

Developing a Black Student Organization

1. Please check all offices that your Black Student Organization has:
 President Combination secretary-treasurer
 Vice President Parliamentarian
 Secretary Others (please specify)
 Treasurer

2. What are the requirements for holding Black Student Organization Offices? (Check all applicable categories)
 Member of the Black Student Organization
 Previous Black Student Organization Experience
 Minimum grade average of (circle) A B C D
 Good citizenship record
 Required to attend school for a minimum of days
Minimum requirement is _____ days
 Other (please specify) _____

3. How is the Black Student Organization president selected?
 Vote of the entire African American student body
 Vote of Black Student Organization members only
 Faculty vote
 Appointed by the principal
 Other (please specify) _____

4. Are the other Black Student Organization officers selected in the same manner?
 Yes No

 A. If No, please explain.

5. Approximately what percentage of the African American student body voted in the last Black Student Organization election?
 Virtually everybody Less than half
 Almost everybody Very few
 The majority

6. Does your Black Student Organization have provision for the removal of officers who do not perform their duties?

_____ Yes _____ No

a. Who determines if an officer has failed to fulfill his duties and should be removed from office?

_____ People who voted for him

_____ The Black Student Organization

_____ The Black Student Organization President

_____ The Black Student Organization Executive board

_____ Advisor

_____ Other (please specify) _____

b. How many officers have been removed this year?

_____ (number)

c. If Black Student Organization officers have been removed this year, briefly state the reason(s):

Black Student Organization Membership

7. What is the main basis of representation on your Black Student Organization?

_____ Selected from each class (10th, 11th, 12th, etc.)

_____ Selected from the student body at large

_____ Academic Programs

_____ Other (please explain) _____

8. Are any special provisions made to ensure that “problem” (discipline) students are adequately represented?

_____ Yes

_____ No

If Yes, please explain:

9. Does your Black Student Organization carry out workshops to train its leaders?

_____ Yes

_____ No

If Yes, what is the nature of this training?

10. Does the school undertake any leadership training to help prepare Black Student Organization members for their duties?

Yes No

a. If Yes, what is the nature of this training?

Representatives are sent to out-of-school workshop

The Black Student Organization conducts its own leadership workshop

Representatives are sent to state and/or national conventions

Representatives are sent to conference or area conventions

Other (please specify) _____

11. How often does your Black Student Organization meet?

Daily Once

Once a Week As needed

Every other Week Other (please specify) _____

12. What is the average length of your regular meeting?

30 minutes 90 minutes

60 minutes Other (please specify) _____

13. When does your Black Student Organization meet?

During the school day

Study Halls

Before School

After School

Saturdays

Evenings

Other (please specify) _____

14. If meetings are scheduled during the school day, what provisions are made for members to attend?

Excused from class

Scheduled into their program

Decided by the individual teacher

Other (please specify) _____

15. Where does the Black Student Organization meet?
- In a regular Black Student Organization room
- In an available classroom
- Other (please specify) _____
- a-1. Is this room used for class? Yes No
- a-2. Is this room used by other student groups?
- Yes No
- a-3. Is this room almost always available for meetings?
- Yes No
- a-4. Is this room available for committee work?
- Yes No
- a-5. Does this room have facilities for storing Black Student Organization records and other documents?
- Yes No

16. In your meetings, how is the parliamentary procedure enforced?
- Strictly Loosely
- Moderately

17. Has your Black Student Organization been called into special session this year?
- Yes No

The Black Student Organization Constitution

18. Does your Black Student Organization have a written constitution?
- Yes No
19. Who wrote this constitution?
- Written some time ago, authors unknown
- A committee from the Black Student Organization
- The High School Principal
- Adapted from another school
- Committee of Black Student Organization and faculty members
- Other (please specify) _____
20. Has the Black Student Organization constitution been revised in the past two years?
- Yes No
- a. If yes, who revised the committee?
- A committee of Black Student Organization members
- The High School Principal
- Committee of Black Student Organization and faculty members

_____ Black Student Organization president
_____ Other (please specify) _____

21. Does your constitution provide for adult veto power?

_____ Yes _____ No

a. If yes, who handles the veto power?

_____ The principal

_____ The advisor

_____ Other (please specify) _____

22. Discounting adult veto power, does the Black Student Organization have exclusive control over any areas of student life?

_____ Yes _____ No

a. If yes, please specify these areas:

23. There are many state purposes attributed to Black Student Organizations. Many Black Student Organizations attend to more than one purpose. Please rank the following five purposes in the order of importance given them in the actual operation of your Black Student Organization. Assign rank #1 to the most important purpose, rank #2 to the next most important purpose, etc., down to rank #5 the least most important purpose as evidenced in the actual operation of your Black Student Organization.

A. _____ To assist in school management. (Examples: operate a student bookstore, playground or hall control, conduct school dances, control in the cafeteria, etc.)

_____ To provide a training ground for developing leadership. (Examples: leadership classes, school and church work, conferences, community work, etc.)

_____ To develop attitudes and practice in good citizenship. (Examples: understanding how democracy works, practice in the operation of a democratic government, etc.)

_____ To provide a medium for Black student expression. (Examples: suggest changes in the curriculum and school rules, to convey Black student opinion to the administration and faculty, etc.)

_____ To promote the general welfare of the school. (Examples: improve student-faculty relations, promote scholarship, developing and maintaining good school spirit, etc.)

_____ Other (please specify) _____

24. How effective do you think the Black Student Organization is in accomplishing the above?

- Very effective Not effective
 Effective Cannot make a judgment
 Somewhat effective

25. Please rank the same five possible purposes in order of importance that you feel should be given to each purpose. Again, rank #1 to indicate the most important, rank #5 to indicate the least important. Are they the same as the above order of actual practice?

Yes No

- B. To assist in school management. (Examples: operate a student bookstore, playground, or hall control, conduct school dances, control in cafeteria, etc.)
 To provide a training ground for developing leadership. (Examples: leadership classes, school and church work, conferences, community work, etc.)
 To develop attitudes and practice in good citizenship. (Examples: understanding how democracy works, practice in the operation of a democratic government, etc.)
 To provide a medium for Black student expression. (Examples: suggest changes in the curriculum and school rules, to convey Black student opinion to the administration and faculty, etc.)
 To promote the general welfare of the school. (Examples: improve student-faculty relations, promote scholarship, developing and maintaining good school spirit, etc.)
 Other (please specify) _____

26. How effective do you think the Black Student Organization is in accomplishing the above?

- Very effective Not effective
 Effective Cannot make a judgment
 Somewhat effective

27. How does the Black Student Organization report its activities to the student body? (Check all appropriate blanks)

- The Black Student Organization posts minutes on bulletin boards
 Each representative reports verbally to various students and friends
 Major decisions are announced in the school paper
 Reporting is generally on a face-to-face informal basis
 Other (please specify) _____

28. In the past year how many times has the principal asked the Black Student Organization for help?

_____ The principal has not asked the Organization for help

_____ 1-5 times

_____ 6-10 times

_____ 10-25 times

_____ More than 25 times

29. Please list the five most important issues on which the principal asked the Black Student Organization for help.

1.

2.

3.

4.

5.

30. What percentage of the Black student body would you estimate has been involved in Black Student Organization work by serving committees, special assignments, or conducting activities this year? (Include non-members who worked on projects)

_____ Virtually everybody

_____ Less than half

_____ Almost everybody

_____ Very few

_____ The majority

31. Do faculty members who are not assigned as sponsors of the Black Student Organization ever serve as advisors to committees or events of the Black Student Organization?

_____ Yes

_____ No

32. Approximately what percentage of the faculty (non-advisors) will be involved in Black Student Organization, committees, etc. this year?

- Virtually everybody Less than half
 Almost everybody Very few
 The majority

33. Excluding the advisor, on how many committees have Black Student Organization members and faculty served jointly?

- Faculty and students have never served jointly on a committee
 One committee
 2-5 committees
 6-10 committees
 11-25 committees
 More than 25 committees

34. Does the Student Council have powers over the Black Student Organization?

- Yes No

a. If yes, briefly describe the nature of this power and the areas of control:

35. In your opinion, what is the chief value of your high school Black Student Organization?

Activities for BSU

Planned activities can increase the member participation and enhance the overall goals and purpose of the organization. The following is a suggested list of activities.

- I. Fund-Raising Activity
 - A. Purpose of Fund-raising
 - 1) To increase the organization treasure
 - 2) To raise funds for the benefit of another organization.
 - B. How much money will your organization spend in order to make money?
 - C. How much profit and loss will the organization have?
 - D. Considerations
 - 1) Setting for fund-raising affair
 - 2) Time
 - 3) Dates
 - 4) Resource People
 - E. Suggested fund-raising projects
 - 1) BSU Fashion Show
 - 2) Talent Show
 - 3) Car Wash
 - 4) Bake Sale
 - 5) Raffles – (Radios, Cakes)
 - 6) Candy Sales
 - 7) Sports activity (BSU vs. Faculty in Basketball)
 - 8) Movies, films, and distinguished guest speakers
- II. Mandatory Activity or Activities
 - A. Black Student Union Handbook
 - 1) Handbook should include the following:
 - a. Name of organization
 - b. Purpose and Goals
 - c. Constitution or by-laws of the organization
 - d. Annual activities sponsored by the organization
 - B. Black Student Union Newsletter
 - 1) Newsletter should be the written spokesman for the organization to inform members of the organization of plans and activities.
 - a. Community organization
 - b. Job openings

C. Black History Week

- 1) Select a coordinator for the planning of this activity. This should be an individual who has the time and patience to plan such an activity.
- 2) This individual should work closely with the BSU advisor.

D. Black Student Union Workshop

- 1) Should be planned right before each school semester ends
- 2) The workshop should evaluate and assess the BSU at the end of each year.

III. Community Activity

- A. Giving Food to needy African American families during Thanksgiving, Christmas, and Easter holidays
- B. Sponsoring clothes drive for needy
- C. Tutoring students

IV. Social Activity

- A. Purpose of social activity
 - i. To increase member participation
 - ii. To provide enjoyment for members
- B. How much money does the organization have for a social event? Is money required for the planning of the event?
- C. What considerations must be examined during the planning?
 - 1) Setting for the event
 - a. Will you rent a place?
 - b. Free space
 - 2) Time
 - 3) Dates-Are any other activities planned while your activity is going on?
 - 4) Attire-How will you dress for the affair?
 - 5) Contact people whose services may be required for the activity.

Guideposts for Writing the BSU Constitution

In order to be useful, successful, smooth, and efficient, a constitution must be constructed in accordance with sound principles. Some of these principles are:

1. The constitution must be a written document
2. Do not change the pattern of BSU to fit or represent some other organization's constitution.
3. Every item in the constitution should be functional. Each item should have a definite purpose.
4. Only items of a permanent nature should be included.
5. The constitution should provide for equal rights for all BSU members.
6. All students in the school, regardless of race or ethnicity, are eligible to join the BSU.
7. The constitution should be as simple as possible. Write your constitution in clear, simple language, so that you, the reader and member, understand the item to mean exactly as intended. Keep your sentences, sections and articles, short and be sure that each contains only one main idea. Designate each section or article with a number or letter so that it stands off by itself. Use positive statements rather than negative ones.
8. Include definite provisions for amending the constitution.