



PHI BETA SIGMA FRATERNITY, INC.  
GULF COAST REGION



# 52<sup>ND</sup> GULF COAST REGIONAL CONFERENCE

DALLAS, TEXAS  
APRIL 30TH - MAY 2ND, 2026

## CONFERENCE PLANNING KIT

**“WHEN WE BELIEVE, WE ACHIEVE  
- STRONGER TOGETHER”**





## PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## Table of Contents

<b>WELCOME.....</b>	<b>2</b>
<b>2026 GULF COAST REGIONAL CONFERENCE DEADLINES .....</b>	<b>3</b>
<b>GENERAL CONFERENCE INFORMATION.....</b>	<b>4</b>
<b>REGISTRATION INFORMATION.....</b>	<b>4</b>
<b>REGIONAL CONFERENCE MEMBERS AGENDA .....</b>	<b>5</b>
<b>REGIONAL CONFERENCE GUESTS AGENDA.....</b>	<b>6</b>
<b>CONFERENCE ATTIRE .....</b>	<b>6</b>
<b>AWARD E-FORM INFORMATION.....</b>	<b>7</b>
<b>CONFERENCE ATTENDEE REGISTRATION FORM .....</b>	<b>8</b>
<b>PRIMARY DELEGATE REGISTRATION FORM.....</b>	<b>9</b>
<b>ALTERNATE DELEGATE REGISTRATION FORM .....</b>	<b>10</b>
<b>REGIONAL CANDIDATE NOTIFICATION FORM.....</b>	<b>11</b>
<b>REGIONAL CANDIDATE ELIGIBILITY REQUIREMENTS .....</b>	<b>12</b>
<b>NOTICE OF PROPOSED AMENDEMNT CHANGES FORM .....</b>	<b>13</b>
<b>CHAPTER PREPARATIONS INFORMATION.....</b>	<b>15</b>
<b>GULF COAST REGIONAL CONFERENCE SPIRIT AWARDS.....</b>	<b>17</b>



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## WELCOME

### GREETINGS BROTHERS!

On behalf of our Regional Board, I am excited to welcome you to our 52nd Gulf Coast Regional Conference! Our conference theme is **“When We Believe, We Achieve – Stronger Together.”** I feel this theme is a great reflection of not only our region, but our Fraternity as a whole.

As always, the objective of this conference is to position the Gulf Coast Region, its chapters, and its members to make a positive impact on the communities we serve and to prepare for the 2027 International Conclave in National Harbor, Maryland. Your conference planning team is working diligently to provide a conference experience like no other and to also equip attendees with the tools needed to get the work done, while celebrating our region, our chapters, and our members.

This is your 2026 Conference Planning Kit. It contains all the necessary information and forms your chapter will need to fully prepare to participate in the Regional Conference, including conference hotel details and planned entertainment highlights.



Also included are the forms needed for proper registration for the conference, competitions, citations, and recognitions. Please review the forms carefully and submit them in a timely manner according to the deadline dates. For your convenience, these forms are also available online at our website, <https://www.pbsgulfcoastregion.org/regional-conference>.

The Executive Board, Conference Planning Team, and Host Chapter are eagerly working to assure that members, chapters, and guests will enjoy a positive conference experience as we gather in the city of Dallas, Texas.

Brother Earl V. Gamble  
Gulf Coast Regional Director



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## 2026 GULF COAST REGIONAL CONFERENCE DEADLINE

Registration Deadlines	Start Date	Deadline Date
Early Bird Gulf Coast Regional Conference Registration Rate Cut-Off	Saturday, December 27, 2025	Sunday, January 18, 2026
Regular Gulf Coast Regional Conference Registration Rate Cut-Off	Monday, January 19, 2026	Friday, March 20, 2026
Late Gulf Coast Regional Conference Registration Rate Cut-Off	Saturday, March 21, 2026	Friday, April 3, 2026
Registration Refund Cut-Off Date		Monday, April 13, 2026
Hotel Information		Deadline Date
Reserve for Hotel Rooms for the Regional Conference (Conference host hotel rates are available through <u>April 3, 2026</u> . We cannot guarantee hotel room availability or rate if you register after that date.)		Friday, April 3, 2026
Awards/Report Submission		Deadline Date
Chapter Annual CSAF Reports		Saturday, January 31, 2026
Chapter Annual PIA Reports		Friday, January 23, 2026
Chapter Audit Forms		Monday, February 9, 2026
Individual and Chapter Awards Applications and Packages		
Gulf Coast Regional Awards (Alumni and Collegiate)		
Outstanding Sigma Awards Applications		
Collegiate and Chapter GPA Awards Applications		
Lewis Engram and John Westberry Scholarship Applications		
C.Y. Thomas Gulf Coast Region Adopt-a-School Grant Application		
Sigma Beta Club Chapter and Advisor of the Year		Sunday, March 22, 2026
Gulf Coast Region Distinguished Service Society Application		
Gulf Coast Region Military Affairs Awards		
Gulf Coast Region Military Demographic Survey		
Gulf Coast Region Chapter Performance Awards		
Gulf Coast Region Grievance Consideration Form		
Gulf Coast Region Citation for the Omega Chapter		
Candidate/Voting Deadlines		Deadline Date
Regional Candidate Notification Submission		Monday, March 2, 2026
Notice of Proposed Amendment Change Submission		Monday, March 2, 2026
Conference Primary Delegate Registration		Monday, March 2, 2026
Conference Alternate Delegate Registration		Monday, March 2, 2026
Final Voting Strength Deadline for 2026		Wednesday, April 1, 2026
Chapter/Member-At-Large Assessment Cut-Off Date		Wednesday, April 1, 2026
Gulf Coast Region Resolution Form		Wednesday, April 1, 2026



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## GENERAL CONFERENCE INFORMATION

Chapter Presidents and Chapter Advisors are respectfully requested to disseminate this packet to all Alumni and Collegiate members within their respective chapters. Please be advised that the Regional Conference is conducted as a delegate assembly, and in accordance with conference requirements, each chapter is obligated to designate and send an official delegate to represent the chapter at the conference. All designated delegates must complete the Conference Delegate Registration Form to be recognized as official voting representatives. Delegates who fail to register by the established registration deadline will not be permitted to participate in delegate voting during the conference. Timely dissemination of this information and adherence to all registration requirements are essential to ensuring full chapter representation and participation in conference proceedings

## REGISTRATION INFORMATION

Please refer to the official conference registration link to complete all required registration information at <https://www.pbsgulfcoastregion.org/regional-conference>. Registration will be accepted exclusively through this online process. Onsite registration will not be available. However, requests for special accommodation that may require mail registration will be reviewed on a case-by-case basis. Individuals seeking such accommodations must contact the Conference Chairman directly at [gcrconferencechair@gmail.com](mailto:gcrconferencechair@gmail.com) for further guidance.

This document includes information key to the 52<sup>nd</sup> Gulf Coast Regional Conference registration process. Not all the scheduled conference events and activities are included in this packet. Entry into some events will require purchasing additional tickets. Continue to check [www.pbsgulfcoastregion.org](http://www.pbsgulfcoastregion.org) for information updates.

**Refund Policy** - Registrants who must cancel their registration for reasons will receive a refund of their/guest fees, minus the service fee of \$60.00; this covers the cost of the 52<sup>nd</sup> Conference gift item. Registration refund requests must be received in writing by the Regional Secretary no later than April 13, 2026.

**Conference Materials** – The 52<sup>nd</sup> Gulf Coast Regional Conference materials will be available at the member and delegate check-in section during the scheduled check-in times.

**Attendee Special Considerations** - The 52<sup>nd</sup> Gulf Coast Regional Conference Planning Committee requests that registered members with any allergies please indicate so on the Special Needs and Consideration Registration Form, including the nature of their special allergenic/medical considerations (e.g., nut allergies, seizures, etc.). This information is needed for the Conference Planning Team to work with the hotel to ensure proper assistance.

**Registration Stipulations** - All Brothers desiring to register for the 52<sup>nd</sup> Gulf Coast Regional Conference as a member of Phi Beta Sigma Fraternity, Inc. must be financially active and in good standing at the International and Regional level levels. All Brothers of Phi Beta Sigma registering for the 52<sup>nd</sup> Gulf Coast Regional Conference must do so at the approved Alumni and Collegiate non-guest rates.



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## **MEMBER TENTATIVE AGENDA**

<b>Thursday, April 30, 2026</b>		
<b>Event</b>	<b>Time In</b>	<b>Time Out</b>
Conference Check-in / Delegate Check-in	3:00 PM	6:00 PM
Sigma Marketplace / Vendor Exchange	3:00 PM	6:00 PM
Committee Meetings	3:00 PM	6:00 PM
Opening Reception	5:30 PM	7:00 PM
Opening Session (Public)	7:00 PM	10:00 PM
Welcome Hospitality	10:00 PM	12:00 AM
Outside Vendor Event / TBA	3:00 PM	6:00 PM
<b>Friday, May 1, 2026</b>		
<b>Event</b>	<b>Time In</b>	<b>Time Out</b>
Conference Check-in / Delegate Check-in	7:30 AM	5:00 PM
Sigma Marketplace / Vendor Exchange	8:00 AM	5:00 PM
Opening Processional Line-up / Opening Processional	8:45 AM	9:00 AM
Plenary Session I	9:00 AM	11:30 AM
Gulf Coast Regional Awards Lunch	12:00 PM	2:00 PM
Development Workshops I	2:15 PM	3:30 PM
Development Workshops II	3:45 PM	5:00 PM
Committee Meetings	2:15 PM	5:00 PM
Plenary Session II / Conference Photo	5:00 PM	6:00 PM
Host Chapter Event / TBA	7:00 PM	12:00 AM
Collegiate Event / TBA	7:00 PM	12:00 AM
Outside Vendor Event / TBA	7:00 PM	12:00 AM
<b>Saturday, May 2, 2026</b>		
<b>Event</b>	<b>Time In</b>	<b>Time Out</b>
Conference Check-in / Delegate Check-in	8:00 AM	11:00 AM
Sigma Marketplace / Vendor Exchange	8:00 AM	2:00 PM
Omega Observance & Rededication Ceremony	8:00 AM	8:45 AM
Plenary Session III	9:00 AM	11:00 AM
Development Workshops III	11:15 AM	12:30 PM
Committee Meetings	11:15 AM	12:30 PM
Plenary Session IV / Adjournment and Fraternity Hymn	12:45 PM	2:00 PM
<b>Sunday, May 3, 2026</b>		
<b>Event</b>	<b>Time In</b>	<b>Time Out</b>
Regional Executive Board Meeting	9:00 AM	11:00 AM



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## GUEST TENTATIVE AGENDA

Thursday, April 30, 2026		
Event	Time In	Time Out
Conference Check-in / Delegate Check-in	15:00	20:00
Sigma Marketplace / Vendor Exchange	15:00	18:00
Opening Reception	17:30	19:00
Opening Session (Public)	19:00	22:00
Welcome Hospitality	22:00	00:00
Outside Vendor Event / TBA	22:00	00:00

  

Friday, May 1, 2026		
Event	Time In	Time Out
Conference Check-in / Delegate Check-in	07:30	17:00
Sigma Marketplace / Vendor Exchange	08:00	17:00
Conference Guest Orientation	09:00	10:30
FREE TIME	10:30	12:00
Gulf Coast Regional Awards Lunch	12:00	14:00
GUEST OUTING I / TBA	14:00	18:00
Host Chapter Event / TBA	19:00	00:00
Collegiate Event / TBA	19:00	00:00
Outside Vendor Event / TBA	19:00	00:00

  

Saturday, May 2, 2026		
Event	Time In	Time Out
Conference Check-in / Delegate Check-in	08:00	11:00
Sigma Marketplace / Vendor Exchange	08:00	12:00
GUEST OUTING II / TBA	09:00	13:00

## CONFERENCE ATTIRE

Thursday, April 30, 2026

**Opening Session** - Blue Sigma Blazer, White Shirt, Royal Blue Tie, Black Pants. Appropriate business attire will be enforced.

Friday, May 1, 2026:

**Daytime** - Sigma Business Attire – Dark Suit, White Shirt, and Royal Blue Tie. Appropriate business attire will be enforced.

**Evening** - All White Attire for Friday Night Event

Saturday, May 2, 2026:

**Rededication/Omega Ceremony** - Business Attire – Dark Suit, White Shirt, and Royal Blue Tie. Appropriate business attire will be enforced.

**General Session** - Sigma Polo Shirt (Chapter/State/Region), Black Slacks.



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## AWARD E-FORM INFORMATION

<b>GULF COAST REGIONAL E-FORMS</b>	
<b>GCR Resolution Form</b>	<a href="https://forms.gle/cAPwMcBoMb58Xdvq9">https://forms.gle/cAPwMcBoMb58Xdvq9</a>
<b>Bylaws Amendment Notification Form</b>	<a href="https://forms.gle/LdV1bWqvQC8A92JB7">https://forms.gle/LdV1bWqvQC8A92JB7</a>
<b>Primary Delegate Registration Form</b>	<a href="https://forms.gle/14bChyCbNmThioV8">https://forms.gle/14bChyCbNmThioV8</a>
<b>Alternate Delegate Registration Form</b>	<a href="https://forms.gle/CaMsNAzd42candYG7">https://forms.gle/CaMsNAzd42candYG7</a>
<b>Citation for the Omega Chapter Form</b>	<a href="https://forms.gle/vy4Hv453kJCxyKq7A">https://forms.gle/vy4Hv453kJCxyKq7A</a>
<b>Grievance Consideration Form</b>	<a href="https://forms.gle/uCxmcPuBF4AaussS6">https://forms.gle/uCxmcPuBF4AaussS6</a>
<b>Regional Candidate Notification Form</b>	<a href="https://forms.gle/3cw5o6L3RAiwfJ29A">https://forms.gle/3cw5o6L3RAiwfJ29A</a>
<b>REGIONAL AWARDS &amp; RECOGNITIONS</b>	
<b>GCR Alumni of the Year</b>	<a href="https://forms.gle/tFASJXDKPFqKPXmR6">https://forms.gle/tFASJXDKPFqKPXmR6</a>
<b>GCR Collegiate of the Year</b>	<a href="https://forms.gle/YBm5sSVpC2ZQ5ugk8">https://forms.gle/YBm5sSVpC2ZQ5ugk8</a>
<b>GCR Collegiate Advisor of the Year</b>	<a href="https://forms.gle/oFYPJqoEVxmJe6NZ7">https://forms.gle/oFYPJqoEVxmJe6NZ7</a>
<b>GCR Chapter Awards Submission Form</b>	<a href="https://forms.gle/J1fWV2y8ndRb6XCH7">https://forms.gle/J1fWV2y8ndRb6XCH7</a>
<b>Sigma Beta Club Advisor of the Year Form</b>	<a href="https://forms.gle/JVkSLRo8W9igN18W7">https://forms.gle/JVkSLRo8W9igN18W7</a>
<b>Sigma Beta Club Chapter of the Year Form</b>	<a href="https://forms.gle/yW6Lt36FUBFAwycRA">https://forms.gle/yW6Lt36FUBFAwycRA</a>
<b>GCR Military Sigma of the Year Application</b>	<a href="https://forms.gle/sBjyKDVWUk8Syjsr5">https://forms.gle/sBjyKDVWUk8Syjsr5</a>
<b>GCR Distinguished Service Society Application</b>	<a href="https://forms.gle/HUR3EqXLhMpeFYM16">https://forms.gle/HUR3EqXLhMpeFYM16</a>
<b>Regional John Lewis Good Trouble Award</b>	<a href="https://forms.gle/vSikmYLuTPoLdYHd9">https://forms.gle/vSikmYLuTPoLdYHd9</a>
<b>C.Y. Thomas GCR Adopt-a-School Grant Application</b>	<a href="https://forms.gle/4TBaNCwfyZotyK9Z6">https://forms.gle/4TBaNCwfyZotyK9Z6</a>
<b>Lewis Engram / John Westberry Scholarship Application</b>	<a href="https://forms.gle/bMAu8agQjpLm7VNt6">https://forms.gle/bMAu8agQjpLm7VNt6</a>



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## CONFERENCE ATTENDANCE REGISTRATION FORM

Online Registration available at <https://www.pbsgulfcoastregion.org/regional-conference>. Requests for mail registration for special accommodation will be for consideration on a case-by-case basis. Contact the Conference Chairman [gcrconferencechair@gmail.com](mailto:gcrconferencechair@gmail.com) for further guidance. NO ONSITE REGISTRATION. Registration Fees: Include, but not limited to, admission to all conference sessions (Phi Beta Sigma Members Only), admission to select events, awards luncheon, hospitality events, breakfast events, workshops, exhibits, and meetings.

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

Region: \_\_\_\_\_ State: \_\_\_\_\_ Membership #: \_\_\_\_\_

1<sup>st</sup> GCR Conference?  Yes  No Organization (if non-sigma) and Chapter: \_\_\_\_\_

Int'l/Reg'l/State/Chapter Officer Position: \_\_\_\_\_

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

Street

City

State

ZIP Code

Cell Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Are there any special needs or medical considerations that the planning committee should be aware of?  
\_\_\_\_\_  
\_\_\_\_\_

### **Emergency Contact Information**

Please list emergency contact name: \_\_\_\_\_ Relation: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### **Please check all that apply:**

	Collegiate Member		Alumni Member		Member At Large
	Int'l/Regional Life Member		Int'l DSC Member		GCR DSS Member

### **Select Committee(s) - Please check all that apply**

	Audit		Awards		Credentials
	Elections		Grievance		Bylaws
	Necrology/Rededication		Regional DSS		Resolution
			Standing Rules		

**Registration Rates:**      **Early Bird ends 01/18/2026**      **Regular ends 03/20/2026**      **Late ends 04/03/2026**

Alumni	<u>____</u> \$300.00	<u>____</u> \$325.00	<u>____</u> \$350.00
Collegiate	<u>____</u> \$225.00 (registration ends 04/03/2026)		
Guests	<u>____</u> \$275.00 (registration ends 04/03/2026)		



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## **PRIMARY DELEGATE REGISTRATION FORM**

(Please type or print)

Note: All Primary Delegates must be financially active to represent a chapter during the 52<sup>nd</sup> Gulf Coast Regional Conference. Additionally, the Chapter must be in good standing to include all Financial Assessments having been met in full. Any chapter not meeting any of the above requirements will be refused representation for the duration of the conference procedures.

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

**Primary Delegate:** \_\_\_\_\_ Membership #: \_\_\_\_\_

Phone/Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

**Chapter President:** \_\_\_\_\_ Membership #: \_\_\_\_\_

Phone/Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

**Chapter Secretary:** \_\_\_\_\_ Membership #: \_\_\_\_\_

Phone/Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

I hereby confirm that my position as a delegate received approval from my chapter president and chapter.

Primary Delegate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Chapter Secretary Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(For official use only: to be completed by the Credentials Committee)

Date: \_\_\_\_\_

Chapter Secretary:  Yes  No

Primary Delegate:  Yes  No

Chapter Tax Paid:  Yes  No

Chapter Insurance Paid:  Yes  No

Conclave Absentee Assessment Paid:  Yes  No  N/A

Chapter Report Submitted:  Yes  No

**This form must be received no later than March 2, 2026.**

Submit a completed digital copy of this form to Bro. Paris Taylor - gc.regionalsecretary@gmail.com



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## **ALTERNATE DELEGATE REGISTRATION FORM**

(Please type or print)

Note: All Alternate Delegates must be financially active to represent a chapter during the 52<sup>nd</sup> Gulf Coast Regional Conference. Additionally, the Chapter must be in good standing to include all Financial Assessments having been met in full. Any chapter not meeting any of the above requirements will be refused representation for the duration of the conference procedures.

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

**Alternate Delegate:** \_\_\_\_\_ Membership #: \_\_\_\_\_

Phone/Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

**Chapter President:** \_\_\_\_\_ Membership #: \_\_\_\_\_

Phone/Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

**Chapter Secretary:** \_\_\_\_\_ Membership #: \_\_\_\_\_

Phone/Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

I hereby confirm that my position as a delegate received approval from my chapter president and chapter.

Alternate Delegate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Chapter Secretary Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(For official use only: to be completed by the Credentials Committee)

Date: \_\_\_\_\_

Chapter Secretary:  Yes  No

Primary Delegate:  Yes  No

Chapter Tax Paid:  Yes  No

Chapter Insurance Paid:  Yes  No

Conclave Absentee Assessment Paid:  Yes  No  N/A

Chapter Report Submitted:  Yes  No

**This form must be received no later than March 2, 2026.**

Submit a completed digital copy of this form to Bro. Paris Taylor - gc.regionalsecretary@gmail.com



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## **REGIONAL CANDIDATE NOTIFICATION FORM**

(Please type or print)

Note: All Brothers of the Gulf Coast Region who intend to seek an elected position for the 2026–2028 Gulf Coast Regional Administration must be financially active and in good standing at the national, regional, and local levels of Phi Beta Sigma Fraternity, Inc. In addition, each candidate is required to submit a Sigma resumé that highlights both professional qualifications and demonstrated leadership experience. Candidates must also provide a written statement outlining their intent and rationale for seeking the elected position. All submitted materials will be reviewed by the Nominating Committee as part of the candidate evaluation process.

Candidate Name \_\_\_\_\_

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

Membership #: \_\_\_\_\_ Phone/Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

Chapter President: \_\_\_\_\_ Membership #: \_\_\_\_\_

Phone/Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

I, \_\_\_\_\_ (candidate name), hereby declare my candidacy for the elected position of **Gulf Coast Regional** \_\_\_\_\_ (position title) for the **2026–2028 Gulf Coast Region Administration Term**.

I affirm that all required documentation, information, and supporting materials are submitted to the Nomination Committee for review and verification in accordance with the established election procedures and guidelines.

Candidate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(For official use only: to be completed by the Regional Secretary)

I, Paris Taylor, Gulf Coast Regional Secretary, confirmed that \_\_\_\_\_ (candidate name) has confirmed that the candidate is in good standing and noted as a fully financial member of Phi Beta Sigma Fraternity, Inc. Additionally, the candidate is a member of the \_\_\_\_\_ Chapter, a chapter that is part of the Gulf Coast Region.

GC Secretary Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**This form must be received no later than March 2, 2026.**

Submit a completed digital copy of this form to Bro. Paris Taylor - gc.regionalsecretary@gmail.com



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## **REGIONAL CANDIDATE ELIGIBILITY REQUIREMENTS**

All Brothers who intend to seek an elected position within the **2026–2028 Gulf Coast Regional Administration** are required to submit a **Regional Candidate Notification Form**.

### **Submission Form:**

- <https://forms.gle/3cw5o6L3RAiwfJ29A> or submit the Regional Candidate Notification Form along with all required candidate materials to the Regional Secretary at [gc.regionalsecretary@gmail.com](mailto:gc.regionalsecretary@gmail.com)

### **Required Candidate Materials**

In addition to the Notification Form, each candidate must submit the following:

1. **Sigma Résumé**
  - Highlighting professional qualifications
  - Demonstrating leadership experience within and/or outside the fraternity
2. **Written Statement of Intent**
  - Outlining the candidate's rationale for seeking the elected position
  - Describing the vision and commitment to service at the regional level
3. **Chapter Endorsement**
  - Must present an authorized letter of recommendation from an active chapter within the Gulf Coast Region

### **General Eligibility Requirements (All Elected Regional Offices):**

A member must meet all the following to be nominated and elected to a Regional office (with limited exceptions noted below):

1. **Active, Financial Member**
  - Must be financial at the International, Regional, and Chapter levels
  - Financial status is verified by the Regional Secretary or membership card.
2. **Length of Membership**
  - Must have been an active member of Phi Beta Sigma Fraternity, Inc. for at least five (5) successive years immediately preceding nomination
3. **Prior Leadership Experience**
  - Must have previously held an elected office in a Chapter of Phi Beta Sigma Fraternity, Inc.
4. **No Dual Office Holding**
  - A member holding a State position is not eligible to simultaneously hold an elected Regional position.

### **Office-Specific Requirements:**

#### **1. Regional Director & Regional First Vice-Director**

- In addition to the general requirements above, candidates must have:
- Registered for and attended:
  - The immediate past two (2) Gulf Coast Regional Conferences, and
  - The immediate past Conclave

#### **2. Regional Second Vice-Director (Collegiate Office - Special Exception)**

This office has different eligibility requirements:

- Must be an enrolled undergraduate student at a recognized college or university
- Must be a financial member of an active collegiate chapter
- Must have at least a 2.8 GPA on a 4.0 scale (or equivalent) at the time of election
- If the officer graduates during the term, the term automatically ends upon notice

**Note:** The five-year membership and prior chapter office requirements do not apply to this office.



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## **NOTICE OF PROPOSED AMENDMENT CHANGE FORM**

(Please type or print)

This document is provided as a template and illustrative example for the submission of proposed amendments to the Gulf Coast Regional Bylaws. Pursuant to Article XVI, Section 16.02 of the Gulf Coast Regional Bylaws, only active members of Phi Beta Sigma Fraternity, Inc. - Gulf Coast Region, are authorized to submit proposed amendments. All such submissions must be submitted no later than sixty (60) days prior to the convening of the Regional Conference. In accordance with the governing provisions of the Gulf Coast Regional Bylaws, copies of all proposed amendments shall be distributed to the Regional Executive Committee, chapters, and Members-at-Large of the Gulf Coast Region not less than forty-five (45) days prior to the convening of the Regional Conference.

All proposed amendments shall be submitted in writing to the Regional Secretary or submitted via online at <https://forms.gle/LdV1bWqvQC8A92JB7>. Upon receipt, the Regional Secretary shall transmit all proposed amendments to the Bylaws Committee for review and consideration.

Name: \_\_\_\_\_

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

Membership #: \_\_\_\_\_ Chapter: \_\_\_\_\_

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

Street

City

State

ZIP Code

**Is your associated Chapter aware of this submission? YES \_\_\_\_\_ NO \_\_\_\_\_**

### **Notice of Amendment Proposed Amendment Template**

<b>AMENDMENT</b> _____ Amend Article ___, Section ___, Section Heading Name Amendment action (addition, deletion, inserting, revision, striking)		
<b>CURRENT</b>	<b>PROPOSED</b>	<b>IF ADOPTED, WILL READ</b>
<b>Section ___, Section Heading Name.</b> A. Bylaws language as it appears in the most recent bylaws version.	<b>Section ___, Section Heading Name.</b> A. Proposed bylaws language with amended changes in track changes.	<b>Section ___, Section Heading Name.</b> A. Bylaws language with amended changes.
<b>Proposed By:</b> First and Last Name, Board Position (if applicable), Board Committee (If Applicable)		
<b>Rational:</b> Reason(s) for amending the bylaws.		
<b>Bylaws Committee Recommendation:</b> To be completed by the Bylaws Committee.		

**This form must be received no later than March 2, 2026.**

Submit a completed digital copy of this form to Bro. Paris Taylor - gc.regionalsecretary@gmail.com



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## Notice of Amendment Proposed Amendment Example

<b>AMENDMENT 1</b>		
Amend Article III - MEMBERS, Section1., A., Active Members., by striking out college or university between a and course and inserting college, university, or technical school.		
<b>CURRENT</b>	<b>PROPOSED</b>	<b>IF ADOPTED, WILL READ</b>
<b>Section A, Active Members.</b> Active members shall be individuals who have given evidence of a basic knowledge of computer science by having enrolled in or successfully completed a college or university course in computer science. Applicants shall submit a transcript of grades with their application. The dues for active members shall be \$15 annually. Active members shall have the right to vote and to hold office.		
<b>Section A, Active Members.</b> Active members shall be individuals who have given evidence of a basic knowledge of computer science by having enrolled in or successfully completed a <b>college, university, or technical school</b> course in computer science. Applicants shall submit a transcript of grades with their application. The dues for active members shall be \$15 annually. Active members shall have the right to vote and to hold office.		
<b>Proposed By:</b> Membership Committee		
<b>Rational:</b> Rationale: Technical schools are an important source of quality education in computer science. By widening the scope of membership, all members will benefit from new ideas, techniques, and backgrounds in the field of computer science.		
<b>Bylaws Committee Recommendation:</b> The Bylaws Committee recommends Adoption.		



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## **CHAPTER PREPARATION INFORMATION**

### **General Information**

Each chapter and designated chapter delegate should be administratively prepared to attend the 52<sup>nd</sup> Gulf Coast Regional Conference and fully leverage the opportunity to position their chapter for effective follow-on operations. This section of the 52<sup>nd</sup> Gulf Coast Regional Conference Chapter Kit provides important guidance and considerations to assist chapters as they prepare to complete all required conference information and competition forms, as well as select and send chapter representatives to the conference.

All submissions must comply with the most current editions of the International Bylaws of Phi Beta Sigma Fraternity, Inc., the Gulf Coast Region Bylaws, and all applicable conference deadlines, policies, and procedures. Where required, all information must be submitted using the designated e-form selections.

All submissions, requests, and recommendations for consideration should be submitted via the appropriate e-form or directed to Brother Paris Taylor, Gulf Coast Regional Secretary, at [gc.regionalsecretary@gmail.com](mailto:gc.regionalsecretary@gmail.com). For general questions or additional information regarding the conference, please contact Brother Melvin Kaufman, Conference Chair, at [gcrconferencechair@gmail.com](mailto:gcrconferencechair@gmail.com).

### **52<sup>nd</sup> Gulf Coast Regional Conference Information**

Ensure your chapter reviews the 52<sup>nd</sup> Gulf Coast Regional Conference Information at [www.pbsgulfcoastregion.org](http://www.pbsgulfcoastregion.org). Additionally, ensure that your chapter examines the information they desire to return from the conference with the chapter delegates.

### **52<sup>nd</sup> Gulf Coast Regional Conference Attendance**

All Gulf Coast Region chapters are required to have one registered representative in attendance at the 52<sup>nd</sup> Gulf Coast Regional Conference. This representative may serve as the Chapter's Primary 52<sup>nd</sup> Gulf Coast Regional Conference Chapter Delegate. Any chapter that does not have a registered representative check-in for credentialing and conference accountability will not be recognized as having representation at the conference and will be assessed an absentee fee in accordance with regional policy.

Additionally, Chapter Presidents, Collegiate Advisors, and Sigma Beta Club Advisors are expected to attend the Regional Conference to ensure effective leadership participation and chapter representation.

### **Chapter Financial Assessments**

Chapters must ensure that all financial obligations are fully satisfied at least 30 days (April 1, 2026) prior to the 2026 Gulf Coast Regional Conference. This includes payment of the chapter's annual assessment fee and insurance fee. In addition, all outstanding absentee fees from the previous Conclave and any prior Gulf Coast Regional Conferences must be paid in full.



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## **CHAPTER PREPARATION INFORMATION (cont.)**

### **Reporting Submission**

Ensure that your 2025 Chapter Report is fully completed, submitted to the appropriate recipients, and available prior to the first plenary session of the 52<sup>nd</sup> Gulf Coast Regional Conference, preferably by the designated deadlines. Additionally, ensure that your 2025 CSAF and all 2025 PIAs are properly submitted to the appropriate recipients and are available in accordance with the timeline outlined under the 52<sup>nd</sup> Gulf Coast Regional Conference Deadline.

### **Chapter Delegate Representative**

Conference Delegate Form must be submitted via the designated e-form or electronically forwarded to Brother Paris Taylor, Gulf Coast Regional Secretary, at [gc.regionalsecretary@gmail.com](mailto:gc.regionalsecretary@gmail.com) by the published deadline. Only delegates who have been properly coordinated with and approved by the Regional Credentials Committee will be authorized to represent their chapter during the Regional Conference. Chapters may not exceed the number of eligible delegates permitted based on their chapter membership strength, as assessed 60 days prior to the conference (March 2, 2026).

Please note that submission of a Conference Attendance Registration Form alone does not constitute delegate registration. Any Brother attempting to register as a delegate without formal chapter approval and credentialing will be denied delegate status, prohibited from representing their chapter, and the matter will be reported to the chapter president for appropriate action.

### **Candidate Notification Form**

Brothers who intend to seek an elected position for the 2026–2028 Gulf Coast Regional Administration must submit a completed Candidate Form via the designated e-form or electronically to Brother Paris Taylor, Gulf Coast Regional Secretary, at [gc.regionalsecretary@gmail.com](mailto:gc.regionalsecretary@gmail.com) by the published deadline.

All candidates must be financially active and in good standing at the national, regional, and local levels of Phi Beta Sigma Fraternity, Inc. Each candidate is also required to submit a Sigma resumé highlighting professional qualifications and leadership experience in addition to a written statement outlining their intent and reasons for seeking the position.

All submissions will be reviewed by the Nominating Committee. Deadline for submission of all candidate materials: March 2, 2026.

### **Chapter Submission:**

Ensure all chapter and Brother submissions are completed and submitted before preferably by the designated deadlines of the 2026 Gulf Coast Regional Conference. Deadlines must be met for competition submissions to be valid. It is recommended to submit a copy of the Annual Report and all related documents via e-forms and/or email. Each chapter should have at least one hard copy of their chapter report available and on hand at the 2026 Gulf Coast Regional Conference. Send digital copies via email to the Gulf Coast Regional Secretary at [gcregionalsecretary@gmail.com](mailto:gcregionalsecretary@gmail.com). Chapter submissions include all PIAs, CSAFs, Chapter Reports, demographics forms, competition forms, submissions, registration information, and any other relative information to either the Gulf Coast Regional Conference Chair, the Gulf Coast Regional Director, the Gulf Coast Regional Secretary, and/or appropriate regional committees chairmen.



# PHI BETA SIGMA FRATERNITY INCORPORATED

52nd Gulf Coast Regional Conference – April 30th – May 2<sup>nd</sup>, 2026

## **GULF COAST REGIONAL CONFERENCE SPIRIT AWARD**

The following awards are presented by the Regional Conference Credential Committees based upon registration information.

### **Longest Traveled Chapter**

This award is given to the chapter that has traveled the longest distance. This award is given at each regional conference and conclave. The Regional Conference or Conclave Credentials Committee presents this award.

#### Requirements:

- A minimum of 5 registered attendees is required to be considered for this award.

### **Chapter with the Most Registered Members**

This award is given to the chapter with the largest registered delegation at the Regional Conference. Host chapters are not eligible to compete in this award category. This award is based on registration information compiled by the Credentials Committee.

### **The Oldest Sigma in Attendance.**

This award is presented to the brother in attendance at a Regional Conference with the most Sigma Service Years. This award is based on registration information compiled by the Credentials Committee.

### **The Youngest Sigma in Attendance**

This award is presented to the newest brother in attendance at a Regional Conference. This award is based on registration information and is presented by the Regional Conference Credentials Committee.