

Tau Beta Pi

The Engineering Honor Society

Michigan Gamma chapter
First Actives Meeting

26 January, 2021

HAPPY TBPITUESDAY



Tau Beta Pi
The Engineering Honor Society

Virtual First Actives Meeting Agenda:

- **Officer Updates** - learn about what's happening this semester and how you can get involved
- **Voting** - Election for W21 Activities Officer
- **Good Interviewing Practices** - preparation for interviewing electees (virtually!)
- **Sign-In Code**
- **Post-meeting games!**



Sign in so we can track quorum!
<https://tbpmi.ga/AOEsigin>

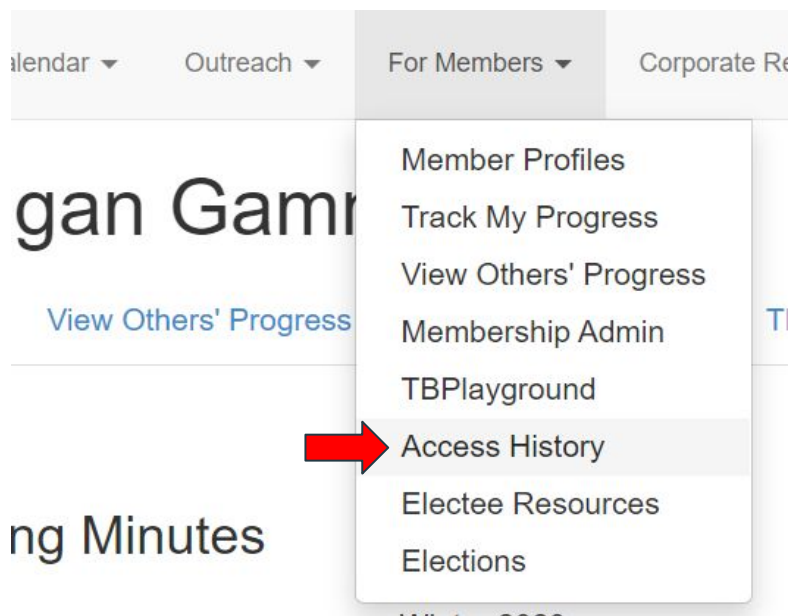
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Virtual First Actives Meeting Agenda:

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Officer Updates

EXECUTIVE TEAM UPDATES



Tau Beta Pi
The Engineering Honor Society

President - Marianne

- Welcome Back!
- Apply for **TBP Fellowship**:
 - <https://www.tbp.org/fellowships.cfm>
 - Applications due **February 1st**
- Or for a **TBP Scholarship**:
 - <https://www.tbp.org/scholarships.cfm>
 - Applications due April 20th



EXECUTIVE TEAM



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President - Marianne

- **Fill a chair position!**

- <https://tbpmi.ga/chair-app>
- Professional Development
- Apparel
- Campus Outreach
- Banquet Arrangements
- Merit Badge Day
- Mentorship
- Diversity, Equity, & Inclusion
- & more!



Join us at officer
meetings! Now
on the website

EXECUTIVE TEAM



Tau Beta Pi
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President - Marianne

- **Poll for 3rd Actives date**

- Vote to elect candidates to membership
- Mental Health Day is on Tuesday, March 23rd
- Is Wednesday or Thursday better for you? Vote now!

EXECUTIVE TEAM



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Vice President(s) - Megan & Kelly

- ALL INTERVIEWS WILL BE CONDUCTED VIRTUALLY
- Undergraduate candidate interviews:
 - Dates
 - February 15,17-19, 9 am-9 pm
 - February 16, 9 am-6 pm
- Graduate candidate interview dates:
 - Dates
 - February 15,17-19: 5 pm-9 pm
- **One interview is required for active status**
- Extra interviews count towards service hours!

EXECUTIVE TEAM



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Vice President(s) - Megan & Kelly

- Materials and Zoom links will be distributed soon, so watch for an email in the coming weeks!
- Would you all like another “How to Conduct and Interview Online” training event? Please indicate at <https://tbpmi.ga/interviewprep>

EXECUTIVE TEAM

Vice President(s) - Megan & Kelly

- Sign up to be an electee team leader!
 - <https://tbpmi.ga/electeeteamlead-app>
- Give us feedback on your electing process!
 - <https://tbpmi.ga/electee-feedback>
 - No matter when you elected!^^



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EXECUTIVE TEAM



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External Vice Presidents - Judy & Arjun

- Apply for the TBP Thomas S. Rice Award!
 - \$750 Scholarship available to TBP actives
 - Application: tbpmi.ga/rice-app
- Please sign up to be on a Leaders and Honors committee!
Great way to get service hours!
 - Will be interviewing applicants for CoE awards
 - Interviews week of Feb 15-19
 - Undergrads: tbpmi.ga/ug-lh
 - Grads: tbpmi.ga/g-lh
- Apply to be a webmaster for 2021 TBP/SWE Career Fair
 - Application: tbpmi.ga/wm-app

EVENTS TEAM



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Service Coordinator - Kritika

- Call for project leaders!
 - Lead creative virtual events like Knitwits, Zooniverse, Science Olympiad, socials, professional development events, and more!
 - **Low time commitment, easy way to get more involved!**
 - Apply at tbpmi.ga/projectlead-app or scan the QR code
- Check out service opportunities on the website
 - APO blood drive (in person)
 - Zooniverse with HKN
 - SEFMD Virtual judging



EVENTS TEAM



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K-12 Outreach - Simon, Erik

- Your Youth Protection Training May Need Renewal
 - Required for all K-12 Outreach events - expires every 2 years
 - BSA training can be completed online: tbpmi.ga/ypt
 - Upload certificate at: tbpmi.ga/ypt-confirm
- University Background Checks
 - Expire every 3 years - tbpmi.ga/opt-in
- Upcoming
 - MindSETs (dates soon 🙄)
 - Merit Badge Days (3/13, 5/1)
 - Cub Scouts Day (4/11)
 - High School Panels

🌟 **MindSET Powerhouse** 🌟

Erin, Natalie, Trisha, Pauline

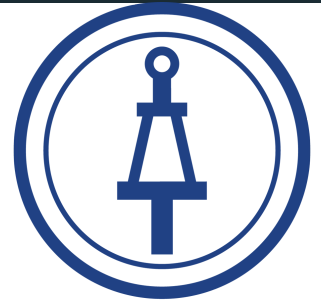


🤖 **Merit Badge Duo** 🤖

Greg, David 🍌



EVENTS TEAM



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Professional Development - Ranadeep

Please sign up to be a PD Chair or Project Leader

- Lots of space and flexibility for new events/new ideas
 - Great and easy way to impact the types of events we hold
 - Let the PD committee know if there are any specific event ideas or plans you would like to see executed.
-
- Virtual Engineering Career Fair hosted by the ECRC
 - January 27th, 9AM - 6PM EST
 - Still some open spots and drop-in sessions!

EVENTS TEAM



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Campus Outreach - Atishay

- Sign up for Tutoring!
 - Great way to get service hours on your own schedule!
 - All virtual!
 - Weekly tutoring - will be scheduled soon
- MLK Luncheons, Game Nights will be scheduled soon!!

AP Tutoring:

<http://tbpmi.ga/ap-survey>



1-1 tutoring:

<http://tbpmi.ga/tbptutoring>



CHAPTER TEAM

Chapter Development - Kate



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Help improve the MI-G chapter!

- (Virtual) **New Initiatives I** is next Tuesday at 6:30!
- We'll be talking about being an active - let us know what you want to get out of TBP
- Sign up on the website!



CHAPTER TEAM



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Membership - Abby

- **Active Status Requirements**
 - Attend 2 meetings, both of which must be voting meetings (2nd Actives, 3rd Actives, or elections)
 - 2 hours of TBP-sponsored service
 - At least 1 social or PD event
- **DA/PA requirements**
 - Subject to change to account for COVID

CHAPTER TEAM



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Membership - Abby

- DA requirements
 - Obtain a leadership credit
 - Conduct at least **1** electee interview (one shift)
 - Attend elections (2nd Actives, 3rd Actives, Elections)
 - Attend 2 other chapter meetings in addition to the above
 - Complete 8 hours of service
 - Attend 2 TBP-sponsored social or PD events
 - Attend 1 more social or 1 more service
- PA requirements
 - DA requirements
 - 16 additional service hours
- **Gifts:** cord and stole, then quarter zips, and so on! Remote options include \$30 DA or \$40 PA reimbursements

CHAPTER TEAM

Publicity - Maxwell

Happy Tau Beta Pi Tuesday



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- **WEAR TBP SWAG ON TUESDAYS!**
- Submit your photos/ videos into the Semester Photo/ Video Contest (we love you in your TBP Swag!) @ <https://tinyurl.com/TBPhotosVideos>
- **Follow us on Instagram!**
 - @tbpmig
- **TikTokBP is here! Please follow @tbpmig!**
- tbp.publicity@umich.edu



CHAPTER TEAM

Historian - Andrew



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Please download a cornerstone! They will be shared in the weekly emails, and also can be found on tbp.engin.umich.edu at “Publications” > “The Cornerstone”

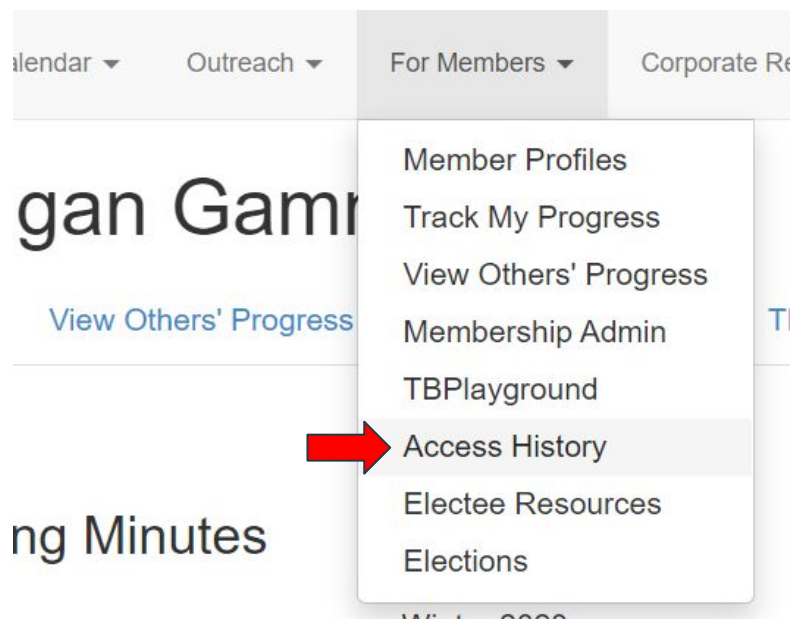
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Elections Procedure

ELECTIONS



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Confidentiality

- Only initiated TBP members and electees for the current semester are allowed in the room
- All discussion during elections is confidential and is not to be repeated outside this room

Speech/Questions Time Limits

- For Activities Officer, 2.5 minutes
 - 1.5 minutes for speech

*** Limits can be extended by motion from the floor, must affect all candidates equally

ELECTIONS



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No-Confidence and Voice Votes

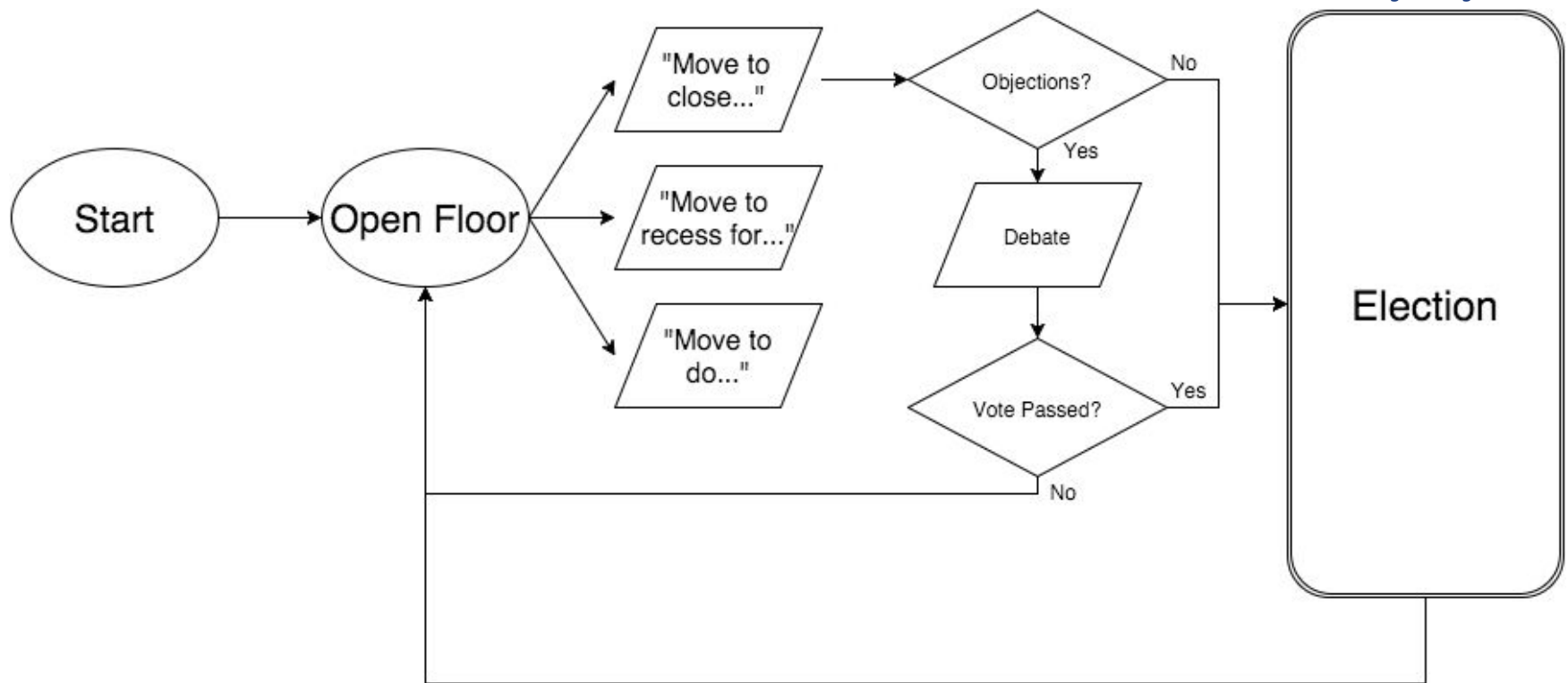
- To win an election:
 - For Activities Officer, must receive a plurality of the votes
 - Failure to do so is a vote of no-confidence
- Voice Votes
 - Uncontested elections will be voted on by voice vote (no Zoom Poll unless division is called)

ELECTIONS

Go with the Flow (general)



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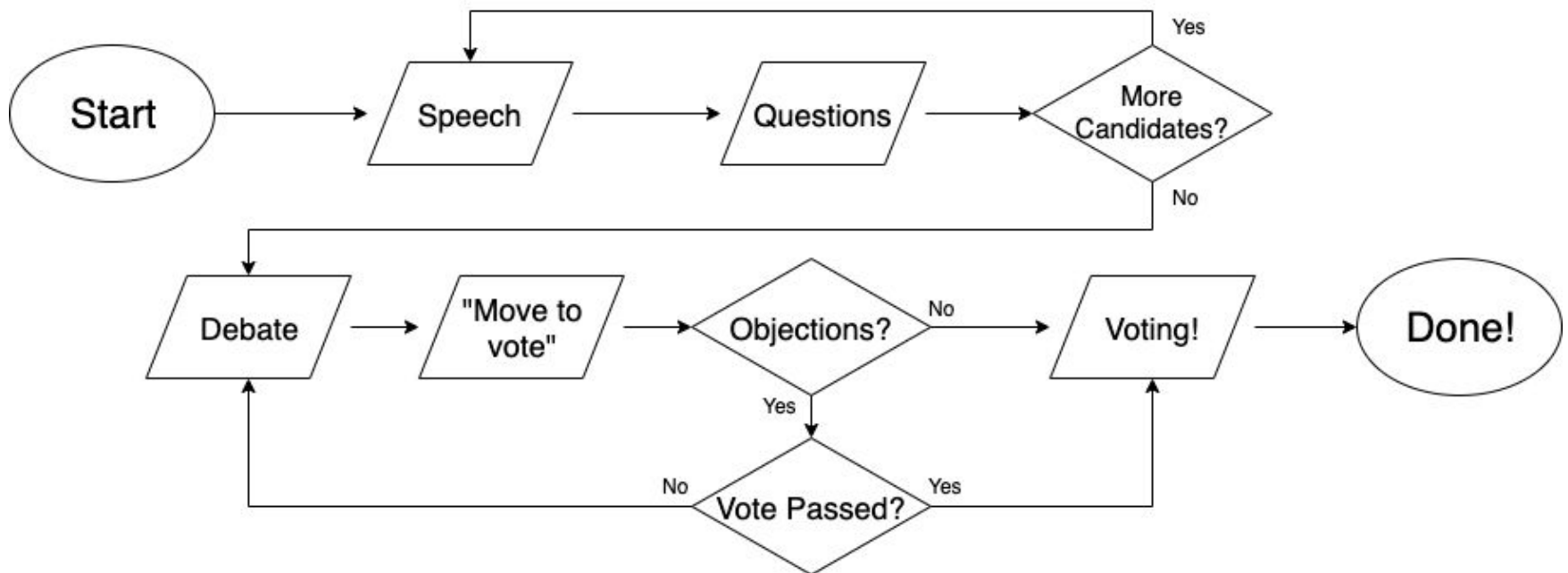


ELECTIONS

Position-Specific Flow



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VOTING



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Zoom Poll Setup

We will be using Zoom Poll to vote today.

Marianne will be running the voting system.

Test Vote time! Example position election:

Vote for the best color:

A: Maize B: Blue C: No Confidence

When the poll launches, cast your vote.

ELECTIONS



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Other Zoom Voting Logistics

- **Waiting Room:**
 - Candidates for a position in consideration will be moved to waiting room
 - Late arrivals-- in waiting room until current position being elected closes
- **Discussions:**
 - Use the “raise hand” feature to be recognized to speak.
- **Voting:**
 - Poll results are anonymous and the vote breakdown will not be shared, only the result.
 - Benson and Kyle are the designated “Poll-watchers”

OPEN FLOOR

Open W21 Officer Positions

- Activities Officer
 - Dion Li



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Good Interviewing Practices

EXECUTIVE TEAM



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Vice President(s) - Megan and Kelly

- Interview Overview (25 min interviews/30 min time slot)
 - Before
 - Review electee's response and get case study ready
 - 0-8 mins
 - Introductions - get to know them, first section of electee questionnaire
 - 8-15 mins
 - Short answer/long essay from electee questionnaire
 - 15-25 mins
 - Case Study
 - After
 - Fill out evaluation form

GOOD INTERVIEWING PRACTICES



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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. Go over the case study
7. Fill out the evaluation form (website)

GOOD INTERVIEWING PRACTICES



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Interview prep

- Interview materials will be provided virtually before you join via Zoom
- Attire is business casual for you, business formal for electees
- More info and a reminder coming out before the interview
 - Includes instructions for navigating the website

GOOD INTERVIEWING PRACTICES



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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.

GOOD INTERVIEWING PRACTICES

Interview tips



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FILL OUT THE EVALUATION FORM

Plz&Thx

GOOD INTERVIEWING PRACTICES

Interview tips



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I will email you all of this information and the necessary materials for conducting interviews soon.

SIGN UP TO BE AN INTERVIEWER ON THE EVENTS PAGE OF THE TBP WEBSITE

SIGN IN CODE



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Surprise!

Please go to tbpmi.ga/climate-survey and fill out the survey to get your code ;)

