



NSBE Operations Questionnaire

This questionnaire is design to test your knowledge about the standard operations of NSBE. It also provides the motivation behind NSBE's operational setup.

1. When is the designated time to hold elections?

- June/July
- December
- April
- February/early March

2. a) When does the NSBE fiscal year start and end?

- August 1st – July 31st
- January 1st – December 31st
- May 1st – April 30th
- April 1st – March 31st

b) When does the leadership fiscal year start and end?

- August 1st – July 31st
- January 1st – December 31st
- May 1st – April 30th
- April 1st – March 31st

3. When is the most important time in a chapter's preparation for service to its members?

- Beginning of the School Year
- End of the School Year
- The Summer
- Before National Convention

4. When are the SCC, RLC, FRC, and National Conference (NC) seasons? (Match up)

SCC	March
RLC	October/November
FRC	July
NC	August/September

5. a) When is the early bird deadline for National Convention registration?

- December 31st
- January 7th
- November 1st
- February 28th

b) When is the deadline for NSBE scholarships?

- December 31st
- January 7th
- November 1st
- February 28th

6. a) What are the procedures for chartering a chapter? (Circle all that apply)

- Renew chapter charter via NOL
- Obtain required membership numbers
- Dean/Advisor/Principal confirmations
- Constitution
- Chapter executive officers

b) Who is responsible for chartering chapters for the upcoming year?

- Regional Executive Board
- Dean/School official
- Previous board leaders with NOL permissions
- World Headquarters

7. Finish the name of the NSBE staple and signature programs below.

_____ Plus

_____ Students in _____ Research

_____ Interest _____

_____ Get _____

Try - _____ - a - _____

_____ Bowl

_____ Paper Competition

NSBE Operations Questionnaire

Answers

1. *When is the designated time to hold elections?*

February/early March

Elections are standardized to enable regional and national levels to obtain new chapter leadership information in a timely manner. This will help regional and national levels in proceeding forward with serving the chapters for the succeeding year and will keep chapters on track with administrative duties.

2. a) *When does the NSBE fiscal year start and end?*

August 1st – July 31st

b) *When does the leadership fiscal year start and end?*

May 1st – April 30th

Knowing when the fiscal year starts and ends strengthens chapter's understanding of NSBE fiscal policies and helps chapter understand the changes taking place in NOL as far as membership numbers and chapter chartering. The leadership fiscal year is not the same as the NSBE fiscal year on any level. Why would they not be the same? Does your chapter leadership fiscal year reflect the national/regional fiscal year?

3. *When is the most important time in a chapter's preparation for service to its members?*

The Summer

The summer is the opportune time for new boards to get over the learning curve, make sure that they are re-chartered, begin communicating with their REB, and to prepare and plan for the new NSBE fiscal.

4. *When are the SCC, RLC, FRC, and National Conference seasons?*

SCC – July

RLC – August/September

FRC – October/November

NC – End of March

Our conference seasons are standard. Chapters should standardize their preparation for these conference seasons.

5. a) When is the early bird deadline for National Convention registration?

December 31st

b) When is the deadline for NSBE scholarships?

January 7th

Deadlines are also standard. Chapters should standardize their efforts to promote scholarships and conferences to their members.

6. a) What are the procedures for chartering a chapter? (Circle all that apply)

All apply- Renew chapter charter via NOL, membership numbers, confirmations, constitution

b) Who is responsible for chartering chapters for the upcoming year?

Previous board leaders with NOL permissions.

Every chapter should know the chartering/re-chartering process. Each chapter (*except for Alumni, who do not need Dean/Advisor/Principal confirmations*) has to have all of the above components in place to receive a charter for the year and be “In Good Standing.” Alumni and Collegiate chapters must have 10 members while NSBE Jr. chapters must have 5 members to charter. If chapters are unable to meet the membership requirements, they can petition the NEB for chartering. For seasoned chapters, it is up to the officers of the previous year to re-charter the chapter because they have the NOL permission to do so. If chapters are brand new or a revitalizing chapter then they should work with their regional membership chair and WHQ membership team to finish the chartering process.

7. Finish the name of the NSBE staple and signature programs below.

Achiever’s Plus
Undergraduate Students in Technical Research
Special Interest Groups
Just Get One
Try–Math-a-Lon
Academic Technical Bowl
Technical Paper Competition

Staple – Programs that are standard in the organization and are offered every year (*i.e. USTR, Academic Excellence, Try-math-a-lon*)

Signature – Programs that are directly in line with National Directives. (*i.e. Just Get One, A Walk For Education, Special Interest Groups*)

All registration for programs/scholarships/competitions is done via NOL. Chapters that understand our programs and the process of participating in our programs can proceed to developing a plan of action for promoting and gaining participation from their members.