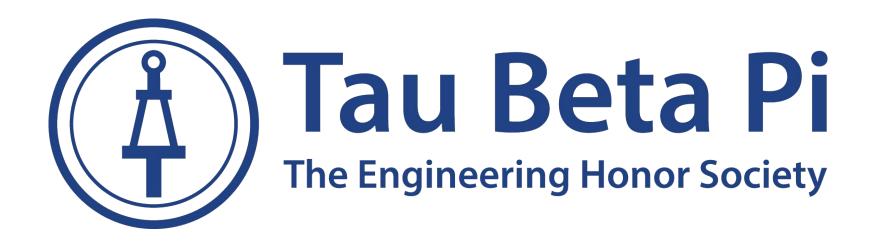


a Pi or Society



Michigan Gamma Chapter

Zeroth Actives Meeting

16 January 2024

ZEROTH ACTIVES MEETING AGENDA

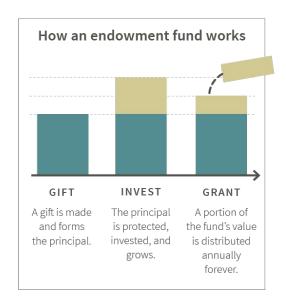
- 1. Chapter Updates
- 2. Leadership Opportunities
- 3. Officer Updates
 - Upcoming events/dates
 - Reminders & Announcements
- 4.2023 TBP Convention Debrief



CHAPTER UPDATES

CHAPTER CONTRIBUTION TO CEI FUND

- The Chapter Endowment Initiative is a program started by the Association in 2015 for donors to help fund a chapter's operations
 - Pay for travel to/from Convention, covering our share of HQ operations, professional development sessions with TBP, etc.
 - Chapter gets the excess once those obligations are covered first





CHAPTER CONTRIBUTION TO CEI FUND

- In 2016, MI G donated the full target amount of \$100,000 to the MI G chapter account in the CEI Fund
 - The payouts from that amount cover all our HQ costs
- We are the *only* chapter to endow themselves (rather than an alumni donor) even just once, and now we've doubled up the investment
- In 2022, the officer corp unanimously approved donating another \$100,000 to the fund, to put that excess to work for us
 - Thanks Career Fair and EVPs!
- In December 2023, the University red tape was cut
 - Money in the process of transferring now

Continued investment provides consistent income. Even if our financial situation declines, MI G will eventually be able to rely on this income to continue providing events and projects



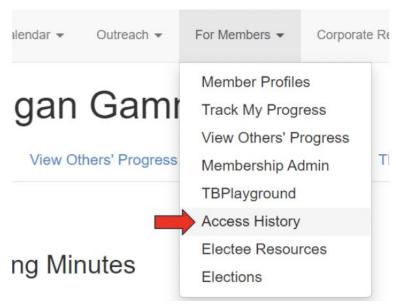
PROCEDURE FOR FOOD SIGNUPS

- Fill out the dietary restrictions form if you have not already
 - tbpmig.org/food
- If you would like food at a meeting, you will need to sign up for the event (in person) on the website AT LEAST 48 hours before that event
 - E.g. If you want food at a Tuesday Chapter Meeting (like today's) you would need to sign up for the website event by 6:30pm on the Sunday before.
 - This is a hard deadline, we will copy this list at that time and use it to determine our food order every Sunday.



MEETING SLIDES ARE ON THE WEBSITE

• You can find slides from most meetings on the website (uploaded shortly after each meeting)



History/Report Management

This page is for managing/viewing history/reports.

The items you have permission to manage are listed below.

- View Meeting Feedback
- View Project Reports
- Create New Non-Event Project and Report
- View Meeting Minutes
 - View Electee Questionnaire Responses



ROBOTICS MAJORS IN MI-G

- Currently our chapter's Constitution does not list Robotics majors as eligible candidates for membership
- We can amend our chapter's constitution to reflect this without having to appeal to the National Convention per Article C-II, 1(a)(2) of the National Constitution
 - Lawrence Tech has Robotics Engineering as an accredited program
- We plan on formalizing this change at First Actives (January 30th) with a membership vote



UPCOMING MEETINGS

• First General

• When: January 23rd – 6:30-8:00pm

• Where: 2505 GGBL

• Would like for at least a few actives there to speak to your experience in TBP

• Prospective electees want to hear an active's perspective, not just an officer's!

• Sign up on website!

First Actives

• When: January $30^{th} - 6:30-8:00pm$

• Where: 2505 GGBL

• Voting on a constitutional amendment to allow Robotics Majors

• Crucial that we hit quorum for this meeting

• Sign up on website!



LEADERSHIP OPPORTUNITIES

LEADERSHIP OPPORTUNITIES

- We have taken your feedback to streamline all leadership opportunities into a single form
 - Committee Participation
 - Chair Positions
 - Project Leaders
- Guided form that helps get things moving quicker by narrowing in on specific interests in leadership
- Disclaimer: The form is long and you can get stuck in a loop
 - Select "I'm ready to submit" to submit your response



OR VISIT tbpmig.org/leadership



LEADERSHIP OPPORTUNITIES

- Different Leadership Opportunities require a different amount of effort
 - visit tbpmig.org/leadership-guide for more information
- All positions earn a leadership credit, a crucial component of earning DA/PA status
 - Receive gifts based on # of semesters achieved (1 gift for DA, 2 gifts for PA status)
 - 1: Graduation Regalia
 - 2: TBP Quarter Zip
 - 3: TBP Hat
 - 4: TBP Blanket
 - 5+: **\$\$**\$



OR VISIT tbpmig.org/leadership



OFFICER UPDATES

President - Kevin

- TBP National Organization Scholarship and Fellowship applications are now open
 - Fellowship: Graduate Students
 - i. Includes incoming Graduate Students (final year of undergrad if pursuing graduate education)
 - ii. \$10,000
 - iii. Deadline: February 1st
 - Scholarship: Undergraduate Students
 - i. Limited to current students with 1-2 semesters of study remaining in their undergraduate degree
 - ii. \$2,000
 - iii. Deadline: April 1st

Scholarship Information & Application



OR VISIT tbpmig.org/scholarships



Vice President - Karen

- All interviews will be **IN PERSON** sign up on the website!
 - January 31 to February 2, 9 am-5 pm
 - Reminder: actives must complete at least 1 interview for DA/PA status and all interviews count as service hours
- Sign up to be an electee team lead!
 - Easy way to earn leadership credit for DA/PA
 - Involves attending general meetings and holding 2-3 electee team meetings throughout the semester
 - First Gen next week

Electee Team Lead Interest Form



OR VISIT tbpmig.org/ElecteeTeamLead



Vice President – Karen

- Electee Coffee Chats!
 - Short meetings (15 30 mins) to help electees learn more about the chapter and electing process
 - Sign up by January 23rd
 - Pairings will depend on electee interest
 - Receive 1 service hour for participation

Coffee Chats Interest Form



OR VISIT tbpmig.org/CoffeeChat-Active



Graduate Student Vice President – Aditya

- All interviews will be **IN PERSON** sign up on the website!
 - January 31, February 1, 2: 5 pm 9 pm
 - Reminder: Actives must complete at least 1 interview for DA/PA status and all interviews count as service hours.
- Grad Actives: Sign up to be a GSAC!
 - Help plan Grad Social Events.
 - Sign-up at: tbpmig.org/chair-app





Secretary – Namit

EMINENT ENGINEER NOMINATIONS

- Looking to initiate outstanding engineering professionals
- 10 yrs + engr. degree OR 15 yrs w/o engr. degree
- E-mail tbp.secretary@umich.edu
 - Please put "Eminent Engineer" in subject line
 - Name, reason to nominate (short para), picture, Resumé/CV
 - Do not contact your nominees



External Vice Presidents – Ibrahim & Vance

- Apply for Thomas S. Rice Award: tbpmig.org/rice24
- Honors Brunch Committees
 - 3.5 service hours and invitation to Honors Brunch!

• Career Fair!

Webmaster



Slogan/Logo



Committee Application



tbpmig.org/honorscommittee2024



Service Coordinator – Drew

- Sign up to be a project lead!
- JIMU Robotics Event (1/20)
 - Looking primarily for women mentors, but everyone is welcome to volunteer!
- Service project program (SERVE) update
 - Potential projects include:
 - Child safety web extension
 - Career Fair navigation app
 - Portable solar charger
- SERVE idea submission form (due 1/28)
 - Re-opened from last semester



OR VISIT tbpmig.org/leadership



Activities – Paco

- Game Night in the Bullpen!
 - Friday 1/19, from 4 6pm
 - Mario Kart, Smash, etc
- Buffalo Wild Wings!
 - Thursday 1/25, from 5 7pm
 - Filling up fast (22 out of 25 as of 3pm)
- IM Indoor Soccer
 - Contact Jacob Miller if you're interested or have any questions
 - Likely Wednesday nights
 - Please send Jacob availability for Wednesday and Thursday nights
 - Registration opens on Monday (1/22) will need people to sign-up quick at this time



Winter Activities Interest Form



K-12 Outreach – Jacob & Dylan

- Lawton Super Science Night
 - Wednesday 1/24 from 5:15pm-8pm
 - Too early for electees, so really need active participation!
- Your Youth Protection Training May Need Renewal (**Due 2/6**)
 - Required for all K-12 Outreach events expires every 2 years
 - BSA training can be completed online: tbpmig.org/bsa
 - Upload certificate at: tbpmig.org/vpt
- University Background Checks (Due 2/6)
 - Expire every 2 years tbpmig.org/bc
- MindSET Events: 2/11, 2/18, 4/7
 - Become a MindSET Chair: tbpmig.org/leadership
- Engineering Day: 3/9
- Cub Scouts Day: 3/17
- Merit Badge Day: 3/31, 4/13



Professional Development – Maggie

- Resume Workshop (1/17, 6:30-7:30 pm) *get ready for career fair!
- Gulfstream Aerospace Info Session (1/22, 6-7 pm)
 - Recruiting Aerospace, Mechanical, Electrical, Computer Engineering (all years)
- PD Committee Needs New Members!!!
 - Please consider signing up, all help would be greatly appreciated
 - Opportunity to help host these sessions and meet recruiters!
 - Wonderful opportunity for leadership



Fill out this form so we can gauge interest in types of events/industries/ companies!



Campus Outreach – Hunter

- Sign up to be a 1-on-1 tutor!
- Watch out for NROTC tutoring, NSBE/SHPE collaborative events
- Tuesday Breakfast Parties→The Breakfast Parties: dates coming soon
- Sign up to be a Campus Outreach Chair!

1-on-1 tutor signup form:



OR VISIT tbpmig.org/tbptutoring



Chapter Development – Advika

- Sign up to be a Project Lead for....
 - Engineering Day
 - leading modules
 - TBPhunrun
 - more planning involved here



Membership – Mitra

- Hope you enjoyed the food!
- Make sure to attend our events, whether it's service or social! I *might* be giving away things spontaneously at events...
- Always check the website for active/DA/PA status requirements (when that comes back up).
 - Besides bragging rights, you also get gifts for achieving DA/PA status!
 - Reach out to me if you have any questions about DA/PA status and your progress!



Publicity – Grace

- Photo Competition coming soon! Start taking pictures now from events!
 - ½ social hour credit per valid submission (1.5 hrs max)
 - Prizes TBD
- Follow Our Social Media!
 - TBP LinkedIn Page: https://www.linkedin.com/company/tbp-mi-g/
 - Instagram: @tbpmig
 - Instagram takeovers
- Questions, comments, or suggestions?
 - <u>tbp.publicity@umich.edu</u>
 - Slack @Grace Yoon



Historian – Jacob

- This semester, we will be transitioning to a fully digitized Cornerstone
 - With the exception of First General and Elections
- If you want to give any Cornerstone feedback or contribute to it, fill out the Cornerstone Contribution Form



Cornerstone
Contribution Form



CONVENTION DEBRIEF

CONVENTION

The Convention serves as:

- 1. The supreme governing body of Tau Beta Pi conducting the business of the Association. In this sense, it is the annual stockholders' meeting of the corporation. The Convention alone has the power to grant new chapters, elect an Executive Council, and amend the Constitution (subject to chapter ratification) and the Bylaws.
- 2. A training session for student delegates, most of whom are chapter presidents who will serve this year. The Chapter Development Program, including Interactive Chapter Exchange (ICE) and District meetings, is designed to achieve this goal.
- 3. An opportunity for delegates from all parts of the country to meet and socialize with each other. Chapter representatives are afforded an opportunity to meet with Association Officials and to learn first-hand about problems, solutions, and opinions on the role of TBP on the nation's campuses.

 Tau Beta Pi

The Engineering Honor Society

MI-G 2023 Delegation

Our chapter was represented by 11 student members and advisors

• Ansh Patel - Voting Delegate

• Karen Jin - Alternate Voting Delegate

Kevin Masel

- Colin Davidson
- Zachary Goldston
- Alexander Li
- Riley Garliauskas
- Advika Jhingran
- Michael Benson
- Pritpaul Mahal
- Kyle Lady (AAAAC)





What happens at Convention?

- Delegates are assigned to committees to handle Convention business that has been prepared throughout the preceding year.
- Committees are not restricted to the business presented to them but typically stick to what they are asked to work on.
- Our voting delegate (Ansh) was assigned to the Chapter and Association Financial Affairs Committee
- This committee is responsible for...
 - Considering and making necessary changes to any financial policies or creating new ones.
 - Reviewing the previous fiscal year's audit
 - Reviewing chapter accounts receivable to the association



Financial Affairs Committee

Charges:

- Review the actions of the 2022 Convention and recommend updates (if any) to the convention reimbursement policy
- Review and recommend action on a proposal to move the permitted investment options from the Constitution to Convention policy
- Review and recommend action on a Convention Policy proposal intended to streamline initiation fee updates
- Review unusual delegate expenses for 2023 Convention
- Review the chapter accounts receivable to Headquarters
- Review the auditor's report for 2019-21.





Report of the Committee on Financial Affairs

Friday, October 13, 2023

Gregory Sheets II, OH-Δ

Committee Introductions



Vice Chair - Ansh Patel, MΙ-Γ

Secretary - Roderick Ahrens, TX-E

Advisors - Michael Munsey, Anthony Olenik, and James Johnson



Initiation Fees

Initiation Fee Overview



Currently adjustment of initiation fees requires explicit update by Convention

Inflation has reduced the real value of the initiation fee (\$55) by 18% since it was last raised in 2016



Initiation Fee Overview (continued)

Initiation fees consist of two parts:

- ~\$26 to help fund Association expenses
- ~\$29 of tangible benefits to inductee (Key, certificate, membership card, Bent Subscription, Constitution, etc.)

The proposal will index the tangible portion (but not the Association fund portion) to follow the prices of the goods it buys



Initiation Fee Proposal

The Association Initiation Fee shall be set as follows:

There shall be one fee charged to chapters per initiate, which shall comprise two components

- a. The first component shall be the "Association expenses."
 - i. The 2023 value of this component shall be \$26 and may be amended freely by Convention.
 - ii. If economic or financial situations allow/warrant, authority is hereby delegated to the Executive Council to change the Association Expenses component, but not to exceed the amount set forth in (i).

Initiation Fee Proposal (continued)



- b. The second component shall be the "Tangible benefits."
 - i. This component is intended to cover the costs of items that initiates receive as part of their membership (Key, certificate, membership card, Bent Subscription, Constitution, etc.).
 - ii. The 2023 value of this component shall be \$29.
 - iii. If the average cost of the included items differs from the current value of this component, the Executive Council may set the value of this component to be up to the value of the included items, or a 5% increase from the preceding year, whichever is lower, rounded to the nearest dollar.

Initiation Fee Proposal (continued)



- b. The second component shall be the "Tangible benefits." (cont.)
 - iv. Any increase to this component approved by the Executive Council shall be communicated to the following Convention along with supporting documentation for price valuation.
 - v. The Executive Council shall notify chapters 4 months prior to a change in the overall initiation fees.

Note: adopted as written after amendment



Amendment to the Proposal

The Association Initiation Fee shall be set as follows:

There shall be one fee charged to chapters per initiate, which shall comprise two components

- a. The first component shall be the "Association expenses."
 - i. The 2023 value of this component shall be \$26 and may be amended freely by Convention.
 - ii. If economic or financial situations allow/warrant, authority is hereby delegated to the Executive Council to change the Association Expenses component, but not to exceed the amount set forth in (i).

Amendment to the Proposal



- b. The second component shall be the "Tangible benefits."
 - i. This component is intended to cover the costs of items that initiates receive as part of their membership (Key, certificate, membership card, Bent Subscription, Constitution, etc.).
 - ii. The 2023 value of this component shall be \$29.
 - iii. If the average cost of the included items differs from the current value of this component, the Executive Council may set the value of this component to be up to the value of the included items, or a 5% increase from the preceding year, whichever is lower, rounded to the nearest dollar.

Amendment to the Proposal



- b. The second component shall be the "Tangible benefits." (cont.)
 - iv. Any increase to this component approved by the Executive Council shall be communicated to the following Convention along with supporting documentation for price valuation.
 - v. The Executive Council shall notify chapters 4 months prior to a change in the overall convention dues.



Amendment to the Amendment

The Association Initiation Fee shall be set as follows:

There shall be one fee charged to chapters per initiate, which shall comprise two components

- a. The first component shall be the "Association expenses."
 - i. The 2023 value of this component shall be \$26 and may be amended freely by Convention.
 - ii. If economic or financial situations allow/warrant, authority is hereby delegated to the Executive Council to change the Association Expenses component, but not to exceed the amount set forth in (i).

Amendment to the Amendment



- b. The second component shall be the "Tangible benefits."
 - i. This component is intended to cover the costs of items that initiates receive as part of their membership (Key, certificate, membership card, Bent Subscription, Constitution, etc.).
 - ii. The 2023 value of this component shall be \$29.
 - iii. If the average cost of the included items differs from the current value of this component, the Executive Council may set the value of this component to be up to the value of the included items, or a 5% increase from the preceding year, whichever is lower, rounded to the nearest dollar.

Amendment to the Amendment



- b. The second component shall be the "Tangible benefits." (cont.)
 - iv. Any increase to this component approved by the Executive Council shall be communicated to the following Convention along with supporting documentation for price valuation.
 - v. The Executive Council shall notify chapters 60 days 4 months prior to a change in the overall convention dues.



Reimbursement Rates

Tau Beta Pi—The Engineering Honor Society



Convention Reimbursement Overview

The 2022 Convention, in an effort to streamline activities, adopted the standing policy that the reimbursable rate be "150% of the IRS rate for non-profits with a minimum rate of 30c/mi" but also noted that "the current [2022] rate is 22c/mi".

However, the <u>actual</u> non-profit rate is 14c/mi and this has not changed since 1998 and must be amended by Congress.

The intent of the 2022 Convention thus appears to have been to set a rate based on a target that would be updated periodically without need for direct action by the Association and that the rate for 2023 be around 30-35 c/mi.



Convention Reimbursement Policy Proposal

Policy PF 06 was drafted in 2019 but was never adopted by the Convention.

Therefore, the reimbursement policies for Convention Travel are only outlined in past Convention minutes rather than being codified as a separate document.

We propose an amended version of PF 06 that includes updates and additions that introduce updated mileage reimbursement and on-site meal reimbursement rates.

Purpose and Scope

This policy specifies the reimbursement amounts for travel to The Tau Beta Association, Inc., (the Association) Convention by delegates from Association chapters.

Background

The Constitution states that Convention delegates' travel to the Convention shall be reimbursed at rates determined by the previous Convention. This policy incorporates and expands on the provisions that were formerly documented in the Constitution and Bylaws.

Applies To

This policy applies to all Association collegiate and alumni chapter delegates attending The Tau Beta Association, Inc. Convention.

Allowable Expenses for Collegiate Chapter Delegates

Each collegiate chapter delegate shall report expenses connected with the Convention on the Tau Beta Pi Association Report of Expenses and Request for Reimbursement form within 30 days of the completion of travel in order to obtain reimbursement. Receipts are required for reimbursement of expenses with the exception of mileage and tolls.

[struck words deleted; underlined words added]



The Association shall issue reimbursement for the amounts authorized under this policy. Allowable expenses of each delegate shall be the actual expenses incurred but shall not exceed:

- Coach class travel by air, rail, or bus, when such class is reasonably available;
- Automobile travel including tolls and parking expenses at the Convention site;
- Expenses at the Convention, to include housing and meals for a period of time not to exceed twelve hours in advance of the credentials validation deadline, extending through the days of the Convention, and ending not more than twelve hours after the adjournment of the Convention;
- Expenses for lodging for a maximum of one stopover each way to and from the Convention when traveling by automobile in excess of 500 miles (800 km) each way;
- Expenses for meals incurred in travel to and from the Convention site;
- Cost of regular franchise airport transportation and other terminal expenses from and to place of residence and between the airport and Convention site.

Requests for reimbursement to Collegiate Chapter delegates for unusual expenses must be submitted to the Executive Council or the Chapter and Association Financial Affairs Committee at the Convention for approval. Such approval should be obtained prior to the Convention when possible.

Allowable Expenses for Alumni Chapter Delegates

Each Alumni Chapter voting delegate shall report on-site expenses connected with the *Convention on the Tau Beta Pi Association Report of Expenses and Request for Reimbursement* form within 30 days of the completion of travel in order to obtain reimbursement. Receipts are required for reimbursement of expenses with the exception of mileage and tolls.

The Association shall issue reimbursement for the amounts authorized under this policy. Allowable expenses of each delegate shall be the actual expenses incurred but shall not exceed:

 Expenses at the Convention, to include housing and meals for a period of time not to exceed twelve hours in advance of the credentials validation deadline, extending through the days of the Convention, and ending not more than twelve hours after the adjournment of the Convention;

Requests for reimbursement to Alumni Chapter delegates for unusual expenses must be submitted to the Executive Council or the Chapter and Association Financial Affairs Committee at the Convention for approval. Such approval should be obtained prior to the Convention when possible.

Mileage Reimbursement Approved Rates



Unless otherwise stipulated by the Convention, the allowable mileage rate for approved Convention travel shall be 50% of the current IRS business travel rate as of the June prior to the Convention subject to the following:

- The allowable mileage rate shall not be less than 30 ¢/mi
- The allowable mileage rate shall not increase by more than 5¢ from the previous year.
- An additional 5 ¢/mi may be reimbursed for each additional member traveling with the delegate.

On-Site Meals Approved Rates

Per the U.S. GSA, meals (breakfast, lunch, and dinner) will be reimbursed up to the amount described in the Meals & Incidentals (M&IE) Breakdown based on Convention location.

For en route meals (incurred in travel to and from the Convention site), 70% of previous fiscal year's Continental United States meals and incidental expenses (CONUS M&IE) rates will be the limit (breakfast, lunch, and dinner) for each travel day.



Allowable Investment Options

Tau Beta Pi—The Engineering Honor Society



Constitutional Investment Options Overview

Currently, the allowable investment options are set forth in the constitution, which require a ¾ vote by convention delegates and ratification by ¾ of individual chapters.

Our experience last year indicated that chapters have difficulty explaining to their members the rationale behind proposed changes to this technical policy which caused a constitutional change approved by the convention to fail at the chapter level.

We are proposing that Constitutional Article XIII section 8, be moved to a new Bylaw (Bylaw IV). This will allow the convention to modify the investment options Bylaw with a ¾ vote, but only after a 30 day notice to the chapters.



Constitutional Investment Options Amendment

SECTION 8. Investment Options. Shares The trustee and the Trust Advisory Committee shall invest the funds by purchasing some combination of:

- (a) Shares of fixed income and equity mutual funds,
- (b) Shares of exchange-traded funds and real estate investment trusts,
- (c) Preferred and common stocks,
- (d) Money market funds,
- (e) Corporate bonds and debentures,
- (f) Certificates of deposit, and
- (g) Direct obligations of the United States Treasury and of legal agencies of the United States Government.

[struck words deleted]



Proposed Allowable Investment Options Bylaw

Bylaw IV

Investment Options

Section 4.01. **Allowable Investments.** The permitted investment options by the Trustee and Trust Advisory Committee include:

- (a) Shares of fixed income and equity mutual funds,
- (b) Shares of exchange-traded funds and real estate investment trusts,
- (c) Preferred and common stocks,
- (d) Money market funds,
- (e) Corporate bonds and debentures,
- (f) Certificates of deposit, and
- (g) Direct obligations of the United States Treasury and of legal agencies of the United States Government.



Proposed Changes to Bylaw V (formerly IV)

SECTION 45.02. **Adoption.** An amendment to the Bylaws proposed at the Convention, with the exception of Bylaw IV (unless proposed to the chapters 60 days in advance), may be adopted by the same Convention on any day following its formal presentation to the Convention by at least a three-fourths vote of those present and entitled to vote. Any proposed amendment may be laid over until the next Convention upon at least a three-fourths vote of those present and entitled to vote. [...]

[struck words deleted; underlined words added]

Other bylaw sections to be renumbered accordingly.

Other Committees

- The other committees all met to conduct similar business within their own committee's domains these committees are as follow:
 - Awards
 - Constitution and Bylaws
 - Convention Site
 - Petitions
 - Resolutions
 - Rituals



Go to Convention!!

- We would love to take some non-officer actives as well to future conventions!
- 2024 Convention will be in Rapid City, South Dakota
- Why you should go:
 - You learn a LOT about the association how it works, who does what, what the organization is built off of
 - You will have a greater appreciation for Tau Beta Pi after convention
 - Great networking opportunities
 - It is really really fun everyone who went this year will tell you this!
 - It is mostly/fully paid for by the chapter



SIGN-IN CODE

TBPhreezing

TRY SIGNING IN ON THE WEBSITE FIRST

If you cannot sign-in on the website, please sign-in through the QR code instead



