



Texas State Organization

Research Committee

2019 - 2021

Contact Us:

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Our Website Page

DKGTexas.org/research-committee

Forms on our website page:

State Author submission
Facility Named for a DKG Member

What does the State Committee Do?

One of our biggest jobs is to **update historical information** on the state website:

- **Facilities named for members and honorary members** – we rely on chapters to send us updates
- **State honorary member** contact information/status
- **International honorary members** from Texas contact information/status
- **Leadership Seminar Participants** list
- **Golden Gift/DKG Ignite Participants** from Texas
- **State Achievement Award and Golden Rose Award** names
- **State Executive Committees** by Biennium
- **Area Coordinators** by Biennium
- **TSO Authors** (Books Only)
- **State Convention** dates, locations, and themes
- **DKG/Texas History**
- **TSO Expansion** History

Maintain information on the status of **Past TSO State Presidents**

Support **research for programs and projects of action** that promote

- professional growth
- personal well-being
- intellectual growth
- global awareness of women educators

Encourage chapters to research and support long-term and short-term programs and projects that focus on topics adopted by the Society (international and state projects)

Encourage chapters to be involved in local research including:

- Researching of local program materials
- Keeping and preserving accurate chapter historical records
- Updating chapter scrapbook and/or archives

Assist chapters to prepare surveys to use in planning meetings, programs and chapter projects

Collect and analyze data requested by the state president, including preparing the convention evaluation and compiling the results.



With your Archives Committee, keep and preserve **accurate historical records** and **update chapter Scrapbook and/or archives**

Suggestions:

Help your chapter president write a simple **History of Her Biennium** each year or at the end of the biennium. See that a copy is sent to TSO Headquarters for inclusion in the TSO Archives. Also keep a copy in the chapter records. This makes future research much easier.

Work with the Archives Committee to update the last complete **Chapter History**.

Use the **TSO Archives** in the TWU Library at Denton to research your chapter's history. Each chapter has a box there with chapter histories, chapter yearbooks, and other items that have been sent in.

What are your Chapter's Responsibilities?

Chapter Honorary Members – make sure your chapter keeps a list (perhaps in your yearbook) of those given honorary membership

Assist the TSO Research Committee in **maintaining the status and current contact information for any State or International Honorary Member** who resides in or near your chapter area.

Keep **biographical data and records of DKG involvement for each chapter member**.

This is very helpful if members are seeking a DKG scholarship, applying to attend a leadership function, or being nominated for an award, etc. Also is helpful to president in filling out Form 6 Death of a Member.

Maintain a list of each year/biennium's **chapter officers and committee leaders**

Maintain a list of **member involvement in State and International offices, committees, directorships, or leadership events**. Also list any **State or International recognitions of achievement or scholarship awards**.

Facilities named for members and honorary members (May include schools, libraries, gyms, stadiums, parks, highways, streets, etc.)

- **Maintain a list in your chapter**, perhaps in the yearbook
- Use the form on Research Committee page of TSO website to **notify the TSO Research Chair** of any new facilities named and changes to existing names

A note about records:

Keeping a **paper copy** for quick reference is desirable, but also keep an **electronic copy** for safety long term. Remember that **electronic record storage devices and programs that created the electronic record become outdated** (floppy disks, anyone?), so **must be updated** as necessary.

Use **good archival practices** when storing your chapter's records