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1 Wax Seal Invitation Night

New York Sigma

1. Project Information

- i. Date(s): 09/20/21
- 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	5
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
0.3	2.0

2. Project Evaluation

i. General Description

A group of officers gathered to sign and wax seal letters to be delivered to eligible students. Each letter was printed, signed (by President and 2 VPs), folded, stuffed into an envelope and wax sealed shut.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

To Increase membership in our chapter by adding a more personal touch to the act of being invited to join Tau Beta Pi. Digital copies were also sent for their records. This process also provides a fun way for current members to get together and work on a fun project that is also very integral to continuing chapter operations. Putting the wax seal and delivering the letters is a chapter specific tradition. This event continues this tradition and gives an excellent team building opportunity.

iii. Organization and Administration

Minimal preparation time and supply gathering due to previous officers giving leftover supplies. Prep time consisted of deciding a time to meet and crafting the invitation letter. Corresponding Secretary was in charge of printing the certificates and handling materials. The Secretary sent out the electronic version of the letter. VPs and President signed the certificates. All sealed invitations. Associate Vice President and Treasurer distributed the invitations.

iv. **Total Cost**

\$30.0

v. **Cost Breakdown**

Minimal prep time involved, items needed were primarily wax/stationery/metal stamp. Stamp was manufactured by a previous president, although these could be ordered online or made by other chapters without much effort.

vi. **Special Problems Encountered**

Event was completed without any major problems.

Problem: It was difficult to keep the wax warm, and we were running out of wax.

Solution: Need to purchase more dark purple wax for Spring Wax Seal Invitation Night that melts at a lower temperature. Purchase a wax warmer.

vii. **Overall Evaluation**

Eligible students who receive these sealed letters and come to participate in an info session and character interviews typically respond very enthusiastically and say that they were excited to receive an invitation that looked so "regal, secret-society-esque, special".

2 Character Interviews

New York Sigma

1. Project Information

- i. Date(s): 09/28/21
- 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
Eligible Students	9
Members	5
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
3.0	2.0

2. Project Evaluation

- i. **General Description**

Eligible students are interviewed to determine if they have good integrity and character prior to being extended an official offer for membership.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

To ensure that eligible students possess values and character in line with that of The Association.
- iii. **Organization and Administration**

Four interviewers split into two groups and proceeded to interview eligible students one at a time. Each interviewer takes turns asking questions and answers are recorded for use in determining whether or not eligible members will become electees. Majority of interviews are done in one evening, with exceptions made for students who address the chapter president and request an alternate time..
- iv. **Total Cost**

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

No cost other than the print charge to print the necessary amount of interview forms.

vi. **Special Problems Encountered**

n/a

vii. **Overall Evaluation**

Students are asked a list of questions and their responses to these questions is used in part to determine whether they are suitable for membership. This interview session has eliminated otherwise unsuitable candidates from the pool in the past.

3 TBP & ASES Bowling Night

New York Sigma

1. Project Information

- i. Date(s): 10/25/21 - 11/12/21
- 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
4.0	2.0

2. Project Evaluation

- i. **General Description**

NYS Chapter of Tau Beta Pi combined this event with another club at Alfred University and went to the local bowling alley for two games of bowling with pizza and soda provided in the package.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

Increased camaraderie between TBP members and other members of similar clubs.
- iii. **Organization and Administration**

Attendance list was gathered and ride-sharing was coordinated by corresponding secretary, as well as reservation and money collection from students.
- iv. **In Conjunction With**

Alfred University Chapter of ASES
- v. **Total Cost**

\$225.0
- vi. **Cost Breakdown**

\$5 collected from each student attending, the remaining cost was paid for by Student Senate funding request.

vii. **Special Problems Encountered**

No problems arose in this event

viii. **Overall Evaluation**

All of the attendees had fun and they were able to make connections with new members of TBP.

4 Fall Initiation Reception

New York Sigma

1. Project Information

- i. Date(s): 11/19/21
- 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
Advisor	1
Members	17
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
2.0	1.5

2. Project Evaluation

- i. **General Description**

This was a networking event held at a local restaurant for the newly inducted members to mingle with faculty that are members or affiliated with the organization and the current officers/previously inducted members. Snacks were enjoyed and stories were shared.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

This strengthened the networking ability of members and made us closer as a group.
- iii. **Organization and Administration**

All participants were invited to arrive at 8pm. The restaurant was filled with solely TBP members and everyone sat at tables and conversed, while enjoying finger foods.
- iv. **Total Cost**

\$300.0
- v. **Cost Breakdown**

200 for food and beverages plus 100 tip
- vi. **Special Problems Encountered**

Accommodating the NYS and college COVID-19 guidelines.

vii. **Overall Evaluation**

The event was successful and the new members were able to attend an in person event safely during the pandemic. People enjoyed meeting and talking about classes, along with sharing memories about pre-pandemic school. Tips for how to succeed in certain classes from the older engineering students were also shared.

5 Rollbook Update

New York Sigma

1. Project Information

- i. Date(s): 02/01/22
- 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	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	2.0

2. Project Evaluation

- i. **General Description**

We updated the rollbook by adding members from the past 3 semesters. They had signed separate documents that we cut and pasted into our record in the appropriate sequence.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

This caught up our chapter and officially recorded our members name in history. We hope to have this upcoming initiation in person so we can have initiates write their own names in the book.
- iii. **Organization and Administration**

Planning the meeting, gathering supplies, printing 28 documents
- iv. **Total Cost**

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

N/A
- vi. **Special Problems Encountered**

Some people had written out of the lines but we worked with it and made everything look ok considering the circumstances of gluing white papers in our fancy old book
- vii. **Overall Evaluation**

This went very smoothly and it feels good to be caught up with our records.

6 First Year Seminar Presentation

New York Sigma

1. Project Information

- i. Date(s): 02/10/22
- ii. New/Recurring Project: New
- iii. Project Areas:
 - Outreach
 - 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	0

- v. Average number of hours per person spent:

Participating	Organizing
2.0	0.5

2. Project Evaluation

- i. **General Description**

Three officers attended the first year engineering seminar, where guest speakers are often welcomed and new students are taught important information. We introduced Tau Beta Pi to these young engineers, encouraging them to strive to be eligible and join the association.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

This was about awareness of the club and advertising to first year students that there are rewards for academic excellence.
- iii. **Organization and Administration**

Script was prepared and coordination with professor
- iv. **Total Cost**

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

3 officers speaking
- vi. **Special Problems Encountered**

N/A
- vii. **Overall Evaluation**

We feel very happy with this taking place, in interviews we ask if people knew about TBP before being invited so we hope that now they know about us and will be excited to join.

7 Character Interviews Spring 22

New York Sigma

1. Project Information

- i. Date(s): 02/24/22
- 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
Eligible Students	6
Members	4
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
1.0	2.0

2. Project Evaluation

- i. **General Description**

Eligible students are interviewed to determine if they have good integrity and character prior to being extended an official offer for membership.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

To ensure that eligible students possess values and character in line with that of The Association.
- iii. **Organization and Administration**

Two officers proceeded to interview eligible students one at a time. Each interviewer takes turns asking questions and answers are recorded for use in determining whether or not eligible members will become electees. Majority of interviews are done in one evening, with exceptions made for students who address the chapter president and request an alternate time.
- iv. **Total Cost**

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

No cost other than the print charge to print the necessary amount of interview forms.
- vi. **Special Problems Encountered**

n/a

vii. **Overall Evaluation**

Students are asked a list of questions and their responses to these questions is used in part to determine whether they are suitable for membership. This interview session has eliminated otherwise unsuitable candidates from the pool in the past.

8 Tie Dye Night

New York Sigma

1. Project Information

- i. Date(s): 03/01/22
- 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	15
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
4.0	1.0

2. Project Evaluation

i. General Description

Students had the opportunity to be creative and social by coming to the chemistry lab in the evening and tie-dyeing a tee shirt for themselves. We had a few stations set up at the lab benches and instructions for twisting and tying the shirts for certain designs.

ii. Purpose and Relationship to Objectives of Tau Beta Pi

This promoted comradery between members, and everyone conversed about how their academic endeavors are going this semester.

iii. Organization and Administration

President Maria Voss sent out a survey and had to beg people to respond. Then she purchased tee shirts and tie dye and researched and printed instructions. Arranged with the chemistry lab technician for access to the room and trays to dye on, then cleaned up when the event was over.

iv. Total Cost

\$73.0

v. Cost Breakdown

\$22 for dye, \$71 for shirts. Charged \$5 per person

vi. **Special Problems Encountered**

We got low on dye and the sizes of the shirts weren't exactly what people wanted but the best deals were in bulk packs.

vii. **Overall Evaluation**

Since 14 people came, I was paid back and didn't lose any money from buying supplies. People really enjoyed doing this project which was easy and fun, and the shirts look great!

3. **Additional Attachments**

Figure 1: Catherine Lynch and Joshua Zych



Figure 2: River Pao, Maria Voss, Austin Schunke



Figure 3: Jack Larson and Tessa Beaulieu



9 Pi Day Bake Sale

New York Sigma

1. Project Information

- i. Date(s): 03/14/22
- 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	14
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
2.0	2.0

2. Project Evaluation

- i. **General Description**

Bake sale in campus center. Members volunteered to bake and package goods to sell as well as work the table by enticing people to buy our food.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

Spread awareness and raise money
- iii. **Organization and Administration**

President Maria Voss polled volunteers and created a schedule for table workers. Bakers spent 1-6 hours making treats depending on their own commitment. We had lots of goods leftover after the planned 10-3 session in the campus center, so we called around campus and ended up setting up a table outside the dining hall and made many more sales from 5:30-7:30.
- iv. **Total Cost**

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

Members covered their own baking costs, so it was strictly profit. We sold everything for \$1 per item and earned \$216!
- vi. **Special Problems Encountered**

Should have been prepared with labelling contents of food and made gluten free options

vii. **Overall Evaluation**

Very successful event, got questions about TBP from students and faculty so we were able to spread awareness. Members volunteering together enjoyed chatting and selling together with people they otherwise didn't know very well.

3. **Additional Attachments**

Figure 4: River Pao, Maria Voss, Emelia Enke



Figure 5: Catherine Lynch

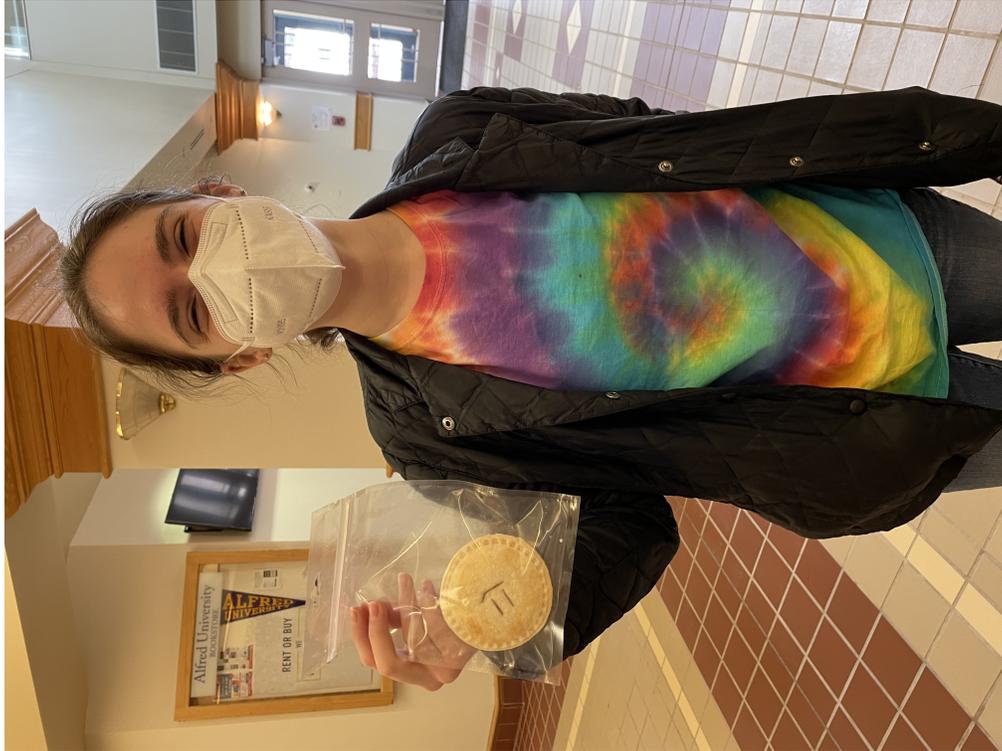


Figure 6:



10 Spring Initiation Reception

New York Sigma

1. Project Information

- i. Date(s): 03/16/22
- 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
,Faculty	2
Advisor	2
,District Director	1
Members	20
Electees	0

- v. Average number of hours per person spent:

Participating	Organizing
2.0	2.0

2. Project Evaluation

- i. **General Description**

This was a networking event held at a local restaurant for the newly inducted members to mingle with faculty that are members or affiliated with the organization and the current officers/previously inducted members. Snacks were enjoyed and stories were shared.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

This strengthened the networking ability of members and made us closer as a group.
- iii. **Organization and Administration**

All participants were invited to arrive at 8pm. The restaurant was filled with solely TBP members and everyone sat at tables and conversed, while enjoying finger foods and drinks.
- iv. **Total Cost**

\$325.0
- v. **Cost Breakdown**

250 for food and reservation plus 75 tip

vi. **Special Problems Encountered**

It's impossible to talk to everyone since we have to sit at separate tables, so not all the new members got to have conversations with many current members if they sat near people that they already know.

vii. **Overall Evaluation**

The event was successful, and the new members were able to attend an in-person event after our first in-person initiation ceremony since the pandemic began. People enjoyed meeting and talking about classes, along with sharing funny stories. Tips for how to succeed in certain classes from the older engineering students were also shared.

3. **Additional Attachments**

Figure 7: Spring 2022 Initiates



Figure 8: Officers and DD Tom Pinkham



Figure 9: Members enjoying the reception



11 Year End Picnic

New York Sigma

1. Project Information

- i. Date(s): 05/03/22
- 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	3.0

2. Project Evaluation

- i. **General Description**

To celebrate the end of the school year we gathered on the football field to play yard games and eat pizza.
- ii. **Purpose and Relationship to Objectives of Tau Beta Pi**

To congratulate all the hard-working members, especially seniors and have a fun break from studying.
- iii. **Organization and Administration**

Booked field and back up indoor space, ordered pizza, arranged to borrow games.
- iv. **Total Cost**

\$100.0
- v. **Cost Breakdown**

Pizza and wings \$90. Kickballs \$10
- vi. **Special Problems Encountered**

Could've advertised kickball more and had it be before pizza instead of at the end but it still went well
- vii. **Overall Evaluation**

Everyone enjoyed their time at the picnic and there were many friendly competitions