

# Intermission

Graduate Students: Please relocate to **1014 Dow** at this time.

# Membership in Tau Beta Pi

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## Eligibility requirements:

- Distinguished Scholarship
  - Assessed by GPA - top  $\frac{1}{5}$  of graduate class
- Exemplary Character
  - Assessed with a character interview and questionnaire

\*TBP Slang:

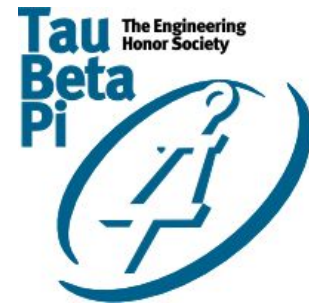
“Gen” or “General” refers to meetings where joining and active members may attend

“Actives” meeting refers to meetings that joining members **may NOT** attend, only active members

“Electee” refers to someone going through the electing process to join TBP



# Requirements Overview



## I. GENERAL

- **Meeting attendance :**
  - All general meetings (5)
  - Elections I
  - Initiation
- **Forms**
- **One-time membership fee (\$100)**

## III. SERVICE

### Minimum TEN

Flexible

- Community, University, Chapter, K-12
- Can complete in bulk or evenly spread out (or combination!)

## GRADUATE STUDENTS

## II. CHARACTER EVALUATION

- **Electee Questionnaire**
  - Online
- **Character Interview**
  - In-person

## IV. SOCIAL

- **TWO socials**
  - ONE of these - grad social
- **TWO electee team meetings**
  - First (Jan 19th) is **mandatory**



# Requirements

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- Attend General Meetings (5) & Elections (1)
- Complete Questionnaire & Interview
- Complete 12 Hours of Service
  - 2 hours for career fair
  - 2 hours for convention
- Attend 2 Social Events
  - At least 1 Graduate Student Social Event
- Forms
  - Graduate Advisor Form
  - Others
- Membership Fee (\$90)
- Attend Initiation



# I. General



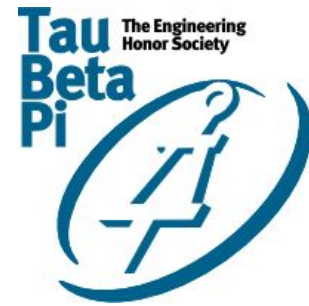
## 1. Meeting Attendance (page 3)

<b>January</b>				
→ 22	First General	6:30 pm	1013 DOW	
28	Interviews	By Appointment	Duderstadt Conf. A,B,D	
29	New Initiatives I	6:30 pm	1013 DOW	
<b>February</b>				
1	Interviews	By Appointment	Duderstadt Conf. A,B,D	
→ 5	Second General	6:30 pm	1013 DOW	
12	Interviews	By Appointment	Duderstadt Conf. A,B,D	
12	New Initiatives II	6:30 pm	1013 DOW	
→ 26	Third General	6:30 pm	1013 DOW	
<b>March</b>				
19	New Initiatives III	6:30 pm	1013 DOW	
→ 26	Fourth General	6:30 pm	1013 DOW	
<b>April</b>				
→ 2	Elections	6:30 pm	1013 DOW	
→ 9*	Fifth General	6:30 pm	1013 DOW	
→ 12	Initiation	6:00 pm	1500 EECS	
12	Banquet	8:00 pm	TBA	
16	New Initiatives IV	6:30 pm	1013 DOW	

\* Deadline to complete all electee requirements



# I. General



## 2. Forms & Paperwork (page 5)

### VII. FORMS & PAPERWORK

*The sign-in when you picked up your packet*

- i. Submit the Student Information Form by January 22, 2019
- ii. Submit the following **THREE** completed forms before February 5, 2019 :
  - (a) Graduate Electee Advisor Form\* (copy included in packet)
  - (b) Ann Arbor Public Schools (AAPS) Background Check Form (copy included in packet)
  - (c) Online Graduate Education Form\* ([http://tbp.engin.umich.edu/members/electees/submit\\_education\\_form](http://tbp.engin.umich.edu/members/electees/submit_education_form))

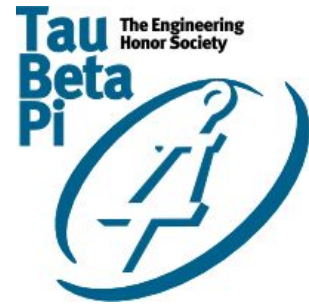
\*If you are a PhD student but will be receiving a Masters degree along the way (check with you program's Graduate Coordinator!), please circle "Masters" in Form (a), & in Form (c) list both Masters and PhD under the "Degrees" section. **If you will NOT be receiving a Masters degree along the way of you PhD, please email the Graduate Vice President.**

- iii. Complete the Youth Protection Training by ~~February 26, 2019~~. Please see the "MINORS ON CAMPUS POLICY" section of this packet for more details.
- iv. Complete the Catalog Card online before March 26, 2019 . More details will be provided by the Secretary (Adam Ley ) later.

February 5, 2019



# I. General




## Graduate Forms

### Graduate Advisor Form (included in packet)

- Confirms eligibility
- Completed by advisor and returned to Grad VP
- Due before February 5th

### Online Graduate Education Form

- Completed online (link in packet)
- Due before February 5th



To: Ellen Thompson  
Graduate Student Vice President  
Tau Beta Pi – Michigan Gamma  
1226 EECS

From: \_\_\_\_\_  
(Advisor's Name)

Re: Tau Beta Pi Candidacy of \_\_\_\_\_  
(Applicant's Name)

I certify that the above named graduate student in Engineering at the University of Michigan will complete prior to induction (April 12, 2019 ) at least 50% of his/her

Master's                      Ph.D.                      (please circle one)

degree requirements including both coursework and research. Based upon the student's recommendation, I recommend his/her induction into Tau Beta Pi – The Engineering Honor Society.



# I. General

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## **K-12 Forms and Training**

### **University Background Check (included in packet)**

- Confirms eligibility
- Submit a screenshot of survey to the Google Form in your packet
- Due by February 5th

### **Boy Scouts of America Youth Protection Training**

- Completed online (link in packet)
- Due by February 5th





# I. General

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## 3. One-time membership fee (\$100)

- Due at Fifth General Meeting
- Paid to the Treasurer (Sarah Puzycki)
- Covers your national membership, personal engraved Bent, etc.



## II. Character Evaluation

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### Electee Questionnaire

- Complete on website (due January 25th)
  - Part I: Get to Know You Questions- 3
  - Part II: Short Essay (<150 words)- 4
  - Part III: Essay (<750 words)- 1

### Character Interview (page 8)

- In person (Jan 28, Feb 1, Feb 12)
- Sign up on website by January 25th
- Get to know you, questionnaire, and ethics case study.



## III. Service

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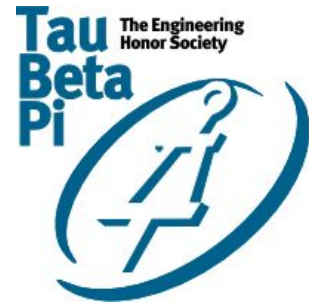
### We host a range of service events!

- **University:** Leaders & Honors Brunch, Graduate speaker series(New!), etc.
- **Community:** Arb restoration, Cancer center, Knitwits, etc.
- **Chapter:** New initiatives, cleaning/decorating the bent, etc.
- **K-12:** MindSET, Cub Scouts Day, etc.
- **Outreach:** Breakfast parties, Pi(e) day, etc.



# III. Service

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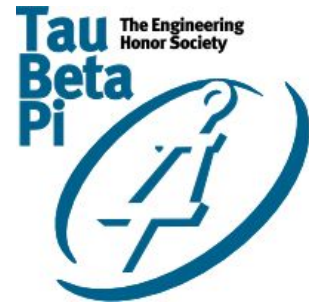


- **Event sign-up procedure overview**
  - Create an account for yourself on the website ([tbp.engin.umich.edu](http://tbp.engin.umich.edu))
  - Sign up under the “Event List” tab in the Calendar menu
  - Un-sign up if you can no longer attend; e-mail the event leader if you are cancelling your attendance within 48 hours of the event
- **Lead a service project!**
  - Talk to Kelly ([tbp.service@umich.edu](mailto:tbp.service@umich.edu))



# III. Service

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## External service hours

- Up to three hours may come from events outside of TBP
- Events counted toward TBP initiation requirements may not be counted toward any other organization
- Signed note or email from event organizer
- Email Kelly at [tbp.service@umich.edu](mailto:tbp.service@umich.edu)



## IV. Social

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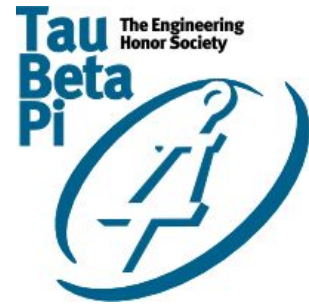
### **Must attend minimum of TWO socials**

- Karaoke
  - 1/19, Friday 8-10p
- Ikka DJ Night
  - 1/20, Saturday 10:00p-1:00am
- LSO Concert and Ice Cream
  - 1/21, Sunday 4:00p
- BWW TG I
  - 1/25, Thursday 6p-8p
- Many More!



# IV. Social

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## Graduate Activities

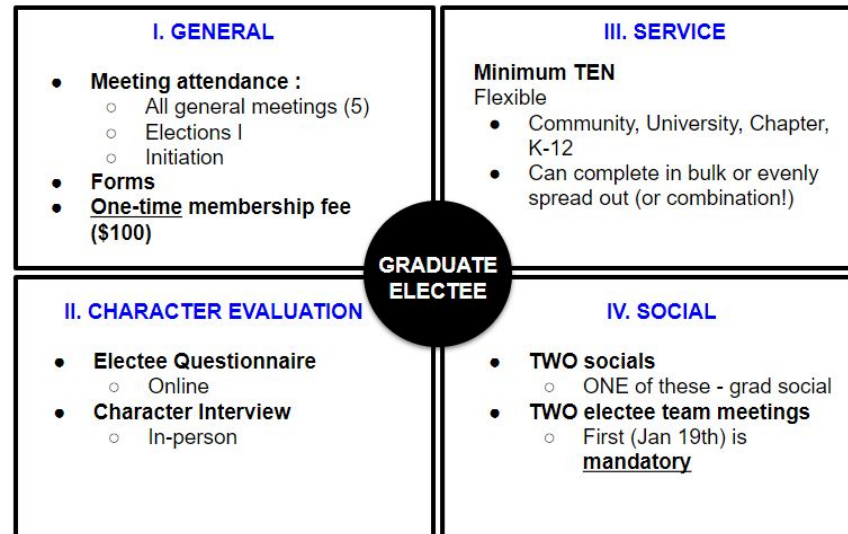
- Graduate socials
  - At least ONE social must be grad social
    - Coffee/tea series
    - Movie nights
    - Ice cream
- Graduate electee team meetings
  - Must attend at least TWO team meetings
    - First meeting is this Friday 7:30-8:30PM, 1014 Dow
    - Navigating the TBP website



# Initiation & Banquet

- To become an active member of TBP, electees must attend the Initiation Ceremony (Apr 14th)

- Banquet after Initiation to celebrate the semester!

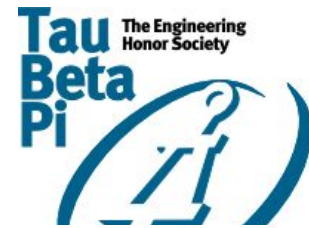


- If you are unable to attend Initiation, please inform us **ASAP**. We can make alternate arrangements!





# Requirements Summary



Use your checklist to stay on track with all the requirements!



## GRADUATE ELECTEE CHECKLIST – Winter 2019

Use this quick checklist to stay organized with all the requirements and deadlines for the TBP electing process!

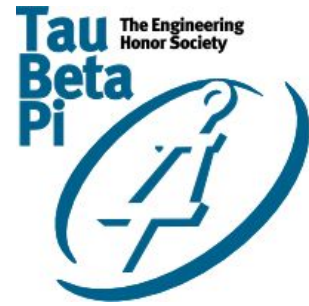
Done?	Date Due	Requirements
_____	Jan 22, Tuesday	<b>First General Meeting**</b>
_____	Jan 25, Friday	<b>First grad electee team meeting**</b>
_____	Jan 26, Saturday	Create profile on website
_____	Feb 5, Tuesday	<b>Second General Meeting**</b> Submit AAPS, Advisor, and OGEF forms Sign-up for interview
_____	Feb 19, Tuesday	<b>Second Actives [DON'T ATTEND!]</b> Complete interview One grad electee team meeting 3 service hours total (recommended)
_____	Feb 26, Tuesday	<b>Third General Meeting**</b> Youth Protection Training
_____	Mar 12, Tuesday	<b>Third Actives [DON'T ATTEND!]</b> 5 service hours total (required) 1 social event total (required)
_____	Mar 26, Tuesday	<b>Fourth General Meeting**</b> Complete catalog card
_____	Apr 2, Tuesday	<b>Elections**</b>
_____	Apr 9, Tuesday	<b>Fifth General Meeting**</b> Complete 10 service hours total Complete 2 social hours total (one grad social) Attend 2 grad electee team meetings total Pay \$100 dues to Treasurer
_____	Apr 12, Friday	<b>Initiation** and Banquet</b>

\*\*indicates REQUIRED MEETING. If you cannot attend a meeting, please inform the Graduate Vice President.



# Electee Trivia

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- OPTIONAL!
- Fun way to learn more about Tau Beta Pi and the Michigan Gamma Chapter
- Officer fun facts!



# **Why you should join!**

**Opportunity to be productive outside  
research and the lab!**

**Meet people and make friends from  
across all of engineering!**

**Participate in fun and valuable events!**

**Opportunity to build leadership skills!**

**Network with accomplished students  
and alumni through professional  
development!**

**Recognition, esteem, and benefits from  
being a Tau Bate!**



# Important Action Items!

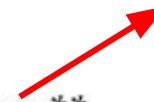


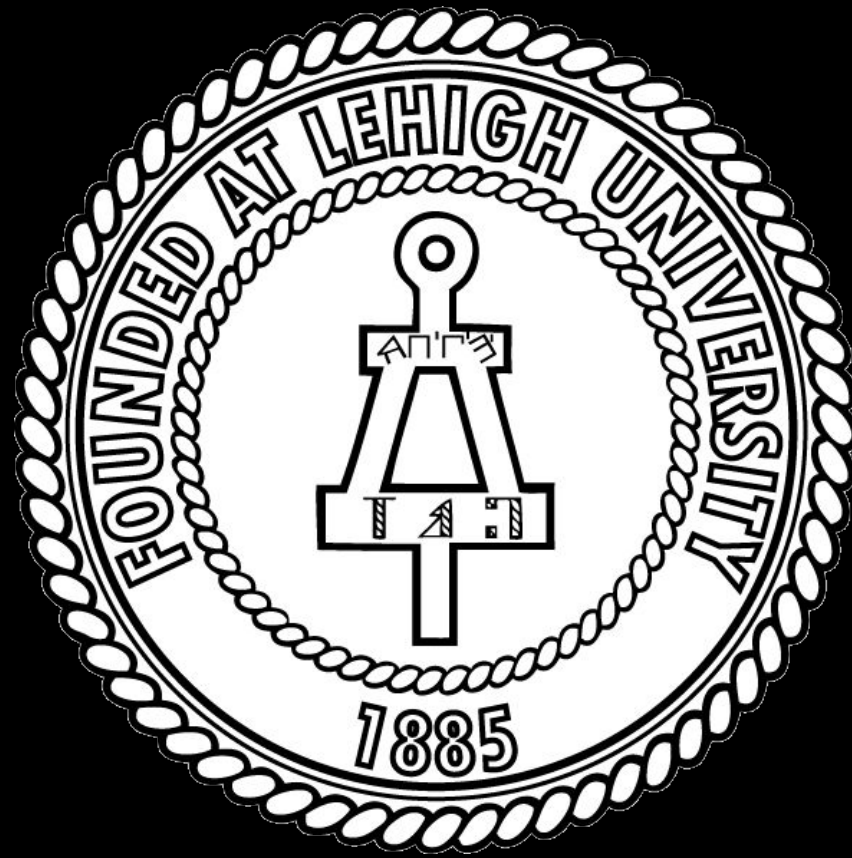
## GRADUATE ELECTEE CHECKLIST – Winter 2018

Use this quick checklist to stay organized with all the requirements and deadlines for the TBP electing process!

Done?	Date Due	Requirements
<u><b>DONE! :) </b></u>	Jan 16, Tuesday	First General Meeting**
_____	Jan 19, Friday	First grad electee team meeting**
_____	Jan 20, Saturday	Create profile on website
_____	Jan 30, Tuesday	Second General Meeting**
_____		Submit AAPS, Advisor, and OGEF forms
_____		Online electee questionnaire
_____		Sign-up for interview

***Navigating TBP website (create a profile, sign up for events, etc.)***





# Dinner

Please join us in the **BBB Atrium** for dinner!  
Wear a name tag, it's your ticket for food.