

FLORIDA **A&M** UNIVERSITY
COLLEGE OF EDUCATION



2020 HANDBOOK

MISSION STATEMENT

The Black Male College Explorers Program is an at-risk prevention/intervention program designed specifically to prevent black males from dropping out of high school; facilitate their admission to college; and significantly increase their chances of earning a college degree. Middle and high schools from Tallahassee and cities throughout Florida are selected for participation. Participating schools are asked to identify at-risk males enrolled in grades 7th through 11th.

Florida A&M University provides six weeks of highly concentrated developmental experiences, which include courses in various academic subjects, weekly character education seminars, workshops and motivational trips, during the summer. A team of school and community leaders are also required to provide “supportive services for the students” during the academic year.

In addition to providing other instruction in non-specialized courses, the Black Male College Explores Program promote educational opportunities that encourage each student to develop personal responsibility, respect for individual differences, and an inquiring mind so that each student will continue to learn, develop and apply skills to become a productive citizen in an ever-changing society.

MONARCH'S CREED

I AM A SONG OF KINGS. I STRIVE FOR EXCELLENCE WITHOUT EXCUSE.

I ALONE AM RESPONSIBLE FOR MY LEARNING.

I CHOOSE TO BE SUCCESSFUL FOR MYSELF,
FOR MY FAMILY AND FOR MY PEOPLE.

I CHOOSE TO TAKE THE INITIATIVE
TO MAKE PARADIGM SHIFTS THAT WILL ENHANCE MY LIFE.

I CHOOSE TO EMPOWER MYSELF BY MAKING
DECISIONS THAT REFLECT WISDOM, FOCUS,
VISION AND SPIRITUALITY.

I CHOOSE TO BE A RESPECTFUL,
HUMAN CITIZEN, A COMMITTED
LEARNER AND A SERIOUS TEST-
TAKER. I WILL CONTINUE THE RICH
LEGACY OF THOSE WHO HAVE GONE
BEFORE ME. I CHOOSE TO STRIVE
FOR THE APEX OF EXCELLENCE!

MY QUEST IS MY PERSONAL BEST!

TABLE OF CONTENTS

Mission Statement.....	2
Monarch’s Creed.....	3
Daily Schedule	5
Rules	6
Dress Code	8
Transportation.....	9
Off Campus Activities	9
Home Visits	9
Grievances Policy	9
Sick Policy	9
Meals	9
Money	9
Personal Property	9
Laundry.....	10
Contraband Items.....	10
Smoking & Drug Policy	10
Visitation.....	10
Group Count.....	10
Personal Hygiene	10
Telephone Calls	11
Mail	11
Stipend	11
BMCEP Expectations	11
Dormitory Rules.....	12
Black Male College Explorers Program Discipline Plan.....	13
Point System/Recommendation	15

DAILY SCHEDULE
MONDAY THROUGH FRIDAY

Wake Up	6:00AM-6:45AM
Room Check	6:50AM-7:25AM
Breakfast (Depart for Dining Hall)	7:30AM-8:25AM
Classes	8:30AM-11:55AM
LUNCH	12:00N-1:00PM
Classes	1:05PM-4:00PM
DINNER	4:05PM-5:00PM
Supervised Study/Call Meeting	TBA
Structured Recreation	6:00PM-8:45PM
Curfew Bedtime/Quiet Hour	10:30PM-11:00PM
Curfew Weekend	12:00 MIDNIGHT

RULES

RULES - ABSOLUTELY NO EXCEPTIONS

- ✓ NO Students are to be without supervision without permission.
- ✓ NO Aggressive behavior toward BMCEP Staff
- ✓ NO Lying
- ✓ NO Stealing
- ✓ NO Borrowing
- ✓ No Horseplay
- ✓ NO Fighting
- ✓ NO Threatening
- ✓ NO Profanity
- ✓ NO Arguing
- ✓ NO Talking or disrespecting staff
- ✓ NO Playing staff against staff
- ✓ NO Loitering after lights out
- ✓ ABSOLUTELY NO tobacco products, alcohol or drugs
- ✓ NO Vaping
- ✓ NO Defacing University property
- ✓ NO Gambling
- ✓ NO Tardiness for meetings or class
- ✓ NO Inappropriate dressing
- ✓ NO Ear phones from 6:00AM - 5:00PM \
- ✓ NO Loud Music
- ✓ NO Weapons
- ✓ NO Pornography
- ✓ NO BULLYING
- ✓ NO HAZING
- ✓ NO SEXUAL ACTIVITY
- ✓ ASK Permission
- ✓ DO Laundry on assigned days
- ✓ MUST Maintain good hygiene
- ✓ MUST attend class daily

***PARENTS MUST SIGN THE STUDENT CODE OF CONDUCT ACKNOWLEDGEMENT FORM**

DRESS CODE

Students are expected to dress appropriately and in good taste at all times. Appearance is to be neat and the student is to be properly groomed at all times for the occasion. The Black Male College Explorers Program (BMCEP) believes that clothing and appearance are often a reflection of the behavior and attitude of the student. Therefore, we have instituted a positive dress code to establish positive behaviors. This dress code is not to impede the freedom of expression or to dictate what should be worn, but it is designed to exhibit a positive image and to prepare you for the years beyond. We hope that this will provide the aptitude to chart the choices and attitudes that exist based upon appearances that determined success and failure in the real world.

The following **WILL NOT BE ALLOWED*** during your six weeks stay at BMCEP:

- Half shirts/or shirts which have been cut off. Allowed only in dormitory or recreation area (*Not to be worn on main campus or field trips*).
- Hats or Caps will be worn outside buildings only and never worn backward
- Thong Sandals' (*other than to wear to the shower*)
- Hair that is not properly groomed.
- Jewelry or T-shirts that refer to sex, drugs, alcohol, obscenity or other inappropriate insignias.
- Fishnet shirts/sleeveless T-Shirt or necklace or sleeveless under garment.
- Cut-off or cut-out ripped jeans.
- Baggy pants or shorts which expose undergarments or body parts.
- Untucked shirts, unless designed to be worn outside (*i.e. Pockets. side vents*).
- Bathrobes, pajamas, housecoats, bedroom shoes *outside* the dormitory.
- Earrings will not be allowed or to be worn at any time.

NOTE: Students' pants must be worn around the waist and not the hip. Pants that do not fit the waist will be sewn to fit the waistline. Sunglasses cannot be worn inside buildings.

STUDENTS MUST BRING:

- A belt or suspenders
- A suit or sport coat and slacks
- Jacket(s)
- Dress shoes
- Neckties (not a clip-on)
- Dress shirts

BMCEP will provide two program shirts to be worn on identified days and all field trips.

***OTHER: ANYTHING DETERMINED TO BE INAPPROPRIATE BY BMCEP**

TRANSPORTATION

Students are not allowed to have a car on campus during their stay here. Transportation to all events are provided by the program, and students must accompany the program to all events unless cleared otherwise through the Director.

Transportation rules will include the following:

- No foul language or obscene behavior.
- No behavior that is distractive to the Bus Driver.
- No horseplay.
- No touching of control panel instruments.
- No yelling out windows.
- No deliberate passing of gas as a joke.
- No littering on the Bus.
- No loud Music.
- No loud talking/yelling/screaming (use indoor voice).

OFF CAMPUS ACTIVITIES

Students are required to attend all scheduled off campus activities, which include the following:

- Amusement Parks
- Local Government Attraction
- Local, State and program planned events
- During these activities, students are expected to follow the program code of conduct by conducting themselves in an appropriate manner at all times.

HOME VISITS

Students are allowed to go home not more than two (2) weekends during their stay here at program. This comes only with their parents or guardian's permission. Students are not allowed to go home with other students unless permission is requested in writing by the parent or guardian; one week prior to the week being requested. The parent or guardian making the request must sign the student out with a dorm counselor before trip. Students are not excused before 3:00PM. On Friday and the student must be back on campus by curfew Sunday night at 10:00PM. Exceptions will be considered on a case by case basis.

GRIEVANCE POLICY

BMCEP strives to treat all students respectfully, reasonably and impartially. Students, who feel that they are unjustly treated or have a problem with the staff or program, are requested to take the following steps to resolve the issue:

- Talk to a group counselor that is on duty during the time the incident occurred.
- If you do not think the problem is resolved, file a written report with the Student Service Coordinator.

- BMCEP will provide mediation services with the parties involved. If you think that the problem is still not resolved, your next step is to talk to the Director.

SICK

If you feel sick or are injured, you need to see a staff member immediately. If your illness requires professional attention, request to be escorted to the clinic to see a physician. If you feel sick during class hours, but better after the academic day, you must remain in your room for the entire 24 hours.

MEALS

Meals are served in the dining hall three times daily (Monday thru Friday; and twice daily on Saturday and Sunday. You are required to have a valid program ID in order to receive meals. You are required to eat during the scheduled program time. Any food you may desire after the scheduled dining hours, you may purchase at your own expense.

MONEY

Meals are served in the dining hall three times daily. You may keep money in your possession as you please, however, we do not recommend keeping large sums of money on you or in areas where others may be aware. Please try to keep the amount under \$30.00.

Stipends are given on a weekly basis for satisfactory participation. Satisfactory participation is defined by attainment of a minimum of 15 points as defined on page #15 of the point system. Once the student receives their stipend, BMCEP staff does not take responsibility for lost or stolen money. Budgets are required each week that indicate how you plan to spend the stipend you expect each week.

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PERSONAL PROPERTY

Clothes or other items you bring with you to the campus are your responsibility. You are required to complete a property inventory that list all property (i.e. Clothing jewelry, music, etc.). We encourage that they are kept neat and clean, but we cannot guarantee you that by allowing others in your room, misplacing your key or hiding your key outside your room, items will not disappear. We discourage stealing, and dismiss those persons from the program who are found guilty of stealing.

LAUNDRY

The laundry facility is provided on assigned days for this program. Students are expected to wash their laundry on those days and are expected to keep their clothes clean, folded, ironed and put away in their proper place. Exceptions will be made for students who become ill and require their clothes to be washed sooner.

CONTRABAND ITEM

Many items that may be considered acceptable off campus are deemed inappropriate on campus at the summer program. We cannot allow anyone to bring these items on campus because we want to protect you as well as others.

Those items considered contraband are:

- Alcoholic beverages
- Weapons (knives, guns, bats, etc.)
- Glass bottles
- Baseball bats
- Drugs or other illegal substances
- Flammable items
- Tobacco products
- Vaping products

SMOKING AND DRUG POLICY

It is illegal to possess, use, or sell tobacco or alcoholic products to anyone under the age of eighteen (18) in the State of Florida. No smoking or vaping is allowed during the students' stay in the program. Students caught smoking or with tobacco products will lose privileges, and items will be confiscated and destroyed. No social drugs of any kind are acceptable.

VISITATION

Students are allowed to visit from room to room, but students must respect the privacy of each person and their property in the room. Female visitors are **not** allowed inside the dormitory rooms at any time. Parents and relatives are allowed if staff is notified. Curfew hours on room visitation will be maintained.

GROUP COUNT

A group count is when staff members count all students to ensure everyone is present and accounted for. This count is required several times a day. Everyone must be present unless excused by a staff person.

PERSONAL HYGIENE

The summer has very hot weather, and there are a lot of activities and walking around campus. You are expected to shower at least one time each day unless a signed doctor's statement states otherwise. You must also wear clean clothes daily.

TELEPHONE

Telephone connections are available in each room. Telephone use is not permitted during class hours and after bed curfew (11:00PM). Roommates are to be considerate and respectable of each other with the use of the phone.

CELLULAR TELEPHONE/MOBILE DEVICES

Cellular telephones and other mobile devices are permitted and fall under the personal property provisions of the BMCEP policy. Use of phones and mobile devices is restricted during classroom sessions, and when and where prohibited as specified by the Director or Director's designee. Violation of this provision will result in the loss of the privilege to use a cellular phone.

The video recording or picture taking of students and/or staff with any mobile device without express written consent is strictly prohibited. Violation of this provision will result in termination from the program.

MAIL

You are encouraged to write letters to family and friends. If you need writing equipment, ask staff members for it. The following is the mailing address for you during the summer:

Your Name
Florida A&M University
College of Education
Black Male College Explorers Program
306 Gore Education Center – Unit-C
Tallahassee, Florida 32307

STIPEND

The program will provide a stipend of \$25.00 per week for all students.

BMCEP EXPECTATIONS

- Teach Respect For Yourself and Others
- Work Toward Classroom Attendance
- Take an Active Role in the Appropriate Behavior
- Be Polite and Courteous to Others
- Work Toward Respecting Authority
- Work Toward Receiving Feedback
- Work Toward Making Short Term Goals
- Work Toward Working with Others
- Work Toward Seeing a Bright Future

DORMITORY RULES

- The purpose of the residential facilities is to provide an atmosphere where a student can study, sleep, and fellowship. In the best interest of the FAMU family, all loud sound producers (i.e. Radios, stereo systems, tape players, TV's musical instruments, etc.) shall not be used in an abusive manner.
- All dormitory staff must be respected as authority figures.
- Females are **not permitted** to visit the dormitory rooms and males are not to visit female dormitory rooms.
- Cooking in the bedroom area and/or using an open element or open flame device in residential facilities is not permitted for reasons of excessive electrical usage, pest control, sanitation and fire safety. Appliances such as ovens, heaters, electric frying pans and other heat producing units may not be used in the residential bedrooms.
- Keys and locks are University property and may not be duplicated, exchanged, repaired or replaced. Students will be charged one hundred fifty dollars (\$150.00) for a lost key or a key not returned to authorized persons when vacating the residential facilities.
- State and Federal laws prohibit the use of alcoholic beverages, drugs, as well as the possession of firearms or other weapons. Anyone who violates these laws are subject to punishment by law and will definitely be dismissed from the program. Students are not allowed to smoke or vape in the dormitories, or to engage in smoking or vaping while a participant in the Black Male College Explorers Program.
- University Staff reserves the right to enter rooms for the purpose of inspection, repairs and maintenance, suspected rule violation investigation, and for any conditions which may be in the best interest of the university and the resident.
- Students will respect University property. Vandalism, writing and/or drawing on dormitory walls is prohibited. Each student will be responsible for damages he causes.
- Students should take necessary precautions to safeguard their possessions. The University is not responsible for lost or stolen property. It is recommended that items of high value be left at home!
- Inappropriate behavior (profanity, fighting, discourtesy, vandalism, theft, etc.) will be grounds for dismissal from the program.
- There will be no bullying or hazing tolerated.
- No sexual activity or behavior of any kind is allowed.

BLACK MALE COLLEGE EXPLORERS PROGRAM DISCIPLINE PLAN

OFFENSE	CONSEQUENCE
BULLYING	TERMINATION
FIRE ALARM	TERMINATION
DRUG/ALCOHOL DAMAGES	TERMINATION
HAZING	TERMINATION
SEXUAL ACTIVITY/BEHAVIOR	TERMINATION
UNEXCUSED ABSENCES	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call/Trip Restriction 3rd Offense-Dismissed From Program
TARDY	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call/Trip Restriction 3rd Offense-Dismissed From Program
CURFEW VIOLATION	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call 3rd Offense-Dismissed From Program
ABSENCE AT EVENTS	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call/Trip Restriction 3rd Offense-Dismissed From Program
CUTTING CLASS	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call/Trip Restriction 3rd Offense-Dismissed From Program

BLACK MALE COLLEGE EXPLORERS PROGRAM

DISCIPLINE PLAN CONT.

DRESS	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call/Trip Restriction 3rd Offense-Dismissed From Program
DISRESPECTFUL	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call/Trip Restriction 3rd Offense-Dismissed From Program
DISTRUPTIVE IN CLASS	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call/Trip Restriction 3rd Offense-Dismissed From Program
SLEEPING IN CLASS	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call/Trip Restriction 3rd Offense-Dismissed From Program
UNCOOPERATIVE	1st Offense Conference & Work Contract 2nd Offense Conference & Work Contract /Parent Call/Trip Restriction 3rd Offense-Dismissed From Program

POINT SYSTEM/RECOMMENDATION
TOTAL MUST EXCEED 25 POINTS TO RECEIVE EXTRA STIPEND

PUNCTUALITY - ON TIME AND READY FOR CLASS

- 5- Comes in first, ready to begin
- 4- Doesn't have to be asked, one of the first students
- 3- Comes in on time, nothing more, nothing less
- 2- Late to class
- 1- Very late, has to be looked for or called in

PARTICIPATION-INVOLVED WITH CLASS ACTIVITIES COMPLETES WORK

- 5- Completes all work, asks for more, challenges self
- 4- Completes more than expected
- 3- Completes assignments
- 2- Does not work steadily, fails to complete assigned tasks
- 1- Does not make an honest effort to complete assignments

ATTITUDE -MENTAL READINESS FOR CLASS OR ACTIVITY

- 5- Eager, wants to learn, encourages others, very positive
- 4- Obviously self-motivated
- 3- Not a motivator, but doesn't speak negatively
- 2- Complains while participating
- 1- Shows little or no interest, speaks negatively

SUPERVISION-REMAINING IN CLEAR VIEW OF INSTRUCTOR

- 5- Shows leadership by encouraging others to be in productive
- 4- Shows leadership by staying in and volunteer – a good example
- 3- Stays in supervised area as expected
- 2- Has to be reminded repeatedly to stay in control
- 1- Willfully decided to be out of control

LEADERSHIP/APPEARANCE – ROLE MODEL TO OTHER STUDENTS

- 5- Sets a good example, helps others, exemplary behavior, takes charge of the situation
- 4- Does more than required, leads by example
- 3- Sets an example by meeting requirements
- 2- Negatively overshadows positive influence
- Doesn't set positive examples, negatively influences others