



## WELCOME TO TAU BETA PI THE ENGINEERING HONOR SOCIETY Winter 2021 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 248 active 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 former 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!

Kelly Crumley  
Graduate Vice President  
Tau Beta Pi, MI-G



## GRADUATE ELECTEE PACKET CHECKLIST Winter 2021 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. Minors on Campus Policy
6. Graduate Electee Checklist
7. Graduate Electee Advisor Form

If you are missing something, contact the officer corps via zoom or visit the website ([tbp.engin.umich.edu](http://tbp.engin.umich.edu)).

### Office Hours\* - Winter 2021

**TBP is following the state of Michigan's and the University of Michigan's Center for Campus Involvement safety guidelines this semester.** All events that we hold will be virtual unless we believe them to be held safely and with proper preparation. Look at the CCI website for updated safety measures ([campusinvolvement.umich.edu/rso-guidelines](http://campusinvolvement.umich.edu/rso-guidelines)). All office hours will be virtual this semester and available via zoom links. We can answer any questions you have about the electing process or our chapter of Tau Beta Pi.

#### **Executive Team: Fridays, 2:30pm-3:30pm (EST)**

Marianne DeBrito, Megan Busch, William Chung, Eric Lian, Arjun Sundararajan, Judy Liu

#### **Grad VP: Fridays, 12:00pm-1:00pm (EST)**

Kelly Crumley

#### **Chapter Team: Tuesdays, 11:00am-12:00pm (EST)**

Kate Giammalvo, Abby Overbeck, Maxwell Weng, Matthew Shepard

#### **Events Team: Wednesdays, 6:00pm-7:00pm (EST)**

Kritika Iyer, Atishay Singh, Dion Li, Ranadeep Mitra, Simon Li, Erik Radakovich

**Link: <https://umich.zoom.us/j/97064330419>, Password: TBPOH**

\*Office hours are subject to change. You can see any updates to the office hour schedule at ([tbpmi.ga/W21.OH](http://tbpmi.ga/W21.OH)).

# INFORMATION SHEET - Winter 2021

Tau Beta Pi MI-G

## Important Dates

### February

9	First General	6:30 pm	Zoom
15-19	Interviews	By Appointment	Zoom
16	New Initiatives II	6:30 pm	Zoom
23	Second General	6:30 pm	Zoom

### March

9	New Initiatives III	6:30 pm	Zoom
30	Third General	6:30 pm	Zoom

### April

6	Elections	6:30 pm	Zoom
13 *	Fourth General	6:30 pm	Zoom
17	Initiation	3 pm	Zoom
17	Banquet	6 pm	Zoom
20	New Initiatives IV	6:30 pm	Zoom

\* 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  
 Campus Outreach Officer  
 Professional Development  
 Activities Officer

### Executive Committee

Marianne DeBrito tbp.president  
 Megan Busch tbp.vicepresident  
 Kelly Crumley tbp.gradvicepresident  
 William Chung tbp.secretary  
 Eric Lian tbp.treasurer  
 Judy Liu tbp.externalvicepresident  
 Arjun Sundararajan tbp.externalvicepresident

### Chapter Team

Kate Giammalvo tbp.chapterdevelopment  
 Matt Shepherd tbp.historian  
 Maxwell Weng tbp.publicity  
 Abby Overbeck tbp.membership

### Events Team

Kritika Iyer tbp.service  
 Simon Li tbp.k12outreach  
 Atishay Singh tbp.campusoutreach  
 Ranadeep Mitra tbp-corporate  
 Dion Li tbp.activities

## Advisors

tbp-advisors@umich.edu

Kyle Lady	EECS	kylelady	Chief Advisor
Leland Pierce	CSE	lep	Faculty Advisor
Paul Kominsky	AERO	paulko	Alumnus Advisor
Pritpaul Mahal	EECS	pritspaul	Alumnus Advisor
David Martel	BME	damartel	Alumnus Advisor
Angelo Voza	CS	aovozza	Alumnus Advisor
Michael Benson	EECS	mlbenson	Graduate Student Advisor
Eshita Khera	CHE	ekhera	Graduate Student Advisor
Adam Ley	BME	adamwley	Undergrad Student Advisor
John (Ike) Smith	ME	ikesmith	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 – Winter 2021

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 begin electing, you must first create a profile on the TBP Michigan Gamma website [tbp.engin.umich.edu](http://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 (3), Elections (1) and Initiation (1).** All meetings will begin at 6:30pm (check INFORMATION SHEET section of this packet for dates and venues). 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](http://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 can only be made up by an extra service hour, 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!** Though not required, you are welcome (and encouraged!) to attend New Initiative Meetings - these meetings can count towards service hours.

### II. FIVE SERVICE HOURS

**Complete at least FIVE\* hours of service projects before April 13, 2021.** Service events are scheduled via the website ([tbp.engin.umich.edu](http://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](mailto:tbp.website@umich.edu)).

**\*At least THREE of these service hours must be completed before March 24, 2021**

### III. SOCIAL EVENTS

**Complete at least a combination of social events or Graduate Electee Team Activities that add up THREE\* before April 13, 2021.** Socials in the past have included 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 March 24, 2021**

### IV. GRAD ELECTEE TEAM ACTIVITIES

**Attend at least a combination of Graduate Electee Team Activities or social events that add up to THREE\* before April 13, 2021.** 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 five Grad Electee Team Activities this semester. More information on the schedule of these meetings will be provided later.

**\*The first Grad Electee Team Meeting, scheduled for February 19th 2021 (Friday), 7:00PM is REQUIRED for all graduate electees, and will cover the basics of navigating the TBP website.**

## V. CHARACTER QUESTIONNAIRE & INTERVIEW

**(i) Complete the online electee questionnaire regarding exemplary character, (ii) upload a copy of your résumé, & (iii) sign up for ONE in-person interview on the website before February 14th at 11:59pm.** The electee questionnaire can be found under Electee Resources on the website ([tbp.engin.umich.edu](http://tbp.engin.umich.edu)). Your resume should be submitted to your website profile. The virtual interview is designed to be a low-pressure interaction with the electee that last about 30 minutes. **Interviews will be held on February 15th through February 19th.** 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 February 23, 2021 :

- (a) Graduate Electee Advisor Form\* (copy included in packet)
- (b) Online Graduate Education Form\* ([http://tbp.engin.umich.edu/members/electees/submit\\_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 you program's Graduate Coordinator!), please circle "Masters" in Form (a), & in Form (b) 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 February 23, 2021 . Please see the "MINORS ON CAMPUS POLICY" section of this packet for more details.

### iii. Complete the Catalog Card online before March 2, 2021 . More details will be provided by the Secretary (William Chung ) later.

## VIII. MEMBERSHIP DUES

**Pay the membership fee of \$100 to the Treasurer (Eric Lian ) before April 13, 2021 .**

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 Eric Lian at his 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

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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 - Winter 2021

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 Kritika Iyer ([tbp.service@umich.edu](mailto: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](https://goo.gl/FO0Ik0).

TBP is following the state of Michigan's and the University of Michigan's Center for Campus Involvement safety guidelines this semester. All events that we hold will be virtual unless we believe them to be held safely and with proper preparation. Look at the CCI website for updated safety measures ([campusinvolvement.umich.edu/rso-guidelines](https://campusinvolvement.umich.edu/rso-guidelines)).

**Adopt-A-Highway:** MDOT created Adopt-A-Highway in 1990 to improve the beauty of our highway roadsides 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.

**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 most of these patients, a marrow transplant is their last shot at surviving their disease. 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.

**Blood Battle:** The American Red Cross runs a number of blood donation competitions throughout the year on campus. Volunteer opportunities include helping out at the Bursley and Pierpont Commons donation sites or posting flyers on North Campus the week prior to this event.

**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.

**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 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.

**Detroit Partnership Pen Pals:** TBP pairs with the Detroit Partnership and the Society of Physics Students to pro-

vide 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 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!

**Merit Badge Day\*:** Help send arduino kits to Scouts before the event. We will work through the modules using the kit along with them on the day of. We help them learn about computer and electrical engineering to earn badges.

**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).

\*Events that will be run as virtual this year. (Subject to change)



# CHARACTER EVALUATION - Winter 2021

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 **February 14th at 11:59pm** 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 **February 14th at 11:59pm**.

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](http://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 **February 15th through February 19th** via Zoom. Each interview should last about 30 minutes and starts no later than 5 minutes after the scheduled start time (to allow for travel from classes or internet complications). 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 **February 14th at 11:59pm**. Sign up for a graduate electee interview on the website ([tbp.engin.umich.edu](http://tbp.engin.umich.edu)).

Interview Dates: **February 15th through February 19th**

Location: **Zoom Virtual Conference**

Requirements: **Dress is business-formal**

Sign up for a graduate electee interview under "Events" at [tbp.engin.umich.edu](http://tbp.engin.umich.edu).

Submit your questionnaire answers under **Members** → **Electee Resources at [tbp.engin.umich.edu](http://tbp.engin.umich.edu)** and your résumé to your website profile by **February 14th at 11:59pm**.

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](mailto: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)



## MINORS ON CAMPUS POLICY - Winter 2021

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-bg-f20>). 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 to K-12 officers ([tbp.k12outreach@umich.edu](mailto:tbp.k12outreach@umich.edu)) by February 23, 2021 in order to volunteer with youth at MindSET, Cub Scout Day or Merit Badge 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 (YPT), offered through the Boy Scouts of America. It takes around an hour to complete and can be found at [scouting.org/training/youth-protection](https://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 ([tbp.k12outreach@umich.edu](mailto:tbp.k12outreach@umich.edu)).

**Submission of your YPT certificate, proving that you have completed the online training, should be completed by February 23, 2021 . Upload the YPT certificate using the following link <https://tinyurl.com/tbp-k12-f20>**

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 officer Simon Li ([tbp.k12outreach@umich.edu](mailto:tbp.k12outreach@umich.edu)).

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

- \_\_ 1. University of Michigan background check. Take a screenshot of the final page of the survey and send to [tbp.k12outreach@umich.edu](mailto:tbp.k12outreach@umich.edu) (you will not receive a confirmation email).
- \_\_ 2. Boys Scouts of America Youth Protection Training (YPT) at [scouting.org/training/youth-protection](https://scouting.org/training/youth-protection) by **February 23, 2021** and upload certificate to <https://tinyurl.com/tbp-k12-f20>

\*If you miss any of these deadlines but wish to participate in events involving youth, you may contact the TBP Service Coordinator ([tbp.service@umich.edu](mailto:tbp.service@umich.edu)) to check if there is enough time to complete the background check prior to the event.

K-12 Event Dates are:

**MindSET:** March 20, March 27, April 4

**Cub Scouts Day:** April 11

**Merit Badge Day:** March 13, May 1

**High School Panels:** TBD



## GRADUATE ELECTEE CHECKLIST – Winter 2021

Use this quick checklist to stay organized with all the requirements and deadlines for the TBP electing process!

Done?	Date Due	Requirements
_____	Feb 9, Tuesday	<b>First General Meeting**</b>
_____		Create profile on website
_____		Sign-up for interview
_____	Feb 14, Sunday	Submit online electee questionnaire
_____	Feb 15-19	Complete interview
_____	Feb 19, Friday	<b>First grad electee team meeting**</b>
_____	Feb 23, Tuesday	<b>Second General Meeting**</b>
_____		Submit AAPS, Advisor, and OGEF forms
_____		Youth Protection Training
_____	March 2, Tuesday	<b>Second Actives [DON'T ATTEND!]</b>
_____		One grad electee team meeting
_____		1 service hours total (recommended)
_____		Complete catalog card
_____	March 24, Wednesday	<b>Third Actives [DON'T ATTEND!]</b>
_____		3 service hours total (required)
_____		1 social event total (recommended)
_____	March 30, Tuesday	<b>Third General Meeting**</b>
_____	April 13, Tuesday	<b>Fourth General Meeting**</b>
_____		Complete 5 service hours total
_____		Complete one grad social
_____		Complete 3 grad electee meetings or socials
_____		Pay \$100 dues to Treasurer
_____	April 6, Tuesday	<b>Elections**</b>
_____	April 17, Saturday	<b>Initiation***</b>

**\*\*indicates REQUIRED MEETING.** If you cannot attend a meeting, please inform the Graduate Vice President, you can make up for the missed general meeting by completing one extra hour of service, social or professional development. Elections can be made up only by an extra service hour.

**\*\*\*indicates MANDATORY EVENT.** This requirement CANNOT be made up, please inform the Graduate Vice President as soon as possible if you are unable to attend initiation.



To: Kelly Crumley  
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 (April 17, 2021 ) 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 Kelly Crumley , MI-G Graduate Student Vice President, by email before February 23, 2021 .