

# Officer Meeting Agenda

11 February 2018

*Second Actives*

## Updates

### Executive

#### *President (Bri)*

- I. 2nd Actives
  - A. Is a Voting Meeting
    - 1. Voting on character for the electees
    - 2. + Changes and revisions to national constitution
  - B. Slides are not yet assigned but will do that tomorrow

#### *Vice President (Jack)*

- I. Down to 27 electees... :(
  - A. All have been recommended :)
    - 1. ~8 are a bit behind with no hours besides meetings
    - 2. The rest are in good shape
      - a) Sent out an email with recommended req's by Tues
      - (1) Should influence them

- II. Electee Social went well
  - A. Should do it again once electee teams have bonded more
  - B. 8-10 electees. Grad + UG

- III. Told team leaders to start having meetings
  - A. Hopefully boosts involvement earlier in the semester

#### *Grad Vice President (Eshita)*

- I. Grad electees progress
  - A. Interviews went well (8/8 have been recommended)!
  - B. 6/8 have signed-up for/completed at least 3 service hours
  - C. 7/8 have signed-up for/completed at least 1 social
- II. Upcoming grad socials/events
  - A. Coffee/tea series II (Feb 18th, 2-3pm Sweetwaters Cafe on Plymouth Rd.)
  - B. Grad Electee meetings
    - 1. Meeting # 2
      - a) Mon, Feb 19th (6-9pm)
      - b) Midterms study night
      - c) Grad actives are also welcome!

2. Ideas for meetings #3 (March 9) and #4 (TBD)?
- III. TBP Graduate Student Speaker Series: *Training (for) Better Presentations*
  - A. Description of event can be found [here](#)
    1. Select Saturdays, 9am-11am, 1180 Duderstadt Teleconference room
    2. Open to all of CoE
  - B. Recruiting panel members!
    1. TBP Grad actives (application [form](#))
    2. Faculty members (have recommendations?)
    3. Other scientific communication professionals/experts
  - C. Speaker sign-up [form](#) (forward to anyone you think will benefit from event)
  - D. Audience sign-up on [website](#)
  - E. Will need [flyers](#) printed (@Bruna)

**Secretary (Elwhin)**

- I. Grad Eligibility Report wrapping up
  - A. 1 Eminent Engineer nomination approved by Advisory Board : Assoc. Dean Millunchick
- II. Missing : The entirety of Undergraduate Eligibility Report and the Highlighted Registrar's List for the Graduate Eligibility.
  - A. Is it too late to request an extension? What do I say?
- III. Note to self: download actives list for 2nd active + formula
  - A. Benson- I need to learn how to do this formula, unless you don't mind doing it if I send you the list tomorrow.
  - B. [Need help signing people in](#)

**Treasurer (Michael)**

- I. Continue to use reimbursement form!
  - A. [In previous agenda, on budget email, maybe in TBP Officers Google Drive?](#)
  - B. [SOMEday it will be on the website](#)

**External Vice Presidents (Zach & Josh)**

- I. The honors brunch committees went well, thank you to everyone who volunteered as an interviewer!
  - A. Just to finish some follow-up items such as sending out committee gifts and other stuff.
  - B. [#TY Swetha <3](#)

**Events**

**Service Coordinator (David)**

- I.

### ***Professional Development (Kevin)***

- I. Professional Licensing Panel last week was a success
- II. Danaher info session cancelled - trying to reschedule
- III. Mike Hand is working on fixing the resume book
  - A. Step 1 (should be done tonight): remove alumni from the book
  - B. Step 2: Give membership officer the ability to mark people as graduated
    1. Some people listed as current students now even though they graduated in 2014

### ***Campus Outreach (Daniel)***

- I. Bagels on Tuesday,
- II. MLK Luncheon 2/20-Robert Scott of CEDO talking about DEI

### ***K-12 Outreach (Michael & Swetha)***

- I. Working on MindSET modules and getting more kids to sign up
  - A. 1st MindSET 3/10
- II. Trained HKN new electees with YPT so they can volunteer at our outreach events
  - A. YPT and AAPS forms will be updated tomorrow

### ***Activities (Greg)***

- I. Cantina mixer
  - A. Too many HKN people signed up so TBP wasn't a part of it
- II. The Bent looks beautiful - Thanks to everyone that showed up for the decoration
- III. Sheraton will be holding Banquet - Still looking for speaker
- IV. Potentially Valentine's Day Party this Thursday w/ SWE -- EEcs atrium??
- V. Potentially HopCat TG this Friday
  - A. Emailed today so hopefully they'll get back soon
  - B. Recommendation: in general, monday nights bc 1/2 off apps
- VI. Banquet Chair - Bruna
  - A. Voting later in meeting

## **Chapter**

### ***Chapter Development (Angelo)***

- I. Overview of NI II
  - A. New ideas for DEI events (within chapter and the college)
  - B. Better promotion of our name along with our events
  - C. Changes to DA/PA Gifts

### ***Membership (Michelle)***

- I. Taste of India for food
  - A. They seem a little unorganized... may recommend future Membership officers order from another place

- B. They have all our information, but worried about orders actually being placed and such.
- C. Will follow up monday & tuesday

**Publicity (Bruna)**

I.

**Historian (Mitch)**

- I. Anything you guys want in 2nd actives cornerstone?
  - A. Code of eligiblity
    - 1. Also have more prints in office
  - B. Connect the dots. TBP-Style
- II. Anything you want for the alumni newsletter?
  - A. Recap of last semester or so?
  - B. Like convention, team actives, accolades of TBP Students

**Points for Discussion**

- I. Engineering Futures (Kevin)
  - A. We want to host one in March and have reached out to Andy Boucher (MI-G alumnus and EF facilitator). He can facilitate any of the 5 modules.
    - 1. Any time in March
      - a) Mindsets are on Saturday's in March; check conflict
      - b) Shorter modules will probs be during weekdays, longer ones on weekend
  - B. Should we do a 2-2.5 hour module (Team Chartering or Group Process) on a weeknight, or a 3-4 hour module (Effective Presentation Skills, People Skills, or Analytical Problem Solving) on a weekend?
  - C. Should we send a survey to the chapter to see which module people would be most interested in?
    - 1. Yes so we can plan for the amount of people coming
- II. TauBetaPi4Life App (Kevin)
  - A. This app was advertised at Convention in the fall as a way to connect TauBates across the country and help them find mentors/mentees
  - B. There aren't that many people on it
    - 1. 1000-1300ish people
  - C. Is this something worth promoting in the chapter?
  - D. Does anyone know who moderates the MI-G group on this? Mike Hand maybe?
    - 1. Kyle emailed Dylan to ask
  - E. Found on [tbp.vineup.com](http://tbp.vineup.com)
  - F. Can sort people by work, experience, company, educational background

1. Like linkedIn but only for TBPeeps
- G. There is a Michigan Gamma group
- III. Appointing Banquet Chair - Bruna Menezes
  - A. Discussion:
  - B. Vote: passes by voice vote (0 no, 0 abs)

## Open Floor

- I. Are we voting on constitution changes Tuesday?
  - A. Yes! They can be found on tbp natl website or email I seqnt out to actives
- II. IM soccer on Monday 7:30
  - A. WOOOOOOO
  - B. Hefty team
- III. Let's do something fun for V-Day w/ campus outreach :)

## Upcoming Events

Finished at 6:36



