



PHI BETA SIGMA  
FRATERNITY, INCORPORATED

*Southwestern Region*

**April 4-7, 2024**

Sheraton Overland Park Hotel at the Convention Center  
6100 Overland Park, Kansas 66211

**Greetings Brothers, Chapters, and Guests:**

We are so excited and looking forward to seeing you during the 72<sup>nd</sup> Annual Southwestern Regional Conference, April 4-7, 2024, in Kansas City, KS/MO! The Regional Board, Conference Planning Team, and the host chapters Alpha Delta Sigma, Alpha Omega Sigma, Alpha Beta Nu, Epsilon Lambda, Lambda Alpha, Gamma Theta Gamma, and Zeta Omicron are eagerly working to assure that members and chapters will enjoy their conference experience. I encourage all chapter advisors and chapter presidents to review the entire kit with your executive boards to assure that each member is aware of submission deadlines and registration timelines.

This year over 65 chapters from Arkansas, Kansas, Missouri, Nebraska, Oklahoma, and West Tennessee will convene to absorb the information and training provided at the regional conference to ensure a successful program year in their local chapters. We will have an opportunity to delve into how to best promote our programs through outreach, stakeholder engagement, and efficient utilization of our resources.

We will once again host our most popular events: The Visual Art Competition, STEM Competition, Debate Competition, Oratorical Competition, Regional Stroll-Off, and the Southwestern Regional Miss Phi Beta Sigma Pageant. The Stroll-Off, Day Party, and Take Flight Awards Show will be open to alumni and collegiate chapters.

The room rates at the Sheraton Overland Park Hotel at the Convention Center are \$139.00 plus tax for single and \$149.00 for double rooms. Make your reservations early to secure the conference room rate. For additional information regarding room reservations, you may contact the hotel at 1-913-234-2100. Last day to confirm your room for the conference is March 25, 2024. Please contact Bro. Jourdon Morgan at [avip4u@prodigy.net](mailto:avip4u@prodigy.net) with hotel questions.

In the Spirit of Brotherhood,

*Brandon Hill*

Bro. Brandon Hill  
23rd Southwestern Regional Director  
[brandonhill1914@gmail.com](mailto:brandonhill1914@gmail.com)



[www.PBSOUTHWESTERN.org](http://www.PBSOUTHWESTERN.org)



### ADVERTISING AGREEMENT AND SUBMISSION FORM

**Deadline for all advertisement submissions is March 9, 2024.**

Full Page----- \$150.00

Half Page ----- \$100.00

Quarter Page ----- \$60.00

Eighth Page/Business Card ----- \$30.00

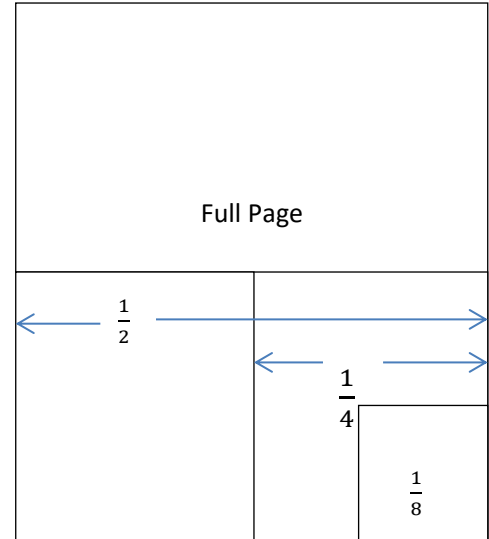
Patrons ----- \$15.00

*(The following are Available on First Come Basis Only)*

Outside Back Cover ----- \$450.00

Inside Front Cover ----- \$375.00

Inside Back Cover ----- \$375.00



*Advertiser must provide camera-ready copy and photograph, if not already included in design. Advertiser will be billed \$25.00 for any production incurred in the preparation of their ad if the above requirements are not followed.*

Amount Enclosed ⇒		Size of Ad Selected ⇒	
Name of Chapter or Company ⇒			
Address, City, State & Zip ⇒			
Telephone ⇒		Email ⇒	
Name of Person Authorizing Ad ⇒		Signature ⇒	

By signing you are authorizing the Southwestern Region to insert the attached advertisement as indicated below in the 2024 Southwestern Regional Conference Souvenir Journal.

**PAYMENTS and ADS can UPLOADED to [pbsouthwestern.org](http://pbsouthwestern.org)**

**Phi Beta Sigma Fraternity, Inc. and members of its Regions or Chapters shall not be liable for misspelled words, inaccurate information or grammar in any advertisements submitted and/or published.**





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**CITATION FOR THE OMEGA CHAPTER**

\_\_\_\_\_  
BROTHER STATE

\_\_\_\_\_  
DATE OF TRANSITION

\_\_\_\_\_  
DATE OF BIRTH PLACE OF BIRTH

\_\_\_\_\_  
DATE OF INITIATION INITIATING CHAPTER

\_\_\_\_\_  
CURRENT CHAPTER CARD NUMBER

\_\_\_\_\_  
CITATION SUBMITTED BY:

*PLEASE UPLOAD THIS FORM TO:*

[pbssouthwestern.org](http://pbssouthwestern.org)

**FORM MUST BE UPLOADED BY 3/31/24**



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**DELEGATE CERTIFICATION FORM**

Chapter ⇒		State: ⇒	
Primary Delegate ⇒	Card # ⇒	Email ⇒	
Alternate Delegate ⇒	Card # ⇒	Email ⇒	
Chapter President ⇒	Card # ⇒	Email ⇒	
Chapter Treasurer ⇒	Card # ⇒	Email ⇒	

Note: Your delegate and your alternate must be financial to participate in the conference and vote on behalf of your chapter. Likewise, your chapter tax and insurance must be paid for your chapter to have any representation. **FAILURE IN ANY OF THESE REQUIREMENTS WILL RESULT IN THE REFUSAL TO SEAT YOUR DELEGATE AND/OR ALTERNATE ON THE CONFERENCE FLOOR.**

*PLEASE UPLOAD THIS FORM TO:*

[pbssouthwestern.org](http://pbssouthwestern.org)

**FORM MUST BE UPLOADED BY 3/28/24**

*DO NOT WRITE BELOW THIS LINE*

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	<b>Financial</b>	<b>Non-Financial</b>
Delegate ⇒		
Alternate ⇒		
Chapter Tax ⇒		
Date Received ⇒		
Confirmed ⇒		





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<b>2024 Regional Conference Committees</b>
Audit
Awards & Chapter Reports
Collegiate Affairs
Alumni Affairs
Credentials
Delegate Certification
Grievance
Necrology, Rededication & Chartering
Resolutions & Citations
Elections
Nominating
Law & Revisions
Time & Place

**REGIONAL CONFERENCE STANDING COMMITTEES**

**AUDIT COMMITTEE-** This committee shall be composed of members appointed by the Regional Director. Financial records, including expense vouchers, receipts, etc. shall be given to this Committee on the first day of the conference so as to allow the committee time to study same and report its findings to the conference.

**AWARDS & CHAPTER REPORTS –** This committee shall be responsible for reviewing the chapter reports submitted and to determine the regional outstanding chapters and individual awards selections submitted to the conference.

**COLLEGIATE AFFAIRS COMMITTEE-** This committee shall be chaired by the Second Vice Regional Director. It shall meet to discuss issues and concerns of the collegiate brothers. This committee shall make its report to the conference.

**ALUMNI AFFAIRS COMMITTEE-** This committee shall be chaired by the Alumni Affairs Director. It shall meet to discuss issues and concerns of the alumni brothers. This committee shall make its report to the conference.





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***CREDENTIALS*** – This committee shall be responsible for reviewing the credentials of every delegate to the Regional Conference and prepare a list of official delegates and chapters for presentation to the delegates in assembly.

***DELEGATE CERTIFICATION*** – This committee shall be responsible for certifying the voting strength of the chapters prior to the first plenary session.

***ELECTIONS COMMITTEE***- This committee shall be responsible for coordinating the election process. The Committee will be responsible for roll call and tabulation of votes.

***GRIEVANCE COMMITTEE***- This committee shall review all grievances referred to the Regional conference by either chapters or members for disposition. It shall review all requests for suspension or expulsion of members and for disciplinary action against chapter and/or members, and report its findings and recommendations to the Regional Conference for consideration and approval.

***LAW & REVISION COMMITTEE***- This committee appointed by the Regional Director will review all proposed amendments to the Constitution and By-Laws and report its recommendations to the Conference. It shall also compile a listing of approved amendments and cause same to be published and distributed to all chapters so they may keep the Constitution and By-Laws up to date.

***NECROLOGY, REDICATION & CHARTERING*** - This committee shall report to the conference all names of brothers who have died since the last meeting of the regional conference, and shall conduct the Phi Beta Sigma Omega Service at the conference. The chairman of this committee shall cause the names of the brothers so memorialized to be sent to the International Executive Director for inclusion in the International Conclave Necrology Committee Report. This committee shall also be responsible for conducting the rededication ceremony at the regional conference as well as the chartering ceremony for any new chapters whose application for a charter has been approved.

***NOMINATING COMMITTEE***- The nominating committee appointed by the Regional Director shall consider persons for nomination to every elected office in the region and submit one slate to the regional conference when its report becomes the order of business.

***RESOLUTIONS COMMITTEE***- This committee shall review all resolutions for consideration by the conference and may on its own motion draw up resolutions for such consideration. Such resolution may deal with any matter other than the internal affairs of the Region. Approved resolutions should be noted for implementation at the time of approval. The Resolutions committee shall make its report on the first full day of the conference.

***TIME & PLACE COMMITTEE***- This committee shall evaluate future sites for the conference and rate their progress.



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To Chapter Presidents:

Based on the enclosed announced committees, please provide information on members of your chapter who are interested in being appointed to a Regional Leadership Conference Committee.

Please keep in mind that any brother appointed to a committee must make the commitment to arrive at the conference by **Thursday, April 4, 2024**. The committee meetings start on **Thursday afternoon at 12:00 p.m.** Any brother appointed will be expected to attend all scheduled meetings. While any brother may sit on a committee, please note that decision-making by a committee is limited to the brothers appointed by the Regional Director.

Please understand, due to the size of the regional body, it may not be possible to honor all requests for appointment to a committee. Brothers are always welcome to attend any committee meeting, whether appointed or not.

Chapter ⇒			
Chapter President ⇒			
List Committee, Brother's Names, Card Number, and Brother's Email Address			
<b>Committee</b> ↓	<b>Brother's Name</b> ↓	<b>Card #</b> ↓	<b>Email Address</b> ↓

**PLEASE UPLOAD THIS FORM TO:**

**[pbssouthwestern.org](http://pbssouthwestern.org)**

**FORM MUST BE UPLOADED BY 3/9/24**





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# Southwestern Region

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## GRADUATING SENIOR RECOGNITION FORM

Chapter ⇒			
School Name ⇒			State ⇒
Note: Include any Brother who will be graduating in December 2024 or May 2025			
Brother's Name ↓	Degree ↓	Card # ↓	Email Address ↓

*PLEASE UPLOAD THIS FORM TO:*

[\*\*pbssouthwestern.org\*\*](http://pbssouthwestern.org)

**FORM MUST BE UPLOADED BY 3/31/24**







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**MILESTONE INFORMATION FORM**

Any brother who celebrates the anniversary of 5, 10, 15, 20 and up in increments of **FIVE** years of service in the Fraternity should complete and submit this form.

Chapter =>		Initiation Date =>	
School Name =>		State =>	
<b>Brother's Name</b> ↓	<b>Present Occupation</b> ↓	<b>Card #</b> ↓	<b>Email Address</b> ↓
Mailing Address =>			
	City ↑	State ↑	Zip Code ↑ Phone # ↑
<b>Brother's Name</b> ↓	<b>Present Occupation</b> ↓	<b>Card #</b> ↓	<b>Email Address</b> ↓
Mailing Address =>			
	City ↑	State ↑	Zip Code ↑ Phone # ↑
<b>Brother's Name</b> ↓	<b>Present Occupation</b> ↓	<b>Card #</b> ↓	<b>Email Address</b> ↓
Mailing Address =>			
	City ↑	State ↑	Zip Code ↑ Phone # ↑
<b>Brother's Name</b> ↓	<b>Present Occupation</b> ↓	<b>Card #</b> ↓	<b>Email Address</b> ↓
Mailing Address =>			
	City ↑	State ↑	Zip Code ↑ Phone # ↑

**PLEASE UPLOAD THIS FORM TO:**

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**FORM MUST BE UPLOADED BY 3/31/24**





## **REQUEST FOR A REGIONAL CONSTITUTIONAL CHANGE**

I/we, \_\_\_\_\_ of the \_\_\_\_\_

Region of Phi Beta Sigma Fraternity, Inc., wish to amend the \_\_\_\_\_

**Regional Constitution and By-Laws by:**

**(Circle appropriate number – only one per form):**

- 1. Inserting “certain words” in a “specific” place within the “existing” text.**
- 2. Deleting “certain words” in 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:**





**REQUEST FOR A REGIONAL CONSTITUTIONAL CHANGE**

*(Page 2 of 2)*

**State Proposed Wording:**

**Indicate Why Amendment is Necessary:**

\_\_\_\_\_

Signature (If from a Chapter, President’s Signature)

\_\_\_\_\_

Card Number

Chapter: \_\_\_\_\_

Location: \_\_\_\_\_

**Please Note: Amendments must be emailed by March 4, 2024**  
**All proposed amendments will be sent to chapters by March 17, 2024**  
**\*\*\* Amendments must be approved by a 2/3 vote of voting Delegates\*\*\***





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**RESOLUTIONS FORM**  
**(Attach Additional Sheets if necessary)**

**WHEREAS,**

**AND WHEREAS,**

**AND WHEREAS,**

**AND WHEREAS,**

**THEREFORE BE IT RESOLVED,**

<b>CHAPTER</b>	<b>DATE</b>
<b>CHAPTER PRESIDENT or INITIATING BROTHER</b>	<b>FRAT. CARD NO.</b>

**FORM MUST BE UPLOADED BY: March 31, 2024**





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## REGIONAL OFFICERS CANDIDATES FORM

Name: \_\_\_\_\_ Fraternity #: \_\_\_\_\_

Chapter: \_\_\_\_\_ State: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Desired Office: (please circle)

Regional Director

First Vice Director

Second Vice Director

Collegiate Member At-Large

Regional Treasurer

Regional Secretary

Regional Legal Counsel

Director of Social Action

Director of Education

Director of Bigger & Better Business

Director of Collegiate Affairs

**\*\*Note: Please refer to your regional constitution for duties of each officer and requirements to fill a particular office.\*\***

**FORM MUST BE UPLOADED BY: March 3, 2024**

**PLEASE NOTE:** The nominating committee will verify if the brother (via candidate form or nomination from the floor) is financial, registered for the 2024 SWRC and meets the requirements of desired office. The nominating committee will interview all perspective candidates Thursday, April 4, 2024, beginning at 1:00PM. The chairman will contact all candidates with your specific interview time. Candidate interviews may also be conducted virtually prior to the start of the conference. Any candidate not present for their interview will be dropped from consideration for office. The nominating committee will report during Saturday's Plenary Session; any candidates not selected by the committee must be nominated from the floor at that time. Voting will take place via open microphone ballot on Saturday, April 6, 2024.



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**Regional Conference Form Checklist and Due Dates**

**CONFERENCE REGISTRATION CUT-OFF DATES**

Early Bird Registration	December 31, 2023
Pre-Registration Registration	January 31, 2024
Regular Registration	March 14, 2024

**HOTEL ROOM REGISTRATION CUT-OFF**     *March 25, 2024*

**FORM SUBMISSION DUE DATES**

<b><u>FORM/EVENT</u></b>	<b><u>DUE DATE</u></b>	<b><u>RETURN TO</u></b>
<input type="checkbox"/> Sponsorship Forms	March 9, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Souvenir Journal Ads	March 9, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Vendor Contracts	March 14, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Step Show Competition Form	March 25, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Committee Appointments Form	March 9, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Graduating Senior Recognition	March 31, 2023	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Milestone Form	March 31, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Omega Citation Form	March 31, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Primary Delegate Form	March 28, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Constitutional Change	March 3, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Resolutions	March 31, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Candidates Form	March 3, 2024	<i>uploaded at <a href="http://pbssouthwestern.org">pbssouthwestern.org</a></i>
<input type="checkbox"/> Regional DSC Citation	March 3, 2024	<i>Email to Dist. Bro. John Ewell</i>

