TAU BETA PI

Ohio Kappa Chapter

THE UNIVERSITY OF AKRON

2015-2016 Project Reports
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INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: Ultimate Frisbee Social Date(s) of Project: 7/25/15

Project Community/ Liberal Culture University/ College Profession/ Engineering
Area: Chapter/ Social Education/ Prof. Dev. K-12/MindSET

Number of persons who participated in this project
Members: 5 Electees:
(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating: 2

DESCRIPTION:

I. General Description: Members came together to play Ultimate Frisbee.

II. Purpose & Relationship to Objectives of TBP: Encourage networking among members.

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

IV. Cost & Personnel Requirements: No costs were needed. Members brought their own Frisbee.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Members were able to communicate and understand each other better through the teamwork developed from playing frisbee.

VII. Index of Exhibits:
Exhibit A: Members List

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<th>Ultimate Frisbee Social Attendance</th>
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<td>Nick Swank</td>
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<tr>
<td>Melissa Paydo</td>
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<tr>
<td>Mark Archual</td>
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</table>

Exhibit B: 1 Photo
The Tau Beta Pi Association  Chapter: ___OH-K____
Chapter Project Report  Project number: ___2___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ____TBP OHK Alumni BBQ____  Date(s) of Project: ____8/22/15_____

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area: _x_ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members: _6_  Electees: ___
(Please attach a list of names.)

Hours spent on this project.  Organizing: _5_  Participating: _3_

DESCRIPTION:

I. General Description: Picnic was hosted for TBP alumni.

II. Purpose & Relationship to Objectives of TBP: Encourage networking among current members and alumni.

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

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IV. Cost & Personnel Requirements: Food, beverages, and reservation at Sand Run Metro Park cost $115.

V. Special Problems: N/A

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VI. Overall Evaluation/Results (Be Specific): Members and alumni had fun playing out-door sports, eating food, and getting to know each other.

VII. Index of Exhibits:
Exhibit A: Members List

Exhibit B: Photos

Exhibit A: Attendance List

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<td>Timothy Sae-Kho</td>
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<tr>
<td>Melissa Paydo</td>
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<tr>
<td>Chris Burton</td>
</tr>
<tr>
<td>Mark Archual</td>
</tr>
<tr>
<td>Robert Medina*</td>
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*Alumni

Exhibit B: 2 Photos

Some of the food that was provided.
Members and alumni of TBP OHK
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: __Advisory Meeting____  Date(s) of Project: __9/2/15________________

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area: _x_ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members: _5_  Electees: __
(Please attach a list of names.)

Hours spent on this project.  Organizing: __1__  Participating: __1__

DESCRIPTION:

I. General Description: __Informational meeting between TBP chapter advisors and officers____________________

II. Purpose & Relationship to Objectives of TBP: __Review summer events and updates, vote on motions, discuss fall semester events________________________________________

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

____________________________________________________________________________

____________________________________________________________________________

IV. Cost & Personnel Requirements:
_N/A______________________________________________

____________________________________________________________________________

V. Special Problems:
_N/A______________________________________________

____________________________________________________________________________
VI. Overall Evaluation/Results (Be Specific): __The meeting went as planned. The freezing motion passed. Past events were reviewed and future events discusses. See meeting minutes for additional details._______________________________________________________

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes

Exhibit A: Members List

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<td>James Hillegas</td>
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<tr>
<td>Dr. Teresa Cutright</td>
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<tr>
<td>Dr. Dane Quinn</td>
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Exhibit B: Meeting Minutes

Meeting Notes:
- “Freezing” motion passed
- Suggested to send email to students currently eligible, but frozen
- What to do for spring-fall co-ops – action item
- Hold picture day before and during career fair
- Try to have more of the events held on-campus

Action Items:
- Look at constitution for what it means to be “postponed”
- Contact photography for pictures
- Fill out key card for restrooms in Quaker
- Chapter survey
- Look into engineering futures sessions (people skills)
  - Ask Annette, then contact District 7
The Tau Beta Pi Association  Chapter:  ____OH-K_____
Chapter Project Report  Project number:  ____4____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ____Officer Meeting 1____  Date(s) of Project:  _9/2/15___________

Project  ____ Community/ Liberal Culture  ____ University/ College  ____ Profession/ Engineering
Area:  _x_ Chapter/ Social  __Education/ Prof. Dev.  ____ K-12/MindSET

Number of persons who participated in this project  Members:  __5_  Electees:  __
(Please attach a list of names.)

Hours spent on this project.  Organizing:  _0.5_  Participating:  _1_

DESCRIPTION:

I. General Description:  __Informational meeting between TBP Officers______________

II. Purpose & Relationship to Objectives of TBP:  _Review summer events and updates, discuss fall semester events________________________________________________________

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

IV. Cost & Personnel Requirements:  _N/A______________________________________________

V. Special Problems:  _N/A_________________________________________________________
VI. Overall Evaluation/Results (Be Specific): __The meeting went as planned. Action items were assigned and officers know what is required of their position and expected of members

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes

Exhibit A: Members List

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<td>Melissa Boswell</td>
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<tr>
<td>Timothy Sae-Kho</td>
<td>Mark Archual</td>
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<tr>
<td>James Hillegas</td>
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Exhibit B: Meeting Minutes

Meeting Notes:
- Reviewed memberships and paperwork (chapter report)
- Meetings times might be changed (see action items)

Action Items:
- Change meeting times
  - 5pm Sept 14
  - 8pm Sept 16
  - 6pm Sept 21

James: add membership list and constitution to Orgsync
TJ: get in contact with photography dept by Friday
  - September 16-18 (2hr block) and Career Fair October 6

Report of eligibility
- Week of September 14
- Melissa P, TJ, Mark
The Tau Beta Pi Association  Chapter:  ____OH-K_____
Chapter Project Report   Project number:  ___5___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Officer Meeting 2____  Date(s) of Project:  __9/14/15_______________

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  _x_ Chapter/ Social  __Education/ Prof. Dev.  ____ K-12/MindSET

Number of persons who participated in this project  Members: __6__  Electees: ___
(Please attach a list of names.)

Hours spent on this project.  Organizing: _0.5__  Participating: _1__

DESCRIPTION:

I. General Description: __Informational meeting between TBP Officers______________

II. Purpose & Relationship to Objectives of TBP: _Review status of action items and details of upcoming events ____________________________________________________________

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

IV. Cost & Personnel Requirements:
__N/A____________________________

V. Special Problems:
__N/A____________________________
VI. Overall Evaluation/Results (Be Specific):  
The meeting went as planned. Action items from last meeting were reviewed and current action items were assigned.

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes

Exhibit A: Members List

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<tr>
<td>Melissa Boswell</td>
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<tr>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>Mark Archual</td>
</tr>
<tr>
<td>James Hillegas</td>
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<tr>
<td>Matt Schwenning</td>
</tr>
</tbody>
</table>

Exhibit B: Meeting Minutes

Meeting Notes:
- Plan to meet every other week on Mondays at 7pm for officers meeting.
- Plan all members meeting for next week:
  - Wednesday, Sept 23 at noon
  - Thursday, Sept 24 at 6:30p
- Start working on initiation.
- District 7 meeting is going to be held at Akron on October 3rd 8-noon.
- Induction proposed for November 13th.
- Next officer meeting 9/28 7pm.

Action Items:
- All members meeting next week
  - Melissa P: confirm room
  - Melissa B: send email & add Make a Difference Day & professional picture
  - James: Reach out via social media
- TJ: ask Hannah if she can meet next Wednesday instead (10-noon).
- Report of eligibility
  - Meeting this Wednesday 9/16.
  - Melissa P, TJ, Mark
  - TJ: Project report for meeting.
- Mark: obtain list of eligible students and put into Excel sheet
  - No co-op students (just keep track separately)
  - Denote them by Juniors and Seniors & majors.
- Mark: request a room for the initiation ceremony reception
  - Suggested rooms on the drive.
- Mark: follow-up with having drinks at the reception.
- Matt: follow-up with scholarship from the spring semester.
- James: add clauses to constitution.
- James: work on updating schedule of events into Google calendar.
- Melissa: make Excel sheet with members to keep to track of membership.
The Tau Beta Pi Association  Chapter: ___OH-K____

Chapter Project Report  Project number: _6_

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ____Report of Eligibility____  Date(s) of Project: ____9/16/15_____

Project ___ Community/ Liberal Culture ___ University/ College ___ Profession/ Engineering
Area: _x_ Chapter/ Social ___Education/ Prof. Dev. ___ K-12/MindSET

Number of persons who participated in this project  Members: _3_ Electees: __
(Please attach a list of names.)

Hours spent on this project.  Organizing: _3_  Participating: _1.5_

DESCRIPTION:

I. General Description: Officers of TBP OHK created report of eligibility.

II. Purpose & Relationship to Objectives of TBP: To create report of eligibility and send back to HQ.

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

IV. Cost & Personnel Requirements: No costs spent.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): President, Vice-president, and Corresponding Secretary created a list of Juniors and Seniors who were eligible to be in Tau Beta Pi OHK Chapter, following the TBP template.

VII. Index of Exhibits:
Exhibit A: Members List

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<td>Melissa Paydo</td>
</tr>
<tr>
<td>Mark Archual</td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association  Chapter:  ___OH-K____
Chapter Project Report  Project number:  ___7___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Photography for Picture Day____  Date(s) of Project:  ____9/23/15_____

Project _ Community/ Liberal Culture _ University/ College _ Profession/ Engineering Area: _x_ Chapter/ Social _Education/ Prof. Dev. _ K-12/MindSET

Number of persons who participated in this project  Members: _1_  Electees: _1_  
(Please attach a list of names.)

Hours spent on this project.  Organizing: _5_  Participating: _2_

DESCRIPTION:

I. General Description: Student in photography helped take professional photos for students.

II. Purpose & Relationship to Objectives of TBP: Fundraiser for the TBP group.

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

_________________________________________________________________________________

_________________________________________________________________________________

IV. Cost & Personnel Requirements: Paid $5 to the photographer.

V. Special Problems: N/A

_________________________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): Student photographer, Hannah Adams, took professional photos for students. These photos can be used to update a resume or/and be used as a profile picture for a LinkedIn account. Students who wanted photos taken paid $5. A limited amount $1 off coupons were given on the flyer. This event was able to raise $8.

VII. Index of Exhibits:
Exhibit A: Attendance

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<tbody>
<tr>
<td>Melissa Paydo*</td>
</tr>
<tr>
<td>John Nnyanzi</td>
</tr>
</tbody>
</table>

* Current Member
**Eligible Member
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___All member meeting____ Date(s) of Project: ___9/23/15____

Project Area: ___ Community/ Liberal Culture ___ University/ College ___ Profession/ Engineering

Area: ___ Chapter/ Social ___ Education/ Prof. Dev. ___ K-12/MindSET

Number of persons who participated in this project Members: ___ Electees: ___

(Please attach a list of names.)

Hours spent on this project. Organizing: ___ Participating: ___

DESCRIPTION:

I. General Description: A meeting was held with some active members of the OHK TBP community to hold a discussion about TBP social events that happened Summer 2015, upcoming TBP social and volunteering events scheduled to occur Fall 2015, and review what an Engineering Futures session is.

II. Purpose & Relationship to Objectives of TBP: The purpose of the meeting was to engage in a discussion with current members about the status of the student organization and to receive feedback on scheduled events.

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

IV. Cost & Personnel Requirements: N/A

V. Special Problems: Members were interested in the Engineering Futures session, especially the People Skills module. Many of the students were not aware that TBP offered these modules. This has spurred the officers of TBP to continue to raise awareness of the benefits that TBP offers to its members.

VI. Overall Evaluation/Results (Be Specific): Members were excited for the planned events for the semester and look forward to a promising semester.

VII. Index of Exhibits:
Exhibit A: Attendance

<table>
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<tr>
<th>All member meeting Attendance</th>
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</thead>
<tbody>
<tr>
<td>Ryan Bonzo</td>
</tr>
<tr>
<td>Darcy Fyffe</td>
</tr>
<tr>
<td>Sarah Insull</td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association  Chapter:  ____OH-K______  
Chapter Project Report  Project number:  ____9____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Officer Meeting 3___  Date(s) of Project:  __9/28/15_______________

Project ___ Community/ Liberal Culture ___ University/ College ___ Profession/ 
Engineering  
Area:  _x_ Chapter/ Social ___Education/ Prof. Dev.  _x_ K-12/MindSET

Number of persons who participated in this project  Members: _6_ Electees: ___ 
(Please attach a list of names.)

Hours spent on this project.  Organizing: _0.5__  Participating: _1__

DESCRIPTION:

I. General Description: __Informational meeting between TBP Officers______________

____________________________________________________________________________

II. Purpose & Relationship to Objectives of TBP: _Review status of action items and details of 
upcoming events and put together invitation letters for eligible students____

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

IV. Cost & Personnel Requirements:  
_N/A______________________________________________

____________________________________________________________________________

V. Special Problems:  
_N/A______________________________________________

____________________________________________________________________________
VI. Overall Evaluation/Results (Be Specific): The meeting went as planned. Action items from last meeting were reviewed and current action items were assigned.

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes

Exhibit A: Members List

<table>
<thead>
<tr>
<th>Attendence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Melissa Boswell</td>
</tr>
<tr>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>Mark Archual</td>
</tr>
<tr>
<td>James Hillegas</td>
</tr>
<tr>
<td>Matt Schwenning</td>
</tr>
</tbody>
</table>

Exhibit B: Meeting Minutes

Meeting Notes:
- Report of eligibility completed
  - Numbers were not matching-up with excel file
  - Melissa just did everything manually
  - Turned it in on time
Photo shoot session went well
Preparing for larger turn out during the career fair
All members meeting
  - Interest in soft skills workshop
Initiation update
  - Just under time window to apply to serve alcohol
  - Space needs to be reserved by the end of this week
  - Potentially charge members for initiation
  - We need to remind people to bring IDs
  - Added file to drive with all information
Changed initiation date to 11/20
James updated constitution

Action Items:
- Melissa P: how to report eligible grad students
- T.J.: find out if photographer contact can do photo shoot during career fair
- Melissa P: Send email to Katie about scheduling photographer
- Melissa P: Send Melissa B attendance from all members meeting
- Mark: Reserve space for reception by this Friday on Orgsync
  - Conference rooms next to ballrooms
  - Email Source/Dr. Cutright
  - Contact UAPD to hire for the evening ($44/hr)
  - Clear # of nonstudent people attending
Matt: investigate fundraising, potentially clean-up the rec
Mark: reserve space for initiation (Ayer)
Melissa P: send schedule of events out
Melissa P: project reports (all members meeting & fundraiser)
T.J.: finish project report for meeting for eligibility
T.J.: have catalogue cards completed for new initiates
Matt: IRS Form
James: update google calendar
Melissa P: forward email to Melissa B about career fair online resumes
Melissa B: send email for career fair online resumes
James: request alumni to join TBP LinkedIn
Melissa B: Reminder for members for events
  • Career fair volunteering
  • Picture Day
  • Super Service Saturday (Next Saturday) – serve Akron page
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: __TBP District 7 Fall meeting__ Date(s) of Project: 10/3/15

Project __ Community/ Liberal Culture __ University/ College __ Profession/ Engineering
Area: _X_ Chapter/ Social _Education/ Prof. Dev. __ K-12/MindSET

Number of persons who participated in this project Members: _x_ Electees: __ (Please attach a list of names.)

Hours spent on this project. Organizing: _5_ Participating: _4_

DESCRIPTION:

I. General Description: The TBP District 7 Fall meeting was hosted by the Ohio Kappa chapter. Chapter presidents from OHD, OHE, OHI, and OHK met with District 7 Directors Warren Roos and Andrew Flowerday to discuss the upcoming agenda of the 2015 TBP National Convention in Providence, Rhode Island.

II. Purpose & Relationship to Objectives of TBP: The purpose of the fall meeting was to inform Ohio chapter presidents about the 2015 TBP National Convention in Providence, Rhode Island.

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

IV. Cost & Personnel Requirements: The cost of the fall meeting was $80.68 for breakfast and lunch.

V. Special Problems: Some members of the meeting had nut allergies and were vegetarians. Breakfast and lunch had to take these dietary needs into consideration.

VI. Overall Evaluation/Results (Be Specific): Chapter presidents from the Ohio chapters gained knowledge of the 2015 TBP National Convention and what was expected of them at the national convention.

VII. Index of Exhibits:

Exhibit A: Attendance
<table>
<thead>
<tr>
<th>TBP District 7 Fall meeting Ohio Kappa Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association  Chapter: ___OH-K____
Chapter Project Report  Project number: ___11____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ____Volunteering at Career Fair____  Date(s) of Project: ___10/6/15_____

Project __ Community/ Liberal Culture  __x_ University/ College  __ Profession/ Engineering
Area:  __ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members: 7  Electees: ___
(Please attach a list of names.)

Hours spent on this project.  Organizing: _1_  Participating: _5_

DESCRIPTION:

I. General Description: Current members volunteered at Engineering Career Fair.

II. Purpose & Relationship to Objectives of TBP: Showing active membership by gaining volunteer hours.

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

IV. Cost & Personnel Requirements: N/A.

V. Special Problems: N/A
_________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): Members were able to do registrations and make packets with information about each company and the map of the fair at the Engineering Career Fair.

VII. Index of Exhibits:
Exhibit A: Attendance List

<table>
<thead>
<tr>
<th>Engineering Career Fair Volunteering</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ian Drake</td>
<td>Jillian Roth</td>
</tr>
<tr>
<td>Jason Lazzara</td>
<td></td>
</tr>
<tr>
<td>Maria Rizzo</td>
<td></td>
</tr>
<tr>
<td>Jordan Shaffer</td>
<td></td>
</tr>
<tr>
<td>Sam Weeman</td>
<td></td>
</tr>
<tr>
<td>Darcy Fyffe</td>
<td></td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association  Chapter:  ___OH-K____
Chapter Project Report  Project number:  __12__

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: _Photography for Engineering Career Fair_  Date(s) of Project:  __10/6/15____

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  _x_ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members: _3_  Electees: _1_
(Please attach a list of names.)

Hours spent on this project.  Organizing: _.5_  Participating: _2_

DESCRIPTION:

I. General Description: _Photographer helped take professional photos for students._

II. Purpose & Relationship to Objectives of TBP: _Fundraiser for the TBP group._

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

IV. Cost & Personnel Requirements: _Paid $5 to the photographer._

V. Special Problems: _N/A_

VI. Overall Evaluation/Results (Be Specific): _Student photographer , took professional photos for students at the Engineering Career Fair. These photos can be used to update a resume or/and be used as a profile picture for a LinkedIn account. Students who wanted photos taken paid $5. A limited amount $1 off coupons were given on the flyer. Photographer donated $5 back. This event was able to raise $32._

VII. Index of Exhibits:
Exhibit A: Attendance

<table>
<thead>
<tr>
<th>Engineering Picture Day Attendance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Boswell**</td>
<td>Chris Burton**</td>
</tr>
<tr>
<td>Tyler Sturgeon</td>
<td>Deboshri Sadhukhan</td>
</tr>
<tr>
<td>Zack Novak</td>
<td>Nate Raymond</td>
</tr>
<tr>
<td>Jordan Shaffer**</td>
<td>Conner Childers</td>
</tr>
</tbody>
</table>

**Current Members
The Tau Beta Pi Association  Chapter: ___OH-K____
Chapter Project Report  Project number: ___13___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: _Super Service Saturday_  Date(s) of Project: __10/10/15____

Project _x_ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area: __ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members: _2_  Electees: ___
(Please attach a list of names.)

Hours spent on this project.  Organizing: __  Participating: _2_

DESCRIPTION:

I. General Description: A group of student volunteers from various organizations met in the union and we car pooled to the CANAPI site in Akron to provide community service.

II. Purpose & Relationship to Objectives of TBP: Volunteer hours for TBP members.

III. Organization & Administration: (in conjunction with another group?)  _x_ Yes  __ No
__This event was set up by the Department of Student Life (Serve Akron).__________________

IV. Cost & Personnel Requirements: None.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Students sat down for a short period at the beginning to learn about CANAPI, sign in for the event, and plan their volunteer work for the day. Next they were provided equipment and cleaned up the yard area of the CANAPI site facilities. They pulled weeds, trimmed bushes, cut tree branches, raked leaves, and bagged it all for disposal. CANAPI provides education, awareness and outreach to the HIV/AIDS and LGBTQ community of Greater Akron.
VII. Index of Exhibits:

Exhibit A: Attendance

<table>
<thead>
<tr>
<th>Super Service Saturday Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ Ball*</td>
</tr>
<tr>
<td>Greyson Ball</td>
</tr>
<tr>
<td>Madison Martinez</td>
</tr>
<tr>
<td>Kendal Block</td>
</tr>
<tr>
<td>Ryan Bonzo*</td>
</tr>
<tr>
<td>Colin Wilson</td>
</tr>
</tbody>
</table>

*Members of TBP
The Tau Beta Pi Association  Chapter:  ____OH-K_______
Chapter Project Report  Project number:  ___14___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ___Officer Meeting 4___  Date(s) of Project:  ___10/12/15________

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  _x_ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members:  _6_  Electees:  ___
(Please attach a list of names.)

Hours spent on this project.  Organizing:  _0.5___  Participating:  _1___

DESCRIPTION:

I. General Description:  __Informational meeting between TBP Officers______________

II. Purpose & Relationship to Objectives of TBP:  _Review status of action items and details of upcoming events____

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

IV. Cost & Personnel Requirements:  
_N/A__________________________________

V. Special Problems:  
_N/A__________________________________
VI. Overall Evaluation/Results (Be Specific): The meeting went as planned. Action items from last meeting were reviewed and current action items were assigned.

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes

Exhibit A: Members List

<table>
<thead>
<tr>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Melissa Boswell</td>
</tr>
<tr>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>Mark Archual</td>
</tr>
<tr>
<td>James Hillegas</td>
</tr>
<tr>
<td>Matt Schwenning</td>
</tr>
</tbody>
</table>

Exhibit B: Meeting Minutes

Meeting Notes:
- Letters have gone out
  - Goal to initiate 20
    Planning for orientation 21st (noon) & 22nd (4:30)
    Melissa has met with 2 tools classes in ME (eligibility, questions, etc.)
  - October 3rd was district 7 conference
    - Went very well, Melissa was put on finance committee
  - Mark has rooms booked for initiation (7pm) and reception (8pm)
    - November 20th
  - Melissa B sent resumes to virtual career fair
  - James sent out invitations for Google calendar events
  - James has also been inviting alumni to LinkedIn page, maintaining Facebook
  - Next officer meeting October 26th
  - Have laptop set up for catalogue card at meet and greet (October 28th)

Action Items:
- Melissa B: email service officer for list of participants from Super Service Saturday
  - email Erin for TBP career fair volunteers
  - T.J.: write project report for Super Service Saturday
  - Melissa P: District 7 Conference
  - Talk to alumni in TBP to talk at the reception
  - Matt: turn in IRS form and turn in money from fundraiser
  - James: follow up with member to update email with headquarters (@yahoo) - mer...
  - Melissa P: reserve rooms for orientation
  - James: Update dates for orientation
  - Melissa B & TJ: Catalogue cards due October 30th
  - Melissa P: email Rebeca from headquarters about turning in catalogue cards before/after the report of election is turned in
Mark: Report of election
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: __Replay for Kids___    Date(s) of Project: 10/20/15 and 11/16/15

Project _x_ Community/ Liberal Culture    __ University/ College    __ Profession/ Engineering
Area:  __ Chapter/ Social    __Education/ Prof. Dev.    __ K-12/MindSET

Number of persons who participated in this project    Members: _4_  Electees: _3_
(Please attach a list of names.)

Hours spent on this project.    Organizing: __    Participating: _2_

DESCRIPTION:

I. General Description: Replay for Kids is a community service workshop for the organization that fixes broken toys for disabled children in the local area. Workshops, which are coordinated by the Women in Engineering Program, are held at the university several times every semester.

II. Purpose & Relationship to Objectives of TBP: This event uses the skills of TBP members and initiates to help both the Women in Engineering Program and the children in need.

III. Organization & Administration: (in conjunction with another group?) _x_ Yes    __ No
   _Planning for this event was done entirely by the Women in Engineering Program._

   ____________________________________________________________

IV. Cost & Personnel Requirements: N/A.

V. Special Problems: N/A

   ____________________________________________________________

VI. Overall Evaluation/Results (Be Specific): Event went smoothly, and members got volunteer hours.

VII. Index of Exhibits:
**Exhibit A: Members List**

**Exhibit A: Attendance List**

<table>
<thead>
<tr>
<th>Replay for Kids Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Olivia Cole</td>
</tr>
<tr>
<td>Mason Avarill</td>
</tr>
<tr>
<td>Sarah Insull*</td>
</tr>
<tr>
<td>Sam Weeman*</td>
</tr>
</tbody>
</table>

*Current Members*
The Tau Beta Pi Association  Chapter:  ___OH-K____
Chapter Project Report  Project number:  ___16___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ____Orientation Meeting____  Date(s) of Project:  ____10/21-22/15_______

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  _x_ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members:  _4_  Electees:  _31_
(Please attach a list of names.)

Hours spent on this project.  Organizing:  ___  Participating:  _1_

DESCRIPTION:

I. General Description: Officers organize an orientation meeting for eligible Tau Beta Pi members.

II. Purpose & Relationship to Objectives of TBP: Introduce to the eligible members what is Tau Beta Pi, and tell them what they would be involved with.

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

____________________________________________________________________________
____________________________________________________________________________

IV. Cost & Personnel Requirements: N/A.

V. Special Problems: N/A

____________________________________________________________________________
____________________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): 31 eligible people total came to the orientation meetings.

VII. Index of Exhibits:
Exhibit A: Members List

Exhibit A: Attendance List

<table>
<thead>
<tr>
<th>Orientation Meeting 2015 Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Hillegas*</td>
</tr>
<tr>
<td>Melissa Paydo*</td>
</tr>
<tr>
<td>Brian Foust</td>
</tr>
<tr>
<td>Aubrey Kozer</td>
</tr>
<tr>
<td>Olivia Cole</td>
</tr>
<tr>
<td>Ana Bacco</td>
</tr>
<tr>
<td>Phillip Bertke</td>
</tr>
<tr>
<td>Linsey Grzeschik</td>
</tr>
<tr>
<td>Claire Langenderfer</td>
</tr>
<tr>
<td>Jacob Hays</td>
</tr>
<tr>
<td>Mason Avarill</td>
</tr>
<tr>
<td>Eric Britton</td>
</tr>
<tr>
<td>Ryan Loftus</td>
</tr>
<tr>
<td>Nathan Hawk</td>
</tr>
<tr>
<td>James Buchanan</td>
</tr>
<tr>
<td>Joshua Blanchard</td>
</tr>
<tr>
<td>Michelle Ayers</td>
</tr>
<tr>
<td>James Valerio</td>
</tr>
</tbody>
</table>

*Officers
The Tau Beta Pi Association  Chapter:  ____OH-K_____  
Chapter Project Report  Project number:  ____17____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ____Make a Difference Day____  Date(s) of Project:  ____10/24/15____

Project  _x_ Community/ Liberal Culture  ___ University/ College  ___ Profession/ Engineering  
Area:  ___ Chapter/ Social  ___ Education/ Prof. Dev.  ___ K-12/MindSET

Number of persons who participated in this project  Members: _8_  Electees: _3_  
(Please attach a list of names.)

Hours spent on this project.  Organizing: _1_  Participating: _4_

DESCRIPTION:

I. General Description:  Current and eligible members volunteers to help bring back to the Akron community.

II. Purpose & Relationship to Objectives of TBP:  Showing active membership by gaining volunteer hours.

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

_Serve Akron._  

__________________________  
__________________________

IV. Cost & Personnel Requirements:  N/A.

V. Special Problems:  N/A  

__________________________

VI. Overall Evaluation/Results (Be Specific): Members were able to help with check-ins for the event, landscaping, sorted toys at child development center, and many other tasks. Eligible Tau Bates helped as well, as this counts towards their activity for Tau Beta Pi.

VII. Index of Exhibits:
Exhibit A: Members List

Exhibit A: Attendance List

<table>
<thead>
<tr>
<th>Alumni BBQ Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Jason Lazzara</td>
</tr>
<tr>
<td>Ivy Brosch*</td>
</tr>
<tr>
<td>Melissa Boswell</td>
</tr>
<tr>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Christopher Burton</td>
</tr>
</tbody>
</table>

*Eligible Members
The Tau Beta Pi Association  Chapter:  ____OH-K_______
Chapter Project Report  Project number:  ___18___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Officer Meeting 5____  Date(s) of Project:  __10/26/15_______________

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering  
Area:  _x_ Chapter/ Social  _x_Education/ Prof. Dev.  ___ K-12/MindSET

Number of persons who participated in this project  Members: _6__  Electees: __x_
(Please attach a list of names.)

Hours spent on this project.  Organizing: _0.5__  Participating: _1__

DESCRIPTION:

I. General Description: __Informational meeting between TBP Officers______________

II. Purpose & Relationship to Objectives of TBP: _Review status of action items and details of upcoming events____

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

IV. Cost & Personnel Requirements:  
_N/A____________________________________________

V. Special Problems:  
_N/A____________________________________________
VI. Overall Evaluation/Results (Be Specific): The meeting went as planned. Action items from last meeting were reviewed and current action items were assigned.

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes

Exhibit A: Members List
 Officers Meeting 10/26/2015 Attendance
<table>
<thead>
<tr>
<th>Melissa Paydo</th>
<th>Melissa Boswell</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timothy Sae-Kho</td>
<td>Mark Archual</td>
</tr>
<tr>
<td>James Hillegas</td>
<td>Matt Schwenning</td>
</tr>
</tbody>
</table>

Exhibit B: Meeting Minutes

Meeting Notes:
- Bent shinning is November 4th noon-1
  - Matt decide whether to use ketchup/other brass shinning
- Mark has been working with grad students to get them inducted
  - Form on the TBP website
- IRS form approved
- James has been working to send LinkedIn invitations

Action Items:
- Meet and Greet
  - James - Facebook, Melissa B - e-mail (make sure for Maria Rizzo does not go to yahoo account)
  - Melissa B - bring attendance sheet
  - James - bring name tags
  - Melissa P/Melissa B - compare catalog card forms to list of eligible members
    - Mark - send out email with form to those who did not fill it out
- Mark - report of election
- Change to November 20th
- Mark - get grad student form in by Friday
- Mark - reach out to advisers for keynote speaker
- T.J. - need to email for lists
  - Make a Difference Day
  - Career fair
- Matt - complete reimbursement form
- Matt - notify members to bring $80 initiation fee and who the check goes out to
The Tau Beta Pi Association  Chapter:  __OH-K____
Chapter Project Report  Project number:  __19__

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ____Meet and Greet_____  Date(s) of Project:  ____10/28/2015_____

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  __x_ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members:  _19_  Electees:  _30_
(Please attach a list of names.)

Hours spent on this project.  Organizing:  _2_  Participating:  _2_

DESCRIPTION:

I. General Description: Meet and greet among initiates and current members of Tau Beta Pi.

II. Purpose & Relationship to Objectives of TBP: Initiates come to the Meet and Greet to understand more about the organization along with networking among current members.

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

____________________________________________________________________________

____________________________________________________________________________

IV. Cost & Personnel Requirements: $80.68 for pizza and beverages.

V. Special Problems:  N/A

____________________________________________________________________________

____________________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): 30 initiates attended the event and got their signatures from current members of Tau Beta Pi.

VII. Index of Exhibits:

Exhibit A: Members List
Exhibit B: Photos

Exhibit A: Members LList

<table>
<thead>
<tr>
<th>Meet and Greet attendance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Kyle Albertson*</td>
<td>Maria Rizzo*</td>
</tr>
<tr>
<td>Melissa Boswell*</td>
<td>Jillian Roth*</td>
</tr>
<tr>
<td>Anna Burkey*</td>
<td>Jordan Shaffer*</td>
</tr>
<tr>
<td>Christopher Burton*</td>
<td>Jason Widmer*</td>
</tr>
<tr>
<td>Ian Drake*</td>
<td>Mark Archual*</td>
</tr>
<tr>
<td>Darcy Fyffe*</td>
<td>Brian Foust</td>
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<tr>
<td>Marshall Gnap*</td>
<td>Aubrey Kozer</td>
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<tr>
<td>James Hillegas*</td>
<td>Olivia Cole</td>
</tr>
<tr>
<td>Sarah Insull*</td>
<td>Ana Baco</td>
</tr>
<tr>
<td>Benjamin Kitson*</td>
<td>Phillip Bertke</td>
</tr>
<tr>
<td>Jason Lazzara*</td>
<td>Linsey Grzeschik</td>
</tr>
<tr>
<td>Emily Muvany*</td>
<td>Claire Langenderfer</td>
</tr>
<tr>
<td>Carli Norman*</td>
<td>Jacob hays</td>
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<td>Melissa Paydo*</td>
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<td>Nathan Hawk</td>
<td>Michelle Ayers</td>
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<tr>
<td>James Buchanan</td>
<td>James Valerio</td>
</tr>
<tr>
<td>Joshua Blanchard</td>
<td>Colin Dunlap</td>
</tr>
<tr>
<td>Paul Ealy</td>
<td>Dao Letdara</td>
</tr>
<tr>
<td>Matthew Trowbridge</td>
<td>Ivy Brosch</td>
</tr>
<tr>
<td>Dana Cressman</td>
<td>Letia Bass</td>
</tr>
<tr>
<td>Michael Knoblauch</td>
<td>Nate Raymondi</td>
</tr>
<tr>
<td>Chris Reed</td>
<td>Eric Miller</td>
</tr>
<tr>
<td>Kyle Glascott</td>
<td>James Cooper</td>
</tr>
<tr>
<td>Dominic Mercorelli</td>
<td></td>
</tr>
</tbody>
</table>

*Current Members

Exhibit B: 2 Photos
The Tau Beta Pi Association  Chapter:  __OH-K____
Chapter Project Report  Project number:  __20__

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ____TBP National Convention____  Date(s) of Project:  10/29/15-11/1/15____

Project  ___  Community/ Liberal Culture  ___  University/ College  ___X  Profession/ Engineering
Area:  ___  Chapter/ Social  ___  Education/ Prof. Dev.  ___  K-12/MindSET

Number of persons who participated in this project  Members:  ___  Electees:  ___
(Please attach a list of names.)

Hours spent on this project.  Organizing:  ___3___  Participating:  ___72___

DESCRIPTION:

I. General Description: The 2015 TBP National Convention was held in Providence, RI. OHK Chapter President Melissa Paydo was the voting delegate for the chapter and acted as Secretary of the Finance Committee.

II. Purpose & Relationship to Objectives of TBP: The purpose of the convention was to represent the Ohio Kappa chapter nationally and to vote on in the student run organization.

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

IV. Cost & Personnel Requirements: $61.85 for food en route to the convention, breakfast at the convention, and checked bag at the airport.

V. Special Problems: The expense report was submitted electronically for the convention. The submittal went well, however, a confirmation email would be great to have to know that there was no issues in the submittal. The advisor was not aware that I had turned the expense report in when I had.

VI. Overall Evaluation/Results (Be Specific): Member brought back information regarding chapter initiation, chapter finances, and an excitement for the organization.

VII. Index of Exhibits:
Exhibit A: Attendance

<table>
<thead>
<tr>
<th>TBP 2015 National Convention Ohio Kappa Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
</tr>
</tbody>
</table>

Exhibit B: Pictures

Picture B1. Attendees at the 2015 Tau Beta Pi National Convention in Providence, RI

Picture B2. District Directors and Chapter Presidents of District 7 at the 2015 Tau Beta Pi National Convention in Providence, RI
Picture B3. OHK Chapter President Melissa Paydo and OHE Chapter President Omri Tayyara at the 2015 Tau Beta Pi National Convention in Providence, RI.

Picture B4. OHK Chapter President Melissa Paydo with 2015 Outstanding Advisor Elizabeth "Beth" A. Stephan, Ph.D. at the 2015 TBP Annual Convention in Providence, Rhode Island, a '92 OHK alumna.
The Tau Beta Pi Association  Chapter:  _OH-K_____  
Chapter Project Report  Project number:  _21____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ___Bent Shining_____  Date(s) of Project:  ___11/4/2015_______

Project ___ Community/ Liberal Culture  ___ University/ College  ___ Profession/ Engineering  
Area:  _x_ Chapter/ Social  _Education/ Prof. Dev.  _K-12/MindSET

Number of persons who participated in this project  Members:  _9_  Electees:  _10__
(Please attach a list of names.)

Hours spent on this project.  Organizing:  _1_  Participating:  _1_

DESCRIPTION:

I. General Description: Current members and initiates shine the bent.

II. Purpose & Relationship to Objectives of TBP: Initiates and current members come together to continue a tradition of shining the bent for service hours.

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

____________________________________________________________________________

_________________________________________________  

IV. Cost & Personnel Requirements: $9 for the Brass-O, which was used to shine the bent.

V. Special Problems: N/A

____________________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): XX number of initiates shined and got their attendance marked for eligibility.

VII. Index of Exhibits:

Exhibit A: Members List
**Exhibit B: Photos**

**Exhibit A: Members List**

<table>
<thead>
<tr>
<th>Bent Shining attendance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo*</td>
<td>Tyler Schimoeller</td>
</tr>
<tr>
<td>Jason Lazzara*</td>
<td>Noah Purdy</td>
</tr>
<tr>
<td>Claire Langenderfer</td>
<td>Emily Mulvany*</td>
</tr>
<tr>
<td>Brian Foust</td>
<td>James Buchanan</td>
</tr>
<tr>
<td>Olivia Cole</td>
<td>Jason Widmer*</td>
</tr>
<tr>
<td>Chris Burton*</td>
<td>James Valerio</td>
</tr>
<tr>
<td>Ryan Bonzo*</td>
<td>Eric Miller</td>
</tr>
<tr>
<td>Kyle E. Albertson*</td>
<td>Collin Dunlap</td>
</tr>
<tr>
<td>Ian Drake*</td>
<td>Matthew Trowbridge</td>
</tr>
<tr>
<td>Carli Norman*</td>
<td></td>
</tr>
</tbody>
</table>

*Current members*  

**Exhibit B: 1 Photo**
The Tau Beta Pi Association  Chapter: ____OH-K_______
Chapter Project Report  Project number: ____22____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Officer Meeting 6____  Date(s) of Project: __11/09/15________________

Project__ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  _x_ Chapter/ Social  _x_Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members: _5_  Electees: ___
(Please attach a list of names.)

Hours spent on this project.  Organizing: _0.5_  Participating: _1_

DESCRIPTION:

I. General Description: __Informational meeting between TBP Officers__________________________

II. Purpose & Relationship to Objectives of TBP: _Review status of action items and details of upcoming events____

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

IV. Cost & Personnel Requirements:
  _N/A__________________________________________________________

V. Special Problems:
  _N/A__________________________________________________________
VI. Overall Evaluation/Results (Be Specific): The meeting went as planned. Action items from last meeting were reviewed and current action items were assigned.

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes

Exhibit A: Members List

<table>
<thead>
<tr>
<th>Officers Meeting 11/9/2015 Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>James Hillegas</td>
</tr>
</tbody>
</table>

Exhibit B: Meeting Minutes

Meeting Notes:
- Melissa had a great experience at the national conference
- Active members are going to be voting whether to approve increase in initiation fees
- Potentially initiate multiple people at one time
- Idea to take a non-voting delegate next year
  - Scholarship available
  - Meet & Greet went very well, good turn out
  - Bent shining also went well last Wednesday
  - Mark completed report of election
  - Scholarships from Spring were handed out this week
  - James finished inviting members to LinkedIn

Action Items:
- Mark - contact Warren Woos for speaking at initiation
- Mark - get grad student form in by Friday
- Mark - going to order food for initiation on Friday
- Send T.J pictures for Make a Difference Day
- Matt - complete reimbursement form today
- Melissa B - Send an email to members who haven't attended - no graduation regalia, by Monday
  - Replay for kids (11/16)
  - **Initiation (11/20)**
  - Handing Candy out (Finals Week)
- James - add invitation to LinkedIn page
- **Initiation**
  - Next Friday
  - Practice Monday
- **Reception**
  - Potentially having an activity
• Trivia
• Wits and Wagers - James
The Tau Beta Pi Association  Chapter:  ___OH-K____
Chapter Project Report  Project number:  ___23___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ___Mock Initiation____  Date(s) of Project:  ___11/16/2015_____

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  ___x_ Chapter/ Social  ___Education/ Prof. Dev.  ___ K-12/MindSET

Number of persons who participated in this project  Members:  _9_  Electees:  _2_
(Please attach a list of names.)

Hours spent on this project.  Organizing:  _1_  Participating:  _1.5_

DESCRIPTION:

I. General Description: Officers along with some other current members practice their roles for initiation.
II. Purpose & Relationship to Objectives of TBP: Officers are to be prepared to fulfill their duties as officers to properly induct initiates into Tau Beta Pi.

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

IV. Cost & Personnel Requirements:

V. Special Problems: 2 initiates had to be inducted early because they had other mandatory events they had to attend to on the day of the actual initiation.

VI. Overall Evaluation/Results (Be Specific): Practice went well and 2 new members were inducted.

VII. Index of Exhibits:

Exhibit A: Members List
**Exhibit A: Members List**

<table>
<thead>
<tr>
<th></th>
<th>Mock Initiation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
<td>Mark Archual</td>
</tr>
<tr>
<td>Jason Lazzara</td>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>Ben Kitson</td>
<td>Emily Mulvany</td>
</tr>
<tr>
<td>James Hillegas</td>
<td>Melissa Boswell</td>
</tr>
<tr>
<td>Matt Schwenning</td>
<td>Ana Bacco**</td>
</tr>
<tr>
<td>Michelle Ayers</td>
<td>**Initiates</td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association  Chapter:  ___OH-K____  
Chapter Project Report  Project number:  __24__

INSTRUCTIONS:  Please complete each of the seven sections below.  Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ____Initiation____  Date(s) of Project:  ____11/20/2015______

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering  
Area:  _x_ Chapter/ Social  _x_Education/ Prof. Dev.  ____ K-12/MindSET

Number of persons who participated in this project  Members:  _10_  Electees:  _31_  
(Please attach a list of names.)

Hours spent on this project.  Organizing:  _1_  Participating:  _3_

DESCRIPTION:

I. General Description:  Induction ceremony was held for new members of Tau Beta Pi.
II. Purpose & Relationship to Objectives of TBP:  Officers inducted initiates into Tau Beta Pi.

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

____________________________________________________________________________  
____________________________________________________________________________  

IV. Cost & Personnel Requirements:  ___________ $80 initiation fee.  ______________________

V. Special Problems:  ____________________________________________________________

VI. Overall Evaluation/Results (Be Specific):  Initiation went well and 31 initiates got inducted.

VII. Index of Exhibits:

Exhibit A: Members List

Exhibit B: Photos
Exhibit A: Members List

<table>
<thead>
<tr>
<th>Name</th>
<th>Initiation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo*</td>
<td>Tyler Schimoeller</td>
</tr>
<tr>
<td>Jason Lazzara*</td>
<td>Noah Purdy</td>
</tr>
<tr>
<td>Claire Langenderfer</td>
<td>Emily Mulvany*</td>
</tr>
<tr>
<td>Brian Foust</td>
<td>James Buchanan</td>
</tr>
<tr>
<td>Olivia Cole</td>
<td>Timothy Sae-Kho*</td>
</tr>
<tr>
<td>Chris Burton*</td>
<td>James Valerio</td>
</tr>
<tr>
<td>Ben Kitson*</td>
<td>Eric Miller</td>
</tr>
<tr>
<td>Dr. Newby**</td>
<td>Collin Dunlap</td>
</tr>
<tr>
<td>Dr. Garfoho**</td>
<td>Matthew Trowbridge</td>
</tr>
<tr>
<td>Matt Schwenning*</td>
<td>Melissa Boswell*</td>
</tr>
<tr>
<td>James Hillegas*</td>
<td>Sam Weeman*</td>
</tr>
<tr>
<td>Jordan Shaffer*</td>
<td>Andrew Derhammer</td>
</tr>
<tr>
<td>Linsey Grzechik</td>
<td>Mason Averill</td>
</tr>
<tr>
<td>Ryan Loftus</td>
<td>Phillip Bertke</td>
</tr>
<tr>
<td>Julia Wood</td>
<td>Dana Cressman</td>
</tr>
<tr>
<td>Elisabeth Meyer</td>
<td>Junhong Li</td>
</tr>
<tr>
<td>Nathan Raymondi</td>
<td>Mary Teague</td>
</tr>
<tr>
<td>Michael Knoblauch</td>
<td>Andrew Udovich</td>
</tr>
<tr>
<td>Kathryn Brumbaugh</td>
<td>Letia Bass</td>
</tr>
<tr>
<td>Hazim Abualola</td>
<td>Abdullah Alghunaim</td>
</tr>
<tr>
<td>Aubrey Kozer</td>
<td>Ivy Brosch</td>
</tr>
<tr>
<td>Dounsavanh Dao Letdara</td>
<td>Warren Roos***</td>
</tr>
</tbody>
</table>

*Current members
**Advisor
***District 7 Director

Exhibit B: 1 Photo
The Tau Beta Pi Association  
Chapter:  ____OH-K______
Chapter Project Report  
Project number:  ____25____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ____Officer Meeting 7____  
Date(s) of Project:  ____11/23/15____

Project Area:  _x_ Chapter/ Social  _x_ Education/ Prof. Dev.  _x_ K-12/MindSET

Number of persons who participated in this project  
Members:  _6_  
Electees:  ___

(Please attach a list of names.)

Hours spent on this project.  
Organizing:  _0.5_  
Participating:  _1_  

DESCRIPTION:

I. General Description:  ____Informational meeting between TBP Officers____

II. Purpose & Relationship to Objectives of TBP:  _Review status of action items and details of upcoming events____

III. Organization & Administration:  ____Yes____  
   (in conjunction with another group?)  

IV. Cost & Personnel Requirements:  
   _N/A_ ________________________________

V. Special Problems:  
   _N/A_ ________________________________
VI. Overall Evaluation/Results (Be Specific): The meeting went as planned. Action items from last meeting were reviewed and current action items were assigned

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes

Exhibit A: Members List

<table>
<thead>
<tr>
<th>Officers Meeting 11/23/2015 Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>James Hillegas</td>
</tr>
</tbody>
</table>

Exhibit B: Meeting Minutes

Meeting Notes:
- Initiation Friday went very well
  - 33 members initiated

Action Items:
- Melissa B - send email about corresponding secretary
  - Nominations due this week voting
  - Voting through December 3rd
  - Notify by December 4th
- Melissa P - final action report
  - Include book signatures
- Matt - responsible for turning in initiation fees
- Matt - put together a budget report from this semester to prepare for next semester
- TJ - look into People Skills engineering future session
- TJ - finalize remaining project reports
  - Career fair, mock initiation, meet and greet, initiation, bent shining
- Melissa B - send email to 4 inactive members
- James - work on reaching out to alumni
The Tau Beta Pi Association  Chapter:  ____OH-K_____
Chapter Project Report  Project number:  ____26____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ____Officer Meeting 8____  Date(s) of Project:  ____12/7/15________

Project  __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  __ Chapter/ Social  __ Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members:  _8_ Electees:  _
(Please attach a list of names.)

Hours spent on this project.  Organizing:  _0.5_  Participating:  _1_

DESCRIPTION:

I. General Description:  __Informational meeting between TBP Officers______________

II. Purpose & Relationship to Objectives of TBP:  _Review status of action items and details of upcoming events____

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

IV. Cost & Personnel Requirements:  
__N/A____________________________________________

V. Special Problems:  
__N/A____________________________________________
VI. Overall Evaluation/Results (Be Specific): The meeting went as planned. Action items from last meeting were reviewed and current action items were assigned.

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes

Exhibit A: Members List

<table>
<thead>
<tr>
<th>Officers Meeting 11/23/2015 Attendance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
<td>Melissa Boswell</td>
</tr>
<tr>
<td>Timothy Sae-Kho</td>
<td>Mark Archual</td>
</tr>
<tr>
<td>James Hillegas</td>
<td>Matt Schwenning</td>
</tr>
<tr>
<td>Nick Swank</td>
<td>Letia Bass</td>
</tr>
</tbody>
</table>

Exhibit B: Meeting Minutes

Meeting Notes:
- Melissa B - explained to Letia and Nick the responsibilities of corresponding secretary
- Melissa P - turned in final action report
- Mark made rough outline of schedule for next semester
  - Gave more time between initiation and report of election

Action Items:
- Melissa P - need to turn in signatures
- Mark - draft doodle poll for availability of first week for spring semester - Advisory meeting
- TJ - need to get in paperwork for future sessions - people skills
  - Saturday, February 6th (first choice)
  - Student Union
  - 9-1pm
- James - working on social media sites
  - Start reaching out to TBP Alumni Chapter
The Tau Beta Pi Association  Chapter:  ___OH-K____
Chapter Project Report  Project number:  __27__

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ____Replay for Kids____  Date(s) of Project:  1/22/2016

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  __ Chapter/ Social  __ Education/ Prof. Dev.  _x_ K-12/MindSET

Number of persons who participated in this project  Members:  _7_  Electees:  _1_
(Please attach a list of names.)

Hours spent on this project.  Organizing: ___  Participating: _2_

DESCRIPTION:

I. General Description: Replay for Kids is a community service workshop for the organization that fixes broken toys for disabled children in the local area. Workshops, which are coordinated by the Women in Engineering Program, are held at the university several times every semester.

II. Purpose & Relationship to Objectives of TBP: This event uses the skills of TBP members and initiates to help both the Women in Engineering Program and the children in need.

III. Organization & Administration: (in conjunction with another group?)  _x_ Yes  __ No
___ Planning for this event was done entirely by the Women in Engineering Program._

IV. Cost & Personnel Requirements: N/A.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Event went smoothly, and members got volunteer hours.

VII. Index of Exhibits:
Exhibit A: Members List

Exhibit A: Attendance List

<table>
<thead>
<tr>
<th>Replay for Kids Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>Tyler Schimmoeller</td>
</tr>
<tr>
<td>Ana Bacco</td>
</tr>
<tr>
<td>Micah Steiner*</td>
</tr>
</tbody>
</table>

*Electee
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Advisory Board meeting____  Date(s) of Project: ___1/22/16________

Project __ Community/ Liberal Culture __ University/ College __ Profession/ Engineering
Area: _x_ Chapter/ Social _x_Education/ Prof. Dev. _x_ K-12/MindSET

Number of persons who participated in this project Members: _5_ Electees: _0_
(Please attach a list of names.)

Hours spent on this project. Organizing: _5_ Participating: _1_

DESCRIPTION:

I. General Description: Student officers met with advisors to discuss budget and social events for the Spring 2016 semester

II. Purpose & Relationship to Objectives of TBP: Meeting of Advisory board

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

____________________________________________________________________________
____________________________________________________________________________

IV. Cost & Personnel Requirements: N/A.

V. Special Problems: N/A

____________________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): To be an active member of OHK TBP, students must attend 3 of 10 offered events. Active membership is needed to vote on the Ratification ballot as well as receive graduation cords.

VII. Index of Exhibits:

Exhibit A: Attendance
<table>
<thead>
<tr>
<th>Advisory board meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo*</td>
</tr>
<tr>
<td>Mark Arcual*</td>
</tr>
<tr>
<td>TJ Sae-Kho*</td>
</tr>
<tr>
<td>Matthew Schwenning*</td>
</tr>
<tr>
<td>James Hillegas*</td>
</tr>
</tbody>
</table>
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ____ All member meeting ____ Date(s) of Project: ___1/27/2016________

Project __ Community/ Liberal Culture __ University/ College __ Profession/ Engineering
Area: __ Chapter/ Social __ Education/ Prof. Dev. __ K-12/MindSET

Number of persons who participated in this project Members: ___21___ Electees: ___
(Please attach a list of names.)

Hours spent on this project. Organizing: ___ Participating: ___

DESCRIPTION:

I. General Description: A meeting was held with some active members of the OHK TBP community to hold a discussion about TBP social events that happened Fall 2015, upcoming TBP social and volunteering events scheduled to occur Spring 2016, and review what an Engineering Futures session is. Voting took place for the Ratification Ballot (staggered vs. consecutive executive council member years, and a $10 fee increase), which is due April 1 with signatures.

II. Purpose & Relationship to Objectives of TBP: The purpose of the meeting was to engage in a discussion with current members about the status of the student organization and to receive feedback on scheduled events.

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

IV. Cost & Personnel Requirements: N/A

V. Special Problems: Members were interested in the Engineering Futures session, especially the People Skills module. Many of the students were not aware that TBP offered these modules. This has spurred the officers of TBP to continue to raise awareness of the benefits that TBP offers to its members.
VI. Overall Evaluation/Results (Be Specific): Members were excited for the planned events for the semester and look forward to a promising semester. 20 votes were counted out of the 65 members.

VII. Index of Exhibits:

**Exhibit A: Attendance**

<table>
<thead>
<tr>
<th>All member meeting Attendance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrew Ball</td>
<td>Ben Kitson</td>
</tr>
<tr>
<td>Darcy Fyffe</td>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Sarah Insull</td>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>James Hillegas</td>
<td>Kyle E. Albertson</td>
</tr>
<tr>
<td>David Royak</td>
<td>Jillian Roth</td>
</tr>
<tr>
<td>Ryan Loftus</td>
<td>Sam Weeman</td>
</tr>
<tr>
<td>Carli Norman</td>
<td>Alena Casella</td>
</tr>
<tr>
<td>Ana Bacco</td>
<td>Kue Yang</td>
</tr>
<tr>
<td>Mark Archual</td>
<td>Nick Swank</td>
</tr>
<tr>
<td>Julia Wood</td>
<td>Dakotah Cox</td>
</tr>
<tr>
<td>Maria Rizzo</td>
<td>Olivia Petrey</td>
</tr>
</tbody>
</table>
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: Akron Public School Science Fair Date(s) of Project: 1/30/16

Project: Community/ Liberal Culture University/ College Profession/ Engineering Area: Chapter/ Social Education/ Prof. Dev. K-12/MindSET

Number of persons who participated in this project Members: Electees: (Please attach a list of names.)

Hours spent on this project Organizing: Participating:

DESCRIPTION:

I. General Description: TBP members volunteered their time serving as judges for an area science fair

II. Purpose & Relationship to Objectives of TBP: Community service with Akron Public Schools

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

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): TBP members judged primarily middle school students regarding various topics of chemistry, physics, and engineering.

VII. Index of Exhibits:

Exhibit A: Attendance
<table>
<thead>
<tr>
<th>APS Science Fair Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo*</td>
</tr>
<tr>
<td>Dao Letdara*</td>
</tr>
<tr>
<td>Sam Weeman*</td>
</tr>
</tbody>
</table>
Chapter Project Report

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project number: __31__

Project name: __Officer Meeting____

Date(s) of Project: __2/1/2016___

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering

Area:  __x_ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project: Members: _6_ Electees: ___

(Please attach a list of names.)

Hours spent on this project. Organizing: _0.5__ Participating: _1__

DESCRIPTION:

I. General Description: __Informational meeting between TBP Officers______________

II. Purpose & Relationship to Objectives of TBP: _____Discuss upcoming events and policies_______________________________________________

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

IV. Cost & Personnel Requirements:  __N/A______________________________________________

V. Special Problems:  __N/A________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): __The meeting went as planned. Action items were assigned and officers know what is required of their position and expected of members

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes
Exhibit A: Members List
Exhibit B: Meeting Minutes

Meeting Notes:

1. Revised Officer Meeting Schedule after Spring Break
2. Advisory Board Meeting/By-Law
   A. Budget, Fall Events
   B. What happens to students on co-op?
      a. Make frozen state a by-law
      b. Letia draft by-law for the constitution
   C. Make sure breaking even
3. All Member Meeting
   A. About 20 people
   B. TJ
      a. Ratification Ballot
4. Akron Public School Science Fair
   A. Melissa-Good time
      a. Sam Weeman
5. List of Eligible Members
   A. Email being sent to Mark by Melissa
6. EF session
   A. Only heard from one organization
7. E-Week Reservations
   A. James and Letia
   B. Engineers Week
      a. Conclusion of E-Week activities
   C. Plan awareness for engineering
   D. Community leaders and speaker
8. SWE Meeting
   A. Conjunction Event
   B. Incorporate it during Pi-Day
      a. Have orientation 11-12
      b. 12-1 Social with SWE
   c. Monday
9. Meeting Times
   Monday, Wednesday, Friday during the day
   Monday, Friday at 12-1
   Tuesday, Thursday 11-12
10. Mark
A. Reserved room successfully
B. EF Saturday
   a. Head Count
   i. Plan for 15 people
   b. Food
      . Rules changed for ordering food
   i. Pizza from Eastern Chicago
      1. Budget Communication
         a. 2-3 slices for 15 people
         c. Officers get there 8:30 am
C. Updates for EF?
   . Letia send email

11. Chapter Survey TJ
A. Progress Reports
   a. Fall Session over with
   b. Put up two project reports for spring
   i. Replay for Kids
ii. All Members Meeting
B. Melissa Project Reports
   . Science Fair
   a. Project Reports Meeting
C. Ratification Ballot
   . Upload to the Drive
   a. Up to 41/49 people needed out of 65 Total Members
   b. Deadline of April 1st
   c. Send weekly emails
      . Set deadline to
D. Let Brianna know cannot get anything this time
   . send her an email
   a. Already have plans

13. Scholarships
A. $500 Scholarship
   a. only applicable for 3,4,5 year students
      i. Matt send email for budget and see if they match us
B. Membership fees from fall initiation

14. James
A. Found Twitter
B. Updates on LinkedIn
   a. Reach out to alumni chapter
   b. email district director Warren Roos
C. Clean up Google Drive

15. Scheduled Events
A. Had Advisory Board, All Member, Science Fair,
B. Having EF session this week
a. James- Career Fair Flyer (by Friday, 2/5/16)
i. 10-12
C. Career Fair
   . Photographer

16. Next Meeting
A. Stuffing Envelopes
B. Mark-Bring the letters
C. Mark-Report of Eligibility this semester
D. Labels/Stickers-Matt
E. Decide Day of Orientation
a. 11:30am on Monday 14th
b. Wednesday 16th at 5pm

17. Action
A. Melissa-writing eligible members
   a. envelopes
   b. chapter reports
   c. emailing mark and matt list of eligible members
   d. emailing e-week banquet reservations for Letia and James
   e. Net for EF Session
B. Mark
   . report of eligibility (due this Friday)
   a. bring letters
C. TJ
   . ratification ballot
   a. email until 75%
   b. deadline email
   c. Chemstress award
   d. Chapter survey
   i. all member meeting
   ii. replay for kids
D. Matt
   . Senior graduation cords
   a. send email on national scholarships
   b. Regional Scholarship budget
   c. order t-shirts
   d. bring stickers
E. Letia
   . Replay for Kids
   . Feb 11th email
   a. Send email about
   b. Email senior graduation cords (HOLD OFF)
   . chapter pays for them
   i. leftover in supply
c. pi-day shirt email
F. James
. linkedin
a. contact warren
b. Flyer for Career Fair

Feb 15th Next Meeting
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ____Engineering Futures: People Skills______ Date(s) of Project: 2/6/2016

Project __ Community/ Liberal Culture __ University/ College __ Profession/ Engineering
Area: _x_ Chapter/ Social _x_Education/ Prof. Dev. _x_ K-12/MindSET

Number of persons who participated in this project Members: 9_ Electees: __
(Please attach a list of names.)

Hours spent on this project. Organizing: _1_ Participating: _4_

DESCRIPTION:

I. General Description: Engineering Futures Session was held at the Student Union. The theme of the event was People Skills taught by Annette Brenner.

II. Purpose & Relationship to Objectives of TBP: This event allowed students to think critically and problem solve during conflicts between workers. These skills can also be used in other practical ways outside of work.

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

IV. Cost & Personnel Requirements: $82.84 for breakfast (Panera Bread muffins and coffee) and $45 for lunch (pizza and drinks).

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Event went smoothly, and members learned more about communicating interpersonal problems, diagnosing the cause of interpersonal problems, resolving motivational problems, resolving ability problems, and resolving emergent problems.

VII. Index of Exhibits:
Exhibit A: Members List

Exhibit B: Photos

Exhibit A: Attendance List

<table>
<thead>
<tr>
<th>Name</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letia Bass</td>
<td>Mark Archual</td>
</tr>
<tr>
<td>Kyle Albertson</td>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Timothy Sae-Kho</td>
<td>Collin Dunlap</td>
</tr>
<tr>
<td>Nick Swank</td>
<td>Jordan Shaffer</td>
</tr>
<tr>
<td>Jason Lazara</td>
<td></td>
</tr>
</tbody>
</table>

Exhibit B: Photos (3)

Students acting out problem-solving roles in various situations
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: Replay for Kids Date(s) of Project: 2/11/2016

Project Area:
__ Community/ Liberal Culture __ University/ College __ Profession/ Engineering
__ Chapter/ Social __ Education/ Prof. Dev. __ K-12/MindSET

Number of persons who participated in this project
Members: _4_ Electees: __
(Please attach a list of names.)

Hours spent on this project.
Organizing: __ Participating: _2_

DESCRIPTION:

I. General Description: Replay for Kids is a community service workshop for the organization that fixes broken toys for disabled children in the local area. Workshops, which are coordinated by the Women in Engineering Program, are held at the university several times every semester.

II. Purpose & Relationship to Objectives of TBP: This event uses the skills of TBP members and initiates to help both the Women in Engineering Program and the children in need.

III. Organization & Administration: (in conjunction with another group?) _x_ Yes __ No
Planning for this event was done entirely by the Women in Engineering Program.

IV. Cost & Personnel Requirements: N/A.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Event went smoothly, and members got volunteer hours.

VII. Index of Exhibits:
### Exhibit A: Members List

### Exhibit A: Attendance List

<table>
<thead>
<tr>
<th>Replay for Kids Attendance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Jason Widmer</td>
<td>Kue Yang</td>
</tr>
<tr>
<td>Julia Wood</td>
<td>Maria Rizzo</td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association  Chapter: _OH-K_

Chapter Project Report  Project number: ___34___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Officer Meeting____  Date(s) of Project: ___2/15/2016____

Project __ Community/ Liberal Culture __ University/ College __ Profession/ Engineering

Area: _x_ Chapter/ Social __Education/ Prof. Dev. __ K-12/MindSET

Number of persons who participated in this project  Members: _5_  Electees: ___

(Please attach a list of names.)

Hours spent on this project.  Organizing: _0.5_  Participating: _1_

DESCRIPTION:

I. General Description: __Informational meeting between TBP Officers____________________

II. Purpose & Relationship to Objectives of TBP: _____Discuss Career Fair, district conference funds and cleanup of social media sites

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

IV. Cost & Personnel Requirements:

_N/A______________________________________________

V. Special Problems:

_N/A______________________________________________

VI. Overall Evaluation/Results (Be Specific): __The meeting went as planned. Action items were assigned and officers know what is required of their position and expected of members

VII. Index of Exhibits:

Exhibit A: Members List
Exhibit B: Meeting Minutes
Exhibit A: Members List

Officers Meeting 2/15/2016 Attendance

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
<td>Letia Bass</td>
</tr>
<tr>
<td>Timothy Sae-Kho</td>
<td>Mark Archual</td>
</tr>
<tr>
<td>James Hillegas</td>
<td></td>
</tr>
</tbody>
</table>

Exhibit B: Meeting Minutes
Meeting Notes:

1. **Orientation**
2. **Rooms**
   a. March 14 11:30
   b. March 17 Thursday @5
   Melissa Both (thursday nt set up
   Mark (thursday only) bring laptop
   TJ
   Letia (thursday tentativily )
   Matt (monday 11:30)
   James Monday depends, thursday yes

2. **letters, envelopes, labels**
   A. here and will delivered this week

3. **Engineering Futures Sessions**
   A. people who went
   a. enjoyed it
   b. seemed wrong audience
   c. connected well

4. **E-week tickets**
   A. tickets are here, given next meeting

5. **Mark**
   A. Report of Eligibility
   a. done, completed, submitted, got full points
   b. scheduled date for the 30th
   B. Bao update
      a. sent Coletta, find someone
      a. sent job description of advisory spot
      b. Dr. Bao, computer engineering professor interested
      i. need to be initiated and pay fee
      c. Do advisors get benefits?
      d. not really, resume booster
      d. been out of town
e. follow up with him Wednesday or Friday

6. TJ
A. Chapter Survey
   a. Replay for Kids not done yet but is marked down
   b. All Members Meeting not done yet, future action item
B. Ratification Ballot
   i. need three more people
i. sent another email out (priority)
C. Chemstress Award
   i. give to outstanding faculty members
      a. formalized form from engineering office
   b. more about it next officer meeting (notify by March 14)
   c. send out form to nominate faculty members
D. Replay for Kids
   . multiple dates question?

7. Letia
A. Pi-day T-shirt
   a. Matt order shirts (order one extra for Pi Day Event)
B. By-law
   . rewrite
   a. send to district director first

8. Matt
A. Membership List
B. Student ID Members
   a. Source Office, email name confusion
   b. want student id numbers
C. Chapter Dues
   . trouble with communication
      a. extend credit card
      b. call him tomorrow morning, 9:00 am
      c. ask for receipt
      d. copy Rebecca Davis
D. Fundraiser at Career Fair
   . Photos
      a. send email to Conner
E. District Conference Funds
   . ask source if any travel money is available
      a. 300-500 dollars for conference possibility?
      b. financial package due that Friday (4th of March)
      c. 4-5 members
d. travel scholarship with TBP alternative
  e. shared between everyone?
  i. supposed to be big pot

9. James
A. Flyer for career fair
  a. follow up with co-op office for more flyers
B. LinkedIn Update
  . Alumni chapter- contact them
  a. DD Warren Roos- haven’t heard back
C. Facebook/Twitter update
  . don’t have twitter
  a. facebook same
D. Google Drive
 . clean up
  a. put CD in president’s book
i. physical copy

10. Schedule of Events
A. Career Fair
  a. 1-hour counts as credit
B. help with photo booth?
  . jordan shaffer
  a. mark archual

Melissa Action
A. the board game back to James
B. field trip to the office
  a. clean it and throw things out
C. email to corrosion
D. email to grad students
E. chapter survey science fair

Mark Action
A. deliver letters for computer electrical
  a. carletta, bao

TJ Action
A. last 3 ratification ballot
B. chapter survey
C. garfolo, quinn

Letia Action
A. appendix for chapter survey
B. graduation cords
  name associated with
  anyone who was inactive in the fall, have to pay their
  email out to seniors who are active and inactive
  if you are active this year, send email (have to pay for their own)
  if inactive in fall, have to pay for their own
By-Laws

**Matt Action**
A. email about scholarships
   send out topic
B. Fundraiser email
C. The Source travel funds
D. Shirt order
E. biomedical

**James Action**
A. LinkedIn Updates
B. civils
The Tau Beta Pi Association  Chapter: ___OH-K____  
Chapter Project Report  Project number: __35_

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Photography for Picture Day_____  Date(s) of Project:  ____2/23/16_______

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering  
Area: _x_ Chapter/ Social  _x_ Education/ Prof. Dev.  _x_ K-12/MindSET

Number of persons who participated in this project  Members: _1_  Electees: _1_  
(Please attach a list of names.)

Hours spent on this project.  Organizing: _.5_  Participating: _2_

DESCRIPTION:

I. General Description: Student in photography helped take professional photos for students.

II. Purpose & Relationship to Objectives of TBP: Fundraiser for the TBP group.

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

____________________________________________________________________________

____________________________________________________________________________

IV. Cost & Personnel Requirements: Paid $5 to the photographer.

V. Special Problems: N/A

____________________________________________________________________________

____________________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): Student photographer took professional photos for students. These photos can be used to update a resume or/and be used as a profile picture for a LinkedIn account. Students who wanted photos taken paid $5.

VII. Index of Exhibits:

Exhibit A: Attendance
<table>
<thead>
<tr>
<th>Picture Day Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo*</td>
</tr>
<tr>
<td>Matt Schwenning*</td>
</tr>
<tr>
<td>Mark Archual*</td>
</tr>
</tbody>
</table>

* Current Member
The Tau Beta Pi Association  Chapter:  ___OH-K_____  
Chapter Project Report  Project number:  ___36___  

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Volunteering at Career Fair_____  Date(s) of Project:  ___2/23/16_____

Project __ Community/ Liberal Culture  _x_ University/ College  __ Profession/ Engineering  
Area: __ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET  

Number of persons who participated in this project  Members: _15_  Electees: ___  
(Please attach a list of names.)

Hours spent on this project.  Organizing: _1_  Participating: _5_  

DESCRIPTION:  
I. General Description: Current members volunteered at Engineering Career Fair.  
II. Purpose & Relationship to Objectives of TBP: Showing active membership by gaining volunteer hours.  
III. Organization & Administration: (in conjunction with another group?)  __ Yes  _x_ No  

IV. Cost & Personnel Requirements: N/A.  
V. Special Problems: N/A  

VI. Overall Evaluation/Results (Be Specific): Members were able to do registrations and make packets with information about each company and the map of the fair at the Engineering Career Fair.  

VII. Index of Exhibits:
Exhibit A: Attendance List

<table>
<thead>
<tr>
<th>Engineering Career Fair Volunteering</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Matthew Schwenning</td>
<td>Ryan Loftus</td>
</tr>
<tr>
<td>Chris Burton</td>
<td>Anna Burkey</td>
</tr>
<tr>
<td>Maria Rizzo</td>
<td>Carli Norman</td>
</tr>
<tr>
<td>Jordan Shaffer</td>
<td>Dao Letdara</td>
</tr>
<tr>
<td>Tyler Masters</td>
<td>Matthew Throwbridge</td>
</tr>
<tr>
<td>Darcy Fyffe</td>
<td>David Royak</td>
</tr>
<tr>
<td>Mark Archual</td>
<td>Julia Wood</td>
</tr>
<tr>
<td>Ana Bacco</td>
<td></td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association

Chapter Project Report

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: Officer Meeting Date(s) of Project:
2/29/2016

Project __ Community/ Liberal Culture __ University/ College __ Profession/ Engineering Area: _x_ Chapter/ Social __Education/ Prof. Dev. __ K-12/MindSET

Number of persons who participated in this project Members: _5_ Electees: _

(Please attach a list of names.)

 Hours spent on this project. Organizing: _0.5_ Participating: _1_

DESCRIPTION:

I. General Description: __Informational meeting between TBP Officers____________________

II. Purpose & Relationship to Objectives of TBP: _____Discussed upcoming award, pi-day event, and district conference

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

IV. Cost & Personnel Requirements:
_N/A______________________________________________

V. Special Problems:
_N/A______________________________________________

VI. Overall Evaluation/Results (Be Specific): __The meeting went as planned. Action items were assigned and officers know what is required of their position and expected of members

VII. Index of Exhibits:
Exhibit A: Members List
Officer Meeting 2/29/2016 Attendance

<table>
<thead>
<tr>
<th>Name</th>
<th>Name</th>
</tr>
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<tbody>
<tr>
<td>Melissa Paydo</td>
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<td>Timothy Sae-Kho</td>
<td>Mark Archual</td>
</tr>
<tr>
<td>James Hillegas</td>
<td></td>
</tr>
</tbody>
</table>

Meeting Minutes

Meeting Notes:

Melissa
1. How was E-week banquet?
2. Letters delivered to ChemE
3. Sent grad student email -- deadline March 11th
4. District Conference -- April 8,9
   a. sent email out
   b. 8th and 9th
   c. people should go to class
   d. get there between 8 or 9 (leave after business hours)
   e. conference starts at 10 am - 6 or 7 and drive back
   f. Relay for Life on Saturday
   g. objective: talk about national convention, training for officers next year
   h. different structure/dinner on Saturday night
   i. mark, james, letia, melissa

Mark
1. Bao update
   a. checked up with him, he’s good
   b. follow up on form
Letters delivered to EE/CpE
Fundraiser at Career Fair
   . in future career fairs, ensure privacy for those having picture taken
   a. $55 profit
   b. put up signs to find location
   c. one for photo shoot, one for volunteering

TJ
1. Chapter Survey Update
   a. 4 reports to do
Letters delivered to ME
   . been delivered to Garfolo, people have been emailed about letter waiting for them
Ratification Ballot Update -- April 1
   . saved it as a draft
a. send Melissa draft
b. talk about Chemstress?
i. talk about that for action items

Letia
1. Graduation Cord Update
a. Drafted bylaw for students on coop
drafted email to send to district director
i. how it affects the numbers for the eligibility report for this semester

Matt not here
1. Fellowship/scholarship email -- February 1/April 1
2. Letters delivered to BME
3. Chapter Dues
a. paid
Chapter funds - SOURCE
account numbers were switched Engineering Student Council (Meet and Greet switched)
a. having Matt and Debo look over it (never turned in source forms)
i. don't know how it happened

James
1. Letters delivered to CE
a. delivered letters
Linkedin, Facebook, Google drive update
reorganized Google Drive

Orientation

17th at 5pm
room reserved already

pi day
noon Student Union
room not reserved
need two extra long tables
pi day pie eating contest
eat to bubblegum
winner wins pi day shirt
James-make flyer
need
tin pans
whipped cream
aprons
trash bags
day before officer meeting
Replay for Kids event that evening

Chemstress
- should have chemstress award out by pi day
- TJ - look at list of people from secretary
  - emailing to all members for nomination by March 14th
  - take into account who’s won

Meet and Greet
Catalog Cards done before Meet and Greet
Report of Election must be done so catalog cards can be completed
The Tau Beta Pi Association  Chapter:  _OH-K_

Chapter Project Report  Project number:  _38_

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Officer Meeting____  Date(s) of Project: ____3/14/2016____

Project ___ Community/ Liberal Culture  ___ University/ College  ___ Profession/ Engineering
Area:  _x_ Chapter/ Social  _x_ Education/ Prof. Dev.  ___ K-12/MindSET

Number of persons who participated in this project  Members: _5_  Electees: ___

(Please attach a list of names.)

Hours spent on this project.  Organizing: _0.5_  Participating: _1_

DESCRIPTION:
I. General Description: __Informational meeting between TBP Officers____________________

II. Purpose & Relationship to Objectives of TBP: _____Discussed upcoming award, pi-day event, and district conference

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

IV. Cost & Personnel Requirements:  ___ N/A

V. Special Problems:  ___ N/A

VI. Overall Evaluation/Results (Be Specific): __The meeting went as planned. Action items were assigned and officers know what is required of their position and expected of members

VII. Index of Exhibits:
Exhibit A: Members List
Exhibit B: Meeting Minutes  
Exhibit A: Members List

<table>
<thead>
<tr>
<th>Officers Meeting 3/14/2016 Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Letia Bass</td>
</tr>
<tr>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>Mark Archual</td>
</tr>
<tr>
<td>James Hillegas</td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association  Chapter: ___OH-K____
Chapter Project Report  Project number: ___39___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Orientation____  Date(s) of Project: ___3/16/16-3/17/16________

Project ___ Community/ Liberal Culture  ___ University/ College  ___ Profession/
Engineering
Area: ___ Chapter/ Social  ___Education/ Prof. Dev.  ___ K-12/MindSET

Number of persons who participated in this project  Members: ___  Electees: ___13___
(Please attach a list of names.)

Hours spent on this project.  Organizing: ___2___  Participating: ___2___

DESCRIPTION:

I. General Description: Student TBP officers met with eligible TBP members to discuss membership benefits personally

II. Purpose & Relationship to Objectives of TBP: Personal greeting of TBP eligible members

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

____________________________________________________________________________
____________________________________________________________________________

IV. Cost & Personnel Requirements: N/A.

V. Special Problems: N/A

____________________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): From the 18 students who attended the 2 given orientations, 13 of those students were elected.

VII. Index of Exhibits:
### Exhibit A: Attendance

<table>
<thead>
<tr>
<th>Orientation 1</th>
<th>First name</th>
<th>Last name</th>
<th>Email</th>
<th>Current member</th>
<th>Elected</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Bennett</td>
<td>Norley</td>
<td>bjn16</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ean</td>
<td>Dickerhoof</td>
<td>ehd5</td>
<td></td>
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<td></td>
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<tr>
<td></td>
<td>Nathaniel</td>
<td>Hawk</td>
<td>nah38</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dominic</td>
<td>Mercorelli</td>
<td>dlm158</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Melissa</td>
<td>Paydo</td>
<td>Map69</td>
<td>X</td>
<td></td>
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<tr>
<td>Orientation 2</td>
<td>Ethan</td>
<td>Schweinsberg</td>
<td>ees37</td>
<td>X</td>
<td></td>
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<tr>
<td></td>
<td>Monica</td>
<td>Lacek</td>
<td>mill79</td>
<td>X</td>
<td></td>
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<tr>
<td></td>
<td>Michael</td>
<td>Carano</td>
<td>mjc129</td>
<td></td>
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<tr>
<td></td>
<td>Kelly</td>
<td>O'Neill</td>
<td>kno8</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chris</td>
<td>Heldman</td>
<td>cah99</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Nicholas</td>
<td>Walganott</td>
<td>ndw25</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Davad</td>
<td>Graham</td>
<td>dcg32</td>
<td>X</td>
<td></td>
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<tr>
<td></td>
<td>Rick</td>
<td>Tang</td>
<td>rt10</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>John</td>
<td>Detorakis</td>
<td>jgd15</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Micah</td>
<td>Steiner</td>
<td>mcs87</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cody</td>
<td>Gruber</td>
<td>clg75</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mark</td>
<td>Archual</td>
<td>Mja61</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ____Replay for Kids_____ Date(s) of Project: 3/14/2016

Project ___ Community/ Liberal Culture ___ University/ College ___ Profession/ Engineering
Area: ___ Chapter/ Social ___Education/ Prof. Dev. ___ K-12/MindSET

Number of persons who participated in this project  Members: ___ Electees: ___
(Please attach a list of names.)

Hours spent on this project. Organizing: ___ Participating: ___

DESCRIPTION:

I. General Description: Replay for Kids is a community service workshop for the organization that fixes broken toys for disabled children in the local area. Workshops, which are coordinated by the Women in Engineering Program, are held at the university several times every semester.

II. Purpose & Relationship to Objectives of TBP: This event uses the skills of TBP members and initiates to help both the Women in Engineering Program and the children in need.

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

Planning for this event was done entirely by the Women in Engineering Program.


IV. Cost & Personnel Requirements: N/A.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Event went smoothly, and members got volunteer hours.

VII. Index of Exhibits:
Exhibit A: Members List

Exhibit A: Attendance List

<table>
<thead>
<tr>
<th>Replay for Kids Attendance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Carli Norman</td>
<td>Tyler Schimmoeller</td>
</tr>
<tr>
<td>Tyler Masters</td>
<td>Sarah Insull</td>
</tr>
</tbody>
</table>
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ____Alternative Spring Break____ Date(s) of Project: 3/21-25/2016

Project __ Community/ Liberal Culture ___x_ University/ College ___ Profession/ Engineering
Area: ___ Chapter/ Social ___ Education/ Prof. Dev. ___ K-12/MindSET

Number of persons who participated in this project Members: _2_ Electees: __
(Please attach a list of names.)

Hours spent on this project. Organizing: __ Participating: _40+_  

DESCRIPTION:

I. General Description: University of Akron students completed a variety of service projects during the tenth annual Alternative Spring Break. Groups worked with one of three diverse non-profit organizations in Georgia, North Carolina, and Florida. In all, these volunteers dedicated 3,056 hours to making a difference.

II. Purpose & Relationship to Objectives of TBP: This event uses the skills of TBP members and initiates to help both the Women in Engineering Program and the children in need.

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

  This volunteering event was done through Serve Akron. ________________________________

  __________________________________________

IV. Cost & Personnel Requirements: $300 /per participant (not from TBP funds).

V. Special Problems: N/A ________________________________

   ________________________________

VI. Overall Evaluation/Results (Be Specific): Event went very well. This event not only allowed members to help build a better environment, but it helped members build themselves up in character.
VII. Index of Exhibits:

Exhibit A: Members List

Exhibit B: Photo

Exhibit A: Attendance List

| Replay for Kids Attendance | Timothy Sae-Kho | Sarah Insull |

Exhibit B: Photo
The Tau Beta Pi Association  Chapter:  _OH-K_

Chapter Project Report  Project number:  __42__

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ___Officer Meeting____   Date(s) of Project:  

____3/28/2016____

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering

Area:  _x_ Chapter/ Social  __ Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members:  _6_  Electees:  

(Please attach a list of names.)

Hours spent on this project.  Organizing:  _0.5__  Participating:  _1__

DESCRIPTION:

I. General Description:  __Informational meeting between TBP Officers___________

II. Purpose & Relationship to Objectives of TBP:  __duties_________________

III. Organization & Administration:  (in conjunction with another group?)  __Yes  _x_  No

IV. Cost & Personnel Requirements:  

_N/A______________________________

V. Special Problems:  

_N/A______________________________

VI. Overall Evaluation/Results (Be Specific):  __The meeting went as planned. Action items were assigned and officers know what is required of their position and expected of members_________________

VII. Index of Exhibits:

Exhibit A: Members List
Exhibit B: Meeting Minutes
Exhibit A: Members List
**Officers Meeting 2/29/2016 Attendance**

<table>
<thead>
<tr>
<th>Melissa Paydo</th>
<th>Letia Bass</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timothy Sae-Kho</td>
<td>Mark Archual</td>
</tr>
<tr>
<td>James Hillegas</td>
<td>Matthew Schwenning</td>
</tr>
</tbody>
</table>

**Exhibit B: Meeting Minutes**

**Meeting Notes:**

Meeting minutes 3/28/16
- Pi Day Event
  - 3 people went
  - Pi-day T-shirt
    - Contact 4 who ordered shirts
    - Meet and greet reminder email
  - Tell 4 ppl
    - March 14 attendance to TK
    - Omit inspiration day
    - Travel report for district conference
    - Late fri-late sat
  - Business casual
    - Usg email issac
    - Coming SU room 308
    - Laureate program,
  - No one applied for it
    - rental car getting one
    - orientation
  - 22 showed
    - Mark
    - Talk to Dr. Bao/ still good
- Report of election due next week
  - TJ confirmation emails
  - District conference
- Letia mark Melissa
  - April 11th, officer nominations
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ____Meet and Greet____  Date(s) of Project: ____3/29/2016_____

Project Area: __ Chapter/ Social __ University/ College __ Profession/ Engineering
___ Education/ Prof. Dev. ___ K-12/MindSET

Number of persons who participated in this project  Members: __29__  Electees: __10__
(Please attach a list of names.)

Hours spent on this project.  Organizing: __2__  Participating: __2__

DESCRIPTION:

I. General Description: Meet and greet among initiates and current members of Tau Beta Pi.

II. Purpose & Relationship to Objectives of TBP: Initiates come to the Meet and Greet to understand more about the organization along with networking among current members.

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

IV. Cost & Personnel Requirements: $64 for pizza and beverages.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): 10 number of initiates attended the event and got their signatures from current members of Tau Beta Pi.

VII. Index of Exhibits:

Exhibit A: Members List
Exhibit A: Members List

<table>
<thead>
<tr>
<th>Meet and Greet attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrew Ball</td>
</tr>
<tr>
<td>Jordan Shaffer</td>
</tr>
<tr>
<td>Kyle Albertson</td>
</tr>
<tr>
<td>Ana Bacco</td>
</tr>
<tr>
<td>Ryan Bonzo</td>
</tr>
<tr>
<td>Anna Burkey</td>
</tr>
<tr>
<td>Ian Drake</td>
</tr>
<tr>
<td>Darcy Fyffe</td>
</tr>
<tr>
<td>Marshall Gnap</td>
</tr>
<tr>
<td>James Hillegas</td>
</tr>
<tr>
<td>Sarah Insull</td>
</tr>
<tr>
<td>Benjamin Kitson</td>
</tr>
<tr>
<td>Jason Lazzara</td>
</tr>
<tr>
<td>Dounsavanh Letdara</td>
</tr>
<tr>
<td>Ryan Loftus</td>
</tr>
<tr>
<td>Emily Mulvany</td>
</tr>
<tr>
<td>Carli Norman</td>
</tr>
<tr>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Emma Pierson</td>
</tr>
<tr>
<td>Maria Rizzo</td>
</tr>
<tr>
<td>Jillian Roth</td>
</tr>
</tbody>
</table>

*Initiates
The Tau Beta Pi Association  Chapter:  ___OH-K____  
Chapter Project Report  Project number:  ___44___

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ____TBP District 7 convention Date(s) of Project:  4/8/16-4/9/16

Project ___ Community/ Liberal Culture  ___ University/ College  ___ Profession/ Engineering
Area:  _X_ Chapter/ Social  __Education/ Prof. Dev.  ___ K-12/MindSET

Number of persons who participated in this project  Members:  _3_ Electees:  _0_
(Please attach a list of names.)

Hours spent on this project.  Organizing:  _5_  Participating:  _24_

DESCRIPTION:

I. General Description: The TBP District 7 convention was hosted by the Write State University chapter. Chapter presidents and officers met with District 7 Directors to discuss reporting in TBP as well as the 2016 TBP National Convention in San Diego, CA.

II. Purpose & Relationship to Objectives of TBP: The purpose of the fall meeting was to inform D7 chapter presidents and officers about the reporting within TBP and the 2016 TBP National Convention in San Diego, CA.

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

IV. Cost & Personnel Requirements: The cost of the fall meeting was $212.84 for meals and car rentals.

V. Special Problems: OHK came down the night before and expensed the meal to HQ. This was considered an en route meal.

VI. Overall Evaluation/Results (Be Specific): Knowledge was gained about the formalized reporting of the TBP documents and member was decided to attend the national convention in the fall.

VII. Index of Exhibits:
Exhibit A: Attendance

<table>
<thead>
<tr>
<th>TBP District 7 Convention</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
<td></td>
</tr>
<tr>
<td>Mark Archual</td>
<td></td>
</tr>
<tr>
<td>Letia Bass</td>
<td></td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association  Chapter: _OH-K______
Chapter Project Report  Project number: ___45____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Relay For Life at UA__________  Date(s) of Project: ___4/09/2016_______

Project _X_ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  __ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members: _12__  Electees: _7__
(Please attach a list of names.)

Hours spent on this project.  Organizing: _.5__  Participating: _1-2 __

DESCRIPTION:

I. General Description: Volunteer opportunity for members and electees. This event is held by the University of Akron student organization, Akron Against Cancer. They are UA’s college chapter of the American Cancer Society and organizers of Relay for Life. Relay for Life is a fundraising event where participants raise money year round and then gather together for a memorable event to remember, support, and fight back against cancer and those affected. Our organization supports this cause and walked the track together around 8pm.

II. Purpose & Relationship to Objectives of TBP: This event fulfilled participation requirements for members to be active members and for electees so that they completed enough events to be eligible to be initiated.

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

This event was announced at orientation and via email. However, we did not host the event. The student organization, Akron Against Cancer, hosted the event.

IV. Cost & Personnel Requirements: Zero cost and requirements. A donation to ACS was optional.

V. Special Problems: None.
VI. Overall Evaluation/Results (Be Specific): We should assemble an actual team next year and have a table. This way, we are able to raise even more money for this cause as well as put our name out there for all to see. Also, by making this a team event, our organization may have better attendance.

VII. Index of Exhibits:
1). Exhibit A: Attendance List

2). Exhibit B: Photo

Exhibit A: Attendance List

<table>
<thead>
<tr>
<th>Spring 2015 Membership Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>Kyle Albertson</td>
</tr>
<tr>
<td>Kue Yang</td>
</tr>
<tr>
<td>Jason Lazzara</td>
</tr>
<tr>
<td>Phillip Bertke</td>
</tr>
<tr>
<td>Olivia Cole</td>
</tr>
<tr>
<td>Chris Burton</td>
</tr>
<tr>
<td>Michelle Ayers</td>
</tr>
<tr>
<td>Benjamin Kitson</td>
</tr>
<tr>
<td>Dao Letdara</td>
</tr>
</tbody>
</table>

*denotes Spring 2016 Initiate

Exhibit B: Photo
INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Bent Shining___ Date(s) of Project: ___4/14/2016___

Project ___ Community/ Liberal Culture ___ University/ College ___ Profession/ Engineering
Area: ___ Chapter/ Social ___ Education/ Prof. Dev. ___ K-12/MindSET

Number of persons who participated in this project Members: ___ Electees: ___
(Please attach a list of names.)

Hours spent on this project. Organizing: ___ Participating: ___

DESCRIPTION:

I. General Description: Current members and initiates shine the bent.

II. Purpose & Relationship to Objectives of TBP: Initiates and current members come together to continue a tradition of shining the bent for service hours.

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

____________________________________________________________________________

____________________________________________________________________________

IV. Cost & Personnel Requirements: Brass-O from last semester was used to shine the bent.

V. Special Problems: N/A

____________________________________________________________________________

____________________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): 3 initiates shined and got their attendance marked for eligibility.

VII. Index of Exhibits:

Exhibit A: Members List
Exhibit B: Photos

Exhibit A: Members List

<table>
<thead>
<tr>
<th>Bent Shining attendance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
<td>Marshall Gnap</td>
</tr>
<tr>
<td>Chris Burton</td>
<td>Olivia Petrey</td>
</tr>
<tr>
<td>Dakotah Cox</td>
<td>Collin Dunlap</td>
</tr>
<tr>
<td>David Graham*</td>
<td>Jaclyn Miller*</td>
</tr>
<tr>
<td>Michael Mastran*</td>
<td>Emma Pierson</td>
</tr>
</tbody>
</table>

*initiates

Exhibit B: 1 Photo
The Tau Beta Pi Association  Chapter:  __OH-K____  
Chapter Project Report  Project number:  __47__

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: ___Cupcake Wars_____  Date(s) of Project: ___4/25/16________

Project __ Community/ Liberal Culture  __ University/ College  __ Profession/ Engineering
Area:  _x_ Chapter/ Social  __Education/ Prof. Dev.  __ K-12/MindSET

Number of persons who participated in this project  Members: _7_  Electees: __
(Please attach a list of names.)

Hours spent on this project.  Organizing: _0.5_  Participating: _2_

DESCRIPTION:

I. General Description: Students participated in ZPN’s Cupcake wars, an event where students compete in Minute to Win it games to win ingredients to decorate cupcakes. The theme was holidays and TBP had Christmas.

II. Purpose & Relationship to Objectives of TBP: __Social event with current TBP members

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

___________________________________________
ZPN

___________________________________________

IV. Cost & Personnel Requirements: N/A.

V. Special Problems: N/A

___________________________________________

VI. Overall Evaluation/Results (Be Specific): __One of the most fun events TBP did this semester. Lots of positive feedback from members.

VII. Index of Exhibits:

Exhibit A: Attendance
The Tau Beta Pi Association  Chapter:  ___OH-K____
Chapter Project Report  Project number:  _48_

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name:  ___Mock Initiation____  Date(s) of Project:  ___4/26/2016_______

Project ___ Community/ Liberal Culture  ___ University/ College  ___ Profession/ Engineering
Area:  __ Chapter/ Social  ___Education/ Prof. Dev.  ___ K-12/MindSET

Number of persons who participated in this project  Members:  _12_  Electees:  ___
(Please attach a list of names.)

Hours spent on this project.  Organizing:  __1_  Participating:  __1_

DESCRIPTION:
I. General Description: Officers along with some other current members practice their roles for initiation.
II. Purpose & Relationship to Objectives of TBP: Officers are to be prepared to fulfill their duties as officers to properly induct initiates into Tau Beta Pi.

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

__________________________________________________________

__________________________________________________________

IV. Cost & Personnel Requirements: ___________________________________________________
V. Special Problems: ___________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): Practice went well.

VII. Index of Exhibits:

Exhibit A: Members List
## Exhibit A: Members List

<table>
<thead>
<tr>
<th>Mock Initiation</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
<td>Mark Archual</td>
</tr>
<tr>
<td>Jason Lazzara</td>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>Collin Dunlap</td>
<td>Ian Drake</td>
</tr>
<tr>
<td>James Hillegas</td>
<td>Letia Bass</td>
</tr>
<tr>
<td>Matt Schwenning</td>
<td>Kue Yang</td>
</tr>
<tr>
<td>Olivia Petrey</td>
<td>Marshall Gnap</td>
</tr>
</tbody>
</table>
The Tau Beta Pi Association  Chapter: ___OH-K____
Chapter Project Report  Project number: ___49____

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: _____Initiation____  Date(s) of Project: __4/30/2016____

Project ___ Community/ Liberal Culture  ___ University/ College  ___ Profession/ Engineering
Area: ___ Chapter/ Social  ___ Education/ Prof. Dev.  ___ K-12/MindSET

Number of persons who participated in this project  Members: ___11___  Electees: ___13___
(Please attach a list of names.)

Hours spent on this project.  Organizing: ___1___  Participating: ___3___

DESCRIPTION:

I. General Description: Induction ceremony was held for new members of Tau Beta Pi.
II. Purpose & Relationship to Objectives of TBP: Officers inducted initiates into Tau Beta Pi.

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

________________________________________

IV. Cost & Personnel Requirements: _______________________________________________________

V. Special Problems: ________________________________________________________________

VI. Overall Evaluation/Results (Be Specific): Initiation went well and 31 people total were inducted.

VII. Index of Exhibits:

   Exhibit A: Members List

   Exhibit B: Photos
Exhibit A: Members List

<table>
<thead>
<tr>
<th>Initiation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo*</td>
</tr>
<tr>
<td>Jason Lazzara*</td>
</tr>
<tr>
<td>John Detorakis</td>
</tr>
<tr>
<td>David Graham</td>
</tr>
<tr>
<td>Cody Gruber</td>
</tr>
<tr>
<td>Mark Archual*</td>
</tr>
<tr>
<td>David Royak*</td>
</tr>
<tr>
<td>Dr. Newby**</td>
</tr>
<tr>
<td>Nathaniel Hawk</td>
</tr>
<tr>
<td>Matt Schwenning*</td>
</tr>
<tr>
<td>James Hillegas*</td>
</tr>
<tr>
<td>Chris Heldman</td>
</tr>
<tr>
<td>Rick Tang</td>
</tr>
<tr>
<td>Timothy Sae-Kho*</td>
</tr>
<tr>
<td>Collin Dunlap*</td>
</tr>
<tr>
<td>Kue Yang*</td>
</tr>
<tr>
<td>Letia Bass*</td>
</tr>
<tr>
<td>Ian Drake*</td>
</tr>
<tr>
<td>Monica Lacek</td>
</tr>
<tr>
<td>Michael Manstran</td>
</tr>
<tr>
<td>Jaclyn Miller</td>
</tr>
<tr>
<td>Kelly O’Neill</td>
</tr>
<tr>
<td>Ethan Schweinsberg</td>
</tr>
<tr>
<td>Seth Shill</td>
</tr>
<tr>
<td>Micah Steiner</td>
</tr>
</tbody>
</table>

*Current members
**Alumni
Exhibit B: 1 Photo
The Tau Beta Pi Association

Chapter Project Report

Project number: __50__

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated, but do not send extraneous material that would not be useful to other chapters.

Project name: __Officer Meeting____ Date(s) of Project: ______5/9/2016_____

Project __ Community/ Liberal Culture __ University/ College __ Profession/ Engineering
Area: ___x__ Chapter/ Social __Education/ Prof. Dev. ___ K-12/MindSET

Number of persons who participated in this project Members: _6_ Electees: ___

(Please attach a list of names.)

Hours spent on this project. Organizing: _0.5__ Participating: _1__

DESCRIPTION:

I. General Description: __Informational/Transitional meeting between TBP Officers___________

II. Purpose & Relationship to Objectives of TBP: ____transition duties____________________

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

IV. Cost & Personnel Requirements: ___N/A____________________

V. Special Problems: ___N/A_______________________________________

VI. Overall Evaluation/Results (Be Specific): __The meeting went as planned. Action items were assigned and officers know what is required of their position and expected of members

VII. Index of Exhibits:

Exhibit A: Members List
Exhibit B: Meeting Minutes
Exhibit A: Members List

<table>
<thead>
<tr>
<th>Officers Meeting 2/29/2016 Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Paydo</td>
</tr>
<tr>
<td>Timothy Sae-Kho</td>
</tr>
<tr>
<td>James Hillegas</td>
</tr>
<tr>
<td>Matthew Schwenning</td>
</tr>
</tbody>
</table>

Exhibit B: Meeting Minutes

Meeting Notes:

Tau Beta Pi Officer Meeting Minutes 5/9/2016

Report of Eligibility: 5 wks of semester
  Dr. Cutright
    How to approach? Office hours, open blinds, email

Report of Election
  Catalog Cards

Report of Final Action
  Rule Book Signatures
  Fees
  Chapter Survey Due Jun 1st

New Members
  To Source
  Student ID#
  Checks to The University of Akron

Done Differently?
  MINDset (science and schools)
    Connection with APS
  Alumni
  $3000 Student Fund (Fall is the time to use it)
  VP
    A lot of responsibility
    Initiation (Plan)
    Report of Eligibility
    Back up Pres

Corresponding
Initiation
  TBP Excel Sheet
  Alternative, Manually enter
  Contact orientation

ROElection
  Mark Everyone

Project Report
Pay Attention: get the attendance
OHK, ohio2016kappa
Don’t label project # yet, just name
Chemstress Award
Debbie secretary
Ratification Ballot
Action items voted on at conference
Vote due April 1st
75% of active members
Use OH-k membership lists
IT- turn into MINDset role/technology volunteer