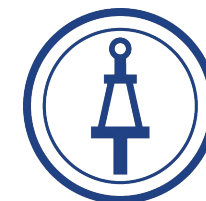


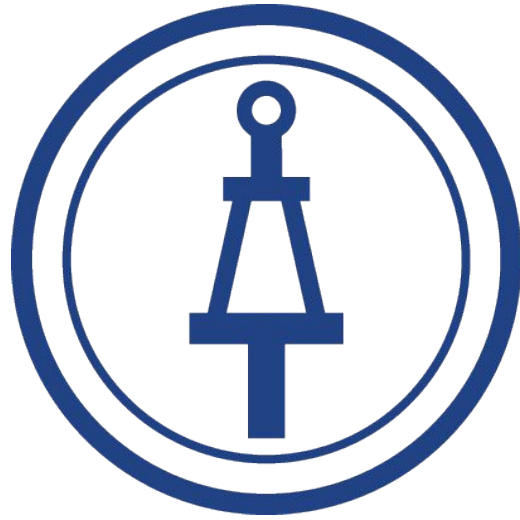
FOOD PORTION

1. One scoop of each pasta
2. Two meatballs or equivalent chicken
3. Two garlic knots



SIGN IN FOR
QUORUM:
tbpmig.org/signin





Tau Beta Pi

The Engineering Honor Society

Michigan Gamma Chapter Third Actives Meeting

tbpmig.org/signin

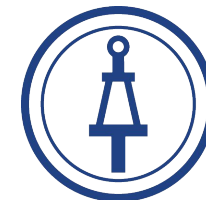
18 March 2025

tbpmig.org/signin

MEETING AGENDA

1. Announcements & Reminders
2. Officer Spotlights
3. Review of Voting Procedure
4. Voting
 - Election of Candidates to Membership

tbpmig.org/signin





**ANNOUNCEMENTS
& REMINDERS**

BANQUET

The Semesterly Banquet is a celebration of the accomplishments of the chapter and its members from across the semester

- Immediately follows Initiation
 - April 19th from 5:00 to 9:00 PM
- Website event contains the sign-up form
 - DO NOT sign up for the website event
 - Similar to 1-on-1 tutoring website event
 - A refundable deposit is associated with sign-up



- Direct questions to tbp.banquet@umich.edu or Kayley Ge on Slack!

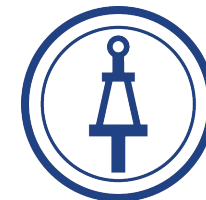
EXECUTIVE TEAM

External Vice Presidents – Katherine and Sabrina

Sign up to be a Chair for the 2025 Fall Engineering Career Fair!

- tbpmig.org/cf25chairapp
- Support Career Fair planning!
(April through summer)
- Set up and staff the Career Fair the week-of!
(Sept 5, 7-9)
- Application closes on Friday, March 21 at 11:59pm

Chair Application:



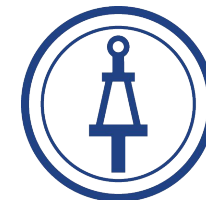
Tau Beta Pi
The Engineering Honor Society

ORDER OF THE ENGINEER



The Order of the Engineer is an organization that seeks to promote professionalism and ethics among engineers.

- F24, W25 grads eligible
- Initiation ceremony: Apr. 24, 10am–1pm, Michigan Union Anderson Room
- If graduating: look for signup form via email
- If volunteering: look for event signup on website



Tau Beta Pi
The Engineering Honor Society

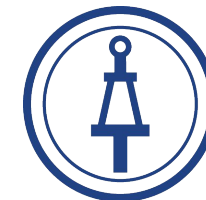
UPCOMING EVENTS

Service

- Go Blue Rising Stars in U-M Engineering Seminar (3/19)
- K-12 content development 3 (3/19)
- Family STEM Night with Backyard Brains (3/20)
- Sequoia Place II (3/21)
- Engineering Day for Detroit (3/22)
- NAP - Cedar Bend Nature Area (3/22)
- NEST Resource Insecurity Meeting V (3/22)
- STEM symposium (3/23)
- Knitwits II (3/27)
- MindSET III (3/30)
- Cub Scouts Day (4/6)

Professional Development

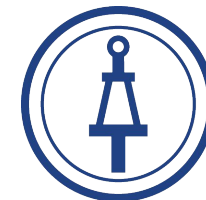
- Exxon Mobil Info Session (3/24) 6:00 PM
- Engineering Futures (3/17) 6:00 PM
- Leadership Panel (4/1) 5:30 PM
- Corteva Agriscience Info Session (4/14) 6:00 PM
- More events will be announced



UPCOMING SOCIALS

- Boba Social
 - Wednesday 3/19 from 4 - 6 pm
- Game Night V
 - Thursday 3/20 from 5:30 - 8 pm
- Mafia Night
 - Friday 3/21 from 7 - 9 pm
- High School Musical Movie Night
 - Thursday 3/27 from 7:30 - 9:30 pm
- Cantina
 - Friday 3/28 from 6 - 8 pm
 - You are still more than welcome to show up and enjoy food even if on the waitlist!
- And more in the works👁️👁️

Sign up for banquet! 🎉



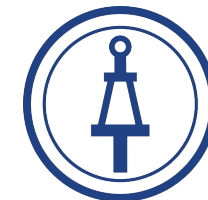
Tau Beta Pi
The Engineering Honor Society

EVENTS TEAM

K-12 Outreach – Evelyn & Aidan

Looking for volunteers!

- Engineering Day for Detroit: Sat 3/22, 9 am-5 pm
- STEM Symposium: Sun 3/23, 8:30 am-2:30 pm, multiple shifts available
- Merit Badge Day 2: Sat 3/29, 9 am-5 pm
- MindSET 3: Cardboard guitar with micro:bit, Sun 3/30, 2 pm-5 pm
- Cub Scouts Day: Sun 4/6, 10 am-5 pm



Tau Beta Pi
The Engineering Honor Society

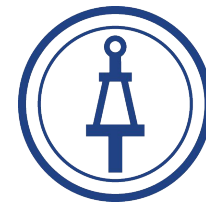
LEADERSHIP PANEL

Do you want to learn more about what our various leaders do?

- We will be hosting a Leadership Panel before elections
- Bring your questions to our Officers, Chairs, and Project Leads

Are you currently one of our leaders?

- Volunteer to talk about your experiences!
- Please fill out the interest form at [tbpmig.org/leadership-panel!](https://tbpmig.org/leadership-panel)



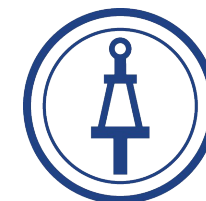
Tau Beta Pi
The Engineering Honor Society

APPAREL CONTEST

Reminder that the apparel contest closes tonight

- Pick the shirt that we make this semester!
- Top 3 people will get a shirt!

Vote at tbpmig.org/teebp-voting



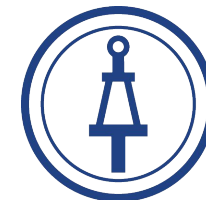
Tau Beta Pi
The Engineering Honor Society



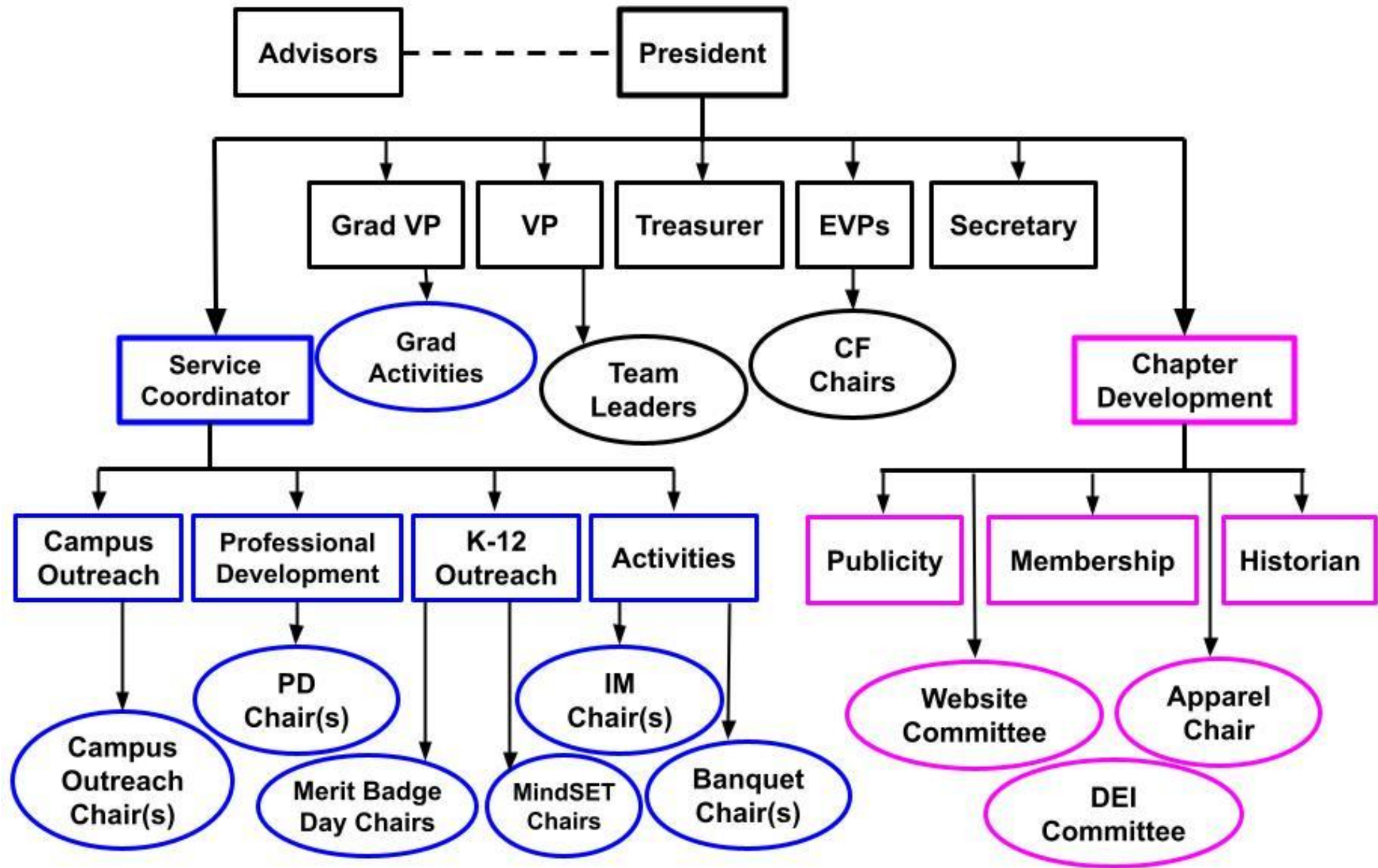
OFFICER
SPOTLIGHTS

OFFICER CORPS STRUCTURE

- Team Structure
 - Executive
 - Events
 - Chapter
- Each team has a team lead, they assist and directly oversee the officers in their team
- Lots of officers, lots of support in the role
- Chair positions:
 - Career Fair, Professional Development, Campus Outreach, Website, Banquet, DEI and more!



Tau Beta Pi
The Engineering Honor Society



OFFICER CORPS STRUCTURE

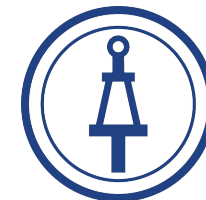
Run for any position!

- Grads can run for any position
- Undergrads can run for any position
- This semester's officer corps is a collection of grads and undergrads!
 - This semester has 14 undergrad students and 3 grad students



~~"ANYONE CAN COOK!"~~

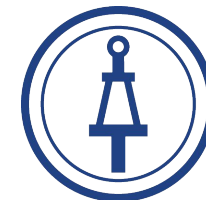
BE AN OFFICER!



Tau Beta Pi
The Engineering Honor Society

HOW TO RUN FOR AN OFFICER POSITION

- Elections are on Tuesday, April 8th
- You can nominate yourself or accept a nomination from someone else
 - Can be done via the website or at the Elections meeting
 - Nominations are now open!
 - For Members -> Elections
- At elections, nominees will give a short speech and Q&A
 - President, VP, GVP: 3 min speech, 2 min Q&A
 - Service Coord, Chapter Dev: 2 min speech, 1.5 min Q&A
 - All others: 1.5 min speech, 1 min Q&A
- Nominees leave the room for discussion and vote
- K-12 Officers and EVPs require an application



Tau Beta Pi
The Engineering Honor Society



EXECUTIVE TEAM

President

1 semester position + restriction on incumbent eligibility

Responsibilities:

- CEO & COO of Tau Beta Pi - Michigan Gamma
- Planning, scheduling, and running chapter, officer, and Adv. Board meetings
- Overseeing Executive team and rest of officer corps
- Ensure all officers have the resources to be successful
- Long-term changes & planning for the chapter
- President + Treasurer oversee financial health of chapter
- Mailout printed invitations and emails to eligible candidates
- Liaison with faculty advisor + University
- Voting delegate to Convention, planning for MI-G convention delegation (fall semester only)



Skills:

- *(strongly recommended)* Prior experience in at least 1 officer position
- Excellent communication + planning
- Resilience and willingness to tackle issues as they arise

Best Part: Collaborating with so many talented individuals to ensure long term success of the chapter



EXECUTIVE TEAM

Vice President

1 semester position

Biggest Responsibility: Undergraduate Electees

- Update/create electee resources + set requirements
- Run character interviews with the Grad VP
- Organize the teams and help out team leads
- Check on all electees' progress throughout semester
- Run the electee games and get to know a whole lot of people

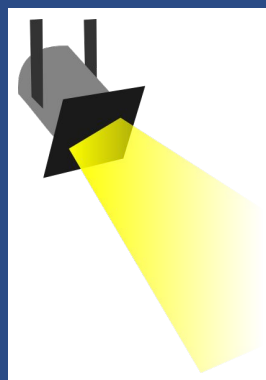
Additional Responsibilities: Voting member of the advisory board

Skills:

- Time management
- Enjoy talking to people (you will have many a conversation :D)

Best Part: Getting to know all of the electees and working with other actives and officers to make gen meetings fun! Lots of leadership development opportunities, including attending TBP National Convention and District 7 Regional Conference.





EXECUTIVE TEAM

Graduate Vice President

1 semester position

Biggest Responsibility: Graduate Electees

- Create/Update electee resources
- Monitor every electee's progress throughout the semester
- Work with GSACs to host graduate activities
- Work with the VP to run character interviews & build electee teams

Additional Responsibilities:

- Attend officer meetings as an Executive Team member
- Attend advisory board meetings as a non-voting AB member

Skills:

- Time management (≤ 6 hours per week)
- Micromanagement (near 2nd Actives, 3rd Actives, and Initiation)

Best Parts: Work with other grads + Have fun at general meetings





EXECUTIVE TEAM

External Vice Presidents

Full Year Position (Jan - Dec)
not elected, application-based



Winter Responsibilities:

Organize Leaders & Honors Awards and plan for Career Fair

Summer and Fall Responsibilities:

Plan and Operate Career Fair

- Work with SWE, ECRC, and OSA
- Oversee the event responsible for most of the chapter's income

Other responsibilities: Order of the Engineer, non-voting member of the advisory board

Skills:

- Facilitation and Delegation
- Understanding the bigger picture
- Time Management and Communication

Best Part: Seeing hard work come to fruition and making a positive impact on the CoE community. Also, having another EVP to work with.



EXECUTIVE TEAM

Secretary

Full Year Position (Sep - May)

Act as the bridge between the chapter and the national organization

- Keeping track of who is electing and ensuring they are recognized by nationals
- Finding points of organizational improvement for the chapter
- Acts as a voting member of the advisory board

Responsible for taking minutes at meetings and take point on booking rooms

- Take notes during Advisory Board, Officer, and Actives Meetings
- Make meeting minutes available to the active membership on the website
- Book rooms for all on-campus events and meetings

Skills Required:

- Detail oriented
- Self-directed

Best Part: The opportunity to interact and support a wide variety of roles in the chapter





EXECUTIVE TEAM

Treasurer

Full Year Position (Jan - Dec)



Responsibilities:

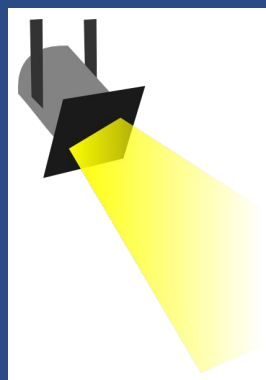
Oversee all of the Chapter's finances

- Prepare each semester's budget and present to the AB
- Work with all officers to manage finances
- Submit reimbursements to SOAS
- File chapter's taxes at the end of your term
- Non-voting member of advisory board + attend AB meetings

Skills:

- Basic understanding of managing finances is preferred
- Time Management + communication

Best Part: Getting a keen awareness of our chapter's operations and financial standing, learning to manage numerous tasks and responsibilities, and working with pretty much everyone in the chapter!



EVENTS TEAM



Service Coordinator
1 semester position

Responsibilities:

Oversee Chapter's Service Events

- Promote/Recruit for Project Lead opportunities
- Manage/Create a diverse selection of service events that support volunteers
- Manage SERVE and NEST Projects
- Advertise service events on the website, weekly emails, and in-person

Lead the Events Team and Chair the K-12 Outreach Committee

- Regularly meet with the Events Team to support officers and project leads
- Help schedule monthly K-12 Outreach Committee meetings that support K-12 event leads

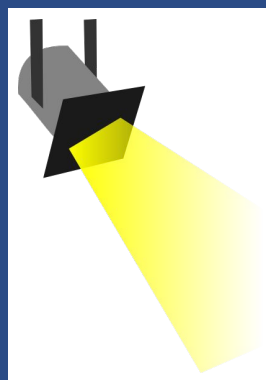
Skills Required:

- Absolutely *love* community service and attending our events
- Be a good recruiter and work well with others
- Excellent communication, proactiveness, and imagination

Time Commitment:

- 5-15 hours per week (dependent on timing, planning, and personal event attendance)

Best Part: Seeing others try new things and become more involved with serving their community!



EVENTS TEAM

K-12 Outreach Officer (Co-Position)

Full Year Position (May - April)
not elected, application-based



Responsibilities:

- Expose our youth to ~joys~ of STEM and put your passion on display to be an inspiration to the next generation of engineers!
- Coordinate event planning amongst a variety of different K-12 events with their own project leaders/chairs
- Help plan MindSET events (logistics, lesson plans, outreach to families)
- Manage K-12 documents

Skills Required:

- Excellent communication skills (w/ parents, volunteers, kids, etc)
- Passionate about working with children
- Organization and creativity for development/implementation of modules

Best Part: Grow your ability to plan and organize events; serve local community by providing children hands-on engineering learning experience and mentorship.



EVENTS TEAM

Activities Officer

1 Semester position

Responsibilities:

- Plan fun social events
 - Lots of freedom to run whatever events you want
 - Examples
 - Boba Socials, Cantina Night, Ice Skating, BWW, Tailgates, parties
- End of Semester Banquet
 - Oversee organization/execution of Banquet

Skills Required:

- Creativity
- Coordination
- Communication

Best Part: Lots of creative freedom and learning how to run large-scale events



A spotlight icon in the top left corner, with a grey base and a yellow beam of light pointing towards the center of the slide.

EVENTS TEAM

Professional Development Officer

Full Year Position (Jan - Dec)



Responsibilities:

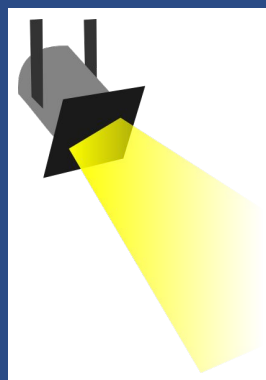
- Corporate information sessions
 - Communicate with company representatives and organize events
- Miscellaneous PD events and workshops
 - Engineering Futures workshops, resume workshops, graduate school panels, DEI speakers, etc.
- Oversee PD Chairs + Committee and delegate tasks

Skills Required:

- Organization, persistence, good time management, professionalism
- Good communication skills - Fast response to emails

Best Part:

- Grow/develop excellent event management, recruiting, and communication skills
- Help Tau Bates find professional opportunities!



EVENTS TEAM

Campus Outreach Officer

1 Semester position

Responsibilities: Expanding and improving our presence on campus

- Managing the 1-on-1 tutoring system
- Breakfast Parties
- Conducting outreach to first-year students
- Pi Day events
- Collaboration with other orgs on campus
- Collaboration with other TBP chapters
- Any other activities/events that you think would help meet this goal!

Skills Required:

- Organization, proactivity, good time management, professionalism
- Communication and collaboration other officers/organizations/etc.
- (Some) graphic design skills for producing promotional material

Best Part: Hearing others share how TBP has positively impacted their time at U-M





CHAPTER TEAM

Chapter Development Officer

1 Semester position



Responsibilities:

- Work to improve the chapter and implement new ideas
 - Takes many forms! Could be hosting new events, improving processes, finding what helps members engage with the Chapter, or more
- Plan and run the New Initiatives meetings
- Lead and the Chapter Team, and support/oversee the operations of the DEI Committee

Skills Required:

- Initiative to implement changes
- Planning & prioritizing effectively to carry out ideas
- Delegation of tasks and consistent communication with rest of officers
- Ideas for improvements

Best Part: Seeing people's ideas come to life!

A spotlight icon in the top left corner, with a grey base and a yellow beam of light pointing towards the center of the slide.

CHAPTER TEAM

Membership Officer

1 Semester position

Responsibilities:

- Track status for all active members
- Responsible for meetings logistics and catering
- Manage email lists for all of TBP
- Track DA/PA status for all members
- TBPals & other projects to increase active engagement

Skills Required:

- Coordinating with others / communication
- Coming up with and putting new ideas in motion

Best Part: You choose what we eat for the semester + lots of opportunities to work with actives!





CHAPTER TEAM

Publicity Officer

1 Semester position

Responsibilities:

- Sending weekly emails
- Managing Social Media
- Organizing Semester Photo Competition
- Advertising TBP public events

Skills Required:

- Familiarity with social media
- Good communication
- Creativity

Best Part: weekly email images and managing social media :)





CHAPTER TEAM

Historian

1 Semester position

Responsibilities:

- Create Cornerstones for General and Active Meetings
- Send out an Alumni Newsletter
- Take/collect pictures of TBP events

Skills Required:

- Editing
- Designing Layouts
- Creativity

Best Part: Creative potential for any and all publications you want to put out there



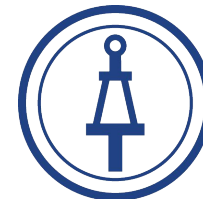


VOTING PROCEDURE

ROBERT'S RULES OF ORDER

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

[tbpmig.org/
signin](https://tbpmig.org/signin)



Tau Beta Pi
The Engineering Honor Society

ROBERT'S RULES OF ORDER

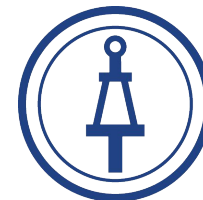
- Interrupt:

- 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?

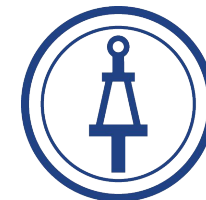
[tbpmig.org/
signin](https://tbpmig.org/signin)



Tau Beta Pi
The Engineering Honor Society

VOTING RULES – WHO CAN VOTE?

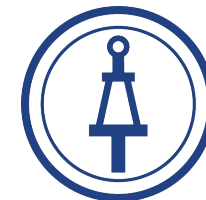
- Active membership: undergrads + grads + alumni, all of whom have met active requirements either this semester or last semester
- Can make motions/points, second motions, discuss / debate, and call the question
 - Please wait to second a motion until the chair asks for a second!
- Raise your hand to speak and use the microphone. We will follow the order in which hands are raised.



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



Tau Beta Pi
The Engineering Honor Society

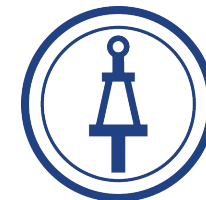
tbpmig.org/
signin

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 uniqname!
1. Option 2: Text **MICHAELBENSON715** to **37607**

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



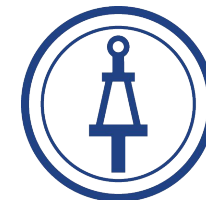
Tau Beta Pi
The Engineering Honor Society

tbpmig.org/
signin


TEST VOTING SYSTEM

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
CONSTITUTIONAL
AMENDMENTS**

AMENDMENT 1

Purpose: Clarify the requirements for a collegiate chapter of Tau Beta Pi.

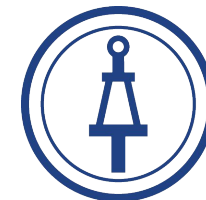
Article VI – *Collegiate Chapter Establishment*

SECTION 1. **Eligibility Requirements.** (a) Any regionally accredited college or university is eligible for a collegiate chapter when the following criteria are met:

...

(3) A group of students meeting the eligibility standards outlined in Const. Art. II, Secs. 2 or 3 has organized and operated a local society patterned after an Association chapter described **in any section applicable to a local society** in Const. Arts. II, III, IV, and VII for at least two full years.

~~[struck red text]~~ deleted, **green text added**



Tau Beta Pi
The Engineering Honor Society

AMENDMENT 2

Purpose: Update the language for collegiate chapters regarding inactive member status, chapter action on communications, and the Advisory Board.

Article VII – Collegiate Chapters

SECTION 2. Inactive Member Status

...

(c) A member ~~will~~ shall become inactive by the affirmative vote of five-sevenths of the Advisory Board or as provided in the chapter's bylaws.

...

SECTION 5. **Chapter Actions on Communications.** Communications from the Council ~~to~~ requiring action from the collegiate chapters shall be acted upon by the chapters within one month unless a longer time frame is specified, not counting regular college vacations, from the time of their receipt. Each chapter shall submit its action, or vote, on a communication from the Council to Headquarters or it forfeits its vote to the Council.

...

SECTION 11. **Advisory Board** (a) The chapter's Advisory Board shall consist of the President, the Vice President, and the Corresponding Secretary of the chapter, and four Chapter Advisors ~~elected by the chapter.~~

(b) If a chapter elects more than four Chapter Advisors, the chapter shall elect or otherwise designate which four advisors shall serve as voting members of the Advisory Board.

~~(b)~~(c) The Advisory Board shall, in addition to the responsibilities defined elsewhere in the Constitution and Bylaws, act as an advisory and judiciary committee to determine the advisability of any action taken or proposed by the chapter. Such action may be referred to it by a chapter vote or brought before it by an active member of the chapter, or the Advisory Board may review such action on its own initiative. The Advisory Board, by a majority vote, may forbid any such action, subject to an appeal to the Council.

(d) All changes in the chapter's bylaws shall be approved by the Advisory Board before going into effect.

[~~struck red text~~ deleted, green text added]

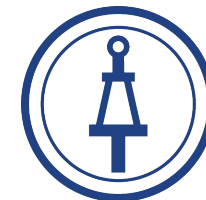
AMENDMENT 3

Purpose: Revise the requirements for an alumni chapters to allow for a provisional status.

Article VIII – *Alumni Chapters*

SECTION 1. **Application and Membership.** (a) ~~An alumni chapter may be chartered by the Council when application is made by at least ten members and upon payment of the charter fee set by the Convention.~~ When an application is made by at least ten members, the Council may establish an alumni chapter and grant provisional status or a charter based on criteria set forth by the Council.

[~~struck red text~~ deleted, green text added]



Tau Beta Pi
The Engineering Honor Society

AMENDMENT 4

Purpose: Add acts of Convention to the Executive Council's responsibilities.

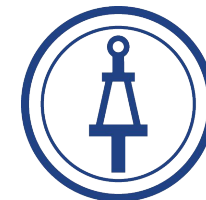
Article X – *The Executive Council*

...

SECTION 5. **Responsibilities.** In addition to the responsibilities defined elsewhere in the Constitution and Bylaws **or acts of Convention adopted by the body**, the Council's responsibilities include:

...

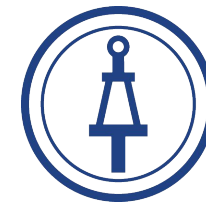
[~~struck red text~~ deleted, green text added]



Tau Beta Pi
The Engineering Honor Society

Sign in code

elecTeesBP



Tau Beta Pi
The Engineering Honor Society