



# Tau Beta Pi

The Engineering Honor Society

Michigan Gamma chapter  
First Actives Meeting

8 September, 2020

# EXECUTIVE TEAM



**Tau Beta Pi**  
The Engineering Honor Society

## Virtual First Actives Meeting Agenda:

- **Officer Updates** - learn about what's different this semester and things happening in the next two weeks
- **Q&A** - the officer corps and advisors will answer any questions you have about what TBP looks like this semester
- **Good Interviewing Practices**- preparation for interviewing electees (virtually!)
- **Sign-In Code** (is it a TBP meeting if we don't DDOS the website??)



# Officer Updates

# EXECUTIVE TEAM



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## President - Ike

- Welcome Back!
- Congratulations to the following Grads/Alumni for earning a TBP Fellowship Award:
  - Kevin P. Greenman
  - Denislav P. Nikolov
  - Reed M. Yalisove
- Congratulations to Basheer Mossallam for earning a TBP Scholar Award (Undergrad)

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## President - Ike

- Diversity, Equity, and Inclusion Chair:
  - Looking for initiated members to participate
  - Work with DEI Coordinator(s) to develop and execute the chapter's activities that promote Diversity, Equity, and Inclusion on campus
  - Involvement can earn you a leadership credit
  - Please email [tbp.president@umich.edu](mailto:tbp.president@umich.edu) if you are interested

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## Vice President(s) - Riki and Paige

- ALL INTERVIEWS WILL BE CONDUCTED VIRTUALLY
- Undergraduate candidate interviews:
  - Dates
    - September 28,30 -October 2, 9 am-9 pm
    - September 29, 9 am - 6 pm
- Graduate candidate interview dates:
  - Dates September 28,30-October 2: 5 pm-9 pm
- **One hour of interviews is required for DA/PA status**
- Extra interviews count towards service hours!

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## Vice President(s) - Riki and Paige

- We are still figuring out the best way to share with you the materials and the best way to conduct the interviews. More information to come.

# EXECUTIVE TEAM

Vice President(s) - Riki and Paige

- Sign up to be a team leader!
- <https://tinyurl.com/F20TBPElecteeLeads>
- Graduate Actives Only:
- Sign up for the Virtual TBP National Convention!
- <https://tinyurl.com/VirtualTBPNationalConvention>



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# EXECUTIVE TEAM

Secretary - William



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F-20 Office Hours					
Times	Monday	Tuesday	Wednesday	Thursday	Friday
8:00					
8:30					
9:00					
9:30					
10:00	Marianne DeBrito				William Chung
10:30	Marianne DeBrito	Sarah & Eileen			William Chung
11:00		Sarah & Eileen			
11:30					
12:00	Megan Busch	Andrew Bourgeois	Riki Carroll		
12:30	Megan Busch	Andrew Bourgeois	Riki Carroll		Ike Smith
13:00				Joe Rottner	Ike Smith
13:30				Joe Rottner	
14:00				Allison Easton	
14:30				Allison Easton	
15:00					Paige Jackson
15:30					Paige Jackson
16:00					Events Team
16:30					Events Team

# EXECUTIVE TEAM

External Vice Presidents - Eileen, Sarah



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- The SWE/TBP Engineering Career Fair is next Monday and Tuesday (September 14th and 15th)
  - Sign-ups were last Friday
- Please see our website ([umcareerfair.org](http://umcareerfair.org)) for more information!

# EVENTS TEAM



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## Service Coordinator - Sydney

- Call for project leaders!
  - Looking for leaders to help organize a Knitwits type event held over zoom
  - Lead other creative virtual events!
  - Email me at [tbp.service@umich.edu](mailto:tbp.service@umich.edu)
  - A lot of our normal projects are cancelled so if you have a good virtual idea please email me :(

# EVENTS TEAM



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## K-12 Outreach - John, Simon

- Your Youth Protection Training May Need Renewal
  - Required for all K-12 Outreach events - expires every 2 years
  - BSA training can be completed online at their website:  
<https://www.scouting.org/training/youth-protection/>
  - Upload certificate at: <https://tinyurl.com/tbp-k12-f20>
- University Background Checks
  - Expire every 2 years - <https://tinyurl.com/tbp-bg-f20>
- Upcoming
  - MindSET
  - Cub Scouts Day
  - High School Panels

# EVENTS TEAM



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## Professional Development - Ranadeep

- Upcoming Information Sessions

- **NASA Jet Propulsion Laboratory**

- September 17th

- 6:00pm to 7:15pm EST

- Aerospace Engineering, Computer Engineering, Computer Science, Data Science, Electrical Engineering, Mechanical Engineering



Jet Propulsion Laboratory  
California Institute of Technology

- **Hanley, Flight & Zimmerman**

- September 23rd

- 5:30pm to 6:30pm EST

- Biomedical Engineering, Computer Engineering, Computer Science, Electrical Engineering, Mechanical Engineering



- **Argo AI**

- To Be Determined

# EVENTS TEAM



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## Professional Development - Ranadeep

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

Many companies have already asked for member resumes!

### **TBP National Convention:**

<https://www.tbp.org/resumes/home.cfm?15995387>



### **On the TBP Website:**

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

**Step 1:** Log in to MI-G Website

**Step 2:** Navigate to your profile by clicking on your username on the top right.

**Step 3:** Click 

**Step 4:** Upload your newest resume.

**Deadline is 2nd General (10/6), but the sooner, the better!**

# EVENTS TEAM



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## Activities - Jia

- Upcoming Events:
  - **Virtual Live Trivia with Sporcle!**
    - Tomorrow (Wednesday)
    - 8:00pm to 9:00pm EST
  - **Virtual Skribbl**
    - Saturday 09/12
    - 7:00pm to 8:00pm EST
- Looking for Event Leads!
  - *Lmk if you have any event ideas :3*



# EVENTS TEAM



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## Campus Outreach - Kate

- Tutoring - please sign up to be a tutor!
  - Sign up to be a tutor using this link:  
<http://tinyurl.com/TBPTutoringF20>
  - Great way to earn service hours on your own schedule and socially distanced!!
  - Will start matching students and tutors soon!
  - Take a look at [tips and tricks](#) page
- MLK Luncheons -online!
- Freshman/sophomore game tournament!
- In-Person Goodie Bags!

Finalized dates and speakers to come, keep a lookout on the website and in weekly announcements!!



# CHAPTER TEAM

Chapter Development - Marianne

**Help improve the MI-G chapter!**



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- (Virtual) **New Initiatives I** in 3 weeks
  - Sign up on website
- Topics coming soon
- Earn a service hour!

# CHAPTER TEAM



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## Membership - Allison

- DA Status Requirements
  - TBD!
- Active status on website
  - Will be updated ASAP
  - If you voted in our online elections, your active status may not be correct

# CHAPTER TEAM

Publicity - Megan

## Happy Tau Beta Pi Tuesday



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- WEAR TBP SWAG ON TUESDAYS!
- Please send lots of photos/videos and possibly a short caption for quarantine skills ([tinyurl.com/TBPSkills](https://tinyurl.com/TBPSkills)), study setups/tips ([tinyurl.com/TBPStudy](https://tinyurl.com/TBPStudy)), and for events/TBP spirit ([tinyurl.com/TBPSpirit](https://tinyurl.com/TBPSpirit))
- Follow us on Snapchat! Watch out for Officer Takeovers in the future to get a peek behind the scenes :) (@tbpmig)
- [tbp.publicity@umich.edu](mailto: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](http://tbp.engin.umich.edu) at “Publications” > “The Cornerstone”



Q&A

**Ask us about  
the semester!**



# Good Interviewing Practices

# EXECUTIVE TEAM

## Vice President(s) - Riki and Paige



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- 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**

GOOD INTERVIEWING PRACTICES



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**SIGN UP TO BE A  
TEAM LEAD**

<https://tinyurl.com/F20TBPElecteeLeads>

# SIGN IN CODE



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## TBPalaver

Palaver: (n) idle chatter, a conference or discussion

-Dictionary.com