



Tau Beta Pi

The Engineering Honor Society

Michigan Gamma Chapter
First Actives Meeting

10 January 2023

HAPPY TBPITUESDAY

First Actives Meeting Agenda:

- **Officer Updates** - learn about what's happening this semester and how you can get involved
- **Good Interviewing Practices** - preparation for interviewing electees (in person!)
- **Sign-In Code**



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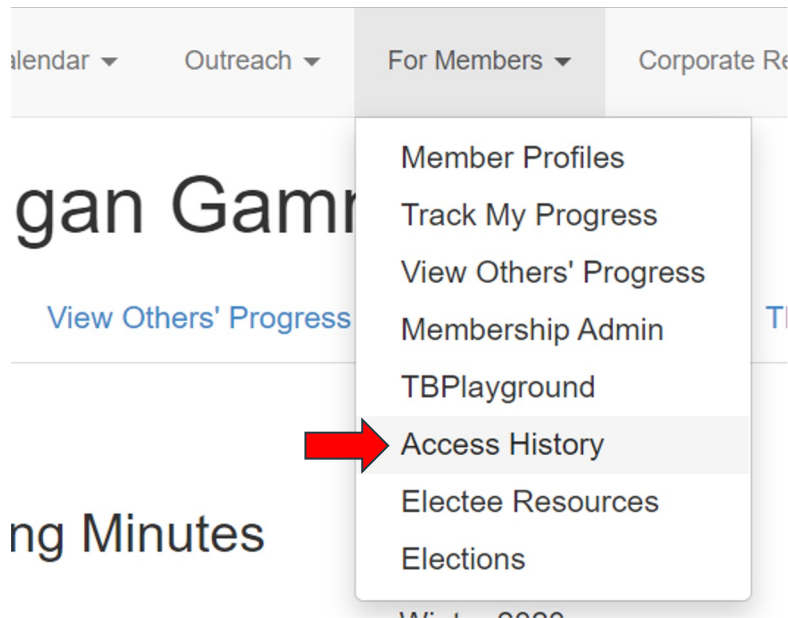
SLIDES ARE ON THE WEBSITE



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First Actives Meeting Agenda:

- Access these slides after the meeting!



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<https://tbp.engin.umich.edu>



Officer Updates

EXECUTIVE TEAM UPDATES



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President - Riley

- Welcome Back!
- If you are here in person, please **sign up for the in person event on the website! Likewise with for virtual attendees.** This will help us know who was here in person if we need that in the future.
- In person attendees - please do not also join the Zoom call! This will help us avoid audio issues and double counting votes

EXECUTIVE TEAM



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President - Riley

- **Fill a chair position!**
 - tbpmi.ga/chair-app
 - Professional Development
 - Apparel
 - Campus Outreach
 - Banquet Arrangements
 - Merit Badge Day
 - Mentorship
 - Diversity, Inclusion, & Equity
 - & more!
 - Great way to earn leadership credit!

Join us at officer meetings! Now on the website

EXECUTIVE TEAM

President - Riley

- **Sign up to be a project lead or chair**
 - <https://tbpmi.ga/projectlead-app>
 - <https://tbpmi.ga/chair-app>
 - Another great way to earn leadership credit!

Steps for running an event:

Step 1: Come up with an idea (most difficult step)

Step 2: Set a date and time

Step 3: Plan out the logistics and invite TBPeople

Step 4: Show up to the event



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Project Lead



Chair

EXECUTIVE TEAM

Vice President(s) - Denise & Ishaan

- ALL INTERVIEWS WILL BE CONDUCTED IN PERSON (or VIRTUALLY upon special request)
- Undergraduate candidate interviews:
 - February 1st, 2nd, 3rd: 9 am-5 pm
- Graduate candidate interview dates:
 - February 1st, 2nd, 3rd: 5 pm-9 pm



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Vice President(s) - Denise & Ishaan

- Sign-ups are up on the website, so check it out if you haven't!
- **Interview requirements for actives will be provided in an email as well**
- **Actives must complete at least 1 interview to earn DA/PA status**
- All interviews count towards service hours!
- Would you all like “How to Conduct and Interview Online” training event? Please indicate at <https://tbpmi.ga/interview-prep-survey>

EXECUTIVE TEAM

Vice President(s) - Denise & Ishaan



Tau Beta Delta



I AM ON A
SEAFOOD
DIET.
I SEE FOOD,
AND I EAT IT.

www.dietinspire.com

- Sign up to be an electee team leader!

<https://tbpmi.ga/electeeteamlead-app>

Will earn you a **leadership credit** AND you get to introduce electees to the chapter AND get Leadership Credit for DA/PA AND FREE FOOD!



- Sign up to be The Graduate Student Activities Chair(s)!

- Graduate actives sign up using [this form](#) ->

- Will earn you a **leadership credit**!

- Give us feedback on your electing process!

- <https://tbpmi.ga/electee-feedback>

- No matter when you elected!^^



EXECUTIVE TEAM

Treasurer - Mitra



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We Have Money

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EXECUTIVE TEAM

External Vice Presidents - Colin & Kevin



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- Thomas S. Rice Award - 2023
 - All actives are eligible to apply
 - Application due by Friday, January 27th
- Honors Brunch Committees
 - Undergraduate and (especially) graduate students needed to serve on committees
 - Committees responsible for interviewing and deciding winners of the awards
 - Committees meet via Zoom
 - Event is up on website - easy service hours

EVENTS TEAM

Service Coordinator - Drew



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- Apply for Chair and Project Lead positions!
 - Help plan/execute a variety of service and PD events!
 - Good introduction to TBP leadership roles (chair/officer)
 - Reach out to tbp.service@umich.edu if interested
- Maize & Blue Cupboard distribution event (2/1) posted
 - Many more events in the works!

Project Descriptions:

tbpmi.ga/projects-W23



Project Lead form:

tbpmi.ga/projectlead-app



Chair form:

tbpmi.ga/chair-app



EVENTS TEAM



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K-12 Outreach - Yicheng, Tara

- 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 events will be posted soon!

EVENTS TEAM



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Activities - Karen

- Upcoming events will start being posted on website soon!
- IM Sports [interest form](#)
 - 6v6 indoor volleyball
- SWE Engineering Games
 - Evening of Feb 4
- Reach out if you have any ideas!
 - New events are always welcomed
- Sign up to be a project lead!
 - Easier than you think



**IM Volleyball Interest
Form**

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Professional Development - Ansh

Lots of corporate info sessions in the works this semester, keep an eye out on the website and in bi-weekly emails for them.

There are also plans for other events, including:

- Preparing for Interviews
- Exam Week Study Halls

If you have any ideas for other professional topics, **join the PD committee!**

- Extremely low time commitment (less than 1 hr/wk)
- Easy leadership credit for DA/PA
- Plan & run your own event - lots of flexibility

EVENTS TEAM



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Professional Development - Ansh

Please update your resumes for Convention and for the MI-Gamma resume book!

- On the TBP Website when editing your profile:
<https://tbp.engin.umich.edu/>
- TBP National Convention:
<https://www.tbp.org/resumes/home.cfm?15995387>



You can update your resume any time at the respective links.

EVENTS TEAM



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Campus Outreach - Alex L

- **Sign up to be a tutor!**
 - We always have more requests than tutors, so any help is appreciated!
 - Also counts as service hours!
 - Currently talking to NROTC about group tutoring sessions, will have those on the website as soon as that's finalized
- Watch out for breakfast parties (likely Tuesdays this sem.)
- Sign up to be a project lead!
 - <https://tbpmi.ga/projectlead-app>

1-1 tutoring:

<http://tbpmi.ga/tbptutoring>



CHAPTER TEAM



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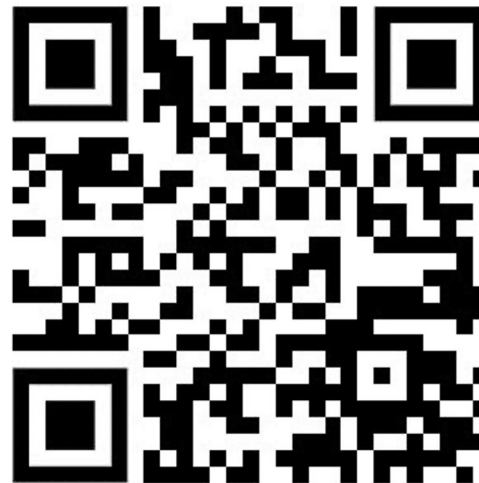
Chapter Development - Advika

Upcoming New Initiatives...

- Fill this out for feedback: <https://forms.gle/18KVUgwKqV95uq5G7>

New Initiatives I in two weeks

- 1/27 6:30-7:30pm
- In person & virtual



CHAPTER TEAM



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Membership - Sirawit

- **Active Status Requirements**

- Attend 2 voting meetings (2nd Actives, 3rd Actives, or elections)
- 2 hours of TBP-sponsored service
- 1 social/PD event

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Membership - Sirawit

- **DA/PA Requirements**

- Obtain a leadership credit
- Conduct 1 electee interview
- Attend 5 meetings (3 voting meetings)
- 11 Service hours for DA, 24 for PA
- 2 social/PD events

- **What's cool about DA/PA?**

- Bragging rights
- Honors at Banquet
- Gifts. Getting DA/PA for multiple semesters leads to \$30 DA and \$70 PA reimbursements

CHAPTER TEAM



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Publicity - Hunter

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

CHAPTER TEAM

Historian - Alex



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- First issue of the Cornerstone is now available, those in-person make sure you grab your copy and those joining us online can find it on tbp.engin.umich.edu at “Publications” > “The Cornerstone”
- Send me stuff about interesting (or not that interesting) topics for “1 minute reads” or new ideas for the Cornerstone! tbpmi.ga/cstone-contrib
- Send me any pictures from, or articles about, events, to include in the Alumni Newsletter! tbp.historian@umich.edu

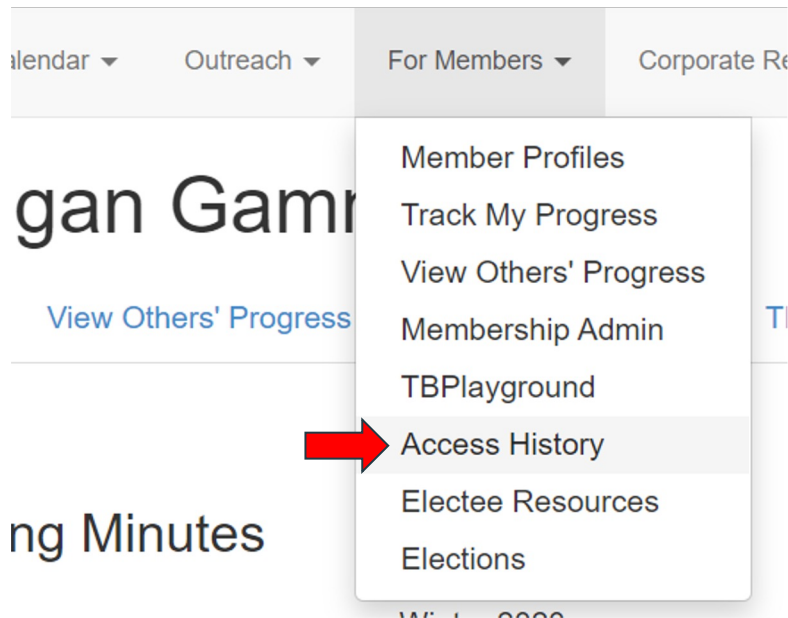
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Good Interviewing Practices

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Vice President(s) - Denise & Ishaan

- Interview Overview (25 min interviews/30 min time slot)
 - Before
 - Review electee's 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**

GOOD INTERVIEWING PRACTICES

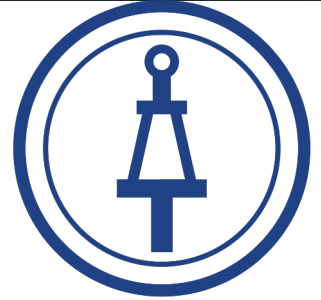


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Interview structure

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. Fill out the evaluation form (website, post-interview)

GOOD INTERVIEWING PRACTICES



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Interview Prep

- Interview materials will be provided before the interview
- 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

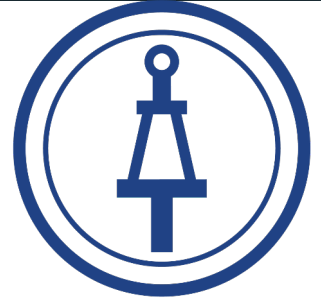
- There are interviewer and electee versions of each!

Stay professional

- We are an honor society, after all.

GOOD INTERVIEWING PRACTICES

Interview Tips



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FILL OUT THE EVALUATION FORM

Thank you!!

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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TBProjectLead

It's nice to see many of you back in person! Don't forget to sign into the correct LOCATION on the website

If you can not sign-in on the website, then please sign-in through this QR code instead

