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1 General Body Meetings

New York Nu

1. Project Information

- i. Date(s): 09/05/23 - 05/08/24
- 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	13
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
2.5	5.0

2. Project Evaluation

i. General Description

Throughout the academic year, we planned general body meetings (GBMs) to inform students of events we were hosting and provide general information of the club. In the second semester, we began splitting the GBMs into chapter and professional development team meetings, where all members were able to contribute to chapter planning. Throughout the year we had 5 meetings. Planning before the meeting involved creating a presentation of club updates, booking the room, and promoting the event. For some of the meetings we ordered food in an effort to encourage greater attendance.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this event was to share information on our club and to encourage members to contribute to the club planning. We used this time to plan professional development and chapter development events with input from members. We also used this time to discuss our presence on campus and volunteering opportunities we had.

iii. Organization and Administration

Planning the meetings involved gathering information that we wanted to share and creating a presentation to overview everything we wanted to share. We booked the room for a time that was later in the day so more people could attend. We promoted the event by posting about

it on social media and our student organization website. We also sent emails about the event to members. For some of the meetings, we ordered pizza to be delivered to the room of our meetings.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

The eboard and commitees put together slides to present to current members.

vi. **Special Problems Encountered**

There were no problems.

vii. **Overall Evaluation**

Overall the meeting was sucessful. We discussed upcoming opportunities for members to get involved from the start of the semester and get to know the candidates.

2 Ellicott Creek Park Picnic

New York Nu

1. Project Information

- i. Date(s): 09/23/23
- 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	13
Electees	9

- v. Average number of hours per person spent:

Participating	Organizing
1.0	5.0

2. Project Evaluation

i. General Description

We hosted a picnic at a local park with food and games. This event was planned as a social event to kick off the start of the semester and allow electees to get to know current members. To prepare, we bought food and games for the event and reserved a shelter at a local park to hold the event.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This event was used to promote socialization of club members and to promote chapter bonding. It was an opportunity for electees to learn more about the club members in a relaxed environment. The event was used to give insight into our chapter and our club members.

iii. Organization and Administration

The board members obtained the food and supplies for the games. They also prepared the food and set up the picnic section of the shelter. Attendees helped with setting up games.

iv. Total Cost

\$0.0

v. Cost Breakdown

\$30 for hotdogs, buns and soda. One of the eboard members brought her bbq and propane tank to cook the hot dogs.

vi. **Special Problems Encountered**

We ran out of hotdogs and decided to run to the store mid event. We had a better turnout than expected.

vii. **Overall Evaluation**

The event successfully promoted team bonding. Attendees enjoyed the games and food. The event promoted conversations between members and eligible members to promote the chapter to inductees. We were pleasantly surprised with the turnout for this event and we ran out of food!

3 Bent Shining

New York Nu

1. Project Information

- i. Date(s): 10/17/23 - 04/01/24
- 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	9
Electees	6

- v. Average number of hours per person spent:

Participating	Organizing
1.0	3.0

2. Project Evaluation

i. General Description

Each semester, our chapter traditionally shines our Bent in Grace Plaza at the University at Buffalo. Club members and inductees meet to shine the bent to clean the bent and restore its appearance. We promoted this event to inductees to learn about our presence on campus. It was an opportunity to earn points towards induction.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This tradition helps to maintain our Bent appearance and generally, promotes our chapter's presence on campus. Keeping the Bent clean shows our chapter works to maintain good appearances and pride in our chapter.

iii. Organization and Administration

Board members lead the project. We organized a date and time for the shining and met with members at that time to shine the bent. The board maintained attendance and brought supplies for shining the bent.

iv. Total Cost

\$0.0

v. **Cost Breakdown**

We had left over materials from the previous year and as such there was no cost associated with this event. We used sandpaper, rags, and brasso to clean the bent.

vi. **Special Problems Encountered**

n/a

vii. **Overall Evaluation**

The shining of the bent was an opportunity for members and inductees to learn about our Chapter's traditions and presence on our campus. Those who participated took pride in their work. The bent was successfully cleaned and shined by attendees.

3. **Additional Attachments**

Figure 1: Members and Electees shining the bent!



4 Tau Beta Puppies

New York Nu

1. Project Information

- i. Date(s): 10/25/23 - 12/13/23
- 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	9
Electees	5

- v. Average number of hours per person spent:

Participating	Organizing
2.0	3.0

2. Project Evaluation

- i. **General Description**

Through Paws for Love, we organized for therapy dogs to come on campus as a destressing event for members and engineering students alike.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

The purpose of this activity was to promote mental wellness activities for engineering students during the last few weeks of class. This activity also served as an opportunity to connect with underclass engineering students and get to know our chapter.
- iii. **Organization and Administration**

We worked with the Humane Society to organize dates for handlers and their dogs to come visit our students. We also reserved a common space through the engineering department that would be public enough for students to drop in easily but quiet enough for the dogs.
- iv. **In Conjunction With**

School of Engineering and Applied Sciences
- v. **Total Cost**

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

n/a

vii. **Special Problems Encountered**

The handler cancelled 2 hours prior to the event and we did not have a dog for the event.

viii. **Overall Evaluation**

Since there was no dogs at the event, we had coloring books and painting as a destressing activity instead. Many students were disappointed when they arrived for the event and there were no dogs.

5 Secret Night

New York Nu

1. Project Information

- i. Date(s): 11/28/23
- 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	0

- v. Average number of hours per person spent:

Participating	Organizing
2.0	3.0

2. Project Evaluation

i. General Description

The week after the fall induction, we host a scavenger hunt for members to find a secret location where we host an activity and have pizza for attendees!

ii. Purpose and Relationship to Objectives of Tau Beta Pi

To celebrate the induction of new members and to promote camaraderie between members.

iii. Organization and Administration

The clues were generated with the help of chatGPT. They were placed in different locations across campus and members needed to solve the clue in order to find the next clue until they reach the final secret location.

iv. Total Cost

\$0.0

v. Cost Breakdown

n/a

vi. Special Problems Encountered

n/a

vii. Overall Evaluation

Overall the event was successful. Members found the room with no additional hints and found the event fun.

6 Tau Beta Pi day career fair and honors brunch

New York Nu

1. Project Information

- i. Date(s): 03/14/24
- 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
General Students	150
Members	12
Electees	20

- v. Average number of hours per person spent:

Participating	Organizing
15.0	3.0

2. Project Evaluation

i. General Description

We hosted an engineering career fair that had 20 different companies attend and table. The event consists of two parts, the first is an exclusive brunch for Tau Bates to meet with the company representatives one on one before the event opens to the public. The second part is a general career fair where the companies table and is open to all engineering students at the University at Buffalo. We try to have this event every semester or a professional event that is very closely related.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This event ties in to improving the university as this event was planned with the help of university administration and is an event, though run by TBP students, that ultimately benefits the university. This deepens the relationship between the chapter and the university and the relationship between the university and the companies that attend the event. The fair is open to all students so it is not just limited to benefiting our members, which furthers the engineering profession. That is why this event also ties into educating members and non-members on the engineering profession as talking to all of these different companies that cover all the fields of engineering can give you a better appreciation for the profession.

iii. **Organization and Administration**

I (Arthur Tanchoco, vice president of the chapter) led the organizing of the event. I was responsible for keeping in contact with representatives, reserving the event space, and working with university administration. It was the university, specifically a department within it called the Career Design Center, which made first contact with companies as they wanted to be the first point of contact. We also had a professional development committee which helped come up with ideas for improving the event and what work can be done to improve future events. We had members/electees volunteer the day of the event to help with the sign in table at the entrance. The career fair went as planned and we smoothly transitioned from the first to the second part of the event.

iv. **Total Cost**

\$2000.0

v. **Cost Breakdown**

The cost to reserve the space and have tables set up was around \$1200 and the cost for the brunch food was around \$800. We charged companies \$215 each to attend and the university covered the cost of the food as we waived that fee for companies that were partners with the school of engineering. As we made up the cost through the company fee we did not have to charge any TBP member to attend and we made a profit from the event.

vi. **Special Problems Encountered**

I ran into the problem of reserving the space in the months leading up to the event as we wanted to reserve a gym space. We held this event before in our student union but found the space cramped and busy. After getting in contact with the person in charge of the gym, he told me that it was booked for all of March due to basketball season. I then switched my attention to the arts building which has a very large atrium and ultimately had the event there instead.

vii. **Overall Evaluation**

Overall this event was a success and went off without any major problems. These events serve to increase chapter visibility on campus and since we started hosting them we have seen a very significant increase in membership over the years. Many of the people I have talked to, members and non members, have gotten internships and full time positions from these events which is always amazing to hear. We make a profit off these events, this event in particular making us around \$2300 in profit, and we plan to use those funds to help finance other smaller events that we hold. We also ultimately want to use these profits to help us lower our induction cost and maybe even make the cost of membership at our chapter free, with us taking the \$55 national induction fee for each inductee out of our own pocket.

Some things we want to improve on for this event for the future is charging companies more. We have brainstormed charging a company relative to its size, so a company with 50-150 employees would have a lower cost to attend than a company with 1000-10000 employees. Another thing we aim to improve upon is the amount of companies we have. The venue which we used for this event can easily hold up to 50 company tables so in the future we could host double the number of companies. Which leads to another improvement which is planning. currently for the past fairs it was mainly just me (Arthur Tanchoco) who led planning and was in contact with every company. In the future we plan to make better communication channels for event planners so that multiple people can be responsible for talking to company representatives but all be on the same page.

3. Additional Attachments

Figure 2: General Career fair portion

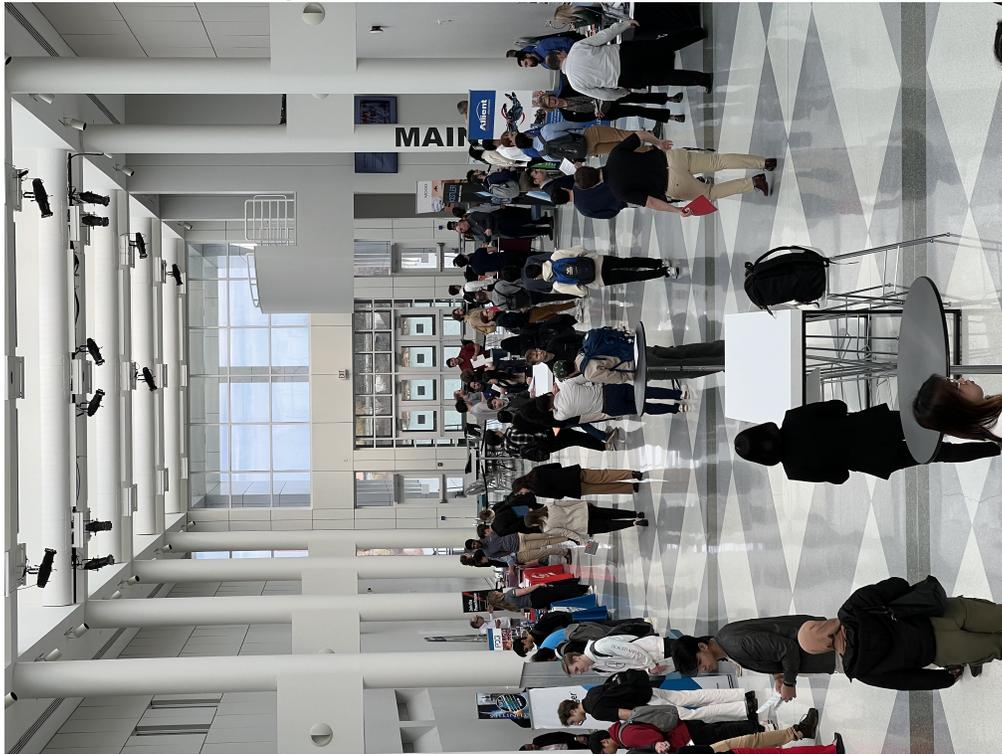


Figure 3: Check in table at entry, information about TBP to inform students about the society



7 Game Night

New York Nu

1. Project Information

- i. Date(s): 04/03/24
- 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	18
Electees	14

- v. Average number of hours per person spent:

Participating	Organizing
2.0	2.0

2. Project Evaluation

- i. **General Description**

We hosted a game night for members and general students alike! We played games like musical chairs, telephone, charades, hula hoop races, and guess the movie/song and had pizza and soda for attendees.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

The objective was to encourage members to get to know each other and to have a destressing activity.
- iii. **Organization and Administration**

This event was organized by two chapter development committee members. They chose the room, activities and food for the event and promoted the event through instagram and UBLinked.
- iv. **Total Cost**

\$70.0
- v. **Cost Breakdown**

For pizza, drinks, and candy for the event.
- vi. **Special Problems Encountered**

n/a

vii. **Overall Evaluation**

Overall the event was successful and there were no challenges. Members and non-members alike had a great time and it was a nice way to get to know members

8 Spring Induction Reception

New York Nu

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
Members	49
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
4.0	2.0

2. Project Evaluation

- i. **General Description**

After the spring induction, we hosted a small reception for members to celebrate the induction of our new members as well as the accomplishments of our graduating seniors.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

To celebrate the accomplishments of our members and to encourage them to stay active with the chapter.
- iii. **Organization and Administration**

We ordered chiptole ahead of time and someone picked it up from the store during the ceremony. A food permit was requested from the university and we booked a room through UBLinked.
- iv. **Total Cost**

\$630.75
- v. **Cost Breakdown**

Burritos by the box = \$630.75
- vi. **Special Problems Encountered**

n/a
- vii. **Overall Evaluation**

Members much preferred the burritos over our traditional pizza! The reception was very lively, and many members stuck around to help clean up afterwards.

9 Letters to Patients

New York Nu

1. Project Information

- i. Date(s): 04/17/24
- 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	11
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	1.5

2. Project Evaluation

- i. **General Description**

Spring-themed letters were written to both nursing home and rehabilitation patients within the Buffalo area. Cute animal and floral stickers were provided to add to the envelopes and bring joy to patients.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

In total, 50 letters were handwritten and sealed with stickers for distribution to a nursing home and rehabilitation center in the Buffalo community. As the first event for the newly-formed community outreach committee, this event promoted engagement of engineering professionals within their local community through acts of service.
- iii. **Organization and Administration**

Our chapter partnered with Greenfields Health and Rehab to distribute Spring-themed letters to patients. Preparation for the event was organized by the recently-added Community Outreach committee of Tau Beta Pi NY Nu. Two members donated envelopes, letters, and markers to the event whereas club funds were allocated for stickers and pens. One member was assigned to contact a connection in Greenfields Health and Rehab for letter distribution to patients. Together, the committee generated inspirational and appropriate message sheets for each patient group, participated in sticker selection, and ran the event on UB's campus.

iv. **Total Cost**

\$21.71

v. **Cost Breakdown**

-\$5.99 - 100pcs cute animal stickers

-\$7.99 - 150pcs floral vinyl stickers

-\$5.99 - glitter gel pens

vi. **Special Problems Encountered**

N/A

vii. **Overall Evaluation**

The chapter successfully wrote 5 letters to nursing home and rehabilitation patients. Sufficient resources were supplied, though in the future, additional letters/envelopes could benefit the extent of outreach as with high turnout, the event was shorter than anticipated. The inspiration sheets with sample quotes and kind messages were well-received and can be modified for future events.

3. **Additional Attachments**

Figure 4: Sample letter that was given to patients by TBP NY Nu Student

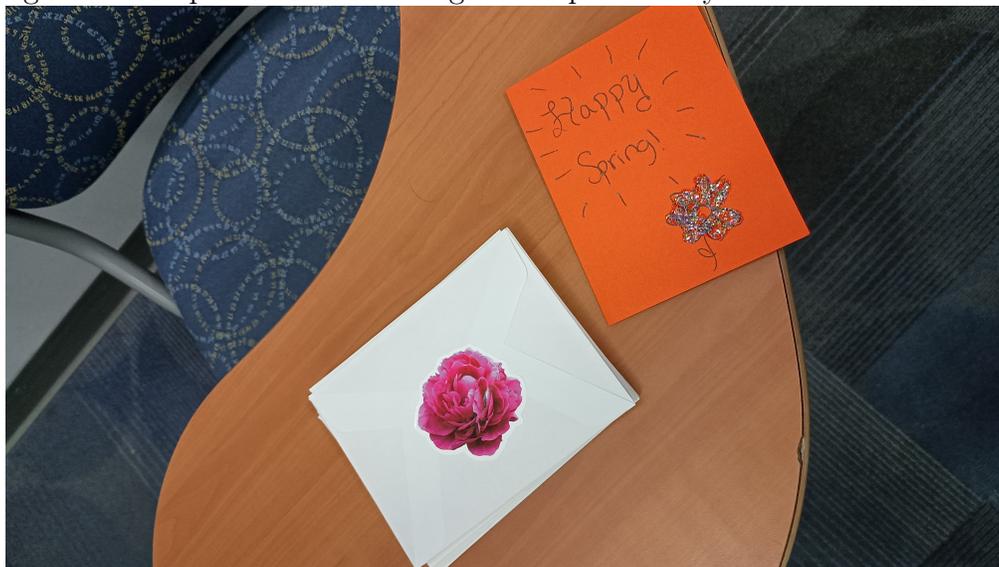


Figure 5: Two NY Nu Tau Beta Pi members pose with handmade cards for nursing home and rehabilitation patients



10 Integer Company Tour

New York Nu

1. Project Information

- i. Date(s): 04/24/24 - 04/30/24
- 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
General Students	4
Members	3
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	2.0

2. Project Evaluation

i. General Description

Members and students were invited to tour Integer Holdings, a company that specializes in research and manufacturing for pacemaker batteries. We arranged the tour after the company representative reached out at a previous event. We toured the R&D facilities, got to meet the engineers, and learned more about the company.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

The purpose of this event was to allow students to network and learn about the company. Students interested were encouraged to bring resumes to share with the R&D team. This networking could potentially lead to our members finding jobs in industry.

iii. Organization and Administration

We organized the event by coordinating with a recruiter at Integer. The recruiter arranged the details of the tour and we promoted it to our members and other non-members who may have been interested in attending. We promoted the tour by sharing details with other student organizations who focus on the medical field of engineering.

iv. Total Cost

\$0.0

v. **Cost Breakdown**

There were no cost requirements of this event.

vi. **Special Problems Encountered**

No problems occurred.

vii. **Overall Evaluation**

Members of our chapter were engaged with the content of the tour. They found the insights provided by the recruiter and engineers to be helpful for building their understanding of the company. Overall, the networking provided by this event had a positive impact on those who attended and the event strengthened our chapters connections with the company.

3. **Additional Attachments**

Figure 6: Photo of flyer used for advertising event

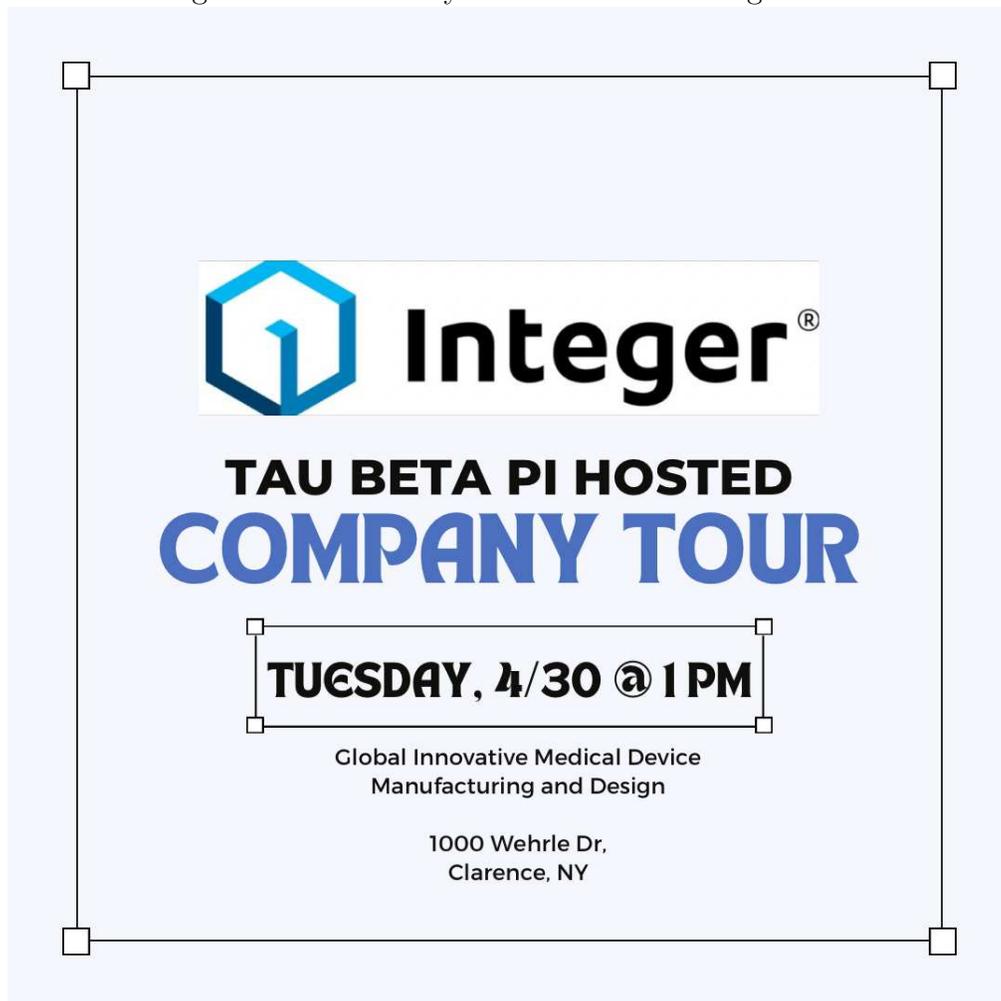


Figure 7: Photo taken at company with company recruiter



11 Senior Photo

New York Nu

1. Project Information

- i. Date(s): 05/17/24
- 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	18
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	1.0

2. Project Evaluation

i. General Description

We gathered graduating students together to take a photo with our regalia. To arrange this event, we used a poll that was sent to all members to decide on an ideal time to take the photo. The most voted time slot won and was arranged so most students graduating could be in the photo. This event was also another opportunity for members to receive their regalia for graduation. We started by handing out regalia for around 15 minutes before taking the photo at our bent. A non-member was recruited to take the photo. We chose this location to continue promoting our presence on our campus.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This event was planned to promote the accomplishments of our members and to show our presence as an organization on our campus. Taking the photo also continues a tradition of our chapter of taking a graduation photo.

iii. Organization and Administration

We organized the event by polling members for an ideal time for the photo. We suggested 3 times and sent them to our members in a poll. We selected the time where most people could attend. We also reached out to get a photographer, but were not able to get one in time. Instead, we recruited a non-member to take the photo the day of. We also waited to take the photo to allow any students who may have been running late to join.

iv. **Total Cost**

\$0.0

v. **Cost Breakdown**

There were no costs required for this. We did require one person who was not a member to take the photo.

vi. **Special Problems Encountered**

We were not able to get a photographer in time for the photo. So, we planned to take the photo ourselves. The day of the photo we were able to ask a non-member to take the photo so we could all be in it.

vii. **Overall Evaluation**

We were bale to get a photo of our graduating students in their regalia by doing this event. Planning the time ahead of graduation day seemed to work better than doing it on graduation day, which is what we had done before. In the future, we would suggest this planning style.

3. **Additional Attachments**

Figure 8: NY N Graduating Seniors

