



GRADUATE ELECTEE PACKET CHECKLIST Fall 2015 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
6. Minors on Campus Policy & Ann Arbor Public Schools Volunteer Certification Form
7. First General Cornerstone

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

Office Hours - Fall 2015

Please come visit us at our office hours located in the bullpen (1226 EECS). We can answer any questions and help you with your electee exam.

Time	Monday	Tuesday	Wednesday	Thursday
10:30-11:30	-	-	-	Rachel Neuman Shruthi Chandra
11:30-12:30	Max Olender	-	Lance Schmidt (12-12:30)	-
12:30-1:30	Sara Rusignuolo	Sylvia Domanico	Alyssa Woo	Stephanie Miller
1:30-2:30	Chris Como	Jingxuan Liu	Maureen Daum	Jon McCormick
2:30-3:30	Morgan Chencinski	Kevin Green	Jay Mulani	Sarah Paris
6:30-7:30	David Martel	-	-	-

Information Sheet - Fall 2015

Tau Beta Pi MI-G

Important Dates

September			
22	First General	6:30 pm	1013 DOW
October			
5	Interviews	By Appointment	1222 EECS
6	Second General	6:30 pm	1013 DOW
6	Interviews	By Appointment	1222 EECS
7	Interviews	By Appointment	1222 EECS
20	New Initiatives I	6:30 pm	1013 DOW
27	Third General	6:30 pm	1013 DOW
November			
3	New Initiatives II	6:30 pm	1013 DOW
17	Fourth General	6:30 pm	1013 DOW
24	New Initiatives III	6:30 pm	1013 DOW
December			
1	Elections	6:30 pm	1013 DOW
8*	Fifth General	6:30 pm	1013 DOW
12	Initiation	4:00 pm	1500 EECS
12	Banquet	5:30 pm	Campus Inn
15	New Initiatives IV	6:30 pm	1013 DOW

* Deadline to complete all electee requirements

Officers

Executive Committee		
President	Sylvia Domanico	tbp.president
Vice President	Maureen Daum	tbp.vicepresident
Graduate Student Vice President	Max Olender	tbp.gradvicepresident
Secretary	Alyssa Woo	tbp.secretary
Treasurer	Stephanie Miller	tbp.treasurer
Professional Development Team		
Corporate Relations Officer	Jingxuan Liu	tbp-corporate
External Vice President	Jon McCormick	careerfair
External Vice President	Lance Schmidt	careerfair
Chapter Team		
Chapter Development Officer	Sara Rusignuolo	tbp.chapterdevelopment
Historian	Sarah Paris	tbp.historian
Publicity Officer	Jay Mulani	tbp.publicity
Membership Officer	Morgan Chencinski	tbp.membership
Events Team		
Service Coordinator	David Martel	tbp.service
K-12 Outreach Officer	Rachel Neumann	tbp.k12outreach
K-12 Outreach Officer	Shruthi Chandra	tbp.k12outreach
Campus Outreach Officer	Kevin Green	tbp.campusoutreach
Activities Officer	Chris Como	tbp.activities

Advisors

tbp-advisors@umich.edu

Paul Kominsky	AERO	paulko	Chief Advisor
Michael Benson	EECS	mlbenson	Graduate Student
Eric Harper	MSE	harperic	Graduate Student
Kelsey Hockstad	ME	kelshock	Graduate Student
Mike Hand	EECS	mikehand	Graduate Student
Kyle Lady	EECS	kylelady	Graduate Student
Ethan Stark	EECS	emstark	Graduate Student
Pritpaul Mahal	EECS	pritspaul	Alumnus

General Information

TBP Office
1226 EECS
(734) 615-4187

Email
tbp.officers@umich.edu

Website
tbp.engin.umich.edu





GRADUATE ELECTEE REQUIREMENTS – Fall 2015

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*** (22 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. **Make sure that the following are completed before Sunday October 4th.**
 - __ a. Sign up for a 30-minute interview (<https://tbp.engin.umich.edu/calendar/event.list/>)
 - __ b. Complete the Electee Questionnaire (https://tbp.engin.umich.edu/members/electees/electee_groups/)
- __ 4. **Attend Second General*** (6 October, 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.
- __ 5. **Make sure the following forms are completed before 6 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 (Will be completed at a general meeting. If you miss either 2nd or 3rd General, please contact Max Olender about this requirement)
 - __ c. Graduate Educational History Form (http://tbp.engin.umich.edu/members/electees/submit_education_form)
 - __ d. Turn in the AAPS Administrative and Human Resources Services Volunteer Certification Form (optional but highly encouraged)
 - __ e. Complete the online Youth Protection Training offered by the Boy Scouts of America
Offered at the end of Second General or online (tinyurl.com/TBP-boyscoutstraining); If completed online, you must email David Martel (tbp.service@umich.edu) a copy of your certificate to receive credit.
- __ 6. **Attend interview with Active Grad Student Member(s)** (scheduled October 5, 6, and 7).
Grad Vice President Max Olender will arrange graduate interviews separately from undergraduate interviews. (See Requirement 3)
- __ 7. **Attend Third General*** (27 October, 6:30pm in 1013 Dow).
- __ 8. **Attend Fourth General*** (17 November, 6:30pm in 1013 Dow).
- __ 9. **Membership fee of \$90 to treasurer Stephanie Miller (tbp.treasurer@umich.edu) before 8 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 Stephanie Miller at her office hours. Checks should be made out to Tau Beta Pi. Cash may be submitted in an envelope with your name on it.



To: Max Olender
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 12, 2015) 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 Max Olender, MI-G Graduate Student Vice President, at 1226 EECS before 13 October, 2015.



Character Evaluation - Fall 2015

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 **Sunday, October 4th** 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 **Sunday, October 4th**.

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 5, 6 & 7** in EECS 1222. Each interview should last about 25 minutes and starts no later than 5 minutes after the scheduled start time (to allow for travel from classes). Dress is casual — you don't need to wear a suit. 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 **Sunday, October 4th**. Sign up for a graduate electee interview on the website (tbp.engin.umich.edu).

Interview Dates: **October 5, 6 & 7**

Location: **1222 EECS**

Requirements: **Dress is casual**

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 Sunday, October 4th.

The interview information will be re-addressed before Second General. However, if you have any questions or scheduling issues, please contact the 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 2015

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 Chair David Martel (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. 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 groundskeep-ing 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 gar-dens to administrative work.

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 Scout Day: Cub Scout Day is an activity hosted by TBP that allows local Cub Scouts to come to cam-pus 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.

Detroit Partnership Pen Pals: TBP pairs 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 Museum: 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 needed 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.



Forms for Working with Minors - Fall 2015

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. The form is attached to this sheet. Please fill out the form and turn it in to the Service Coordinator, David Martel (tbp.service@umich.edu) as soon as possible. You can also turn it in during Second General, at the TBP office (1226 EECS), or at your interview. **You must turn them in by October 6th in order to volunteer with youth at MindSET or Cub Scout Day.** 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. This training will be offered in-person at the end of the Second General meeting (register on the website), and can also be completed online. The online version takes around 24 minutes to complete and can be found at myscouting.org. 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 Service Coordinator (tbp.service@umich.edu). **Participation in the in-person training or the submission of your PDF certificate, proving that you have completed the online training, should be completed by October 6th.**

If you have any questions about the background check or training, or if you do not wish to complete the AAPS background check, please contact the Service Coordinator, David Martel (tbp.service@umich.edu).

To summarize, please have the following done by their respective due dates*:

1. Ann Arbor Public Schools background check due **October 6th** to the TBP Service Coordinator or the TBP Office (1226 EECS).
2. Boys Scouts of America Youth Protection Training (YPT) in-person participation (with registration) or online training certificate due **October 6th** to the TBP Service Coordinator (tbp.service@umich.edu).

*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.



**ANN ARBOR PUBLIC SCHOOLS
ADMINISTRATIVE AND HUMAN RESOURCE SERVICES
VOLUNTEER CERTIFICATION FORM**

Dear Volunteer,

Thank you for agreeing to volunteer at _____. Your contribution of your valuable time is a special gift. You are contributing to the Board of Education's top goal of student achievement.

The safety of students, staff, volunteers, and guests in our buildings is a top priority of AAPS. The Board has developed policies to help ensure the safety of all who interact with students and staff. All AAPS employees and unsupervised volunteers are required by Board Policy, 7350 to undergo a criminal background check. The AAPS uses the I-Chat (Michigan State Police) system to perform background checks. All information gathered through the background check is confidential.

Please complete the following:

Name _____ Maiden Name _____

Date of Birth _____ Alias _____

Gender **M** **F** State _____

Ethnic: African American _____ American Indian _____ Asian _____ Hispanic _____ White _____ Middle Eastern _____ Other _____

Pursuant to Public Act 68 of 1993, I represent that (check one):

1. I have never been convicted of or pled guilty or nolo contendere (no contest) to any crimes.
2. I have been convicted of or pled guilty or nolo contendere (no contest) to the following crimes: *(Use other side of this form, if necessary, to explain nature of conviction, date and court.)*

- A. _____
- B. _____
- C. _____
- D. _____

Pursuant to Public Act 68 of 1993, I understand and agree that:

- The Board of Education of the school district or governing body of the non-public school (the "School" must request a criminal history check on me from the Central Records Division of the Michigan Department of State Police.
- Until that report is received and reviewed by the School, I am not able to volunteer; and
- **If the report received from the Department of State Police is not the same as my representation(s) above, respecting either the absence of any violation(s) or any crimes of which I have been convicted, I shall not be permitted to volunteer for Ann Arbor Public Schools.**

Signed: _____ Date: _____

THE INFORMATION PROVIDED ON THIS DOCUMENT WILL REMAIN CONFIDENTIAL AND BE HELD AT THE AAPS HRS OFFICES 2555 S. STATE, ANN ARBOR, MI 48104

Shonta Green
7/30/08

Graduate Electee Exam - Fall 2015

Tau Beta Pi MI-G

INSTRUCTIONS:

This exam will cover the history and organization of Tau Beta Pi at a national level as well as the history and organization of our chapter, Michigan Gamma. This exam is not meant to be difficult, and you should not stress about it. **It is also not required to be completed by graduate students though it is strongly encouraged.** Please complete this exam and turn it in to the Graduate Student Vice President, Max Olender, or the TBP office (1226 EECS) by December 8.

Name: _____ Uniqname: _____
(Please print)

1. When and where was Tau Beta Pi Engineering Honor Society founded?
2. Who was the founder of Tau Beta Pi?
3. Where is the national headquarters of TBP located?
4. With what other organization did TBP merge in 1974, and why?
5. What is the original Tau Beta Pi yell?
6. What is the revised yell?
7. What is the Michigan Gamma yell?

8. Which founding (charter) member of Michigan Gamma has a North Campus building named after him?

9. Where are the 3 brass bents (permanently mounted) located throughout campus?
EXTRA CREDIT: Where is the fourth?

10. List the ideals of Tau Beta Pi Honor Society as stated in the preamble of our constitution.

11. What is the symbol of the TBP motto?

12. What are TBP's colors?

13. What is the TBP emblem?

14. Identify a Tau Beta Pi laureate from Michigan Gamma.

15. Name 3 other schools in the same district as Michigan Gamma.

BONUS

16. To the optimist, the glass is half full.
To the pessimist, the glass is half empty.
To the engineer, the glass is _____.

17. What do you get if you cross a grape with an elephant?

18. How many times can you fold an 8.5" by 11" piece of paper in half?

19. What do you call a Local Area Network in Australia?

20. Fill in the blank: "I take 10 steps with a _____ left vision / Study the disorders we've absorbed inside the village"

21. Fill in the blank: "Obviously dead _____, and spent every red cent / To rule you, and still drop more jewels than schools do / Or even TV news that's designed to fool you"

22. Fill in the blank: "When I consider how my light is spent / E're half my days, in this dark world and wide, / And that one Talent which is death to hide / Lodg'd with me useless, though my Soul more _____"