



WELCOME TO TAU BETA PI THE ENGINEERING HONOR SOCIETY Fall 2019 Edition

Fellow classmates and colleagues,

Congratulations on your outstanding academic achievements! Your drive to succeed in scholarship has made you one of the top performers of your class, and earned you an invite to Tau Beta Pi, the Engineering Honor Society!

Tau Beta Pi is the oldest engineering honor society in the United States that recognizes and honors engineering students who have demonstrated distinguished scholarship and exemplary character. It is the second oldest collegiate honor society in the country, and is the only one that represents the entire engineering profession. Founded in 1885 at Lehigh University by Professor Edward H. Williams Jr., Tau Beta Pi has grown leaps and bounds to 247 collegiate chapters across the United States and Puerto Rico, and has initiated nearly 600,000 members to-date.

The Michigan Gamma chapter of Tau Beta Pi (TBP) was founded at the University of Michigan, Ann Arbor in 1906, and has since grown to be the second largest TBP chapter. Michigan Gamma brings together the great minds of the diverse engineering fields in the College of Engineering, and has initiated over 10,000 members to-date, including notable personalities like American astronaut Edward H. White II, and Google co-founder and CEO Larry Page. Michigan Gamma is also one of the most active TBP chapters, organizing over a 100 service, social and professional development events each semester. Some of our notable events include co-hosting the Fall SWE/TBP Career Fair which is one of the largest academic career fairs in the country, and Cub Scouts Day where we help local Cub Scouts earn their Engineering Pin by organizing various engaging modules, such as the famed Egg Drop Project. We also offer free one-on-one tutoring, and organize fun social and inter-society events, all aimed to build a strong community that fosters academic excellence, professional and personal integrity, and a spirit of liberal culture in the field of engineering.

By participating in Tau Beta Pi, you will have the opportunity to meet fantastic peers from across the field of engineering who, like yourselves, are driven towards achieving academic excellence and enthusiastic to engage with the community. In this first general meeting you will learn of the various benefits that come from being a member of TBP, including opportunities for community service, networking, professional development, scholarship, and leadership. You will also learn of the requirements to be completed in order to gain membership into Tau Beta Pi - and though they may seem daunting at first, you can be assured that we are here to help you achieve these goals. Included in this packet is the information you will need in order to elect into TBP. If you have any questions, please don't hesitate to ask!

We hope you will choose to elect into membership for Tau Beta Pi. And remember - membership in Tau Beta Pi is lifelong, so once a member, always a member!

Ellen Thompson
Graduate Vice President
Tau Beta Pi, MI-G



GRADUATE ELECTEE PACKET CHECKLIST Fall 2019 Edition

Make sure your packet has all of the following items:

1. Information Sheet: Calendar of Events and Officer Information
2. Graduate Electee Requirements
3. Service Project Descriptions
4. Character Evaluation: Information on Exemplary Character Survey and Interview
5. Graduate Electee Advisor Form
6. Minors on Campus Policy

If you are missing something, stop by the office (1226 EECS) or visit the website (tbp.engin.umich.edu).

Office Hours - Fall 2019

Please come visit us at our office hours located in the bullpen (1226 EECS) if you have any questions. The preliminary schedule is below; visit tinyurl.com/yc2sr7lw for the most up-to-date office hours calendar.

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00-8:30	-	-	-	-	-
8:30-9:00	-	-	-	Ellen	-
9:00-9:30	-	-	-		-
9:30-10:00	-	-	-	-	-
10:00-10:30	-	William	-	-	-
10:30-11:00	Ike		-	Josh	-
11:00-11:30	-	-	-	-	Andrew
11:30-12:00	Eileen	-	-	Sydney	
12:00-12:30	-	Arushi	Sarah	-	-
12:30-13:00	Allie	-	-	Adam	-
13:00-13:30	-	-	-	-	-
13:30-14:00	Reed	-	-	-	-
14:00-14:30	-	Joe	Allison	-	-
14:30-15:00	-	-	-	-	-
15:00-15:30	-	-	-	Megan	-
15:30-16:00	-	-	Kelly		-
16:00-16:30	Marianne	-	-	-	-
16:30-17:00		-	-	-	-

INFORMATION SHEET - Fall 2019

Tau Beta Pi MI-G

Important Dates

September			
10	First General	6:30 pm	1013 DOW
October			
1	New Initiatives I	6:30 pm	1013 DOW
3-17	Interviews	By Appointment	Duderstadt Conf. A,B,D
8	Second General	6:30 pm	1200 EECS
15	New Initiatives II	6:30 pm	1013 DOW
29	Third General	6:30 pm	1670 Beyst
November			
5	New Initiatives III	6:30 pm	1013 DOW
19	Fourth General	6:30 pm	1013 DOW
26	Fifth General	6:30 pm	1013 DOW
December			
3	Elections	6:30 pm	1013 DOW
7	Initiation	6:00 pm	1500 EECS
7	Banquet	8:00 pm	TBA
10	New Initiatives IV	6:30 pm	1013 DOW

* Deadline to complete all electee requirements

Officers

President
Vice President
Grad Student Vice President
Secretary
Treasurer
External Vice President
External Vice President
Chapter Development
Historian
Publicity Officer
Membership Officer
Service Coordinator
K-12 Outreach Officer
K-12 Outreach Officer
Campus Outreach Officer
Professional Development
Activities Officer

Executive Committee

Adam Ley	tbp.president
Reed Yalisove	tbp.vicepresident
Ellen Thompson	tbp.gradvicepresident
Ike Smith	tbp.secretary
Sarah Puzycki	tbp.treasurer
Joe Brenner	tbp.externalvicepresident
Allison Easton	tbp.externalvicepresident

Chapter Team

Eileen Li	tbp.chapterdevelopment
Josh Polzin	tbp.historian
Marianne Debrito	tbp.publicity
Megan Busch	tbp.membership

Events Team

Kelly Crumley	tbp.service
William Chung	tbp.k12outreach
Sydney Erickson	tbp.k12outreach
Arushi Agarwal	tbp.campusoutreach
Allie Bopp	tbp.corporate
Andrew Bourgoeis	tbp.activities

Advisors

tbp-advisors@umich.edu

Kyle Lady	EECS	kylelady	Chief Advisor
Joan Greve	BME	jmgreve	Faculty Advisor
Paul Kominsky	AERO	paulko	Alumnus Advisor
Pritpaul Mahal	EECS	pritspaul	Alumnus Advisor
Angelo Voza	EECS	aovozza	Alumnus Advisor
Michael Benson	EECS	mlbenson	Graduate Student Advisor
David Martel	BME	damartel	Graduate Student Advisor
Eshita Khera	CHE	ekhera	Graduate Student Advisor

General Information

TBP Office
1226 EECS

Email
tbp.officers@umich.edu

Website
tbp.engin.umich.edu





GRADUATE ELECTEE REQUIREMENTS – Fall 2019

The following is a detailed list of the requirements involved in the TBP electee process. Later in this packet you will also find a quick checklist that summarizes the important deadlines mentioned here. Please note the dates of the meetings and requirements on your calendar.

Create a Profile: In order to being electing, you must first create an profile on the TBP Michigan Gamma website tbp.engin.umich.edu, as it will allow you to sign-up for events, receive important notifications, and track your progress throughout the semester. Step-by-step information on navigating the website will be provided during the First Grad Electee Team Meeting (see item IV), but briefly, you can use the "Event List" link under the "Calendar" Menu to sign up for events and the "Track my Progress" link under the "Membership" menu to keep an eye on which requirements you have completed.

I. REQUIRED MEETINGS

Attend all the General Meetings (5), Elections (1) and Initiation & Banquet (1). Most meetings will begin at 6:30pm in 1013 Dow (check INFORMATION SHEET section of this packet for rooms, dates, and times). If you are unable to attend one or more of the General Meetings, please inform the Graduate Vice President, look over a copy of the meeting's agenda at tbp.engin.umich.edu, and make up for the missed meeting by completing one extra hour of service, social or professional development. Attendance at Elections cannot be made up by extra hours, so if you cannot make it, please contact the Graduate Vice President. **Attendance at Initiation is required by the national organization to become a member of Tau Beta Pi. If you have an unavoidable conflict, please inform the Graduate Vice President ASAP!** You are welcome (and encouraged!) to attend New Initiative Meetings - though not required, these meetings can count towards service hours.

II. TEN SERVICE HOURS

Complete at least TEN* hours of service projects before November 26, 2019 . Service events are scheduled via the website (tbp.engin.umich.edu), and signing up is a commitment to go! Hours will only be provided after attendance at the event is confirmed. If you are unable to attend an event you have signed up for, you must un-sign up at least 24 hours in advance. We recommend making sure the website (under the "Track my Progress" tab) accurately displays what you have completed. If not, please contact the website chair (tbp.website@umich.edu).

***At least FIVE of these service hours must be completed before November 12, 2019**

III. TWO SOCIAL EVENTS

Complete at least TWO* social events before November 26, 2019 . Socials include Happy Hours, ice cream/game nights, sports, Rock 'n' Bowls, Engineering Futures, and many more. **At least ONE of these socials MUST be a Grad Social.** The Graduate Vice President, Graduate Student Activities Chair(s) and others will be scheduling a number of Grad Socials this semester, possibly including movie nights, lunch/dinner outings, and many more. If you have an idea for a Grad event, please contact the Graduate Vice President.

***At least ONE of these social events must be completed before November 12, 2019**

IV. TWO GRAD ELECTEE TEAM ACTIVITIES

Attend at least TWO* Graduate Electee Team Activities before November 26, 2019 . These activities will aim to serve as a peer mentor group for the electees, providing opportunities to interact with each other and other graduates active in TBP. The Graduate Student Vice President will be scheduling four Grad Electee Team Activities this semester. More information on the schedule of these meetings will be provided later.

V. CHARACTER QUESTIONNAIRE & INTERVIEW

(i) Complete the online electee questionnaire regarding exemplary character, (ii) upload a copy of their

résumé, & (iii) sign up for ONE in-person interview on the website before October 1, 2019 . The electee questionnaire can be found under Electee Resources on the website (tbp.engin.umich.edu). Your resume should be submitted to your website profile. The in-person interview is designed to be a low-pressure interaction with the electee that lasts about 30 minutes. **Interviews will be held on October 3-17, 2019.** Detailed information on the Electee Questionnaire and Interview can be found in the CHARACTER EVALUATION section of this packet.

VI. MENTORSHIP

Participate in the active-electee mentorship program. The goals of this program are to develop connections between active TBP members and electees, provide insight into the electing process, and offer academic and career guidance. Watch for an email from the mentorship coordinators with further instructions about program requirements and a survey for pairing you with a mentor.

VII. FORMS & PAPERWORK

i. Submit the following completed forms before October 8, 2019 :

- (a) Graduate Electee Advisor Form* (copy included in packet)
- (b) Online Graduate Education Form* (<http://tbp.engin.umich.edu/members/electees/submit.education.form>)

*If you are a PhD student but will be receiving a Masters degree along the way (check with your program's Graduate Coordinator!), please circle "Masters" in Form (a), & in Form (c) list both Masters and PhD under the "Degrees" section. **If you will NOT be receiving a Masters degree along the way of you PhD, please email the Graduate Vice President.**

ii. Complete the Youth Protection Training by October 29, 2019 .

Please see the "MINORS ON CAMPUS POLICY" section of this packet for more details.

iii. Complete the Catalog Card online before November 19, 2019 .

More details will be provided by the Secretary (Ike Smith) later.

VIII. MEMBERSHIP DUES

Pay the membership fee of \$100 to the Treasurer (Sarah Puzycki) before November 26, 2019 .

This is a one-time fee to be a member of Tau Beta Pi that pays for electee supplies, the banquet, your bent, certificates, your lifetime membership, etc. You can turn it in at a meeting or to Sarah Puzycki during office hours. Checks should be made out to "Tau Beta Pi Michigan Gamma". You may also pay in cash by placing it in an ENVELOPE with your NAME on it. An electronic payment method will also be an option (more details to come). If this fee poses a significant financial burden, please reach out to the Graduate Vice President for more information about a fee waiver as soon as possible.

Remember, this is only what you *have* to do — there are no limits on what you can do! In the end, TBP is what you make of it - the more you give, the more you get out of it!



SERVICE PROJECT DESCRIPTIONS - Fall 2019

Tau Beta Pi MI-G

The following projects and descriptions are examples of some of the service projects that our chapter has carried out in the past. Because the actual list of service projects that will be done this semester will likely change over the course of the semester, we cannot provide you with a definitive calendar of service projects. However, this list should give you a good sense of the different types of service projects that we undertake. If you see an event you'd like to participate in that hasn't been scheduled, you may also take the lead on it yourself. If you are interested please contact Service Coordinator Kelly Crumley (tbp.service@umich.edu); it is never too early to start getting involved in leadership! Note that the list below is only a taste of the service projects we have carried out.

Arb Restoration: If you like the outdoors, this project is for you! We help to keep the Nichols Arboretum the beautiful place it is by clearing out dead trees, picking up litter, and performing assorted groundskeeping tasks. Previous projects have included maintenance and re-routing of the stream that runs through it, planting, and various other types of light outdoor work.

Be the Match Registry: The Be the Match registry is a program administered by the National Marrow Donor Program with the goal of matching marrow-requiring patients with potential donors. For this service project, we solicited for people to join the marrow registry by having them provide a DNA sample (cheek swab) and their contact information.

Cub Scout Day: Cub Scout Day is an activity hosted by TBP that allows local Cub Scouts to come to campus and earn their Engineering Pin. Activities include an electronics module, a bridge module, a catapult module, and the most exciting part: designing a landing craft for an egg drop! Volunteering activities may include helping the Scouts during the modules, leading a module, set up and clean up, and more.

Food Gatherers Warehouse: Food Gatherers collects surplus food from businesses around the community to alleviate hunger. Volunteers are needed to help out at Food Gatherers' warehouse with activities including cleaning the warehouse and sorting and packaging food.

KnitWits: KnitWits helps the less fortunate during the cold winters by creating warm clothes from donated material. We sew together scraps of fleece to make mittens, hats, and scarves for the homeless here in Ann Arbor. No experience is necessary; instructions and materials all provided!

Leslie Science Center: The Leslie Science and Nature Center focuses on the public education of science and conservation. It has nature trails, a Critter House, and a solar-powered Nature House. Volunteers are need for clearing trails, creating a maze in the prairie, carving pumpkins, etc.

Ronald McDonald House: The Ronald McDonald House is a place for parents who have children receiving medical treatment at the UM Hospital to live and take care of their children during a difficult time. We prepare a dinner for the families.

SAFE House: SAFE House is a place that supports survivors of domestic violence and their children. Previous projects include making dinner for them and helping organize and clean the children's play area.

Sequoia Place: TBP has paired up with HKN go to a local retirement home (Sequoia Place) on alternating weeks to help the residents with technical support for 2 hours (Word, GMail, stereos, etc).

CHARACTER EVALUATION - Fall 2019

Tau Beta Pi MI-G



Exemplary character is one of the requisites for membership in Tau Beta Pi. In addition to being active members of the engineering community, Tau Beta Pi members must meet the **highest standards of moral character**. Our chapter will assess your character through written essays and an interview.

Electee Interview Questionnaire:

The first component of the character assessment in Tau Beta Pi is the Electee Interview Questionnaire. You will be required to complete a questionnaire with a couple fun questions, four short answer questions, and one essay question. Please note that this questionnaire (and a copy of your résumé) are due by **October 1, 2019** by submitting them through the website. The questionnaire can be found under Members → Electee Resources while your résumé should be submitted to your website profile. Submit your **essay and résumé** by **October 1, 2019**.

Some of the short answer will provide you with the opportunity to share a part of your personality with us. Others will ask for your opinion on topics related to academic integrity. While not a direct question on character, these question will allow us to better understand you, your thinking, and grasp your personal character.

As an organization that stresses the importance of exemplary character in our electees and our active members, the essay is a **crucial** part of character assessment. This (one page) essay is a rather open-ended assignment, and we encourage you to get creative with your description. Nevertheless, exemplary character is not an arbitrary concept, and we are looking for specific evidence that you know what this important quality means. Tau Beta Pi members should meet the highest standard of moral character. The quotes on the following page may help inspire you on the subject of exemplary character, but don't limit yourself to those ideas.

The questionnaire can be found and completed under **Members** → **Electee Resources at tbp.engin.umich.edu**. Be ready to discuss your answers during your interviews.

Interviews:

The interview is the most important part of character assessment. Interviews will be held **October 3-17, 2019** in Duderstadt Conference Rooms A,B,D. Each interview should last about 45 minutes and starts no later than 5 minutes after the scheduled start time (to allow for travel from classes). Dress code is business formal. While the interview is intended to be low-pressure, electees can be denied membership on the basis of a negative interview, so take the process seriously. Interviewers will review the résumé and the answers to the Electee Interview Questionnaire you submitted by **October 1, 2019**. Sign up for a graduate electee interview on the website (tbp.engin.umich.edu).

Interview Dates: **October 3-17, 2019**

Location: **Duderstadt Conference Rooms A,B,D**

Requirements: **Dress is business-formal**

Sign up for a graduate electee interview under "Events" at tbp.engin.umich.edu.

Submit your questionnaire answers under **Members** → **Electee Resources at tbp.engin.umich.edu** and your résumé to your website profile by **October 1, 2019**.

The interview information will be re-addressed before Second General. However, if you have any questions or scheduling issues, please contact the Graduate Vice President (tbp.gradvicepresident@umich.edu).

Quotes about Character

“Character, not circumstance, makes the person.”

– Booker T. Washington, American educator and civil rights activist (1856-1915)

“Character is like a tree and reputation like its shadow. The shadow is what we think of it; the tree is the real thing.”

– Abraham Lincoln, 16th U.S. president (1809-1865)

“It is with trifles, and when he is off guard, that a man best reveals his character.”

– Arthur Schopenhauer, German philosopher (1788-1860)

“Weakness of attitude becomes weakness of character.”

– Albert Einstein, Swiss-American mathematician and physicist (1879-1955)

“Character cannot be developed in ease and quiet. Only through experience of trial and suffering can the soul be strengthened, vision cleared, ambition inspired, and success achieved.”

– Helen Keller, American author, activist and lecturer (1880-1968)

“When the character of a man is not clear to you, look at his friends.”

– Japanese Proverb

“The right way is not always the popular and easy way. Standing for right when it is unpopular is a true test of moral character.”

– Margaret Chase Smith, American Senator (1897-1995)

“The best index to a person’s character is (a) how he treats people who can’t do him any good, and (b) how he treats people who can’t fight back.”

– Abigail Van Buren, American columnist (1918-2013)



To: Ellen Thompson
Graduate Student Vice President
Tau Beta Pi – Michigan Gamma
1226 EECS

From: _____
(Advisor's Name)

Re: Tau Beta Pi Candidacy of

(Applicant's Name)

I certify that the above named graduate student in Engineering at the University of Michigan has completed or will complete prior to induction (December 7, 2019) at least 50% of his/her

Master's Ph.D. (please circle one)

degree requirements including both coursework and research. Based upon the student's academic performance, I recommend his/her induction into Tau Beta Pi – The Engineering Honor Society.

(Advisor's Signature)

Return this form to Ellen Thompson , MI-G Graduate Student Vice President, at 1226 EECS before October 8, 2019 .



MINORS ON CAMPUS POLICY - Fall 2019

Tau Beta Pi MI-G

The University of Michigan, Ann Arbor Public Schools, and the Boy Scouts of America require anyone volunteering with children to complete background checks. This means that in order for anyone to volunteer and interact in any way with youth at TBP Events, he or she must complete a background check form. **Before you can complete the background check, you need to opt-in to the process by filling out the background check opt-in form (<https://tinyurl.com/tbp-f19-backgroundcheck>).** Please do so as soon as you can. After you do so, the K-12 officers will submit your name to receive a background check, and in the days after, you will receive an email from a third-party system (GIS) to complete a background check form (check your spam).

You must submit a screenshot of the end of the survey by October 29, 2019 in order to volunteer with youth at MindSET, Cub Scout Day, Merit Badge Day, or Shadow Day. You will not receive a confirmation email unless something is flagged. If you are unable or unwilling to complete the form and submit to the background check, participation at K-12 events will be limited to roles that ensure non-interaction with youth.

The University of Michigan requires that all individuals volunteering with minors also complete training. To fulfill this training requirement, Tau Beta Pi is requiring members to complete Youth Protection Training, offered through the Boy Scouts of America. It takes around an hour to complete and can be found at scouting.org/training/youth-protection/. You will need to create an account before proceeding to take the training online, and after completing online training, you must save your certificate as a PDF document and send it to the K-12 officers.

Submission of your PDF certificate, proving that you have completed the online training, should be completed by October 29, 2019 .

Submit the screenshot of the YPT certification at <https://tinyurl.com/tbp-f19-volunteerconfirm>). If you have any questions about the background check or training, or if you do not wish to complete the background check, please contact the K-12 officers, William Chung and Sydney Erickson (tbp.k12outreach@umich.edu).

To summarize, please complete the following:

- __ 1. University background check. Take a screenshot of the final page of the survey (you will not receive a confirmation email).
- __ 2. Boys Scouts of America Youth Protection Training (YPT) at scouting.org/training/youth-protection/. Send the certificate that will be mailed to you.

*If you miss any of these deadlines but wish to participate in events involving youth, you may contact the TBP Service Coordinator to check if there is enough time to complete the background check prior to the event.

K-12 Event Dates are:

MindSET: TBD

Cub Scouts Day: Sunday, November 24th

Merit Badge Day: Sunday, October 6th