



NATIONAL SOCIETY OF BLACK ENGINEERS

Think Green! Please do not print unless absolutely necessary

Collegiate Toolkit

VERSION 7.0

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INTRODUCTION

The History of NSBE

In 1971, two Purdue undergraduate students, Edward Barnetts (now deceased) and Fred Cooper approached the dean of engineering at Purdue University with the concept of starting the Black Society of Engineers (BSE). They wanted to establish a student organization to help improve the recruitment and retention of black engineering students. In the late 1960's, a devastating 80 percent of the black freshmen entering the engineering program dropped out. The dean agreed to the idea and assigned the only black faculty member on staff, Arthur J. Bond, as advisor.

Barnett served as the first president of the BSE. The fledging group gained momentum in 1974, with the direction and encouragement of Bond and the active participation of the young men whose destiny was to become the founders of NSBE. Now known as the "Chicago Six", these men are Anthony Harris, Brian Harris, Stanley L. Kirtley, John W. Logan, Jr., Edward A. Coleman, and George A. Smith.

Encouraged by their on-campus success, Anthony Harris, president of the Purdue chapter, wrote a letter to the presidents and deans of every accredited engineering program in the country (288), explained the Society of Black Engineers (SBE) concept and asked them to identify black student leaders, organizations and faculty members who might support their efforts on a national basis. Approximately 80 schools responded. Many had similar Black student organizations with similar objectives. A date was set for the first national meeting and 48 students representing 32 schools attended the event, held April 10-12, 1975. Harris also changed the organizations'

nomenclature from the BSE to the Society of Black Engineers (SBE).

It was at that historic meeting through majority vote, that SBE became the National Society of Black Engineers. The familiar NSBE symbol "N" with lightning bolts was chosen and it remains a distinctively recognizable symbol representing the premier technical organization for African American engineering students and professionals. NSBE was eventually incorporated in Texas, in 1976 as a 501©3 nonprofit organization. John Cason, also of Purdue, served as the first elected president of NSBE. As the organization grew, Virginia Booth became the first female National Chairperson and the first to serve two terms 1978-1980.

NSBE has since grown from six to over 15,000 members and the annual meeting has blossomed into the Annual National Convention, hosting over 8,000 attendees.

Headquartered in Alexandria, Va., NSBE offers academic excellence programs, scholarships, leadership training, professional development and access to career opportunities for thousands of members annually. With a multitude of elected leadership positions, 12 regional conferences and an annual convention, NSBE provides opportunities for success that remain unmatched by any other organization.

The Future of NSBE

The future of the National Society of Black Engineers is unlimited. With the continued dedication of the members and supporters, NSBE can and will achieve its full potential. The projects listed above are but a small sample of the infinite possibilities.



The Call

In response to a call for more African American leadership in the technical fields of the nation, the National Society of Black Engineers (NSBE) with more than 35,500 members worldwide, gives opportunities of leadership, technical excellence, cultural awareness, and community fellowship to those who have the drive to make a difference through science and technology. A family strong in values and honor, NSBE represents the largest student-managed organization in the country.

The Organization

NSBE is comprised of more than 270 chapters on college and university campuses, 75 Alumni Extension chapters nationwide and 114 Pre-College chapters. To produce structure within the organization, these chapters are geographically divided into six regions which span the entire USA as well as representing many other nations of the world.

The Mission

NSBE's mission is *to increase the number of culturally responsible Black engineers who excel academically, succeed professionally and positively impact the community.* In striving to complete the mission, the members of NSBE set out, each year, in sight of accomplishing the following goals:

- Stimulate and develop student interest in the various engineering disciplines.
- Strive to increase the number of minority students studying engineering at both the undergraduate and graduate levels.

- Encourage members to seek advanced degrees in engineering or related fields and to obtain professional engineering registrations.
- Encourage and advise minority youth in their pursuit of an engineering career.
- Promote public awareness of engineering and the opportunities for Blacks and other minorities in that profession.
- Function as a representative body on issues and developments that affect the careers of Black Engineers.

The Symbol

The NSBE torch symbolizes our everlasting burning desire to achieve success in this competitive society and to affect a positive change on the quality of life for all people. The lightning bolt represents the striking impact that will be felt by the Society and industry due to the contributions and accomplishments made by dedicated members of the National Society of Black Engineers.



BENEFITS

Free subscription to NSBE Magazine

Published quarterly, this award-winning magazine will provide you with the latest industry news and articles tailored to individual areas of engineering. Along with your NSBE subscription, you will receive Career Engineer. This supplement offers the latest industry news and cutting-edge information on such topics as leadership and training opportunities, careers, personal finances, and maintaining work-life balance in today's competitive marketplace.

Leadership Development

As a member, you are eligible to participate in panel discussions with top leadership from Fortune 500 Companies.

Professional Development

Via a multitude of workshops, seminars, and networking opportunities at Conferences and local Chapter Functions. Access to Fortune 500 Companies during the Career Fair and Networking Suites annually at the National Convention/Technical Professional Conference

Employment Opportunities

Submit your resume online ad search for internships, co-ops and full time opportunities.

Job Database Access

Unlimited access to NSBE's job posting board, searched by over 500 corporations and universities. As well as access to regional and national career fairs.

Conference Discounts

Discount registrations for events including the National Convention/Technical Professionals Conference held annually in March

Resume Posting

Ability to post your current Resume to NSBE's job posting database

Waived membership dues

First year Professional membership dues are waived for NSBE collegiate members upon graduation with an undergraduate degree within the first year of degree completion (*please contact membership@nsbe.org if you feel you meet the criteria*)

Free membership

International Students and Professionals who are residing outside of the United States (excluding Canada) receive free membership.

Community Outreach and Mentoring Opportunities

Scholarships

Gain access to over \$10,000 in scholarships.

Special Interest Groups

Technical societies established to enable NSBE Professionals to promote technical excellence among its members, provide technically oriented, positive benefit to the community, and to advance the state of the art in science, technology, and engineering.

Joint Membership

Receive discounted membership rates for other technical associations.

Other Discounts

- GEICO offers NSBE members quality car insurance with complete 24-hour sales, policy, and claims service. As a NSBE member, you may qualify for a member Discount, in addition to GEICO's already low rates.
- Hertz offers NSBE members special year-round discounts on daily, weekly, weekend, and monthly rentals for business or pleasure travel domestically or abroad. Take advantage of year-round savings!
- Avis offers NSBE members great money-saving discounts on top of special weekend, weekly and monthly rates.
- Save 10 to 20% off rates with NSBE membership at over 5,000 Choice Hotels around the world.



LEADERSHIP

National Executive Board

The Executive Board of the National Society consists of the following elected officers:

- A. National Chairperson
 - B. National Vice Chair
 - C. National Secretary
 - D. National Treasurer
 - E. National Programs Chair
 - F. National Parliamentarian*^
 - G. Publications
 - H. Public Relations
 - I. Communications
 - J. Finance
 - K. Pre-College Initiative
 - L. Academic Excellence
 - M. Six (6) Regional Chairs
 - N. Membership
 - O. Professionals Chairperson*
- [*] indicates non-voting
[^] indicates appointed position

The National Executive Board determines all questions of policy and administers the affairs of the National Society under the Constitution and By-Laws and the general provisions of the law under which it is incorporated.

World Headquarters

Based in Alexandria, Virginia, the National Society of Black Engineers (NSBE) World Headquarters serves as the focal point for virtually all official NSBE business. It is staffed by NSBE's phenomenal National WHQ staff team that aids and advises NSBE's student leaders as we strive to accomplish the greater work of NSBE.

National Society of Black Engineers World
Headquarters
205 Daingerfield Road
Alexandria, Virginia 22314
Phone: (703) 549-2207
Fax: (703) 683-5312
Email: info@nsbe.org

Regional Executive Boards

There are six (6) regional executive boards and each consists of the following elected officers:

- A. Regional Chairperson
 - B. Regional Vice Chair
 - C. Regional Secretary
 - D. Regional Treasurer
 - E. Regional Programs Chair
 - F. Regional Parliamentarian*^
 - G. Publications/Public Relations
 - H. Communications
 - I. Finance
 - J. Pre-College Initiative
 - K. Academic Excellence
 - L. Membership
- [*] indicates non-voting
[^] indicates appointed position

The Regional Executive Boards serve as liaisons between its chapters and the National Executive Board and administers the affairs of Region according to the NSBE National Constitution, and By-laws.

National and Regional Professional Executive Boards

The National Professional Executive Board determines all questions of policy as it pertains to the Professional Membership demographic.

There are six (6) regional professional executive boards that serve as liaisons between its chapters and the National Professional Executive Board.



MEMBERSHIP

Who is eligible for Collegiate membership?

Collegiate membership is open to all engineering, math, physical, applied and computer science majors. All others are invited to become affiliate members.

Graduate students have the option to join NSBE as either a collegiate or an Alumni member. If you choose not to be affiliated with a chapter on your campus, you will be considered a "Member At-Large," classified by your geographical region. Members "At-Large" receive the same benefits as those who belong to a chapter.

In order to gain the most benefit out of being a member of the organization, it is highly recommended that members be affiliated with a local chapter. In cases where there is no local chapter, it is recommended that the member seek out other local engineers and charter a new chapter. The requirements and steps needed to charter a new chapter are provided within this toolkit. If these two options are not available, the member will be considered a "Member At-Large," classified by geographical region.

Members "At-Large" receive the same national benefits as those who belong to a chapter.

What are the membership dues?

Annual Collegiate membership dues are \$15, and may be paid directly to NSBE World Headquarters (www.nsbe.org). Chapters may charge chapter dues (paid directly to the chapter), and these fees are in addition to the national dues.

What is the membership term?

Collegiate membership is annual. Collegiate membership expires on July 31st of each year, as it follows the NSBE fiscal cycle of August 1st through July 31st. After this date, members must renew their membership.

How do I become a member?

You can become a member or renew your membership online by following the instructions below:

- Go to www.nsbe.org
 - To become a member simply go to the "account log-in" box on the right hand side of the homepage and click the "join NSBE" button.
 - Fill in the following forms as appropriate and please note the following:
 - Membership type is broken down into three main categories
 - **NSBE Jr.:** Primary to secondary school students
 - **Collegiate:** People who are pursuing their undergraduate or graduate degrees
 - **Professionals:** People who are pursuing their graduate degrees or who have graduated from college
 - Click **Post Changes**
 - Make your payment on the following page
 - For users with a NSBE account enter e-mail and password under **ACCOUNT LOG-IN**.

What happens when I graduate?

Upon graduation, collegiate members are strongly encouraged to continue their participation with NSBE and join the NSBE Professionals. The membership dues are free to NSBE collegiate members who join within one year of graduation (a \$50 value)!



What is the Fulfilling the Legacy Scholarship and how can members contribute?

The Fulfilling the Legacy Scholarship epitomizes NSBE's mission statement, and is awarded to deserving undergraduate students.

The number of scholarships available is determined by the amount of money donated to the fund by the membership and private donations each year. Your minimum donation of \$1.00 can be made by designating your contribution on the on line membership form.

How do I Report a Change of Address?

All information changes can be made via NSBEConnect www.nsbe.org. Use the ID provided in your email confirmation and your password to retrieve data. Make your changes and be sure to save them.

Who do I contact if I have questions?

Contact the Department of Membership and Registration at
National Society of Black Engineers
Attn: Membership
205 Daingerfield Road
Alexandria, VA 22314
Phone: (703) 549-2207
Email: membership@nsbe.org

CHAPTERS

Is there a chapter in my area?

Please check the national website <http://www.nsbe.org/Membership/Chapter-Directory.aspx>, for the latest listing of chartered collegiate chapters.

What if a chapter DOES NOT exist in my area?

If your city or state doesn't have a chapter, we invite you to start one!

How do I start a chapter?

The following requirements must be met to charter or re-charter a chapter in NSBE:

1. Each chapter must have at least 10 active members to charter new chapter or reactivate an inactive one. A group may petition the National Executive Board to allow for a chapter with less than 10 members.
2. Each chapter must update/complete all relevant chapter information. This information includes but is not limited to chapter address, phone number, etc.
3. Each chapter must declare their top 4 officers (i.e. President, Vice President, Treasurer, and Secretary)
4. The chartering member must be an active member.

The instructions below detail how to start a collegiate chapter in NSBE:

- 1) Go to <https://www.nsbe.org> log in using your NSBE username and password.
- 2) If you are not a member, follow the procedure to become a member. (The person that submits the request to start a chapter must be an active member to start a chapter)
- 3) On the main menu page, please click on [Petition to start a Chapter](#) and follow the directions to submit your petition.
- 4) Your request will be sent to NSBE WHQ. Once your submission is approved you will receive an e-mail with any needed information.



KEY EVENTS

Regional Leadership Conferences

The Regional Leadership Conference (RLC) is held in each of the six (6) regions annually and gives NSBE leaders on the region and chapter level an opportunity to learn the functional duties of their positions as well as critical team building and project management skills.

Fall Regional Conferences

Fall Regional Conferences (FRC) attract between 500 and 1000 pre-college, collegiate and technical professional members per region. Conferences include a career fair (average of 20 companies), general conference with workshops, general sessions and entertainment; a Pre-College Initiative Conference, featuring a science fair, competitions, group projects, and workshops; and a Professional Development Conference featuring networking sessions, career fair, professional development workshops, and entertainment.

Professional Development Conference

The Professional Development Conferences (PDC) is a regional conference held in each of the six (6) regions annually. The conference features networking sessions, career fair, professional development workshops, and entertainment.

National Leadership Conference

The National Leadership Conference (NLC) is an annual conference that trains incoming regional and national leaders in key areas such as time management, project management and board leadership.

Annual Convention

The National Convention is held annually and is designed to bring together officers, leaders, and members in a centralized location to conduct the business of NSBE. In addition to the business meetings, there are competitions, keynote speakers, banquets and luncheons, entertainment, college test preparation, professional certifications, workshops, and a 2-day career fair.

PROGRAMS

Creative, engaging and interactive programs are the primary vehicles through which NSBE fulfills its mission of creating engineers who excel academically, succeed professionally and positively impact the community. We provide a variety of programs in the following core areas to the Collegiate Membership endeavors: Academic Excellence, Retention, Technical Excellence, Leadership Development, Community Impact, College Initiative, Pre-College Initiative, Pipeline development and Chapter Development.

By participating in any number of our programs each member of NSBE is ensured an opportunity to reach extraordinary heights in their technical, professional and community endeavors. The value of NSBE Programs depends on active participation.

Scholarships

NSBE provides various scholarships to our members through our NSBE and Corporate Scholarship Programs. Individual scholarships range in value from \$500 to \$10,000. Annually, NSBE offers the Mike Shin Distinguished Member of the Year Award which is the highest honor a NSBE member at the collegiate or graduate level can receive and includes a \$7,500 scholarship.

Scholarships promote academic achievement and not all have a GPA requirement, so we strongly encourage all members to review the listing of scholarships available via the scholarship repository:

(<http://www.nsbe.org/Programs/Scholarships/Scholarship-Repository.aspx>). The Repository offers more than 30million in NSBE and non NSBE partner scholarships. All NSBE scholarships are available for ONLINE APPLICATION through your NSBE account. One copy of your transcript confirming your current cumulative GPA is required for all scholarships. Send transcripts to scholarships@nsbe.org. If you have questions about a particular scholarship, please email us at scholarships@nsbe.org.

Apply for scholarships on-line through your account at www.nsbe.org.



MISCELLANIOUS

NSBE Magazine

NSBE Magazine reaches more Black engineers than any other minority recruitment magazine. Published three times a year, NSBE Magazine is the direct connection to the 21st century technical professional workforce.

The Bridge magazine is the cornerstone publication of the NSBE pre-college initiative. It is published two times a and presents math, science and engineering topics in a lively, engaging editorial style. Getting youngsters involved in math and sciences at an early age is key to society's long term success. NSBE Bridge addresses this need by introducing pre-college kids to all technology has to offer. Interactive experiments, college information and cultural "stuff" make the NSBE Bridge a must-read!

Board of Corporate Affiliates

The NSBE Board of Corporate Affiliates (BCA) members are NSBE's corporate and government partners. Each institution has committed a minimum contribution of \$40,000 to the organization. Beyond their financial contribution, they have signed up as a partner to work with NSBE leadership to fulfill the NSBE mission.

To view the list of current NSBE sponsors, visit <http://www.nsbe.org/Corporate-Sponsor/Directory-of-Sponsors.aspx>.

Please consider one of these companies as your future employer.

Acronyms

AEC - Academic Excellence Committee
APC - Administrative and Personnel Committee
BCA - Board of Corporate Affiliates
BD - Business Diversity
CCI - Community College Initiative
CEB - Chapter Executive Board
CEO - Chapter Executive Officer
CPC - Conference Planning Committee
FRC - Fall Regional Conference
GTA - Golden Torch Awards
IC - International Committee
NAB - National Advisory Board
NEB - National Executive Board
NEO - National Executive Officers
NLI - National Leadership Institute
PCI - Pre-College Initiative
PDC - Professional Development Conference
PEB - Professional Executive Board
RAB - Regional Advisory Board
REB - Regional Executive Board
REO - Regional Executive Officers
RLC - Regional Leadership Conference
RPEB - Regional Professional Executive Board