

Michigan Gamma Chapter First Actives Meeting

29 August 2023

FIRST ACTIVES MEETING AGENDA

- 1.General Updates
- 2.Officer Updates
 - Upcoming events/dates
 - Reminders & Announcements
- 3. Electee Interviews Best Practices



WEBSITE CHANGES

- We no longer have the domain tbpmi.ga
 - All shortlinks that previously used this will no longer work with that address
- New domain: tbpmig.org
 - *Most* active shortlinks under the old domain have been transferred over to the new one
 - So you should be able to use shortlinks like tbpmig.org/food – please let us know if you find shortlinks that are not working!





NEW PROCEDURE FOR FOOD SIGNUPS

- Fill out the dietary restrictions form if you have not already
 - tbpmig.org/food
- If you would like food at a meeting, you will need to sign up for the event (in person) on the website AT LEAST 48 hours before that event
 - Eg. If you want food at a Tuesday Chapter Meeting (like today's) you would need to sign up for the website event by 6:30pm on the Sunday before.
 - This is a hard deadline, we will copy this list at that time and use it to determine our food order every Sunday.



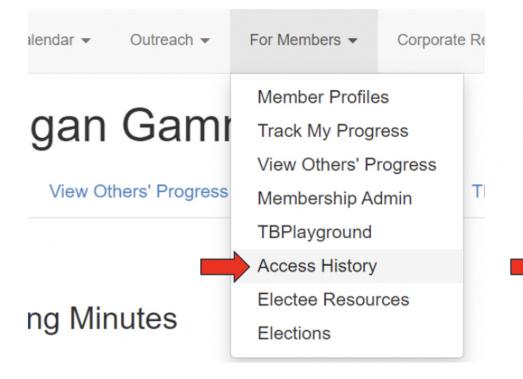
UPCOMING EVENTS

- Volunteer at our Festifall Table!
 - When: August 30th (TOMORROW) 6:00-8:30pm (30 min shifts)
 - Where: Central Campus Diag (Table A22)
 - Important outreach event! We want to spread the word about our organization so when people are invited to join, they are inclined to
 - Sign up on the website!
- First General
 - When: September 5th 6:30-8:00pm
 - Where: DOW 1013
 - Would like for at least a few actives there to speak to your experience in TBP
 - Prospective electees want to hear your thoughts, not just from the officers!
 - Sign up on website!



MEETING SLIDES ARE ON THE WEBSITE

• You can find slides from most meetings on the website (uploaded shortly after each meeting)



History/Report Management

This page is for managing/viewing history/reports.

The items you have permission to manage are listed below.

- View Meeting Feedback
- View Project Reports
- Create New Non-Event Project and Report
- View Meeting Minutes
- View Electee Questionnaire Responses



OFFICER UPDATES

President – Ansh

- Fill a chair position!
 - Professional Development
 - Campus Outreach
 - Banquet Arrangements
 - Merit Badge Day
 - Cub Scouts Day
 - Diversity, Inclusion, and Equity
 - Apparel
- Easy way to earn your leadership credit and earn DA/PA



OR VISIT tbpmig.org/chair-app



President – Ansh

- Sign up to be a project lead!
- Easy way to earn your leadership credit and earn DA/PA
- Steps to running your own event
 - Step 1: Come up with an idea (most difficult step)
 - Step 2: Get budget approval (if applicable)
 - Step 3: Set a date and time
 - Step 4: Plan out the logistics and invite TBPeople
 - Step 5: Show up to and lead the event



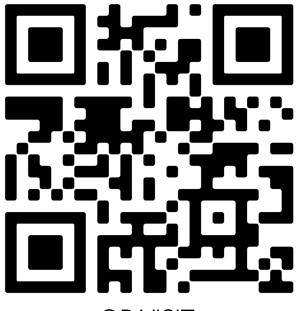
OR VISIT tbpmig.org/projectlead-app



Vice President – Karen

- All interviews will be <u>IN PERSON</u> sign up on the website!
 - September 20-22, 9 am-5 pm
 - Reminder: actives must complete at least 1 interview for DA/PA status and all interviews count as service hours
- Sign up to be an electee team lead!
 - Easy way to earn leadership credit for DA/PA
 - Involves attending general meetings and holding 2-3 electee team meetings throughout the semester

Electee Team Lead Interest Form



OR VISIT tbpmig.org/TeamLead



Vice President – Karen

- New this semester: TBP Coffee Chats!
 - *OPTIONAL* short meetings (15-30 mins) to help electees learn more about the chapter and electing process
 - Sign up by September 15th
 - Pairings will depend on electee interest
 - Receive 1 service hour for participation

Coffee Chats Interest Form



OR VISIT tbpmig.org/ActiveCoffeeChats



Grad Vice President – Jacob

- All interviews will be <u>IN PERSON</u> sign up on the website!
 - September 20-22, 5 pm-9 pm
 - Reminder: actives must complete at least 1 interview for DA/PA status and all interviews count as service hours
- Grad Actives Sign up to be a GSAC!
 - Help plan Grad Social Events
 - Sign-up at: tbpmig.org/chair-app



External Vice Presidents – Colin & Kevin

Volunteer fo Career Fair!!!



Service Coordinator – Drew

- Sign up to be a project lead!
 - Often very chill and a great way to get more involved with service
- Volunteer for Career Fair!
 - Great way to get a lot of service hours
- Be on the lookout for more service opportunities in the coming weeks!





Activities – Alex K

- Look out for events coming next week after 1st Gen
- Make sure to fill out the interest form
- TailgateBP was a blast (look out for more in the future!)



Fall Activities Interest Form





K-12 Outreach – Riley & Yicheng

- Your Youth Protection Training May Need Renewal (Due 9/30)
 - Required for all K-12 Outreach events expires every 2 years
 - BSA training can be completed online: tbpmig.org/bsa
 - Upload certificate at: tbpmig.org/ypt
- University Background Checks (Due 9/30)
 - Expire every 3 years tbpmig.org/bc
- MindSET Events: 10/1, 10/22, 11/5, 12/3
 - Become a MindSET Chair: tbpmig.org/chair-app
 - Look out for MindSET planning events this semester for convenient K-12 hours
- Merit Badge Day: 10/28
- Cub Scouts Day: 11/19



Professional Development – Andrew

- Four Corporate Info Sessions will take place in September!
 - Learn about opportunities at the company (see website for list)
 - Includes food as usual
- PD Committee Needs New Members
 - Please consider signing up, all help would be greatly appreciated
 - Opportunity to help host these sessions and meet recruiters!
 - Wonderful opportunity for leadership



Campus Outreach – Vance

- Sign up to be a 1-on-1 tutor!
- Watch out for NROTC tutoring, NSBE/SHPE collaborative events
- Tuesday Breakfast Parties→The Breakfast Parties: dates coming soon
- Project lead signup: <u>tbpmig.org/projectlead-app</u>

1-on-1 tutor signup form:



OR VISIT tbpmig.org/tbptutoring



Chapter Development – Advika

- Engineering Day for Detroit Students!...coming later this fall
- Sign up to help plan here: <u>tbpmig.org/EngDay</u>
- Or come see me after this meeting





Membership – Alex L

- Hope you enjoyed the food! Thanks for following our new procedure.
- Make sure to attend our events, whether it's service or social! I *might* be giving away things spontaneously at events...
- Always check the website for active/DA/PA status requirements (when that comes back up).
 - Besides bragging rights, you also get gifts for achieving DA/PA status!



Publicity – Hunter

- Photo Competition coming soon! Start taking pictures now from events!
 - ¹⁄₄ social hour credit per valid submission (1.5 hrs max)
 - Prizes TBD
- Follow Our Social Media!
 - TBP LinkedIn Page: https://www.linkedin.com/company/tbp-mi-g/
 - Instagram: @tbpmig
- Questions, comments, or suggestions?
 - <u>tbp.publicity@umich.edu</u>
 - Slack @Hunter Muench



Historian – Tony

- Check out our new podcast on Youtube!
 - Link: tbpmi.org/podcast
 - First two podcasts already released
 - 000: TBPresidents with Ansh, Riley, and Zach
 - 001: Cub Scouts Day with DFM, Jacob, Drew, Riley, and Colin



TBPodcast Interest Form

• Want to share a unique experience of yours? Scan the QR code and/or come see me after the meeting.



ELECTEE INTERVIEW BEST PRACTICES

INTERVIEW OVERVIEW

- 25 min_interviews/30 min time slot
 - Before
 - Review electee's questionnaire response
 - Minutes 0-10
 - Introductions get to know them, first section of electee questionnaire
 - Minutes 10-25
 - Short answer/long essay from electee questionnaire, other questions related to character
 - After
 - Fill out evaluation form
- REMEMBER: Signing up for an electee interview is a requirement for achieving DA/PA status!



INTERVIEW STRUCTURE

- 1. Sign up for the interview on the website (beforehand)
- 2. Read the electee questionnaire responses (beforehand)
- 3. Meet the electee, introduce yourselves
- 4. Chit-chat for a bit, get to know each other
- 5. Talk about electee questionnaire responses (website)
- 6. Fill out the evaluation form (website, post-interview)



INTERVIEW PREP

- Interview materials will be provided before the interview
- Attire is business casual for everyone
- More info and a reminder coming out before the interview
 - Includes instructions for navigating the website



INTERVIEW TIPS

- Friendliness and gentle questioning/encouragement is effective!
 - Be nice to the electee and remind them that the interview isn't supposed to be scary.
- Don't get caught up on sticking to the "schedule"
 - Focus on learning about the electee, not following the outline.
- Provide the correct materials to the electee
 - There are interviewer and electee versions of each!
- Stay professional
 - We are an honor society, after all.



SIGN-IN CODE

acTivesBP

Because of Umich Connectivity Issues, today's sign-in will not be through the website. If you haven't already, please swipe your M-Card at the reader to get credit for today's meeting

If you happen to not have your m-card, please see Alex L so he can add you to the list manually.

