

New Initiatives II

Officer Meeting Agenda

17 January 2021, 4:00 - 5:15 PM EDT

Zoom [Link](#), Password: 1885

Attendance

(4:00 PM)

Position	Name	Here? (Yes)
President	Marianne	Yes
Vice President	Megan	Yes
Grad Vice President	Kelly	Yes
Secretary	William	Yes
Treasurer	Eric	Yes
EVP	Arjun	Yes
EVP	Judy	Taking a Math exam :(
Service Coordinator	Kritika	Yes
Campus Outreach	Atishay	Yes
Activities	Dion	Yes
PD	Ranadeep	Yes
K12	Erik	Yes
K12	Simon	Yes
Chapter Development	Kate	
Publicity	Maxwell	Yes
Historian	Matthew	Yes
Membership	Abby	Yes
Advisor	Kyle	yes
Advisor	Benson	yes
Advisor	DFM	:bacon:

Advisor	Ike	Yes
Advisor	Eshita	
Advisor	Angelo	
Advisor	Kominsky	
Advisor	Adam	Trial By Phire?
Advisor	Pritpaul	

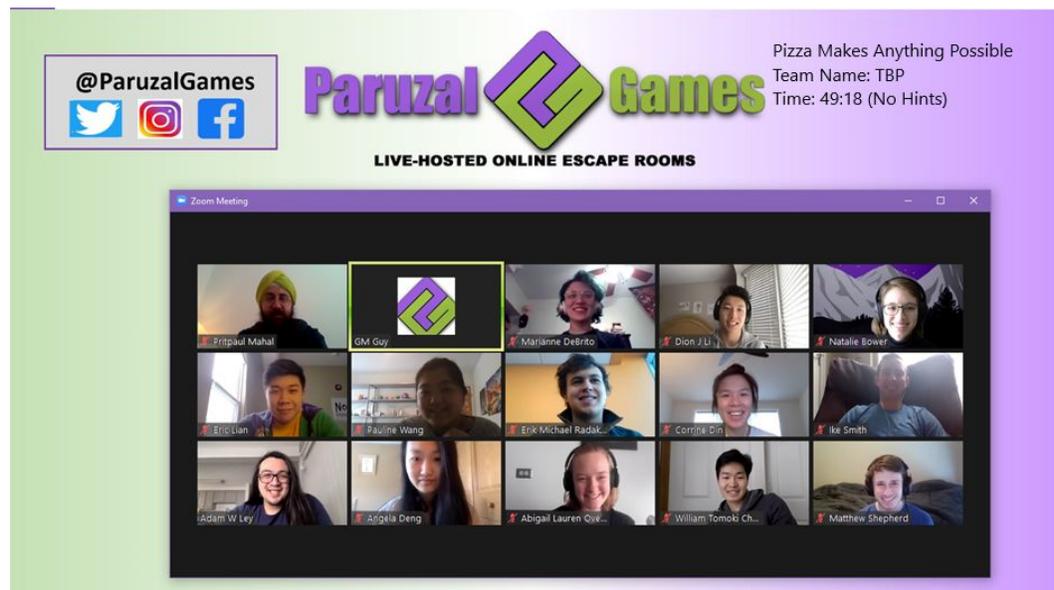
Updates

(4:00 PM)

Executive Team

President (Marianne)

- I. Key Accomplishments:
 - A. Alt 1st Gen
 - B. “How to Conduct an Interview” event
 - C. 1st Officer bonding event!



- D.
- II. Roadblocks:
- III. Next Steps:
 - A. Conduct interviews
 - B. Set up a second bonding event - lmk if you have any other ideas!
 1. Megan: Fire Boy and Water Girl tournament or Among Us
 - C. [Suggest ideas to change meetings!](#)
 1. Kritika: the NI-1 group I was in had some feedback about improving meetings for general members, maybe we can mine some of those

Vice President (Megan)

- I. Key Accomplishments:
 - A. First and Alt First Gen completed!
 - B. So far 31 ug electee have made profiles! (and 17 signed up for interviews)
 - 1. 48 total on list serv rn
- II. Roadblocks:
 - A. I am so busy this week
 - B. Found an imposter?
 - 1. Someone is on the ug electee list serv who didn't check in at First Gen or Alt First gen and never emailed me (she is eligible tho)
 - a) Benson: what is her unigname
 - (1) Maybe try emailing her?
 - (a) Ask to meet to go over stuff that she may have missed. If she has no idea why she's on the listserv, then that's fine too.
 - (2) If she was added to the listserv before 1st Gen, then she would have gotten the first email
 - b) Serram
 - 2. If we continue to have interview slots where actives are signed up but no electees are, remind the actives that although it will count as interview credit (being signed up), it won't be service
 - a) Also encourage actives to see if there are other slots where electees are signed up but actives aren't
- III. Next Steps:
 - A. Send out reminder email about making profiles and signing up for interviews (maybe in weekly announcements?)
 - B. Conduct interviews and prep for 2nd actives

Grad Vice President (Kelly)

- I. Key Accomplishments:
 - A. Successful First Gen + Alt. First Gen
 - 1. Only one candidate has asked to be removed from the list (so far) :)
 - B. Met with GSACs yesterday
- II. Roadblocks:
 - A. Need electees to make profiles on website
 - 1. One electee did, but his name is not appearing in the list
 - 2. Will need to see if they were a previous electee
 - a) "Still electing" check this box
- III. Next Steps:
 - A. Try to get all candidates on board in time for interviews
 - B. First Team Grad social this Friday

Secretary (William)

- I. Key Accomplishments:
 - A. Undergrad eligibility report submitted
 - B. Office hours → lmk if you have any issues/concerns
- II. Roadblocks:
- III. Next Steps:
 - A. Next big report → grad eligibility report

Treasurer (Eric)

- I. Key Accomplishments:
 - A. Getting ready to make DoorDash/GrubHub purchases for the semester.
 - B. If any of your events have food, please add them to this form: [DoorDash/GrubHub Purchase Requests](#).
- II. Roadblocks:
- III. Next Steps:
 - A. Reimbursement form: tbpmi.ga/expenses
 - 1. DFM: if you come across link to the old form, be sure to replace it with the new link
 - B. Find more info on spending money at [Financial Policies Cheat Sheet](#) [Flow Chart](#) (found under Finances folder)
 - C. Audit past expenses

External Vice Presidents (Arjun & Judy)

- I. Key Accomplishments:
 - A. Committees ready for Leaders and Honors Awards interviews this week
 - B. FYSA app sent out (thanks Kyle!)
- II. Roadblocks:
- III. Next Steps:
 - A. Career Fair feedback at NI2 this week
 - B. Continue meeting with ECRC for CF
 - C. Rice Award and FYSA selection after deadline on Friday

Events Team

Service Coordinator (Kritika)

- I. Key Accomplishments:
 - A. Put events team officers in touch with officers in other orgs for collaborations, making sure project leads stay on track for their events
 - B. Had our first Events team meeting w/ officers + chairs
- II. Roadblocks: Still looking for a few more project leads, reached out to attendees of previous events but no luck so far
- III. Next Steps: Will continue to reach out to members who attend events to see if they are interested in leading future events

Professional Development (Ranadeep)

- I. Key Accomplishments:
 - A. We have found a speaker for the SWE/TBP Joint Seminar! (Feb 25)
 - 1. Dr. George Halow, Aerospace Engineering
 - 2. Topic: Career **Planning** Reacting
 - 3. Event will be 30 minutes of social/game time (probably Codenames) followed by the 30 minute seminar
 - 4. Please advertise this event in your electee interviews
 - B. Mock interviews planning is coming together
- II. Roadblocks:
 - A. My hands are a little full with emails/reachouts/event planning, it would be very helpful to maybe get some more chairs/project leaders on board, so I would like to continue advertising this.
 - 1. Benson: is the lack of people leading to opportunities being missed? Or is it more of a foreseeable issue
 - a) Ranadeep: A lot of prioritizing with respect to PD → currently corporate reach outs, which require a decent amount of time and care
 - b) Benson: advertise PD committee with focus on this specific task of reaching out to companies
 - (1) Kritika: can candidates be members of the committee? **Yes**
 - (2) A very important task, but also relatively small (time commitment wise)→ a valuable experience for any member (definitely emphasize)
 - 2. Advertisement in New Initiatives?
- III. Next Steps:
 - A. Mock interview material prep
 - B. ECRC Workshop planning this week!

Campus Outreach (Atishay)

- I. Key Accomplishments:
 - A. Scheduled the first MLK Luncheon (March 2)
 - B. Rescheduled virtual euchre tournament (Feb. 19) due to low attendee signups
 - 1. How to reach freshmen/sophomores effectively?
 - C. Promoted weekly tutoring, AP tutoring services
 - 1. Finishing up gather.town space for weekly tutoring
- II. Roadblocks:
 - A. Need to work on outreach for social events
 - 1. Adam: Not sure how many people still read it, but OSA announcements occasionally reaches a number of folks. To add things, there is a submission form: <http://studentcommunications.engin.umich.edu/>

- a) Publication schedule for said form:
<http://studentcommunications.engin.umich.edu/policies/publication-schedule>

- III. Next Steps:
 - A. First weekly tutoring session next week
 - B. Continue to promote upcoming events

K-12 Outreach (Erik & Simon)

- I. Key Accomplishments:
 - A. ~14 students have already signed up for AP Tutoring
 - 1. Seems that our tutors are well prepared to tutor in-demand subjects, but we're still hoping for more tutors as we anticipate more students signing up
<https://tbpmi.ga/AP-survey>
 - B. Updates from mindset powerhouse
 - 1. Promotion materials made
 - 2. Potential kit packing session
 - a) A couple of modules will need activity kits, but will wait for more details before reaching out to Marianne about in person events
- II. Roadblocks:
- III. Next Steps:
 - A. Will finish gather.town space sometime this week
 - B. Prepare for AP tutoring
 - 1. Chemistry and calculus especially

Activities (Dion)

- I. Key Accomplishments:
 - A. Set up a few Virtual Game Nights on the tbp website
 - B. Had my first banquet chair meeting
 - C. Had a successful officer bonding event on Saturday (escape room) -- will probably do another one open to all TBPeople (but only the first ~15 who sign up)
- II. Roadblocks:
- III. Next Steps:
 - A. Setting up events on the tbp website for the next 3+ weeks
 - B. Finalizing events collaborating with NSBE and oSTEM
 - C. Get familiar with gather.town (consult Ranadeep, our resident expert)
 - D. Future escape rooms: Talk to Jia, maybe cap at ~6 people but set up multiple events

Chapter Team

Chapter Development (Kate)

- I. Key Accomplishments:
 - A. Stuff for New Initiatives 2 is all ready to go! This week we are talking about Career Fair
 - B. New Initiatives 1 summary (names removed)
 - 1. [New Initiatives 1 Summary - Google Docs](#)

2. A lot of people wanted to see social events at different times
3. Introduction to the chapter for people who transfer to MI-G from another school (including grads)
4. A few people actually wrote “I want to get more involved in leadership but I’m not sure how” - we have their names so I will be reaching out to them this week
 - a) DFM: share their names w/ interested officers for targeted reach outs
5. People enjoyed 0th actives but felt that the purpose of the meeting could have been more clear from advertising
6. People without swag feel left out by “wear swag on tuesdays”
 - a) Benson: could have a few designs made on demand, options for premade gear as well → want to balance making swag easily accessible without making it a logistical nightmare
 - b) Definitely want to watch the costs of shipping large amounts of stuff moving forward

II. Roadblocks

III. Next Steps:

- A. New Initiatives 2 is this week
- B. Couldn’t find a time to meet with DEI chairs last week - currently working on a time for this week

Membership (Abby)

I. Key Accomplishments:

- A. Took stock of swag in the bullpen with Marianne!
- B. Functional TBPals sign up form is ready to go out

II. Roadblocks:

- A. TBPals form requires electees to know their team number - should I wait to put out the form?
 1. Megan: we don’t know yet
 2. Abby: forms require knowing their team numbers → will deal with this

III. Next Steps:

- A. Put out TBPals form
- B. Swag interest form
- C. Collect data for distributing electee t-shirts
 1. Benson: shipping these to everyone would be doable with full career fair income, but given our current circumstances we should really look hard at this
 2. DFM: logistically this will be very painful

Publicity (Maxwell)

I. Key Accomplishments:

- A. Sent out weekly announcements!

- B. Created a “story” on our website announcing TikTokBP!!!
- C. Added many campus outreach events (appreciate all that you are doing Atishay!) to the COE calendar!
- II. Roadblocks:
 - A. Was sick (just the cold, no worries) yesterday, so missed the officer bounding event :(
- III. Next Steps:
 - A. Send out weekly announcements today at 5:30 PM
 - 1. Let Maxwell know before if you want announcements to be added!

Historian (Matthew)

- I. Key Accomplishments:
 - A. Third Cornerstone released
- II. Roadblocks:
 - A. Nothing really. Still want to be better at getting the cornerstone out there.
- III. Next Steps:
 - A. Release the next one on Tuesday

Advisors

Benson: we advise → talk to us

Points for Discussion

(4:40 PM)

- I. Benson: Maybe have five minutes at each meeting for a post mortem of the previous meeting (general, active)?
- II. Post mortem of 1st Gen
 - a. Things we should restart:
 - i. Benson: officers used to cycle between the grad and undergrad breakout sessions and present → currently we have less officer involvement than before, we can do a better job of selling the TBP experience
 - 1. Adam: +1
 - ii. DFM: social stuff has always been a big selling point, but 1st Gen has mostly been a big info dump with not much opportunity to have off the cuff conversations with current TBP members → maybe have more active involvement?
 - b. Things we should change:
 - i. Ranadeep: we spend a lot of time talking about fun stuff we do like socials, etc. → we should spend more time talking about PD, K12 events (the more substantive stuff)
 - ii. Kritika: would be helpful to discuss what is expected from officers prior to the meeting, would be nice to have more info from VPs beforehand
 - c. New things we should do:

- III. TBP Nationals website for swag: <https://tau-beta-pi.myshopify.com/collections/t-shirts>
- IV. Awards Bylaw (Benson)
 - a. New appendix (I) for consideration at 2nd actives.
 - b. What other awards should be included? (Please send description(s) including criteria to mlbenson@umich.edu)
 - i. Also let Benson know if there are any changes that should be made, etc.
 - ii. “Standing” list of awards typically offered at Banquet: [Outstanding X of the Semester Award Process.docx](#)
 - c. Marianne: in the past we have had publicity officers give awards for photo contest winners. Would this be considered an award to be described in the bylaws?
 - i. Benson: Any award with a monetary reward should be in here, as well as those that we want to consistently give out. Outstanding Active/Electee is also here since it’s a significant award. Paper plates not so much. The criteria for awards to be described here is a topic for further discussion.
 - 1. Don’t think we need a task force or committee → we’ve operated without these formal bylaws for decades, it can wait a semester

Bylaw IX Enactment and Amendment

SECTION IX.3. APPENDIX AMENDMENT Appendix **A** (Electee Requirements), Appendix **B** (Graduate Electee Requirements), Appendix **C** (Alumni Electee Requirements), Appendix **D** (Distinguished Active Status Guidelines), and Appendix **E** (Prestigious Active Status Guidelines) , and Appendix **I** (Awards) may be modified at the discretion of the Officer Corps. Appendices **F.4**, **G.3**, and **H** may be modified at the discretion of the Officer Corps per the procedures outlined in Bylaws **I.4.a.iii**, **I.5.c**, and **I.4.a.vii** respectively.

Appendix I Awards and Recognitions

SECTION I.1. COLLEGIATE AWARDS The chapter sponsors the following awards which are awarded in conjunction with other prestigious College of Engineering Awards and Recognitions at the annual honors brunch each March. The criteria for each award along with any corresponding monetary gift shall be managed by the College of Engineering with input from the External Vice Presidents and Treasurer.

(a) **FIRST YEAR STUDENT AWARD** The External Vice Presidents select the recipient(s) of the First Year Student Award. This award is designed to honor one to three first year students for their academic achievement and exemplary character. Engineering students in the top 81 of their freshman class are eligible to apply.

(b) **THE TOM S. RICE TAU BETA PI AWARD** The Tom S. Rice Tau Beta Pi Award recognizes an outstanding Tau Bate for their continued commitment to the pillars of the society including academic achievement and community leadership. Academic achievement will be considered broadly. Community leadership shall include, but is not limited to, college engagement, chapter involvement, and service. Applicants should embody the criteria of The Eligibility Code of the Tau Beta Pi Association.

SECTION I.2. CHAPTER AWARDS The chapter routinely recognizes outstanding active members for their contributions to the realization of the ideals of the Tau Beta Pi Association and those of the Michigan Gamma chapter.

(a) OUTSTANDING ELECTEE AWARDS The chapter may recognize an outstanding undergraduate and graduate student electee each term. Recipients shall stand-out compared to their peers. The Vice President and Graduate Student Vice President shall select an outstanding electee from their respective electee groups to receive this award.

(b) OUTSTANDING ACTIVE AWARD The Membership Officer shall select an active Tau Bate who has gone above and beyond in their service to the chapter and the further- ing of the ideals of the Tau Beta Pi Association.

(c) OUTSTANDING OFFICER AWARD The President shall select an officer, with input from the officer corps, to receive the outstanding officer award. This award shall be given to the officer or officers who have differentiated themselves throughout their term in office.

V.

Open Floor

(4:50 PM)

Tabled Topics

- Discussion on Awards addition to bylaws