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1 General Body Meeting 1

Michigan Epsilon

1. Project Information

- i. Date(s): 09/15/23
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - General Body Meeting
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	21
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	1.0

2. Project Evaluation

i. General Description

GBM1 is the first meeting of the semester. The intention of this general body meeting is to give members an introduction to our new officer board, to discuss upcoming events and semester plans, and to review any work that was completed over the summer. Generally, the meeting takes roughly 45 minutes and a PowerPoint presentation is created for the meeting.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This meeting is important to tie our chapter together. GBM1 provides continuity from the work of the summer into the fall, and it also allows our members to get involved and see what the officer board has in store for members in the upcoming semester. We also go over important things for membership, such as maintaining active membership and upcoming orientations for eligible students. It is an excellent way to get the year started and to convey any information we need to our members.

iii. Organization and Administration

The president typically chairs General Body Meetings. The recording secretary creates the PowerPoint which, amongst other things, includes a slide for each officer position. Each officer plays a role in editing their PowerPoint slide to talk about themselves, their role, and the events they have planned. They present their slide to members at GBM1. So, although the president

chairs the meeting, all officers play a role in making the meeting successful. The meeting ran smoothly and according to plan.

iv. **Total Cost**

\$175.17

v. **Cost Breakdown**

This cost covers food from a restaurant called Blimpie's as well as two 2-liter sodas.

vi. **Special Problems Encountered**

We run into the issue of students running late to the meeting, so we tend to start meetings 5-10 minutes later than planned. The president attempted to address this issue by asking members if they would prefer we start the meeting as to not run late, or to wait for the late members to arrive. The members chose to start rather than wait, so she listened to what they requested.

vii. **Overall Evaluation**

The meeting was quite successful! Our officers planned a wonderful semester and communicated it effectively to members. The goal of the 2023 MI-E officer board is to have a smooth semester with better communication with members and advisors. We also had 3 advisors attend the meeting, which was a great way to encourage continuity of attendance post-graduation. In the future, I, as president, would prefer to set a maximum start time to 5:05 to accommodate to those who may be running late, but, at interest of other members, delay the meeting no later than that.

2 Fall Orientation/Recruitment Day 1

Michigan Epsilon

1. Project Information

- i. Date(s): 09/22/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Orientation
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Other Engineering Students	5
Members	5
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
2.0	1.0

2. Project Evaluation

i. General Description

This event was the first of three hybrid orientation/recruitment events we held for the semester. So these events were for both electees and interested engineering students so it would expose them to the organization's presence, history, and initiation process. By bringing prospective electees, we would encourage students to work hard to satisfy the academic excellence we're known for. I presented slides, went over the initiation folder, and answered student questions. This was also the only event we held over Zoom so more people had the option to attend.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this event was to introduce the chapter and its values and goals to electees and prospective electees. Our chapter aims to reach as many of the engineering student body as much as possible to gain recognition and provide opportunities to students who are eligible. By having more students aware of our organization, we can reflect the diversity of our student body more accurately and spread the leadership training and professional development engineers need for their careers. It also brings students of every class and any discipline a chance to connect and network with one another which we actively strive for within the chapter.

iii. **Organization and Administration**

As Membership Vice President (MVP), I led and planned the event with the help of my fellow officers and their experience in being MVP in the past. For the most part, I did most of the organization of the event. I edited and updated the presentation slides and initiation folder. I condensed the folder from ~50 pages to ~30 pages and made it accessible through PDF to save money for physical prints. I created the Zoom link and made sure to design and create fliers that included information for each event. I shared it with the rest of our chapter to spread and also posted it around the College of Engineering. I created a Google RSVP form to gauge attendance. I converted some of the required initiation activities into Google forms to save on paper. I created a initiate process confirmation Google form to track electees commitment.

From our RSVP, we were promised 26 attendees. In reality, only 13 showed up on Zoom which is still higher attendance than what we've had in recent semesters.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

Nothing was spent for the online session and we had a decent turnout which made it worthwhile for what it was worth.

vi. **Special Problems Encountered**

We did have a slight issue in having to clarify whether or not a student was an invited electee or not. We had sent a mass email out to the entire college advertising our organization and these recruitment events. Some students took that as the formal invitation to start the initiation process. So in the future, we'd have to provide more clarity in our more inclusive events to prevent further confusion.

vii. **Overall Evaluation**

As for the overall success of the event, I thought that we hit our goal of marketing the chapter to younger members successfully. Most students that initiate through never heard of Tau Beta Pi until they were formally invited so getting our name out and recognized was a considerable achievement in the time span I was given after our university census date. Again, providing more clarity and given enough time to market, we could've increased attendance so our chapter needs to discuss our initiate timeline to address these issues.

3. **Additional Attachments**

Figure 1:

YOU'RE INVITED!

Tau Beta Pi Fall 2023 Orientation & Recruitment

**Learn about the organization
and initiate process to
become a lifelong member**

All students are welcome!

**FRIDAY SEPTEMBER
22ND AT 3PM - VIRTUAL**

**MONDAY SEPTEMBER
25TH AT 11AM - RM 1200**

**TUESDAY SEPTEMBER
26TH AT 1PM - RM 2507**

TBP is an invite-only membership organization
Questions? Email us at mvp.mie.tbp@gmail.com



3 Fall Orientation/Recruitment Day 2

Michigan Epsilon

1. Project Information

- i. Date(s): 09/25/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Orientation
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Other Engineering Students	6
Members	2
Electees	2

- v. Average number of hours per person spent:

Participating	Organizing
2.0	1.0

2. Project Evaluation

i. General Description

This event was the second of three hybrid orientation/recruitment events we held for the semester. So these events were for both electees and interested engineering students so it would expose them to the organization's presence, history, and initiation process. By bringing prospective electees, we would encourage students to work hard to satisfy the academic excellence we're known for. I presented slides, went over the initiation folder, and answered student questions. This was held over in-person at the Engineering Building.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this event was to introduce the chapter and its values and goals to electees and prospective electees. Our chapter aims to reach as many of the engineering student body as much as possible to gain recognition and provide opportunities to students who are eligible. By having more students aware of our organization, we can reflect the diversity of our student body more accurately and spread the leadership training and professional development engineers need for their careers. It also brings students of every class and any discipline a chance to connect and network with one another which we actively strive for within the chapter.

iii. **Organization and Administration**

As Membership Vice President (MVP), I led and planned the event with the help of my fellow officers and their experience in being MVP in the past. For the most part, I did most of the organization of the event. I edited and updated the presentation slides and initiation folder. I condensed the folder from ~50 pages to ~30 pages and made it accessible through PDF to save money for physical prints. I created the Zoom link and made sure to design and create fliers that included information for each event. I shared it with the rest of our chapter to spread and also posted it around the College of Engineering. I created a Google RSVP form to gauge attendance. I converted some of the required initiation activities into Google forms to save on paper. I created a initiate process confirmation Google form to track electees commitment.

From our RSVP, we were promised 13 attendees. In reality, only 10 showed up in-person. My vice president, Alex Boucher, helped me pick up the food and drinks.

iv. **Total Cost**

\$50.0

v. **Cost Breakdown**

About \$30 went to donuts and \$20 went to coffee. We had no financial limitations and could've held the event without the food. Realistically, we needed more people to show up to make it worthwhile but we were still satisfied with the turnout. The donuts nor the coffee went to waste.

vi. **Special Problems Encountered**

We did have a slight issue in having to clarify whether or not a student was an invited electee or not. We had sent a mass email out to the entire college advertising our organization and these recruitment events. Some students took that as the formal invitation to start the initiation process. So in the future, we'd have to provide more clarity in our more inclusive events to prevent further confusion.

vii. **Overall Evaluation**

As for the overall success of the event, I thought that we hit our goal of marketing the chapter to younger members successfully. Most students that initiate through never heard of Tau Beta Pi until they were formally invited so getting our name out and recognized was a considerable achievement in the time span I was given after our university census date. Again, providing more clarity and given enough time to market, we could've increased attendance so our chapter needs to discuss our initiate timeline to address these issues.

3. **Additional Attachments**

Figure 2:

YOU'RE INVITED!

Tau Beta Pi Fall 2023 Orientation & Recruitment

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**MONDAY SEPTEMBER
25TH AT 11AM - RM 1200**

**TUESDAY SEPTEMBER
26TH AT 1PM - RM 2507**

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Questions? Email us at mvp.mie.tbp@gmail.com



4 Fall Orientation/Recruitment Day 3

Michigan Epsilon

1. Project Information

- i. Date(s): 09/26/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Orientation
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Other Engineering Students	4
Members	4
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
1.0	1.0

2. Project Evaluation

i. General Description

This event was the last of three hybrid orientation/recruitment events we held for the semester. So these events were for both electees and interested engineering students so it would expose them to the organization's presence, history, and initiation process. By bringing prospective electees, we would encourage students to work hard to satisfy the academic excellence we're known for. I presented slides, went over the initiation folder, and answered student questions. This was also held in-person at the Engineering Building for easy access.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this event was to introduce the chapter and its values and goals to electees and prospective electees. Our chapter aims to reach as many of the engineering student body as much as possible to gain recognition and provide opportunities to students who are eligible. By having more students aware of our organization, we can reflect the diversity of our student body more accurately and spread the leadership training and professional development engineers need for their careers. It also brings students of every class and any discipline a chance to connect and network with one another which we actively strive for within the chapter.

iii. **Organization and Administration**

The purpose of this event was to introduce the chapter and its values and goals to electees and prospective electees. Our chapter aims to reach as many of the engineering student body as much as possible to gain recognition and provide opportunities to students who are eligible. By having more students aware of our organization, we can reflect the diversity of our student body more accurately and spread the leadership training and professional development engineers need for their careers. It also brings students of every class and any discipline a chance to connect and network with one another which we actively strive for within the chapter.

From our RSVP, we were promised 19 attendees. In reality, only 11 showed up in-person. My vice president, Alex Boucher, helped me pick up the food and drinks.

iv. **Total Cost**

\$50.0

v. **Cost Breakdown**

About \$25 went to Insomnia cookies and \$25 went to hot chocolate. We had no financial limitations and could've held the event without the food. Realistically, we needed more people to show up to make it worthwhile but we were still satisfied with the turnout. The cookies nor the hot chocolate went to waste.

vi. **Special Problems Encountered**

We did have a slight issue in having to clarify whether or not a student was an invited electee or not. We had sent a mass email out to the entire college advertising our organization and these recruitment events. Some students took that as the formal invitation to start the initiation process. So in the future, we'd have to provide more clarity in our more inclusive events to prevent further confusion.

vii. **Overall Evaluation**

As for the overall success of the event, I thought that we hit our goal of marketing the chapter to younger members successfully. Most students that initiate through never heard of Tau Beta Pi until they were formally invited so getting our name out and recognized was a considerable achievement in the time span I was given after our university census date. Again, providing more clarity and given enough time to market, we could've increased attendance so our chapter needs to discuss our initiate timeline to address these issues.

5 Career Fair Preview Day

Michigan Epsilon

1. Project Information

- i. Date(s): 09/29/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	3
Electees	2

- v. Average number of hours per person spent:

Participating	Organizing
1.0	2.0

2. Project Evaluation

i. General Description

Our chapter participated in a event hosted by our College of Engineering for all engineering students to prepare for the upcoming engineering-only career fair. The event was open forum style, where eight companies were represented at booths and students engaged with them freely. Our members, along with other engineering students, networked and discussed career opportunities, practicing their elevator pitch and more formal conversation relating to their interest's intersection with their studies before the official Career Fair the week afterwards.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The event was to boost the attendees' aptitude for networking and selling their professional image to employers. As a organization, we seek to empower our members, develop their professional capabilities, and enhance their ability to facilitate their own and other's growth. As the first event organized by the chapter, the electees had their first opportunity to meet officers and interact with our chapter and begin fostering friendship.

iii. Organization and Administration

The organization duties for this event was very light on our chapter, as the event was planned out in full by administrators within the office of the dean here at the college of engineering. The only responsibilities for us were to promote the event, help members and electees prepare to speak with employers, and count attendance.

iv. **In Conjunction With**
WSU College of Engineering Office of the Dean

v. **Total Cost**
\$1.0

vi. **Cost Breakdown**
No major cost to our chapter, except helping some members print their resume to be passed out.

vii. **Special Problems Encountered**
None :)

viii. **Overall Evaluation**
The event was largely a success, as the organizational effort and price was minimal from our chapter. The only disappointment was the relatively small turn out from our members since I hoped more would have partaken in the benefits.

3. Additional Attachments

Figure 3: MI-E chapter president pictured outside the event with an electee



6 Bake Sale

Michigan Epsilon

1. Project Information

- i. Date(s): 10/01/23 - 10/19/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	3
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
1.0	2.0

2. Project Evaluation

- i. **General Description**

Bake and Sticker sale fundraising event located in our university's Student Center. The fundraising is to allow us to host events within our college as well as the community. A variety of stickers and baked goods as well as coffee was sold. A promotional flyer with prices was created beforehand and sent to all members and electees on multiple platforms.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

The purpose of this sale is to raise money for our chapters as well as connect members and electees better in planning and running it.
- iii. **Organization and Administration**

The treasurer and her committee did the planning, and a variety of members and electees participated during to make sales.
- iv. **Total Cost**

\$0.0
- v. **Cost Breakdown**

32.84 was spent to host this bake sale. Negating supplies that were already in our room such as coffee, previously bought sticker packs, and cutlery. Purchased items included store-baked

sweets, baking chips, cake mix, mini foil trays with lids for cakes, and coffee creamers. Sales totalled 53.85 including some 'donations' where customers spent more money than for what they bought. Profit is 21.01.

Next time more mini cakes will be baked as they sold better than expensive store-baked sweets.

vi. **Special Problems Encountered**

The weather was rainy on the day of the sale, possibly discouraging students from going to the student center. This cannot be avoided due to the advance scheduling required for bake sales. The chapter decided to schedule the next bake sale earlier in the day for the next sale to have more foot traffic.

vii. **Overall Evaluation**

Overall the bake sale went well and some profit was made to support events. Notes were made on more profitable decisions for the next bake sale which should make much more profit; sell more mini cakes, only purchase cheaper store-bought baked goods, promote the sale further in advance, and schedule the sale around lunchtime. Continue using our chapter's own coffee.

3. **Additional Attachments**

Figure 4: An officer and two electees setting up at the bake sale table



7 Career Fair

Michigan Epsilon

1. Project Information

- i. Date(s): 10/05/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	5
Electees	2

- v. Average number of hours per person spent:

Participating	Organizing
5.0	3.0

2. Project Evaluation

i. General Description

The big day we had prepared for with our Career Fair Preview Day! Our college hosts an engineering career fair every year and this year we brokered a deal to participate while receiving funding for our chapter. We volunteered to set up, run, and take down the event, and so took a much more active role in it other than simply encouraging our members to go. We necessitated that for the event to count towards our electees' progress they must both volunteer and participate in the fair as well. By setting up the event, TBP members got one-on-one opportunities to talk with the employers or our members had a personal touch when returning to their booth during the event.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The event was to boost the attendees' aptitude for networking and selling their professional image to employers as well as provide space for taking part in employment recruitment. Both members and electees had excellent opportunities to meet employers in the local area for many fields of engineering such as Aerospace, Civil and Construction Management, Defense, Automotive, Engineering Consulting, Robotics, Computer Networking and IT, Bioinformatics and more. Tau Beta Pi seeks to develop our members professionally and culture their growth beyond their education at university.

iii. **Organization and Administration**

The responsibilities for our chapter to participate were heavy for organizers and volunteers alike, since being involved in the career fair as an organizer meant attending meetings alongside the actual work to prepare. The volunteering slots were 2.5 hrs each and many of our chapter members and initiates attended the career fair afterwards.

iv. **In Conjunction With**

WSU CoE Dean's Office, WSU CoE Career Development

v. **Total Cost**

\$0.0

vi. **Cost Breakdown**

No cost to the chapter but several students volunteered.

vii. **Special Problems Encountered**

No problems.

viii. **Overall Evaluation**

The event was a success in that our chapter received \$500 in funding, our members got a more personal touch with employers, and we honestly earned brownie points assisting the career development office while still attending the fair. We would like to participate again but with also with assisting in selecting, and inviting employers our chapter would like to meet as well as making a bigger impact on the employer's recruitment teams. In the future our chapter also aims to host an event in conjunction with the career development office for sessions between specific employers and the chapter or in the days leading up to the fair hosting prep events such as: mock interviews, resume reviews, elevator pitch practice etc.

8 General Body Meeting 2

Michigan Epsilon

1. Project Information

- i. Date(s): 10/06/23
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - General Body Meeting
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	22
Electees	5

- v. Average number of hours per person spent:

Participating	Organizing
1.5	1.0

2. Project Evaluation

i. General Description

General Body Meeting 2 is the second GBM of the semester and occurs after orientations for potential student candidates. This meeting serves as an opportunity for initiates to meet current eboard members as well as general body members. In this meeting, each eboard officer introduces themselves and their roles as well as tell initiates what they must do to complete the officer's signature requirement (initiates must complete one task for each officer and receive their signature as part of the initiation process). After that, we play icebreaker games to get to know the initiates better!

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This meeting serves as a means to integrate the initiates into TBP and get them to meet both officers and general body members. For Michigan Epsilon, it is an integral part of the initiation process and serves as a way to get initiates to know the people and environment of the organization that they are trying to join. It has a mix of professional and social aspects and serves as a great introduction to TBP.

iii. Organization and Administration

The recording secretary prepares a PowerPoint, and each officer fills in a slide with an introduction of themselves, a picture, their officer hours, and their initiate signature requirement. The

president prepares a slide to talk about chapter business and future activities/plans, and also prepares a slide for advisors and the local alumni chapter (SEMIAC) to introduce themselves. The president chairs this meeting and yields the floor to the officers when it comes to their introduction slide on the presentation. After, the president prepares icebreaker activities and ensures that the activities are going well. The vice president gets the food for the event. Overall, the event went according to plan and was a success.

iv. **Total Cost**

\$175.0

v. **Cost Breakdown**

This is the cost of the food that we bought for the GBM. We ordered halal food - shawarma and falafel - and also two-liter sodas. The food from the restaurant totaled to 171.30, and the addition of the sodas brings the total to roughly 175.00.

vi. **Special Problems Encountered**

Thankfully, there were no problems this time around!

vii. **Overall Evaluation**

I think that this general body meeting was very successful. Between GBM 1 and 2, all of our active members except one showed up, which is a great indicator that our chapter is retaining active membership quite well! The icebreaker activities were fun and I truly believe that the initiating students had a wonderful time. I was also happy to see several advisors attend, showing that the continuity of the chapter has been steadily rising.

9 Forgotten Harvest

Michigan Epsilon

1. Project Information

- i. Date(s): 10/07/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	2
Electees	1

- v. Average number of hours per person spent:

Participating	Organizing
3.0	4.0

2. Project Evaluation

- i. **General Description**

Helped package, sort, and organized food at the local food pantry, The Forgotten Harvest. Our efforts helped prepare thousands of meals for Detroit community.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

This was an effort to increase Tau Beta Pi's outreach to the Detroit community. Community service is a value of which is highly esteemed throughout the organization.
- iii. **Organization and Administration**

The community service coordinator reached out to representatives of the Forgotten Harvest where details were given about where volunteers were needed. From there participating members were notified and informed about the event. The process was very organized and swift, and followed the original plan well.
- iv. **Total Cost**

\$0.0
- v. **Cost Breakdown**

No cost for this project
- vi. **Special Problems Encountered**

NA

vii. **Overall Evaluation**

Thousands of meals were helped prepared for the Detroit community. This was very effective in meeting the goals of the chapter in terms of improving community outreach.

10 Halloween Movie Night

Michigan Epsilon

1. Project Information

- i. Date(s): 10/13/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	5
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
1.0	2.0

2. Project Evaluation

i. General Description

This was our first social event of the year. It was Friday the 13th, so we had a Halloween movie night to get in the Halloween spirit. Everyone brought snacks to share, and we watched a Halloween movie together on campus.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

I think that it is important for our members to bond not only with one another, but also with the initiates as well. For that reason, I love hosting movie nights especially with a potluck. I think this allows people to bring something homemade to share with others, which can create conversation and bring people together. This also allows us to take a break from school and join with other engineering students to come together and build new friendships.

iii. Organization and Administration

This event in general does not take a lot of planning. As social coordinator, I created an RSVP form using google forms to get a headcount for this event, sign up for who is bringing what snacks, and get movie suggestions from the members and initiates. I had help from another officer in reserving the room for this event. I also utilized my committee by having them create a flyer to post to our social media in order to advertise this event. I think that this event went really well, it was kind of a small group, so everyone was able to sit all together and bond during the movie. I think that the only way this event could have gone any better was if we had more participants!

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

Everyone was asked to bring a snack to share, however this did not cost our chapter anything.

vi. **Special Problems Encountered**

We really did not run into any problems

vii. **Overall Evaluation**

Overall, I am really happy with how this social event went. I think that it really did bring us together and I was able to introduce some members and officers to our initiates. Not only that but being able to answer the initiates' questions and give them guidance was probably beneficial for them as well. I think this event could be held virtually, where we all join zoom, and someone shares their screen so that we all can watch a movie together. This would make it a little harder to build friendships between one another, however it may encourage members to come even if they cannot be there physically.

11 DIY Night

Michigan Epsilon

1. Project Information

- i. Date(s): 10/18/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
SWE Members	3
Members	10
Electees	2

- v. Average number of hours per person spent:

Participating	Organizing
2.0	2.0

2. Project Evaluation

i. General Description

This was a "Donuts and DIY" night where we painted tote bags and mini pumpkins together. This was a collaborative event with the society of women engineers (SWE), which meant that we were able to meet new friends and share supplies for this event. I purchased the paint, paintbrushes, and the donuts, whereas the social coordinator for SWE purchased all the tote bags and mini pumpkins. I reserved a room on campus to host this event, and SWE made the RSVP form. Overall, this event was a lot of fun.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This was a social event to encourage our members to build relationships with one another outside of school. Not only that, but combining this event with another student org allowed us to introduce our members and organization as a whole to even more students. This is good for bringing attention to TBP and hopefully draw in more interest.

iii. Organization and Administration

I first met with SWE's social coordinator to plan out the logistics of this event. Once our idea was planned out, I had my committee create flyers to advertise this event for our social medias and group chats. I communicated with SWE's social coordinator to gather the supplies for this

event, while she created the RSVP form. With that being said, the two of us were able to successfully organize and plan this event together.

iv. **In Conjunction With**
Society of Women Engineers

v. **Total Cost**
\$24.0

vi. **Cost Breakdown**

This event cost our chapter \$24. I paid \$13 dollars at Michael's for the paint and the paint-brushes, and then I spend \$10 on donuts for everyone. Because of the fact that we have leftover supplies, I think that this event was fairly inexpensive for the number of participants we had.

vii. **Special Problems Encountered**

The problem that we ran into was the fact that we had way more people show up than the number of people that completed the RSVP form. Typically, this would not have been an issue, but we had only purchased so many tote bags and pumpkins. Turns out we had just enough for everyone, however it was slightly overwhelming seeing people funnel into the room when we only planned for a handful of participants.

viii. **Overall Evaluation**

Overall, this event received a lot of positive feedback. I think that it went as well as it could have. I was happy to do a social event which we haven't seen before, so I thought this event was a lot of fun. I think this event allowed us to get closer with one another, as well as the members of SWE, meaning it was a successful event. If we hosted this event in the future, I think I would make the RSVP form on google docs where it is more accessible and simpler for our members to fill out (rather than using get involved). This would have most likely solved the issue of having too many people attending (which is a great issue to have :)

3. Additional Attachments

Figure 5:



Figure 6:



Figure 7:



Figure 8:



12 MindSET

Michigan Epsilon

1. Project Information

- i. Date(s): 10/20/23
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM

iv. Number of persons who participated:

Category	Count
Members	3
Electees	2

v. Average number of hours per person spent:

Participating	Organizing
10.0	4.0

2. Project Evaluation

i. General Description

Conducted stem-based activities with 3rd and 4th grade students to build excitement toward stem opportunities.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This is an investment into the youth of Detroit's community. Community service is a highly valued within Tau Beta Pi.

iii. Organization and Administration

Emerson Elementary School.

iv. Total Cost

\$0.0

v. Cost Breakdown

Materials were repurposed from previous years, so no additional sources needed to be purchased.

vi. Special Problems Encountered

NA

vii. **Overall Evaluation**

3rd graders were first and the activity was highly unorganized. The bridge activity proved to be too difficult for students to focus on and accomplish so a change needed to be made during the event. The spaghetti towers also was more complex, but doable with the kids. The fourth grade class more organized after fixing some errors we made learning from the previous section. The activity was an overall success as the students did have a lot of fun, and we were able to make a greater interest of STEM within the Detroit youth.

13 Big Bent Polishing

Michigan Epsilon

1. Project Information

- i. Date(s): 10/23/23 - 11/03/23
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	7
Electees	7

- v. Average number of hours per person spent:

Participating	Organizing
0.2	0.3

2. Project Evaluation

i. General Description

Electees and members work in conjunction to polish our outside bent with super fine steel wool and Brasso. Most of the planning went into which week during the initiation process we were going to hold the slots. Usually, we reserve one week where members and electees can sign up for a 30 minute slot to fulfill a chapter requirement to initiate. We had to replenish the Brasso and buy super fine steel wool balls as we deemed it reasonable to use on the brass material. As for the actual implementation of the project, we were successful in transforming the Bent from dull to shiny. Overall time put into polishing the bent this semester probably totaled 1 hour with electees and members.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This project directly relates to our objectives as an organization because we're putting in the effort and commitment to maintaining our logo's aesthetic and yearly maintenance due to its location outside. Members also get to pass down this tradition to our electees and highlight its importance as part of our chapter's reoccurring activities. Polishing the bent together ensures we build close relationships with one another and promote overall chapter camaraderie.

iii. Organization and Administration

As for who led the project, the membership vice president, Aella, did most of the planning as

to deciding what was the best week to hold it with respect to other events we hold. She also made an inventory of current bent polishing supplies and made sure we had enough for current members and electees to use since we ran a test polish a couple weeks prior. From that test polish, we used a couple different materials like a Brite pad, super fine steel wool, and rags. We found that the best result came from using the super fine steel wool (#0000) and heaps of Brasso, thus the purchase of additional supplies that will cover this and future semesters.

iv. **Total Cost**

\$50.0

v. **Cost Breakdown**

Brasso, Multi-Purpose Metal Polish at \$4.98 each (qty: 3)

XL Nitrile Disposable Gloves at \$9.89 per box

Super fine steel wool (#0000) at \$19.93 for a pack of 48

There were no financial limitations for this project and there were enough participants to justify the purchase.

vi. **Special Problems Encountered**

We encountered no problems during the planning and execution of the project.

vii. **Overall Evaluation**

For this semester's big bent polishing, we utilized a better procedure for making the Bent very shiny. By using super fine steel wool and heaps of Brasso, we noticed a discernible difference from the before and after. We came to this procedure from running test spots on the back of the Bent which set up our members and electees for success. We only spent about 30 minutes each and had incredible results. For future polishes, we're probably going to keep using this method unless the Bent's polish quickly deteriorates until next time (next semester) then we will decide on a new approach.

3. **Additional Attachments**

Figure 9:



Figure 10:



Figure 11:



14 CoE Micro-Symposium

Michigan Epsilon

1. Project Information

- i. Date(s): 10/26/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Engineering Faculty	5
Other Engineering Students	22
Members	7
Electees	2

- v. Average number of hours per person spent:

Participating	Organizing
7.0	3.0

2. Project Evaluation

i. General Description

Our chapter hosted a "Micro-Symposium" for the first time this semester in conjunction with our chapter of NSBE and endorsed by our College of Engineering (CoE). The event was to encourage undergraduate student involvement in academic research through demonstrating faculty work in their labs with slide and poster presentations. There were 6 presentations from three departments: ME, ISE, and BME, and posters provided from the Civil and Eviro. Eng department on their graduate student's research. Faculty chairs were invited to present a summary of the research in their departments, and other faculty presented about opportunities to perform research with themselves. We supplied information about pursuing graduate studies and served refreshments. The turnout was smaller than expected, and we believe that making this a reoccurring event as well as including more student orgs would cement the event in student's minds and improve the turnout. A connected TBP event, where students could tour labs of some of the faculty presenting that was to be hosted the following Monday was advertised.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The networking with faculty for current undergraduate and post-baccalaureate research created

many opportunities for TBP members and other students. As a chapter we connected with our college of engineering community and fellow students as well as boosting our presence on campus. One of our chapter's best approach for recruiting members from eligible candidates is due to connecting to other student orgs, and so we were looking to connect with the newly re-instated chapter of the national society of black engineers here at Wayne.

iii. **Organization and Administration**

The responsibilities for our chapter to participate were heavy for organizers, even with help from another individual from NSBE. Achieving attendance from this many faculty can be like herding cats, and without any previous event of this sort hosted by a student org, and introduction for each faculty member was necessary. 5 distinct meetings between the VP of our chapter of TBP and the program coordinator for NSBE were roughly held weekly and lasted about an hour to prepare for the event along with much communication to faculty.

iv. **In Conjunction With**

Many WSU CoE Departments and WSU NSBE

v. **Total Cost**

\$93.64

vi. **Cost Breakdown**

The cost was split between NSBE and our chapter, and the total was \$187.28 for refreshments. The finals cost to the chapter was \$93.64. The event was run by a member of TBP and NSBE.

vii. **Special Problems Encountered**

The attendance was lower than we'd hoped but no other large problems.

viii. **Overall Evaluation**

For a first of its kind here at Wayne, the event was certainly a success. We founded new connections with students, CoE faculty, and another society here on campus. In addition to this, we provided opportunities for our members to learn more about undergraduate research and to receive information about graduate research here at Wayne. Notes regarding this event will be shared with subsequent VPs here at Wayne to hopefully improve the next renditions.

3. **Additional Attachments**

Figure 12: TBP and NSBE Members in BME Optics Lab (2)



Figure 13: TBP and NSBE Members in Water Quality and Treatment Lab (1)



15 Greening of Detroit

Michigan Epsilon

1. Project Information

- i. Date(s): 10/28/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	4
Electees	2

- v. Average number of hours per person spent:

Participating	Organizing
2.0	3.0

2. Project Evaluation

- i. **General Description**
Planting trees around Detroit
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**
Community service and projects that better the community is highly valued throughout Tau Beta Pi. It is important as it shows exemplary character among the members of Tau Beta Pi.
- iii. **Organization and Administration**
Greening of Detroit
- iv. **In Conjunction With**
ASME
- v. **Total Cost**
\$0.0
- vi. **Cost Breakdown**
NA
- vii. **Special Problems Encountered**
NA

viii. **Overall Evaluation**

New samplings were planted around the Detroit area. Dozens of new samplings were planted which provides an improvement to the community. This improves the vacant lots found throughout Detroit and makes them more visually inviting as well as making the community for environmentally friendly.

16 TBP and NSBE Lab Tours

Michigan Epsilon

1. Project Information

- i. Date(s): 10/30/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Engineering Faculty	1
Other Engineering Students	4
Members	2
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
1.0	2.0

2. Project Evaluation

i. General Description

MI-E partnered with the Wayne State chapter of NSBE not only for a first of its kind micro-symposium but also to schedule tours of active faculty research labs. This was done to hopefully stimulate mutual interest in the research done at Wayne from both the faculty and the students. Two tours were scheduled, one from Dr. Shawn McElmurry's water quality and treatment lab and one at Dr. Jitao Zhang's biomedical optics and instrumentation lab.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The event was tailored for connecting invested students to faculty directly interested in including undergraduates in their research. Through an in person visit, students could see the instruments and discuss the work with faculty. Similar to the micro-symposium, we met new students, and we find great responses with recruiting members from eligible candidates in other student orgs so we were looking to connect with the newly re-instated chapter of the national society of black engineers here at Wayne.

iii. **Organization and Administration**

The responsibilities for our chapter to participate light for our organizers, the requirements for the tours didn't consist of much more than some communication to faculty and transportation to the lab buildings.

iv. **In Conjunction With**

WSU CoE BME and Civil & Env. Departments, WSU NSBE

v. **Total Cost**

\$0.0

vi. **Cost Breakdown**

No cost to the chapter, some carpooling was required to get students to the labs.

vii. **Special Problems Encountered**

No other large problems. The Civil & Environmental Eng lab drummed up less excitement, so a vetting of labs may be necessary next time. It was an exception since the tour was directed by a graduate student electee.

viii. **Overall Evaluation**

The event was a success in creating opportunities for our members to meet faculty in research and learn more about graduate research at Wayne. A larger turnout may have been possible if the students were polled beforehand to see which labs had interest. No large cost to the chapter, as well as getting our org much more close with faculty here in various departments. This is definitively an event that should be done again, especially if our chapter may be able to tour a graduate electee's lab.

3. **Additional Attachments**

Figure 14: TBP and NSBE Members in BME Optics Lab (1)

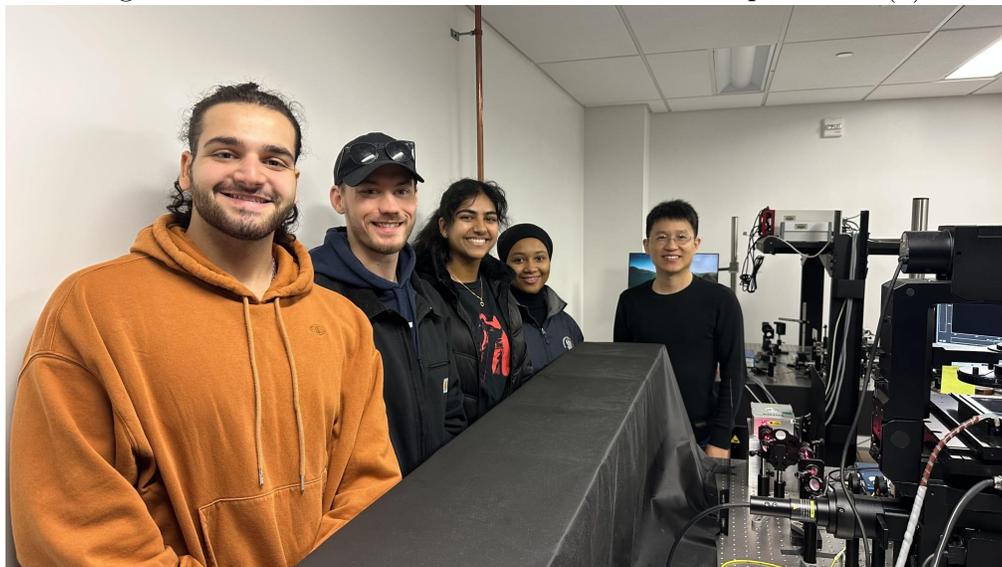


Figure 15: TBP and NSBE Members in BME Optics Lab (2)



Figure 16: TBP and NSBE Members in Water Quality and Treatment Lab (1)



17 Electee Interview Week

Michigan Epsilon

1. Project Information

- i. Date(s): 10/30/23 - 11/03/23
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	8
Electees	7

- v. Average number of hours per person spent:

Participating	Organizing
0.2	0.5

2. Project Evaluation

i. General Description

This activity is a reoccurring event we hold during our electee process so we can further assess an electee's exemplary character. The officers hold open interview slots for a week which we ask the electees to sign up for one 30-minute slot. There wasn't much planning as I just edited the Excel sheet we use for signups to be updated. We also have a set of questions we use every semester for interview week. Usually, there's three officers that run an interview slot and we take turns asking the questions, typing it down, and then asking a follow-up question. We ask the electees to review the Faith of the Engineer weeks before as we ask them about it during the interview. As far as how it went down, all the interviews ran as smoothly as possible. All the officers took great notes of each electee which were available for any member to review during our GBM 3.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This event runs in accordance with the objectives of Tau Beta Pi as we enhance our electees' professional experience with a formal interview. We ask the electees to come in with printed resumes, to dress professionally, and to answer the questions to the best of their ability. We want our prospective members to do something out of their comfort zone to help them grow professionally and be more ready for job interviews in the future.

iii. **Organization and Administration**

I (membership vice president) was the person that planned which week this would occur and sent out the signup sheets to the electees a week prior. I also made sure to update the interview questions as I saw fit. I made sure each electee signed up for a slot and that at least one to two officers were present. And that I reminded officers to dress at least business casual for the days they signed up for and that they needed to write notes down for each electee.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

There was no extraneous cost to this project.

vi. **Special Problems Encountered**

There were no problems that we ran into.

vii. **Overall Evaluation**

I feel like we hit our project goals in that we wanted to give the electees an immersive, interview experience similar to how it would be conducted in a formal setting. At this time, we have no input on how we can make the activity run better or have recommendations for next semester.

18 Cider Mill Trip

Michigan Epsilon

1. Project Information

- i. Date(s): 11/03/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	8
Electees	1

- v. Average number of hours per person spent:

Participating	Organizing
1.0	1.0

2. Project Evaluation

i. General Description

This was our last social event of the semester. For this event, we went to Plymouth Orchard cider mill. This did not involve a lot of planning, and therefore we all met here. We shared donuts and snacks, took hayrides together, and looked at all the animals that live here. We had a last minute location change, and I think this allowed us to have the most fun at this social event.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This was a great event because it allowed the members of our chapter to spend time with one another outside of a school setting. This is beneficial to building friendships as well as allowing our members to get to know the initiates on a deeper level.

iii. Organization and Administration

As stated above, this event did not require a lot of planning. I had an initiate who could not make it to this event create a flyer to send in group chats and post it to our social media to advertise this event. Additionally, I had also created an RSVP form for this event. This allowed me to get an estimate of how many people would be attending. Not only that, but because this event was pretty far off campus, I wanted to make sure that everyone who wanted to come had a ride to the event, and the RSVP form allowed me to figure out drivers so that we could carpool.

iv. **Total Cost**

\$20.0

v. **Cost Breakdown**

One of the other officers purchased some donuts for us to share, which I am guessing was around 20 dollars. Other than that, we did not spend any money.

vi. **Special Problems Encountered**

We ended up changing the location of the cider mill so that there would be more activities. This was difficult to spread the message about the location change, however I think we did a pretty good job at this. Not only that, but I did get a flat tire and therefore some members I was driving and I were late to this event.

vii. **Overall Evaluation**

Overall, I think that this event went very well. There is nothing I would have changed about it. I think the hard part about taking a cider mill trip is that our chapter is located in Detroit, which means that all the cider mills are a decent drive away. For this reason, this event requires driving, and therefore I think this may deter people from attending (as opposed to holding events on campus). Nevertheless, I think the members were able to spend some quality time together, which was my main goal for this event.

3. **Additional Attachments**

Figure 17:



19 General Body Meeting 3

Michigan Epsilon

1. Project Information

- i. Date(s): 11/10/23
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Election of Candidates
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	20
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.5	1.5

2. Project Evaluation

i. General Description

General Body Meeting 3 is the election-of-candidates meeting, where members get an overview of each electee and their progress towards initiation this semester and then vote on if they should be passed through and accepted for official initiation into Tau Beta Pi. To plan, a powerpoint is made - it consists of the President's report (where important dates and information is discussed), then a few excerpts from the bylaws about the process of voting on candidates so that members understand how it works. Next, we introduce each candidate (they have submitted a photo and a bio, and we place a screenshot of the points they got this semester and how many events they attended) and go through each candidate block (typically undergraduate and graduate) and vote.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This meeting is important because it allows our chapter to thoroughly understand and properly vote eligible electees. We want the best of candidates to become members through Michigan Epsilon, and this meeting allows us to get to know the initiates and see just how hard they've worked this semester. Our chapter values good discussion in hopes that we bring in only the best of people into the organization; these are our future leaders, not just in our chapter, but in our community and in TBP as a whole.

iii. **Organization and Administration**

The recording secretary is in charge of creating the template for the powerpoint presentation and placing in all the pictures and bios of each initiate. The membership vice president compiles the initiate's points and activities and logs them in the appropriate slides. The president adds her report and runs the meeting as the chair. The floor is yielded to the membership vice president for much of the meeting, as they speak about the undergraduates and graduates, their biographies, points, and overall summaries of their performance in the initiation process.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

Our food was funded by the College of Engineering, so there were no expenses on our end!

vi. **Special Problems Encountered**

We had a problem with meeting quorum this semester (3/4 of active membership). We were about 7 people short. To solve this, we had to deactivate members who did not arrive. GBM3 is a required part of active membership at MI-E, and reminders are often sent out, but perhaps it was not as emphasized this semester.

vii. **Overall Evaluation**

Overall, the meeting went great! We had great discussion on the candidates. Though we struggled to meet quorum, those who did show up were very active in participating, asking questions, and providing insight and opinions on the electees and their character. We voted all our electees through! In the future, our chapter should send more frequent reminders about the meeting - perhaps 2 weeks in advance - and frequent reminders about how it is required to attend in order to maintain active membership at MI-E.

20 Initiation

Michigan Epsilon

1. Project Information

- i. Date(s): 12/01/23
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Initiation
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	21
Electees	10

- v. Average number of hours per person spent:

Participating	Organizing
4.0	1.5

2. Project Evaluation

i. General Description

The initiation ceremony of Tau Beta Pi is one of the most important events of the semester. This event is where our electees get officially initiated into Tau Beta Pi. Members complete the initiation ritual in secret to initiate the electees, and pictures are taken after the ceremony is completed. The ceremony takes careful preparation: from rehearsing the script, to preparing all necessary items for setup. We conducted two rehearsals before the ceremony. The ceremony went smoothly!

ii. Purpose and Relationship to Objectives of Tau Beta Pi

One of the main objectives of our chapter is to gather people who have exceptional scholarship and exemplary character and initiate them into the organization. The initiation ceremony is a culmination of the hard work of these initiates, and an exciting moment for our Michigan Epsilon chapter to host such a special ritual and add more members to our chapter.

iii. Organization and Administration

The president mainly helped assign members to particular roles in the ceremony and picked 2 rehearsal dates. 10 members, 9 of which were chapter officers and one of which was a chapter advisor, helped run the ceremony. These members all assisted equally, since each of their roles was particularly important. The ceremony was well run, and we had several important people

attending, including two District 7 Directors, the Executive Director, an Executive Councilor-elect, the Engineering Associate Dean, a SEMIAC member, as an advisor from MI-Q, a guest from MI-I, and two guests from MI-D.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

N/A. There were plenty of people to fit all the roles for the ceremony.

vi. **Special Problems Encountered**

I wouldn't say there were any issues this time around. We started on time, and the ceremony went smoothly. I'm happy with the results! We did have someone mispronounce 'Tau Beta Pi' but I can't say that counts as a problem with the event.

vii. **Overall Evaluation**

The chapter certainly reached its goals for this initiation. In the future, it would be good to go over the words that are commonly mispronounced to make the script go smoother, but MI-E had many people in attendance, and many special guests. This was one of the most special initiation ceremonies we've had.

3. **Additional Attachments**

Figure 18: Pictures from Initiation



21 Investment Ceremony

Michigan Epsilon

1. Project Information

- i. Date(s): 12/01/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Recognition Ceremony
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	21
Electees	10

- v. Average number of hours per person spent:

Participating	Organizing
1.5	0.5

2. Project Evaluation

i. General Description

The Investment Ceremony is a ceremony created by D7 Director, Michael Ustes. This ceremony serves to recognize certain graduating seniors who have performed exceptionally within the chapter. After a selection process involving the president and recording secretary, MI E determined one graduating senior to have serviced our chapter above and beyond. The ceremony was brief, with short words recognizing his accomplishments before asking him to uphold these standards beyond graduation. This was the first time MI-E held this ceremony (it is typically a MI-I tradition) and it was a great success and a lovely way to recognize students who contributed to our chapter with passion.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This ceremony is intended to recognize students who spent their years in university contributing exceptionally to Tau Beta Pi. It is a way to reward the efforts of those students who made our collegiate chapter a priority in the university life, and serviced it beyond merely being a member or serving as an officer. This is a good way to recognize students who truly upheld their promise when they joined TBP.

iii. Organization and Administration

The president compiles a list of graduating seniors, and, along with the recording secretary,

determine which of these seniors were the most active and involved in our chapter. This recognition is for students who went above and beyond, so if no graduating seniors meet that criteria, then no ceremony would be held. After this, 3 primary roles are selected to run the ceremony; since this was the first time running it, D7 Director Michael Ustes helped our chapter run the ceremony, along with the president and membership vice president. The president requested a biography from the student who is being recognized and reads it at the ceremony. The ceremony is held right after the initiation ceremony to preserve the same atmosphere, and so all the guests and new members can see the recognition of graduates. Overall, the ceremony went well and according to plan.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

N/A

vi. **Special Problems Encountered**

None!

vii. **Overall Evaluation**

I think this event went well! It was the first time MI-E attempted to run this ceremony, and Michael U. was very helpful in assisting us to orchestrate it properly. We had many special guests attending our initiation ceremony, and I'm happy they got to view the investment ceremony as well. Since we were testing the waters with this ceremony, we wanted to see if it was something we would like to hold in the future; I would say that it is something MI-E will be repeating in the future!

22 General Body Meeting 4

Michigan Epsilon

1. Project Information

- i. Date(s): 12/08/23
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Election of Officers
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	27
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	2.0

2. Project Evaluation

i. General Description

General Body Meeting 4 is the election-of-officers meeting. In this meeting, we nominate and run for the next semester's positions. This meeting is important because it helps us decide as a general body who is best fit for an officer position in Tau Beta Pi. A week before, general body members were allowed to nominate members that they thought would be a good fit for an officer position. These members either accepted or declined the nomination; a powerpoint presentation was then compiled with all the nominees and what role they are running for, and during the meeting we went down the list of officers and the nominees made speeches. Then we would vote and move onto the next position.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

It is important to fairly select officers for the upcoming semester that will run our chapter in an organized and good manner. This meeting is one of the most important ones of the semester because of this.

iii. Organization and Administration

A week before, the president sent out a google form to general body members to nominate members that they thought would be a good fit for an officer position. These members either accepted or declined the nomination; a powerpoint presentation was then compiled with all the nominees and what role they are running for, and during the meeting we went down the list of officers and the nominees made speeches. Then we would vote and move onto the next position.

iv. **Total Cost**

\$14.0

v. **Cost Breakdown**

College of Engineering funded our food for this meeting! We had a breakfast spread for the meeting, with pancakes, waffles, fruit, coffee, and tea. We brought necessary equipment from home, like the pancake griddle and wafflemakers, and some members contributed by bringing flavored coffee syrups. We bought K-cups for our Keurig from our own money.

vi. **Special Problems Encountered**

It took a bit of time to get the food actually prepared; we could have addressed this by setting up slightly earlier.

vii. **Overall Evaluation**

Overall, the meeting went well. There was good discussion, and people enjoyed the food! We elected officers and the meeting didn't take too long. We also didn't need to worry about meeting quorum, since we had more than enough people there to meet it. I think this meeting went well, and hope that next semester's election of officers meeting goes this well too.

23 TBP Breakfast Study Day

Michigan Epsilon

1. Project Information

- i. Date(s): 12/12/23
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Other Engineering Students	4
Members	8
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	3.0

2. Project Evaluation

i. General Description

Breakfast Study Day was an event we opened up to all engineering students to come study with Tau Bates and receive tutoring if needed. This event was held on the university Study Day, so we essentially created a study space in the Engineering Building for that day, and offered unlimited breakfast food, coffee, tea, etc. for students who wanted to study with us for an entry fee of \$5.00. The objective of this was to create a space that would service engineering students whilst also being a small fundraiser for our chapter.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this event was to create a space to service engineering students by providing study space and tutoring, whilst also being a fundraiser for our chapter. It doubled as a university event and a means to support our chapter.

iii. Organization and Administration

President and treasurer were mainly the ones orchestrating this event. We planned around what foods to bring and what entry fee to set to make it an effective fundraiser without overcharging students. The president booked a room in the Engineering building from 12-6 and had another room as a quiet space booked from 4-8. We had a breakfast spread, including pancakes and waffles (we utilized the extra pancake mix from our General Body Meeting 4), eggs, bagels, coffee, and tea. Our treasurer was running the food station for a decent part of the event

iv. **Total Cost**

\$5.0

v. **Cost Breakdown**

We used leftover supplies from our General Body Meeting 4, which was almost entirely funded by the College of Engineering and had been held a few days before. This allowed us to have a cost-effective means to supply food to students at this event. We did have to purchase eggs, which was around \$5.00. The objective was to spend as little out of pocket as possible so we could reap maximum profit.

vi. **Special Problems Encountered**

We sent a flyer out to the Dean's Office to email out to students, but it took several days until the flyer actually was sent out, so we don't believe it reached as many students in time for them to plan ahead and make time in their schedules to come. We had a lower turnout than anticipated.

vii. **Overall Evaluation**

The event went well overall! We still had a decent turnout, but I hope that, in the future, we can send out flyers and advertise earlier so we can have a greater turnout. The event was cost-effective, since we spent minimal amounts, and we made good profit. Those who came appreciated the study space we had, and it was a nice atmosphere. MI-E is looking to host this event again next semester.

3. **Additional Attachments**

Figure 19:

NEED A STUDY SPACE FOR FINALS?

 **Tau Beta Pi**
The Engineering Honor Society

PRESENTS:

**BREAKFAST
STUDY
DAY** 
12/12/2023

JOIN US IN STUDYING FOR FINALS
WITH UNLIMITED BREAKFAST
FOODS, COFFEE, TEA, AND
TUTORING!

I2-6 PM @ RM 2507 ENG
QUIET STUDY SPACE AVAILABLE FROM
4-8 @ RM I520 ENG

ADMISSION FEE: \$5*

*CASH, CARD, ZELLE, OR PAYPAL

24 General Body Meeting 1

Michigan Epsilon

1. Project Information

- i. Date(s): 01/19/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - General Body Meeting
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM

- iv. Number of persons who participated:

Category	Count
Members	15
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	1.0

2. Project Evaluation

i. General Description

GBM1 is the first meeting of the semester. The intention of this general body meeting is to give members an introduction to our new officer board, to discuss upcoming events and semester plans, and to review any work that was completed over the summer. Generally, the meeting takes roughly 45 minutes and a PowerPoint presentation is created for the meeting.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This meeting is important to tie our chapter together. GBM1 provides continuity from the previous semester, and it also allows our members to get involved and see what the officer board has in store for members in the upcoming semester. We also go over important things for membership, such as maintaining active membership and upcoming orientations for eligible students. It is an excellent way to get the year started and to convey any information we need to our members.

iii. Organization and Administration

The president typically chairs General Body Meetings. The recording secretary creates the PowerPoint which, amongst other things, includes a slide for each officer position. Each officer plays a role in editing their PowerPoint slide to talk about themselves, their role, and the events they have planned. They present their slide to members at GBM1. So, although the president chairs the meeting, all officers play a role in making the meeting successful. The meeting ran smoothly and according to plan.

iv. **Total Cost**

\$59.25

v. **Cost Breakdown**

This cost covers the pizza we purchased for the event.

vi. **Special Problems Encountered**

One of our board members did not fill out the PowerPoint despite numerous reminders. This led to their slide being empty, and they were not there on the day of the meeting (they mentioned being unable to make it prior). However, the board member turned out to be sick and had not communicated this to the president/vice president. To solve this, the president spoke privately with the individual and emphasized the importance of communicating with board members in situations like these.

vii. **Overall Evaluation**

The meeting was successful. We had advisors in attendance, as we did last semester, which was a great sign. Further, we were able to communicate our semester plans to members and kick off the new year! Due to personal reasons that arose, the president had time conflicts and could not review the presentation before the meeting. In the future, she expressed to her vice president to aid in reviewing the meeting content before it starts so that no slides are empty/no content is forgotten. It is better to have multiple people check rather than just one. The officer board is also almost entirely new members this semester, so we are working on improving communication to avoid issues in the future.

25 Winter Orientation Day 1

Michigan Epsilon

1. Project Information

- i. Date(s): 01/29/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Orientation
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	2
Electees	10

- v. Average number of hours per person spent:

Participating	Organizing
2.0	2.0

2. Project Evaluation

i. General Description

This event was the first of two orientation events we held for the semester. These events were for both electees and interested engineering students so it would expose them to the organization's presence, history, and initiation process. By bringing prospective electees, we would encourage students to work hard to satisfy the academic excellence we're known for. I presented slides, went over the initiation folder, and answered student questions.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this event was to introduce the chapter and its values and goals to electees and prospective electees. Our chapter aims to reach as many of the engineering student body as much as possible to gain recognition and provide opportunities to students who are eligible. By having more students aware of our organization, we can reflect the diversity of our student body more accurately and spread the leadership training and professional development engineers need for their careers. It also brings students of every class and any discipline a chance to connect and network with one another which we actively strive for within the chapter.

iii. Organization and Administration

As Membership Vice President (MVP), I led and planned the event with the help of my fellow officers and their experience in being MVP in the past. For the most part, I did most of the

organization of the event. I edited and updated the presentation slides and initiation folder. I designed and created a flyer that included information for each event. I shared it with the rest of our chapter to spread and also posted it around the College of Engineering.

This event didn't require as much planning as last semester's orientation did since I kept the same role. I highly recommend that the role is made into a year-long position since it's quite involved.

iv. **Total Cost**

\$15.25

v. **Cost Breakdown**

We bought cookies and brought coffee and tea for some small refreshments. I expected more people to come but most of the cookies were consumed so I say that it was well worth the purchase.

vi. **Special Problems Encountered**

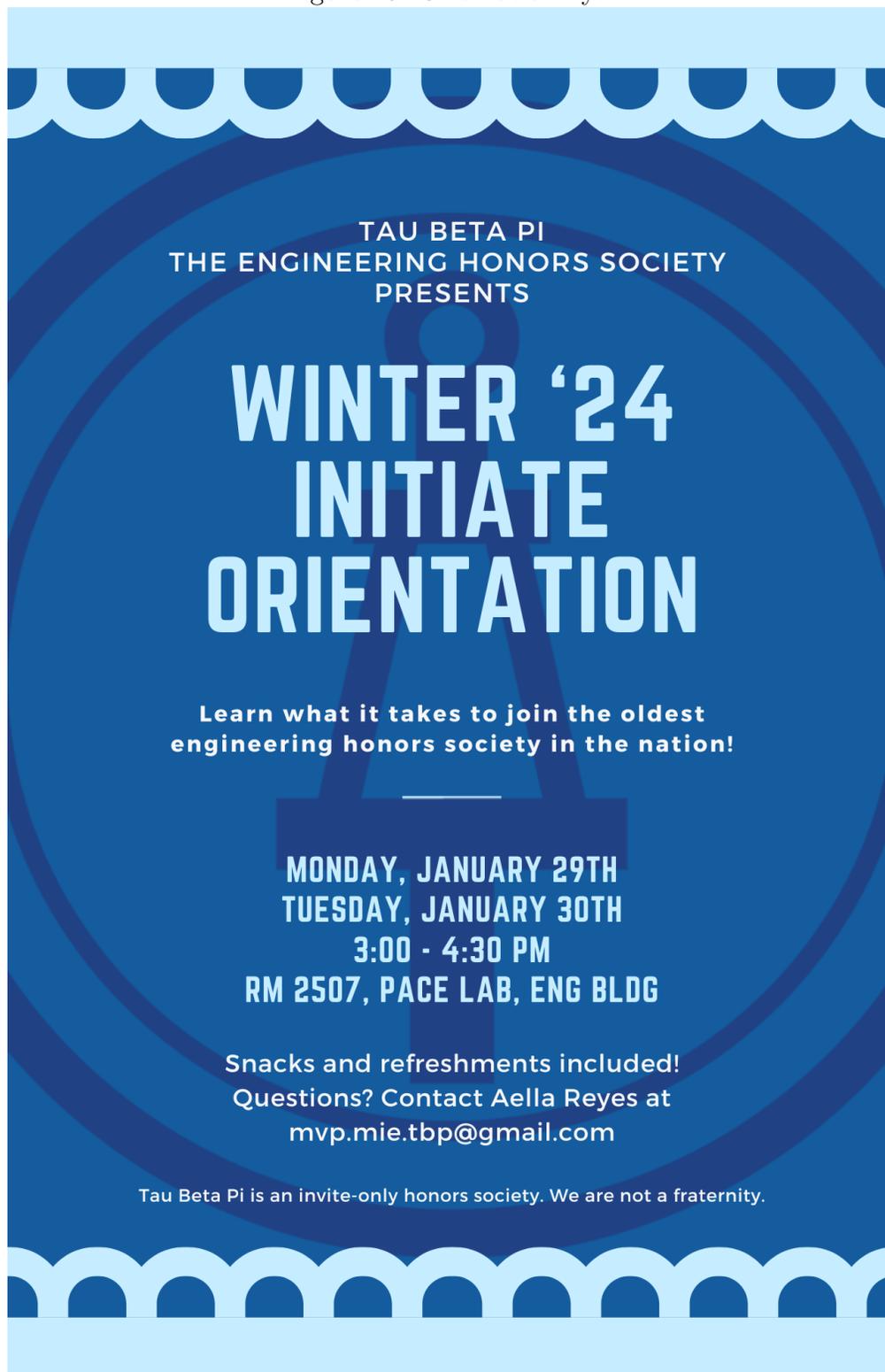
We have issues of attendance where we don't get the same number of electees that attend the orientations or continue the initiation process. I sent 200+ letters and emails to eligible candidates and the turnout is less than 20%.

vii. **Overall Evaluation**

The chapter reached its goal of throwing a successful orientation. I had many students come up to ask questions and some confirmed their wish to continue the process. There could've been more chapter participation, but our number of active members has dwindled down drastically.

3. **Additional Attachments**

Figure 20: Orientation flyer



26 Winter Orientation Day 2

Michigan Epsilon

1. Project Information

- i. Date(s): 01/30/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Orientation
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	4
Electees	7

- v. Average number of hours per person spent:

Participating	Organizing
2.0	2.0

2. Project Evaluation

i. General Description

This event was the second of two orientation events we held for the semester. These events were for both electees and interested engineering students so it would expose them to the organization's presence, history, and initiation process. By bringing prospective electees, we would encourage students to work hard to satisfy the academic excellence we're known for. I presented slides, went over the initiation folder, and answered student questions.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this event was to introduce the chapter and its values and goals to electees and prospective electees. Our chapter aims to reach as many of the engineering student body as much as possible to gain recognition and provide opportunities to students who are eligible. By having more students aware of our organization, we can reflect the diversity of our student body more accurately and spread the leadership training and professional development engineers need for their careers. It also brings students of every class and any discipline a chance to connect and network with one another which we actively strive for within the chapter.

iii. Organization and Administration

As Membership Vice President (MVP), I led and planned the event with the help of my fellow officers and their experience in being MVP in the past. For the most part, I did most of the

organization of the event. I edited and updated the presentation slides and initiation folder. I designed and created a flyer that included information for each event. I shared it with the rest of our chapter to spread and also posted it around the College of Engineering.

This event didn't require as much planning as last semester's orientation did since I kept the same role. I highly recommend that the role is made into a year-long position since it's quite involved.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

Unlike the first day of orientation, there was nothing spent on this event.

vi. **Special Problems Encountered**

We have issues of attendance where we don't get the same number of electees that attend the orientations or continue the initiation process. I sent 200+ letters and emails to eligible candidates and the turnout is less than 20%.

vii. **Overall Evaluation**

The chapter reached its goal of throwing a successful orientation. I had many students come up to ask questions and some confirmed their wish to continue the process. There could've been more chapter participation, but our number of active members has dwindled down drastically.

27 Bake Sale (DUPLICATE)

Michigan Epsilon

1. Project Information

- i. Date(s): 02/04/24 - 02/06/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	2
Electees	1

- v. Average number of hours per person spent:

Participating	Organizing
3.5	1.5

2. Project Evaluation

- i. **General Description**

Bake and Sticker sale fundraising event located in our university's Student Center. The fundraising is to allow us to host events within our college as well as the community. A variety of stickers and baked goods as well as coffee was sold. A promotional flyer with prices was created beforehand and sent to all members and electees on multiple platforms.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

The purpose of this sale is to raise money for our chapters as well as connect members and electees better in planning and running it.
- iii. **Organization and Administration**

The treasurer and their committee did the planning, and a variety of members and electees participated during to make sales.
- iv. **Total Cost**

\$0.0
- v. **Cost Breakdown**

32.66 was spent to host this bake sale. Negating supplies that were already in our room such as coffee, previously bought sticker packs, and cutlery. Purchased items included store-baked

sweets, eggs, cake mix, mini foil trays with lids for cakes, and coffee creamers. Sales totalled 68.72 including some 'donations' where customers spent more money than for what they bought. Profit is 36.06.

vi. **Special Problems Encountered**

The student center was extremely booked around valentine's day as many organizations had the same idea for a valentine's themed bake sale. Thus we were only able to get a morning 2-hour spot whereas last time we had around 4 hours. Last time the weather was worse and the sale was later in the day, however, so there was more foot traffic and the profit was still decent. Also, it was difficult running the sale with one member was manning and packing up, although more helped set up.

vii. **Overall Evaluation**

Overall the bake sale went well and some profit was made to support events. Notes were made on more profitable decisions for the next bake sale which should make much more profit; sell similar amount of mini cakes (≤ 4 boxes), only purchase cheaper store-bought baked goods, promote the sale further in advance to get volunteers, and continue to schedule the sale around lunchtime. Continue using our chapter's own coffee, but note that many people did not purchase it this time.

3. **Additional Attachments**

Figure 21:

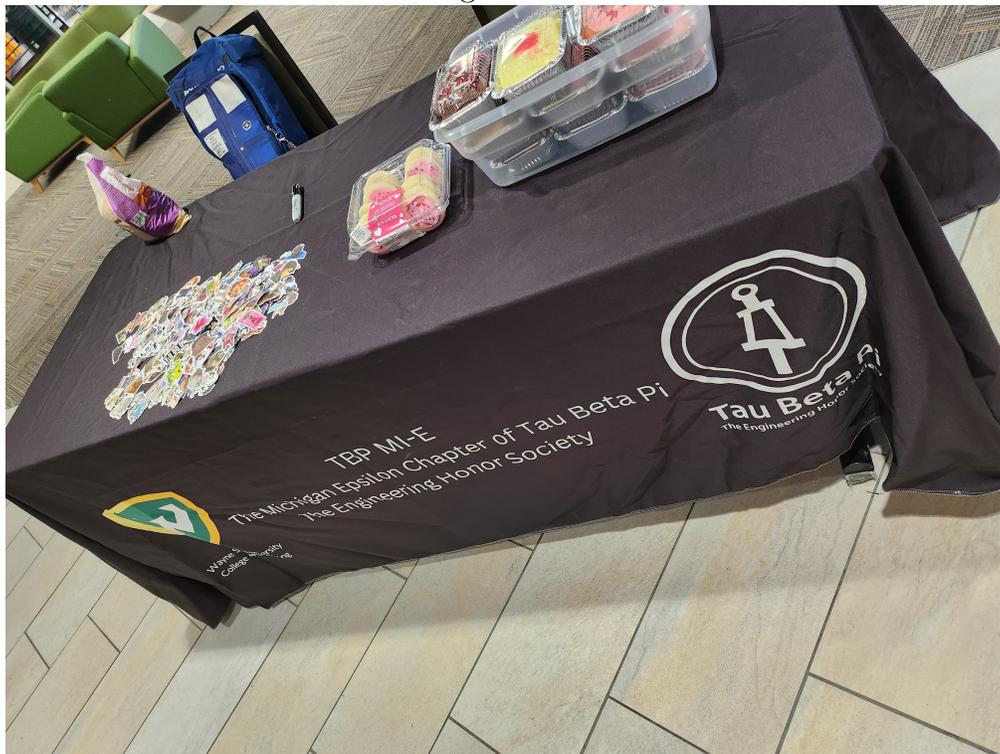
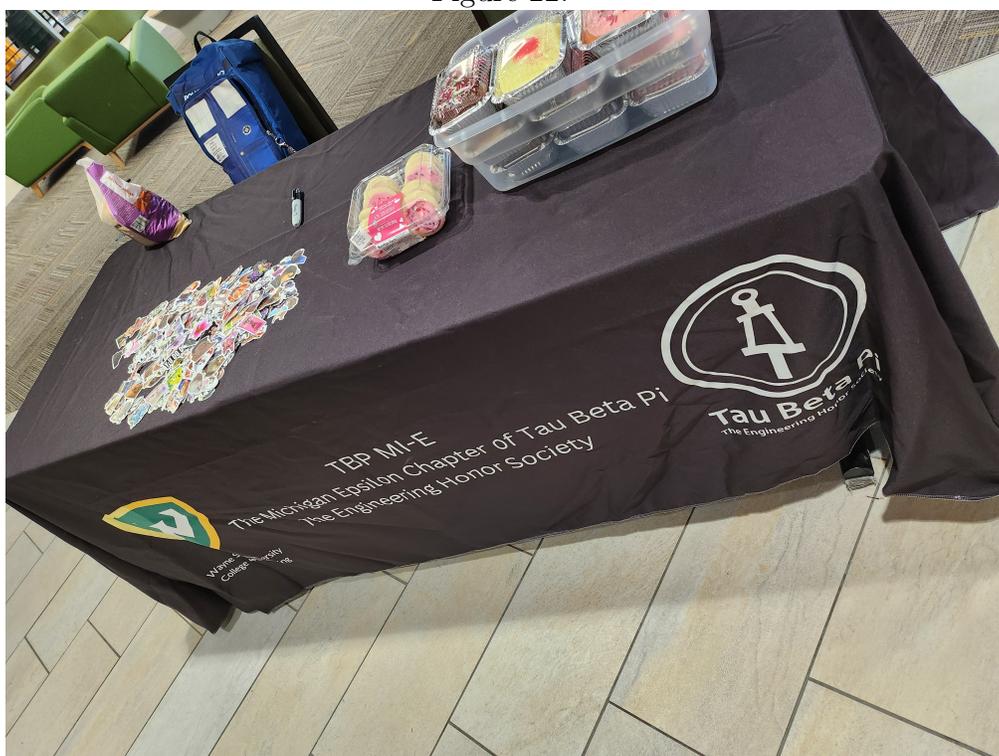


Figure 22:



28 General Body Meeting 2

Michigan Epsilon

1. Project Information

- i. Date(s): 02/09/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - General Body Meeting
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	19
Electees	6

- v. Average number of hours per person spent:

Participating	Organizing
1.0	1.0

2. Project Evaluation

i. General Description

General Body Meeting 2 is the second GBM of the semester and occurs after orientations for potential student candidates. This meeting serves as an opportunity for initiates to meet current eboard members as well as general body members. In this meeting, each eboard officer introduces themselves and their roles as well as tell initiates what they must do to complete the officer's signature requirement (initiates must complete one task for each officer and receive their signature as part of the initiation process). After that, we play icebreaker games to get to know the initiates better!

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This meeting serves as a means to integrate the initiates into TBP and get them to meet both officers and general body members. For Michigan Epsilon, it is an integral part of the initiation process and serves as a way to get initiates to know the people and environment of the organization that they are trying to join. It has a mix of professional and social aspects and serves as a great introduction to TBP.

iii. Organization and Administration

The recording secretary prepares a PowerPoint, and each officer fills in a slide with an introduction of themselves, a picture, their officer hours, and their initiate signature requirement. The

president prepares a slide to talk about chapter business and future activities/plans, and also prepares a slide for advisors and the local alumni chapter (SEMIAC) to introduce themselves. The president chairs this meeting and yields the floor to the officers when it comes to their introduction slide on the presentation. After, the president prepares icebreaker activities and ensures that the activities are going well. This semester, the president prepared a bingo board icebreaker, which was a hit with the attendees! The vice president gets the food for the event. Overall, the event went according to plan and was a success.

iv. **Total Cost**

\$105.98

v. **Cost Breakdown**

The cost was all for food, and food for this event was funded by the WSU College of Engineering, so no money was spent out of pocket from the MI-E chapter.

vi. **Special Problems Encountered**

There were no problems this time around, which was great! The event went smoothly and we saw a great turnout of electees.

vii. **Overall Evaluation**

We had a great turnout of active members - almost all current members at the chapter are looking to maintain our active membership by attending GBMs and going to events. This is a great sign for the future of our chapter. Further, we also had a larger number of interested electees and they were active and involved at GBM2! The icebreaker seemed to warm them up to our chapter quite well and they have all continued with the initiation process thus far. Lastly, we also had several advisors attend this GBM, which is a great sign for the continuity of our chapter.

3. **Additional Attachments**

Figure 23: TBP Bingo Board Icebreaker Activity

TBP/Engineering Bingo

B I N G O

Has TBP merch	Developed a caffeine addiction	Drawn on the whiteboard in the TBP room	Dropped a class b/c you don't like the professor	Seen a roach in the engineering building
Has had the same laptop since freshman year	Switched majors	Has studied in a campus building past closing	Has done someone else's section for a group project	Is a part of multiple student orgs
Skipped class this week	Cried during an exam		Pulled an all-nighter	Has had a class in newly-renovated State Hall
Has been in debt to the Tau Chow store	Slept on campus	Fed a squirrel on campus	Has emailed TBP HQ	Pirated a textbook as a PDF
Has served as a TBP board member	Traveled over Winter Break	Used ChatGPT for an assignment	Has been to the TBP National Convention or District Conference	Has been a Tau Bate for at least a year

29 Resume Workshop with Humanetics and BMES

Michigan Epsilon

1. Project Information

i. Date(s): 02/13/24

ii. New/Recurring Project: New

iii. Project Areas:

- Custom
- Community/Liberal Culture
- University/College
- Profession/Engineering
- Chapter/Social
- Education/Professional Development
- K-12 STEM

iv. Number of persons who participated:

Category	Count
BMES Member	2
Other Engineering Students	2
Members	3
Electees	2

v. Average number of hours per person spent:

Participating	Organizing
2.0	1.0

2. Project Evaluation

i. General Description

The Resume Workshop held on the 13th of February was an event decided by the College of Engineering. With the event being held as a week of preparation for the career fair the following week, the College of Engineering wanted organizations to host this event in addition to being connected to corporate partners. Initially there were limited dates for having the event, so multiple organizations needed to co-host events. The organization collaboration was decided to be with the Biomedical Engineering Society (BMES). Although the event was decided and planned for beforehand, there was less turnout than expected, most likely due to the other events being held that day as part of the preparation week leading up to the career fair. However, all things considered, the event ran smoothly without issue, and it was still informative to those who attended the event.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of the resume workshop was to help with students particularly in the field of engineering and computer science to develop their skills in creating their resumes and interacting with professionals attending the upcoming career fair. Additionally, by helping co-host an

event that was sponsored by the college of engineering, a subgoal of the event was to raise awareness and maintain the image of Tau Beta Pi. Additionally, this serves Tau Beta Pi's mission to provide professional development training for engineering students, in which the resume workshop was designed to do.

iii. **Organization and Administration**

The introduction to our corporate partner, Humanetics, was initially done by the College of Engineering, from which TBP MI-E and BMES took over. Since BMES has been in contact with Humanetics for previous events, main communication was done by BMES. Our organization primarily took part in helping set up and the aid during the event to help get attendee situated. Additionally, the main responsibility for both organizations as well as the College of Engineering was to inform the general body of engineering students of the event date and time.

iv. **In Conjunction With**

Biomedical Engineering Society

v. **Total Cost**

\$0.0

vi. **Cost Breakdown**

There were no costs associated with this event as all refreshments were provided by the college of engineering as they had items in stock.

vii. **Special Problems Encountered**

The special problem encountered during the planning phase of this project was the desire of BMES, the organization that we were supposed to co-host the resume workshop with, wished to connect with Humanetics rather than WELS. However, since we thought it would be good to spread awareness to multiple societies and include more engineering students, we compromised and created two events with each corporate partner instead, and co-hosting both.

viii. **Overall Evaluation**

While the event itself was good, the participation was lower than expected. The most probable reason for this is because of the other events that were listed on the same day. Since there were many preparational events for the career fair held within the first half of the week, many students may have gone to those, or a select few instead and skipped on the later events since the event was held from 2 to 5. Additionally, it could have been due to the timing of the event. To resolve or bypass this, an event may be held at a later time where the day is not packed with other events, or has its own day dedicated or with less events. Additionally, the timing of the event may be changed to be earlier or later in the day to accommodate students that have most of the classes in the afternoon to mid evening. Another possibility for improving turnout is to have the college of engineering send out informational flyers much earlier than just the week before. Additionally relaying the information to the engineering faculty to remind students of upcoming events may be ideal as well.

30 Movie Night - Meet the Parents

Michigan Epsilon

1. Project Information

- i. Date(s): 02/14/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	4
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
3.0	3.0

2. Project Evaluation

- i. **General Description**

This meeting was designed to watch the movie Meet the Parents and bring together members and electees.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

The purpose of the meeting was to foster relationship building and inclusivity for all members and electees.
- iii. **Organization and Administration**

As the social coordinator, I planned this event and created the flyer. As the treasurer, Sana ensured TBP money was appropriated for this event. Justin helped to pick up the pizza.
- iv. **Total Cost**

\$37.48
- v. **Cost Breakdown**

This money was spent on pizza and beverages.
- vi. **Special Problems Encountered**

There were no special problems.
- vii. **Overall Evaluation**

Overall, the movie was watched by some members and electees. Next time, we will spend less money on food since we bought more food than anticipated.

31 MindSET

Michigan Epsilon

1. Project Information

- i. Date(s): 02/16/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM

- iv. Number of persons who participated:

Category	Count
Members	3
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
0.3	0.3

2. Project Evaluation

i. General Description

Students at Ralph W Emerson Middle School were given supplies for an Egg drop and zipline activity. First we demonstrated what the projects are and how they work. Tau Beta Pi Members walked around instructing students on how to build their projects, then they got to test them. Their STEM teacher then asked them questions about how the project worked.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This relates to the objective of Tau Beta Pi as it spreads a love of Engineering and STEM to students and involves volunteering our time for the benefit of the community.

iii. Organization and Administration

I organized the event with Javid of Michigan Iota chapter and Ms. Vyas, who works at the school. I organized the Egg drop activity, and Javid organized the zipline activity. Overall, it went according to plan with no major issues.

iv. In Conjunction With

Michigan Iota

v. Total Cost

\$45.0

vi. **Cost Breakdown**

Cups and beans to put in plastic eggs - 7 dollars. Plastic eggs - \$5. String - \$7. Jolly Ranchers - \$12. Tape - \$12

vii. **Special Problems Encountered**

No problems

viii. **Overall Evaluation**

Overall, I think the event was a great success. It gave students a fun activity to get excited about STEM and engineering. They were very enthusiastically building their projects. At the end, you could tell they learned from the activities because they were answering the questions that the teacher had about friction, air resistance, weight, and size of their projects. Mrs. Vyas is definitely willing to work with us again, so that is good aswell.

3. **Additional Attachments**

Figure 24:



32 WELS Industry Panel with BMES

Michigan Epsilon

1. Project Information

- i. Date(s): 02/19/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
BMES Member	5
Officer	2
Other Engineering Students	1
Members	3
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
3.0	1.0

2. Project Evaluation

i. General Description

This professional event invited members of various backgrounds from the Women's Engineering Leadership Society (WELS) to serve as panelists. These panelists were invited to present about themselves and their experiences. After which, attendees were encouraged to ask questions to the panelists about topics ranging from prior experience, future planning, concerns and clarifications about their majors or general information. Planning was done by meeting the head of WELS via zoom for convenience. Planning went into effect after determining the type of event and the panelist availability. There were six panelists in total, where 4 were in person and 2 were online as some members were located in other states. Due to this, we had to account for the use of technology in each room, making sure that the panelists would be able to connect online as well as see and hear all the attendees who came to the event in person. Implementation of the event allowed us to fulfill all the requirements discussed during the planning of the event. Since preparation for the event did not have intensive requirements, the event progressed smoothly with a good turnout. Turnout was higher than expected since we do not have many members this semester due to their graduation, and a relatively small pool of electees. The

event was advertised as part of Engineering Week held by the College of Engineering of Wayne State University to promote clubs and organizations on campus. Additionally, this event was co-hosted by the Biomedical Engineering Society at Wayne State University.

ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

The purpose of holding this event was to foster the professional development of students from various backgrounds. By allowing students to ask questions, they would then gain more information and insight into their future. WELS also is an organization that strives to promote leadership, which is essential for students, and to encourage more women to be a part of STEM programs. An additional interest is to create connections between engineering students and electees to various organizations in addition to creating connections between our Tau Beta Pi chapter and other organizations. Since this event was also co-hosted with the Biomedical Engineering Society, stronger connections were made between our organization and BMES. Lastly, while this is a professional event that is targeted to encourage professional development, it also serves as an event that electees can attend to fulfill initiation requirements, necessary for maintaining chapter operations and maintaining member engagement.

iii. **Organization and Administration**

The other groups and organizations that partook in the planning were the College of Engineering (COE) and the Biomedical Engineering Society. The College of Engineering was the initial point of contact to get connected with a corporate partner of Wayne State University. From there, there was minimal duties handed to BMES as they were given responsibility to create a flyer and spread awareness. The goal to spread awareness for the event was also given to MI-E and the College of Engineering. From there, most responsibility fell on TBP MI-E and CoE, where the responsibility is to make sure the room is in the proper orientation and has the necessary features to allow for the panelists to connect to virtually.

iv. **In Conjunction With**

Biomedical Engineering Society

v. **Total Cost**

\$0.0

vi. **Cost Breakdown**

Light refreshments were offered by the college of engineering from what they had in stock. Additionally with promotional merchandise that was offered were all a part of the CoE. The only personnel required was someone who provided cameras and extra microphones, which we had no issue in acquiring.

vii. **Special Problems Encountered**

There were no unexpected problems that arose during planning or implementation of the event as planning was done well in advance and operation of the event was smoothly executed as well.

viii. **Overall Evaluation**

The event that took place went smoothly according to the prior planning. Since the planning was done with suitable time to acquire necessary materials and inspect the room, no issues arose during the set up and the event itself. Additionally, the event's purpose was wonderfully achieved by the quality of discussion and engagement that took place. Future events similar to this can be constructed a little differently, by allowing more time for the panel itself, as there were long conversations that took place after the event was over. Additionally, while the event was held virtually for the panelists who were not local, the event could also be extended to

students to join virtually. For the turnout, while it was higher than expected, to promote the event flyers could be distributed even prior to when they were sent out for this event.

33 CoE Career Fair Volunteering Day 1

Michigan Epsilon

1. Project Information

- i. Date(s): 02/21/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	1
Electees	1

- v. Average number of hours per person spent:

Participating	Organizing
3.0	3.0

2. Project Evaluation

- i. **General Description**

This event was a two part event where organizations volunteered to help setup for the career fair including both engineering and computer science fields. In this event Tau Beta Pi volunteered in order to acquire additional funding from the college of engineering.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

The primary purpose of this event was to volunteer and acquire funding from the college of engineering., which in turn enhances the image of TBP.
- iii. **Organization and Administration**

College of Engineering was the organization that was in charge of the event. Student organizations were asked to volunteer for a certain amount of money per person for a shift involving the setup of the career fair.
- iv. **Total Cost**

\$0.0
- v. **Cost Breakdown**

There were fewer than what the university expected to participate for the volunteering for setup, however since only Tau Beta Pi members and initiates volunteered, all parts of the setup were completed.

vi. **Special Problems Encountered**

There were no special problems for this event.

vii. **Overall Evaluation**

The event went well since all of the funding was supposed to be split between all organizations that volunteered, however, since only Tau Beta Pi members and initiates volunteered, we acquired a substantial amount of funding.

34 CoE Career Fair Volunteering Day 2

Michigan Epsilon

1. Project Information

- i. Date(s): 02/22/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	4
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
3.0	3.0

2. Project Evaluation

i. General Description

The College of Engineering requested the help of student organizations to volunteer for running the career fair for engineering and computer science students, in which each student organization would gain a certain amount of additional funding from the CoE. For this event, students took part in helping setting up and guiding people to the appropriate booths and checking in students and explaining any details of the event to students attending the career fair.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This event mainly serves the purpose of strengthening the finances of our chapter, and as a byproduct of our volunteering, we enhance our chapter's image and visibility, as well as increase the member engagement within the chapter.

iii. Organization and Administration

The organization of the event was mainly done the college of engineering, in which the student responsibilities were primarily carrying out the tasks set by the CoE and helping to ensure that the event ran smoothly. Students were asked to help guide the recruiters from companies to their booths and check in and explain details of the career fair to students.

iv. Total Cost

\$0.0

v. **Cost Breakdown**

Requirements for each shift were that there should be 7 people for each 3 hour shift.

vi. **Special Problems Encountered**

There were no special problems in this event.

vii. **Overall Evaluation**

Since most of the people who volunteered in each shift were Tau Beta Pi members or electees, we were able to secure a significant amount of extra funding from the college of engineering for volunteering for this event.

35 Gleaner's Volunteer day

Michigan Epsilon

1. Project Information

- i. Date(s): 02/23/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	1
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
0.1	0.5

2. Project Evaluation

- i. **General Description**

Tau Beta Pi members and electees were involved in creating food distribution boxes, which involved putting boxes together, Putting food in the boxes, and cleaning up afterwards.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

Involved with improving the community and a commitment to community service.
- iii. **Organization and Administration**

I (Ellie Marten) scheduled the volunteer day, made an RSVP list, communicated with gleaner's and gave rides to those who needed it. We did the event at gleaners and they coordinated the whole volunteering process.
- iv. **In Conjunction With**

Gleaner's Community Food Bank of Southeastern MI
- v. **Total Cost**

\$0.0
- vi. **Cost Breakdown**

n/a

vii. **Special Problems Encountered**

n/a

viii. **Overall Evaluation**

It was a great event that everyone enjoyed working on and it felt good to work to provide food to those who need it. Gleaners was very appreciative of all volunteers.

3. **Additional Attachments**

Figure 25:

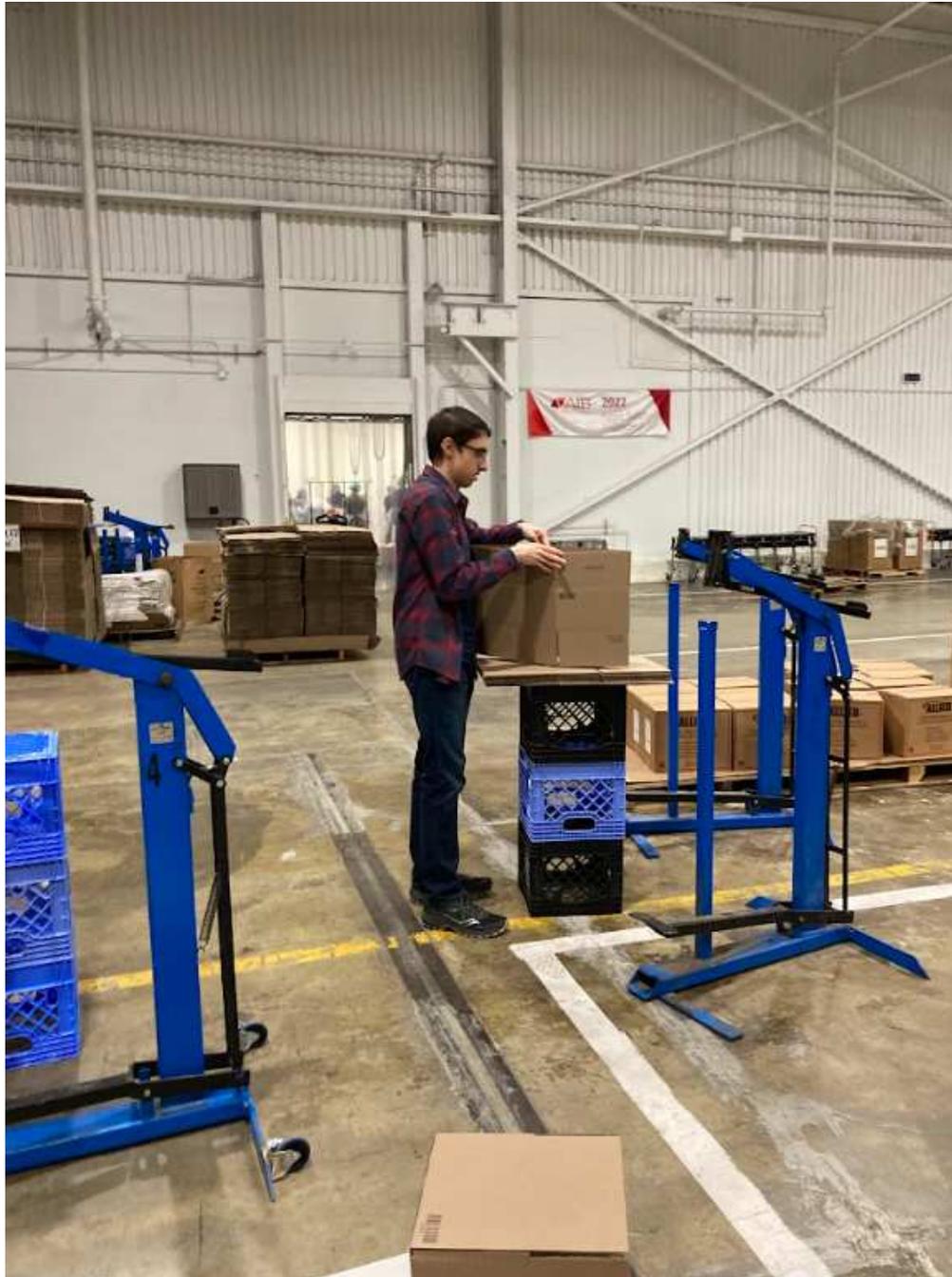


Figure 26:



36 Bake Sale

Michigan Epsilon

1. Project Information

- i. Date(s): 02/29/24 - 03/06/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	1
Electees	3

- v. Average number of hours per person spent:

Participating	Organizing
3.0	1.0

2. Project Evaluation

i. General Description

Bake and Sticker sale fundraising event located in our university's Student Center. The fundraising is to allow us to host events within our college as well as the community. A variety of stickers and baked goods as well as coffee was sold. A promotional flyer with prices was created beforehand and sent to all members and electees on multiple platforms. It was also taped up around campus.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this sale is to raise money for our chapters as well as connect members and electees through planning and running it together

iii. Organization and Administration

The treasurer and their committee did the planning, and a variety of electees participated during to make sales.

iv. Total Cost

\$0.0

v. Cost Breakdown

17.45 was spent to host this bake sale. Negating supplies that were already in our room such as

coffee, previously bought sticker packs, and cutlery. Purchased items included eggs, cake mix, mini foil trays with lids for cakes, and creamers. Not included in this cost is some previously purchased items used and sweets that some Electees ended up donating.

Sales totaled 56.02 including some 'donations' where customers spent more money than for what they bought. Profit is 38.57.

vi. **Special Problems Encountered**

This time, we booked ahead enough and got a decent time spot, although it was still in the morning with spotty foot traffic. I believe in the future the 11-3 spot would be the best.

vii. **Overall Evaluation**

Overall the bake sale went well and some profit was made to support events. Notes that were previously made on more profitable decisions for the next bake sale were followed well. The donated goods from initiates also helped. We used a smaller amount mini cakes (≤ 3 boxes), promoted the sale further in advance to get volunteers, and scheduled the sale around lunchtime. This proved to help the bake sale go smoothly. The largest help was the big initiate involvement this time, and scheduling them in shifts for half of the sale so no one was too tired. The shifts helped in making everyone aware of the schedule to take things to the student center then pack up and return to our chapter room. Another note is that if we have coffee we should continue using our chapter's own coffee, but many people did not purchase it this time and the last so it may be better to avoid it.

3. **Additional Attachments**

Figure 27:



37 Craft Night with BMES

Michigan Epsilon

1. Project Information

- i. Date(s): 02/29/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	10
Electees	2

- v. Average number of hours per person spent:

Participating	Organizing
2.0	2.0

2. Project Evaluation

- i. **General Description**

This event was coordinated with the Biomedical Engineering Society. During this event, members of TBP and BMES painted tote bags.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

This event built relationships with other engineering clubs and showed that Tau Beta Pi is inclusive to all engineering majors.
- iii. **Organization and Administration**

As the social coordinator, I organized this event. Carli Sabin, on the social committee, bought the drinks and snacks. Kiki Ochocki from BMES bought the tote bags.
- iv. **In Conjunction With**

Biomedical Engineering Society
- v. **Total Cost**

\$25.0
- vi. **Cost Breakdown**

Tau Beta Pi payed for the drinks and snacks, which costed about \$18.00. Additionally, treasurer Sana gave \$7.00 to BMES to split the difference since BMES payed nearly \$30.00 for the tote bags.

vii. **Special Problems Encountered**

There were no special problems.

viii. **Overall Evaluation**

A plethora of people came and had fun. Next time, we will buy less drinks since we bought too many juice boxes for one event.

38 Game Night

Michigan Epsilon

1. Project Information

- i. Date(s): 03/01/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	9
Electees	6

- v. Average number of hours per person spent:

Participating	Organizing
2.0	2.0

2. Project Evaluation

- i. **General Description**

During this event, members and initiates played Jackbox and ate snacks. We also met with our District Director Michael.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

The purpose of this event was to bring the whole club together and play games to get to know each other.
- iii. **Organization and Administration**

As the social coordinator, I planned and organized this event. As the President, Bayaan helped find the Jackbox account and install the game.
- iv. **Total Cost**

\$0.0
- v. **Cost Breakdown**

We used food and snacks leftover from Craft Night with BMES. We also already had games. Therefore, no money was spent on our part.
- vi. **Special Problems Encountered**

There were no special problems.
- vii. **Overall Evaluation**

Overall, this event went well. Everyone had fun playing Jackbox!

39 Seed planting

Michigan Epsilon

1. Project Information

i. Date(s): 03/04/24

ii. New/Recurring Project: New

iii. Project Areas:

- Custom
- Community/Liberal Culture
- University/College
- Profession/Engineering
- Chapter/Social
- Education/Professional Development
- K-12 STEM

iv. Number of persons who participated:

Category	Count
Members	4
Electees	3

v. Average number of hours per person spent:

Participating	Organizing
0.1	0.1

2. Project Evaluation

i. General Description

Members got a tour of the Detroit Biodiversity Network's greenhouse, then we planted native plant seeds.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This event was community service in that we were helping our local environment by helping to grow native plants, and we were also collaborating with another on campus organization.

iii. Organization and Administration

I contacted the Detroit Biodiversity Network and they took care of the rest, besides finding a time that worked.

iv. In Conjunction With

Detroit Biodiversity Network

v. Total Cost

\$0.0

vi. Cost Breakdown

N/a

vii. **Special Problems Encountered**

n/a

viii. **Overall Evaluation**

It was a great event and everyone seemed like they really enjoyed it and it seemed like the DBN really enjoyed having us!

40 Earthworks

Michigan Epsilon

1. Project Information

- i. Date(s): 03/05/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM

- iv. Number of persons who participated:

Category	Count
Members	1
Electees	1

- v. Average number of hours per person spent:

Participating	Organizing
0.1	0.5

2. Project Evaluation

- i. **General Description**
We broke up and tilled soil to prepare planting for crops.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**
We were helping a nonprofit which provides free food to members of the community.
- iii. **Organization and Administration**
I just had to schedule a time which works for earthworks.
- iv. **In Conjunction With**
Earthworks Urban Farms
- v. **Total Cost**
\$0.0
- vi. **Cost Breakdown**
n/a
- vii. **Special Problems Encountered**
n/a
- viii. **Overall Evaluation**
Both Siva and I really enjoyed breaking up the soil and even though it was tiring work it felt good.

41 General Body Meeting 3

Michigan Epsilon

1. Project Information

- i. Date(s): 03/08/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Election of Candidates
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	18
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.5	2.0

2. Project Evaluation

i. General Description

General Body Meeting 3 is the election-of-candidates meeting, where members get an overview of each electee and their progress towards initiation this semester and then vote on if they should be passed through and accepted for official initiation into Tau Beta Pi. To plan, a PowerPoint is made - it consists of the President's report (where important dates and information is discussed), then a few excerpts from the bylaws about the process of voting on candidates so that members understand how it works. Next, we introduce each candidate (they have submitted a photo and a bio, and we place a screenshot of the points they got this semester and how many events they attended) and go through each candidate block (typically undergraduate and graduate) and vote.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This meeting is important because it allows our chapter to thoroughly understand and properly vote eligible electees. We want the best of candidates to become members through Michigan Epsilon, and this meeting allows us to get to know the initiates and see just how hard they've worked this semester. Our chapter values good discussion in hopes that we bring in only the best of people into the organization; these are our future leaders, not just in our chapter, but in our community and in TBP as a whole.

iii. **Organization and Administration**

The recording secretary is in charge of creating the template for the PowerPoint presentation and placing in all the pictures and bios of each initiate. The membership vice president compiles the initiate's points and activities and logs them in the appropriate slides. The president adds her report and runs the meeting as the chair. The floor is yielded to the membership vice president for much of the meeting, as they speak about the undergraduates and graduates, their biographies, points, and overall summaries of their performance in the initiation process.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

No expenses from our chapter - we coordinated to have the food for this meeting funded by the College of Engineering.

vi. **Special Problems Encountered**

None.

vii. **Overall Evaluation**

Overall, the meeting went great! We had great discussion on the candidates. Our members were very active in participating, asking questions, and providing insight and opinions on the electees and their character. It was a great meeting and we are excited to welcome our electees into Tau Beta Pi.

42 Initiation

Michigan Epsilon

1. Project Information

- i. Date(s): 04/12/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Initiation
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	8
Electees	9

- v. Average number of hours per person spent:

Participating	Organizing
4.0	1.5

2. Project Evaluation

i. General Description

The initiation ceremony of Tau Beta Pi is one of the most important events of the semester. This event is where our electees get officially initiated into Tau Beta Pi. Members complete the initiation ritual in secret to initiate the electees, and pictures are taken after the ceremony is completed. The ceremony takes careful preparation: from rehearsing the script, to preparing all necessary items for setup. We conducted two rehearsals before the ceremony. The ceremony went smoothly!

ii. Purpose and Relationship to Objectives of Tau Beta Pi

One of the main objectives of our chapter is to gather people who have exceptional scholarship and exemplary character and initiate them into the organization. The initiation ceremony is a culmination of the hard work of these initiates, and an exciting moment for our Michigan Epsilon chapter to host such a special ritual and add more members to our chapter.

iii. Organization and Administration

The president mainly helped assign members to particular roles in the ceremony and picked 2 rehearsal dates. 8 members, 6 of which were chapter officers and 2 of which was a chapter advisor, helped run the ceremony. These members all assisted equally, since each of their roles was particularly important. The ceremony was well run, and we had several important people attending, including our District 7 Director and 2 chapter advisors.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

No cost for this project.

vi. **Special Problems Encountered**

None. The ceremony was well planned and went smoothly.

vii. **Overall Evaluation**

This ceremony was a success! It was very well-planned, and everyone was very invested in making sure it had a profound impact on our electees. In the future, we hope to attract more interested candidates so we may initiate more electees!

3. **Additional Attachments**

Figure 28:



43 Initiation Banquet

Michigan Epsilon

1. Project Information

- i. Date(s): 04/12/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Guests	3
Members	16
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	1.5

2. Project Evaluation

i. General Description

The initiation dinner occurs directly after our initiation ceremony. The president and vice president coordinate to select either an external location to host the dinner, or they pick a catering company and reserve a room on campus for the dinner. Newly-initiated members are celebrated at this dinner, alongside the achievement of current member. Overall, the dinner was great and the members had a great time!

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this event is to celebrate the initiation of the newest members of the MI-E chapter of TBP. It's a great way for them to bond with other members upon joining the organization. Further, we recognize students who received distinguished active membership in the previous semester through reaching a certain amount of points through volunteer and tutoring activities. It's a great way to recognize those who have done exceptional work for the chapter.

iii. Organization and Administration

The vice president typically is in charge for getting food for events. This semester, the president assisted with reserving a room on campus and contacting Wayne State University Catering to obtain food for the banquet. She also purchased flowers for the tables. Our membership

vice president purchased tablecloths. Our recording secretary set up the room reserved with tablecloths and table runners and set up the flowers on the tables for an elegant feel for the banquet.

iv. **Total Cost**

\$55.0

v. **Cost Breakdown**

Catering food cost was covered by the College of Engineering through a proposal we had submitted a month prior. Our chapter covered the cost of the flowers and the tablecloths.

vi. **Special Problems Encountered**

Catering arrived a bit later than anticipated and our recording secretary was late to set up the room so it wasn't fully ready by the time the initiation ceremony ended. However, we got everything set up as quickly as possible and it still went well.

vii. **Overall Evaluation**

Overall, the banquet was great! We provided certificates to those members who received our Distinguished Active Member status, and we were happy to chat with the new members and their guests. The food was also great! In the future, we should recruit at least 2 people to set up the reserved room and make sure they start setting up on time.

44 Investment Ceremony

Michigan Epsilon

1. Project Information

- i. Date(s): 04/19/24 - 12/19/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Recognition Ceremony
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	19
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	0.3

2. Project Evaluation

i. General Description

The Investment Ceremony is a ceremony created by D7 Director, Michael Ustes. This ceremony serves to recognize certain graduating seniors who have performed exceptionally within the chapter. After a selection process involving the president and recording secretary, MI E determined one graduating senior to have serviced our chapter above and beyond. The ceremony was brief, with short words recognizing his accomplishments before asking him to uphold these standards beyond graduation. This was the second time MI-E held this ceremony (it is typically a MI-I tradition) and it was a great success and a lovely way to recognize students who contributed to our chapter with passion.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This ceremony is intended to recognize students who spent their years in university contributing exceptionally to Tau Beta Pi. It is a way to reward the efforts of those students who made our collegiate chapter a priority in the university life, and serviced it beyond merely being a member or serving as an officer. This is a good way to recognize students who truly upheld their promise when they joined TBP.

iii. Organization and Administration

The president compiles a list of graduating seniors, and, along with the recording secretary,

determine which of these seniors were the most active and involved in our chapter. This recognition is for students who went above and beyond, so if no graduating seniors meet that criteria, then no ceremony would be held. After this, 3 primary roles are selected to run the ceremony; since this was the first time running it, D7 Director Michael Ustes helped our chapter run the ceremony, along with the president and membership vice president. The president requested a biography from the student who is being recognized and reads it at the ceremony. The ceremony is held right after the initiation ceremony to preserve the same atmosphere, and so all the guests and new members can see the recognition of graduates. Overall, the ceremony went well and according to plan.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

N/A

vi. **Special Problems Encountered**

None!

vii. **Overall Evaluation**

This was the second time MI-E held the Investment Ceremony, and it went very smoothly and was a success! We are happy to recognize the efforts of the exceptional graduating students of our chapter.

45 General Body Meeting 4

Michigan Epsilon

1. Project Information

- i. Date(s): 04/19/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - General Body Meeting
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	23
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	3.0

2. Project Evaluation

i. General Description

General Body Meeting 4 is the election-of-officers meeting. In this meeting, we nominate and run for the next semester's positions. This meeting is important because it helps us decide as a general body who is best fit for an officer position in Tau Beta Pi. A week before, general body members were allowed to nominate members that they thought would be a good fit for an officer position. These members either accepted or declined the nomination; a PowerPoint presentation was then compiled with all the nominees and what role they are running for, and during the meeting we went down the list of officers and the nominees made speeches. Then we would vote and move onto the next position. During this meeting, we also voted on changes to our MI-E Bylaws.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

It is important to fairly select officers for the upcoming semester that will run our chapter in an organized and good manner. This meeting is one of the most important ones of the semester because of this. Further, it is important to meet as a general body to discuss and vote on changes to our bylaws so that our chapter may run in a fair and efficient way.

iii. Organization and Administration

A week before, the president sent out a google form to general body members to nominate

members that they thought would be a good fit for an officer position. These members either accepted or declined the nomination; a PowerPoint presentation was then compiled with all the nominees and what role they are running for, and during the meeting we went down the list of officers and the nominees made speeches. Then we would vote and move onto the next position. The president also acts as chair of the GBM.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

None - food costs were covered by the College of Engineering

vi. **Special Problems Encountered**

None - meeting went very well!

vii. **Overall Evaluation**

The meeting went quite well overall! We had adequate food, and our members engaged in good discussion. We voted our bylaw changes through and are waiting for the approval of the Advisory Board. MI-E successfully elected 12 new officers.

3. **Additional Attachments**

Figure 29:



46 TBP Study Day

Michigan Epsilon

1. Project Information

- i. Date(s): 04/23/24
- ii. New/Recurring Project: Recurring
- iii. Project Areas:
 - Custom
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Other Engineering Students	7
Members	6
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
0.5	4.0

2. Project Evaluation

i. General Description

TBP Study Day is an event hosted on the university's study day as a way to provide a quiet room for engineering students to prepare for finals. TBP provides unlimited food for an entry fee of \$4, and we offer tutoring help to anyone who needs. The president and treasurer organized and hosted this meeting, as it served as a fundraiser as well as a service event of sorts.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

Tau Beta Pi should make its impact on the college campus by serving its students and assisting engineering students however they can. By providing a space to study, and by offering tutoring services, we are establishing a positive presence on the college campus and helping those in need. With the small admission fee for food, it serves as a means to support the chapter as well.

iii. Organization and Administration

The president and treasurer organized the event and figured out the entry fee and types of food for the event. There wasn't much to administer aside from reserving a room, sending out flyers, and ensuring the space was a quiet and welcoming space for students to study.

iv. Total Cost

\$0.0

v. **Cost Breakdown**

N/A - food was covered by the College of Engineering.

vi. **Special Problems Encountered**

Though we had good turnout, we certainly could have advertised more and seen much more students.

vii. **Overall Evaluation**

The event went well overall! Those who attended (Tau Bates and non-Tau Bates) were grateful to have a study space and were excited that they could have unlimited food and energy drinks for only \$4. It felt like a great way to draw engineering students' attention to the organization in a positive manner. In the future, we will be sure to send out reminders a few weeks in advance for even better turnout.

3. **Additional Attachments**

Figure 30: Students at the Study Day event

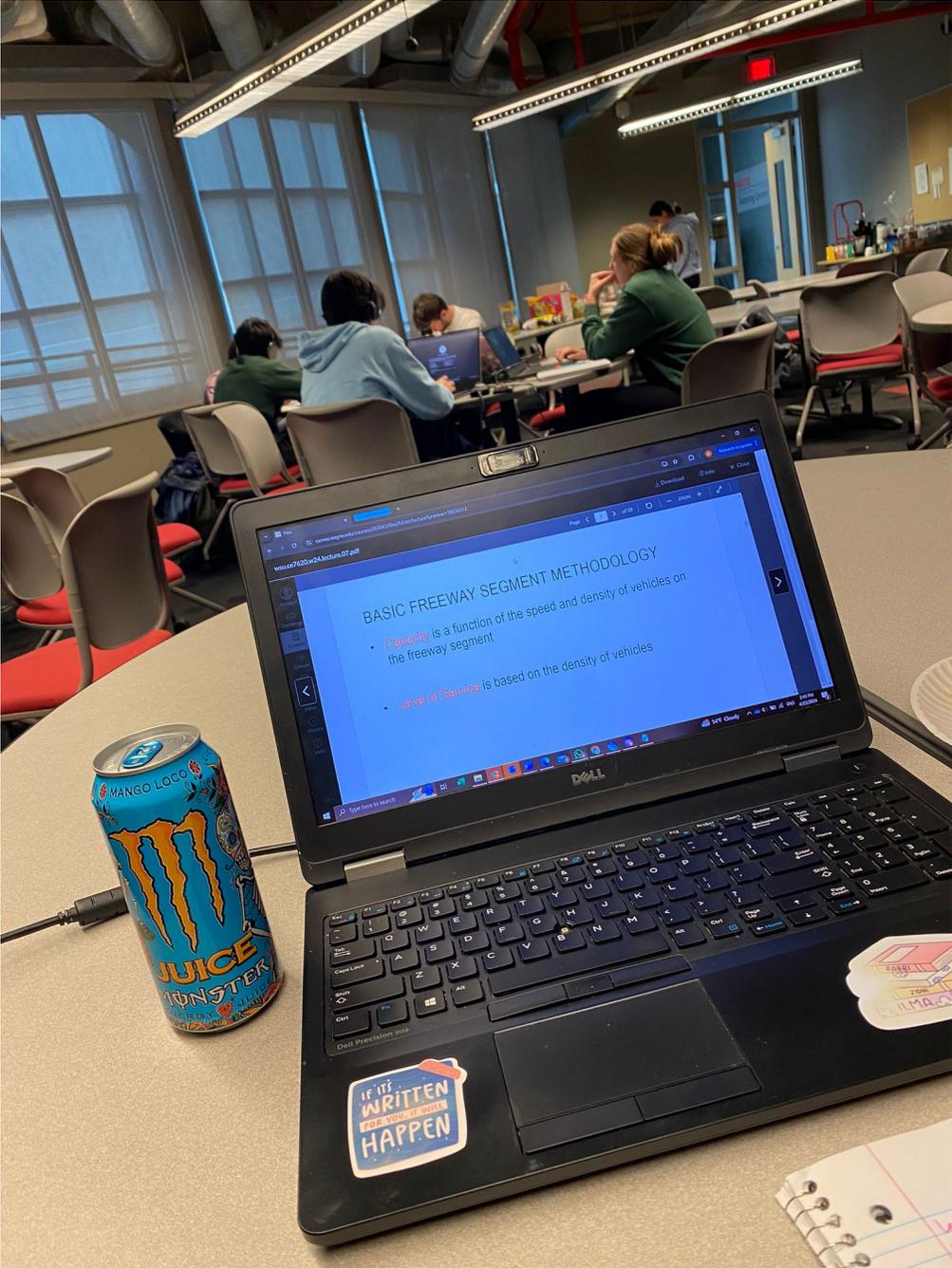


Figure 31: Advertisement for the event!

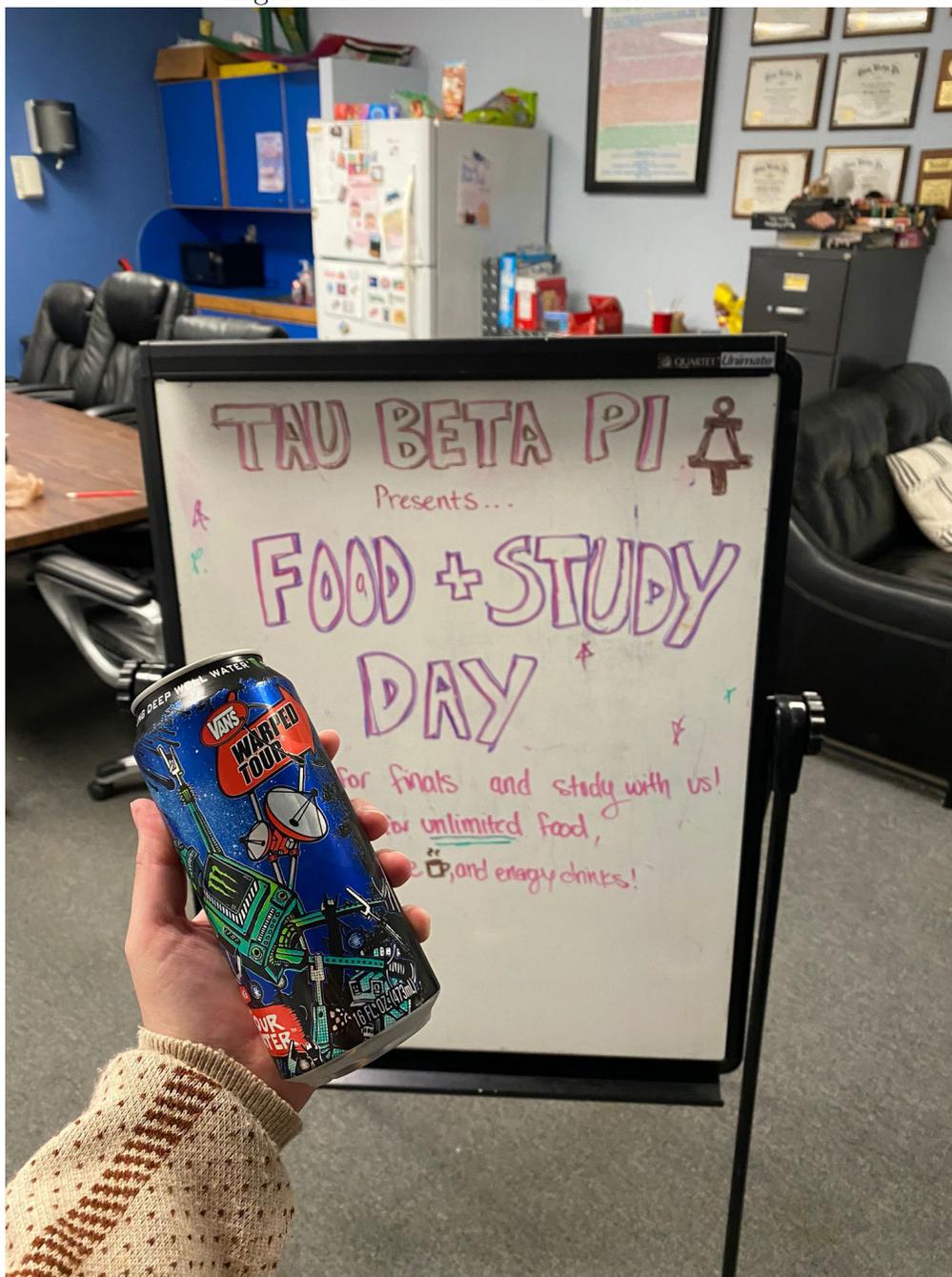


Figure 32: President and Treasurer studying :)



47 Transition Meeting

Michigan Epsilon

1. Project Information

- i. Date(s): 05/02/24
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Transition Meeting
 - Community/Liberal Culture
 - University/College
 - Profession/Engineering
 - Chapter/Social
 - Education/Professional Development
 - K-12 STEM
- iv. Number of persons who participated:

Category	Count
Members	15
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
0.5	1.5

2. Project Evaluation

i. General Description

This meeting is a transition meeting for incoming officers to learn their roles and understand what it means to be an officer board member in a collegiate chapter of Tau Beta Pi. The outgoing president chairs this meeting and presents information about TBP, our chapter, and sets up groups for the outgoing officers to transition the incoming ones into their roles.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

To ensure the success of the collegiate chapter, it is highly important to make sure that each semester's officers have an understanding of their roles. Beyond that, they should also understand how TBP as a whole works and how a collegiate chapter functions in the grand scheme of things. All these are taught at our meeting, and other ways to grow the chapter are discussed in a way that we hope improves our chapter year-by-year.

iii. Organization and Administration

The outgoing president runs this meeting. Incoming and outgoing officers all should attend. The president discusses an overview of TBP and how it runs, how collegiate chapters operate, the role of officers, resources, ways to plan for an effective chapter, and so on and so forth. Officers are given an opportunity to brainstorm the most and least effective parts of the semester, and how they can improve next semester. Plans for the upcoming semester are discussed. Each

officer has a transition document with information about their role; about halfway through the meeting, the outgoing officer is instructed to go through this file with the incoming officer and fully prepare them for their position. At the end, the president advises the new officers on how to effectively communicate and plan for the new semester.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

No cost at this event.

vi. **Special Problems Encountered**

Incoming president forgot his laptop and couldn't be fully transitioned into his role. In the future, outgoing president should specify that everyone should bring their laptops

vii. **Overall Evaluation**

Overall, this event was a success! We had good discussion and successfully transitioned our officers into their roles.