



GRADUATE ELECTEE PACKET CHECKLIST Fall 2014 Edition

Make sure your packet has all of the following items:

1. Calendar of Events, Officer Information
2. Electee Requirements Checklist
3. Graduate Electee Advisor Form
4. Exemplary Character Survey and Interview Information
5. Service Project Descriptions

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

Information Sheet - Fall 2014

Tau Beta Pi MI-G

Important Dates

September

9	First Actives	6:30 pm	1013 Dow
16	First General	6:30 pm	1013 Dow
22	Career Fair	ALL DAY	North Campus
23	Career Fair	ALL DAY	North Campus
24	Interviews	By Appointment	1222 EECS
25	Interviews	By Appointment	1222 EECS
29	Interviews	By Appointment	1222 EECS
30	Interviews	By Appointment	1222 EECS
30	Second General	6:30 pm	1013 Dow

October

1	Interviews	By Appointment	1222 EECS
7	Second Actives	6:30 pm	1013 Dow
14	New Initiatives	6:30 pm	1013 Dow
21	Third General	6:30 pm	1013 Dow
28	New Initiatives	6:30 pm	1013 Dow

November

4	Fourth General	6:30 pm	1013 Dow
11	Third Actives	6:30 pm	1013 Dow
18	Elections	6:30 pm	1013 Dow
25	New Initiatives	6:30 pm	1013 Dow

December

2	Fifth General	6:30 pm	1013 Dow
6	Initiation	4:00 pm	1109 FXB
6	Banquet	6:00 pm	Campus Inn
9	New Initiatives	6:30 pm	1013 Dow

Officers

President
Vice President
Graduate Student Vice President
Secretary
Treasurer
Corporate Relations Officer
External Vice President
External Vice President

Service Coordinator
K-12 Outreach Officer
K-12 Outreach Officer
Campus Outreach Officer
Operations Officer
Activities Officer

New Initiatives Officer
Membership Officer
Publicity Officer
Historian

Executive Committee

Kelsey Hockstad	kelshock
Sylvia Domanico	domansyl
Michael Benson	mlbenson
Leo Devota	lpdevot
Jason Cassell	jasocass

Professional Development Team

Kwesi Rutledge	krutledg
Cameron McBride	camcbrid
Alyssa Woo	wooaee

Events Team

Scott Cooper	smcoop
Sara Rusignuolo	srus
Eric Colomb	ecolomb
Josh Kempfer	jkempfer
Adam Stewart	adastewa
Mike MacFarlane	macfarmi

Chapter Team

Ki-Joo Sung	sungkj
Kevin Collao	kcollao
Aaron Kaufman	aaronjk
Stephanie Miller	smmil

Advisors

Paul Kominsky	AERO	paulko	Chief Advisor
Pritpaul Mahal	EECS	pritspaul	Alumnus Advisor
Mike Hand	EECS	mikehand	Grad Student Advisor
Kyle Lady	EECS	kylelady	Grad Student Advisor
Sarang Supekar	ME	supekar	Grad Student Advisor
Eric Harper	MSE	harperic	Grad Student Advisor
Ethan Stark	EECS	emstark	Grad Student Advisor
Natalie Eyke	ChE	neyke	Undergrad Student Advisor



General Information

TBP Office
1226 EECS
(734) 615-4187

Email
tbp.officers@umich.edu

Website
tbp.engin.umich.edu



GRADUATE ELECTEE REQUIREMENTS – Fall 2014

The following is a chronological list of the requirements involved in the TBP electee process. Please note the dates of the meetings and requirements on your calendar.

1. **Attend First General*** (16 September, 6:30pm in 1013 Dow).
Complete and turn in student information form.
2. **Log into tbp.engin.umich.edu, create an account, and start signing up for events.**
If you are unable to sign up for events, please let us know. 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.
3. **Attend Second General*** (30 September, 6:30pm in 1013 Dow).
Complete and turn in catalog card provided at meeting. If you cannot make the meeting, come to the TBP office (1226 EECS) to fill out the catalog card.
4. **Make sure that the following are completed before Saturday September 27th.**

 - a. Sign up for a 30-minute interview (<https://tbp.engin.umich.edu/calendar/event/230/>)
 - b. Complete the Electee Survey (http://tbp.engin.umich.edu/members/electees/complete_survey_for_term/51/)
5. **Make sure the following forms are completed before 7 October.**
Turn in all physical forms at Second General or to any officer at office hours.
Office hours schedule at: tbp.engin.umich.edu/calendar.

 - a. Signed graduate advisor form
 - b. Catalog card handwritten form
 - c. Graduate Educational History Form http://tbp.engin.umich.edu/members/electees/submit_education_form)
6. **Attend interview with Grad VP Michael Benson** (scheduled September 24,25,29,30, and October 1).
Grad Vice President Michael Benson (mlbenson) will arrange graduate interview separately from undergrad interviews.
7. **Attend Third General*** (21 October, 6:30pm in 1013 Dow).
8. **Attend Fourth General*** (4 November, 6:30pm in 1013 Dow).
9. **Membership fee of \$90 to treasurer Jason Cassell (tbp.treasurer@umich.edu before 2 December.**
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 Jason Cassell at his office hours.
10. **Complete at least ten* hours of service projects before 2 December.**

 - a. **At least 50% of these service hours completed before 11 November.**

Events are scheduled via the website (tbp.engin.umich.edu). Signing up is a commitment to go! You must un-sign up at least 24 hours in advance or you will need to complete an extra service hour. 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 Mike Hand III (tbp.website@umich.edu).

Service Project	# of Hours	Date	Project Leader username*	Notes
Total hours =	≥ Hours needed = 8 + # missed meetings = ()			

*In case you need to contact them.

- __ 11. **Attend at least TWO TBP social events before 2 December.** Socials include Happy Hours, ice cream/game nights, sports, Rock 'n' Bowls, Engineering Futures, and many more.
- __ 12. **Attend at least ONE Grad Electee Group Activity before 2 December.** Graduate Student Vice President Michael Benson will be scheduling a number of Grad Electee Activities this semester including movie nights, a TG at Buffalo Wild Wings, and many more. If you have an idea for a Grad event, please contact him at (tbp.gradvicepresident@umich.edu)
- __ 13. **Attend Elections*** (18 November, 6:30pm in 1013 Dow). Staying to the end of elections counts for **2 of your required service hours.**
- __ 14. **Attend Fifth General*** (2 December, 6:30pm in 1013 Dow). All requirements above must be completed by the time of this meeting!
- __ 15. **Attend Initiation** (6 December, 4:00pm in 1109 FXB) and **Banquet** (6 December 5:30pm at the Campus Inn). Attendance at Initiation is required by the national organization to become a member of Tau Beta Pi. If you have an unavoidable conflict, talk to us ASAP.

Remember, this is only what you *have* to do — there are no limits on what you can do.

*If you must miss a meeting (due to class, travel, etc.):

- Email graduate vice president, Michael Benson (mlbenson / tbp.gradvicepresident@umich.edu)
- Obtain an agenda for the missed meeting (on tbp.engin.umich.edu).
- **Make up the meeting with one extra hour of service.**



To: Michael Benson
Tau Beta Pi Michigan Gamma Graduate Student Vice President
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 6, 2014) at least 50% of his/her Master's Degree or Ph.D. degree (please underline which one) requirements including both coursework and research. Based upon the student's academic performance, I recommend his/her induction into Tau Beta Pi Engineering Honor Society.

(Advisor's Signature)

Return this form to Michael Benson, MI-G Graduate Vice President, at 1226 EECS before 7 October, 2014.



Graduate Character Evaluation - Fall 2014

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 an interview and a written survey.

Electee Interview Survey:

The first component of the character assessment in Tau Beta Pi is the Electee Interview Survey. You will be required to complete a survey with a couple of fun questions, four short answer questions, and one short essay question. Please note that this survey (and a copy of your résumé / CV) are due by **Saturday, September 27th** by submitting them through the website. The survey can be found under Members → Electee Resources while your résumé / CV should be submitted to your website profile. Submit your **survey and résumé/CV** by **Saturday, September 27th**.

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, any of 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 (short) 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 survey can be found and completed under **Members** → **Electee Resources at tbp.engin.umich.edu**. Be ready to discuss your answers during your interview.

Interviews:

The interview is the most important part of character assessment. Interviews will be held **September 24, 25, 29, 30 & October 1** in the *Batcave*, room 1222 EECS. You must sign up for a single **graduate** interview on the website. Your interview will last about 25 minutes and starts no later than 5 minutes after the scheduled start time. Dress is casual — wear what you would normally wear to campus on the day of your interview. Be aware that electees can be denied membership on the basis of a negative interview, so take the process seriously. Interviewers will discuss your survey responses as well as other topics related to Tau Beta Pi. Remember to sign up for an interview on the website (tbp.engin.umich.edu) ASAP as interview slots are filled in a first come-first-served basis.

Interview Dates: **September 24,25,29, 30 & October 1**

Location: **EECS *Batcave* (1222 EECS)**

Requirements: **Dress is casual**

Sign up for **graduate** interviews under "**Events**" at **tbp.engin.umich.edu**.

Submit your survey answers under **Members** → **Electee Resources at tbp.engin.umich.edu** and your résumé to your **website profile** by Saturday, September 27th.

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)



Service Project Descriptions - Fall 2014

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 Scott Cooper (smcoop@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. To view a more complete list follow this link: goo.gl/FO0Ik0.

Adopt-A-Highway: MDOT created Adopt-A-Highway in 1990 to improve the beauty of our highway road-sides with community help. With the help of 6-12 TBP members, we clean a stretch of Fuller Road near North Campus.

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.

Book Swap: TBP organizes this COE-wide event to help students buy and sell used books. First, students can bring in their used books and set their asking price. Next, other students stop by to peruse our selection and purchase used books. Project leaders should ideally be in Ann Arbor a week or two before school starts to set this up.

Botanical Gardens: The University of Michigan has its very own Matthaei Botanical Gardens that houses exotic plants from around the world. Volunteer opportunities range from planting/maintaining the gardens to administrative work.

Bottle Drive: We collect cans, bottles, and bottle slips from TBP members to promote recycling. The money from the deposits are given to a local charity of choice.

Cancer Center: The U-M Comprehensive Cancer Center provides its patients diagnostic, treatment, and support services in a collaborative environment. Past projects include putting together patient information packets for clinics and preparing Valentine bags of homemade cards and candy for patients.

Cub Scouts Day: Cub Scouts Engineering Day is a TBP-organized event for local Cub Scouts troops to receive their engineering badges. Activities include bridge building, egg drop, circuits, and floor plan. Volunteers are needed to help run these stations and to lead groups of Cub Scouts through the stations.

Detroit Partnership Pen Pals: TBP is pairing up with the Detroit Partnership and the Society of Physics Students to provide pen pal mentors for 80 second through eighth grade students at Michigan Technical Academy in Detroit. The project entails writing one detailed letter each month and attending a brief orientation to make a meaningful impact on the life of a Detroit student. Young people need mentors, and even

though you might sometimes be nerdy and awkward, you also might be exactly the sort of person who can inspire them.

Diag Clean-up: Work with fellow TBP members to help clean the North or Central campus Diag and its surrounding areas.

Food Gatherers Soup Kitchen: Food Gatherers help prepare a warm meal, serve it, and clean up afterwards at the Delonis Center in Ann Arbor, which temporarily houses approximately 90 homeless people and serves regular meals to the community that have trouble making ends meet. This project directly benefits certain members of the Ann Arbor community that need food. As this is a popular project, project leaders should aim to set up four events a semester (monthly).

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.

Habitat for Humanity: Habitat for Humanity seeks to eliminate poverty housing and homelessness and has built more than 300,000 houses around the world. This is a great hands-on activity where we help build a local house for a family in need. NO experience is necessary. Experienced builders will help you and tell you exactly what to do.

Hands-On Musuem: The Ann Arbor Hands-On Museum aims to inspire people to discover the wonder of science, math and technology. Have fun with kids while learning cool science facts! Past events include helping children make their own microbes, exploring unique musical instruments, and celebrating DNA day.

Leslie Science Center: The Leslie Science and Nature Center, situated on 50 acres of fields, woods and prairie in the heart of Ann Arbor, focuses on the public education of science and conservation. It has nature trails, a Critter House, and a solar-powered Nature House. Help them prepare for one of their biggest activities - Animal Haunts! Volunteers are need for clearing trails, creating a maze in the prairie, carving pumpkins, etc.

Recycle Ann Arbor: Recycle Ann Arbor's ReUse takes donations of reusable material such as furniture, housewares, and lumber, and then resells them to the public or donates to other non-profit organizations. Volunteers are needed to maintain the center; tasks include sorting materials, making displays, cleaning, and some outdoor work.

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).

U of M Environmental Health Department: This department is dedicated to managing the local environment at U of M. This project typically consists of clearing invasive plant species from the North Campus woods.

Washtenaw Science Fair: The 53rd Annual Southeast Michigan Science Fair is sponsored by the University of Michigan and Washtenaw Community College in cooperation with public and private schools in the five county regions. Projects are submitted by students from grades 6 through 12. Volunteers will judge a set number of science fair projects. Dinner is provided! Transportation will be arranged for those who need it.