

National Society of Black Engineers



2017 - 2018 Region I NSBE 101 Handbook
Presented by the Region I Executive Board

Mission

“The mission defines the purpose of the organization and as such determines the Society’s priorities”

To increase the number of culturally responsible Black engineers who excel academically, succeed professionally and positively impact the community.

7 Key Business Areas of NSBE

“The areas that will lead NSBE to realize its mission and intimately experience its vision”

1. Academic Excellence
2. Technical Excellence
3. Leadership
4. Communications
5. Financial Vitality
6. Cultural & Community Awareness
7. Continued Education & Career Access

The Symbol

Title:

That which bonds us together as a people
and brings us together as a National
society.



Torch:

The everlasting burning desire to achieve
and develop minority students' interest
and participation in engineering in our
present society.

Lightning Bolt:

The striking impact that will be felt by
society and industry as a result of
contributions and achievements made by
NSBE.

The Foundation...

In 1971, “The Chicago Six,” **John Logan, Brian Harris, George Smith, Ed Coleman, Anthony Harris,** and **Stanley Kirtley**, formed the Purdue Society of Black Engineers. In 1974, the Purdue Society of Black Engineers became a National body, The Society of Black Engineers. The next year (**1975**), the first National conference of this new organization was held at Purdue University, which became National Headquarters.

At that first conference, 48 students representing 32 schools chose the new organization’s National symbol, wrote a rough draft of the National constitution and divided the organization into six geographical regions. John Carson was elected the first National Chairperson and the name, The National Society of Black Engineers, was officially adopted.

In **1976**, NSBE was incorporated as a 501©3 non-profit organization in **Austin, Texas**. In 1979, NSBE grew from 5 chapters to about 88 officially chartered chapters throughout the country. In 1982, the first headquarters site was established in Washington, DC. Then in 1987, NSBE purchased 344 Commerce Street, Alexandria to use as National Headquarters. NSBE has since sold the headquarters at 344 Commerce Street and headquarters is currently located at 205 Daingerfield Road, Alexandria VA. Membership in NSBE has grown to over 350 chapters and 30,000 members.

2017-2018 National Directives

1. Empower Improvement

- i. Define our organizational DNA
- ii. Question the status quo
- iii. Enable personal and professional development
- iv. Collaborate vs. Isolate
- v. Adopt best practices from process analysis
- vi. Develop a set of global core values

2. Application Through Data Visualization

- i. Consolidate the number
- ii. Establish the connection
- iii. Communicate the findings
- iv. Decisions through insight

3. Mobilization of Engineering Exposure Army

- i. Draft the soldiers
- ii. Develop the tools
- iii. Determine the infrastructure
- iv. Deploy the mission
- v. Debrief the results

NSBE 2025

1) **Organizational:**

Strengthen the organizational structure to best position all parts of NSBE to work to achieve mission of “increasing the number...”

2) **Collegiate:**

Improve academic excellence/retention by developing, strengthening and supporting programs, especially at chapter level

3) **Pre-College Initiative:**

Increase the number of of Black students interested in engineering, and persuade more to pursue engineering as a profession

4) **Professionals:**

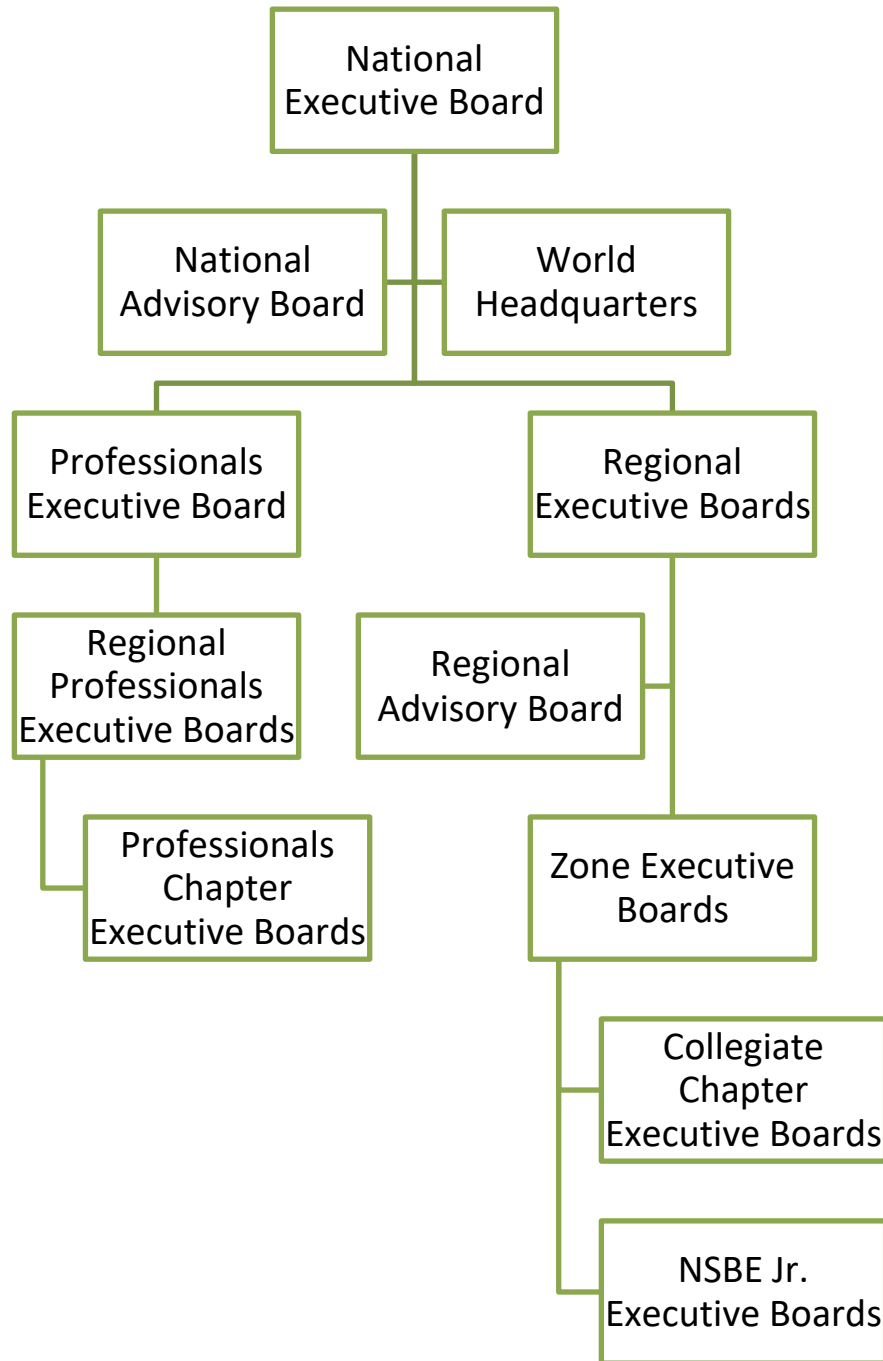
Help Black Engineers succeed professionally, and provide professionals with opportunities to help the next generations

Key People

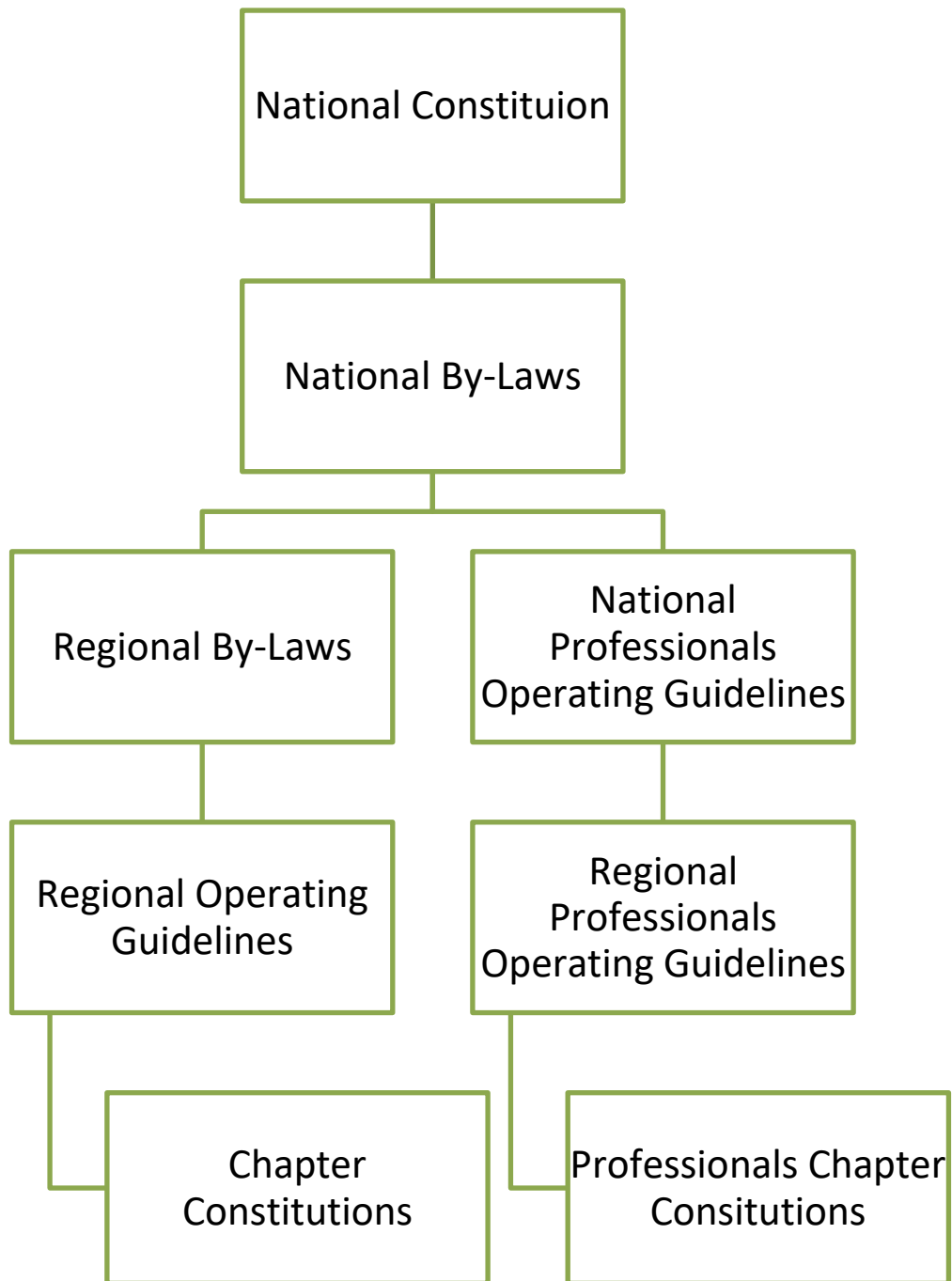
- John Cason - First National Chairperson
- Virginia Booth - First Female and 2x National Chair
- Dr. Florence Morehead - First Executive Director
- Dr. Gary May - First National Chair with a Ph.D
- Robert S. Bright - First Professionals Chairperson

- Jarrell Johnson, First Lifetime Collegiate member (MIT – Region 1)

Organizational Structure



Governing Documents



Functions of WHQ

- Sign all contracts (for NSBE meetings and conferences)
- Scholarship Checks & Fee processing
- Corporate Relations
- NOL & National Membership Issues
- Put together and mail all NSBE magazines and publications

Regional Breakdown

- **Region I...** “One Fiyah, More Fiyah!”, ” Region First”, and “Fiyah, Fiyah, Fiyah...”
 - *Northeastern: Maine, Massachusetts, Vermont, Connecticut, New York, Rhode Island, New Jersey, New Hampshire*
 - *Affinity Regions: West Africa, East Canada*
- **Region II...** “Two Hype”
 - *Southeastern: Delaware, Pennsylvania, West Virginia, North Carolina, South Carolina, Maryland, Virginia, and the District of Columbia*
 - *Affinity Regions: Europe, North Africa, and the Middle East*
- **Region III...** “Three Ready”
 - *Southern: Kentucky, Tennessee, Mississippi, Alabama, Georgia, and Florida*
 - *Affinity Regions: Caribbean and South America*
- **Region IV...** “Fo’ Solid”
 - *Great Lakes: Wisconsin, Illinois, Indiana, Michigan, Ohio, and Minnesota*
 - *Affinity Regions: East Africa, Central Africa, and Central Canada*
- **Region V...** “How Deep? Five Deep”
 - *Midwest/South Central: North Dakota, South Dakota, Iowa, Nebraska, Kansas, Missouri, Arkansas, Oklahoma, Texas, and Louisiana*
 - *Affinity Regions: Eastern Mexico, Central America, and Southern Africa*
- **Region VI...** “Aww...Aww.... Aww..SIX!”
 - *Pacific/Rocky Mountain: California, Oregon, Washington, Idaho, Montana, Wyoming, Utah, Colorado, New Mexico, Arizona, Nevada, Alaska, Hawaii, and Mexico (Baja)*
 - *Affinity Regions: Asia, Australia, and South Pacific*

Region One History

- The FIRST Regional Conference was held by Region One at Massachusetts Institute of Technology in 1977.
- The FIRST Regional Leadership Conference was held by Region One at Boston University in 1984.
- The NSBE Magazine originated from *Umoja Sasa*, a magazine of Cornell University, a Region I Chapter.
- In 1984, Former '84-'86 Region I Chairperson Richard White initiated NSBENet in which Cornell University had the FIRST account.
- Region I created NSBE's National Solicitation Package to help fund the 1985 National Convention. This Convention was the FIRST to gross over \$100,000.
- Region I was the FIRST region to have printed ID badges, computer registration, and corporate advisors at its 1986 National Convention in Boston.
- The FIRST Alumni Conference was held in Region I in 1987.
- Former '87-'88 Region I Chairperson John Polk initiated the National PCI Program.
- Former '86-'87 Region I Chairperson Chris Davis developed the National Academic Excellence Committee in 1990 to address the academic support needs of NSBE members.
- Region I was the FIRST region to have an "Emerging Technology Conference" in February 1992 at Wentworth Institute of Technology
- The FIRST international NSBE chapter since the 70's was chartered by McGill University in Region I in 1991.

- Dr. Randall Pinkett (former Region I Chairperson) was the FIRST NSBE Rhodes Scholar from Rutgers University in 1993-1994.
- D’Sunte Wilson was the FIRST Region I Academic Excellence Chairperson in 1996.
- The FIRST REB transition weekend was held in May 1996 at Cornell University.
- Region I was the FIRST region to host a successful four-day Leadership conference in August 2000 at Rensselaer Polytechnic Institute (RPI).
- Past Executive Director, Michele Lezama, was born and bred in Region I.
- Region I hosted it’s first three day Summer Camping Conference at Adelphi University in Long Island, N.Y. on July 18 – 20, 2003.
- Region I is the FIRST region to add the NSBE mission statement to their Regional Bylaws in 1996.
- The NSBE mission statement is added to the National Constitution at the 2005 Boston Convention, thanks to efforts by Ainsley A. Stewart Jr., 2004-2005 Region I Chairperson and David G. Seegobin, Region I Advisor.
- 2004-2005 Region I Publications Chair, Jeff Lamothe, created the FIRST Region I e-newsletter entitled “The Focus” that highlights Region I chapters and members.
- In 2008, Jarrell Johnson became NSBE’s FIRST Collegiate Lifetime Member.

Region One Executive Board Breakdown

There are ten elected positions on the REB, currently held by:

Chairperson	Alaisha Alexander
Vice-Chairperson	Shannen Greer
Treasurer	Rukayat Balogun
Secretary	Cionna Orr
Programs Chairperson	Courtney Johnson
Canada Zone Chairperson	VACANT
New England Zone Chairperson	VACANT
New Jersey Zone Chairperson	Mia Powell
NY Metro/LI Zone Chairperson	Romario Cupidore
Upstate NY Zone Chairperson	Najwa Taylor

These are the appointed positions, currently held by:

Academic Excellence Chairperson	Avery Brown
Assistant Treasurer	Shena Marshall
Business Diversity Chairperson	VACANT
Fall Regional Conference Planning Chairperson	Dajsha Perrin
Finance Chairperson	Jonathan Ho Wu
International Committee Chairperson	Salimah Hussien
Membership Chairperson	Romario Cupidore
Parliamentarian	VACANT
Pre-College Initiative Chairperson	Marianie Simeon
Pre-College Conference Planning Chairperson	Johneilia Bariffe
Public Relations Chairperson	Mia Powell
Publications Chairperson	Najwa Taylor
Regional Leadership Conference Planning Chairperson	VACANT
Spring Regional Conference Planning Chairperson	VACANT
Telecommunications Chairperson	VACANT

Region One Professional Executive Board

Breakdown

Professionals Chairperson	Kwame Baptiste
Professionals Chairperson – Elect	Ledum Nordee
Professionals Secretary	Jessica Dorismond
Professionals Treasurer	Eric Henry
Professionals Programs Chairperson	Renee Robinson
Professionals College Initiative Chair	VACANT
Professionals Finance Chair	VACANT
Professionals International Chair	Naomie Baptiste
Professionals Telecommunications	VACANT
Professionals Parliamentarian	VACANT
Professionals Public Relations Chair	VACANT
Professionals Chairperson Emeritus	Joe Barclay

Geographical Zone Breakdown

Canada Zone

Carleton University

Concordia University

Ecole Polytechnique de Montreal

McGill University

McMaster University

Ryerson University

University of Ontario Institute of Technology

University of Ottawa

University of Toronto

International Zone

Accra Polytechnic – Accra, Ghana

Federal University of Technology – Minna, Nigeria

Federal University of Technology – Owerri, Nigeria

Ghana Telecom University College (GT) Chapter – Accra, Ghana

Ho Polytechnic – Ho, Ghana

Institute of Management and Technology – Enugu, Nigeria

Kwame Nkrumah University of Science & Technology (KNUST) – Kumasi, Ghana

Niger Delta – Delta State, Nigeria

NSBE Kwara State Polytechnic – Kwara State, Nigeria

NSBE TU-Clausthal – Clausthal, Germany

NSBE Uniben – Edo, Nigeria

NSBE-Must Chapter – Jinja, Uganda

Obafemi Awolowo University – Ile Ife, Nigeria

Rivers State University of Science and Technology – Rssust, Nigeria

Unilorin NSBE Chapter – Ilorin, Nigeria

University of Cape Coast – Cape Coast, Ghana

University of Ghana – Accra-Legon, Ghana

University of Mines and Technology – Tarkwa, Ghana

University of Nigeria-Nsukka – Nsukka, Nigeria

University of Port Harcourt – Port Harcourt, Nigeria

Yaba College of Technology – Lagos, Nigeria

New England Zone

Boston College

Boston University

Brown University

Dartmouth College

Johnson & Wales University

Massachusetts Institute of Technology

Northeastern University

Olin College

Smith College

University of Connecticut

University of Hartford

University of Massachusetts – Amherst

University of Massachusetts – Dartmouth

University of Massachusetts – Lowell

University of New Haven

University of Rhode Island

Wellesley College

Wentworth Institute

Trinity College
Tufts University
University of Bridgeport

Western New England College
Worcester Polytechnic Institute
Yale University

New Jersey Zone

College Of New Jersey
Devry University-North Brunswick
Drew University
Fairleigh Dickinson University
Kean University

Middlesex County College
New Jersey Institute of Technology
Princeton University
Rutgers State University
Stevens Institute of Technology

NY Long Island – Metropolitan Zone

City College of New York
City University of New York – Queens
Columbia University
Cooper Union
Devry – New York at Long Island City
Hofstra University
Long Island University
Manhattan College
New York City of Technology

New York Institute of Technology
NYIT – Central Islip
NYIT – Old Westbury
Pace University
Polytechnic Institute of NYU
SUNY – Stony Brook
SUNY – Maritime
SUNY – New Paltz
U.S. Military Academy – West Point

Upstate NY Zone

Buffalo State College
Clarkson University
Cornell University
Rensselaer Polytechnic Institute
Rochester Institute of Technology

SUNY – Binghamton
SUNY – Buffalo
Syracuse University
Union College
University of Rochester

The Role of the Region One Advisory Board

Advisors do initiate, establish and maintain relationships with NSBE members, which are friendly, open, respectful and trusting. They don't belittle, patronize, manipulate or mislead NSBE advisees. They are fully cognizant of all NSBE policies, procedures and protocols. They don't ignore policies or encourage advisees to do so. They assist advisees in formulating objectives, strategies, goals and measures of success for their program planning. They do refer NSBE members to other resources when their own expertise is insufficient. They are not a "know it all". They do articulate their role as an advisor and mentor early and often to their advisees. They don't assume that everyone has the same definition or expectations of the role of the advisor. They do attend NSBE functions and make themselves available and approachable.

Advisors are a resource for crisis management and should recognize the problem, intervene promptly to provide calm, rational and experienced input.

NSBE advisors must conduct themselves so as to be free from any conflict of interest when acting in the name of or on behalf of the Society.

2017 - 2018 Region One Advisory Board

Chairperson

Desmond St. Rose

Chairperson Emeritus

VACANT

Communications Advisor

Yetunde Ajayi-Obe

Programs Zone Advisor

Denzel Drye

Membership Zone Advisors

Ricardo Theodore

Kecia O'Neal

Finance Zone Advisors

Tarence Smith

Joshua Virgin-Bryan



NSBE Jr. Chapters

A. Philip Randolph Campus H.S.
Adisadel College
Albany YMCA
Aquinas Secondary School
Beacon High School
Benjamin Banneker Academy
Berkeley Carroll
Big Picture High School
Binghamton High School
Bishop Loughlin High School
Blessed Mother Teresa Catholic School
Boston Latin School
Bridgeport Black Pride
Brooklyn Technical High School
Cardinal Newman Catholic High School
Cedarbrae Collegiate Institute
Central Magnet High School
Compel Youth Academy
Cornell - Ithaca NSBE Jr
Danforth Magnet Middle School
Downsview Youth Covenant
East Hartford High School
East High School
Garrett Morgan Academy
George Harvey
George Westinghouse High School
Greater New Haven NSBE Jr.
Greece Olympia High School

Helping Mold Leaders
Hempstead High School
Hill Regional Career High School
Hofstra University PCI
Hutchinson Central Technical H.S.
John F. Kennedy High School
John O' Bryant High School
Lincoln High School College Club
Mckinley Vocational High School
Medgar Evers College NSBE Jr. Chapter
Metro New York City PCI
Milwaukee Academy of Science
Monroe Community College Step
Morris High School
Movement City
Mundy's Mill High School NSBE Jr.
NSBE Accra Girls PCI
NSBE Accra High PCI
Panther Academy
Paterson Technology Group, Inc
Pope John Xxiii High School
Poughkeepsie High School
Presbyterian Boys' Secondary School
Program for Acceleration In Careers In Engineering
RIT - Iglesia PCI
RSUST NSBE Jr.
S.T.E.P. / Purchase College
Science Skills Center High School
Simmons College Upward Bound Math Science Program
Snowden International

St. Benedict's Preparatory School
St. Joan of Arc Catholic High School
St. Louis Secondary School
STEP - Syracuse University PCI
Syracuse City School District PCI
The Eastwood End Unity Program
Toris Schools Okearo Ogun Ngr
Toronto's Real Mccoys NSBE Jr.
Trenton Science Club NSBE Jr.
Troy High School
University of Benin Demonstration Secondary School
University of Massachusetts Boston Pre-Colligate
University of Nigeria PCI
University of Toronto PCI
University Preparatory Secondary School NSBE Jr.
Wesley Girls High School
Willingboro High School
Worcester Polytechnic Jr.
York Memorial

Power of the Senate

- The Senators are the voice of the chapter and its members
- The Chapter Senators is responsible for updating the chapter on proposals and bylaw changes and is the only position that can make proposals directly to the Regional Senate.
- The Senate is an autonomous body that can overturn any National or Regional Executive Board decision.
- The Senate is responsible for the voting of the National and Regional Executive Board
- The Senate is the only body that can change the National Constitution, the governing document for the entire Society.
- The primary purpose of conferences (FRC, SBM, and National Convention) is the Senate Meeting.

Parliamentary Procedure

Definition: A set of rules of order and proper conduct at meetings.

History

Parliamentary procedure originated in the early English Parliaments. It came to America with the first settlers. It became uniform in 1876, when Henry M. Robert published his manual on Parliamentary Law.

A call to order...

The chairperson calls the meeting to order by saying: "The meeting will please come to order."

What is a motion?

A motion is a way a member or speaker presents his/her proposal.

Steps to making a motion:

1. The proposal or motion is presented. The speaker says, "I move..."
2. The motion must be properly seconded. For example,
Motion: Expressed support for discussion of the motion
must be acknowledged.
Speaker: "I second."
3. The motion is then put on the floor for debate in which opinions are given on the motion. The speaker says, "I think..."

Should a person have a question during the debating period, the speaker says "Point of information..."

If a person wishes to add information to someone else's point, the speaker says, "Point of question..."

4. The motion is then voted on (usually by a show of hands) with either a yes, no or abstention (undecided).

Adjournment...

The speaker says, "I move that we adjourn." The meeting ends by a majority vote or by general consent.

Note: When a meeting is called to order and adjourned, the time is noted for documentation purposes.

Parliamentary Procedure Facts...

You wish to...

Introduce new business
Change or perfect the motion
Stop debate
Take care of emergency matters

Provide for intermission
End meeting

Enforce the rules
Request information
Provide information

Then do this...

Main motion, "I move that..."
Amend, "I move to amend the motion by..."
Previous question, "Call the question"
Question of privilege,
"Point of privilege to..."
Recess, "I move that we recess"
Adjourn, "I move that we adjourn"
(A majority vote is needed to adjourn a meeting)
"Point of order"
"Point of information..."
"Point of question..."

- » Anyone on the board can OBJECT when a question is called by simply saying "Objection!"
- » NSBE invented the "Friendly Amendment" which is a quicker way to amend a motion without going through the formal voting process. The maker and seconder of motion have to agree to accept the "Friendly Amendment" to the motion.
- » Just because you second a motion does not mean you are in favor of it, just puts it up for discussion.
- » If you are ready to vote on a motion at any time during the debate, you can "Call the Question." It does not have to be recognized by the Chair. However, if an objection is made then the debate continues. If there is no objection, the motion may be voted on.
- » During a debate, a number of people may want to speak. To maintain order a "Speaker's List" is generated by the Parliamentarian. This is a list of people in the meeting that wish to voice their opinion on the motion. You must be recognized by the Parliamentarian to be on the list.
- » Once on the Speaker's list a person can "Move the Question" which is the formal way to introduce a vote. If the "Move the Question" is seconded then a vote to vote is taken. If all are in favor of voting then it passes and a vote on the motion is taken. If the vote to vote fails then the motion goes back up for debate.
- » To close a debate two-thirds vote is required. To impeach an REB member two-thirds vote is needed by the membership.

NSBE Acronyms

AE - Alumni Extension
AEB - Alumni Executive Board
AEC - Academic Excellence Committee
AEO - Alumni Executive Officers
AEx – Academic Excellence
APC - Administrative and Personnel Committee
BCA - Board of Corporate Affiliates
BD - Business Diversity
CCI - Community College Initiative
CDP - Chapter Development Program
CEB - Chapter Executive Board
CMC - Charter/Membership Committee/Chairperson
CPC - Conference Planning Committee/Chairperson
FRC - Fall Regional Conference
GTA - Golden Torch Awards
IC - International Committee
ICD – Institute for Chapter Development
LRP - Long Range Plan
NAB - National Advisory Board
NEB - National Executive Board
NEO - National Executive Officers
NEW - National Engineers Week
NLI - National Leadership Institute
NAOG –National Alumni Operating Guidelines
PCI - Pre-College Initiative
PDC- Professional Development Conference
RAB - Regional Advisory Board
RAOG – Regional Alumni Operating Guidelines
REB - Regional Executive Board
REO - Regional Executive Officers
RLC - Regional Leadership Conference
SEC – Standards and Ethics Committee
SRC - Spring Regional Conference
TPC – Technical Professional Conference
USTR – Undergraduate Studies in Technical Research
ZEB – Zone Executive Board
ZEO – Zone Executive Officer
ZLC – Zone Leadership Conference

