

THE TENNESSEE STATE UNIVERSITY

ROYAL COURT

The Royal Court of Tennessee State University is a unique group composed of students who serve as campus royalty under the direction of the Office of Student Activities & Leadership and the Royal Court Advisory Committee.

***Members of the Court include the reigning Mister & Miss Tennessee State University; Mister & Miss Freshman; Mister & Miss Sophomore; Mister & Miss Junior; and Mister & Miss Senior.*

This organization serves as an entity under the Student Government Association within the Office of Student Activities & Leadership within the Division of Student Affairs. The Royal Court seeks to initiate and promote campus leadership through the implementation of platform initiatives, with an integration of community service and campus life. The young ladies and gentlemen of the Court are to represent the best of character, school pride, campus ambassadorship and the embodiment of Tennessee State University in all things excellence.

POLICIES & PROCEDURES

Tennessee State University Royal Court

Members of the Royal Court of Tennessee State University shall adhere to and admonish the following protocol:

Members of the Royal Court are required to communicate with fellow students, faculty, staff and administration in a congenial matter, on a regular basis.

1. Each class Mister and Miss must have a cumulative and semester grade point average of 2.5 or better at the time of their selection, and must maintain a cumulative grade point average of 2.5 or better throughout their reign. *Failure to do so will result in immediate ineligibility to hold position.*
***Please Note: Those interested in competing for Mister or Miss Tennessee State University must have a cumulative and semester grade point average of 2.80 or better in order to be eligible to compete.*
2. Each class Mister and Miss must be in full compliance with the Tennessee State University Student Code of Conduct at all times. *Failure to do so will result in ineligibility to hold the position, pending the severity of the violation.*
3. Each class Mister and Miss must not commit any felonies, misdemeanors or undergo suspensions during reign. *Failure to do so will result in immediate ineligibility to hold the position.*
4. Each class Mister and Miss must plan and execute two (2) programs in partnership with their class executive board focusing on their platform. Ideas must be presented through formal program proposals and approved by the Royal Court Advisory Committee before implementation/execution.
5. Each class Mister and Miss must complete the Office of Admissions Student Ambassador Training. *Failure to do so will result in ineligibility to hold the position.*
6. Each class Mister and Miss must work in conjunction with the Office of Admissions to complete a Recruitment Project in their hometown.
7. Each class Mister and Miss must attend all mandatory workshops, trainings, events, athletic games, and community service activities as assigned. Absences are excused **ONLY** in the event of illness, class, work, death in the family, and other extreme extenuating circumstances for which proof must be provided. In order for an absence to be excused, the Royal Court Advisor should receive notice 48-hours prior to the absence of an event, or immediately in the event of an emergency. In addition, every two (2) **unexcused tardies** are equivalent to one (1) unexcused absence, and unexcused absences will factor into the Royal Court's Three-Strike Policy (*Please refer to the Three-Strike Policy section of this document*).

Mandatory events include, but are not limited to the following:

- ◇ Boot Camp
- ◇ Coronation
- ◇ Coronation Rehearsal(s)
- ◇ Designated Homecoming Events
- ◇ Etiquette Training
- ◇ Speech Training
- ◇ Designated Athletic Games/Events (Home or Away)
- ◇ Community Service Events
- ◇ Recruitment Events
- ◇ University Convocation/Special Events

8. Each class Mister and Miss must carry themselves with integrity at all times.
9. Each class Mister and Miss must carry themselves with poise and tact at all times.
10. Each class Mister and Miss must maintain a positive collegiate image that is representative of the university at all times.
11. Each class Mister and Miss must present a neat and presentable collegiate appearance at all times. Must set an example of the image of the university for your peers to follow.
Displaying an image that does not endorse professionalism will present possible grounds for ineligibility to hold your position.
12. Each class Mister and Miss must be open to image enhancement suggestions.
**Example: wardrobe development, hair, makeup, etiquette protocol.*
13. Each class Mister and Miss must dress in the designated attire when attending mandatory Royal Court events and activities.
14. Each class Mister and Miss must be prepared to speak/perform for various campus and non-campus events/media. These activities must be approved by the advisor prior to confirming the event. Under no circumstances shall you accept an appearance or speaking engagement on the campus or within the community without approval by the advisor/Office of Student Activities & Leadership.
15. Each class Mister and Miss must be prepared to work closely with the advisory committee to develop guidance and a positive image in efforts to strengthen your reign. *Unwillingness to follow protocol from the advisory committee will result in ineligibility to hold position.*
16. Each class Mister and Miss shall not operate in the role or capacity of their position without approval from the advisor. Doing so may result in ineligibility to hold position.
17. Each class Mister and Miss must confer with the advisor in executing all responsible duties. Official directions from any other university official other than the advisor will not be permitted.

18. Each class Mister and Miss must be willing to work closely with their class executive board.
19. Royal attire (crown/sashes/crown pins) is to be worn only when designated by the Royal Court Advisor.
20. Under no circumstance should the crown/sash/crown pin be worn in an informal manner.
21. Under no circumstances should the crown/sash/crown pin be worn with Greek or student organization paraphernalia.
22. Under no circumstances should a class Mister or Miss conduct themselves in the manner of their other affiliations while operating in the role and capacity of a Mister or Miss.
23. Royal sashes, crown pins, and clothing presented to members of Tennessee State University Royal Court remain the property of Tennessee State University. In the event that a class Mister or Miss becomes ineligible to continue to hold his/her position, he/she must turn in his/her sash, crown pin, and crown to the Royal Court Advisor immediately.

POLICIES & PROCEDURES
Mister & Miss
Tennessee State University

Mister & Miss Tennessee State University shall adhere to and admonish the following protocol:

1. Mister & Miss Tennessee State University are required to communicate with fellow students, faculty, staff and administration in a congenial matter, on a regular basis.
2. Mister & Miss Tennessee State University must have a cumulative and semester grade point average of 2.80 or better at the time of their selection, and must maintain a cumulative grade point average of 2.80 or better throughout their reign. *Failure to do so will result in immediate ineligibility to hold position.*
3. Mister & Miss Tennessee State University must be in full compliance with the Tennessee State University Student Code of Conduct at all times. *Failure to do so will result in ineligibility to hold position, depending on the severity of the violation.*
4. Mister & Miss Tennessee State University must not commit any felonies, misdemeanors or undergo suspensions during reign. *Failure to do so will result in immediate ineligibility to hold position.*
5. Mister & Miss Tennessee State University must plan and execute two (2) programs for the entire Court. Ideas must be presented through formal program proposals and approved by the Royal Court Advisor before implementation.
6. Mister & Miss Tennessee State University must complete the Office of Admissions Student Ambassador Training. *Failure to do so will result in ineligibility to hold position.*
7. Mister & Miss Tennessee State University must complete the Recruitment Project in their hometown.
8. Mister & Miss Tennessee State University will assist the campus recruiter in various proposed projects associated with recruitment of new students.
9. Mister and Miss Tennessee State University must attend all mandatory workshops, trainings, events, games, and community service activities as assigned. Absences are excused **ONLY** in the event of illness, class, work, death in the family, and other extreme extenuating circumstances for which proof must be provided. In order for an absence to be excused, the Royal Court Advisor should receive notice 48-hours prior to the absence of an event, or immediately in the event of an emergency. In addition, every two (2) **unexcused tardies** are equivalent to one (1) unexcused absence, and unexcused absences will factor into the Royal Court's Three-Strike Policy (*Please refer to the Three-Strike Policy section of this document*).

Mandatory events include, but are not limited to the following:

- ◇ Boot Camp
- ◇ Coronation
- ◇ Coronation Rehearsal(s)
- ◇ Designated Homecoming Events
- ◇ Etiquette Training
- ◇ Speech Training
- ◇ Designated Athletic Games/Events (Home or Away)
- ◇ Community Service Events
- ◇ Recruitment Events
- ◇ University Convocation/Special Events

10. Mister & Miss Tennessee State University must carry themselves with poise and tact at all times.
11. Mister & Miss Tennessee State University must carry themselves with integrity at all times.
12. Mister & Miss Tennessee State University must maintain a positive collegiate image that is representative of the university at all times.
13. Mister & Miss Tennessee State University must present a neat and presentable collegiate appearance at all times. Must set an example of the image of the university for your peers to follow. *Displaying an image that does not endorse professionalism will present possible grounds for ineligibility to hold your position.*
14. Mister & Miss Tennessee State University must be open to image enhancement suggestions. Example: wardrobe development, hair, makeup, etiquette protocol.
15. Mister & Miss Tennessee State University must dress in the designated attire when attending mandatory Court events and activities.
16. Mister & Miss Tennessee State University must be prepared to speak/perform for various campus and non-campus events or media. These activities must be pre-approved by the advisor(s) before confirmed acceptance. Under no circumstances shall you accept an appearance or speaking engagement on the campus or within the community without pre-authorization by the advisor(s).
17. Mister & Miss Tennessee State University must be prepared to work closely with the advisory committee to develop guidance and a positive image in efforts to strengthen your reign. *Unwillingness to follow protocol from the advisory committee will result in ineligibility to hold position.*
18. Mister & Miss Tennessee State University may never operate in the role or capacity of their position without pre-authorization from the advisor(s). *Doing so may result in ineligibility to hold position.*
19. Mister & Miss Tennessee State University must confer with the advisor(s) in

executing all responsible duties. Official directions from any other university official other than the advisor(s) will not be permitted.

20. Mister & Miss Tennessee State University must be willing to work closely with Student Government.
21. Royal attire (crown/sashes/crown pins) is to be worn only when designated by the Royal Court Advisory Committee.
22. Under no circumstance should the crown/sash/crown pin be worn in an informal manner.
23. Under no circumstances should the crown/sash/crown pin be worn with Greek or organizational paraphernalia.
24. Under no circumstances should Mister & Miss Tennessee State University conduct themselves in the manner of their other affiliations while operating in the role and capacity of Mister & Miss Tennessee State University.
25. Royal commemorative sashes, crowns, and crown pins presented to Mister & Miss Tennessee State University remain the property of Tennessee State University until the end of your reign. In the event that Mister & Miss Tennessee State University becomes ineligible to continue to hold his/her position, he/she must turn in his/her sash crown, and crown pin to the Royal Court Advisor immediately.

Tennessee State University Royal Court Three-Strike Policy

If you are in violation of any of the aforementioned policies and procedures, you will receive a violation notice. If you receive two (2) violation notices, you will be placed on a Performance Improvement Plan. If you receive a third violation notice, you will, be terminated from your position.

Attendance

One (1) unexcused absence will count against you and will result in you receiving a violation notice.

Tennessee State University Royal Court Succession Plan

In the event that Mister or Miss Tennessee State University is removed or cannot fulfill his/her responsibilities for whatever reason, the runner-up will be designated to step into the role of Mister and/or Miss Tennessee State University. In the event that a runner-up was not identified Mister or Miss Senior will be designated to step into the role of Mister and/or Miss Tennessee State University.

In the event that a member of the Royal Court is removed or cannot fulfill his/her responsibilities for whatever reason, the first runner up will be designated to step into the role of the Class Mister and/or Miss.

Royal Court Terms

Platform: This is the pragmatic plan that every member of the Royal Court must accomplish. When effectively accomplished, it typically results in the betterment of the Mister's and/or Miss's constituency.

Recruitment Project: All members of the Royal Court are required to participate in a recruitment project. Upon returning home during a university break, including Thanksgiving and winter breaks, members of the Royal Court must perform a recruitment project in their home area. This will involve employing the knowledge learned during the Student Ambassador training, passing out Tennessee State University Recruitment Materials and speaking to either a school or community organization. This **MUST** be documented with pictures, testimonials of a couple attendees and a summary from the Royal Court member who performed the project.

Mister and Miss Tennessee State University Pageant: This is the pageant where eligible students compete for the Mister & Miss Tennessee State University title.

Royal Court Advisory Board: The Royal Court Advisory Board consists of the following: Office of the Vice President of Student Affairs Representative, Office of Student Activities & Leadership Director/Assistant Dean, Royal Court Advisor, selected former Mister & Miss Tennessee State University members, reigning Mister & Miss Tennessee State University and university administrator(s).

Commemorative Sash: The commemorative sash is the sash provided to Mister & Miss Tennessee State University that possess the year of reign at the bottom of the sash.

Tennessee State University Royal Court Required Wardrobe

The Royal Court must have the required wardrobe/attire to actively serve:

- **Misses**

- Black skirt
- Navy skirt
- Khaki skirt
- Gray Skirt
- Stockings
Socks
- White Button Up
Socks
- White Camisole
Button Up
- TSU T-shirt
- Black suit
- Navy suit
- Gray suit
- Black Heels
- Nude Heels
Shoes

- **Misters**

- Black slacks
- Navy slacks
- Khaki pants
- Gray slacks
- Black Dress
- Navy Dress
- White Dress
- TSU T-shirt
- Black Tie (***solid color***)
- Black Suit
- Navy Suit
- Gray Suit
- Black & Cognac Dress

The following items will be provided:

- Tennessee State University Ties (***Misters***)
- Commemorative Court Sashes (***Class Kings & Queens***)
- Crown Pin
- Pearls (***Misses***)

***** Misters are not permitted to wear Ear or Nose Piercings while serving in the capacity of the Royal Court during an official event.***

Tennessee State University *Royal Court Meetings*

A Royal Court Meeting is a meeting with the members of the Royal Court discussing their plans, issues, and concerns regarding the academic year. This meeting must occur at least twice a month and be scheduled at the start of the academic term.

The Royal Court must be present at Royal Court, SGA (members only), and General Student Body Meetings with the exception of those meetings that may interfere with the duties and obligations of the Royal Court. Mister Tennessee State University and Miss Tennessee State University must attend all SGA and General Assembly meetings. However, if any meetings interfere with the duties or obligations required of the Royal Court, he/she may be excused from attending the meeting. Official excuses must come from the advisor for the Royal Court.

Class Kings and Queens must attend all Class Council, General Class Body meetings, and General Assembly meetings. However, if any meetings interfere with the duties or obligations required of the Royal Court, he/she may be excused from attending the meeting. Official excuses must come from the advisor for the Royal Court.

ROLES & RESPONSIBILITIES

Office of Student Activities & Leadership

- Must plan and coordinate Coronation in collaboration with the Advisor, and Advisory Committee
- Must plan and coordinate the Mister & Miss Tennessee State University pageant in collaboration with the Advisor, and Advisory Committee
- Responsible for the overall presentation of Mister & Miss Tennessee State University and the Royal Court
- Responsible for booking facilities for Mister & Miss Tennessee State University and the Royal Court events
- Must maintain Royal Court TIGER PRINT account
- Must report misconduct and unprofessional behavior of Mister & Miss Tennessee State University and the Royal Court to the advisor(s)
- Must enforce proper protocol of dress and appearance standards for Mister & Miss Tennessee State University and the Royal Court members
- Must coordinate community service events for Mr. & Miss Kentucky State University and the Royal Court
- Must maintain, set and submit efficient budget and expense report for Mister & Miss Tennessee State University and the Royal Court, including stipend
- Must maintain Royal Court Directory with Mister & Miss Tennessee State University
- Must delegate duties to Mister & Miss Tennessee State University and the Royal Court

Royal Court Advisor(s)

- Must update the Royal Court Protocol Handbook as needed
- Must approve everything pertaining to the Court
- Must attend all conferences and intercollegiate competitions, or find a proxy in event of conflict
- Must develop and handle logistics for schedule of workshops, games and events the Royal Court is to attend
- Responsible for scheduling ambassador training with Office of Admissions
- Must oversee the proper and ethical execution of all Royal Court-related pageants
- Must decide on unified apparel for the Court
- Must stay abreast of all current and potential Royal Court members' academic and judicial standings
- Must order all supplies and material needs for the Royal Court in conjunction with the Office of Student Activities & Leadership
- Must approve events and appearances for Mister & Miss Tennessee State University and the Royal Court
- Must maintain Royal Court social media account
- Must issue any violation notices or notices of ineligibility, if needed
- Serve as faculty/staff support for the Royal Court

Mister Tennessee State University

- Must attend all Royal Court events
- Must fulfill Platform
- Must comprise letter to the incoming freshman class with Miss Tennessee State University
- Must be a positive role model for constituency as well as the rest of the Royal Court
- Must serve as the male representative of the student body at all times
- Must contact Office of Admissions and schedule recruitment opportunities for University initiatives to include but not limited to Open House and local engagements.
- Must familiarize himself with basic University policies and procedures and be knowledgeable of the history of the University including the Alma Mater and the history of Mister Tennessee State University
- Must be flexible to speak to campus and community groups when the request arises
- Must make preparation for speeches and competitions available in advance for advisor review
- Must be available upon request for special events as coordinated and/or approved by the advisor
- Must be accessible to the following University Committees
- Must complete two (2) approved community service events
- Must attend NASAP Conference during the summer prior to reigning year.
- Must coordinate with Tennessee State University Alumni Association and complete

tasks as assigned with approval from advisor

- Must complete Recruitment Project with the Office of Admissions
- Responsible for maintaining the quality of the Mister Tennessee State University sash, crown, and crown pin during the duration of reign.
 - If damaged, Mister Tennessee State University is responsible for replacing Sash/Crown/Crown pin from personal funds.
- Must remain humble at all times and be reachable to all students.

Miss Tennessee State University

- Must attend all Royal Court events
- Must fulfill Platform
- Must comprise letter to the incoming freshman class with Mister Tennessee State University
- Must be a positive role model for constituency as well as the rest of the Royal Court
- Must serve as the female representative of the student body at all times
- Must contact Office of Admissions and schedule recruitment opportunities for University initiatives to include but not limited to Open House and local engagements.
- Must familiarize himself with basic University policies and procedures and be knowledgeable of the history of the University including the Alma Mater and the history of Miss Tennessee State University
- Must be flexible to speak to campus and community groups when the request arises
- Must make preparation for speeches and competitions available in advance for advisor review
- Must be available upon request for special events as coordinated and/or approved by the advisor
- Must be accessible to the following University Committees
- Must complete two (2) approved community service events
- Must attend NASAP Conference during the summer prior to reigning year
- Must coordinate with Tennessee State University Alumni Association and complete tasks as assigned with approval from advisor
- Must complete Recruitment Project with the Office of Admissions
- Responsible for maintaining the quality of the Miss Tennessee State University sash, crown, and crown pin during the duration of reign
 - If damaged, Miss Tennessee State University is responsible for replacing Sash/Crown/Crown pin from personal funds
- Must remain humble at all times and be reachable to all students

Class Mister & Miss

- Must attend all Royal Court events
- Must have introductory meeting with the Executive board of your class, highlighting your platform to create strategic plans for platform implementation to be accomplished

- Must be a visible leader and active member of your class, and be in attendance at necessary events for class
- Must complete Recruitment Project with the Office of Admissions
- Must fulfill platforms
- Responsible for maintaining quality of sash, crown, and crown pin during the duration of reign
 - If damaged, Mister/Miss is responsible for replacing Sash/Pin/Crown from personal funds
- Must remain humble at all times and be reachable to all students