



PHI BETA SIGMA FRATERNITY, INC.

GULF COAST REGION
43rd REGIONAL CONFERENCE
IRVING, TEXAS
April 20 - 23, 2017

CONFERENCE PLANNING KIT

HOST CHAPTERS

IOTA MU SIGMA | GAMMA KAPPA GAMMA | THETA CHI

Brother Edwin K. Miles
Regional Director

Brother Earl Gamble
General Chairman

Brother Omar Roberson
Local Chairman





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BROTHER EDWIN K. MILES

GREETINGS BROTHERS!

There continues to be “Something Special Going On in Sigma” as we celebrate the 103rd year of Phi Beta Sigma Fraternity and prepare for the 43rd Annual Gulf Coast Regional Conference. On behalf of the Gulf Coast Regional Board and the Host Chapters, I am excited to invite you to join the men of Phi Beta Sigma in Irving, TX on April 20-23, 2017.

The objective for this conference is to position the Gulf Coast Region, its chapters and its members to make a positive impact on the communities that we serve and to prepare for the 2017 International Conclave in Detroit, MI. To do so, the conference planning team has been committed to transforming the conference experience to provide the tools needed to get the work done.



This is your 2017 Conference Planning Kit. It contains all of the necessary information and forms that your chapter will need to fully prepare to participate in the Regional Conference including conference hotel details and planned entertainment highlights.

Also included are the forms needed for proper registration for the conference, competitions, citations and recognitions. Please review the forms carefully and submit them timely according to the deadline dates.

The Executive Board, Conference Planning Team, and Host Chapters are eagerly working to assure that members, chapters and guests will enjoy a positive conference experience as gather in the city of Irving, Texas.

Brother Edwin K. Miles
Gulf Coast Regional Director





CONFERENCE HOTEL



DALLAS MARRIOTT LAS COLINAS
223 West Las Colinas Boulevard | Irving, Texas 75039



The Dallas Marriott Las Colinas staff are prepared and eager to provide a great experience to the Brothers and guests of the Gulf Coast Region of Phi Beta Sigma Fraternity, Inc. during our 43rd Gulf Coast Regional Conference.

The Dallas Marriott Las Colinas is located at 223 West Las Colinas Boulevard, Irving, TX 75039 . A Special room rate of \$108 per night. Brothers and all guests are welcome to register for your hotel room at Tel: 972-831-0000 or 1-800-264-1178 or visit the Gulf Coast Regions Website at www.pbsgulfcoastregion.org (there is a direct link to the hotel reservation page on the Regional Conference Tab)

Brothers, let's get ready to enjoy a great conference filled with enjoyment and fellowship!





GULF COAST REGIONAL CONFERENCE DEADLINE SUMMARY

All items must be received by the below corresponding deadline dates:

Item	Deadline
Early Bird Gulf Coast Regional Conference Registration	January 9, 2017
Chapter Reports Due	February 9, 2017
Law and Revisions Requests Form	February 19, 2017
Regular Gulf Coast Regional Conference Registration	March 4, 2017
Alumni of the Year Award Application	March 6, 2017
Collegiate Advisor of the Year Award Application	March 6, 2017
Sigma Beta Club Advisor of the Year Award Application	March 6, 2017
Collegiate of the Year Award Application	March 6, 2017
Sigma Milestone Information Application	March 6, 2017
Conference Delegate Registration	March 6, 2017
Distinguished Service Chapter Consideration Request Form	March 6, 2017
Collegiate Graduating Seniors Form	March 21, 2017
Sigma Beta Club Graduating Seniors Form	March 21, 2017
Resolution Forms	March 21, 2017
2016 Gulf Coast Regional Citation for the Omega Chapter	March 21, 2017
C.Y. Thomas Gulf Coast Adopt-a-School Grant Application	March 21, 2017
Lewis Engram Scholarship Application	March 21, 2017
John Westberry Scholarship Application	March 21, 2017
Voter Count Cut-Off	March 22, 2017
Vendor Registration	March 26, 2017
Souvenir Journal (Post Mark Date)	March 26, 2017
Gulf Coast Region Step Show	March 31, 2017
Gulf Coast Region Miss Phi Beta Sigma Pageant	March 31, 2017
Gulf Coast Regional Conference Hotel Sigma Reservation Rate	April 6, 2017
Late Gulf Coast Regional Conference Registration	April 8, 2017





PHI BETA SIGMA FRATERNITY INCORPORATED

43rd Annual Gulf Coast Regional Conference – April 20 - April 23, 2017

GENERAL CONFERENCE INFORMATION

IMPORTANT INFORMATION FOR ALL BROTHERS

Chapter Presidents and Chapter Advisors please copy and disseminate a copy of this packet to your respective chapters.

REGISTRATION

Please refer to the registration page in this package for complete registration information.

Two ways to register:

1. Online at www.pbsgulfcoastregion.org
2. By mail: All official checks and/or money orders should be made payable to Phi Beta Sigma Fraternity, Inc. and mailed with the applicable registration form(s) to:

Bro. John Barlow
Gulf Coast Regional Secretary
P. O. Box 34264
San Antonio TX. 78265

ATTIRE:

- | | |
|---------------------------|---|
| Thursday, April 20, 2017: | Sigma Casual – Sigma Polo and Slacks |
| Friday, April 21, 2017: | (Daytime) Sigma Business Attire – Dark Suit, White Shirt, Blue Tie and Dress Shoes. Appropriate business attire will be enforced. |
| Saturday, April 22, 2017: | (Daytime) Sigma Business Attire – Dark Suit or Blue Blazer, White Shirt, Blue Tie, Black Slacks, and Dress Shoes. Appropriate business attire will be enforced. |
| Sunday, April 23, 2017: | Travel Wear |





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Dallas Marriott Las Colinas

223 West Las Colinas Boulevard, Irving, TX 75039

Call 1-972-831-0000 and make your reservations ASAP

Regional Conference Hotel Room Rate - \$108.00 (Reserve your room through <http://www.pbsgulfcoastregion.org/>)

REGISTRATION FORM

(Please type or print)

Name: _____ Chapter: _____

Region: _____ State: _____ Member #: _____ Is this your first GCR Conference?: ☐ Yes ☐ No

Int'l/Reg'l/State Officer: ☐ Yes ☐ No Position: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Cell Phone Number: _____ Int'l Life Member: ☐ Yes ☐ No Int'l DSC: ☐ Yes ☐ No

Email: _____ GCR DSC: ☐ Yes ☐ No

Registration Fees: Include, but not limited to, admission to all conference sessions (Phi Beta Sigma Members Only), admission to concerts, admission to hospitality events, breakfast events, workshops, exhibits, and meetings.

<u>Registration Rates:</u>	<u>Early Bird Registration</u> 11/7/16 – 1/09/17	<u>Regular Registration</u> 1/10/17 – 3/04/17	<u>Late Registration</u> 3/05/17 – 4/08/17
Collegiate	___ \$175.00	___ \$195.00	___ \$195.00
Alumni	___ \$190.00	___ \$230.00	___ \$250.00
Guest	___ \$120.00	___ \$120.00	___ \$120.00

NO ONSITE REGISTRATION

Payment: Please make your payment payable to the Gulf Coast Region (Mark "X" for choice below). Do not send cash.

___ Money Order ___ Cashier's Check ___ Chapter Check

U.S. postmark required within the above registration period to qualify for the quoted conference registration rates.

We invite you to register online at <http://www.pbsgulfcoastregion.org/>.

Return a completed non-digital copy to:

Gulf Coast Region ● Phi Beta Sigma Fraternity, Inc. ● P. O. Box 34264 ● San Antonio TX. 78265





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CHAPTER DELEGATE REGISTRATION FORM

(Please type or print)

Note: All Delegates must be financially active in order to serve as Delegates during the 2016 Gulf Coast Regional Conference. Additionally, all Chapter Financial Assessments must be met in full and the Chapter must be in good standing at the International, Regional, and State levels in order for the Chapter's vote(s) to be represented. Any chapter not meeting any of the above requirements will be refused representation during any voting situations.

Name _____ Chapter: _____

Primary Delegate: _____ Member #: _____

Phone/Cell #: _____ Email: _____

Alternate Delegate: _____ Member #: _____

Phone/Cell #: _____ Email: _____

Chapter Secretary: _____ Signature: _____

Phone/Cell #: _____ Email: _____

(This Section To Be Completed By The Regional Secretary Only)

Financial Status:

Primary Delegate: ☐ Yes ☐ No

Alternate Delegate: ☐ Yes ☐ No

Chapter Tax Paid: ☐ Yes ☐ No

Chapter Insurance Paid: ☐ Yes ☐ No

Conclave Absentee Assessment Paid: ☐ Yes ☐ No

This form must be received no later than March 6, 2017.

A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

Return a completed non-digital copy to:

Gulf Coast Region ● Phi Beta Sigma Fraternity, Inc. ● P. O. Box 34264 ● San Antonio TX. 78265





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43rd Annual Gulf Coast Regional Conference – April 20 - April 23, 2017

Dallas Marriott Las Colinas

223 West Las Colinas Boulevard, Irving, TX 75039

Call 1-972-831-0000 and make your reservations ASAP

Regional Conference Hotel Room Rate - \$108.00 (Reserve your room through <http://www.pbsgulfcoastregion.org/>)

VENDOR REGISTRATION FORM

(Please type or print)

Registration Cutoff: March 26, 2017

Please type or print:

Name: _____

Company Name: _____

Type of Merchandise: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone Number: _____ Evening Number: _____

Email: _____ Cell Number: _____

Non-refundable \$250.00 Booth Fee – Please make your payment payable to the Gulf Coast Region

Payment: Please make your payment payable to Phi Beta Sigma Fraternity, Inc. - Gulf Coast Region (Please do not send cash).

___ Money Order

___ Cashier's Check

Return completed form, check/money order, & any hard copy of documents to: ATTN: Earl Gamble
Phi Beta Sigma Fraternity, Inc.
Gulf Coast Region
P. O. Box 34264
San Antonio TX 78265 – 4264





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SOUVENIR JOURNAL ADVERTISING FORM

(Postmark Cutoff: March 26, 2017)

Name: _____ Chapter: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone/Cell Number: _____ Email Address: _____

DIGITAL MEDIA REQUIREMENTS

Advertisers or sponsors must furnish digital versions of their ads in the following formats ONLY: PDF or high-resolution JPEG. All images are recommended at 300 dpi. All FONTS and IMAGES must be included in the above formats.

QTY	TYPE	UNIT COST	TOTAL
	Back Cover	\$400.00	
	Front Inside	\$300.00	
	Back Inside	\$300.00	
	Full Page	\$150.00	
	Half Page	\$75.00	
	Quarter Page	\$50.00	
	Business Card	\$25.00	
	Patron's List	\$20.00	

Payment:

Please make your payment payable to the Phi Beta Sigma Fraternity, Inc. (Please do not send cash).

☐ Money Order (Preferred) ☐ Cashier's Check ☐ Personal Check ☐ Chapter Check

Please send any digital copies of your journal ad(s) to ATTN: Ramsey Cooper at rcooper1914@gmail.com. Please "cc" Bro. Derrick Vaughan at derrick.sigma@gmail.com.

Return completed form, check/money order, & any hard copy of documents to:

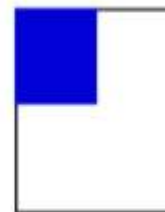
ATTN: Ramsey Cooper
Phi Beta Sigma Fraternity, Inc.
Gulf Coast Region
P. O. Box 34264
San Antonio TX 78265 – 4264



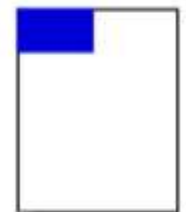
FULL PAGE
8.5" x 11"



HALF PAGE
8.5" x 5.5"



QUARTER PAGE
4.25" x 5.5"



BUSINESS CARD
2" x 3.5"





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RESOLUTION FORM

HEREAS,

AND WHEREAS,

AND WHEREAS,

AND WHEREAS,

THEREFORE, BE IT RESOLVED,

Submitted By: _____ Signature: _____
Please Print

Email: _____ Phone/Cell Number: _____

Chapter President: _____ Signature: _____
Please Print

Email: _____ Phone/Cell Number: _____

Chapter Secretary: _____ Signature: _____
Please Print

Email: _____ Phone/Cell Number: _____

This form must be received by March 21, 2017. Please use information on a different page if there is not enough room on this page. A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

Return a completed non-digital copy to:

Gulf Coast Region ● Phi Beta Sigma Fraternity, Inc. ● P. O. Box 34264 ● San Antonio TX. 78265





PHI BETA SIGMA FRATERNITY INCORPORATED

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REQUEST FOR A REGIONAL CONSTITUTION CHANGE

I/We, _____, of the _____

Chapter of the Gulf Coast Region of Phi Beta Sigma Fraternity, Incorporated wish to amend the _____

Region Constitution and By-Laws (circle or check the appropriate number – only one per form):

1. ☐ Inserting “certain words” in a “specific place” within the “existing” text.
2. ☐ Deleting “certain words” from a “specific place” within the “existing” text.
3. ☐ Deleting “certain words” from a “specific place” within the existing text and in their place inserting “certain new words”.
4. ☐ Inserting a new paragraph (which does not now exist) between two existing paragraphs with the subsequent necessary renumbering.
5. ☐ Deleting existing paragraph with the subsequent necessary renumbering.
6. ☐ Substituting an already existing paragraph with an entirely new paragraph.

Present wording in **CONSTITUTION**:

or BY- LAWS _____; ARTICLE: _____;

SECTION: _____; PARAGRAPH: _____;

SUBSECTION: _____; States the following _____;





State Proposed wording:

Indicate why amendment is necessary:

Attachments Included: ☐ Yes ☐ No

Name: _____ Signature: _____
Please Print

Chapter: _____ Card Number: _____

Email: _____ Phone/Cell Number: _____

Chapter President: _____ Card Number: _____

Email: _____ Phone/Cell Number: _____

Chapter Mailing Address: _____

City: _____ State: _____ Zip: _____

Note: This form must be postmarked by February 19, 2017.

A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

Return a completed non-digital copy to:

Gulf Coast Region ● Phi Beta Sigma Fraternity, Inc. ● P. O. Box 34264 ● San Antonio TX. 78265





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CITATION FOR THE OMEGA CHAPTER

Name: Brother _____

of _____ Chapter, Gulf Coast Region is hereby Cited for
the Omega Chapter of Phi Beta Sigma Fraternity Incorporated.

Member Number: _____ Spouse: _____

Education: _____

Occupation: _____

Chapter/Date Initiated: _____

Positions held in Phi Beta Sigma Fraternity Incorporated: _____

Membership in other organizations: _____

Submitted by: Name: _____

Email: _____ Phone/Cell Number: _____

NOTE: This form must be postmarked by March 21, 2016.

A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

Return a completed non-digital copy to:

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PHI BETA SIGMA FRATERNITY INCORPORATED

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ALUMNI OF THE YEAR AWARD FORM

Name of Applicant: _____

Chapter Name: _____

Chapter Address: _____

Submitted by: _____

CREDENTIALS

Leadership, Experience and Capabilities (Within the Fraternity, etc.):

Community, Social, and Financial Contributions (List)

1. _____
2. _____
3. _____
4. _____

Organizational Affiliations (List)

1. _____
2. _____
3. _____
4. _____

Other Comments or Attachments:

Attach three (3) character letters of reference. **Entry must be postmarked by March 6, 2017.**

A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

Return a completed non-digital copy to:

Gulf Coast Region ● Phi Beta Sigma Fraternity, Inc. ● P. O. Box 34264 ● San Antonio TX. 78265





PHI BETA SIGMA FRATERNITY INCORPORATED

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COLLEGIATE OF THE YEAR AWARD FORM

Name of Applicant: _____

Chapter Name: _____ Overall GPA: _____

Chapter Address: _____

Major: _____ Minor: _____

Submitted By: _____

CREDENTIALS

Leadership, Experience and Capabilities (Within the Fraternity, etc.):

Community, Social, and Financial Contributions (List)

1. _____
2. _____
3. _____
4. _____

Organizational Affiliations (List)

1. _____
2. _____
3. _____
4. _____

Other Comments or Attachments:

Attach three (3) character letters of reference. **Entry must be postmarked by March 6, 2017.**

A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

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PHI BETA SIGMA FRATERNITY INCORPORATED

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COLLEGIATE ADVISOR OF THE YEAR AWARD FORM

Name of Advisor: _____ Date: _____

Region: _____ Advisor's Cell Number: _____

Alumni Chapter Name: _____

Alumni President's Name: _____ President's Cell: _____

Alumni Chapter President's Signature: _____

Alumni Chapter Address: _____

Collegiate Chapter Name: _____

Collegiate President's Name: _____ Collegiate President's Cell: _____

Collegiate Chapter Address: _____

Submitted By: _____ Contact Number: _____

Alumni Chapter Name: _____

Entry must be postmarked by March 6, 2017.

A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

Return a completed non-digital copy to:

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Gulf Coast Region Collegiate Advisor of the Year Award Criteria for Judging and Awarding Chapter Advisors:

Required for Consideration:

- Collegiate Chapter Letter of Recommendation
- Advisor membership status is financial and in good Standing on all levels (International, Regional, Local)
- Advisor is certified as a Chapter Advisor and appointed by the Regional Director. This can be verified by the Regional Director for Collegiate Affairs

Supporting Documentation (points):

- Advisor has attended the most recent Conclave or Regional Conference, and State Conference
- Collegiate Chapter(s) submitted a Chapter Report for 2016
- Collegiate Chapter(s) submitted all applicable PIA Forms during 2016
- Collegiate Chapters had activities and participation in all 4 National Programs following national guidelines
- Collegiate Chapter has an accumulative GPA above 2.5
- Collegiate Chapter brothers have registered and attended the most recent Conclave or Regional Conference, and State Conference

Gulf Coast Region Collegiate Advisor of the Year Award Prerequisites:

- Advisor must have been an active advisor for the referenced collegiate chapter for at least one academic year
- More than one year of advisor support is required for points that require multi year comparison

Items required for consideration: The candidate must have the following items in order to qualify for consideration for the Gulf Coast Region Collegiate Advisor of the Year award. Each qualifying candidate will be awarded **20 points** upon confirmation of the following:

- Collegiate Chapter Letter of Recommendation
- Advisor membership status is financial and in good Standing on all levels (International, Regional, Local)
- No Letter of Recommendation and not financial – **NOT ELIGIBLE**





Supporting Documentation and scoring:

Advisor is certified and appointed as a Chapter Advisor – 0 to 15 Points

- Certified & Appointed 15 Points
- Not Certified 0 Points

Collegiate Chapter Growth (percentage of growth compared to previous year): Collegiate chapter growth will be calculated based on chapter membership numbers provided by the International Headquarters comparing current year to the previous year – 0 to 10 Points

- 81% - 100% Growth 10 Points
- 61% - 80% Growth 8 Points
- 41% - 60% Growth 6 Points
- 21% - 40% Growth 4 Points
- 1% - 20% Growth 2 Points
- 0% or Less (No Growth) 0 Points

Advisor has attended the most recent Conclave or Regional Conference, State Conference, Leadership Conference – 0 to 10 Points

- 2016 State Conference 5 Points
- 2016 Regional Conference 5 Points

Collegiate Chapter(s) submitted a Chapter Report – current year – 0 to 5 Points

- Report submitted and verified 5 points
- No report submitted 0 points

Collegiate Chapter(s) submitted a CSAF – current year – 0 to 5 Points

- CSAF submitted and verified 5 points
- No CSAF submitted 0 points

Collegiate Chapter(s) have all chapter officers listed in the chapter portal of BluPrint – 0 to 5 Points

- ALL officers submitted and verified 5 points
- No Officers submitted 0 points

Collegiate Chapter(s) submitted all applicable PIA Forms during previous year – 0 to 5 Points

- PIA Forms submitted and verified 5 points
- No PIA Forms submitted 0 points

Collegiate Chapters had activities and participation in all 4 National Programs following national guidelines – 0 to 20 Points

- Verified Bigger, Better Business activity 5 points
- Verified Social Action activity 5 points
- Verified Education activity 5 points
- No verifiable activities 0 points





Collegiate Chapter has an accumulative GPA above 2.5 – 0 to 10 Points

- Cumulative average GPA 2.5 or above 10 points
- Cumulative average below 2.5 0 point

Collegiate Chapter brothers have registered and attended the 2016 – 0 to 5 Points

- Verified Collegiate attendance at 2016 Regional Conference 5 points





PHI BETA SIGMA FRATERNITY INCORPORATED

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SIGMA BETA CLUB ADVISOR OF THE YEAR AWARD FORM

Name of Applicant: _____

Chapter Name: _____

Chapter Address: _____

Submitted By: _____

CREDENTIALS

Leadership, Experience and Capabilities (Within the Fraternity, etc.):

Community, Social, and Financial Contributions (List)

1. _____
2. _____
3. _____
4. _____

Organizational Affiliations (List)

1. _____
2. _____
3. _____
4. _____

Other Comments or Attachments:

Attach three (3) character letters of reference. **Entry must be postmarked by March 6, 2017.**

A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

Return a completed non-digital copy to:

Gulf Coast Region ● Phi Beta Sigma Fraternity, Inc. ● P. O. Box 34264 ● San Antonio TX. 78265





PHI BETA SIGMA FRATERNITY INCORPORATED

43rd Annual Gulf Coast Regional Conference – April 20 - April 23, 2017

GULF COAST REGIONAL DISTINGUISHED SERVICE CHAPTER AWARD

REQUEST FOR CONSIDERATION FORM

Name of Recommended Brother: _____

Date: _____ Chapter Name: _____

Chapter Address: _____

Submitted by: _____ Signature: _____

Contact Email: _____ Contact Number: _____

Please indicate request category: _____ International DSC _____ Gulf Coast Region DSC

CREDENTIALS

Leadership, Experience, and Capabilities (Professional, Fraternal, Within the Community, etc.):

Community, Social, and Financial Contributions (Professional, Fraternal, Within the Community, etc.):

1. _____
2. _____
3. _____

Organizational Affiliations (Professional, Fraternal, Within the Community, etc.):

1. _____
2. _____
3. _____

Additional Comments or Attachments (Professional, Fraternal, Within the Community, etc.):

Please attach Gulf Coast Region DSC Request for Consideration Form, applicant biography, three (3) letters of recommendation, a letter of chapter endorsement complete with chapter president's signature, professional resume, documents providing credentials and contributions, documentation of awards / honors and accomplishments, additional documentation of proof as needed, and any additional information as needed **must be postmarked by March 6, 2017.**

A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

Return a completed non-digital copy to:

Gulf Coast Region ● Phi Beta Sigma Fraternity, Inc. ● P. O. Box 34264 ● San Antonio TX. 78265





PHI BETA SIGMA FRATERNITY INCORPORATED

43rd Annual Gulf Coast Regional Conference – April 20 - April 23, 2017

Oratorical Competition

Name _____

Chapter _____

College/University _____

—

Permanent Address _____

City _____ State _____ Zip Code _____

Phone Number _____

Email _____ Classification _____

Criteria:

- ❖ **Topic:** Why is it especially important to not simply say “I Am My Brother’s Keeper” but rather truly apply and implement IAMBK programming for our at-risk youth, in particular students of color?
 - **Time Limits:** Minimum of 5 minutes, maximum of 10 minutes
 - **Speaking points** will be judged based on the following components.
 - **Introduction**
 - **Content**
 - **Presentation**
 - **Conclusion**
 - **Attire:** Business attire

****All interested in competing in the Oratorical Competition are asked to notify Bro. Jarred Honora of your interest by email at jhonora@xula.edu**





PHI BETA SIGMA FRATERNITY INCORPORATED

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Oratorical Competition

Instruction for Judges

Thank you for agreeing to judge the contest. The contest would not be possible without adults willing to help.

Three judges will judge each contestant. Each judge will be provided with the contestant speaking order and a set of ballots, the name of the contestant will be marked on the ballot.

Traditionally, the first judge to enter the room is considered the judges' spokesperson. But any of the three judges may act as the spokesperson. In many cases the timekeeper will act as the spokesperson, signaling when the judges are ready for the next speaker, etc. The spokesperson makes sure all of the judges are in the room and ready to begin the round, and when the next speaker should be called.

As each contestant is speaking, the judge may write comments on the ballot, or choose to write the comments after the speech is complete. Each judge has one ballot for each contestant. The purpose of the ballot is to maximize the educational experience for the contestant.

Judging and the Ballot

Take a minute to familiarize yourself with the ballot and the rules before the contest.

- A. There are four areas of judging criteria; **Introduction**, **Content**, **Presentation**, and **Conclusion**.

Introduction: Does the introduction make you want to hear more? Does it have a clear thesis? How well is the beginning laid out?

Content: Is each point relevant to the topic and substantiated with current documentation? Are the facts and figures used current? Good word usage? Does it have a logical, clear organization? Does it define how Phi Beta Sigma Fraternity, Inc. can improve the admission and attrition rates of African American males?

Presentation: Appropriate eye contact, audibility, rate of delivery, voice inflection, fluency, tone, gestures, pronunciation, general sense of confidence, etc.





Conclusion: Does conclusion sum up main points of the speech?

*These are the areas of criteria, but you are not limited to commenting on only these areas. The questions above are designed to help you, feel free to expand them.

Each has a 1-10 score, 10 being the best, with a perfect score of 40. A total score of 40-35 is considered a very good speech, 35-30 a good speech, 30-25 an average speech and a total score of under 25 is considered poor speech. (Don't worry about rechecking your addition, it will be done during the tallying.) Sign the bottom of the ballot.

Write pertinent comments on the ballot. Comments should be largely encouraging and positive, but not overly so, a student who receives a middle to low score has the right to know why. It is okay to be honest, you can help the contestant to become a better speaker. The students will be given the ballots after the contest. Comments can relate to the areas of scoring or the condition of admission and attrition rates of African American male students. Judges' comments need not be detailed or lengthy.

(Judging Hint: One experienced judge takes a few minutes before the contest to write down a list of words that may be used for comments on the ballot. It lessens the time between speeches and helps prevent the "block" you might have during the contest.)

At the end of each speech the timekeeper will provide you with the time of the speech. The collegians are given a 5-10 minute limit, although they are not disqualified unless the speech is under 4 minutes or over 11 minutes. If the speech is within 4-11 minutes, it is at your discretion to use the time issue in your scoring. You may ask yourself; was the extra time a critical part of the speech, or could the contestant cut something? How much over time was the speech, one minute or ten seconds? (It is not your responsibility to disqualify students that are under or over time. If that does happen, complete your ballot and continue with the contest. The timekeeper or spokesperson should inform the contest director after the round is complete. The director will handle any issues regarding disqualification.)

The spokesperson or timer should check to see if all of the judges have completed their scoring prior to allowing the next contestant to proceed. 32 Awards & Achievement Criteria Guide 2011 Edition Guilbert A. Dailey Oratorical & Debate Competition

The Spring 2016 Oratorical Topic:

Why Is it especially important to not simply say "I Am My Brother's Keeper" but rather truly apply and implement IAMBK programming for our at risk youth, in particular students of color?





PHI BETA SIGMA FRATERNITY INCORPORATED

43rd Annual Gulf Coast Regional Conference – April 20 - April 23, 2017

ORATORY CONTEST BALLOT

Speaker Name: _____

Chapter: _____

NOTE: 10 is the highest score.

TIME: _____

Introduction	10	9	8	7	6	5	4	3	2	1	Score
Comments:											

Content	10	9	8	7	6	5	4	3	2	1	Score
Comments:											

Presentation	10	9	8	7	6	5	4	3	2	1	Score
Comments:											

Conclusion	10	9	8	7	6	5	4	3	2	1	Score
Comments:											

Total Score

Judge's Signature: _____

**Please note: A total score of 40-35 is considered a very good speech, 35-30 a good speech, 30-25 an average speech and a total score of under 25 is considered a poor speech.

Judging Criteria:

1. **Introduction:** Does the introduction make you want to hear more? Does it have a clear thesis? How well is the beginning laid out?
2. **Content:** Is each point relevant to the topic and substantiated with current documentation? Are the facts and figures used current? Good word usage? Does it have a logical, clear organization? Does it clearly delineate Phi Beta Sigma's ability to improve African American Male admission and attrition rates?
3. **Presentation:** Appropriate eye contact, audibility, rate of delivery, voice inflection, fluency, tone, gestures, pronunciation, general sense of confidence, etc.
4. **Conclusion:** Does conclusion sum up main points of the speech?





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Highest Collegiate Chapter Grade Point Average Award

Please type all information. The application will be rated on verifiability of information and evidence of grade point averages as listed below and signed by both a Director of Greek Affairs (School Official/Registrar) and Chapter Collegiate Advisor. Incomplete applications will not be considered.

College/University and Chapter Information:

College/University: _____

Chapter Name: _____

Chapter President: _____ Email: _____

Cell Phone Number: _____ Chapter Advisor: _____

Name of Sponsoring Alumni Chapter: _____

Chapter Honors/Awards: _____

Membership Information:

Member Name: _____ Membership#: _____ GPA: _____

Member Name: _____ Membership#: _____ GPA: _____

Member Name: _____ Membership#: _____ GPA: _____

Member Name: _____ Membership#: _____ GPA: _____

Member Name: _____ Membership#: _____ GPA: _____

Member Name: _____ Membership#: _____ GPA: _____

Member Name: _____ Membership#: _____ GPA: _____

Member Name: _____ Membership#: _____ GPA: _____

Note: Attach additional sheet if necessary.

****All brothers shall be financially active Sigma Men in good standing with their local collegiate chapter and currently enrolled as an undergraduate student at the named college/university above.**

A completed digital copy of this form may be submitted to Bro. John Barlow at NOVUS21@gmail.com or

Return a completed non-digital copy to:

Gulf Coast Region ● Phi Beta Sigma Fraternity, Inc. ● P. O. Box 34264 ● San Antonio TX. 78265





PHI BETA SIGMA FRATERNITY INCORPORATED

43rd Annual Gulf Coast Regional Conference – April 20 - April 23, 2017

CHAPTER PERFORMANCE AWARDS

PURPOSE

To provide detail on implementing the Fraternity's Chapter Operating Standards and Awards Recognition process. Chapters will be required to self-evaluate in 5 focus areas:

- Scholarship and Academic Achievement
- Program Implementation and Reporting
- Membership Growth and Retention
- Chapter Operations
- Risk Management

POLICY STATEMENT

All Chapters are required to self-evaluate and submit Chapter Self-Assessment Tool Final Report (CSAF) electronically. Prior to submitting, chapter will confirm that all information in report is presented accurate and true. Any falsification of this report will result in immediate chapter suspension by Regional Director. Each Regional Director will review and approve his chapters' report through the Fraternity's electronic reporting process.

REQUIRED SUBMISSION PERIOD

All chapters are required to submit the Chapter Operations Chapter Self-Assessment through an electronic process via the Fraternity's website by February 9th of each calendar year.

ACCOUNTABILITY

All Chapters are encouraged to follow established submission period. All chapters will be required to comply with full chapter assessment and submission period.





KEY DEFINITIONS

1. Level I Classification – Chapters with active membership with 40 or plus.
2. Level II Classification – Chapters with active membership with 15 to 39
3. Level III Classification – Chapters with active membership with 5 to 14
4. Gold Status – Highest ranking of chapters with audit scores above 741-915 plus.
5. Silver Status – Second Highest ranking of chapters with audit scores ranging from 641-740.
6. Bronze Status – Third highest ranking of chapters with audit scores ranging from 541-640.
7. Marginal Status – chapter scoring less than 541. Chapters in Marginal Status will be placed on review until performance is brought up to a minimum of Bronze status.
8. Annual Chapter Report – Mandated report that chapters are required to submit according to constitution. Chapter Annual Report Evaluation and Scoring tool in Appendix section of this policy.
9. Display – To be displayed on an 8 Foot table consisting of bound books, unique scrapbooks, plaques, limited electronics. Display must be able to stand alone. Back boards, and/or sideboards, not exceeding the length of the table, may be used.
10. Formal Interview – An interview session facilitated by selected members of Fraternity's Standard and Awards Committee with members of the competition chapter leaders competing for Sigma Model Chapter honors.





PHI BETA SIGMA FRATERNITY INCORPORATED

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GUIDELINES FOR OUTSTANDING CHAPTER AWARDS COMPETITION

Outstanding Collegiate Chapter:

This chapter will be judged on the following criteria:

1. Final score of Chapter Awards and Recognition Audit Report.
2. Annual Chapter Report submitted by required deadline.
3. Degree of participation in Sigma National Programs
4. Maximum of 3 awards could be given in this area (includes award for each of the 3 Chapter Levels)

Outstanding Alumni Chapter:

This chapter will be judged on the following criteria:

1. Must be recognized as the Outstanding Regional Chapter
2. Final score of Chapter Awards and Recognition Audit Report.
3. Annual Chapter Report submitted by required deadline and procedures.
4. Degree of participation in Sigma National Programs
5. Maximum of 3 awards to be given in this area (includes award for each of the 3 Chapter Levels)





Sigma Model Collegiate Chapter “Most Outstanding Chapter in Fraternity Award”

This chapter will be judged on the following criteria:

1. Highest score of Chapter Awards and recognition Audit Report.
2. Annual Chapter Report submitted by required deadline and procedures.
3. Degree of participation in Sigma National Programs
4. National display (presentation, neat, logical, relevant and attractive)
5. Formal Interview with Chapter Leadership by Standard & Awards Committee. Committee will follow established interview protocol with scoring.

Sigma Model Alumni Chapter “Most Outstanding Chapter in Fraternity Award”:

This chapter will be judged on the following criteria:

1. Highest score of Chapter Awards and recognition Audit Report with Regional Director’s recommendation.
2. Annual Chapter Report submitted by required deadline and procedures.
3. Degree of participation in Sigma National Programs
4. National display (presentation neat, logical, relevant and attractive)
5. Formal Interview with Chapter Leadership by Standard & Awards Committee. Committee will follow established interview protocol with scoring.





PHI BETA SIGMA FRATERNITY INCORPORATED

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COMPLETING THE REQUIRED ANNUAL CHAPTER REPORT

PURPOSE

To provide detail for chapters on presenting formal Annual report to Regional Office and Corporate Headquarters. To provide symmetry and alignment with the chapter assessment, awards and recognition process. To provide revision and clarification of Chapter reports process approved during Houston Conclave 1973. The annual report also serves as a tool in supporting the results of the annual chapter assessment.

POLICY STATEMENT

As per Fraternity constitution, all Chapters are required to submit a chapter report on an annual basis. Chapters will be required to report in the following 5 focused areas:

- Scholarship and Academic Achievement
- Program Implementation and Reporting
- Membership Growth and Retention
- Chapter Operations
- Chapter Special Projects, Activities and Events

REQUIRED SUBMISSION PERIOD

All chapters are required to submit an annual report to the office of the Regional Director by February 09th of each year. Each chapter must present a printed copy of report along with a CD to respective Regional Director. An additional copy of CD to be mailed to the Corporate Headquarters to the attention to the International Standard and Awards Committee. The report will cover the chapter's activities for the year just concluded (January 1st through December 31st. Each Regional Director and/or the Regional Standard and Awards Committee is required to review annual reports by March 15th of each year.





ACCOUNTABILITY

All Chapters are mandated to submit an Annual Chapter Report. Chapters who fail to present Annual Report may be suspended and/or fined by their Regional Director.

EVALUATION

The annual report will be reviewed by the respective Regional Director and evaluated by each region's Standard and Awards Committee and the International Standard and Awards Committee.

DEVELOPING THE ANNUAL REPORT

1. Prepare a professional cover, which includes the name of your chapter, your region, College or University, City where chapter is located.
2. Ensure first page includes chapter address, officers and contact information, and chapter's email address.
3. Include Summary Report of Chapter Self-Assessment Results.
4. Utilize your results of the Chapter Self-Assessment Tool to report in each of the following categories:

A. Scholarship and Academic Achievement

In this section provide academic demographics. For example, undergraduate should list cumulative GPA and alumni chapters discuss academic performance of chapters you advise. Alumni Chapters are to share learning opportunities and special presentations that took place in chapter meetings. Alumni chapters are to also provide academic demographical information as presented in the self-assessment.

B. Program Implementation and Reporting

In this section the chapter is able to provide documentation on implementing Fraternity programs. The chapter is encouraged to add action photos. The chapter should also provide a summary and accountability of community service hours.





C. Membership Growth and Retention

In this section chapters are to provide a chapter roster, which include contact information for each member. Include total active brothers, newly initiated brothers, reinstated brothers, and transferred brothers from collegiate to alumni chapters as well as other transfers. Alumni chapters indicate career or business industry/title. Collegiate chapters, indicate classification and your career goals. Chapters are to share membership growth and strategies as well as outcomes/results of those goals and strategies.

D. Chapter Operations

This section allows the chapter to share a complete operations assessment of chapter. Use the standards included in the Chapter's Self-Assessment Tool to lead your discussions.

E. Chapter Special Projects, Activities and Events

In this section the chapter can report and document chapter signature events, special projects, and activities that do not fall under the Program Implementation and Reporting section.





PHI BETA SIGMA FRATERNITY INCORPORATED

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Outstanding Social Action Program Award (Collegiate and Alumni)

Each chapter will be evaluated based off of the following point system. The chapter with the highest point total will be awarded the plaque. In the likelihood of a tie, the tie breaker will be a majority vote by the Awards and Standings Committee.

Chapter Name

International Initiative

____ (20 points) Hosting a March of Dimes Program or Activity

____ (20 points) Hosting a Living Well Brother to Brother Program or Activity

____ (1 point) For each additional Social Action Initiative/Program (Maximum 10 points)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

____ (3 points **BONUS**) Participating in events with the American Cancer Society

____ (3 points **BONUS**) Participating in events for March of Dimes

Total Score (Maximum 56 Points) Ties will be determined by giving additional bonus points for other programs above 10 _____





PHI BETA SIGMA FRATERNITY INCORPORATED

43rd Annual Gulf Coast Regional Conference – April 20 - April 23, 2017

Outstanding Education Program Award (Collegiate and Alumni)

Each chapter will be evaluated based off of the following point system. The chapter with the highest point total will be awarded the plaque. In the likelihood of a tie, the tie breaker will be a majority vote by the Awards and Standings Committee.

Chapter Name _____

International Initiative

- ____ (10 points) Adopt A School – Maximum 10 points
- ____ (10 points) Adopting a School -
- ____ (5 points) Implemented 1 Required Mandate or (10 points) Implemented 2 Required Mandates
- ____ (10 points) Awarding Scholarships / Grants in the amount of **\$500 Alumni / \$100 Collegiate or more**
- ____ (5 points) 5 Points for each education event conducted by the chapter (proof required).
- ____ (5 point) For each additional Education Initiative/Program (Maximum 10 points)
 - 1. _____
 - 2. _____
 - 3. _____
 - 4. _____
 - 5. _____
 - 6. _____
 - 7. _____
 - 8. _____
 - 9. _____
 - 10. _____
- ____ (5 points) for each education partner program
- ____ (5 points) for each education event for the chapter.

Ties will be determined by giving additional bonus points for other programs above 10

Total Score _____





PHI BETA SIGMA FRATERNITY INCORPORATED

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Outstanding Bigger and Better Business Program Award (Collegiate and Alumni)

Each chapter will be evaluated based off of the following point system. The chapter with the highest point total will be awarded the plaque. In the likelihood of a tie, the tie breaker will be a majority vote by the Awards and Standings Committee.

Chapter Name

International Initiative

____ (20 points) Hosting a Project Sigma Business Network or Activity

____ (20 points) Hosting a Project S.E.E.D. Program or Activity

____ (1 point) For each additional B&BB Initiative/Program (Maximum 10 points)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

____ (2 points **BONUS**) For each VITA Certified member of your chapter (Maximum 6 Bonus Points)

Total Score (Maximum 56 Points) Ties will be determined by giving additional bonus points for other programs above 10 _____





PHI BETA SIGMA FRATERNITY INCORPORATED

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Chapter Operating Standards Self-Assessment Tool

Name of Chapter

College/University

City/Community

Chapter Address

President's Name

Telephone _____ Email _____

Advisor's Name

_____ Email _____

(Collegiate)

Chapter Level Status*

Areas of Focus

Total Possible Points

Your

Chapter Points Scholarship and Academic Achievement

100

_____ Program Implementation and Reporting

300

Membership Growth and Retention

90

Chapter Operations

250

Risk Management

150

TOTAL

915





Chapter Overall Performance Levels and Analysis

Check One:

If your chapter score is 741-915+, your chapter is rated Gold Status

If your chapter score is 641-740, your chapter is rated Silver Status

If your chapter score is 541-640, your chapter is rated Bronze Status

If your chapter score is below 541, your chapter is rated Marginal Status

Chapters in Marginal Status will be placed on performance review until performance is brought up to a minimum of Bronze Status

*Chapters are evaluated and compete for awards per chapter size

- Level I Consist of chapters with active membership 40 and above
- Level II consist of chapters with active membership 16 to 39
- Level III consist of chapters with active membership 5 to 15

Phi Beta Sigma Fraternity, Inc. Model Alumni Chapter Display Score Sheet

JUDGING CRITERIA

SCORE **0 = None** **1 = Little** **2 = Moderate** **3 = Good**





Organization Branding

(Chapter utilizes proper fraternity marketing tools effectively)

Use of fraternity's logo

Use of fraternity's shield

Use of fraternity's colors

Program Information

(Display includes description of chapter's programming in the following areas)

Bigger and Better Business

Social Action

Education

Social Activities

Membership Retention, Recruitment, and Reactivation

Visual Aids

Use of Photographs

Use of Charts

Use of Flyers/Handbills

Video

Overall Presentation

Use of space

Organization

Relevance

Attractiveness

TOTAL: _____





PHI BETA SIGMA FRATERNITY INCORPORATED

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Chapter Awards & Recognition Process

LIVE INTERVIEW EVALUATION

Chapter Name: _____

Chapter Location: _____

Chapter Representative/s: _____

5=Outstanding 4=Excellent 3=Satisfactory 2= Some deficiencies 1=Unsatisfactory

Evaluation of chapter representative/s explanation of the following (Circle one)

1. Knowledge of fraternity national programs

5 4 3 2 1

2. Knowledge of fraternity's partnerships

5 4 3 2 1

3. Ability to verbally summarize chapter report

5 4 3 2 1

4. Detailed description of 3 Sigma Global programs implemented

5 4 3 2 1

5. Knowledge of donations to & best practices for raising money for MOD/ACS

5 4 3 2 1

6. Explain methods used to promote chapters impact through service

5 4 3 2 1





7. Explain chapter membership retention policy and its successes

5 4 3 2 1

8. Explain chapter retreat, its workshop and benefits

5 4 3 2 1

9. Explain learning opportunities/special presentations for chapter members,

5 4 3 2 1

how they are implemented and the successes

10. Knowledge of chapter awards and recognition assessment process

5 4 3 2 1

Personal/group contributions and participation

1. Appearance (appropriately dressed)

5 4 3 2 1

2. Communication skills (clear and enthusiastic responses)

5 4 3 2 1

3. Greetings and Introductions

5 4 3 2 1

4. Self/Group Confidence 5 4 3 2 1 5. Overall (Knowledge and Presentation)

5 4 3 2 1

Total _____





PHI BETA SIGMA FRATERNITY INCORPORATED

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Model Chapter Award Evaluation (Collegiate and Alumni)

SUMMARY OF FINAL SCORE

Chapter Name _____

Chapter Location _____

Category:

Score Received:

1. CSAF Submission

_____ Chapter receives the following points for submitting CSAF by deadline.

Gold Status gets 3 points

Silver Status gets 2 points

Bronze status gets 1 point

2. Annual Chapter Report

_____ Chapter receives a maximum 100 points for submitting Annual chapter report by approved deadlines. Report must include each component outlined in the 2009 Chapter Report guide and all information requested for content. Each section contained in the chapter report is worth 20 points. Any section that is not inclusive of requested information in its entirety shall receive only 10 points for said section. In the event report has none of the requested information, chapter shall receive 0 points for said section.





3. Program Implementation Assessment

Chapters should receive 10 points per Social Action, Education, Bigger and Better Business, and Sigma Beta Program entry. Chapters should receive a total of 5 points for any membership program entry (i.e. informational, retention or reactivation event). Chapters should receive 3 points for any social or extracurricular programming entry.

4. Live Interview

Chapters can receive a maximum of 150 points for the Live Interview. The final score entered on this form is an average of both co-chair evaluations.

5. Chapter Display

Chapters can receive a maximum of 47 points for chapter display. Total final score entered on this form should be an average of both co-chair evaluations.

Total Score: _____





**8TH
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2:00PM - 7:00PM (FOOD @ 3PM)

