



NATIONAL SOCIETY OF BLACK ENGINEERS

TORCH Month Toolkit

VERSION #2.0

August 2011



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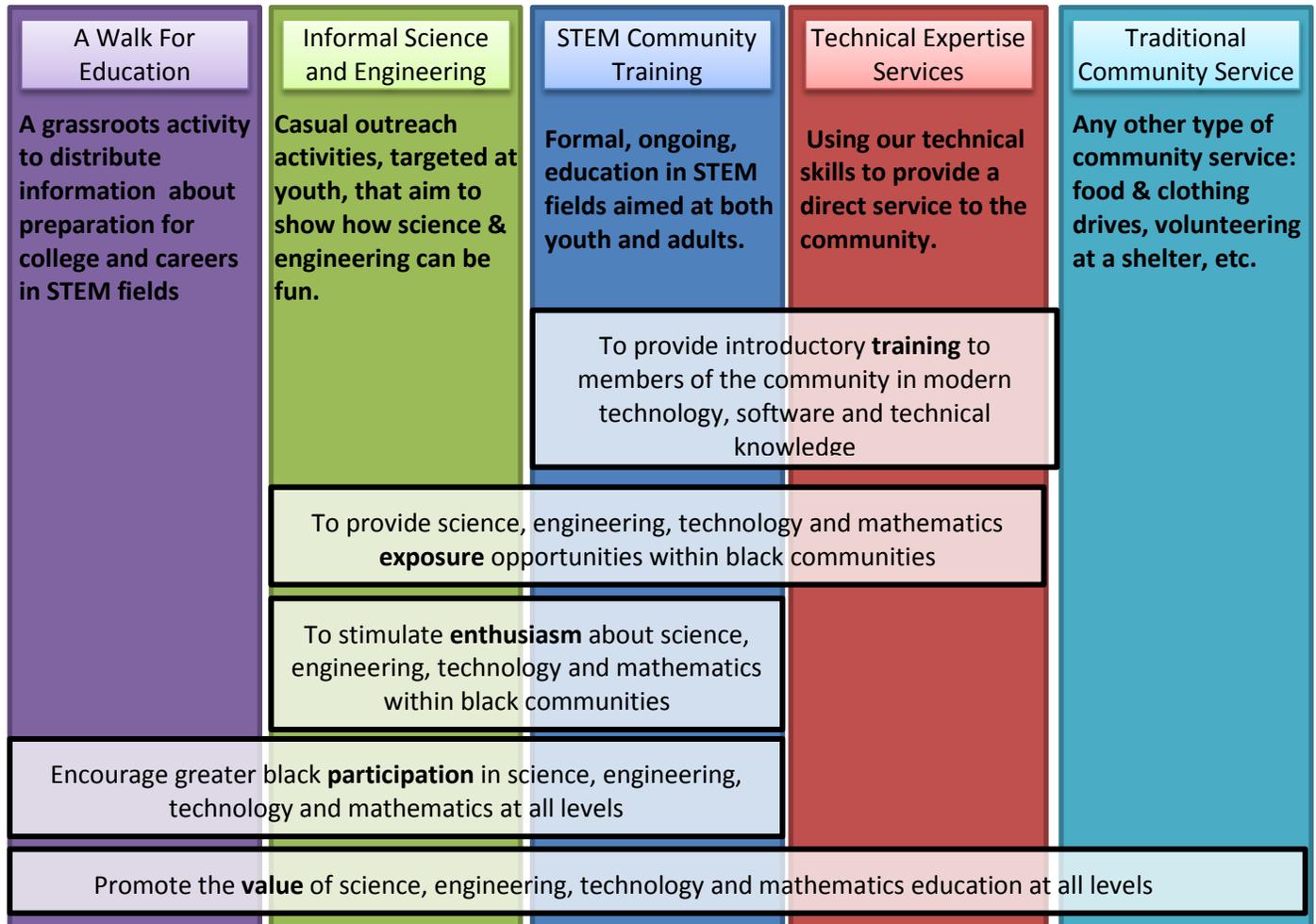
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## T.O.R.C.H. Overview



## TORCH Month Objectives

TORCH Month is an effort by the National TORCH Committee to provide a focused time to celebrate the society’s efforts to positively impact the community. Specifically we aim to:

- Increase member exposure to TORCH
- Highlight TORCH efforts throughout the society
- Provide opportunities for members to learn more about TORCH

## TORCH Quick Start Tips



Your chapter can participate in TORCH Month even if you don't already have TORCH projects planned. Here are a few ways:

1. Attend a TORCH Month Village call. These will equip you to better manage your current TORCH projects, recruit more volunteers, start a project if you haven't started one yet and learn how to be recognized for your efforts to positively impact the community.
2. Have a general body meeting about TORCH. Contact your regional TORCH rep for more information.
3. Have an open house for both your membership and the community at a nearby community center. Use an informal meeting to determine their needs and find interested members to volunteer.
4. Participate in a nearby AWFE. If your chapter wasn't able to plan and host your own AWFE, join a nearby chapter, collegiate or alumni, for theirs.
5. Collaborate with your local Alumni Chapter. They might have planned a project already and this will not only be a great way to fulfill the mission, but also a great networking opportunity.

## Chapter Highlights

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Just a few of the great things that NSBE chapters did in 2010-2011. Make sure to document your efforts so your chapter can be featured next year!

Texas A&M University, Region 5:

“For the last couple of years our chapter members have gone door to door within the Bryan and College Station community handing out packets containing information about college entrance requirements, financial aid, scholarship information, and PSAT/SAT prep. All of this is done with the mission statement in mind, *...to positively impact the community.*”

“This past year the Texas A&M AWFE was a great success. With the cooperation of the Lincoln Center TAMU NSBE was able to deliver to over **150 households**. The whole community of College Station was willing to help us with AWFE, and also grateful of our efforts. In addition to this we had a great atmosphere of people at the Lincoln Center, including games, educational activities, and food and refreshments to help achieve the goals of this program. The overall experience for NSBE and the community from this event was such pleasure that the College Station *community is pushing for the same thing to happen again next year.*”

“This event could have not been possible without the support of our sponsors and community business partners, many of whom provided gift cards and donations to be used for door prizes and activities. The sponsors included Sams Club, Walmart, Target, Fish Daddy's, and Cheddar's, Double Dave's Pizzaworks, Chevron, and 3M.”



Charlotte Alumni Extension, Region 2:

“About **50 volunteers** participated in the 2nd Annual (AWFE) A Walk for Education - Charlotte, NC, onsite for the AWFE College Fair or walked door-to-door throughout the West Charlotte neighborhood distributing bags of information about area college admissions, area vocational schools, GED, SAT/ACT, NSBE Resources, and financial aid opportunities. **NSBE Collegiate and CAEC** participated in the Citizen Schools Robotics Apprenticeship Program and were able to teach 20 middle school students for a 10 week session on how to build/program robots through teamwork. CAEC participated in a successful event called the **Passport to S.T.E.M. Middle School Career Fair** in which CAEC had an information booth with a hands-on slime activity. CAEC visited various middle and high schools for Discover Engineering PCI Day during National Engineering Week.”

Florida A & M University- Florida State University, Region 3:

“In 2010 the FAMU-FSU NSBE chapter hosted its first A Walk for Education in Tallahassee, FL. Chapter members walked around south Tallahassee a week prior to the event to advertise the community event to promote engineering and education. AWFE was held on October 9, 2010 at Jack McLean Park and Community Center. There **were multiple engineering activities provided for students of all ages to enjoy**. 300+ community members were in attendance. Entertainment was provided by students from local grade schools and FAMU. **Volunteers from UCF NSBE, UF NSBE, FAMU Organizations, FSU Organizations**, Local Elementary, Middle, and High Schools, the Tallahassee Police Dept., and City of Tallahassee, Including the **Mayor of Tallahassee** (Mayor John Marks), came out to show support of the event. Sponsorship was provided from local Wal-Mart, Win Dixie, Pepsi-CO., Frito-Lay, Taco Bell, Burger King and other local businesses. **Over 200 packets** of Higher Education material was handed out to local youth.

**“Every Wednesday** during the fall and spring semester students from our chapter **tutored and conducted engineering activities** with high school students at Florida A & M University Developmental Research School. Approximately 10-15 students are tutored in math and science courses for up to an hour weekly. Experiments range from making ice cream to constructing a trebuchet out of wood. Our chapter is also using this as an opportunity to establish a relationship with the faculty and parents of the school to potentially **charter a PCI chapter.**”

Northeastern University, Region 1:

“The Northeastern University Chapter of NSBE, the Black Engineering Student Society, works with the Madison Park Development Corporation (MDPC) for their TORCH Program. The chapter has used MPDC’s Public Internet Center (PIC) as a venue for their **weekly STEM Community Training Program since fall 2008**. ... The BESS TORCH committee **has planning meetings with PIC staff** the prior to the start of each semester to **assess the needs of the community** and design the curriculum for Adult and Young Adult computer classes.”



## TORCH MONTH CALENDAR: October 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 
2 Informal Science & Engineering Week	3	4	5 9:30pm EST- Village Call 1	6	7	8 
9 Traditional Community Service Week	10	11	12 9:30pm EST- Village Call 2	13	14	15 
16 STEM Community Training Week	17	18	19 9:30pm EST- Village Call 3	20	21	22 
23 Technical Expertise Services Week	24	25	26 9:30pm EST- Village Call 4	27	28	29 
30	31	1	2 9:30pm EST- TORCH Month Recap Village Call	Conference Dial-in Number: (605) 477-3000 Participant Access Code: 1097678#		



## Weekly Themes:

In the weekly eNews, look for highlights of this TORCH Component being implemented in the society. The TORCH Committee will also host online workshops within this theme.

### 10/5: Informal Science & Engineering: Making Fun of STEM

Informal Science and Engineering (ISE) is a component of TORCH geared towards developing an interest in the STEM fields at an early age. By showing how fun it can be to incorporate math and science in simple, everyday activities we hope to create more youthfully technical minds. This workshop will explain how your chapter can implement ISE activities, as well as participate in your regional and national ISE fair.

### 10/12: How to Train TORCH Volunteers and Collaboration with your local Alumni Chapter

Volunteers are an essential part in positively impacting your community. During this workshop, we will provide chapters with the best practices in training volunteers for AWEFE, STEM community training and Informal Science and Engineering fairs. We will also share ways to collaborate with your local Alumni chapter which will ultimately increase your man power and your impact on your community.

### 10/19: Getting Started with STEM Community Training

STEM Community Training is a vital part of the TORCH program. It gives individuals the tools and resources they need to be successful in the society. However, STEM community training goes beyond the horizon and teaches individuals how to use these resources effectively. This workshop will introduce projects such as college preparation and computer literacy. These projects are comprehensive but still completely possible for any chapter and can be integrated in the monthly activities. We'll connect you to the resources provided by the TORCH Committee as well as other useful resources and answer any questions you have about getting a TORCH Center started.

### 10/26: TORCH Reporting and Recording Best Practices

In measuring TORCH events, both qualitative and quantitative information are essential. Qualitative measures such as the event's content, community impact, and follow-up events must be recorded for optimizing and promoting future events. Quantitative data such as number of volunteers and participants, preparation time, and budget must also be considered to structure an effective TORCH event. Submitting TORCH hours every semester to the National TORCH Committee allows your chapter to be compared to other chapters, for increased effectiveness, and possibly, regional and national awards. Learn what the National TORCH Committee is looking for and what tools we provide you to collect this data and be sure to position your chapter to win at Convention in Pittsburgh.



## 10/31: TORCH Month Recap Village Call

As TORCH Month comes to a close, we will seek to address our objectives and recap each weekly theme throughout the month. We also plan to set the framework for TORCH going forward and explain what chapters should look forward to seeing at National Convention in the area of TORCH. Lastly, we will answer any questions or concerns that chapters might have and receive feedback on the committee.

## For More Information

For general information regarding TORCH, please contact Sarah Brown, National TORCH Chair [torch@nsbe.org](mailto:torch@nsbe.org)

For information about a specific area of TORCH, contact a member of the TORCH committee or your regional TORCH Contact:

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