NEB, & WHQ Counterpart
Deadline:	6/12/2015



National Executive Board (NEB) Meeting Minutes

June 28, 2015

Agenda

- **Meeting Agenda for <Sunday, June 28, 2015>**

Start Time	End Time	Duration	Topic	Presenter
Sunday June 28, 2015				
7:55 PM	8:00 PM	0:05:00	NEB Arrival	-----
8:00 PM	8:01 PM	0:01:00	Call to Order	Chair
8:01 PM	8:06 PM	0:05:00	Roll Call	Secretary
8:06 PM	8:10 PM	0:04:00	Orders of the Day	Vice Chair
8:10 PM	8:20 PM	0:10:00	Appointment: TORCH Committee	TORCH Chair
8:20 PM	8:30 PM	0:10:00	RLC Expectations	NLI Chair
8:30 PM	8:40 PM	0:10:00	NEB Barometer	Chair
8:40 PM	8:45 PM	0:05:00	Report Out Structure	Vice Chair
8:45 PM	9:00 PM	0:15:00	Open Discussion	ALL
9:00 PM			Adjourn	Chair

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom		X	
National Treasurer	John Walker	X		
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams	X		
National Parliamentarian	Victoria Hills	(Excused)		
National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
Finance Zone				
National Finance Chairperson	Joshua James			X
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Jewels F Oladeji	(Excused)		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher	X		
National PCI Chairperson	Ashley McCray		X	
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey	X		
Membership Zone				

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair Emeritus	[Denzel Drye]	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley			X
Region V Chair	Christian G. Miller	(Excused)		
Region VI Chair	Ryan D. Taylor			X
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis			X
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson - Mackey		X	
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith			X
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		
	Tom Price	X		
Additional Attendees				

- RLC Expectations (presented by the NLI Chair)
 - Encourage your counterparts to complete the [NLC Survey](#)
 - NEB required to complete the [RLC Required Content Survey](#) by due Tuesday, June 30th
 - The 3 required workshops to be implemented at each RLC will be pulled from this survey
 - NLI Chair will inform the NEB which workshops were selected by July 4th
 - Discuss RLC functional presentations with regional counterparts
- Report Outs (presented by Vice Chair)
 - National Committees will report out quarterly on the call prior to each in-person quarterly meeting
 - Zone Leads will report on the activities of their zones on monthly Admin Zone calls



- National OPS Plan report out will occur at each in-person meeting

Motion:	I motion to appoint the following individuals to the 2015-2016 National TORCH Committee <ul style="list-style-type: none"> • Romaine Waite – Director of Partnerships and Resources • Niasia Williams – Director of Operations/Region 1 TORCH Chair • Karah Kelly –Director of Strategic Development • Zaria Silvia – Region 3 TORCH Chair • Natasha Yeboah – Region 4 TORCH Chair • Aminah Adeyemi - Region 5 TORCH Chair • Giles Domkam – Region 6 TORCH Chair 		
Maker:	Kendall Belcher		
Seconder:	Richard Winfrey		
Maker:	-		
Seconder:	-		
Discussion:	-		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair			
Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair			
Region VI Chair			
	In Favor: 12	Opposed: 0	Abstentions: 0
Motion Passes 12-0-0			



Action Item	
Assigned to:	NEB
Assigned by:	NLI Chair
Required Action:	Each NEB member (minus regional chairs) must hold a call with their regional counterparts to discuss what they'd like their counterparts to discuss in their RLC functional presentations. Invite the NLI Chair to your calendar invite.
Deadline	7/15/2015



National Executive Board (NEB) Meeting Minutes

July 18, 2015

Agenda:

- Meeting Agenda for <7/18/2015>

8:00 AM	8:01 AM	0:01:00	Call to Order	National Chair
8:01 AM	8:09 AM	0:08:00	Roll Call	Secretary
8:09 AM	8:11 AM	0:02:00	Orders of the Day	Vice Chair
8:11 AM	8:16 AM	0:05:00	Meeting Minutes Approval	Secretary
8:16 AM	9:00 AM	0:44:00	Chair's Briefing with APC Briefing	National Chair
9:00 AM	10:00 AM	1:00:00	WHQ Briefing	Executive Director
10:00 AM	10:20 AM	0:20:00	Quarterly Financial Report	Treasurer
10:20 AM	10:45 AM	0:25:00	15-16 Budget	Treasurer
10:45 AM	11:00 AM	0:15:00	BREAK	ALL
11:00 AM	11:30 AM	0:30:00	Conflict of Interest Policy	Parliamentarian
11:30 AM	12:30 AM	0:50:00	APPOINTMENTS	
		0:40:00	Taskforce [Governance, Membership, Cultural]	National Chair
		0:10:00	NLI Committee	NLI Chair
		0:10:00	Publications Committee	Publications Chair
12:30 PM	1:30 PM	1:00:00	LUNCH	ALL
12:30 PM	1:30 PM	1:00:00	NAB Meeting	NAB Chair
1:30 PM	2:30 PM	1:00:00	Email Management	Professionals Chair
2:30 PM	3:10 PM	0:40:00	Ops Plan Briefing	National Chair
3:10 PM	3:35 PM	0:25:00	Financial Policy	Treasurer
3:35 PM	3:55 PM	0:20:00	Award Committee Bylaw Amendment	Programs Chair
3:55 PM	4:15 PM	0:20:00	CPC Operating Guidelines	Treasurer and Parliamentarian
4:15 PM	4:30 PM	0:15:00	BREAK	ALL
4:30 PM	4:55 PM	0:25:00	Convention Briefing	Conventions Planning Chair
4:55 PM	5:25 PM	0:30:00	Membership Amendment Proposals	National Membership Chair
5:25 PM	5:55 PM	0:30:00	Leadership Evaluations	NLI Chair
5:55 PM	6:00 PM	0:05:00	Closing Remarks	National Chair
6:00 PM			Adjourn	National Chair
6:00 PM	7:00 PM	1:00:00	FREE	ALL
7:00 PM	9:00 PM	2:00:00	NSBE DINNER	ALL

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2FNEB%2FNEB%202016%2F2015-2016%20Meetings%2F2015%20Summer%20Meeting%20July%2017-19%20%5BWHQ%5D&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer	John Walker	X		
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams		X	
National Parliamentarian	Victoria Hills	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James	X		
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Jewels F Oladeji	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo			X
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher			X
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey			X
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders	X		
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier			X
	Mr. Steven (Steve) A Jarrett	X		
	Dr. Stephanie Adams	X		
	Donna O Johnson - Mackey	X		
Team Leads				

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		
	Tom Price	X		
Additional Attendees				
Shon McGee				

Motion:	I move to approve the following NEB Meeting Minutes: <ul style="list-style-type: none"> NEB Meeting Minutes (6.28.2015) NEB Meeting Minutes (6.4.2015) NEB Meeting Minutes (6.5.2015) NEB Meeting Minutes (6.6.2015)
Maker:	Ian McDoom
Seconder:	Noral Walker
Maker:	-
Seconder:	-
Discussion:	-
Roll Call Vote	
National Vice-Chair	
National Secretary	
National Treasurer	
National Programs Chair	
National Public Relations Chair	
National Publications Chair	
National Communications Chair	
National Finance Chair	
National Membership	
National Academic Excellence	
National PCI Chair	
National International Chair	
Region I Chair	
Region II Chair	



Region III Chair			
Region IV Chair			
Region V Chair			
Region VI Chair			
	In Favor:	Opposed:	Abstentions:
Motion Passes through majority hand vote			

- Chair's Briefing
 - The "Chair's Briefing" presentation can be found in the folder linked above
 - The 2016 NLC will be hosted at the University of Michigan
 - Recommendation to APC to produce filtered WHQ Reports
- WHQ Briefing
 - The "WHQ Briefing" presentation can be found in the folder linked above
 - Denver will be hosting SEEK 2016
 - Tutorial and training will be developed for chapters and the board in regards to NSBE connect Phase 2 Group 3
 - 71 licenses are provide for NSBEConnect
 - Phase 2 Group 3 of the NSBEConnect has been rolled into Phase 2 Group 2
- Quarterly Financial Report
 - The "Quarterly Financial Report" presentation can be found in the folder linked above
 - Areas for financial improvement:
 - BCA Programs Fund
 - Reserve Spending
 - Annual Convention expenses
- 15-16 Budget
 - This item is tabled for the end of July NEB call
- Conflict of Interest Policy
- Appointments
- Email Management
 - Respond to email "I am in receipt of your email and I will respond within 3 days"
 - Link: www.grammarly.com
 - Send your email to your professional counterpart for advice on specific emails
 - Remove emotion from email
 - Emails convey information
 - Call if you want to portray emotions
 - Short and simple; straight to the point
 - "Does that help?" – a good line to add to your email
 - Folder to indicate when you responded or when your going to respond (ex: in 3 days)
 - For long emails, put majority of information in an attachment
 - Phrases to avoid:
 - "Myself"
 - "You guys"
- Ops Plan
 - Membership Zone
 - Q: How to publicize chapter visits by NEO members?
 - A: A marketing plan will be developed at some point. First the content of the visits must be planned out



- Q: In the past we've said that we want to increase the membership by 5%. Is that for general (m) members or for just (M) engineering members?
 - A: Recommendation is for the 5% to be applied for (M) members
 - Communications Zone
 - n/a
 - Programs Zone
 - Q: Will there be an Academic Taskforce?
 - A: Will be reassessed when the Academic Excellence Chair returns to the US
 - Q: How are you planning to go about gaining verified member GPAs?
 - A: TBD
 - Q: How are you going to support more PCI programming when certain competitions aren't happening at the FRCs?
 - A: Regions can still plan certain competitions at FRC for exposure and preparation for NSBE Jr. members for convention programming & competitions
 - Note: Think outside of the box in terms of how these things (especially, PCI) will affect everyone and always ask the finance zone for advice
 - Finance Zone
 - n/a
 - Admin Zone
 - Q: How are we addressing the loose definition of what it means to be eligible for NSBE regional or national leadership based on major?
 - A: Either your program or your university must be accredited
 - Q: What is current senate participation?
 - A: 222 senators cast ballots at the 2015 convention, however 260 checked in at the 2015 convention
- Award Committee Bylaw Amendment
 - The "Chair's Briefing" presentation can be found in the folder linked above
- Convention Briefing
 - The "Convention Briefing" presentation can be found in the folder linked above
- Amendment Proposal – NSBE Jr.
 - Acknowledge that increasing the scope of NSBE Jr. will add more workload to already busy PCI Chair
 - Remove membership card from proposal

Motion:	I move to appoint the following individuals to the 2015 -2016 Culturally Responsible Taskforce as outlined in the NEBMeetingJuly_18_2015.ppt document: <ul style="list-style-type: none"> • National Secretary – Ian McDoom (Chair) • National Public Relations Chairperson – Racheida Lewis • National Publications Chairperson – Chloe McPherson • National TORCH Chairperson – Kendall K. Belcher



	<ul style="list-style-type: none"> • National Membership Chairperson – Myla Ruffin • Region 1 Chairperson – Uzo Amuzie* • Region 2 Chairperson – Kalynn Chambers* • Region 3 Chairperson – Kierna Mason* • Region 4 Chairperson – Nadia Crawley* • Region 5 Chairperson – Christian G. Miller • Region 6 Chairperson – Ryan D. Taylor* • WHQ Representative – Christina Sykes • NEB Advisor – Dr. Njema Frazier • Professional Chair-Elect – Richard Z. White • Professional Secretary – N/A • Professional Public Relations Chairperson – Dr. Kari Jordan • Professional Publications Chairperson – Yolanda Turner-Smith • Professional Membership Chairperson – Kristin Ellis Brown • Region 1 Professional Chairperson – Geoffrey Gabeddon* • Region 2 Professional Chairperson – Kamamu Abubakari* • Region 3 Professional Chairperson – Reginald S. Archer, PhD* • Region 4 Professional Chairperson – Derrick Mitchell* • Region 5 Professional Chairperson – Terrance Southern* • Region 6 Professional Chairperson – Brian Ware* <p>*Ad-Hoc taskforce members</p>		
Maker:	Ian McDoom		
Seconder:	Racheida Lewis		
Maker:	<ul style="list-style-type: none"> • Yield 		
Seconder:	<ul style="list-style-type: none"> • Yield 		
Discussion:	<ul style="list-style-type: none"> • In favor: • This is how we as a society prepare NSBE’s responses to the recurring events that are happening in the Black community • This taskforce sets up engagement pieces for communities to help our Black communities thrive • This taskforce fulfills the “culturally responsible” tenet of the NSBE mission statement • This taskforce will develop a standard response for the organization to use to react to current events • Against: • Does this help us get to 10k? • The NEB should work with pre-existing organizations who already specialize in this area instead of creating a separate taskforce • What are the intended outcomes of the taskforce? • How can we measure the effectiveness of this taskforce? 		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer		X	

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



National Programs Chair		X	
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair	-	-	-
National Finance Chair	X		
National Academic Excellence	-	-	-
National PCI Chair	X		
National Membership Chair	X		
National International Chair	X		
Region I Chair	X		
Region II Chair		X	
Region III Chair		X	
Region IV Chair		X	
Region V Chair	X		
Region VI Chair		X	
	In Favor: 10	Opposed: 6	Abstentions: 0
Motion Passes 10-6-0			

Motion:	<p>I move to appoint the following individuals to the 2015-2016 National Leadership Institute Committee as outlined in the NEBMeetingJuly_18_2015.ppt document:</p> <ul style="list-style-type: none"> • Samantha Kendrick • Da'Shaun Joseph • LaKeisha Hampton • D'Ante Wilson
Maker:	Tiffany Sithiphone
Seconded:	Ashley McCray
Maker:	<ul style="list-style-type: none"> • Da'Shaun Joseph – Professional Experience • LaKiesha Hampton 0 Region 6 Chair • D'Ante Wilson <ul style="list-style-type: none"> ○ Participated in shadow initiative and provide insight on it
Seconded:	<ul style="list-style-type: none"> • -
Discussion:	<ul style="list-style-type: none"> • Evaluate delivering earlier timeline for NLC
Roll Call Vote	
National Vice-Chair	X
National Secretary	X

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Academic Excellence			
National PCI Chair	X		
National Membership Chair	X		
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 16	Opposed: 0	Abstentions: 0
Motion Passes 16-0-0			

Motion:	<p>I move to appoint the following individuals to the 2015 -2016 Mentorship Initiative Taskforce as outlined in the NEBMeetingJuly_18_2015.ppt document.</p> <ul style="list-style-type: none"> - Myla Ruffin (Taskforce Lead) - Nicole Yates- WHQ Director of Membership - Bobby Teachey-Natl PEB Collegiate Initiative Chair - Tiffany Teachey-Natl PEB Programs Chair - Tolu Oyelowo- Natl Academic Excellence Chair - Regional Membership Chairs - Lisa Valle-Natl PEB Telecommunications Chair/Boeing BCA Rep - Kirstin Brown-Natl Professionals Membership Chair - Cyrina Thomas-Mentorship Initiative Chair (Membership Committee) - Oghoghosa Igbineweka – National International Chair - Dre Willis – NAB Advisor
Maker:	Myla Ruffin
Seconder:	Racheida Lewis
Maker:	<ul style="list-style-type: none"> • Yield
Seconder:	<ul style="list-style-type: none"> • Yield



Discussion:			
•			
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair	-	-	-
National Finance Chair	X		
National Academic Excellence	-	-	-
National PCI Chair	X		
National Membership Chair	X		
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 16	Opposed: 0	Abstentions: 0
Motion Passes 16-0-0			

Motion:	<p>I move to appoint the following individuals to the 2015 -2016 National Publications Committee as outlined in the NEBMeetingJuly_18_2015.ppt document.</p> <ul style="list-style-type: none"> - Bria Coaxum – Committee Vice-Chair - Jonathan Meekins – Membership Highlight Coordinator - Victoria Gray – Membership Highlight Coordinator - Ashley McCray – PCI Liaison - Yolanda Turner-Smith – Professionals Liaison
Maker:	Myla Ruffin
Seconder:	Ryan Taylor
Maker:	<ul style="list-style-type: none"> • Yield
Seconder:	<ul style="list-style-type: none"> • Yield
Discussion:	•



Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair	-	-	-
National Finance Chair	X		
National Academic Excellence	-	-	-
National PCI Chair	X		
National Membership Chair	X		
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 16	Opposed: 0	Abstentions: 0
Motion Passes 16-0-0			

Motion:	I move to table the discussion regarding the "Conflict of Interest Policy" to July 25, 2015		
Maker:	Christian Miller		
Seconder:	Nadia Crawly		
Maker:	<ul style="list-style-type: none"> - 		
Seconder:	<ul style="list-style-type: none"> We did not receive the document prior to the meeting thus we are ill-informed 		
Discussion:	<ul style="list-style-type: none"> When is the discussion going to take place? 		
Roll Call Vote			
National Vice-Chair		X	
National Secretary		X	
National Treasurer		X	
National Programs Chair		X	
National Public Relations		X	

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



Chair			
National Publications Chair		X	
National Communications Chair			
National Finance Chair		X	
National Academic Excellence			
National PCI Chair		X	
National Membership Chair		X	
National International Chair		X	
Region I Chair		X	
Region II Chair		X	
Region III Chair		X	
Region IV Chair		X	
Region V Chair		X	
Region VI Chair		X	
	In Favor: 0	Opposed: 16	Abstentions: 0
Motion Fails 0-16-0			

Motion:	I move to amend the motion to post pone the discussion on the conflict of interest policy until July 26, 2015		
Maker:	Michael Boswell		
Seconded:	Nadia Crawly		
Maker:	•		
Seconded:	•		
Discussion:	•		
Roll Call Vote			
National Vice-Chair			
National Secretary			
National Treasurer			
National Programs Chair			
National Public Relations Chair			
National Publications Chair			
National Communications Chair			
National Finance Chair			

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



National Academic Excellence			
National PCI Chair			
National Membership Chair			
National International Chair			
Region I Chair			
Region II Chair			
Region III Chair			
Region IV Chair			
Region V Chair			
Region VI Chair			
	In Favor:	Opposed:	Abstentions:
Motion Passes (Hand Vote) 16-0-0			

Motion:	I move to take from the table the motion regarding the Awards Committee, originally tabled on Thursday June 4, 2015 at the NEB NLC Meeting.
Maker:	Noral Walker
Secunder:	Uzo Amuzie
Maker:	<ul style="list-style-type: none"> • -
Secunder:	<ul style="list-style-type: none"> • -
Discussion:	<ul style="list-style-type: none"> • -
Roll Call Vote	
National Vice-Chair	
National Secretary	
National Treasurer	
National Programs Chair	
National Public Relations Chair	
National Publications Chair	
National Communications Chair	
National Finance Chair	
National Academic Excellence	
National PCI Chair	
National Membership Chair	
National International Chair	
Region I Chair	

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



Region II Chair			
Region III Chair			
Region IV Chair			
Region V Chair			
Region VI Chair			
	In Favor:	Opposed:	Abstentions:
Motion Passes (Hand Vote) 16-0-0			

Motion:	I move to accept the National By- Law Amendment Proposal titled APF-15-001-BYLAWS_AW_V2.doc to be effective July 18, 2015.
Maker:	Noral Walker
Secunder:	Ashley McCray
Maker:	<ul style="list-style-type: none"> • The purpose of the change is to take the two committees and make them one • NEB is eligible for external scholarship and awards, but are not eligible for NSBE awards • Discussion with the National Secretary led to the appointment of “a member of the NEB Communications Zone Recommended by the National Secretary”
Secunder:	<ul style="list-style-type: none"> • -
Discussion:	<ul style="list-style-type: none"> • -

Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer		X	
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Academic Excellence			
National PCI Chair	X		
National Membership Chair	X		
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		



Region VI Chair	X		
	In Favor: 15	Opposed: 1	Abstentions: 0
Motion Passes 15-1-0			

Roll Call Vote

Motion:	I move to rescind the original motion made on 3/15/2015 to approve the CPC Operating Guidelines titled: CPC Operating Guidelines 3-15-15.doc approved by the 2014-2015 National Executive Board
Maker:	Jacarri Tollette
Secunder:	Josh James
Maker:	<ul style="list-style-type: none"> • -
Secunder:	<ul style="list-style-type: none"> • -
Discussion:	<ul style="list-style-type: none"> •
Note:	<ul style="list-style-type: none"> • The CPC Operating Guidelines have been reverted back to 2010, the treasurer will be working with CPC, parliamentarian, WHQ to develop a new document (August DRC Call) • Since the OGS were demonstrably unconstitutional, they are null & void effective immediately. For transparency and documentation purposes, the board took the initiative to officially rescind the document.

Roll Call Vote

National Vice-Chair			
National Secretary			
National Treasurer			
National Programs Chair			
National Public Relations Chair			
National Publications Chair			
National Communications Chair			
National Finance Chair			
National Academic Excellence			
National PCI Chair			
National Membership Chair			
National International Chair			
Region I Chair			
Region II Chair			
Region III Chair			



Region IV Chair			
Region V Chair			
Region VI Chair			
	In Favor:	Opposed:	Abstentions:
Motion Passes (Hand Vote) 16-0-0			

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Motion:	<p>I move to appoint the following individuals to the 2015-2016 Governance Taskforce:</p> <ul style="list-style-type: none"> • <u>Chairperson(s)</u> <ul style="list-style-type: none"> ○ Victoria Hills & Onte McClendon • <u>The Professional Parliamentarians:</u> <ul style="list-style-type: none"> ○ Region 2 - Adam Flores ○ Region 5 - Corey Kirkendoll ○ (Alt) Region 1 - Ronald Wagogo • <u>The Regional Parliamentarians:</u> <ul style="list-style-type: none"> ○ Region 4: Marcus Lloyd ○ Region 6: Danielle Miller ○ (Alt) Region 2: Toni Patterson • <u>The Senators:</u> <ul style="list-style-type: none"> ○ Region 4: Linda Johnson, from Purdue University ○ Region 6: Joseph McGee from University of California Davis • <u>WHQ:</u> <ul style="list-style-type: none"> ○ Sharon Smith • <u>Advisors:</u> <ul style="list-style-type: none"> ○ Reggie Ewing, National Advisory Board ○ Paul Nguyen, R5 Regional Advisory Board
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Maker:	Victoria Hills
Seconders:	Sade Ruffin

Maker:	• -
Seconders:	• -
Discussion:	<ul style="list-style-type: none"> • Does the NSBE 2025 strategy influence the regional documents or vice versa? <ul style="list-style-type: none"> ○ Changes need to be made to the regional documents to reflect the goals within the NSBE 2025 strategy • Main Duty: Prepare the amendment proposals

Roll Call Vote			
-----------------------	--	--	--

National Vice-Chair	X		
National Secretary	X		
National Treasurer		X	
National Programs Chair	X		
National Public Relations Chair		X	



National Publications Chair	X		
National Communications Chair	-	-	-
National Finance Chair		X	
National Academic Excellence	-	-	-
National PCI Chair	X		
National Membership Chair		X	
National International Chair			X
Region I Chair		X	
Region II Chair		X	
Region III Chair	X		
Region IV Chair		X	
Region V Chair	X		
Region VI Chair		X	
	In Favor: 7	Opposed: 8	Abstentions: 1
Motion Fails 7-8-1			

<p>Motion:</p>	<p>I move revisit the motion to appoint the following individuals to the 2015-2016 Governance Taskforce:</p> <ul style="list-style-type: none"> • <u>Chairperson(s)</u> <ul style="list-style-type: none"> ○ Victoria Hills & Onte McClendon • <u>The Professional Parliamentarians:</u> <ul style="list-style-type: none"> ○ Region 2 - Adam Flores ○ Region 5 - Corey Kirkendoll ○ (Alt) Region 1 - Ronald Wagogo • <u>The Regional Parliamentarians:</u> <ul style="list-style-type: none"> ○ Region 4: Marcus Lloyd ○ Region 6: Danielle Miller ○ (Alt) Region 2: Toni Patterson • <u>The Senators:</u> <ul style="list-style-type: none"> ○ Region 4: Linda Johnson, from Purdue University ○ Region 6: Joseph McGee from University of California Davis • <u>WHQ:</u> <ul style="list-style-type: none"> ○ Sharon Smith • <u>Advisors:</u> <ul style="list-style-type: none"> ○ Reggie Ewing, National Advisory Board ○ Paul Nguyen, R5 Regional Advisory Board
Maker:	Ryan Taylor
Seconder:	Victoria Hills



Maker:

- GTF is not to impose change but serve as a vehicle to help align the society and the strategic plan
- GTF does not conflict with DRC
- GTF writes amendment proposals that would be brought to the NEB

Seconder:

- -

Discussion:

-

Roll Call Vote			
National Vice-Chair			
National Secretary			
National Treasurer			
National Programs Chair			
National Public Relations Chair			
National Publications Chair			
National Communications Chair	-	-	-
National Finance Chair			
National Academic Excellence	-	-	-
National PCI Chair			
National Membership Chair			
National International Chair			
Region I Chair			
Region II Chair			
Region III Chair			
Region IV Chair			
Region V Chair			
Region VI Chair			
	In Favor: 12	Opposed: 4	Abstentions: 1
Motion Passes (Hand Vote) 12-4-1			

Motion Revisited	
Motion:	<p>I move revisit the motion to appoint the following individuals to the 2015-2016 Governance Taskforce:</p> <ul style="list-style-type: none"> • <u>Chairperson(s)</u> <ul style="list-style-type: none"> ○ Victoria Hills & Onte McClendon • <u>The Professional Parliamentarians:</u> <ul style="list-style-type: none"> ○ Region 2 - Adam Flores ○ Region 5 - Corey Kirkendoll ○ (Alt) Region 1 - Ronald Wagogo • <u>The Regional Parliamentarians:</u> <ul style="list-style-type: none"> ○ Region 4: Marcus Lloyd



	<ul style="list-style-type: none"> ○ Region 6: Danielle Miller ○ (Alt) Region 2: Toni Patterson • <u>The Senators:</u> <ul style="list-style-type: none"> ○ Region 4: Linda Johnson, from Purdue University ○ Region 6: Joseph McGee from University of California Davis • <u>WHQ:</u> <ul style="list-style-type: none"> ○ Sharon Smith • <u>Advisors:</u> <ul style="list-style-type: none"> ○ Reggie Ewing, National Advisory Board ○ Paul Nguyen, R5 Regional Advisory Board 		
Maker:	Victoria Hills		
Seconder:	Noral Walker		
Maker:	• -		
Seconder:	• -		
Discussion:	• -		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer		X	
National Programs Chair	X		
National Public Relations Chair		X	
National Publications Chair	X		
National Communications Chair	-	-	-
National Finance Chair		X	
National Academic Excellence	-	-	-
National PCI Chair	X		
National Membership Chair		X	
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 12	Opposed: 4	Abstentions: 0
Motion Passes 12-4-0			



Action Item	
Assigned to:	John Walker
Assigned by:	Regional Chairs
Required Action:	Provide detailed and active report on Reserve Spending (what is going in and what is going out)
Deadline:	July 24, 2015 @ 5 PM EST

Action Item	
Assigned to:	Sharon Southerland-Smith
Assigned by:	Sade Ruffin
Required Action:	Send WHQ Q3 report to NEB
Deadline:	July 24, 2015 @ 5 PM EST

Action Item	
Assigned to:	Neville Green & Matt Nelson
Assigned by:	Sade Ruffin
Required Action:	Produce plan for strategic partner with universities
Deadline:	Next NEB call (end of July)

Action Item	
Assigned to:	Victoria Hills
Assigned by:	Uzo Amuzie
Required Action:	Send out supporting documents for CIP
Deadline:	July 22, 2015 @ 11:59 PM EST

Action Item	
Assigned to:	Sharon Southerland-Smith
Assigned by:	Karl Reid
Required Action:	Provide before/after NSBE Connect Features
Deadline:	Fall Meeting

Action Item	
Assigned to:	NEB
Assigned by:	Sade Ruffin
Required Action:	Send out the SPTF plan to NEB
Deadline:	July 26th

Action Item	
Assigned to:	NEB
Assigned by:	Sade Ruffin
Required Action:	Sign and send in the Conflict of Interest form



Action:	
Deadline:	July 26th

Action Item	
Assigned to:	Secretary
Assigned by:	Programs Chair
Required Action:	Create Form for Guaranteed 4.0 supplies (Booklet, dividers, Binder)
Deadline:	Tonight

Action Item	
Assigned to:	NEB
Assigned by:	Programs Chair
Required Action:	Complete Guaranteed 4.0 form
Deadline:	Tomorrow

Action Item	
Assigned to:	Secretary
Assigned by:	Vice Chair
Required Action:	Send out the "Guaranteed 4.0 Student Contract to Stay: On Plan" Form
Deadline:	Tonight

Action Item	
Assigned to:	Membership Chair
Assigned by:	Vice Chair
Required Action:	Set date for conversation with Chairs and Antonio regards Regional Monthly Reports
Deadline:	July 24 th



National Executive Board (NEB) Meeting Minutes

August 23, 2015

Agenda

- **Meeting Agenda for August 23, 2015**

Start Time	End Time	Duration	Topic	Presenter	Supporting Documents
Sunday August 23rd, 2015					
7:55 PM	8:00 PM	0:05:00	NEB Arrival	-----	-----
8:00 PM	8:01 PM	0:01:00	Call to Order	Chair	-----
8:01 PM	8:06 PM	0:05:00	Roll Call	Secretary	-----
8:06 PM	8:10 PM	0:04:00	Orders of the Day	Vice Chair	-----
8:10 PM	8:15 PM	0:05:00	Meeting Minutes Approval	Secretary	Meeting Minutes
8:15 PM	8:20 PM	0:05:00	T.O.R.C.H Committee Appointments	T.O.R.C.H Chair	Committee Nominations
8:20 PM	8:25 PM	0:05:00	International Committee Appointments	International Chair	Committee Nominations
8:25 PM	9:00 PM	0:35:00	2015-2016 Proposed Modified Budget	Interim Treasurer	2015-2016 Proposed Modified Budget Modified Budget Supporting memo
9:00 PM	9:10 PM	0:10:00	NEB Quarterly Evaluations	NLI Chair	-----
9:10 PM	9:25 PM	0:15:00	Strategic University Partnerships	Chair + Interim Treasurer	-----
9:25 PM	9:30 PM	0:05:00	Open Discussion - Closing Remarks	ALL	-----
9:30 PM			Adjourn	Chair	-----

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2fNEB%2fNEB%202016%2f2015-2016%20Meetings%2fPhone%20Conference%20Meetings%2fAugust&FolderCTID=&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin			X
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams			X
National Parliamentarian	Victoria Hills		X	
National Chair Emeritus	Sossena Wood		X	
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James		X	
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Jewels F Oladeji	X		
Programs Zone				

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher	X		
National PCI Chairperson	Ashley McCray		X	
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey	X		
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor		X	
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams	X		
	Mr. Tony Harris			X
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O. Johnson			X
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith			X
	Sylvester Harriett			X
	Eric Addison			X
	Nicole Yates			X
	Kyle Rahn	X		
	Shon McGhee			X
	Don Nelson			X
	Greg Meeropol	X		
	Tom Price			X
	Franklin Moore			X
	Christina Sykes	X		



Motion:	I move to approve the NEB meeting minutes from July 18, 2015 as outlined in the NEB Meeting Minutes (7.18.15) document.		
Maker:	Secretary		
Seconder:	Chloe McPherson		
Discussion:	<ul style="list-style-type: none"> Objection from R1 Chair 		
Roll Call Vote			
National Vice-Chair			
National Secretary	X		
National Treasurer			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership			X
National Academic Excellence	X		
National PCI Chair			
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 13	Opposed: 0	Abstentions: 1
Motion Passes 13-0-1			

Motion:	I move to appoint the following individuals to the 2015 -2016 National T.O.R.C.H. Committee as outlined in the NEBMeeting_August23_CommitteeAppointments.ppt document. <ul style="list-style-type: none"> Leslie Ope, Region 2 T.O.R.C.H. Chair Calandra Berry, Program Director of T.O.R.C.H. Corps Dr. Lauren Thomas, National T.O.R.C.H. Advisor Makeda Stephenson, National T.O.R.C.H. Chair Emeritus
Maker:	T.O.R.C.H. Chairperson
Seconder:	NLC Chairperson
Maker:	<ul style="list-style-type: none"> I would like to appoint Calandra Berry due to her desire to better train our members about TORCH and to

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



increase the understanding of TORCH in the society.

- I would like to appoint Dr. Lauren Thomas due to her extensive understanding and knowledge about TORCH. She has been very helpful so far and has always been available when I reached out to her.
- I would like to appoint Makeda Stephenson because she has been a great resource and asset this year.

Secunder: -

Roll Call Vote

National Vice-Chair			
National Secretary	X		
National Treasurer	X		
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair			
National International Chair	X		
Region I Chair		X	
Region II Chair	X		
Region III Chair		X	
Region IV Chair	X		
Region V Chair	X		
Region VI Chair		X	
	In Favor: 11	Opposed: 3	Abstentions: 0
Motion Passes 11-3-0			

Motion: **I move to appoint the following individuals to the 2015 -2016 National International Committee as outlined in the NEBMeeting_August23_CommitteeAppointments.ppt document.**

- Senam Tamakloe

Maker: International Chairperson

Secunder: Region IV Chairperson

Maker:

- I will like to appoint this individual to my committee because of her ability to perform tasks relative to the position of publications chair. She is experienced in software that will help create the marketing the International Committee needs. She presents herself as an individual who is easy to work with and willing to go above and beyond.

Secunder: -

Discussion:

- Discussion on whether the vote should be postponed to fall meeting due to lack of transparency from Senam about her involvement on the National Academic Excellence Committee

Roll Call Vote

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National Vice-Chair			
National Secretary	X		
National Treasurer			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence		X	
National PCI Chair	X		
National International Chair	X		
Region I Chair		X	
Region II Chair		X	
Region III Chair	X		
Region IV Chair		X	
Region V Chair		X	
Region VI Chair		X	
	In Favor: 9	Opposed: 6	Abstentions: 0
Motion Passes 9-6-0			

MOTION			
Motion:	I move to table the new National International Committee appointment until the Fall NEB Meeting held at WHQ this September 25-27, 2015.		
Maker:	Region VI Chairperson		
Second:	Region I Chairperson		
Discussion:	<ul style="list-style-type: none"> Academic Excellence Chair is concerned that Senam Takloe's commitments on the International Committee may interfere with her intended work on the Academic Excellence Committee 		
Roll Call Vote			
National Vice-Chair			
National Secretary		X	
National Treasurer			
National Programs Chair		X	
National Public Relations Chair		X	
National Publications Chair		X	
National Communications Chair			
National Finance Chair	X		
National Membership		X	
National Academic		X	

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



Excellence			
National PCI Chair		X	
National International Chair		X	
Region I Chair	X		
Region II Chair	X		
Region III Chair		X	
Region IV Chair	X		
Region V Chair		X	
Region VI Chair		X	
In Favor: 4		Opposed: 11	Abstentions: 0
Motion Fails 4-11-0			

Motion:	I move to approve the 2015-2016 budget as outlined in the 2015-2016 Budget Comparison and NEB Proposed Budget Memo documents.		
Maker:	Assistant Treasurer of Special Projects/Interim Treasurer		
Seconder:	Programs Chair		
Discussion:			
Roll Call Vote			
National Vice-Chair			
National Secretary	X		
National Treasurer			
National Programs Chair	X		
National Public Relations Chair		X	
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair			
National International Chair	X		
Region I Chair		X	
Region II Chair		X	
Region III Chair		X	
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
In Favor: 10		Opposed: 4	Abstentions: 0
Motion Passes 10-4-0			



Action Item	
Assigned to:	TORCH Chair
Assigned by:	CPC Chair
Required Action:	Let the CPC Chair know who from the TORCH Committee will serve as the point of contact for the CPC.
Deadline:	August 31 st

Action Item	
Assigned to:	Region I and Region III Chairpersons
Assigned by:	Parliamentarian
Required Action:	Provide the Parliamentarian with their point of contact for their fall REB verifications
Deadline:	September 1 st by 11:59 pm EST



National Executive Board (NEB) Meeting Minutes September 13, 2015

Agenda:

- **Meeting Agenda for <9/13/2015>**

Start Time	End Time	Duration	Topic	Presenter	Attendees	Location
Sunday September 13th, 2015						
8:55 PM	9:00 PM	0:05:00	NEB Arrival	-----		
9:00 PM	9:01 PM	0:01:00	Call to Order	Chair		
9:01 PM	9:06 PM	0:05:00	Roll Call	Secretary		
9:06 PM	9:10 PM	0:04:00	Orders of the Day	Vice Chair		
9:10 PM	9:20 PM	0:10:00	Meeting Minutes Approval	Secretary		
9:20 PM	9:40 PM	0:20:00	Taskforce Updates			
		0:10:00	Governance Taskforce	Parliamentarian	NEB NAB ELT	Teleconference
		0:10:00	Mentorship Initiative	Membership Chair		
9:40 PM	9:55 PM	0:15:00	PCI Update	PCI Chair		
9:55 PM	10:00 PM	0:05:00	Bylaws & Constitution Update	Parliamentarian		
10:00 PM	10:10 PM	0:10:00	Summer Meeting			
		0:05:00	Agenda Items	Vice Chair		
		0:05:00	Strategic Plan Q&A	Dr. Njema Frazier		
10:10 PM	10:30 PM	0:20:00	Open Discussion	All		
10:30 PM			Adjourn	Chair		

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2FNEB%2FNEB%202016%2F2015-2016%20Meetings%2FPhone%20Conference%20Meetings%2FSeptember%20%28Pre-Fall%20Mtg%29&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer	John Walker			
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams			Excused
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods			X
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James	X		
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Jewels F Oladeji	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher	X		
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone			Excused
National Leadership Conference Planning Chairperson	Richard Winfrey	X		
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis			X
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson - Mackey	X		
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol			X
	Kyle Rahn	X		
	Christina Sykes	X		
	Tom Price	X		
Additional Attendees				





Motion:	I move to approve the NEB Meeting Minutes from August 23, 2015		
Maker:	Ian McDoom		
Seconder:	Sade Ruffin		
Maker:	-		
Seconder:	-		
Discussion:	-		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 16	Opposed: 0	Abstentions: 0
Motion Passes 16-0-0			

- Governance Task Force Update
 - Please find the PPT update for the Governance Task Force in the link above
- Mentorship Task Force Update
 - Please find the PPT update for the Mentorship Task Force in the link above
- PCI Update
 - Please find the PCI Update for the Governance Task Force in the link above

Meeting Adjourn 10 PM EST



National Executive Board (NEB) Meeting Minutes September 26, 2015

Agenda

- **Meeting Agenda for <September 26, 2015>**



National Society of Black Engineers
September 25, 2015 - September 27, 2015
 Fall 2015 - WHQ, Alexandria, VA
 National Executive Board Meeting
Business Professional Attire

Start Time	End Time	Duration	Topic	Presenter	Attendees	Location
Friday, September 25, 2015						
4:00 PM	8:00 PM	4:00:00	Strategic Planning Taskforce		SPTF	1st Floor CR
4:00 PM	8:00 PM	4:00:00	Convention Planning Committee Meeting		NEB/CPC	2nd Floor CR
Saturday, September 26, 2015						
Audio Conference: 1-218-632-9092 Access code: 115235#						
7:55 AM	8:00 AM	0:05:00	NEB Arrival	-----	NEB	1st Floor CR
8:00 AM	8:01 AM	0:01:00	Call to Order	National Chair	NEB	1st Floor CR
8:01 AM	8:08 AM	0:08:00	Roll Call	Secretary	NEB	1st Floor CR
8:08 AM	8:10 AM	0:02:00	Orders of the Day	Vice Chair	NEB	1st Floor CR
8:10 AM	8:15 AM	0:05:00	Meeting Minutes Approval	Secretary	NEB	1st Floor CR
8:15 AM	9:00 AM	0:45:00	Chair's Briefing	National Chair	NEB	1st Floor CR
9:00 AM	10:00 AM	1:00:00	WHQ Briefing	Executive Director	NEB/WHQ	1st Floor CR
10:00 AM	10:30 AM	0:30:00	Strategic Plan Q&A	National Advisor	NEB	1st Floor CR
10:30 AM	10:40 AM	0:10:00	BREAK	ALL	ALL	Various
10:40 AM	12:40 PM	2:00:00	Board Structure Workshop	Breakout Session	NEB	Various
12:30 PM	1:40 PM	1:10:00	LUNCH	ALL	ALL	Various
1:40 PM	2:40 PM	1:00:00	Fund Management Committee	National Treasurer (Interim)	NEB	1st Floor CR
2:40 PM	2:55 PM	0:15:00	Ethics	Professionals Chair	NEB	1st Floor CR
2:55 PM	3:10 PM	0:20:00	National Convention Update	National Chair/CPC	NEB	1st Floor CR
3:20 PM	4:20 PM	1:00:00	Marketing and Communications Plan	Communications/Secretary	NEB	1st Floor CR
4:20 PM	4:30 PM	0:10:00	Treasurer Appointment	Vice Chair	NEB	1st Floor CR
4:30 PM	4:50 PM	0:20:00	BREAK	ALL	ALL	Various
4:50 PM	5:50 PM	1:00:00	Guaranteed 4.0	Breakout Session	NEB	Various
5:50 PM	6:00 PM	0:10:00	Closing Remarks	National Chair	NEB	1st Floor CR
6:00 PM			Adjourn	National Chair	NEB	1st Floor CR
6:00 PM	7:00 PM	1:00:00	FREE	ALL	ALL	----
7:00 PM	9:00 PM	2:00:00	NSBE DINNER	ALL	ALL	Theismann's

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2FNEB%2FNEB%202016%2F2015-2016%20Meetings%2F2015%20Fall%20Meeting%20Sept%2025-27%20%5BWHQ%5D&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer	John Walker			
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams	X		
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James	X		
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Jewels F Oladeji		X	
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette			X
National TORCH Chair	Kendall Belcher			X
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone			X
National Leadership Conference Planning Chairperson	Richard Winfrey			X
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka		X	
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley			X
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.			X
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson - Mackey	X		
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		



	Christina Sykes	X		
	Tom Price	X		
Additional Attendees				

Motion:	I move to approve the NEB Meeting Minutes from September 13, 2015		
Maker:	Ian McDoom		
Secunder:	Noral Walker		
Maker:	-		
Secunder:	-		
Discussion:	-		
Roll Call Vote			
National Vice-Chair			
National Secretary			
National Treasurer			
National Programs Chair			
National Public Relations Chair			
National Publications Chair			
National Communications Chair			
National Finance Chair			
National Membership			
National Academic Excellence			
National PCI Chair			
National International Chair			
Region I Chair			
Region II Chair			
Region III Chair			
Region IV Chair			
Region V Chair			
Region VI Chair			
	In Favor:	Opposed:	Abstentions:
Motion Passes by Majority Hand Vote			

- **Chair's**
 - The presentation of the Chair's Briefing: Fall Meeting can be found in the link provided above
 - For questions on Chairman Green's presentation, please contact him at nebchair@nsbe.org
- **WHQ Briefing**



- The presentation of the WHQ’s Briefing: Fall Meeting can be found in the link provided above
- For questions on Executive Director Dr. Reid’s presentation, please contact him at kreid@nsbe.org
- **Strategic Plan Q&A**
 - Additional Questions
 - By talking to & working with the ASCE, has any potential partnerships been developed to assist 10k goal? Who are these partnerships with?
 - How do these best practices, evaluated by ASCE, align to NSBE?
 - What are these best practices?
 - Can the decline in black engineering numbers be attributed to things that NSBE is not achieving? (Data Analysis – Demographics)
 -
 - Comments
 - REBs will no longer have to report to one person but rather will have the support from WHQ and committees. The REB structure WILL NOT change.
 - Add category to Q&A form
- **Funds Management**
 - The presentation “Funds Management” can be found in the link provided above
 - For questions on Matthew Nelsons presentation, please contact him at nebatp@nsbe.org

Motion:	I move to approve the establishment of the Loan Management Account with the Bank of America that shall not exceed 40% of the General Reserve Funds as determined on August 1 st of each fiscal year and approve the Corporate Authorization-NSBE.pdf Loan Management Account to authorize all actions and expenditure of funds necessary to accomplish this account.		
Maker:	Matthew Nelson		
Seconder:	Sade Ruffin		
Maker:	-		
Seconder:	-		
Discussion:	-		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair	X		
Region VI Chair	X		
	In Favor: 15	Opposed: 0	Abstentions: 0
Motion Passes (15-0-0)			

Motion:	<p>I move to appoint the following individuals who are hereby each authorized and empowered to, for and on behalf of and in the name of NSBE to take all steps, sign all documents and expend all sums necessary, as outlined in the CORPORATE AUTHORIZATION – NATIONAL SOCIETY OF BLACK ENGINEERS</p> <p>Karl W. Reid Sharon Southerland-Smith</p> <p>Name of Borrower: National Society of Black Engineers LMA Account No.: 7NG02440 Form LMA96 Corporate Resolution Authorizing Loan Management Account</p>		
Maker:	Matthew Nelson		
Secunder:	Noral Walker		
Maker:	-		
Secunder:	-		
Discussion:	-		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		



National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair	X		
Region VI Chair	X		
	In Favor: 15	Opposed: 0	Abstentions: 0
Motion Passes (15-0-0)			

- **Marketing and Communications Plan**
 - The presentation “Marketing and Communications Plan” can be found in the link provided above
 - For questions on the presentation, please contact Ian McDoom at nebsecretary@nsbe.org
- **Treasurer Appointment**
 - Sade Ruffin, National Vice Chairperson, will take on the responsibilities as National Treasurer while the search for a new National Treasurer continues
 - The application for National Treasurer Chairpersons will be reopened until October 15th

Action Item	
Assigned to:	NEB
Assigned by:	Christian Miller
Required Action:	Submit one suggestion for National Treasurer
Deadline:	October

Action Item	
Assigned to:	APC
Assigned by:	Christian Miller
Required Action:	Distribute Meeting Minutes prior to call to the NEB
Deadline:	Rolling

Action Item	
Assigned to:	WHQ
Assigned by:	Neville
Required Action:	PowerPoint How-To: For chapter presidents, how to obtain list of members registered for Annual Convention
Deadline:	October 2

Action Item	
Assigned to:	Victoria Hills
Assigned by:	Neville



Required Action:	PPT indicating who is elected and appoint in the new board structure
Deadline:	October 4

Action Item	
Assigned to:	Governance Task Force
Assigned by:	Neville
Required Action:	Review Chapter section of Code of Conduct as it relates to Ethics
Deadline:	October 4

Action Item	
Assigned to:	NEB
Assigned by:	Neville
Required Action:	Complete Guaranteed 4.0
Deadline:	October 2

Action Item	
Assigned to:	Ian McDoom
Assigned by:	Neville
Required Action:	Create GroupMe for undergraduates
Deadline:	Tonight

Action Item	
Assigned to:	NEB (Undergraduate)
Assigned by:	Neville
Required Action:	Complete G4.0 schedule
Deadline:	9/27/15



National Executive Board (NEB) Meeting Minutes

September 27, 2015

Agenda

- **Meeting Agenda for <September 27, 2015**

Sunday, September 27, 2015							
Audio Conference: 1-218-632-9092 Access code: 115235#							
8:55 AM	9:00 AM	0:05:00	NEB Arrival	-----	NEB	1st Floor CR	
9:00 AM	9:01 AM	0:01:00	Call to Order	National Chair	NEB	1st Floor CR	
9:01 AM	9:08 AM	0:07:00	Roll Call	Secretary	NEB	1st Floor CR	
9:08 AM	9:10 AM	0:02:00	Orders of the Day	Vice Chair	NEB	1st Floor CR	
9:10 AM	10:10 AM	1:00:00	Zones Operations Plan Update	Zone Leads	NEB	1st Floor CR	
10:10 AM	11:10 AM	1:00:00	SmartSheets Training		NEB	1st Floor CR	
11:10 AM	11:55 AM	0:45:00	Strategic Planning Tracking Systems	Breakout Session	NEB	Various	
11:55 AM	12:00 PM	0:05:00	Closing Remarks	National Chair	NEB	1st Floor CR	
12:00 PM			Adjourn	National Chair	NEB	1st Floor CR	

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2FNEB%2FNEB%202016%2F2015-2016%20Meetings%2F2015%20Fall%20Meeting%20Sept%2025-27%20%5BWHQ%5D&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams			
National Parliamentarian	Victoria Hills			
National Chair Emeritus	Sossena Woods			X
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James	X		
National Financial Controller	Michael Boswell		X	
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Jewels F Oladeji	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette			X
National TORCH Chair	Kendall Belcher			X

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone			X
National Leadership Conference Planning Chairperson	Richard Winfrey			X
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair	Uzo Amuzie		X	
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Nadia Crawley			X
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing	X		
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.			X
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier			X
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson - Mackey			X
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		
	Tom Price	X		
Additional Attendees				

- **Board Structure Comments**

- BCA Representative would be redundant as we have Kyle and the finance team
- Programs Chair should be added to provide regional and chapter support
- For Victoria: Evaluate overlap and make proposition off ideas



- If the BCA Representative is included they should be required to have NSBE experience
- Focus on REB to NEB interaction, and not vice versa
- **Ops Plan Update Questions/Comments**
 - The “Operations Plan Update” presentation can be found in the link above
 - For any questions on a specific zone, please contact the respective zone lead
 - Membership Zone – nebvicechair@nsbe.org
 - Communications Zone – nebsecretary@nsbe.org
 - Finance Zone – nebatsp@nsbe.org
 - Programs Zone – nebprograms@nsbe.org
 - Membership
 - The start-up guide should also be placed on the NSBE national website for chapters who may not know who to contact and to provide info to existing chapters
 - There should also be a start-up guide for professionals and NSBE Jr. chapters
 - Communications
 - Use the marketing request form for when you know what you want to have marketed; if you don’t know specifically what you want, leave special comments or follow up with the communications zone directly with
 - Communications zone will place the link to the NEB marketing request in their email signatures
 - The how-to marketing request presentation will be resent to the NEB
 - A form will be created to allow the NEB and other members to recommend highlight general members in eNewsletters
 - This form will also be made available on the NSBE website for general members as well
 - The marketing requests are for more official “on-the-behalf-of-NSBE” statements
 - Finance
 - A new Finance Zone Ops Plan will be developed and presented at the next meeting
 - Programs
 - There is a biannual report out of AEx metrics
 - Follow up with Greg Meeropol for SEEK camp selection
 - Administrative Zone
 - Target Chapters Senators Voting Convention numbers incorrect

Action Item	
Assigned to:	NEB
Assigned by:	Neville Green
Required Action:	Submit one suggestion for National Treasurer Candidate to Sade
Deadline:	October 7

Action Item	
Assigned to:	APC



Assigned by:	Christian Miller
Required Action:	Distribute Meeting Minutes prior to call to the NEB
Deadline:	Rolling

Action Item	
Assigned to:	WHQ
Assigned by:	Neville Green
Required Action:	PowerPoint How-To: For chapter presidents, how to obtain list of members registered for Annual Convention/Event R
Deadline:	October 2

Action Item	
Assigned to:	Victoria Hills
Assigned by:	Neville Green
Required Action:	PPT indicating who is elected and appoint in the new board structure
Deadline:	October 4

Action Item	
Assigned to:	SEC
Assigned by:	Neville Green
Required Action:	Create chapter ethics portion for the code of conduct. Contact Regional chairs prior to release
Deadline:	October 4

Action Item	
Assigned to:	NEB
Assigned by:	Donna O
Required Action:	If you have not completed G4.0, complete Guaranteed 4.0 Training (For members that participated in the academic workshop)
Deadline:	October 2

Action Item	
Assigned to:	NEB
Assigned by:	Donna O.
Required Action:	Complete G4.0 schedule (For members that participated in the academic workshop)
Deadline:	9/27/15

Action Item	
Assigned to:	Tolu Oyelowo
Assigned by:	Neville Green
Required Action:	Online GPA Verification Process to the NEB
Deadline:	October 2



National Executive Board (NEB) Meeting Minutes

October 25, 2015

- I. **Call to Order** at <8:00 PM> EST by <Sade Ruffin>
- II. **Date:** October 25, 2015
- III. **Roll Call:** Ian McDoom

Agenda

- **Meeting Agenda for <October 25, 2015>**

Start Time	End Time	Duration	Topic	Presenter
Sunday October 25, 2015				
8:55 PM	9:00 PM	0:05:00	NEB Arrival	*****
9:00 PM	9:01 PM	0:01:00	Call to Order	Chair
9:01 PM	9:06 PM	0:05:00	Roll Call	Secretary
9:06 PM	9:10 PM	0:04:00	Orders of the Day	Vice Chair
9:10 PM	9:20 PM	0:10:00	Meeting Minutes Approval	Secretary
9:20 PM	9:30 PM	0:10:00	GPA Verification Process	Aex Chair
9:30 PM	9:40 PM	0:10:00	2017 CPC Chair Appointment	Region V Chair
9:40 PM	10:00 PM	0:20:00	Leadership Verification Process (SEC)	Region VI Chair
10:00 PM	10:20 PM	0:20:00	FRC Presentation: NEB Board Restructure	Region III Chair
10:20 PM	10:30 PM	0:10:00	Open Discussion	All
10:30 PM			Adjourn	Chair

All documents for this meeting are located on the NSBE portal at the link below:

http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2FNEB%2FNEB%202016%2F2015-2016%20Meetings%2FPhone%20Conference%20Meetings%2FOctober%20%5B10_25_15%5D&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams	X		
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods			X
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	Xs		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James	X		
National Financial Controller	Michael Boswell	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Paula McCall	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher			X
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey	X		
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka			X
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	(Region 4 Emeritus)	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			
	Ms. Regenia Sanders	X		
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			
	Ms. Cheryl L. Adams			
	Mr. Tony Harris			
	Dr. Njema Frazier			
	Mr. Steven (Steve) A Jarrett			
	Dr. Stephanie Adams			
	Donna O Johnson - Mackey			
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		
	Tom Price	X		
Additional Attendees				



Motion:	I move to approve the NEB Meeting Minutes from September 26 and 27, 2015		
Maker:	Ian McDoom		
Seconder:	Sade Ruffin		
Maker:	-		
Seconder:	-		
Discussion:	-		
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair			
National Finance Chair	X		
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair			
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair	X		
Region VI Chair	X		
	In Favor: 14	Opposed: 0	Abstentions: 0
Motion Passes (14/0/0)			

- **GPA Verification Process**
 - The GPA Verification Process presentation can be found in the folder linked above
 - If you have questions on the GPA Verification Process, please contact Toluwalope at nebaex@nsbe.org
- **Leadership Verification Process (SEC)**
 - Supporting documents for this topic can be found in the link above under the supporting documents section
 - If you have questions regarding this topic, please contact Ryan Taylor at r6chair@nsbe.org



- **FRC Presentation: NEB Board Restructure**
 - The FRC NEB Board Restructure presentation can be found in the folder linked above
 - If you have questions on the presentation, please contact Neville at nebchair@nsbe.org
- **Open Discussion**
 - National Treasurer
 - One completed application
 - Interview will be held in the upcoming weeks and presented by the November call
 - Director of Government affairs and Director of Finance interviews have been held
 - Official announcements will be sent out by November 6th

Meeting Adjourn at 10:30 PM



National Executive Board (NEB) Meeting Minutes **November 22, 2015**

- IV. **Call to Order** at <9:00> EST by <Neville Green>
- V. **Date:** November 22, 2015
- VI. **Roll Call:** Chloe McPherson

Agenda

- **Meeting Agenda for <November 22, 2015>**

Start Time	End Time	Duration	Topic	Presenter
Sunday November 22, 2015				
8:55 PM	9:00 PM	0:05:00	NEB Arrival	-----
9:00 PM	9:01 PM	0:01:00	Call to Order	Chair
9:01 PM	9:06 PM	0:05:00	Roll Call	Secretary
9:06 PM	9:10 PM	0:04:00	Orders of the Day	Vice Chair
9:10 PM	9:20 PM	0:10:00	Meeting Minutes Approval	Secretary
9:20 PM	9:30 PM	0:10:00	Future of the International Committee: An Affiliate Model	IC Chair
9:30 PM	10:15 PM	0:45:00	Chairman's Briefing & Discussion	Chairman
			<i>The Vision</i>	
			<i>SPTF</i>	
			<i>APC</i>	
10:15 PM	10:30 PM	0:15:00	Open Discussion	All
10:30 PM			Adjourn	Chairman

All documents for this meeting are located on the NSBE portal at the link below:

http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2fNEB%2fNEB%202016%2f2015-2016%20Meetings%2fPhone%20Conference%20Meetings%2fNovember%20%5b11_22_15%5d&FolderCTID=%2f7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom			X
National Treasurer				
National Programs Chair	Noral Walker			excused
National Professionals Chair	Mary McWilliams	X		
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



Treasurer Emeritus				
National Finance Chairperson	Joshua James			X
National Financial Controller	Michael Boswell		X	
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Paula McCall	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo			excused
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher	X		
National PCI Chairperson	Ashley McCray			X
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey	X		
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Amanda Garley			X
Region V Chair	Christian G. Miller		X	
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			
	Ms. Regenia Sanders			
	Mr. S. Gordon Moore, Jr.			
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			
	Ms. Cheryl L. Adams			
	Mr. Tony Harris			
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett			
	Dr. Stephanie Adams			
	Donna O Johnson - Mackey			
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes			X
Additional Attendees				



Motion:	I move to approve the NEB Meeting Minutes from October 25, 2015		
Maker:	Chloe McPherson		
Secunder:	Sade Ruffin		
Maker:	- Yield		
Secunder:	- Yield		
Discussion:	<ul style="list-style-type: none"> - There is no documentation of Ryan Taylor’s presentation in the minutes - More discussion from NEB Calls should be recorded in the minutes - Motion tabled (see motion below) 		
Roll Call Vote			
National Vice-Chair			
National Secretary			
National Treasurer			
National Programs Chair			
National Public Relations Chair			
National Publications Chair			
National Communications Chair			
National Finance Chair			
National Membership			
National Academic Excellence			
National PCI Chair			
National International Chair			
Region I Chair			
Region II Chair			
Region III Chair			
Region IV Chair			
Region V Chair			
Region VI Chair			
	In Favor:	Opposed:	Abstentions:
Motion Tabled			

Motion:	I move to table the motion on approving the NEB Meeting Minutes from October 25, 2015 until the next NEB Call
Maker:	Uzo Amuzie
Secunder:	Kalynn Chambers



- Approved by consensus

Motion:	I move to disassociate all future campaigning of NSBE 2025 with the NEB Restructure		
Maker:	Christian Miller		
Seconder:	Chloe McPherson		
Maker:	<p>- Membership needs to understand that NSBE 2025 does not directly result from the NEB Restructure. It has been confusingly communicated to the membership that they must vote to restructure the NEB in order to reach NSBE’s goal of 10,000 Black engineers annually by 2025. Both are viable campaigns, but should not be treated as one initiative moving forward.</p> <p>Seconder:</p> <p>- Yield</p> <p>Discussion:</p> <p>- In Opposition</p> <p>-- We have been advertising these two as one initiative thus far. We’re too far in to switch up our strategy now without seeming flaky to our members.</p>		
Roll Call Vote			
National Vice-Chair	X		
National Secretary -			
National Treasurer -			
National Programs Chair -			
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence -			
National PCI Chair -			
National International Chair			X
Region I Chair			X
Region II Chair	X		
Region III Chair	X		
Region IV Chair -			
Region V Chair	X		
Region VI Chair	X		
	In Favor: 8	Opposed: 0	Abstentions: 2
Motion Passes (8/0/2)			



Motion:	I move to extend time for discussion by another 5 minutes
Maker:	Kalynn Chambers
Seconder:	Ryan Taylor
- Approved by consensus	

Future of the International Committee: An Affiliate Model

- **Current/Past Tasks**
 - Committee shares similar structure as the NEB
 - Create and develop workshops for conferences, mainly Annual Convention
 - Update international members on available opportunities
- **Current Challenges**
 - Communicating over multiple time zones
 - Lack of stable communication with international chapters
 - Consistent international chapter development
 - Lack of funds for international scholarships
 - Funding for international members to attend US-based conferences
 - Member retention and connection
 - How will we serve our international members with the new NEB board structure?
 - **Long term challenge: How can we serve our internationally-located members as well as we serve our domestic membership?**
- **Possible Solutions**
 - Develop an affiliate model (i.e. NSBE Ghana, SAE and Make-A-Wish)
 - Improve available NSBE International information on website

Chairman’s Briefings & Discussion

- **The Vision**
 - Please see supporting documents
- **SPTF update**
 - Please see supporting documents
- **APC update**
 - New Director for External and Government Affairs has been hired
 - New Senior Director for Accounting and Finance has been hired

Meeting Adjourned at 11:08pm EST



National Executive Board (NEB) Meeting Minutes

January 23, 2016

- VII. **Call to Order** at <11:00> EST by <Neville Green>
- VIII. **Date:** January 23, 2016
- IX. **Roll Call:** Ian McDoom

Agenda

- **Meeting Agenda for <January 23, 2016>**

Saturday, January 23, 2016				
Audio Conference: 1-218-632-9092 Access code: 115235#				
10:55 AM	11:00 AM	0:05:00	NEB/PEB Arrival	-----
11:00 AM	11:01 AM	0:01:00	Call to Order	National Chair
11:01 AM	11:08 AM	0:07:00	Roll Call	National Secretary
11:08 AM	11:10 AM	0:02:00	Orders of the Day	National Vice Chair
11:10 AM	11:15 AM	0:05:00	Meeting Minutes Approval	Secretary
11:15 AM	11:45 AM	0:30:00	Chair's Briefing	National Chair
11:45 AM	12:00 PM	0:15:00	Professional Member Vote Proposal	Professional Parliamentarian
12:00 PM	12:15 PM	0:15:00	National Convention Update	CPC Vice Chair
12:15 PM	12:25 PM	0:10:00	2017 CPC Chair Appointment	Region V Chair
12:25 PM	12:35 PM	0:10:00	Elections Committee	Parliamentarian
12:35 PM	12:45 PM	0:10:00	Awards and Committee Appointment	National Programs Chair
12:45 PM	12:50 PM	0:05:00	Closing Remarks	National Chair
12:50 PM	12:50 PM	0:00:00	Adjourn	ALL

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2FNEB%2FNEB%202016%2F2015-2016%20Meetings%2F2016%20NEB%20Winter%20Meeting%20%5BWHQ%5D%20Jan%202022-24&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams			X
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson			X
National Communications Chairperson				

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James			
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Paula McCall	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher			X
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey			X
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair	Uzo Amuzie		X	
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Amanda Garley	X		
Region V Chair	Christian G. Miller		X	
Region VI Chair	Ryan D. Taylor		X	
Advisors				
	Reginald Ewing	X		
	Ms. Regenia Sanders	X		
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams	X		
	Mr. Tony Harris			X
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett	X		
	Dr. Stephanie Adams	X		
	Donna O Johnson - Mackey	X		
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		



Additional Attendees
Constance Thompson Stanton Hill Virginia Booth

Motion:	I move to approve the NEB Meeting Minutes from October 25, 2015 and November 22, 2015		
Maker:	Ian McDoom		
Secunder:	Sade Ruffin		
Maker:			
Yield			
Secunder:			
Yield			
Discussion:			
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair -			
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair -			
Region VI Chair	X		
	In Favor: 12	Opposed: 0	Abstentions: 0
Motion Passes (12/0/0)			

2015-2016 Legacy

- For more information on this presentation, please contact Neville Green at nebchair@nsbe.org
- This presentation can be found in the folder linked above

Motion:	I move to approve the amendment to the National Constitution as stated in "APF_16-020_const_prof"
Maker:	Mary McWilliams



Seconded:	Sade Ruffin		
Maker:			
- Yield			
Seconded:			
- Yield			
Discussion:			
- What are some opposition points?	<ul style="list-style-type: none"> ▪ Lack of understanding (Ex. Assumption that it would no longer be a student run organization) ▪ After explanation, parties were more receptive to vote 		
Roll Call Vote			
National Vice-Chair	X		
National Secretary -	X		
National Treasurer -			
National Programs Chair -	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence -	X		
National PCI Chair -	X		
National International Chair	X		
Region I Chair			X
Region II Chair	X		
Region III Chair	X		
Region IV Chair -	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 14	Opposed: 0	Abstentions: 1
Motion Passes (14/0/1)			

Motion:	I move to appoint Kendra Allen to the position of 2017 Annual Convention Planning Committee Chairperson per Article VIII. Section 10.A(3) of the NSBE National Bylaws
Maker:	Christian Miller
Seconded:	Chloe McPherson
Maker:	
- Yield	
Seconded:	
- Heavily involved with local chapter	
- Member of NSBE for past 11 years	
- She has shown her commitment and drive toward NSBE	
Discussion:	
• 4 year PhD student	
• Does she have any post convention/conference planning experience?	



- FRC CPC
- RLC CPC
- Experience from other positions indicated that she would fit the position

Roll Call Vote			
National Vice-Chair	X		
National Secretary -	X		
National Treasurer -			
National Programs Chair -	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence -	X		
National PCI Chair -	X		
National International Chair	X		
Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair -	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 15	Opposed: 0	Abstentions: 0
Motion Passes (15/0/0)			

Motion:	I move to appoint the Amendment to the National ByLaws as stated in "APF-16-001-BYLAWS-AW"
Maker:	Noral Walker
Seconder:	Sade Ruffin
Maker:	
- Yield	
Seconder:	
- Yield	
Discussion:	
Roll Call Vote	
National Vice-Chair	X
National Secretary -	X
National Treasurer -	
National Programs Chair -	X
National Public Relations Chair	X
National Publications Chair	X
National Communications Chair -	
National Finance Chair -	
National Membership	X
National Academic Excellence -	X

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



National PCI Chair -			
National International Chair	X		
Region I Chair			
Region II Chair	X		
Region III Chair	X		
Region IV Chair -	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 13	Opposed: 0	Abstentions: 0
Motion Passes (13/0/0)			

Motion:	<p>I move to appoint the following individuals to the 2015-2016 Awards Committee as outline in the Awards Committee Winter Document</p> <ul style="list-style-type: none"> • Noral Walker (NEB, Committee Chair) • Donna O. Johnson-Mackey(NAB) • NEB Finance Chairperson • Myla Ruffin (NEB Membership) • Racheida Lewis (NEB) • (Johnson Control Representative) (BCA) • Phillip Jones (BCA) • Tiffany Teachy (PEB) • Christopher Carr (WHQ) • Tolu Oyelowo (NEB AEX) • Ashley McCray (NEB PCI) • Jacarri Tollette (NEB)
Maker:	Noral Walker
Seconder:	Sade Ruffin
Maker:	
- Yield	
Seconder:	
- Yield	
Discussion:	
Roll Call Vote	
National Vice-Chair	X
National Secretary -	X
National Treasurer -	
National Programs Chair -	X
National Public Relations Chair	X
National Publications Chair	X
National Communications Chair -	
National Finance Chair -	
National Membership	X
National Academic Excellence -	X
National PCI Chair -	
National International Chair	X



Region I Chair	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair -	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 14	Opposed: 0	Abstentions: 0
Motion Passes (14/0/0)			

Action Item

- Regional Leaders to send all information for regional packet
 - 300 character description/want to highlight for there meeting
 - January 27

Meeting Adjourned at 11:08pm EST



National Executive Board (NEB) Meeting Minutes

February 20, 2016

- I. **Call to Order** at <9:10> EST by <Neville Green>
- II. **Date:** February 20, 2016
- III. **Roll Call:** Ian McDoom

Agenda

- Meeting Agenda for <February 20, 2016>

7:55 AM	8:00 AM	0:05:00	NEB
8:00 AM	8:01 AM	0:01:00	Call to Order
8:01 AM	8:08 AM	0:07:00	Roll Call
8:08 AM	8:10 AM	0:02:00	Orders of the Day
8:10 AM	8:15 AM	0:05:00	Meeting Minutes Approval
8:15 AM	8:45 AM	0:30:00	Chair's Briefing
8:45 AM	9:45 AM	1:00:00	Strategic Plan
9:45 AM	10:00 AM	0:15:00	BREAK
10:00 AM	10:30 AM	0:30:00	Membership Zone Briefing
10:30 AM	10:45 AM	0:15:00	NSBE Jr. Member Vote Proposal
10:45 AM	11:15 AM	0:30:00	Communications Zone Briefing
11:15 AM	11:45 AM	0:30:00	Finance Zone Briefing
11:45 AM	12:00 PM	0:15:00	2017 CPC Chair Introduction
12:00 PM	1:00 PM	1:00:00	LUNCH
1:00 PM	1:30 PM	0:30:00	Super Fall Regional Conferences
1:30 PM	1:45 PM	0:15:00	2016 NLC Chair Appointment
1:45 PM	2:15 PM	0:30:00	NSBE Collegiate Chapter Activity Study - Results
2:15 PM	2:45 PM	0:30:00	Programs Zone Briefing
2:45 PM	3:00 PM	0:15:00	BREAK
3:00 PM	3:15 PM	0:15:00	Programs Chair - CEO
3:15 PM	4:00 PM	0:45:00	Leaders Evaluation Recap
4:00 PM	4:30 PM	0:30:00	Ab7G Update & Path Forward
4:30 PM	5:00 PM	0:30:00	Leadership & Management: Root Cause Analysis
5:00 PM			Adjourn

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2FNEB%2FNEB%202016%2F2015-2016%20Meetings%2F2016%20NEB%20Winter%20Meeting%20%5BWHQ%5D%20Jan%2022->

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



24&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams	X		
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods			
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		X
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James			
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Paula McCall			
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo			
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher			X
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey			X
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Amanda Garley			
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing	X		
	Ms. Regenia Sanders			

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			
	Ms. Cheryl L. Adams			
	Mr. Tony Harris			
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett	X		
	Dr. Stephanie Adams	X		
	Donna O Johnson - Mackey	X		
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		
Additional Attendees				
Virginia Booth				
Kendra				

Motion:	I move to approve the NEB Meeting Minutes from October 25, 2015 and January 23, 2016		
Maker:	Ian McDoom		
Seconder:	Noral Walker		
Maker:			
Yield			
Seconder:			
Yield			
Discussion:			
Roll Call Vote			
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair -	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence			
National PCI Chair			
National International Chair			
Region I Chair -	X		



Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 11	Opposed: 0	Abstentions: 0
Motion Passes (11/0/0)			

Chair's Briefing

- Culturally Responsible Task Force
 - Lead by Amanda Gurley
 - Donation page for Flint Michigan Water Crisis
- NGC-NSBE Integrated Pipeline Program
 - New partnership with Northrop Grumman
 - The presentation for this item can be found in the link above
 - For questions on this item, please contact Neville Green at nebchair@nsbe.org

Strategic Plan

- The presentation for this item can be found in the link above
- For questions on this item, please contact Neville Green at nebchair@nsbe.org
- It will be voted upon prior to annual convention
 - Notes:
 - Keep the header consistent throughout the pages (e.g. 2015, 2016, etc.)
 - Compose a document that reflect the true roles/responsibilities of each position
 - Send out matrix
 - Evaluate and structure how NLI needs to be set up going forward (to reflect our strategic goals)
 - 2016/2017 Ops Plan – communicate to chapters the funding available for chapter programs
 - Develop comprehensive tool/plan for chapters to request funding

Membership Zone Briefing

- The presentation for this item can be found in the link above
- For questions on this item, please contact Sade Ruffin at nebvicechair@nsbe.org
- Note:
 - Add chapter dues section to Best Practices Guide
 - “NSBE Certified Chapters” put on hold due to investigation with membership numbers
 - Factor in non-paying dues members to membership numbers

NSBE Jr. Member Vote Proposal

- Define specific grade range for NSBE Jr. Member
- Finance Zone – Perform Cost analysis
- Membership Zone – Potential programming for future demographic

Finance Zone Briefing

- The presentation for this item can be found in the link above



- For questions on this item, please contact Sade Ruffin at nebtreasurer@nsbe.org
- Notes:

Fall Recruiting Taskforce Update

- The presentation for this item can be found in the link above
- For questions on this item, please contact Matt Nelson at nebatasp@nsbe.org
- Notes:
 - RLC to FRC: Would corporations still support FRC and Annual Convention? Companies stated that they would still support FRC and Annual Convention
 - Focus on recruiting NSBE leadership at RLC
 - Consideration of Regions that have strong ties with companies (in conjunction with RLC, ex. Region 3 - Easton) was taken into account
 - What would the role of the REBs be?
 - Training can now be separated in components that specific REB members would prevent
 - The timeframe will be selected to allow for the most individuals to attend
 - Suggestion: Companies can move to sponsoring events at FRC and Annual Convention rather than focusing on career showcase (in terms of funding and money spent by the companies)
 - Committee Make up
 - 3 Regional Chairs
 - Donna O Johnson
 - Matt Nelson
 - Tiffany Sithipone

Collegiate Chapter Study Preliminary Results

- The presentation for this item can be found in the link above
- For questions on this item, please contact Dr. Karl Reid at kreid@nsbe.org

Program Zone Briefing

- The presentation for this item can be found in the link above
- For questions on this item, please contact Noral Walker at nebprograms@nsbe.org
- Note:
 - Pertaining the SEEK \$50 application fee, individuals must submit proof that they live below the poverty line
 - This does not apply to the Washington DC seek camp as of yet

Leaders Evaluation Recap

- What did you like?
 - Enjoyed feedback from zone members
- What would you like to see moving forward?
 - Tie in operational progress
 - Complement feedback with DISC assessment





<p>Motion:</p>	<p>I move to approve the amendment to the National Bylaw as stated in “APF_16_019_NATBYLAWS_CEO”</p> <p>Friendly:</p> <p>I move to amend Article 4 Section 2.E.1 and 2.E.2 of the National Bylaws to include the Programs Chair in the Following manner:</p> <p>E. Once a chapter has attained active status:</p> <ol style="list-style-type: none"> 1. Chapter President, Vice-President(s), Secretary, Treasurer and <i>Programs Chairperson</i> shall receive a discounted registration rate for the Fall Regional Conference and Regional meetings to be determined by the Regional Executive Boards. To receive discounted registration rates, the chapter officers must be registered by the designated deadline. 2. Chapter President, Vice-President(s), Secretary, Treasurer and <i>Programs Chairperson</i> shall receive a discounted registration rate for Annual Convention to be determined by the National Executive Board. To receive discounted registration rates, the chapter officers must be registered by the designated deadline. <p style="color: red;">This vote only pertains to this section of the National Bylaws</p>		
Maker:	Noral Walker		
Secunder:	Racheida Lewis		
Maker:	-		
Secunder:	-		
Discussion:	<ul style="list-style-type: none"> • 30% of chapters have a Programs Chair 		
Roll Call Vote			
National Vice-Chair			
National Secretary -	X		
National Treasurer -			
National Programs Chair -	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence -			
National PCI Chair -			
National International Chair			
Region I Chair	X		
Region II Chair	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES

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Region III Chair	X		
Region IV Chair -	X		
Region V Chair	X		
Region VI Chair	X		
	In Favor: 11	Opposed: 0	Abstentions: 0
Motion Passes (11/0/0)			

Motion:	I move to authorize access to NSBE World Headquarters to host the Algebra by the 7 th Grade (Ab7G) pilot for the 2016-2017, 2017-2018, and 2018-2019 academic years		
Maker:	Noral Walker		
Seconded:	Ian McDoom		
Maker:	- This initiative directly aligns with our mission and the programming we are trying to achieve going toward the future		
Seconded:	- Yield		
Discussion:	<ul style="list-style-type: none"> Without the second motion or additional funding, Ab7g would not be able to be continued This has not impact on WHQ staffing and the calendar will be managed to ensure there are no scheduling conflicts4 		
Roll Call Vote			
National Vice-Chair			
National Secretary -	X		
National Treasurer -			
National Programs Chair -	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence -			
National PCI Chair -			
National International Chair			
Region I Chair			
Region II Chair	X		
Region III Chair	X		
Region IV Chair -			
Region V Chair	X		
Region VI Chair	X		
	In Favor: 9	Opposed: 0	Abstentions: 0
Motion Passes (9/0/0)			

Motion:	I move to allocate \$8,500, \$9,250, and \$9,800 in the FY2017, FY2018, and		



<p>FY2019 budgets to fully resource the Algebra by 7th Grade (Ab7G) pilot.</p> <p>Friendly:</p> <p>I move to allocate \$8,500, \$9,250, and \$9,800 in the FY2017, FY2018, and FY2019 budgets, respectively, to fund the Algebra by 7th Grade (Ab7G) pilot.</p>	
Maker:	Noral Walker
Seconder:	Ryan Taylor
<p>Maker:</p> <p>- This initiative directly aligns with our mission and the programming we are trying to achieve going toward the future</p> <p>Seconder:</p> <p>- Yield</p> <p>Discussion:</p> <ul style="list-style-type: none"> Without the second motion or additional funding, Ab7g would not be able to be continued This has not impact on WHQ staffing and the calendar will be managed to ensure there are no scheduling conflicts 	
Roll Call Vote	
National Vice-Chair	X
National Secretary	X
National Treasurer	
National Programs Chair	X
National Public Relations Chair	X
National Publications Chair	X
National Communications Chair	
National Finance Chair	
National Membership	X
National Academic Excellence	
National PCI Chair	
National International Chair	
Region I Chair	
Region II Chair	X
Region III Chair	X
Region IV Chair	
Region V Chair	X
Region VI Chair	X
In Favor: 10 Opposed: 0 Abstentions: 0	
Motion Passes (10/0/0)	

Action Items

- Add Go Fund me link to signature
 - Neville Green
 - Entire Board
 - By the end of the weekend
- NEB talking points of NGC Partnership



- Neville Green
 - Neville Green
 - Today
- Put Chapter Best Practices Guide on Website
- Update objective 2.2 for annual convention meeting
 - Neville
 - Sade
 - By convention meeting
- Provide feasibility study for Oakland, San Diego, and Kansas City
 - Neville
 - Noral Walker
 - March 5
- Review the CPC agenda

Meeting Adjourned at 11:08pm EST



National Executive Board (NEB) Meeting Minutes

February 21, 2016

- I. **Call to Order** at <9:20> EST by <Neville Green>
- II. **Date:** February 21, 2016
- III. **Roll Call:** Ian McDoom

Agenda

- **Meeting Agenda for <February 21, 2016>**

Sunday, February 21, 2016						
Audio Conference: 1-218-632-9092 Access code: 115235#						
8:55 AM	9:00 AM	0:05:00	NEB/CPC Arrival	-----	NEB/CPC	Nantucket - 3rd Floor
9:00 AM	9:01 AM	0:01:00	Call to Order	National Chair	NEB/CPC	Nantucket - 3rd Floor
9:01 AM	9:08 AM	0:07:00	Roll Call	National Secretary	NEB/CPC	Nantucket - 3rd Floor
9:08 AM	9:10 AM	0:02:00	Orders of the Day	National Secretary	NEB/CPC	Nantucket - 3rd Floor
9:10 AM	9:40 AM	0:30:00	Chair's Briefing Pt. 2	National Chair	NEB/CPC	Nantucket - 3rd Floor
		0:15:00	NEB Onsite Execution			
		0:45:00	Mental Walkthrough			
		0:10:00	Break			
		0:40:00	Mental Walkthrough			
		0:20:00	Next Steps/Discussion			
9:40 AM	10:10 AM	0:30:00	Leadership & Management: Root Cause Analysis	Dr. Njema Frazier	NEB	Nantucket - 3rd Floor
10:10 AM	10:20 AM	0:10:00	BREAK	ALL	NEB/CPC	Various
10:20 AM	12:50 PM	2:30:00	Annual Convention Agenda Review	CPC Chair	NEB/CPC	Nantucket - 3rd Floor
12:50 PM	1:00 PM	0:10:00	Closing Remarks	National Chair	NEB/CPC	Nantucket - 3rd Floor
1:00 PM			Adjourn	National Chair	NEB/CPC	-----

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2FNEB%2FNEB%202016%2F2015-2016%20Meetings%2F2016%20NEB%20February%20Winter%20Meeting%20%5BBoston%5D%20Feb%2019-21&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin			X
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams			X
National Parliamentarian	Victoria Hills			X
National Chair Emeritus	Sossena Woods			X
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Finance Chairperson				
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson			X
CPC Chairperson	Paula McCall	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher			X
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey			X
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka			X
Region I Chair	Uzo Amuzie	X		
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Amanda Garley	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett	X		
	Dr. Stephanie Adams	X		
	Donna O Johnson - Mackey	X		
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol			X
	Kyle Rahn	X		
	Christina Sykes	X		



Additional Attendees

Virginia Booth Womack
Kendra Allen
Melinda Ducksworth
Chris Carr

CPC Updates

- Convention Numbers:
 - Regions:
 - Region 1: 1076
 - Region 2: 905
 - Region 3: 793
 - Region 4: 801
 - Region 5: 940
 - Region 6: 447
 - Demographics:
 - NSBE Jr. (including chaperones): 1187
 - College (Apex): 438
 - College (All): 3929
 - Lifetime: 36
 - Professionals: 400

Meeting Adjourned at 11:37pm EST



National Executive Board (NEB) Meeting Minutes **February 28, 2016**

- I. **Call to Order** at <8:10> EST by <Neville Green>
- II. **Date:** February 28, 2016
- III. **Roll Call:** Ian McDoom

Agenda

- **Meeting Agenda for <February 28, 2016>**
 - 1. APC UPDATE - National Chair
 - 2. 2017 Convention Theme & Colors Approval

All documents for this meeting are located on the NSBE portal at the link below:

<http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2fNEB%2fNEB%202016%2f2015-2016%20Meetings%2fPhone%20Conference%20Meetings%2fFebruary%20%5b022816%5d&FolderCTID=%2f7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d>

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams	X		
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson	Joshua James			
National Financial Controller	Michael Boswell		X	
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Paula McCall			
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher			X
National PCI Chairperson	Ashley McCray			X

NATIONAL EXECUTIVE BOARD MEETING MINUTES

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National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey			X
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair	R1 Programs Chair	X		
Region II Chair	Kalynn Chambers			X
Region III Chair	Kierna Mason	X		
Region IV Chair	Amanda Garley			X
Region V Chair	Christian G. Miller		X	
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing	X		
	Ms. Regenia Sanders			
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			
	Ms. Cheryl L. Adams			
	Mr. Tony Harris			
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett			
	Dr. Stephanie Adams			
	Donna O Johnson - Mackey			
	Virginia Booth	X		
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		
	Stanton Hill	X		
	Constant Thompson	X		
Additional Attendees				
Virginia Booth Debra Oladi (Programs Chair) Kendra Allen				

Motion:	I move to approve the 2017 CPC Theme and Colors as outlined in the 2017 CPC Theme and Colors.ppt (found in the folder above)



Maker:	Sade Ruffin		
Seconded:	Chloe McPherson		
Maker:	Yield		
Seconded:	Yield		
Discussion:	Kendra Allen:		
	Theme based on the NSBE2025 goals (building the foundation the objectives of NSBE2025)		
Colors:	<ul style="list-style-type: none"> • Navy Blue – Kansas City Royals • Light Blue- City of fountains • White – Counter balance • Green – Landscape of City 		
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair -	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair			
National International Chair			
Region I Chair -			
Region II Chair			
Region III Chair	X		
Region IV Chair			
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 10	Opposed: 0	Abstentions: 0
Motion Passes (10/0/0)			

Chair’s Briefing - APC

- The summary of the APC meeting can be found in the link above
- Ms. Bloom will backfill Franklin Moore until interviews being taken place for his replacement in two weeks time

Meeting Adjourned at 9:30pm EST



National Executive Board (NEB) Meeting Minutes

March 16, 2016

- I. **Call to Order** at <8:30> EST by <Neville Green>
- II. **Date:** March 16, 2016
- III. **Roll Call:** Ian McDoom

Agenda

- **Meeting Agenda for <March 16, 2016>**

Start Time	End Time	Duration	Topic	Presenter
Wednesday March 16, 2016 8:30pm EST				
8:25 PM	8:30 PM	0:05:00	NEB Arrival	—
8:30 PM	8:31 PM	0:01:00	Call to Order	Chair
8:31 PM	8:36 PM	0:05:00	Roll Call	Secretary
8:36 PM	8:40 PM	0:04:00	Orders of the Day	Vice Chair
8:40 PM	8:45 PM	0:05:00	Meeting Minutes Approval	Secretary
8:45 PM	9:00 PM	0:15:00	Approved Reserve Repurpose	Karl Reid
9:00 PM	10:15 PM	1:25:00	Proposal Reviews	
		0:10:00	Membership Demographic addition of 3rd-5th Students	Membership Chair
		0:15:00	NEB Candidate Termination of Office	Parliamentarian
		0:15:00	NEB Qualification Process Modification	Parliamentarian
		0:15:00	NEB Candidate Qualification Process Modification	Parliamentarian
		0:15:00	Standard and Ethics Committee Process Modifications	Parliamentarian
		0:15:00	NEB APC	
10:15 PM			Adjourn	Chairman

All documents for this meeting are located on the NSBE portal at the link below:

http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2fNEB%2fNEB%202016%2f2015-2016%20Meetings%2fPhone%20Conference%20Meetings%2fMarch%20Pre-Con%20%5b03_16_16%5d&FolderCTID=&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams			X
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods	X		
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson			X
National Communications Chairperson				
Finance Zone				

NATIONAL EXECUTIVE BOARD MEETING MINUTES

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Treasurer Emeritus				
National Finance Chairperson	Joshua James			
National Financial Controller	Michael Boswell			X
Assistant Treasurer of Special Projects	Matthew Nelson	X		
CPC Chairperson	Paula McCall	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo	X		
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair	Kendall Belcher			
National PCI Chairperson	Ashley McCray	X		
National Leadership Institute Chairperson	Tiffany Sithiphone	X		
National Leadership Conference Planning Chairperson	Richard Winfrey	X		
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka	X		
Region I Chair	Uzo			X
Region II Chair	Kalynn Chambers		X	
Region III Chair	Kierna Mason	X		
Region IV Chair	Amanda Garley			X
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing	X		
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.			X
	Mr. André 'Dré' Willis			X
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier			X
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson - Mackey			X
	Virginia Booth			X
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		



	Stanton Hill	X		
	Constant Thompson	X		
Additional Attendees				

Motion:	I move to approve the NEB meeting minutes from February 28, 2016		
Maker:	Ian McDoom		
Secunder:	Richard Winfrey		
Maker:			
Yield			
Secunder:			
Yield			
Discussion:			
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair -			
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -			
Region II Chair			
Region III Chair	X		
Region IV Chair			
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 11	Opposed: 0	Abstentions: 0
Motion Passes (11/0/0)			

Board Reserve: Repurpose IT Funding

- This presentation can be found in the link above. For questions on this presentation, please reach out to Neville Green at nebchair@nsbe.org

Motion:	I move to approve the repurpose of \$75,000 in approved funds to fund critical Aptify/ NSBEconnect enhancements in the current fiscal year as stated in the presentation "Board Reserve: Repurpose IT Funding"

NATIONAL EXECUTIVE BOARD MEETING MINUTES

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Maker:	Noral Walker		
Second:	Sade Ruffin		
Maker:			
Yield			
Second:			
Yield			
Discussion:			
-	If the money is not relocated it does not immediately go into the reserves		
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair -			
National Communications Chair -			
National Finance Chair -			
National Membership			
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 11	Opposed: 0	Abstentions: 0
Motion Passes (11/0/0)			

Motion:	I move to approve the Amendment to the National Bylaw as stated in "APF_16_03_NATBYLAWS_NSBEJR"		
Maker:	Myla Ruffin		
Second:	Sade Ruffin		
Maker:			
Yield			
Second:			
Yield			
Discussion:			
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair -			
National Communications Chair -			

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair -	X		
Region VI Chair	X		
In Favor: 12		Opposed: 0	Abstentions: 0
Motion Passes (12/0/0)			

Motion:	I move to approve "APF_16_03_NATBYLAWS_TERM" to be effective immediately in the National Bylaws.		
Maker:	Victoria Hills		
Seconder:	Christina Miller		
Maker:			
Yield			
Seconder:	<ul style="list-style-type: none"> - This would unnecessarily extend the SEC powers and responsibilities. It should remain that the SEC should only give recommendations on terminations to the NEB 		
Discussion:	<ul style="list-style-type: none"> - This is a power that the SEC already holds and this motion is only clarifying that power 		
National Vice-Chair	X		
National Secretary		X	
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair		X	
National Publications Chair -			
National Communications Chair -			
National Finance Chair -			
National Membership		X	
National Academic Excellence		X	
National PCI Chair		X	
National International Chair	X		
Region I Chair -			
Region II Chair		X	
Region III Chair		X	
Region IV Chair			
Region V Chair -		X	
Region VI Chair		X	
In Favor: 3		Opposed: 9	Abstentions: 0
Motion Fails (3/9/0)			



Motion:	I move to approve "APF16-03_BYLAWS_NEB" to be effective immediately in the National Bylaws.		
Maker:	Victoria Hills		
Second:	Sade Ruffin		
Maker:	Yield		
Second:	<ul style="list-style-type: none"> - This would unnecessarily extend the SEC powers and responsibilities. It should remain that the SEC should only give recommendations on terminations to the NEB 		
Discussion:	<ul style="list-style-type: none"> - This is a power that the SEC already holds and this motion is only clarifying that power 		
National Vice-Chair			
National Secretary			
National Treasurer -			
National Programs Chair			
National Public Relations Chair			
National Publications Chair -			
National Communications Chair -			
National Finance Chair -			
National Membership			
National Academic Excellence			
National PCI Chair			
National International Chair			
Region I Chair -			
Region II Chair			
Region III Chair			
Region IV Chair			
Region V Chair -			
Region VI Chair			
	In Favor:	Opposed:	Abstentions:
Motion Tabled			

Motion:	I move to table the prior vote until the April Meeting
Maker:	Kiarna Mason
Second:	Christian Miller
Maker:	Yield
Second:	<ul style="list-style-type: none"> - A verification process has not been developed and the prior amendment change would not be recommended before the process has been made
Discussion:	

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair		X	
National Publications Chair -			
National Communications Chair -			
National Finance Chair -			
National Membership		X	
National Academic Excellence		X	
National PCI Chair		X	
National International Chair		X	
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 7	Opposed: 5	Abstentions: 0
Motion Passes (7/5/0)			

Motion:	Candidate Qualification Vote		
Maker:	Victoria Hills		
Seconder:	Sade Ruffin		
Maker:			
Yield			
Seconder:			
-	This would unnecessarily extend the SEC powers and responsibilities. It should remain that the SEC should only give recommendations on terminations to the NEB		
Discussion:			
-	Would the section "Each candidate incoming graduate student shall submit an official acceptance letter from the Registrar or appropriate university official which states that he/she will be a student in with the university accepted for the summer or Fall Semester." Limit individuals who have not received their acceptance yet <ul style="list-style-type: none"> ▪ This is an issue that has no real solution as a graduate school candidate should have some indication that they are attending graduate school 		
-	Friendly <ul style="list-style-type: none"> ▪ Article 11 Section 3 Letter C: Each non-undergraduate candidate entering graduate school shall submit an official acceptance letter from the Registrar or appropriate university official which states that he/she will be a student in with the university accepted for the summer or Fall Semester. 		
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



National Programs Chair			
National Public Relations Chair	X		
National Publications Chair -			
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair -	X		
Region VI Chair			
	In Favor: 10	Opposed: 0	Abstentions: 0
Motion Passes (10/0/0)			

Motion:	I move to approve "APF_16_03_NATBYLAWS_SEC" to be effective immediately in the National Bylaws.		
Maker:	Victoria Hills		
Secunder:	Christian Miller		
Maker:	<ul style="list-style-type: none"> The updates should cover any issue that the SEC may run into 		
Secunder:	<ul style="list-style-type: none"> Section 3.d – Issues with the line "Violation that conflict with National Constitution and Bylaws cannot be overturned" 		
Discussion:			
Friendly:	<ul style="list-style-type: none"> Article 10 Section 3 Letter D: Violations that conflict with the National Constitution and Bylaws are subject to the appeals process 		
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair			
National Public Relations Chair	X		
National Publications Chair -			
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -			
Region II Chair	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



Region III Chair	X		
Region IV Chair			
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 11	Opposed: 0	Abstentions: 0
Motion Passes (11/0/0)			

Motion:	I move to approve APF_16_03_NATBLYAWS_APC to be effective immediately in the National Bylaws		
Maker:	Victoria Hills		
Second:	Sade Ruffin		
Maker:			
Second:			
Discussion:			
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair			
National Public Relations Chair	X		
National Publications Chair -			
National Communications Chair -			
National Finance Chair -			
National Membership Chair			
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair			
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 10	Opposed: 0	Abstentions: 0
Motion Passes (10/0/0)			

Meeting Adjourned at 10:30pm EST

Action Item

- Provide feedback on NEB Qualification Modification
 - To: NEB
 - Assign by: Neville Green
 - Due Date: April 1



National Executive Board (NEB) Meeting Minutes

March 22, 2016

- I. **Call to Order** at <8:00 AM> EST by <Neville Green>
- II. **Date:** March 22, 2016
- III. **Roll Call:** Ian McDoom

Agenda

- **Meeting Agenda for <March 22, 2016>**

Tuesday, March 22, 2016					
7:55 AM	8:00 AM	0:05:00	NEB	-----	NEB/NAB/ELT BCEC - Room 151A
8:00 AM	8:01 AM	0:01:00	Call to Order	National Chair	NEB/NAB/ELT BCEC - Room 151A
8:01 AM	8:08 AM	0:07:00	Roll Call	National Secretary	NEB/NAB/ELT BCEC - Room 151A
8:08 AM	8:10 AM	0:02:00	Orders of the Day	National Secretary	NEB/NAB/ELT BCEC - Room 151A
8:10 AM	8:15 AM	0:05:00	Meeting Minutes Approval	National Secretary	NEB/NAB/ELT BCEC - Room 151A
8:15 AM	8:45 AM	0:30:00	Chair's Briefing	National Chair	NEB/NAB/ELT BCEC - Room 151A
8:45 AM	9:05 AM	0:20:00	Professional's Briefing	Professional's Chair	NEB/NAB/ELT BCEC - Room 151A
9:05 AM	9:35 AM	0:30:00	Operation's Plan Year end Review	National Vice Chair	NEB/NAB/ELT BCEC - Room 151A
9:35 AM	10:05 AM	0:30:00	External and Government Affairs Briefing	Director of External and Government Affairs/ Executive Director	NEB/NAB/ELT BCEC - Room 151A
10:05 AM	10:20 AM	0:15:00	BREAK	ALL	N/A
10:20 AM	11:20 AM	1:00:00	Strategic Plan	National Chair	NEB/NAB/ELT BCEC - Room 151A
11:20 AM	12:00 PM	0:40:00	Super Regional Leadership Conferences	National Assistant Treasurer - Special Projects	NEB/NAB/ELT BCEC - Room 151A
12:00 PM	1:30 PM	1:30:00	LUNCH	ALL	On Your Own
1:30 PM	2:00 PM	0:30:00	Financial Policy	Financial Controller	BCEC - Room 151A
2:00 PM	2:15 PM	0:15:00	Logo Policy & Quick Guide Updates	National Public Relations Chair	NEB/NAB/ELT BCEC - Room 151A
2:15 PM	2:30 PM	0:15:00	Chapter Programs Chair for Active Charter Chapters	National Programs Chair	NEB/NAB/ELT BCEC - Room 151A
2:30 PM	2:45 PM	0:15:00	2016 NLC Chair Appointment	National Programs Chair	NEB/NAB/ELT BCEC - Room 151A
2:45 PM	3:00 PM	0:15:00	BREAK	ALL	Various
3:00 PM	3:15 PM	0:15:00	NEB Recognition	NAB Advisors	NEB/NAB/ELT BCEC - Room 151A
3:15 PM	3:30 PM	0:15:00	NEB Annual Convention Housekeeping	National Vice Chair	NEB/NAB/ELT BCEC - Room 151A
3:30 PM	3:45 PM	0:15:00	Review of Action Items	National Secretary	NEB/NAB/ELT BCEC - Room 151A
3:45 PM	4:00 PM	0:15:00	Closing Remarks	National Chair	NEB/NAB/ELT BCEC - Room 151A
4:00 PM			Adjourn	National Chair	NEB/NAB/ELT BCEC - Room 151A
4:00 PM	5:00 PM	1:00:00	Leadership Training Survey	Senior Research Analyst & Applications Specialist	NEB BCEC - Room 151A

All documents for this meeting are located on the NSBE portal at the link below:

http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2fNEB%2fNEB%202016%2f2015-2016%20Meetings%2f2016%20NEB%20Convention%20Meeting%20%5b3_22_16%5d%20Boston%2cMA&FolderCTID=&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker	X		
National Professionals Chair	Mary McWilliams	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES

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National Parliamentarian	Victoria Hills		X	
National Chair Emeritus	Sossena Woods		X	
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				
Treasurer Emeritus				
National Finance Chairperson				
National Financial Controller	Michael Boswell	X		
Assistant Treasurer of Special Projects	Matthew Nelson	X		
2016 CPC Chairperson	Paula McCall		X	
2017 CPC Chairperson	Kendra Allen	X		
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo		X	
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair				
National PCI Chairperson	Ashley McCray		X	
National Leadership Institute Chairperson	Tiffany Sithiphone		X	
National Leadership Conference Planning Chairperson	Richard Winfrey		X	
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka		X	
Region I Chair	Uzo Amuzie		X	
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Amanda Gurley	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.	X		
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris	X		
	Dr. Njema Frazier			X
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



	Donna O Johnson - Mackey	X		
	Virginia Booth			X
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		
	Christina Sykes	X		
	Stanton Hill	X		
	Constance Thompson	X		
Additional Attendees				
Speakers and Workshops Chair CPC – Janessa Patteway				

Motion:	I move to approve the NEB meeting minutes from March 16, 2016		
Maker:	Ian McDoom		
Seconder:	Noral Walker		
Maker:			
Yield			
Seconder:			
Yield			
Discussion:			
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence			
National PCI Chair			
National International Chair			
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 11	Opposed: 0	Abstentions: 0
Motion Passes (11/0/0)			



Chairs Briefing

- The presentation for this topic can be found in the link above
- For more information or questions on this presentation, please contact Neville Green at nebchair@nsbe.org
- Notes:
 - Slide 4: Registration numbers as of March, not the numbers to date
 - NSBE Jr numbers were stimulated by an increased number of competitions
 - The shift between low NSBE Jr numbers and high Annual Convention numbers is most likely due to shifting competitions from FRC to Annual Convention

Professionals Briefing

- The presentation for this topic can be found in the link above
- For more information or questions on this presentation, please contact Mary McWilliams at pebchair@nsbe.org
- Notes:
 - Decrease in membership members could be attributed to:
 - No roll over (collegiate membership to professional membership)
 - Must opt in, rather than automatic registration

External & Government Affairs

- The presentation for this topic can be found in the link above
- For more information or questions on this presentation, please contact Constance Thompson at cthompson@nsbe.org
- Notes:
 - Reciprocal membership model – August 2016

2015-2016 National Ops Plan

- The presentation for this topic can be found in the link above
- For more information or questions on this presentation, please contact the zone lead for which the question pertains to:
 - Membership Zone – Sade Ruffin (nebvicechair@nsbe.org)
 - Communications Zone – Ian McDoom (nebcommunication@nsbe.org)
 - Finance Zone – Sade Ruffin (nebtreasurer@nsbe.org)
 - Programs Zone – Noral Walker (nebprograms@nsbe.org)
- Notes:
 - Slide 19: 12% incomplete should be 22% incomplete

Super Regional Leadership Conference

- The presentation for this topic can be found in the link above
- For more information or questions on this presentation, please contact Matthew Nelson at nebatasp@nsbe.org
- Notes:



Motion:	I move to approve the March 2016 Logo Policy Version 2.3 document titled "NSBElogopolicy RSL Edits"		
Maker:	Racheida Lewis		
Seconder:	Ian McDoom		
Maker:	<ul style="list-style-type: none"> • Changes: <ul style="list-style-type: none"> ○ Color codes for logo ○ Removed NSBE Logo Color: 873c ○ Added correct logo use examples 		
Seconder:	Yield		
Discussion:	<ul style="list-style-type: none"> • Place in leadership application and 		
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National PCI Chair	X		
National Academic Excellence	X		
National International Chair	X		
National Membership	X		
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 14	Opposed: 0	Abstentions: 0
Motion Passes (14/0/0)			

Motion:	I move to approve the March 2016 Logo Policy Quick Guide document titled "NSBElogo_quick_guide RSL Edits"
Maker:	Racheida Lewis
Seconder:	Matthew Nelson
Maker:	<ul style="list-style-type: none"> • This is a quick guide to the logo policy
Seconder:	

NATIONAL EXECUTIVE BOARD MEETING MINUTES

2015-2016



<ul style="list-style-type: none"> Coordinate order of awards throughout Regions (Finance Policy) 			
Discussion:			
<ul style="list-style-type: none"> This motion is to implement the model, not further investigate and develop the model (which will still be done regardless of a vote or not). This only has ramifications on whether this will take place in 2017 or not 			
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National PCI Chair	X		
National Academic Excellence	X		
National International Chair	X		
National Membership	X		
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 14	Opposed: 0	Abstentions: 0
Motion Passes (14/0/0)			

Motion:	I entertain the motion to implement the 2017 Super Regional Leadership Conference model as a pilot conference for the 2017 Regional Leadership Conference Replacement		
Maker:	Kierna Mason		
Secunder:	Racheida Lewis		
Maker:	Yield		
Secunder:	<ul style="list-style-type: none"> Speaking from the chapter perspective, believes the benefit will be much greater for chapter leaders than not both financially and in leadership training consistently. 		
Discussion:	<ul style="list-style-type: none"> This motion is to implement the model, not further investigate and develop the model (which will still be done regardless of a vote or not). This only has ramifications on whether this will take place in 2017 or not There will not be any impetus on this initiative if it is not voted into place There are no outstanding RLC contracts with any regions 		
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES

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National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -			
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 14	Opposed: 0	Abstentions: 0
Motion Passes (14/0/0)			

Motion:	I move to appoint Alanna Tremble as the 2016 National Leadership Conference Planning Chair		
Maker:	Noral Walker		
Secunder:	Matthew Nelson		
Maker:	Yield		
Secunder:	<ul style="list-style-type: none"> • Worked with Alanna Tremble • Great job as an FRC chair and has the experience for this position 		
Discussion:	<ul style="list-style-type: none"> • 		
National Vice-Chair			
National Secretary			
National Treasurer -			
National Programs Chair			
National Public Relations Chair			
National Publications Chair			
National Communications Chair -			
National Finance Chair -			
National Membership			
National Academic Excellence			
National PCI Chair			
National International Chair			
Region I Chair -			
Region II Chair			
Region III Chair			
Region IV Chair			
Region V Chair -			
Region VI Chair			
	In Favor: -	Opposed: -	Abstentions: -



Motion Passes through Majority Hand Vote

<p>Motion:</p>	<p>I move to approve the remaining portion of the Amendment to the National Bylaw as stated in “APF_16-020_NATBYLAWS_CEO” effective 8/1/2016</p> <p>Friendly: I move to approve the remaining portion of the Amendment to the National Bylaw as stated in “APF_16-020_NATBYLAWS_CEO” effective-8/1/2016</p>		
Maker:	Noral Walker		
Second:	Ashley McCray		
Maker:	<ul style="list-style-type: none"> • This section would mandate that all chapters have a programs chair in order to have active status <ul style="list-style-type: none"> ○ This would benefit the execution of programming and would also be ideal in data/feedback collection on national/regional programming 		
Second:	<ul style="list-style-type: none"> • This will strengthen CEB and NSBE programming and positively impact the goal of 10k 		
Discussion:	<ul style="list-style-type: none"> • 		
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair	X		
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair -	X		
Region VI Chair	X		
	In Favor: 15	Opposed: 0	Abstentions: 0
Motion Passes (15-0-0)			



Motion:	I move to approve the document titled 2025-Strategic-Goals-Updates-2015-2018.doc to be implemented May 1, 2016		
Maker:	Noral Walker		
Seconder:	Uzo Amuzie		
Maker:			
Yield			
Seconder:			
Yield			
Discussion:	<ul style="list-style-type: none"> • 		
National Vice-Chair			
National Secretary			
National Treasurer -			
National Programs Chair			
National Public Relations Chair			
National Publications Chair			
National Communications Chair -			
National Finance Chair -			
National Membership			
National Academic Excellence			
National PCI Chair			
National International Chair			
Region I Chair -			
Region II Chair			
Region III Chair			
Region IV Chair			
Region V Chair -			
Region VI Chair			
	In Favor: -	Opposed: -	Abstentions: -
Motion Passes by majority hand vote			

Meeting Adjourned at 5:30pm EST

Action Item	
Assigned to:	Noral Walker
Assigned by:	Christian miller
Required Action:	Breakdown of FRC and Convention NSBE Jr registrants for the last 3 years (each region)
Deadline:	April 17



Action Item	
Assigned to:	Michael Boswell
Assigned by:	Neville Green
Required Action:	Add coordination of award orders into financial policy
Deadline:	April 17

Action Item	
Assigned to:	Myla Ruffin
Assigned by:	Neville Green
Required Action:	Determine the conditions of the grandfather clause for the amendment change, "APF_16-020_NATBYLAWS_CEO"
Deadline:	April 17



National Executive Board (NEB) Meeting Minutes

April 17, 2016

- I. **Call to Order** at <8:05 PM> EST by <Neville Green>
- II. **Date:** April 17, 2016
- III. **Roll Call:** Racheida Lewis

Agenda

- **Meeting Agenda for <April 17, 2016>**

Start Time	End Time	Duration	Topic
Sunday April 17, 2016 8:00pm E			
7:55 PM	8:00 PM	0:05:00	NEB Arrival
8:00 PM	8:01 PM	0:01:00	Call to Order
8:01 PM	8:06 PM	0:05:00	Roll Call
8:06 PM	8:10 PM	0:04:00	Orders of the Day
8:10 PM	8:20 PM	0:10:00	Meeting Minutes Approval
8:20 PM	8:50 PM	0:30:00	Operations Plan Results - Year End
8:50 PM	9:05 PM	0:15:00	National Verification Process (Voting Item)
9:05 PM	9:10 PM	0:05:00	2015-2016 to 2016-2017 Counterpart Transition Process
9:10 PM	9:20 PM	0:10:00	End of Year Remarks
9:20 PM	9:30 PM	0:10:00	Open Discussion
9:30 PM			Adjourn

All documents for this meeting are located on the NSBE portal at the link below:

http://portal.nsbe.org/NEB/NEB%202016/Forms/AllItems.aspx?RootFolder=%2fNEB%2fNEB%202016%2f2015-2016%20Meetings%2fPhone%20Conference%20Meetings%2fApril%20%5b04_17_16%5d&FolderCTID=&View=%7b0124E0B6-EDA8-4B58-9591-DCF06D50B851%7d

Position	Name	Present	Late	Absent
Administrative Zone				
National Chairperson	Neville Green	X		
National Vice-Chairperson	Sade Ruffin	X		
National Secretary	Ian McDoom	X		
National Treasurer				
National Programs Chair	Noral Walker			
National Professionals Chair	Mary McWilliams	X		
National Parliamentarian	Victoria Hills	X		
National Chair Emeritus	Sossena Woods			
Communications Zone				
National Public Relations Chairperson	Racheida Lewis	X		
National Publications Chairperson	Chloe McPherson	X		
National Communications Chairperson				
Finance Zone				

NATIONAL EXECUTIVE BOARD MEETING MINUTES

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Treasurer Emeritus				
National Finance Chairperson				
National Financial Controller	Michael Boswell			
Assistant Treasurer of Special Projects	Matthew Nelson	X		
2016 CPC Chairperson	Paula McCall			
2017 CPC Chairperson	Kendra Allen			
Programs Zone				
National Academic Excellence Chair	Tolu Oyelowo		X	
National Business Diversity Chair	Jacarri Tollette	X		
National TORCH Chair				
National PCI Chairperson	Ashley McCray			
National Leadership Institute Chairperson	Tiffany Sithiphone		X	
National Leadership Conference Planning Chairperson	Richard Winfrey			
Membership Zone				
National Membership Chairperson	Myla Ruffin	X		
National International Chairperson	Oghoghosa Igbineweka		X	
Region I Chair	Uzo Amuzie		X	
Region II Chair	Kalynn Chambers	X		
Region III Chair	Kierna Mason	X		
Region IV Chair	Amanda Gurley	X		
Region V Chair	Christian G. Miller	X		
Region VI Chair	Ryan D. Taylor	X		
Advisors				
	Reginald Ewing			X
	Ms. Regenia Sanders			X
	Mr. S. Gordon Moore, Jr.			X
	Mr. André 'Dré' Willis	X		
	Dr. Gary May			X
	Ms. Cheryl L. Adams			X
	Mr. Tony Harris			X
	Dr. Njema Frazier	X		
	Mr. Steven (Steve) A Jarrett			X
	Dr. Stephanie Adams			X
	Donna O Johnson - Mackey	X		
	Virginia Booth	X		
Team Leads				
	Karl Reid	X		
	Sharon Southerland-Smith	X		
	Greg Meeropol	X		
	Kyle Rahn	X		

NATIONAL EXECUTIVE BOARD MEETING MINUTES 2015-2016



	Christina Sykes	X		
	Stanton Hill	X		
	Constance Thompson	X		
Additional Attendees				

Motion:	I move to approve the NEB meeting minutes from March 22, 2016		
Maker:	Ian McDoom		
Secunder:	Sade Ruffin		
Maker:			
Yield			
Secunder:			
Yield			
Discussion:			
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair			
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair -	X		
Region VI Chair			
	In Favor: 13	Opposed: 0	Abstentions: 0
Motion Passes (13/0/0)			

Operations Plan Results – Year End

- For more information on the results of the operations plan, please contact the Zone lead

National Verification Process

- For more information on the National Verification Process Committee, please refer to the document titled "NationalVerificationProcessOutlineandRecommendations.pdf"

Motion:	I move to create a National Verification Policy to be created, during the



2016-2017 NSBE administrative year, by October 1, 2016			
Maker:	Christian Miller		
Seconder:	Uzo Amuzie		
Maker:	<ul style="list-style-type: none"> We have had problems in the past with verification and a process is needed to combat the issues that we have had in the past This would be intended to be implemented in the bylaws or the operation guidelines 		
Seconder:			
Yield			
Discussion:	<ul style="list-style-type: none"> Voting on this now will provide support to this being completed by the deadline necessary 		
National Vice-Chair	X		
National Secretary	X		
National Treasurer -			
National Programs Chair			
National Public Relations Chair	X		
National Publications Chair	X		
National Communications Chair -			
National Finance Chair -			
National Membership	X		
National Academic Excellence	X		
National PCI Chair	X		
National International Chair	X		
Region I Chair -	X		
Region II Chair	X		
Region III Chair	X		
Region IV Chair	X		
Region V Chair -	X		
Region VI Chair	X		
In Favor: 14		Opposed: 0	Abstentions: 0
Motion Passes (14/0/0)			

2015-2016 to 2016-2017 Counterpart Transition Process

- Set up time to review the position with your successor

Meeting Adjourned at 9:00pm EST