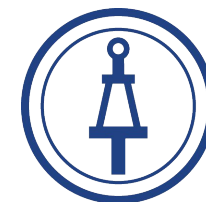


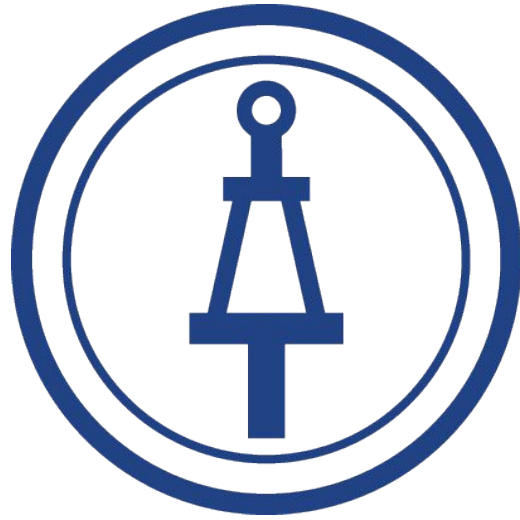
FOOD PORTION

1. 2 Sandwiches
 - Chicken Shawarma
 - Kafta (Beef)
 - Falafel

SIT WITH YOUR TEAMS (see chart on whiteboard)



Tau Beta Pi
The Engineering Honor Society



Tau Beta Pi

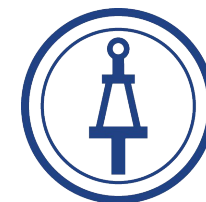
The Engineering Honor Society

Michigan Gamma Chapter
Fourth General Meeting

25th March 2025

MEETING AGENDA

1. Chapter Announcements
2. Officer Updates
 - Upcoming events/dates
 - Reminders & Announcements
 - Electee Spotlights
3. Powerpoint Party



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The Engineering Honor Society



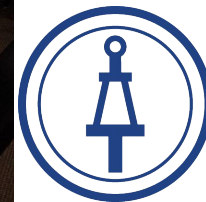
**ANNOUNCEMENTS
AND REMINDERS**

BANQUET

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

- Immediately after Initiation
 - April 19th from 5:00 to 9:00 PM
 - Banquet is highly recommended 😊
 - Electees are strongly encouraged to attend
- Website event contains the sign-up form
 - DO NOT sign up for the website event (you can't)
 - A refundable deposit is associated with sign-up
 - Also at tbpmig.org/banquet
 - Form will close after 5th Gen!
- Direct questions to tbp.banquet@umich.edu or Kayley Ge on Slack!

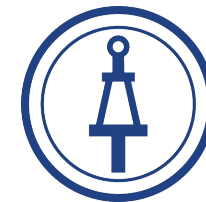




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DEI Committee

- DEI Feedback form in progress!
- If you have any DEI-related questions, comments, and concerns, please bring them to our attention!
 - Monthly DEI committee meetings
 - Point of contact: Aiden Ascioti (aascioti@umich.edu)
- No concerns are too small, feel free to reach out at any time!



Tau Beta Pi
The Engineering Honor Society

WHY YOU SHOULD
BE A CAREER FAIR
CHAIR

Overview

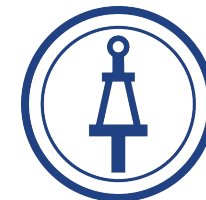
Plan and run the chapter's largest event!

Position:

- April–September 2024
- Member of a committee (TBP + SWE)
- Light to moderate summer workload (varies by committee, all remote)
- Early September: in-person setup, staffing, and teardown



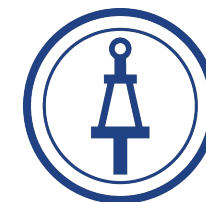
tbpmig.org/cf24chair



Tau Beta Pi
The Engineering Honor Society

Service to CoE and the Chapter

- Help students find jobs!
 - One of the largest student-run career fairs in the US
- Career Fair brings in the majority of chapter revenue each year
- CF23 had 280+ companies
- Impact thousands of students



Tau Beta Pi
The Engineering Honor Society

Path to Future Leadership

President

Kevin Masel

tbp.president@umich.edu



Vice President

Karen Jin

tbp.vicepresident@umich.edu



Treasurer

Alex Li

tbp.treasurer@umich.edu



External Vice President

Vance Kreider

tbp.externalvicepresident@umich.edu



External Vice President

Ibrahim Musaddequr Rahman

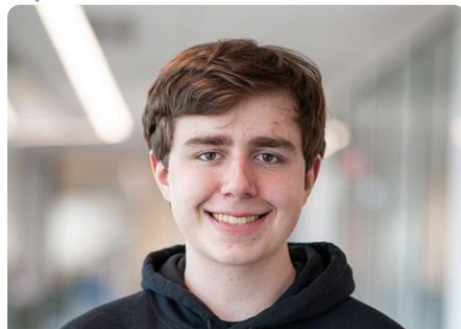
tbp.externalvicepresident@umich.edu



Service Coordinator

Drew Boughton

tbp.service@umich.edu



K-12 Outreach Officer

Jacob Miller

tbp.k12outreach@umich.edu



Chapter Development Officer

Advika Jhingran

tbp.chapterdevelopment@umich.edu



Membership Officer

Mitra Makhlesi

tbp.membership@umich.edu



Campus Outreach Officer

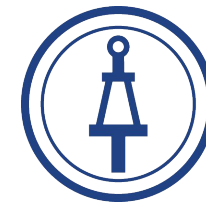
Hunter Muench

tbp.campusoutreach@umich.edu



Personal Benefits

- Every single CF23 Chair earned Prestigious Active Status
 - 2 DA/PA gifts!
 - Three weeks into the semester!
- Resume automatically submitted to every company
- Get to know interesting people from TBP and SWE—you WILL make friends
- Hard work, but one of the most rewarding opportunities in TBP

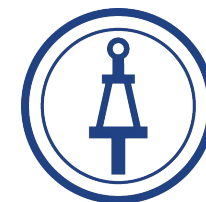


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Apply!



tbpmig.org/cf24chair
Applications Due 3/31



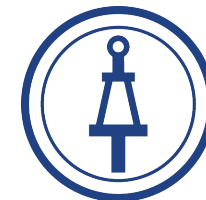
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The Engineering Honor Society

OFFICER UPDATES

EXECUTIVE TEAM

Vice President – Paco

- Sign up for Initiation and Banquet!
 - tbpmig.org/initiation
 - If you can't make initiation on Saturday 4/19, let me know ASAP
 - tbpmig.org/banquet
- Sign up for events on the website!!!
 - Check your progress and let me know if anything looks off
- Turn in electee peer interviews (tbpmig.org/peer-interviews) and electee exam (due on 4/15 at 5th Gen)! Come to office hours or ask your team leads for help :)
- See Alyssa if you did not sign up for TBPals!



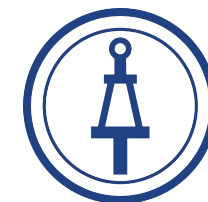
Tau Beta Pi
The Engineering Honor Society

EXECUTIVE TEAM

UG Electee of the Week: Elizabeth Reidy



- Completed hours requirements (with substitutions)!
- Has attended 8 officer meetings!

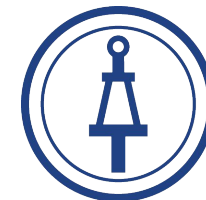


Tau Beta Pi
The Engineering Honor Society

EXECUTIVE TEAM

Grad Vice President – Wei-Lun Huang

- Fill out your catalog cards!
 - Jennifer and I will email you the required info soon
- Sign up for more events on our website!
 - *Most* of you have signed up for enough hours to elect
 - Let's get that to *all*
 - Look out for an hour update next week
- Sign up for the **Initiation NOW!**
 - Let me know **ASAP** if you cannot attend the Initiation
 - 2:30-4:30 PM, April 19 (Sat.)
 - Sign up for the Banquet :)



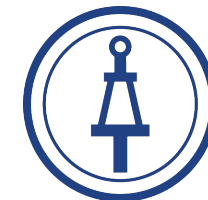
Tau Beta Pi
The Engineering Honor Society

EXECUTIVE TEAM

Grad Electee of the Week: Moon Bakaya Hazarika



- **12.5** service hours!
- **3** social/PD credits
- **All** the general & team meetings



EXECUTIVE TEAM

Treasurer – Jaccob

Electee Dues (\$100) are due by 5th Gen.

We'll be using Nationals' Shopify website to collect dues!

(Use the same name as your Catalog Card.)

Submit receipt at

tbpmig.org/dues-submission

If the dues pose any financial issues, please reach out to me and Paco/Wei-Lun or use

tbpmig.org/due-waiver.

Initiation Fees (LA Alpha - ND Beta)

\$100.00

Chapter

Michigan Gamma

Full Name of Initiate

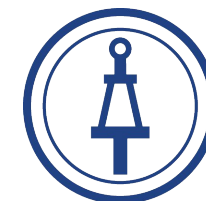
Enter Member Name for Verification Check

Quantity

1

ADD TO CART

tbpmig.org/electee-dues



Tau Beta Pi
The Engineering Honor Society

EXECUTIVE TEAM

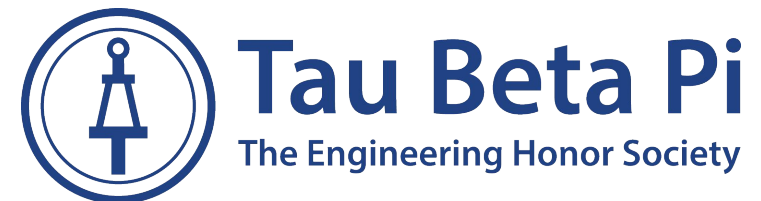
External Vice Presidents – Katherine & Sabrina

Order of the Engineer Ceremony

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



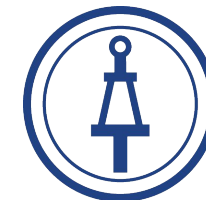
- W25, F24 grads eligible
- Initiation ceremony: Apr. 24, 10am–1pm, Michigan Union Anderson Room
- If graduating: tbpmig.org/ooewn25
- If volunteering: [event signup on website](#)



EVENTS TEAM

Service Coordinator – Cap 🙄

- 🧠 MindSET 3 Prep (03/26)
 - 6-7PM, EECS 1226
- 🧶 Knitwits II & III (03/27, 04/10)
 - 4:30-6:00 PM, EECS Atrium
- ⚡ Merit Badge Day 2 (03/29)
 - 9:00AM-5:00 PM, 1150 LBME
- ♻️ NEST Meetings (03/29, 04/07)
 - 7:00PM-8:00PM, Zoom
- ♻️ NEST Tasks (Due March 29)
- 🎸 MindSET 3 (03/30)
 - 2:00-5:00PM, 1200 EECS
- 📝 New Initiatives III (04/01)
 - 6:30-7:30 PM, DOW 1013
- 📅 K-12 Content Dev 4 (04/02)
 - 6:00-7:00 PM, EECS 1200
- 🧑‍🎓 Sequoia Place III (04/04)
 - 5:00-7:00 PM, off campus
- 🐻 Cub Scouts Day (04/06)
 - 10:00 AM-5:00 PM, EECS Atrium



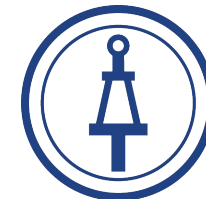
Tau Beta Pi
The Engineering Honor Society

EVENTS TEAM

Service Coordinator – Cap 🥲

The Society of Women Engineers (SWE) is recruiting counselors for their annual Summer Engineering Exploration Camp, a week-long opportunity for high school students to dive into STEM-related interests. This popular camp receives around 400 applicants every season and is an incredible way to inspire the next generation of engineers.

- 📅 Required Counselor Availability: July 5–12, 2025
- 📝 Application Deadline: **April 1, 2025**
- 📋 Apply Here: <https://forms.gle/oPjjn85WeRsypEv96> (link on website)
- As a counselor, you'll spend a week living at Bursley Hall, mentoring, guiding activities, and being part of an impactful, hands-on experience for 40 future STEM leaders. Food, housing, and relocation reimbursements will be provided.
- Questions? Reach out to swe.seecamp@umich.edu.

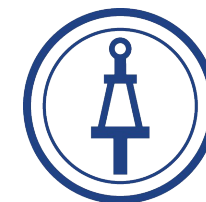


Tau Beta Pi
The Engineering Honor Society

EVENTS TEAM

Activities – Allison

- High School Musical Movie Night 🎬
 - Thursday 3/27 from 7:30 - 9:30pm
- TBP X HKN Cantina 🎉
 - Friday 3/28 from 6 - 8pm
- SWE x TBP Paint By Numbers 🎨
 - Friday 4/4 from 6:30 - 8:30pm
 - Free Wings!
- Arb Walk and Picnic 🌿
 - Sunday 4/6 from 12 - 2pm
- The Banana Phans 🐒
 - Wednesday 4/9 from 6 - 8pm
- TBP X PSP X SWE Formal 📋
 - Thursday 4/17 from 8 - 10pm
 - Opening sign ups now



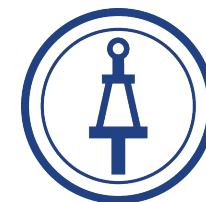
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EVENTS TEAM

K12 – Evelyn and Aidan

Lots of K-12 Events remaining to complete your hours!

- Merit Badge Day 2: Saturday 3/29, 9-5 pm
- MindSET 3: Sunday 3/30, 2-5 pm
 - Prep Session: Tomorrow, 6-7pm
- K-12 content development 4: Wednesday 4/2 6-7 pm
- **Cub Scouts Day**: Sunday 4/6, 10-5 pm
- Engineering day for Girl scouts (not gender restricted): Sunday 4/13, 11-5 pm



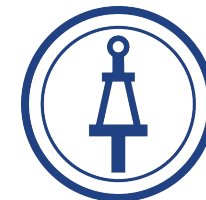
EVENTS TEAM

Professional Development – Nihar

Upcoming Events:

- Engineering Futures (3/27) 6:00 - 7:30PM
- Corteva Agriscience Information session (4/14) 6:00 - 7:00PM

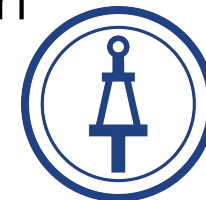
All event are posted on website w/ sign-ups in the description!



CHAPTER TEAM

Chapter Development - Aiden

- Leadership Panel next **Tuesday @ EECS 1303 5:30-6:30pm**
 - 1 service hour, Food will be provided, and a Zoom option is available
 - Electees, come learn about all the opportunities to lead
 - Anybody who's had an experience this semester, consider being a panelist!
- NI-3 is next **Tuesday @ DOW 1013 6:30-7:30pm**
 - 1 service hour, Food will be provided
 - Topic TBD, expect a Slack message soon
- Next DEI Committee meeting to be scheduled soon

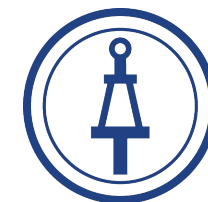


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CHAPTER TEAM

Membership – Alyssa

- TBPals Groups have been sent out
 - All group meetings completed by 5th Gen
 - If you are unable to attend your group's meeting, please send me and Natalie Garvey a DM on Slack or an email!
- If you were an Active leading a TBPals group, please fill out the completion form so I can give everyone credit!
- Actives: Keep an eye out for Mid-Semester Feedback form
 - If you fill it out and email me a screenshot of the completion screen, you earn 0.5 service hours

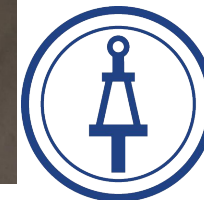
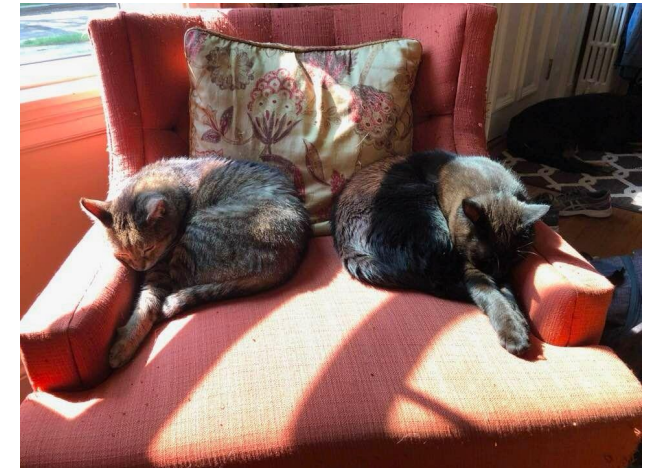


Tau Beta Pi
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CHAPTER TEAM

Publicity – Kate

- Photo Competition
 - tbpmig.org/photocomp
 - Take photos and submit!!
- Follow Our Social Media!
 - TBP LinkedIn Page: <https://www.linkedin.com/company/tbp-mi-g/>
 - Instagram&Tiktok: @tbpmig
- Fill Out Form in the Weekly Email!
 - Come see me to get candy!

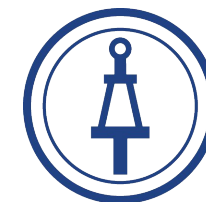


CHAPTER TEAM

Historian – Jimmy

- Do you want to have your puzzle, story, or pictures included in the Cornerstone?
 - tbpmig.org/cornerstonecontribution
 - Fill it out to get 0.5 service hours per contribution (can only be filled out once per individual meeting)
- If you haven't filled it out already:
 - tbpmig.org/digitalcornerstone

Digital Cornerstone
Feedback Form



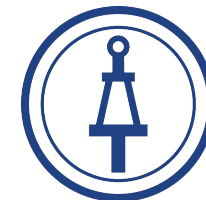
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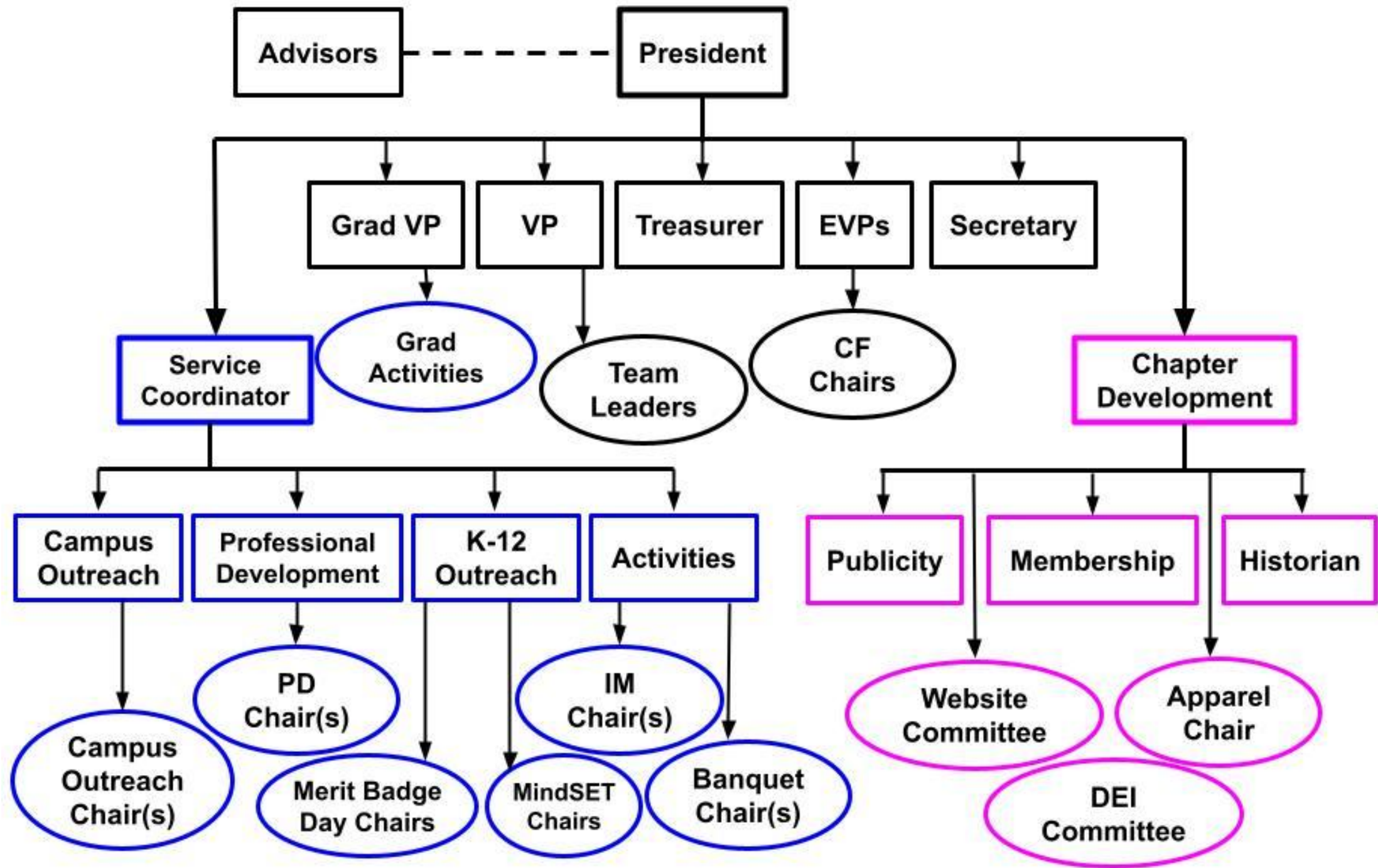
OFFICER
SPOTLIGHTS

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!



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The Engineering Honor Society



OFFICER CORPS STRUCTURE

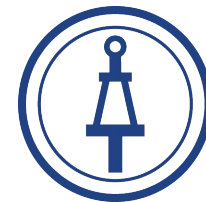
Run for any position!

- 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!"~~

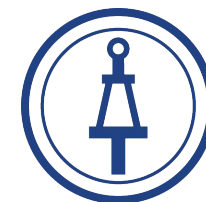
BE AN OFFICER!



Tau Beta Pi
The Engineering Honor Society

WHY SHOULD YOU BE AN OFFICER?

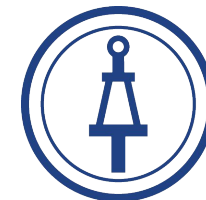
- Immense personal and professional growth, including development of leadership and communication skills
- Work with a talented, motivated group of diverse individuals
- Lots of opportunities for networking and building relationships
- Get to know and hang out with other officers regularly
- Have an impact on one of the largest and most active chapters of Tau Beta Pi!



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 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: Working with so many wonderful people in the officer corps to ensure a great semester and ensuring the chapter is stable for semesters to come



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 Student 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

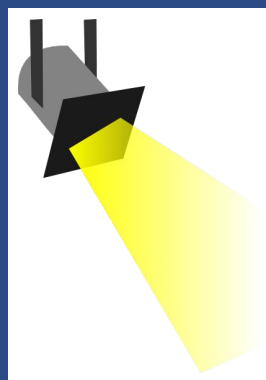
- Prepare each semester's budget and present to the AB
- Work with all officers to manage finances
- Submit reimbursements to SOAS
- File chapter's taxes at the end of your term
- Non-voting member of advisory board + attend AB meetings

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 and Lead the Events Team

- Organize and manage volunteers for multiple events per week
- Create and discover diverse service opportunities
- Recruit project leads to help put on events
- Support and regularly meet with Events Team officers
- Create SERVE and NEST projects and manage leads/mentors
- Advertise upcoming events every week

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:

- 4-14 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



**Application
Open!**

Responsibilities:

- Expose our youth to the ~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, parties
- Banquet Committee
 - 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 graphic of a spotlight with a grey base and a yellow beam of light pointing downwards.

EVENTS TEAM

Professional Development Officer

Full Year Position (Jan - Dec)



Responsibilities:

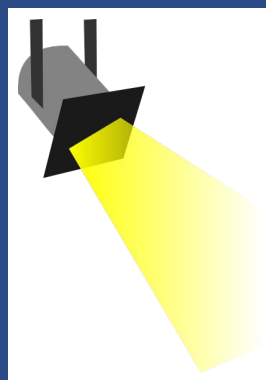
- Corporate information sessions
 - Communicate with company representatives and organize events
- Miscellaneous PD events and workshops
 - Engineering Futures workshops, resume workshops, graduate school panels, DEI speakers, etc.
- Oversee PD Chairs + Committee and delegate tasks

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



**Up for
election!**

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!



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: making weekly emails 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



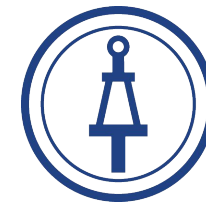
POWERPOINT TIME!

tbpmig.org/powerpoints

PIE THE PRESIDENT!

Sign in code

TBPowerpoint



Tau Beta Pi
The Engineering Honor Society