





Michigan Gamma Chapter First Actives Meeting

30 January 2024

FIRST ACTIVES MEETING AGENDA

1. Officer Updates

- Upcoming events/dates
- Reminders & Announcements
- 2. Electee Interviews Best Practices
- 3. Voting Procedures
- 4. Proposed Amendments
- 5. Fun Surprise



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.



MEETING SLIDES ARE ON THE WEBSITE

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

alendar - Outreach -	For Members - Corporat	te Re
gan Gamr View Others' Progress	Member Profiles Track My Progress View Others' Progress Membership Admin TBPlayground	TI
ng Minutes	Access History Electee Resources Elections	

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
- <u>View Meeting Minutes</u>
- View Electee Questionnaire Responses



OFFICER UPDATES

President – Kevin

- This is a crucial voting meeting!
- If you are an electee, please leave the room/call!
- Sign in through the link below and remember to sign out using the same link if you have to leave the room at any point.





President – Kevin

- We have taken your feedback to streamline all leadership opportunities into a single form
 - Committee Participation
 - Chair Positions
 - Project Leaders
- Guided form that helps get things moving quicker by narrowing in on specific interests in leadership
- Different Leadership Opportunities require a different amount of effort
 - Visit tbpmig.org/leadership-guide for more information
- All positions earn a leadership credit, a crucial component of earning DA/PA status



OR VISIT tbpmig.org/leadership



Vice President – Karen

- All interviews will be <u>IN PERSON</u> sign up on the website!
 - January 31st to February 2nd, 9 am-5 pm
 - Reminder: actives must complete at least 1 interview for DA/PA status and all interviews count as service hours
 - <u>Open slots: Wednesday 9-9:30am, Wednesday 5-5:30pm,</u> <u>Thursday 1-1:30pm</u>
- 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 February 2nd
 - Pairings will depend on electee interest
 - Receive 1 service hour for participation

Coffee Chats Interest Form



OR VISIT tbpmig.org/CoffeeChat-Active



Vice President – Karen

- 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
 - Looking for 2 more non-officer undergrad actives!

Electee Team Lead Interest Form



OR VISIT tbpmig.org/ElecteeTeamLead



Grad Vice President – Aditya

- All interviews will be <u>IN PERSON</u> sign up on the website!
 - Jan 31, Feb 1, Feb 2; 5:00 pm to 9:00 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/leadership
- If interested in being in a "Grad School Panel"
 - Contact me and Maggie



Secretary – Namit

EMINENT ENGINEER NOMINATIONS

- Looking to initiate outstanding engineering professionals
- 10 yrs + engr. degree OR 15 yrs w/o engr. degree
- E-mail <u>tbp.secretary@umich.edu</u>
 - Please put "Eminent Engineer" in subject line
 - Name, reason to nominate (short para), picture, Resumé/CV
 - Do not contact your nominees



External Vice Presidents – Vance & Ibrahim

•HB info TBD



Upcoming Service Events

- Blood Battle Drive II (2/2)
 - Central Campus, 1 hour shifts
- Zooniverse I (Due 2/6)
 - Fully asynchronous, max 2 hours
- SERVE Project Submission Form (Due 2/6)
 - Fully asynchronous, max 2 hours
- NEST Meeting I (2/7)
 Food, 1 hour
- UM Science Olympiad Invitational (2/17)
 - Central Campus, max 12 hours
 - You should be receiving emails from UMSO
 - Fill out CoC form by tomorrow



Science Olympiad Registration tbpmig.org/UMSO



Activities – Paco

- Boba Social I
 - Wednesday 1/31, from 5 6pm
 - Quickly Boba Cafe (1220 S University Ave)
 - Free Boba!
- SWE Engineering Games Spectating
 - Friday 2/2, from 6 10pm
 - Come watch Kevin, Ansh, Namit, Mitra, Vance, and Zack compete in SWE Engineering Games!
- Game Night II
 - Friday 2/9, from 4 6pm
 - The Bullpen (1226 EECS)
 - Come play Mario Kart, Secret Hitler, Catan, etc
- Ice Cream Social (hosted by Advisor Ansh!)
 - Saturday 2/10 from 3 4pm at Milk & Froth (328 S Main St)
- Look out for upcoming events!

(Cantina and Valentine's Day coming soon)



Winter Activities Interest Form



K-12 Outreach – Jacob & Dylan

- K-12 Committee Meeting Tonight at 9pm
 - Everyone is welcome to attend and help shape our K-12 efforts
- Your Youth Protection Training May Need Renewal (Due 2/6)
 - Required for all K-12 Outreach events expires every 2 years
 - BSA training can be completed online: <u>tbpmig.org/ypt</u>
 - Upload certificate at: tbpmig.org/ypt-confirm
- University Background Checks (Due 2/6)
 - Expire every 2 years tbpmig.org/bc
- MindSET Events: 2/11, 2/18, 4/7
- Engineering Day: 3/9
- Cub Scouts Day: 3/17
- Merit Badge Day: 3/31, 4/13



Professional Development – Maggie

- Nvidia Tech Talk (External Opportunity)
 - 1/31, 5:30-6:30 PM, Virtual
 - Register through QR code



tbpmig.org/NvidiaTalk



Fill out this form so we can gauge interest in types of events/industries/ companies!

- Join PD Committee!
 - Help host info sessions and gain leadership explerience
- Involvement in Future Events (if interested, message me on Slack!)
 - CS Career Panel

 - Internship Info Session Grad School Panel (Grad Actives)



Campus Outreach – Hunter

- Sign up to be a 1-on-1 tutor!
- Watch out for NROTC tutoring (Jan. 31, Feb. 5/7, Feb. 12/14, Feb. 19/21)
- The Breakfast Parties: 2/6, 2/21, 3/6, 3/27, 4/10
- Project lead signup: tbpmig.org/projectlead-app

1-on-1 tutor signup form:



OR VISIT tbpmig.org/tbptutoring



CHAPTER TEAM

Chapter Development – Advika

- Sign up to be a project lead!
 - Engineering Day
 - TBPhunrun
- New Initiatives I in two weeks!
 - DEI
 - Any other suggestions?



CHAPTER TEAM

Publicity – Grace

- Day in a Life Video
 - Example: <u>day in life folder</u>
 - Interest Form: <u>tbpmig.org/dayinlife</u>
- Photo Competition
 - tbpmig.org/photocomp
 - ¹/₄ social hour credit per valid submission (1.5 hrs max)
 - Prizes TBD
- Follow Our Social Media!
 - TBP LinkedIn Page: <u>https://www.linkedin.com/company/tbp-mi-g/</u>
 - Instagram: @tbpmig
 - Tiktok: @tbpmig
- Questions, comments, or suggestions?
 - <u>tbp.publicity@umich.edu</u>Slack @Grace Yoon







CHAPTER TEAM

Historian – Jacob

- Digital Cornerstone this week!
 - Excluding The Best Puzzles, you can only find this edition on the website.
- Please fill out this quick form to give feedback about the digital Cornerstone.
 - <u>tbpmig.org/digitalcornerstone</u>
- Also feel free to fill out the Cornerstone Contribution Form to have your ideas included or to give some general feedback.
 - <u>tbpmig.org/cornerstonecontribution</u>



Digital Cornerstone Feedback Form



ELECTEE INTERVIEW BEST PRACTICES

INTERVIEW STRUCTURE

- 25 min interviews/30 min time slot
 - Before

 - Sign up for interview on the website
 Review electee's questionnaire response
 - Minutes 0-10
 - Introductions introduce yourselves, 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 on the website
- 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

- Electee Questionnaire answers will be shown once signed up for an interview
 - Check under For Members \rightarrow Access History \rightarrow View Electee Questionnaire Responses
- 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.
- Stay professional
 - We are an honor society, after all.



VOTING PROCEDURE

ROBERT'S RULES OF ORDER

- Motion "I move that the chapter [...]"
 - Second
 - [Objection]
 - Debate
 - Amendment "I move to amend the motion to read [...]"
 - Debate
 - Amendment
 - Vote
 - Vote
 - Vote



ROBERT'S RULES OF ORDER

- Interrupt:
 - Point of order
 - The chair is doing something procedurally wrong
 - Point of personal privilege
 - Text on the screen is too small, Speaker is too quiet
- Speak before others waiting:
 - Point of information
 - Factual question, Current state of debate
 - Point of parliamentary inquiry
 - Would an amendment be in order? What magic words should I say?



VOTING RULES – WHO CAN VOTE?

- Active membership: undergrads + grads + alumni, all of whom have met active requirements either this semester or last semester
- •Can make motions, points, and discuss / debate



VOTING RULES - QUORUM

- •We must maintain quorum in order to continue voting. Please stay here until the end!
- •If you must leave, sign out with the same google form, or with the officers standing by the door:





tbpmig.org/ signin

VOTING SYSTEM

We will be using Poll Everywhere (PollEV) to cast votes. You can either join the polling site on your phone/tablet/laptop via browser or vote by text message (SMS)

- 1. Option 1: pollev.com/michaelbenson715
 - Make your name in pollev your uniquame!
- 1. Option 2: Text MICHAELBENSON715 to 37607

If you don't have access to a device that you can vote from, please wrote your vote on a piece of paper and hand it to Benson





TEST VOTING SYSTEM

Test Question: Are you joining this meeting in 2505 GGBL or over Zoom?

- Zoom: **Z**
- 2505 GGBL: **G**



PROPOSED CONSTITUTION AMENDMENTS

ARTICLE IV

SECTION IV.2. ELIGIBILITY OF NEW MEMBERS c). ELIGIBLE UNDERGRADUATE CURRICULA

- 1. Aerospace Engineering
- 2. Biomedical Engineering
- 3. Chemical Engineering
- 4. Civil Engineering
- 5. Civil and Environmental Engineering
- 6. Climate and Space Sciences And Engineering
- 7. Computer Engineering
- 8. Computer Science
- 9. Data Science
- 10. Earth System Science and Engineering
- By a vote of 75-0, the motion to adopt the changes meets the ³⁄₄ threshold, and the amendment will be made pending Advisory Board approval

- 11. Electrical Engineering
- 12. Engineering
- 13. Engineering Physics
- 14. Industrial and Operations Engineering
- 15. Materials Science and Engineering
- 16. Mechanical Engineering
- 17. Naval Architecture and Marine Engineering
- 18. Nuclear Engineering and Radiological Sciences
- 19. Robotics Engineering



PROPOSED BYLAW AMENDMENTS

Appendix G

G.2. Standing Committees d). DIVERSITY, EQUITY, & INCLUSION DIVERSITY INCLUSION & EQUITY STEERING COMMITTEE

This committee will be be chaired by the Diversity, Equity, and Inclusion Chairs and will serve to assist them in coordinating the DEI activities of the chapter. This committee will consist of a maximum of 2 members of the officer corps, excluding advisors, and a minimum of 3 other members including initiated members and candidates/electees. The committee will work with the executive team and the advisory board to refine and develop the chapter's objectives with regard to Diversity, Equity, and Inclusion Diversity, Inclusion, and Equity as well as to implement such objectives. The committee will submit a report of its activities and progress to the chapter via the Cornerstone at least 2 times per semester

By a vote of 67-8, the motion to amend the bylaws carries



SIGN-IN CODE

amendmenTBP

TRY SIGNING IN ON THE WEBSITE FIRST If you cannot sign-in on the website, please sign-in through the QR code instead



