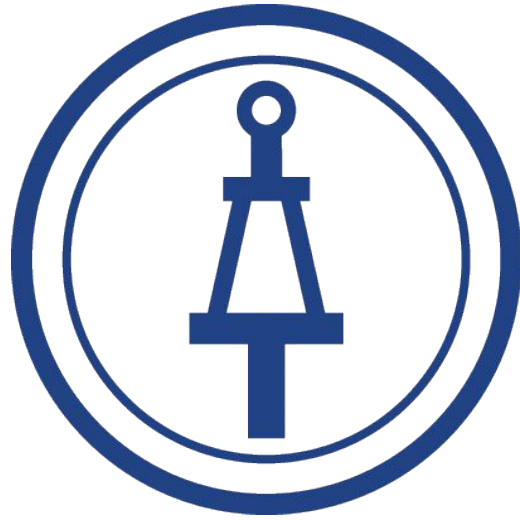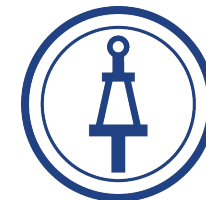# Food Portion To Take

- Take 2 sandwiches
- Options:
  - Chicken Shawarma
  - Kafta Kabob (Beef)
  - Falafel + Hummus

tbpmig.org/signin

Tau Beta Pi
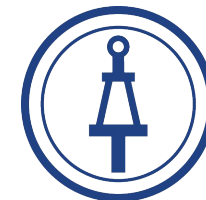The Engineering Honor Society

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The Engineering Honor Society

Michigan Gamma Chapter
First Actives Meeting

28 January 2025

FIRST ACTIVES MEETING AGENDA

1. Officer Updates
   - Upcoming events/dates
   - Reminders & Announcements
2. Leadership Spotlights
3. Electee Interviews – Best Practices
4. Voting Procedure
5. Proposed Bylaws Amendments

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The Engineering Honor Society

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.
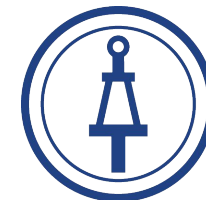
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OFFICER UPDATES

EXECUTIVE TEAM

President – Karen

- This is an important 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.

tbpmig.org/signin

Tau Beta Pi
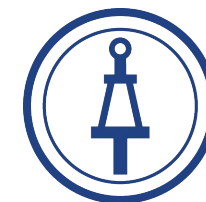The Engineering Honor Society

EXECUTIVE TEAM

President – Karen

- Apply for leadership positions!
  - Committees, Chair Positions, Project Leaders
  - Visit tbpmig.org/leadership-guide for more information
  - All positions earn a leadership credit, a crucial component of earning DA/PA status
- Apply for a TBP scholarship/fellowship!
  - $2,000 scholarships for undergrads
  - $10,000 fellowships for grads

tbpmig.org/leadership

tbpmig.org/scholarships

Tau Beta Pi
The Engineering Honor Society
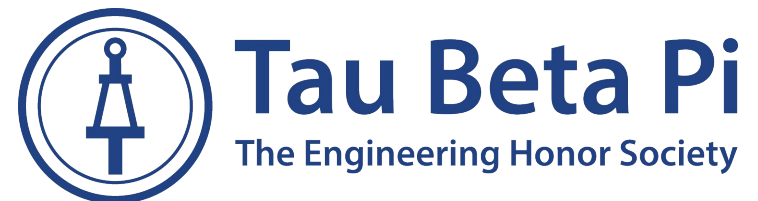
EXECUTIVE TEAM

Vice President – Paco

- Sign up to be an electee team lead!

  - To earn the leadership credit for DA/PA

  - [Task] Attend general meetings

  - [Task] Host 2~3 electee team meetings

  - Will meet your electees at the Second Gen (next week)

- Sign up to be an interviewer!

  - Feb 5 (Wed) - Feb 7 (Fri), 9 AM ~ 5 PM

  - Actives must complete at least 1 interview for DA/PA

  - All interviews count as service hours

Electee Team Lead
Interest Form

OR VISIT
tbpmig.org/ElecteeTeamLead

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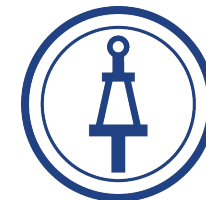
EXECUTIVE TEAM

Grad Vice President – Wei-Lun

- Sign up to be an interviewer!

  - Feb 5 (Wed) - Feb 7 (Fri), 5 PM ~ 9 PM

  - Actives must complete at least 1 interview for DA/PA.

  - All interviews count as service hours.

- Now planning grad socials with 3 GSACs

  - Dr. Yunseok Choi, Kate Giammalvo, and Niloy Gupta

  - Coming soon: Grad Social Coffee Hour I

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EXECUTIVE TEAM

External Vice Presidents – Katherine & Sabrina

- Apply for the Thomas S. Rice Award!
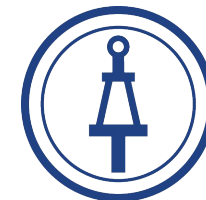 - Due Friday, January 31 at 11:59pm (this Friday)

tbpmig.org/rice25

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Upcoming Service Events

Service Coordinator - Cap

- K-12 Content Development I (1/29, 5 - 6 pm) - EECS 1303
  - Come develop new content for our K-12 events!

- Knitwits I (1/30, 6 - 8 pm) - EECS Atrium
  - Enjoy dinner and make no-knit fleece blankets!

- NAP Stewardship Workday (1/31, 1 - 4 pm) - Black Pond Nature Area
  - Help remove invasive plant species from Ann Arbor's nature areas!

- Cub Scouts Day Kickoff Meeting (2/1, 1 - 2 pm) - Zoom
  - Join if you're interested in being a CSD project lead!

- Bylaws Town Hall (2/3, 6:30 - 7:30 pm) - LBME 1130
  - Learn about Project Leading, Chair positions (including Career Fair), and more!

- SERVE Idea Submission Form (due midnight 2/4)
  - Earn up to two hours for submitting engineering service ideas!

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The Engineering Honor Society

Upcoming Service Events (Cont.)

- NEST Resource Insecurity Asynchronous Tasks (due midnight 2/5)
  - Earn up to 8 hours on your own time by submitting work for our NEST project!

- NEST Resource Insecurity Meeting II (2/6, 7 - 8 pm) - Zoom
  - Learn and develop our proposal for the resource insecurity challenge!

- NEST Waste Management Meeting I (2/6, 8 - 9 pm) - Zoom
  - Refine our prototype for the waste management challenge!

- Sequoia Place I (2/8, noon - 2 pm)
  - Join HKN to provide tech help to Sequoia Place senior citizens!

- NAP Stewardship Workday (2/8, 1 - 4 pm) - Oakwoods Nature Area
  - Help remove invasive plant species from Ann Arbor's nature areas!

- MindSET I (2/9, 2 - 5 pm) - EECS 1200
  - Attend the additional training on 2/5 from 6 - 7 pm!

- New Initiatives I (2/11, 6:30 - 7:30 pm) - DOW 1013
  - For a service hour and free dinner, come discuss ways to improve the chapter with your fellow Tau Bates!

- University of Michigan Science Olympiad (2/15, 7:30 am - 8:00 pm, 4 hour shifts) - Central Campus
  - Sign up by this Friday to get a volunteer role!

- UMSO STEM Expo (2/15, 4 - 6 pm, 30 min shifts) - Chem Atrium
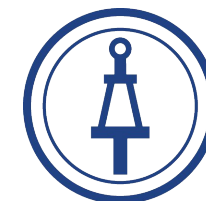 - Sign up by this Friday to get a volunteer role!
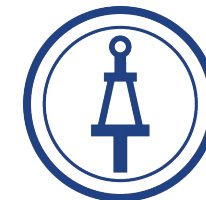
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EVENTS TEAM

Activities – Allison

- Lunar New Year Celebration 🧧
  - Wednesday Jan. 29th from 6:30 - 8:30 pm
  - Celebrate the New Year with a variety of Asian food and snacks!

- Classroom Movie Night I 🍿
  - Thursday Jan. 30th from 8 - 10 pm
  - Enjoy homemade popcorn and relax with a film

- *Crazy Rich Asians* Movie "Night" 💴
  - Saturday Feb. 8th from 2 - 4:30 pm
  - (Re)watch an iconic film and drink boba!

- Galentine's Celebration 💗
  - Thursday Feb. 13 from 5 - 7 pm
  - Decorate cookies and exchange valentine's cards

ENJOY ASIAN FOOD WITH YOUR FELLOW TAU BATES!

TBP LUNAR NEW YEAR

JANUARY 29, 2025
6:30 PM
GGBL BLUE LOUNGE

Tau Beta Pi
The Engineering Honor Society

EVENTS TEAM

Activities – Allison

- SWE Engineering Games!
  - Friday Feb 7th from 6 - 9:30 pm
  - Looking for another team of 4!
  - Participate in contests against other student orgs for a chance to win prizes
  - Sign up on the website <u>only</u>! We will take care of registration!

Society of Women Engineers Presents

Engineering Games

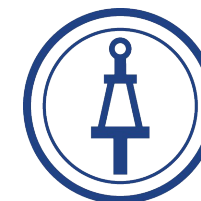**February 7, 2025**
6 - 9:30 PM
Ford Robotics Building Atrium

Engineering Games is a contest between different engineering student orgs, including trivia, and a design competition, for the chance to win prizes! All proceeds this year go to **Mott Children's Hospital!**

$8: TO SIGN UP AS INDIVIDUAL & BE PLACED IN A TEAM OF 4
OR
$30 TO SIGN UP AS A TEAM OF 4

SIGN UP HERE

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The Engineering Honor Society

EVENTS TEAM

Campus Outreach - Manikandan

- _Sign up_ to be a 1-on-1 tutor!

    - Help students at your convenience and make a difference!

    - Stand out and be honored by "_2025 TBP MI-G Tutor of the Year_" award

- NROTC Group Tutoring - every Monday 4-6pm

- The Breakfast Parties (MBC Sponsored) - Feb 24th & April 7th

    - Help set up and hand out fresh apples

    - Earn service hours

- ADGPE Sponsored "Go Blue Rising Stars" Seminar Series

    - Meet U-M PhDs, learn about their work, graduate school life...

    - Open to all U-M students

1-on-1 Tutoring Form

OR VISIT
tbpmig.org/tbptutoring
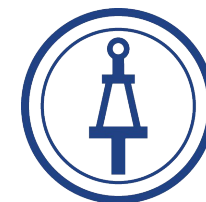
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EVENTS TEAM

K-12 Outreach – Evelyn & Aidan

- Content Development Session 1: <u>Tomorrow</u> at 5pm!
  - Will be working on MicroBit programming modules

- MindSET Events: 2/9, 3/16, 3/30
- Merit Badge Day: 2/23, 3/29
- Engineering Day for Detroit: 3/22
- STEM Symposium: 3/23
- Cub Scouts Day: 4/6
- Engineering Day for Girl Scouts: 4/13

Your YPT/Background Check May Need Renewal (Due 2/6)

STEM Symposium
Interest Form

tbpmig.org/stemsymposium-presenter-interest
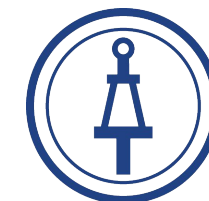
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EVENTS TEAM

Professional Development – Nihar

- Alumni Panel - end of February

- TBP ECRC Job Search Strategies workshop - Mar. 13

- Graduate Student panel - Date will be announced soon

  - Sign up to be a panelist on the Grad Panel!

- Other PD events will continue to be announced

TBP Grad Panelist Sign Up

Grad Panelist Sign up form
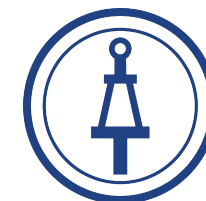
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CHAPTER TEAM

Chapter Development – Aiden

- Town Hall on Feb 3 (next Monday)
  - First chapter-wide discussion of the Leadership working group discussions that have been happening behind the scenes
  - This stuff will be much of what we vote on at 2A and 3A
  - Dinner provided! Come help us and earn service hour(s)
- New Initiatives 1 on Feb 11
  - We're always looking for new and interesting ways to grow as a Chapter!
- If you want to get involved with DEI work this semester, please stick around at the end or DM me on Slack!

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The Engineering Honor Society

CHAPTER TEAM

Membership – Alyssa

- Dietary Restrictions Form: tbpmig.org/food
- Remember to sign up on the website by Sunday at 6:30 pm if you want food at meetings!

- Keep an eye out for the apparel design contest!
  - Coming out via email in the next few weeks
  - Top three design winners get a shirt

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The Engineering Honor Society

CHAPTER TEAM

Publicity – Kate

- Day in a Life Video
    - Interest Form: tbpmig.org/dayinlife
    - between 1-3 service hour credit
- Photo Competition
    - tbpmig.org/photocomp
    - ¼ service 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
    - Tiktok: @tbpmig
- Questions, comments, or suggestions?
    - tbp.publicity@umich.edu
    - Slack @Kathryn Alcalde

day in life interest

photocomp
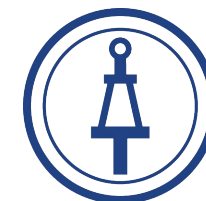
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CHAPTER TEAM

Historian – Jimmy

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

Digital Cornerstone Feedback Form
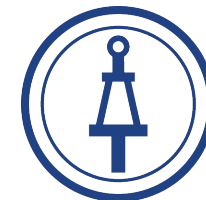
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LEADERSHIP SPOTLIGHTS

DEI COMMITTEE

- <u>Role</u>: Promote DEI initiatives to make a difference in chapter culture!

- <u>Responsibilities</u>

  - Put on DEI-related events

    - Ex. DEI Potluck, speaker series

  - Review new DEI plan and recommend changes to chapter operations

- <u>Time commitment</u>: 1-2 hours/week

Apply at tbpmig.org/leadership (can apply

to be a chair or committee member)

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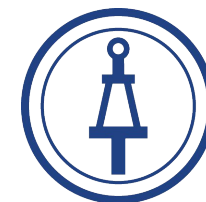
MINDSET CHAIR

- Great opportunity to get engaged in K-12 events and inspire young minds!

Responsibilities

- Update previous modules or develop new modules

- Help preparation and run the event

- Time commitment: 3-4 hrs on the event day (3 to 4 times a semester) and 1-2 hrs per week depending on what you are working on

Apply at tbpmig.org/leadership

Reach out to tbp.k12outreach@umich.edu for questions
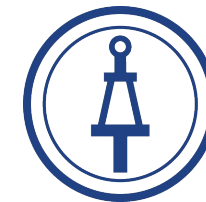
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CUB SCOUTS DAY PROJECT LEAD

- <u>Role:</u> Run a signature K-12 outreach event for the chapter! Inspire the next generation of engineers!

- <u>Responsibilities:</u> plan Cub Scouts Day, prepare materials, lead the event on April 6

- Work in a team of 5–7 people

- <u>Time commitment (flexible):</u>

  - Now–end of March: ≤ 1 hour/week

  - End of March–April: ~10–15 hours

  - Sunday, April 6: all day
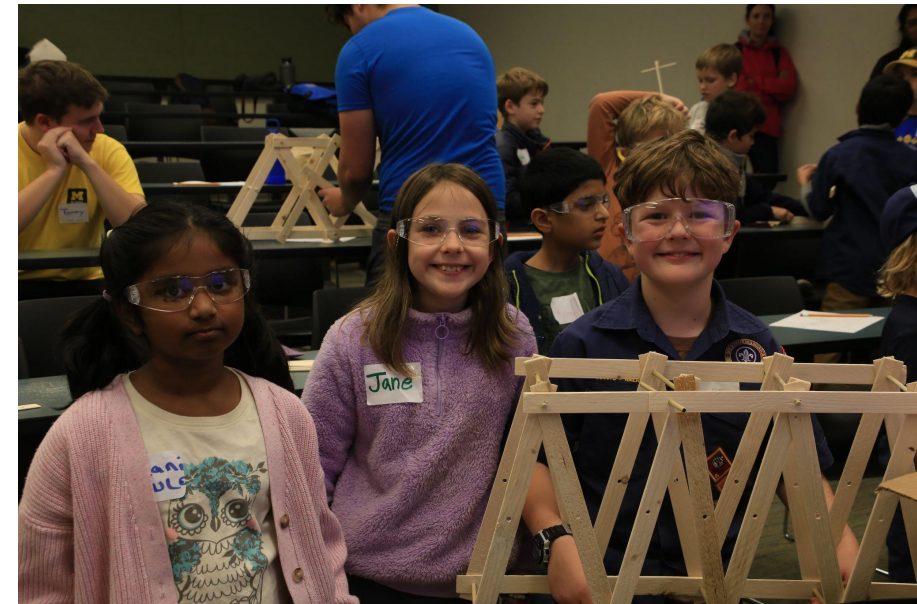
If interested, reach out!
Slack: Vance Kreider
Email: cubscoutsday@umich.edu

WEBSITE TOUR

CHAPTER BYLAWS
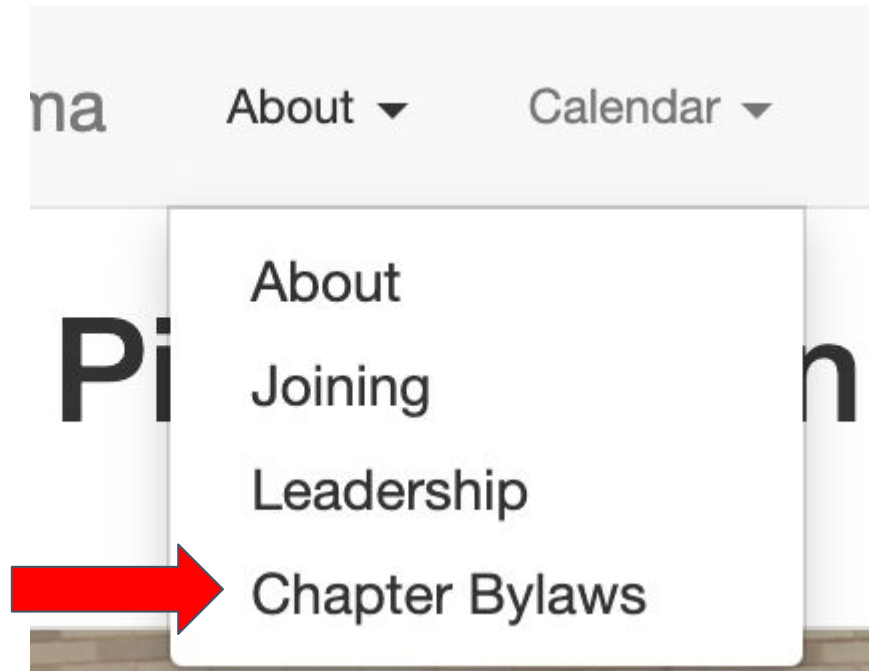
Chapter Financial Policy

Available here

Chapter Constitution

Available here

Chapter Bylaws

Available here

Chapter Strategic Plan

Available here

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OUTREACH PAGES

MEETING SLIDES AND ELECTEE QUESTIONNAIRE

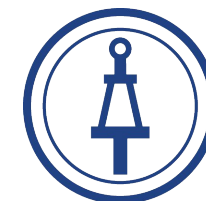- You can find slides from most meetings on the website (uploaded shortly after each meeting)
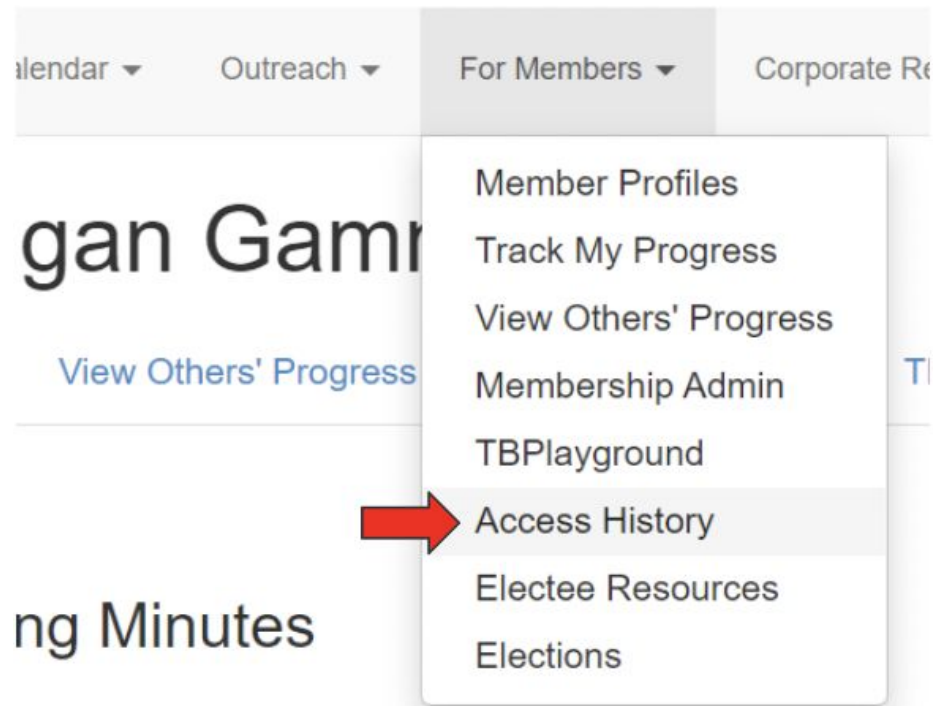
ELECTEE INTERVIEW BEST PRACTICES

INTERVIEW STRUCTURE

- 30-minute time slots for 25-minute interviews
  - **Before**
    - Sign up for a slot on our website
    - Review the electee's questionnaire response
  - **Minutes 0 ~ 10**
    - Introduce yourself + Get to know the electee
    - First section of the electee questionnaire
  - **Minutes 10 ~ 25**
    - Short answers + Long essay in the electee questionnaire
    - Extra questions about "exemplary character"
  - **After**
    - Fill out the evaluation form on our website

- Must conduct at least 1 interview for DA/PA

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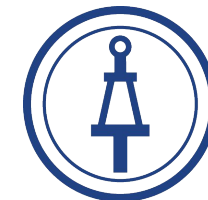
INTERVIEW PREP

- You will have access to an electee's questionnaire response once you sign up for an interview with the electee.

- For Members → Access History → View Electee Questionnaire Responses

- Dress Code = Business Casual (for everyone)

- You will receive a reminder with more info before the interview.

  - Instructions for navigating our website

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INTERVIEW TIPS

- **Friendly and gentle questioning or encouragement is effective!**

  - Be nice to electees.

  - Remind them that the interview is not supposed to be scary.

- **Do not get caught up on sticking to the "schedule"!**

  - Focus on learning about an electee, not following the outline.

- **Stay professional!**

  - We are an honor society, after all.

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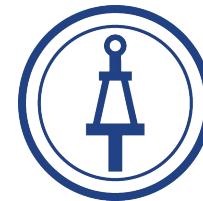The Engineering Honor Society
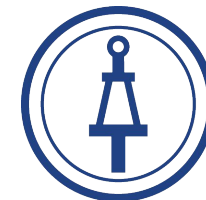
VOTING PROCEDURE

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

tbpmig.org/
signin

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The Engineering Honor Society

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?

tbpmig.org/signin
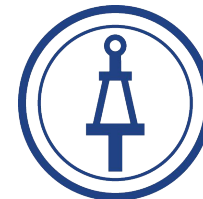
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VOTING RULES – WHO CAN VOTE?

- 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
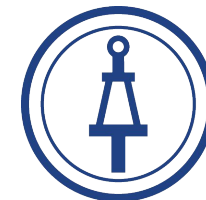
tbpmig.org/
signin

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The Engineering Honor Society

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:
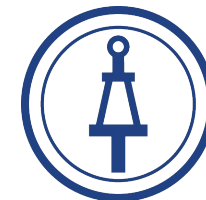
tbpmig.org/signin

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The Engineering Honor Society

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 uniqname!

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
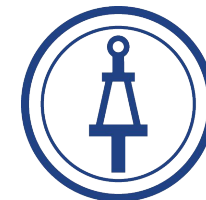
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Test Question: Are you joining this meeting in 1013 DOW or over Zoom?

- Zoom: **Z**
- 1013 DOW: **D**

Tau Beta Pi
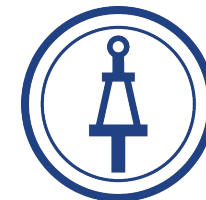The Engineering Honor Society

PROPOSED BYLAW AMENDMENTS

I.4   Officer Corps

a.iii.3)

May only last for two academic terms, after which time they must be approved by the chapter membership general body. This can be either as a permanent officer position, or as an extension of the ad hoc position. An extension of the ad hoc position requires a simple majority vote of the general body, and may not be for longer than another two terms. An officer position may not exist in an ad hoc state for more than four consecutive terms. Any ad hoc position that has existed for four consecutive terms cannot be recreated as ad hoc without a gap of at least two terms.

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I.5   Committees

c.iv)

May exist for a maximum of two years, after which time they must be approved by the chapter membership general body. This can be either as a permanent committee, or as an extension of the ad hoc committee. An extension of the ad hoc committee requires a simple majority vote of the general body, and may not be for longer than another year. A committee may not exist as ad hoc for more than three years. Any ad hoc committee that has existed for three years cannot be recreated as ad hoc without a gap of at least one year
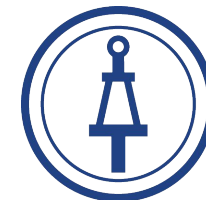
Tau Beta Pi
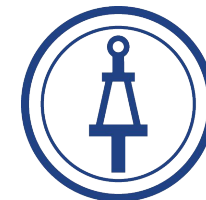The Engineering Honor Society

GAME TIME!

SIGN-IN CODE

firsTmeetingBP

TRY SIGNING IN ON THE WEBSITE FIRST
If you cannot sign-in on the website,
please Slack @Alyssa Fodale

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The Engineering Honor Society