

# The Tau Beta Pi Association

## Chapter Project Report

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Chapter: Arkansas Alpha

Project number: 1

Project name: Personalized Letter to Eligible Students (Old)      Date(s) of Project: 9/09/2010, 2/3/2011

Project area:     Community/     University/     Profession/     Chapter/     Education/  
                         Liberal Culture                    College                    Engineering                    Social                    Prof. Dev.

Number of persons who participated in this project                    Members:   8                      Electees:   0  

Hours spent on this project(Totals)                    Organizing:   2                      Participating:   2.5  

### DESCRIPTION:

#### I. General Description:

Each student eligible for membership in Tau Beta Pi at the University of Arkansas received a letter from the President of Arkansas Alpha inviting them to join the organization included in a packet with brochures for TBP and the local chapter. The letters were hand delivered to make a better impression.

#### II. Purpose & Relationship to Objectives of TBP:

A high membership creates more opportunities for individuals as well as the organization. Therefore, Arkansas Alpha personally invited every eligible student to join Tau Beta Pi. Included in the letters was a brochure explaining the History and Benefits of Tau Beta Pi. Invitation with an RSVP letter for the Smoker(Informational meeting) was included with each invitation letter as well.

#### III. Organization & Administration: (in conjunction with another group? Yes No)

A form letter has been used for several years that effectively communicates the ideals of Tau Beta Pi. After receiving the names and respective departments of students on the 11<sup>th</sup> day of class, a mail merge was used through Word and Excel and letters and Smoker Invitation were hand delivered to the students by other participating members. An email was also sent to each person informing of the eligibility and the presence of the letters in his or her mailbox.

#### IV. Cost & Personnel Requirements:

Costs:                    Stationary: \$25.00 Letterhead and Envelopes  
Personal:                *President* , Merging of documents to form letters and labels  
                              *Other officers* – stuffing letters and hand delivering letters.

#### V. Special Problems:

Some students were not known by any officer or helping member. These students were particularly difficult to hand deliver letters to

#### VI. Over-all Evaluation/Results (Be Specific):

Because of the large number of candidates, it was very difficult to hand out every letter. However, it was really helpful to personally see all of the candidates and make the initial contact. It was nice to get an initial commitment from some of the candidates.

#### VII. Index of Exhibits:

Dear <<First>> <<Last>>:

Congratulations! The members of Arkansas Alpha Chapter of Tau Beta Pi are proud to inform you that your academic performance permits you for membership into our organization.

Tau Beta Pi's tradition dates back to 1885. It was created to affirm the deep worth of technical excellence and strong character, and to create leadership opportunities for and foster friendship between engineers. The Arkansas Alpha Chapter was chartered December 14, 1914 on the University of Arkansas campus. Our chapter promotes ideals of the organization using chapter rituals as well as a mix of social events, service projects and professional activities.

Tau Beta Pi has 221 collegiate chapters and has initiated over 445,000 members. Eligible students are those in the top eighth of the junior engineering class and the top fifth of the senior engineering class. In addition, candidates for membership must have completed at least two semesters at the University of Arkansas. Furthermore, a candidate must meet the Association's character requirements "base on integrity, breadth of interest both inside and outside of engineering, adaptability, and unselfish activity."

Lifetime membership in Tau Beta Pi costs \$80.00 and is a one-time fee paid at the time of initiation. Some of the more tangible benefits include eligibility for Chapter and National scholarships, awards, fellowships, loans and job-matching services, and a four-year subscription to *The Bent* and *The Bulletin*.

Arkansas Alpha is looking for men and women of integrity who have the courage to lead and enthusiasm to get involved. If you believe you meet these standards, we invite you to a Smoker Recruitment Meeting held by the members of the Chapter on September 30, 2009 at 6:00 p.m. in Engineering Hall, Room 209. Food and drinks will be provided. This is a time to get to know our active members, learn more about Tau Beta Pi, gain answers to questions that you may have, and further pursue membership if you desire. Business casual attire will be appropriate. Please return the enclosed reply card from the smoker invitation to the Tau Beta Pi mailbox on the 3<sup>rd</sup> floor of BELL by the elevator closest to the EE Lounge ASAP. You may choose to e-mail our Initiate Trainer at [tbp@uark.edu](mailto:tbp@uark.edu) and inform him of your attendance to the Smoker. If you have any further questions, feel free to contact one of our officers

Congratulations again on your first-rate performance. We all look forward to meeting you.

Sincerely,

David Fryauf  
President, Arkansas Alpha