

PHI BETA SIGMA FRATERNITY, INC. 2020 LONE STAR STATE CONFERENCE FEBRUARY 7 - 8

PRAIRIE VIEW A&M UNIVERSITY



2020 CONFERENCE REGISTRATION KIT

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Phi Beta Sigma Fraternity, Incorporated
International President Honorable Brother Micheal E. Cristal
Gulf Coast Regional Director Brother Howard Redmond, Jr.
Lone Star State Director Brother Ramsey Cooper

Brothers of Texas,

We are excited that it's time again to prepare for our annual meeting! The Lone Star State Conference of 2020 will be held at **Prairie View A&M University February 7 – 8** hosted by Delta Theta and Alpha Sigma Sigma chapters.

The planning committee has held meetings since July to arrange for a productive and great time and the first site-visit was done in August. The next visit is planned during the weekend of Delta Theta's monument unveiling which will be the second such ceremony in Texas after Centennial and another significant milestone for Phi Beta Sigma. The expectation is that more will follow as we progress through our second century but the Delta Theta monument will stand as a bold symbol of our *Culture for Service* for many generations. Its design is sure to attract nationwide attention from all Divine Nine organizations and will raise the bar for monuments on the campus of Prairie View A&M. We are privileged to have it in Texas and to enjoy it during State Conference 2020.

Of course, the mention of 2020 is synonymous with the Centennial of Zeta Phi Beta Sorority, our constitutionally bound *Finer* sister organization, so we have much to celebrate. Again, State Conference dates will be **February 7 – 8** and each paid registration includes skill building workshops, a luncheon, participation in the election of new officers, and can qualify for the Early Bird Registration Gift. **Register before Early Bird expires 12/16/19 to receive the gift!** Registration can be completed through mail or by clicking <https://2020-texas-sigmas.eventbrite.com>.

It has certainly been a high honor to serve as State Director since 2016 so on behalf of your State Executive Board, the conference planning team, and our host chapters, we look forward to seeing you in February. **GOMAB!**

Fraternally,

Bro. Ramsey Cooper

State Director – Ramsey Cooper
Secretary – Aaron Vallot
Education Director – Bertran Bilton
Bigger & Better Business Director – Eric D. Hill
Sigma Beta Club Coordinator – Frederic Berry
Immediate Past State Director – Edmond Cordova

Associate State Director – Doralo Fuller
Treasurer – Bresean Cockrell
Social Action Director – Rob Guy
Collegiate Affairs Director – Karl Hearne
Chaplain – Terry Newby
Chief-of-Staff – Cean Mack

2020 Conference Chairman – Cean Mack
Delta Theta President – Ty'Ron Baker

Host Chapter Coordinator – Anthony Coe
Alpha Sigma Sigma President – Shandon Neal

2020 LONE STAR STATE CONFERENCE

HOTEL INFORMATION

Holiday Inn Express & Suites - Waller



31380 FM 2920 Waller, TX 77484

King Bed: \$84.99 (+ tax & incidentals)

Queen Double: \$89.99 (+ tax & incidentals)

Check-in Feb 7. Check-out Feb 8.

The same rate applies for optional check-in **Feb 6** and check-out **Feb 9**.

Copy or click the link below to register:

https://www.ihg.com/holidayinnexpress/hotels/us/en/waller/houwa/hoteldetail?cm_mmc=GoogleMaps-_-EX-_-US-_-HOUWA

or call **(936)372-3700**, block code **PBS**

Includes complimentary hot breakfast, WiFi, fitness center, and pool.

For the special rate, all reservations must be made no later than **JAN 6, 2020** or while space is available.

If room cancellation is required, notification must be made to Holiday Inn no later than Feb 3, 2020



EARLY BIRD REGISTRATION GIFT

- ★ Receive the commemorative 2020 State Conference 30 oz stainless steel tumbler. Double wall, vacuum insulated, this tumbler keeps beverages hot or cold for up to 12 hours. A retail value of \$25.
- ★ To qualify, register and pay online by **12/16/2019**.
- ★ Or, if registering by mail, the paper registration form must be complete and received with confirmed payment for the appropriate membership category postmarked by **12/16/2019**.

OPTIONAL PAPER REGISTRATION FORM

ONLY use this form for [Mailed Registration](#). For Online Registration click <https://2020-texas-sigmas.eventbrite.com>

PHI BETA SIGMA FRATERNITY, INC.
2020 LONE STAR STATE CONFERENCE
FEBRUARY 7 – 8, 2020
Prairie View A&M University

PLEASE PRINT CLEARLY or TYPE:

Name: _____ Member#: _____

Address: _____
City / State / Zip

Primary Phone#: (_____) _____ Email: _____

Chapter Name: _____

Emergency Contact Name and Number: _____

Special Meal Requirements or Food Allergies: _____

PLEASE CHECK ALL THAT APPLY

- | | | |
|--|--|--|
| <input type="checkbox"/> Collegiate Member | <input type="checkbox"/> Alumni Member | <input type="checkbox"/> Life Member |
| <input type="checkbox"/> Chapter President | <input type="checkbox"/> Chapter Delegate | <input type="checkbox"/> Collegiate Advisor |
| <input type="checkbox"/> TX State Officer | <input type="checkbox"/> GC Regional Officer | <input type="checkbox"/> International Officer |
| <input type="checkbox"/> DSC – International | <input type="checkbox"/> DSC – Gulf Coast Region | <input type="checkbox"/> First Time Attendee |

COMMITTEE OPPORTUNITIES

Please indicate your request to participate in any of the following committees:

- | | | | |
|--------------------------------------|--------------------------------------|--|------------------------------------|
| <input type="checkbox"/> Budget | <input type="checkbox"/> Credentials | <input type="checkbox"/> Law & Revisions | <input type="checkbox"/> Logistics |
| <input type="checkbox"/> Scholarship | <input type="checkbox"/> Awards | <input type="checkbox"/> Time & Place | |

REGISTRATION FEES

Early-Bird, receives **Early Bird gift** through Dec 16... Collegiate **\$40.00**, Alumni **\$60.00**

Regular Registration (Dec 17 – Jan 18, 2020)..... Collegiate **\$45.00**, Alumni **\$65.00**

Late Registration (Jan 19 – Jan 28, 2020).....Collegiate **\$50.00**, Alumni **\$70.00**

NO ON-SITE REGISTRATION. THE FINAL DAY TO REGISTER IS 1/28/2020

- **REGISTRATION METHODS** - We strongly recommend [Online Registration](#). To do so go to: <https://2020-texas-sigmas.eventbrite.com> (payment method: credit/debit card). **This registration form can be filled out in entirety on Eventbrite.**
 - If you prefer [Mailed Registration](#), send registration form along with check or money order to Phi Beta Sigma Fraternity c/o Bro. Ramsey Cooper at **P.O Box 591485 Houston, TX 77259**. Make checks or money-orders payable to **Phi Beta Sigma**. For **Early-Bird** credit, the registration form (either completed online or hard copy) and payment must be postmarked by **Dec 16, 2019**.
- CANCELLATION POLICY:** Requests for refunds must be made known in writing no later than **Jan 31, 2020**.
Send cancellation requests by the cutoff date via email with subject line **CANCELLATION** to Bro. Bresean Cockrell at state.treasurer@pbstexas1914.org and Cc: Bro. Cean Mack at conference.chair@pbstexas1914.org

DO NOT WRITE IN THIS SECTION

Date received _____ Amount Paid \$ _____ Eventbrite | Cash | Money Order | Check # _____

AGENDA OVERVIEW

PHI BETA SIGMA FRATERNITY, INC.
 2020 LONE STAR STATE CONFERENCE
 PRAIRIE VIEW A&M UNIVERSITY
 PRAIRIE VIEW, TEXAS
 Host Chapters: DELTA THETA and ALPHA SIGMA SIGMA

FRIDAY, FEBRUARY 7, 2020

5:00PM – 8:00PM
CONFERENCE CHECK-IN
 Holiday Inn Express-Waller
 31380 FM 2920 Waller, TX

HOSPITALITY TBA

SATURDAY, FEBRUARY 8, 2020

PRAIRIE VIEW A&M UNIVERSITY
 Campus address: [100 UNIVERSITY DR. PRAIRIE VIEW, TX 77446](#)

7:30AM – 11AM
CONFERENCE CHECK-IN continued

8:00AM – 8:15AM
CREDENTIALS AND DELEGATE SEATING

8:30AM FIRST GENERAL SESSION Presiding Officer: Bro. Ramsey Cooper State Director	2:15PM SECOND GENERAL SESSION Presiding Officer: Bro. Doralo Fuller Associate State Director
Invocation Greetings Approval of the 2020 State Conference Minutes - 2019 State Conference State Director's Report Financial and State Officer Reports 10:30AM BREAKOUT SESSION I 11:30AM BREAKOUT SESSION II 12:45PM AWARDS LUNCHEON	Gulf Coast Region Update Bro. Howard Redmond, Jr. Regional Director State Candidates Forum State Officer Elections Officer, Committee, and Special Reports 2019 Gulf Coast Regional Conference Preview Swearing-in of 2020-2022 State Officers Closing Remarks / Fraternity Hymn / Benediction 2020 State Conference Group Photo

*****Agenda is subject to change*****

AWARD AND SCHOLARSHIP FORMS



8 - Awards Form

9 - Awards Reference Guide

11 - Herbert L. Stevens Trailblazer Award Description

12 - Hon. Dr. Frank Hawkins Educational Scholarship

13 - Hon. Paul Griffin Leadership Scholarship

AWARDS FORM

PHI BETA SIGMA FRATERNITY, INC.
2020 LONE STAR STATE CONFERENCE
February 7 – 8, 2020
PRAIRIE VIEW A&M UNIVERSITY

**PLEASE PRINT CLEARLY or TYPE A SEPARATE FORM FOR EACH ENTRY
(INCOMPLETE FORMS WILL NOT BE PROCESSED)**

Prepared by _____ Phone# _____

Chapter Name _____ Chapter President _____

Chapter Address: _____
City / State / Zip

Chapter Email Address: _____

Chapter Website: _____

Chapter Advisor (Collegiate only): _____
Name Phone#

Please select from the following Chapter Award categories to indicate participation:

- Best Bigger Better Business Program
- Best Education Program
- Best Social Action Program
- Best Sigma Beta Club Program
- Best Chapter Event
- Chapter of the Year

Read the Awards Information Guide (pages 9 – 11) for details.

Read the Awards Information Guide for requirements then indicate your nomination below for any of the listed **Individual Awards** by checking the appropriate box. Submit only one nomination per form along with all supporting documents by the cutoff date to be considered.

Write the name of the member you are nominating on the below line:

- _____
- Advisor of the Year
 - Collegiate of the Year
 - Texan of the Year
 - H.L. Stevens Trailblazer Award

★★THE CUTOFF FOR AWARD SUBMISSION IS JANUARY 28, 2020★★

Most entries must be submitted by email with this form and attachments using subject line **PBS TEXAS AWARDS** to the Awards Committee Chair, at awards@pbstexas1914.org and Cc: conference.chair@pbstexas1914.org . Read the Awards Information Guide on pages 9 - 11 for procedures to submit specialized awards, where instructions are different.

2020 LONE STAR STATE CONFERENCE

AWARDS REFERENCE GUIDE

OVERVIEW (APPLIES TO ALL CATEGORIES): The award period covers January 1, 2019 to December 31, 2019. For all categories, complete award packages must be received by the cutoff date of **January 28, 2020** to qualify. NO EXCEPTIONS. Submissions must initially be sent by email using subject line *PBS TEXAS AWARDS* with all attachments to the Awards Committee Chair at awards@pbstexas1914.org and Cc: conference.chair@pbstexas1914.org. Emailed entries that are submitted in the wrong category will not be transferred. On the day of the conference, participating chapters must present **one binder** to the Awards Committee that includes the material for each award category emailed by the deadline and organized so each program is separate and clearly marked. The complete binder will be a basis for considering Chapter of the Year entries. Binders will be returned to participating chapters after the State Conference to use in preparation for the Gulf Coast Region awards competition.

BEST BIGGER AND BETTER BUSINESS PROGRAM: Two awards, one Collegiate chapter and one Alumni chapter, will be presented for the overall Best Bigger and Better Business Program. Events listed within the awards package must comply with the International and Gulf Coast Regional Bigger and Better Business agenda. Packages must include **1).** A completed Awards Form, **2).** A 250 to 500 word letter that provides an overview of the chapter's program year, **3).** A list from Blu-Print of all 2019 Bigger and Better Business PIAs, and **4).** Supporting documents. Ideas for supporting documents include but are not limited to: photos, letters of commendation, and articles.

BEST EDUCATION PROGRAM: Two awards, one Collegiate chapter and one Alumni chapter, will be presented for the overall Best Education Program. Events listed within the awards package must comply with the International and Gulf Coast Regional Education agenda. Packages must include **1).** A completed Awards Form, **2).** A 250 to 500 word letter that provides an overview of the chapter's program year, **3).** A list from Blu-Print of all 2019 Education PIAs, and **4).** Supporting documents. Ideas for supporting documents include but are not limited to: photos, letters of commendation, and articles.

BEST SOCIAL ACTION PROGRAM: Two awards, one Collegiate chapter and one Alumni chapter, will be presented for the overall Best Social Action Program. Events listed within the awards package must comply with the International and Gulf Coast Regional Social Action agenda. Packages must include **1).** A completed Awards Form, **2).** A 250 to 500 word letter that provides an overview of the chapter's program year, **3).** A list from Blu-Print of all 2019 Social Action PIAs, and **4).** Supporting documents. Ideas for supporting documents include but are not limited to: photos, letters of commendation, and articles.

BEST SIGMA BETA CLUB PROGRAM: One Alumni chapter award will be presented for the overall Best Sigma Beta Club Program. Events listed within the awards package must comply with the International and Gulf Coast Regional Sigma Beta Club agenda. Packages must include **1).** A completed Awards Form, **2).** A 250 to 500 word letter that provides an overview of the chapter's program year, **3).** A list from Blu-Print of all 2019 Sigma Beta Club PIAs, and **4).** Supporting documents. Ideas for supporting documents include but are not limited to: photos, letters of commendation, and articles.

BEST CHAPTER EVENT: Two awards, one Collegiate chapter and one Alumni chapter, will be presented for the Best Chapter Event. Participating chapters can only submit one event for this category. Entries for this award DO NOT have to comply with one of the International and Gulf Coast Regional program agendas. Packages must include **1).** A completed Awards Form, **2).** A 250 to 500 word letter that provides an overview of the chapter's event, and **3).** Supporting documents. Ideas for supporting documents include but are not limited to: photos, letters of commendation, articles, agendas, and souvenir journals.

AWARDS REFERENCE GUIDE CONTINUED

CHAPTER OF THE YEAR: Two awards, one Collegiate chapter and one Alumni chapter, will be presented for Chapter Of The Year. The awards package for this category will be comprised of each chapter program award category that was submitted by the deadline and must comply with the International and Gulf Coast Regional agenda. CHAPTERS ARE DISQUALIFIED FOR THIS AWARD IF AN ENTRY FOR AT LEAST ONE OF THE PROGRAM AWARD CATEGORIES WAS NOT SUBMITTED. Also, participating chapters are not automatically enrolled for this award. To be considered an Awards Form must be completed indicating entry. Packages must include **1).** A completed Awards Form indicating submission for Chapter Of The Year and **2).** A completed Chapter Assessment from Blu-Print.

INDIVIDUAL AWARDS

ADVISOR OF THE YEAR: One Advisor Of The Year award will be presented to the candidate that demonstrated a thorough understanding of the role and performed above expectations as a collegiate chapter Advisor. Candidates must be financially active and submit the following: **1).** A completed Awards Form, **2).** A letter of recommendation signed by the Collegiate Chapter President, **3).** A letter of recommendation signed by the Alumni Chapter President, and **4).** A two (2) page essay personally typed by the award candidate on the topic How to be an effective Advisor to today's Collegiate Brothers.

COLLEGIATE OF THE YEAR: One Collegiate Of The Year award will be presented to the candidate that demonstrated excellence in academics, campus leadership, and dedication to the principles of Phi Beta Sigma Fraternity, Inc. Candidates must be financially active and submit the following: **1).** A completed Awards Form, **2).** An official transcript or letter certified by the Registrar verifying the candidates G.P.A. for the 2019 academic year being at or above 3.00 / 4.00, **3).** A letter of recommendation from the chapter Advisor, and **4).** A two (2) page essay personally typed by the award candidate on the topic How to recruit new members to Phi Beta Sigma as a campus leader.

TEXAN OF THE YEAR: This award will be given to the Texas Alumni or Collegiate member who in the past year demonstrated excellence in any one or a combination of the following categories: business success, community leadership, and / or volunteerism while upholding the principles of Phi Beta Sigma Fraternity, Inc. Candidates must currently be financially active. Chapters should submit their nomination by completing the Awards Form and including a letter of recommendation explaining why that member should be considered for the award. Along with the Awards Form and letter it is recommended that any supporting documentation is included, such as photos, letters of commendation, and newspaper articles. Submissions must be sent by email with the subject line *TEXAN OF THE YEAR AWARDS* with the Award Form, letter, and attachments to the attention: **Bro. RAMSEY COOPER** by the January 28, 2020 deadline at state.director@pbstexas1914.org and Cc: conference.chair@pbstexas1914.org . **THIS IS THE ONLY AWARD SENT DIRECTLY TO THE STATE DIRECTOR FOR CONSIDERATION.**

THE HERBERT L. STEVENS TRAILBLAZER AWARD: (Please see the following Herbert L. Stevens Trailblazer Award insert on page 11 for complete details). The candidate's chapter must complete the Awards Form which requires a 250 to 500-word letter of recommendation signed by the chapter Secretary or President. Documentation to support the recommendation (i.e. prior awards, letters of commendation, articles, etc.) must be provided. Additionally, include two signed letters; one from a Sigma Brother and one from a non-Sigma confirming the candidate's impact on their lives' as a mentor. Send the Awards Form and all attachments to BRO. DAVID MOORE (the 7th Lone Star State Director) at dmwarrior@sbcglobal.net with subject line *H.L. STEVENS AWARD* by the January 28, 2020 deadline. Cc: conference.chair@pbstexas1914.org . **THE AWARD RECIPIENT WILL BE SELECTED BY A COMMITTEE OF THE PAST LONE STAR STATE DIRECTORS.**

★★THE CUTOFF FOR ALL AWARD ENTRIES IS JANUARY 28, 2020★★

THE HERBERT L. STEVENS TRAILBLAZER AWARD

This award will recognize an outstanding Sigma man of today. It is named after a trailblazer who made a major impact for Sigma in Texas and on the fraternity as a whole, Bro. Herbert L. Stevens.

BACKGROUND: Bro. Herbert L. Stevens graduated from Howard University in 1914 and is recorded in Phi Beta Sigma history as the first graduate member to be initiated, on March 5, 1915. He then became the first man of Sigma to step foot in the state of Texas and as a Wiley College Professor he led the efforts to charter Beta chapter on November 15, 1915. This made Phi Beta Sigma the first of the Divine Nine to establish a chapter presence south of Virginia and west of the Mississippi River. Stevens then recruited legendary Wiley College president Dr. Matthew W. Dogan who became the first college president to join a Divine Nine organization. While at Wiley, Bro. Stevens served as the third (1920) and the eight (1924) National Vice President of Phi Beta Sigma. He then moved to Huston College in Austin, Texas as their Acting Dean and helped charter Pi chapter (1926). While there he contributed to the establishment of Beta Beta Sigma chapter in San Antonio (1926), which was the first Alumni chapter to be chartered in Texas. Who's Who publications of his day record that he was also active in other organizations and involved in his church. Bro. Herbert L. Stevens was passionate about Phi Beta Sigma, made a difference in the lives of young men, and was an outstanding trailblazer.

QUALIFICATIONS: Herbert L. Stevens Trailblazer Award candidates will be scored on their demonstration of excellence in the following categories:

1) LEADERSHIP

Leadership roles and effectiveness of leadership influence (with or without titles). For offices held within the fraternity, community and career, what impact has been made?

2) COMMUNITY SERVICE

Community involvement that makes a noticeable difference is an important consideration. Results achieved in political, non-profit, and ministry work will be a plus.

3) MENTORSHIP

A trusted adviser who has demonstrated a passion for uplifting young men. One who is a model citizen, who has helped advance careers, and is an active role model.

4) LONGEVITY OF FINANCIAL MEMBERSHIP IN PHI BETA SIGMA

Must be currently financial and the number of years of cumulative financial status will earn additional points. More points are earned for advanced membership levels, such as Regional or National Life Member and Regional or National DSC Member.

HOW TO SUBMIT: The candidate's chapter must complete the Awards Form which requires a 250 to 500 word letter of recommendation signed by the chapter Secretary or President. Documentation to support the recommendation (i.e. prior awards, letters of commendation, articles, etc.) must be provided. Additionally, include two signed letters; one from a Sigma Brother and one from a non-Sigma confirming the candidate's impact on their lives' as a mentor. Send to Bro. David Moore (7th Lone Star State Director) at dmwarrior@sbcglobal.net
Cc: conference.chair@pbstexas1914.org

The award recipient will be determined by a committee made up of past Texas State Directors.

HON. FRANK HAWKINS EDUCATIONAL SCHOLARSHIP

For Undergraduate Brothers (\$1,000)

Please type all information. The essay should be thoughtfully and clearly written, but succinct. The application will be rated on appearance, verifiability of information, clarity, and evidence of achievements. Incomplete applications will not be considered.

PERSONAL INFORMATION

Name: _____ Membership #: _____

School Address: _____ Permanent Address: _____

City: _____ State: _____ City: _____ State: _____

Email Address: _____

SCHOOL /PROFESSIONAL INFORMATION

College/University: _____ Region: _____

G.P.A. _____ Major/Minor: _____ Classification: _____

Campus/Community Activities: (Include offices held, honors, and awards) _____

FRATERNAL INFORMATION

Chapter: _____

Fraternal Activities: Attach additional information if necessary for all offices held, honors, and awards:

APPLICATION REQUIREMENTS

- (a) Official transcript or letter (certified by Registrar) verifying G.P.A. and classification*
- (b) Three (3) letters of recommendation**
 - (1) Personal source
 - (2) Institution source (College letterhead)
- (c) Resume
- (d) List any scholarship(s) received and the duration
- (e) List involvement with national programs and special events
- (f) Essay about how you intend to use your education to make a great impact on your community and enhance Phi Beta Sigma Fraternity, Inc.

* All applicants must be Sigma Men in good standing, currently enrolled as an undergraduate student in an accredited school/program. Minimum G.P.A. 3.0/4.0 or equivalent.

** All Brothers can provide an additional letter of recommendation from a Professional source in place of the letter from an Institutional source.

APPLICATION SUBMISSION

Send regular mail to Phi Beta Sigma Fraternity
c/o Bro. Ramsey Cooper
P.O. Box 591485 Houston, TX 77259

Send email to Bro. Bertran Bilton at bbilton1914@yahoo.com

For questions, email Bro. Bilton or call (832) 438-4272

Submit all documentation on or before January 28, 2020

HON. PAUL GRIFFIN LEADERSHIP SCHOLARSHIP
For Graduate Brothers (\$1,000)

Please type all information. The essay should be thoughtfully and clearly written, but succinct. The application will be rated on appearance, verifiability of information, clarity, and evidence of achievements. Incomplete applications will not be considered.

PERSONAL INFORMATION

Name: _____ Membership #: _____
School Address: _____ Permanent Address: _____
City: _____ State: _____ City: _____ State: _____
Email Address: _____

SCHOOL /PROFESSIONAL INFORMATION

College/University: _____ Region: _____
G.P.A. _____ Major/Minor: _____ Classification: _____
Campus/Community Activities: (Include offices held, honors, and awards)

FRATERNAL INFORMATION

Chapter: _____

Fraternal Activities: Attach additional information if necessary for all offices held, honors, and awards:

APPLICATION REQUIREMENTS

- (a) Official transcript or letter (certified by Registrar) verifying G.P.A. and classification*
- (b) Three (3) letters of recommendation**
 - (1) Personal source
 - (2) Institution source (College letterhead)
- (c) Resume
- (d) List any scholarship(s) received and the duration
- (e) List involvement with national programs and special events
- (f) Essay describing the most recent educational program/initiative you and/or your chapter have presented and the impact that it had on the community and what future plans you have for improvement

* All applicants must be Sigma Men in good standing, currently enrolled or newly admitted to a graduate/professional program. Minimum 3.0 GPA on a 4.0 scale

** All Brothers can provide an additional letter of recommendation from a Professional source in place of the letter from an Institutional source.

APPLICATION SUBMISSION

Send regular mail to Phi Beta Sigma Fraternity
c/o Bro. Ramsey Cooper
P.O. Box 591485 Houston, TX 77259
Send email to Bro. Bertran Bilton at bbilton1914@yahoo.com
For questions, email Bro. Bilton or call (832) 438-4272
Submit all documentation on or before January 28, 2020

ADDITIONAL CONFERENCE FORMS



15 - Candidate Nomination Rules

16 - Candidate Form

17 - Constitution Change Form

18 - Time & Place Form

19 - Vendor Application

LONE STAR STATE OFFICER NOMINATION RULES

During the 2020 State Conference we will elect a team of qualified brothers to lead and represent our state. Offices up for election include State Director, Associate State Director, Secretary, Treasurer, Director of Bigger and Better Business, Director of Education, Director of Social Action, Director of Collegiate Affairs, and Parliamentarian.

The procedures that will be used by the committee to select a slate of candidates for recommendation to the State Conference are as follows:

Candidates must submit a completed Candidate Form to the Nominations Committee Chair Bro. Charles Simpson at mpdebo1914@gmail.com and as back up Cc: conference.chair@pbstexas1914.org by the deadline of **January 10, 2020**. The email subject line should read State Candidate Application and the form must be attached along with a three-page document with the following instructions:

1. On page **One**, type a 250 to 300 word bio that summarizes Sigma and Professional achievements (for examples, visit the State Officers Bio page at www.pbstexas1914.org). If elected, bios should be ready for placement on the website, if that is the desire of the new administration.
 2. On page **Two**, include an explanation of how said accomplishments will prepare the candidate for the role.
 3. On page **Three**, include list of goals for the role and an explanation of why those goals are important.
- B. Candidates will be contacted by the Nominations Committee to be scheduled for interviews.
- C. After all interviews, the Nominations Committee will meet to finalize its recommended slate of candidates. The announcement of the recommended slate will be revealed at the State Conference.
- D. Once the slate of candidates is revealed, the Election Committee will take over and open nominations from the floor, whereby members that did not make it out of the committee can be nominated.
- E. Once all nominations are submitted from the floor the election will be held Saturday, February 8, 2020.

Chapter Voting Strength: Each chapter within the state shall be entitled to one vote for every five financial members or a fraction thereof. Each elected state officer, as well as the past State Directors, shall be entitled to one vote and such vote shall not be included in the chapter's quota (Article I, Section 3 of the State Constitution By-Laws).

A transparent process will be executed and best wishes are extended to all candidates.

LONE STAR STATE

CANDIDATE FORM

PHI BETA SIGMA FRATERNITY, INC.
2020 LONE STAR STATE CONFERENCE
FEBRUARY 7 – 8, 2020
PRAIRIE VIEW A&M UNIVERSITY

Candidate's Name: _____

Member#: _____

Address: _____

E-mail: _____

Primary Number: (_____) _____

Chapter Name: _____

REQUIREMENTS: Along with this form include an attachment according to the following instructions:

- 1st Page: Type a 250 – 300 word bio that includes Sigma and Professional accomplishments.
2nd Page: Describe how your accomplishments will prepare you for the position with the State.
3rd Page: Based on the position, list your goals and explain why they are important.

OPTIONAL OPPORTUNITY

Candidates will have an opportunity to place an ad in the printed Conference Guide that will be distributed to all registered members. Ads placed will help offset the cost of printing and participants must indicate interest by January 10, 2020. The cost per 1/4 page is \$50.00 and must be paid prior to the guide print date. Indicate below if interested.

[] Yes, I would like to place a campaign ad in the Conference Guide

Candidates must submit this completed form by January 10, 2020 to be considered.

I, _____, officially submit my nomination to run as a candidate for the elected office of _____, an elected position that is a part of the Lone Star State Executive Board for the 2020-2022 term. I also confirm that I am recognized as a financial member by the International Headquarters of Phi Beta Sigma Fraternity, Inc., the Gulf Coast Region, and with the _____ Chapter.

Signature: _____

Date: _____

LONE STAR STATE CONSTITUTION
CHANGE REQUEST FORM

PHI BETA SIGMA FRATERNITY, INC.
2020 LONE STAR STATE CONFERENCE
February 7 – 8, 2020
PRAIRIE VIEW A&M UNIVERSITY

I / We, of the _____ Chapter, wish to amend the Lone Star State Constitution or By-Laws.

Please circle 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 an existing paragraph with the subsequent necessary renumbering.
6. Substituting an already existing paragraph with an entirely new paragraph.

Current wording in the Constitution or By-Laws:

Article _____, Section _____, Paragraph _____, subsection _____, states the following:

Suggested changes to constitution or bylaws and its rationale:

Please return this form and the above information professionally presented on a separate document as an attachment to be received no later than **January 10, 2020** with email subject line *CONSTITUTION CHANGE REQUEST* to: state.associate.director@pbstexas1914.org and Cc: conference.chair@pbstexas1914.org

Failure to adhere to the above deadline will result in your constitutional amendment being forfeited for this Conference.

TIME & PLACE FORM

PHI BETA SIGMA FRATERNITY, INC.
2020 LONE STAR STATE CONFERENCE
February 7 – 8, 2020
PRAIRIE VIEW A&M UNIVERSITY

PLEASE PRINT CLEARLY or TYPE
(INCOMPLETE FORMS AND DOCUMENTS WILL NOT BE PROCESSED)

Chapter Name/Location: _____

Chapter President _____

Chapter Address: _____
City / State / Zip

Chapter Email Address: _____

Chapter Website: _____

Chapter Advisor (Collegiate only): _____
Name Phone#

1. Are you an alumni chapter or collegiate chapter submitting to host a Lone Star State Conference?
 - a. Alumni Chapter
 - b. Collegiate Chapter
2. If you are a collegiate chapter submitting to host a State Conference, has your chapter advisor approved this submission? Yes / No
3. If you are submitting to host a State Conference, which year are you submitting for?
 - a. 2021 State Conference: Primary / Secondary
 - b. 2022 State Conference: Primary / Secondary
4. All interested chapters MUST submit a written request to host a State Conference. The request needs to include:
 - a. Submission Year
 - b. All Amenities that will support a conference
 - c. Letter of Support from Chapter President (Alumni Only)
 - d. Letter of Support from Chapter President and Chapter Advisor (Collegiate Only)

★★THE CUTOFF FOR ENTRY IS JANUARY 28, 2020★★

Submissions must be sent via email with the subject line **PBS TIME/PLACE SUBMISSION** with this form and attachments to Bro. Jason Green at droopy_blue4@yahoo.com and Cc: conference.chair@pbstexas1914.org. An alternate method for submission is through the mail if all required documents are sent by the deadline to Phi Beta Sigma P.O. Box 591485 Houston, TX 77259. For Time & Place submissions, the Chair will provide additional instructions after entries are reviewed.

VENDOR APPLICATION FORM

PHI BETA SIGMA FRATERNITY, INC.
2020 LONE STAR STATE CONFERENCE
February 7 – 8, 2020
PRAIRIE VIEW A&M UNIVERSITY

PLEASE PRINT CLEARLY or TYPE:

Business Name: _____

Owner/Primary Contact Name: _____

Business Address: _____
City/ State/Zip

Business Website URL: _____

Phone Number : _____

- If selling Sigma paraphernalia, are you certified with Phi Beta Sigma? Yes / No / N/A
- Will you need electricity for your booth? Yes / No
- Will you need assistance unloading and packing up? Yes / No
- Will you need Wi-Fi access? Yes / No
- Will you need a table? Yes / No

Emergency Contact Name and Number: _____

Total Application Fees are \$150.00
All monies MUST be received by February 4, 2020

- Vendor participation is subject to approval by Phi Beta Sigma of Texas and the Conference Venue.
- To mail registration, send registration form along with check or money order to Phi Beta Sigma Fraternity **P. O. Box 591485 Houston, TX 77259**. Make \$150 payable to **Phi Beta Sigma**.
- Registration can also be completed online at <https://2020-texas-sigmas.eventbrite.com>
- **CANCELLATION POLICY:** Requests for refunds must be made known in writing no later than **February 7, 2020**. Send cancellation requests by the cutoff date via email with subject line *VENDOR CANCELLATION* to Bro. Bresean Cockrell at state.treasurer@pbstexas1914.org and Cc: conference.chair@pbstexas1914.org

1. I (we) understand that submittal of this application does not guarantee acceptance.
2. I (we) acknowledge that Phi Beta Sigma Fraternity, Inc. and the Conference Venue are not responsible for any accident or injury to life or to property in connection with this event.
3. I (we) the undersigned have read and agree to all of the above and will also adhere to the Conference Venue's vendor policy.

Signature

Date