



TAU BETA PI MICHIGAN IOTA  
PROJECT REPORTS  
2018-2019



Michigan Iota Officers  
UNIVERSIT OF MICHIGAN-DEARBORN  
4901 Evergreen Road, Dearborn, MI 48128

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# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

Project number: 1

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated; however, do not send extraneous material that is not beneficial.

Project name: Fall 2018 SOLID Conference Date(s) of Project: 27 August 2018

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

Number of persons who participated in this project (Please attach a list of names.) Members: 2/33 Electees: 0

Hours spent on this project. Organizing: 5 Participating: 2

### DESCRIPTION:

I. General Description: University sponsored conference for student organizations on campus. Requirement to remain registered at UM-Dearborn. Leadership and membership seminars along with discussions on dealing with finances on campus.

II. Purpose & Relationship to Objectives of TBP: SOLID stands for Student Organization LEADERS in Development. Also allows for chapter continuity.

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): Gained invaluable insight into inner workings of student organization finances and some new ideas for member retention.

VII. Index of Exhibits: (A) List of participants,

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#### (A) List of Participants – Fall 2018 SOLID

- Sarah Overbeck (President)
- Sarah Walworth (Corresponding Secretary)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: Fall 2018 Initial Officers Meeting Date(s) of Project: 7 September 2018

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

Number of persons who participated in this project (Please attach a list of names.) Members: 11/33 Electees: 0

Hours spent on this project. Organizing: 5 Participating: 2

### DESCRIPTION:

I. General Description: Meeting to discuss start of term business and finalize initiation dates and times before submission. Assign heads for events and discuss finances for said events.

II. Purpose & Relationship to Objectives of TBP: Purpose was to organize officers, events, and initiation dates before bringing plans to the membership.

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

Two members of IEEE were invited for the first half hour to discuss jointly-hosted events this semester. They were not part of the meeting planning.

IV. Cost & Personnel Requirements: All officers and advisors were required to attend. No cost as online communication channel (Google Hangouts Meet) was used.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): 100 % Attendance from aforementioned groups Discussion was concise, timely and decisive.

VII. Index of Exhibits: (A) List of participants, (B) Tentative Agenda

(A) List of Participants – Fall 2018 Initial Officers Meeting:

- Andrew Toy (chief advisor)
- Sorin Mihaltan (advisor)
- Lin Van Nieuwstadt (advisor)
- Michael Putty (advisor)
- Sarah Overbeck (president)
- Aaron Schmid (vice president)
- Sarah Walworth (Corresponding Secretary)
- Hanan Yehya (Treasurer)
- Kayleigh James (Recording Secretary)
- Wisam Aljebori (Activities Coordinator)
- Daniel Becht (Cataloger)
- *Angie Pyle (member of Tau Beta Pi – potential future advisor)\**
- *Benjamin Pollatz (Member – Recently Graduated)\**

*\*indicates non-chapter member, but member of Association*

(B) AGENDA

- Call to order and Attendance
- Previous business
  - Fall Initiation
    - Eligibility list
    - FINALIZE DATES:
      - Initiate mtgs
      - Smoker
      - Initiation – Room reserved here.
    - Dean funding for envelopes and postage - letters
    - Letter directly from Dean to parents?
  - Graduation Regalia check sent to HQ from Winter 18?
  - Communication channel for all members
    - Accurate membership list?
    - WhatsApp and Facebook: Status?
  - Dr Kridli and Dr. Shridhar – inducting as eminent engineers (possibly a graduate student... has not contacted us again)
- New Business
  - Constitution and Bylaws Update!!
  - Summer Involvement Fairs – Results, success/failure?
  - Fall Organization Fair – Results, success/failure
  - Events with IEEE
    - IP/Patent Talk from Dr. Kasravi – Status (funding from Lin)
    - Ada Lovelace (ideas from President Kenny Topolovec below)

**Ada Day:** My thoughts is that this could just be a fun gathering put together in the name of Ada Lovelace?

Duration - 1 Hour

Agenda:

- Student/Faculty presents brief biography of Ada and outlines her achievements (15 minutes)  
- Attendees socialize and enjoy food (either pizza or desserts like brownies, cookies, etc.) (45 minutes)

*We could also potentially speak about several modern-day female inventors/creators who have revolutionized the world of technology after speaking about Ada.*

**Patent Presentation:**

Just book room, order desserts & drinks since it is a short event (pizza is probably overkill). Possibly PEC 1410 or 1420, unless we expect over 35 students to attend.

- TBP Office (what we should keep and what we should get rid of)

- Close with date of all member meeting
- Revamp of initiation light kit.

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

Project number: 3

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated; however, do not send extraneous material that is not beneficial.

Project name: Fall 2018 Initial All-Member Mtg Date(s) of Project: 14 September 2018

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

Number of persons who participated in this project (Please attach a list of names.) Members: 7/33 Electees: 0

Hours spent on this project. Organizing: 3 Participating: 1.5

### DESCRIPTION:

I. General Description: Meeting for all members on start-of-term business and discuss important events and asked members to participate.

II. Purpose & Relationship to Objectives of TBP: Emphasizing cohesion of the chapter and keeping all members informed and a part of organization activities.

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

Organized personally by the president in effort to keep membership informed.

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): This meeting was less successful when compared with officers meeting. Not as big of a turn-out as anticipated. Will adjust contact methods again.

VII. Index of Exhibits: (A) List of Participants (B) Agenda

(A) List of Participants – Fall 2018 All-Member Meeting

- Sarah Overbeck (President)
- Daniel Becht (Cataloger)
- Ahmed Bitar (Member)
- Aaron Schmid (Vice President)
- Sarah Walworth (Corresponding Secretary)
- Meyer Hochstadt (Member)
- Benjamin Pollatz (Recently Graduated Member)

(B) Agenda

- Call to order
- Attendance
- Fall Initiation
  - Dates for:
    - LETTER BUILDING – Friday, Sept 21<sup>st</sup> (tentative time 5-7pm) (Free snacks!)
    - Initiate mtgs –Tuesday and Wednesday, Oct 2<sup>nd</sup> and 3<sup>rd</sup> 5-6pm
    - Smoker – Friday, Nov 2<sup>nd</sup> 5-7pm IAVS Conference Rm
    - Initiation – Saturday, Dec 1<sup>st</sup> 11am – 2pm Kochoff Hall
      - *Speaker – from alumni chapter (Sarah email)*
      - *Invite Dean and Chancellor (Aaron)*
      - *Advertise now and free food*
      - *Announcement through Dean's office (Email secretary)*
  - CECS funding for postage – Pitch event Tuesday, Sept 18 (5:30-7pm)
    - *Pitch for events, initiation fees (why we need it – recruitment is low, covering HQ portion would eliminate fee for initiates)*
    - *Base next year's fee on this year's approval (postage and fee)*
    - *Ask Mike Hands about dealing with fees*
  - Communication channel for all members
    - Facebook group and Slack
      - Two boards, decide later which to use
      - <https://tbp-mii.slack.com/>
  - Dr Kridli and Dr. Shridhar – inducting as eminent engineers
- Constitution and Bylaws Update
- Engineering 100/400 talks
- M.U.
  - – interested but may/may not be eligible – ask Andy
  - -wait for default list – ask specific questions to Registrars
  - -Student consent – opens doors to ask for information
- Events with IEEE
  - IP/Patent Talk from Dr. Kasravi – October 26<sup>th</sup> 12-1pm
  - Ada Lovelace Celebration – November 27<sup>th</sup> 5-6pm
- Grad Regalia
  - *Google form – Start now*
  - *December 15<sup>th</sup> – Graduation*

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: Fall 2018 Initiate Letter Building Date(s) of Project: 21 September 2018

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

Number of persons who participated in this project (Please attach a list of names.) Members: 6/33 Electees: 0

Hours spent on this project. Organizing: 5 Participating: 2

### DESCRIPTION:

I. General Description: Meeting to assemble letters for eligible candidates for election after receiving the eligibility list from Registrar's.

II. Purpose & Relationship to Objectives of TBP: Small, fun event with completing letter construction as a secondary task. Sponsors liberal culture and gave a more enjoyable outlet for informing candidates.

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

Organized personally by the president to prevent previously faulty situation.

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): This meeting was very successful! It was a semi-social event that also accomplished a task that had been arduous for one or two people in previous terms. Provided an opportunity to meet a member of the alumni chapter as well.

VII. Index of Exhibits: (A) List of Participants



(A) List of Participants – Fall 2018 Initiate Letter Building

- Sarah Overbeck (President)
- Daniel Becht (Cataloger)
- Aaron Schmid (Vice President)
- Kayleigh James (Recording Secretary)
- Hanan Yehya (Treasurer)
- Brandi Wingate (Member)
- Angie Pyle (Member of SEMAC chapter)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: Fall 2018 Initiate Interest Mtgs Date(s) of Project: 2-3 October 2018

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

Number of persons who participated in this project (Please attach a list of names.) Members: 4/33 Electees: 0

Hours spent on this project. Organizing: 4 Participating: 2

### DESCRIPTION:

I. General Description: Informational meetings for new candidates. Objective of these meetings is to introduce interested eligible candidates to the structure, function, benefits, and obligations of Tau Beta Pi. In addition, we outline the next steps in the initiation process and when items need to be completed by.

II. Purpose & Relationship to Objectives of TBP: This event coincides with the goal of continuation of the chapter and the organization on U-M Deaborn's campus. Key step in initiation process in order to ensure potential members have enough information about the commitment they are making before deciding to join us.

III. Organization & Administration: (in conjunction with another group?)  Yes  No:  
Organized within officers and advisors of the chapter at the start of the fall semester.

IV. Cost & Personnel Requirements: Requires at least two people per meeting

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): These meetings, with the addition of two personal interviews, led to the largest class of possible in over two years. Approximately 20 individuals attended these meetings.

VII. Index of Exhibits: (A) List of Participants

(A) List of Participants – Fall 2018 Initiate Interest Meetings

- Sarah Overbeck (President)
- Daniel Becht (Cataloger)
- Aaron Schmid (Vice President)
- Sarah Walworth (Corresponding Secretary)
- Andrew Toy (Chief Advisor)
- Angie Pyle (Advisor)
- Ben Pollatz (Alumni Member)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: Fall 2018 Additional Initiate Mtgs Date(s) of Project: 10-11 October 2018

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

Number of persons who participated in this project (Please attach a list of names.) Members: 3/33 Electees: 0

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

### DESCRIPTION:

I. General Description: Informational meetings for new candidates. Objective of these meetings is to introduce interested eligible candidates to the structure, function, benefits, and obligations of Tau Beta Pi. In addition, we outline the next steps in the initiation process and when items need to be completed by. These two meetings were in addition to the originals as email reminders were sent late. Vice President took on this task personally.

II. Purpose & Relationship to Objectives of TBP: This event coincides with the goal of continuation of the chapter and the organization on U-M Deaborn's campus. Key step in initiation process in order to ensure potential members have enough information about the commitment they are making before deciding to join us.

III. Organization & Administration: (in conjunction with another group?)  Yes  No:  
Organized within officers of the chapter.

IV. Cost & Personnel Requirements: Requires at least two people per meeting

V. Special Problems: Held to ensure those who received the late email could get all necessary information.

VI. Overall Evaluation/Results (Be Specific): These meetings added to the largest class of possible in over two years. Three other individuals attended these meetings.

VII. Index of Exhibits: (A) List of Participants

(A) List of Participants – Fall 2018 Additional Interest Meetings

- Daniel Becht (Cataloger)
- Aaron Schmid (Vice President)
- Sarah Walworth (Corresponding Secretary)
- Andrew Toy (Chief Advisor)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

Project number: 7

**NEW**

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated; however, do not send extraneous material that is not beneficial.

Project name: Patent and Intellectual Property Talk Date(s) of Project: 26 October 2018

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

Number of persons who participated in this project      Members: 4/33      Electees: 0  
(Please attach a list of names.)

Hours spent on this project.      Organizing: 12      Participating: 2

### DESCRIPTION:

I. General Description: Professional development event: Introduction to patents and intellectual property by Prof. Kas Kasravi, a member of Tau Beta Pi and professor of Industrial and Manufacturing Systems Engineering. He spoke about what is considered an invention as well as breakdown the patent requirements, the do's and don'ts of the patent process and what a patent protects. Lastly, he discussed how to patent as a student and the current trends in patents and academia.

II. Purpose & Relationship to Objectives of TBP: This event was intended to assist our classmates with their pursuits in the profession. Patents and IP are not typically taught in classrooms. The development of skills and recognition of patentable inventions will help many in their careers.

III. Organization & Administration: (in conjunction with another group?)  Yes       No:  
Organized cooperatively with the IEEE Student Chapter at UM-Dearborn. Their personnel assisted with advertising and organization.

IV. Cost & Personnel Requirements: Food cost: \$236 (covered by University)

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): This meeting was very successful! We had about 25 attendees over the course of the event and the survey taken after the fact resulted in the possibility of another session or even making this a bi-annual event.

VII. Index of Exhibits: (A) List of Participants (B) Flyer (C) Survey Results

(A) List of Participants – Patents and IP Talk

- Sarah Overbeck (President)
- Daniel Becht (Cataloger)
- Aaron Schmid (Vice President)
- Ryan Perkins (Chapter Member)
- Professor Kas Kasravi (Tau Beta Pi Member)

(B) Flyer

# Patents and Intellectual Property

with **Prof. Kas Kasravi**



**Tau Beta Pi Michigan Iota Chapter**  
umdearborn-tbp@umich.edu

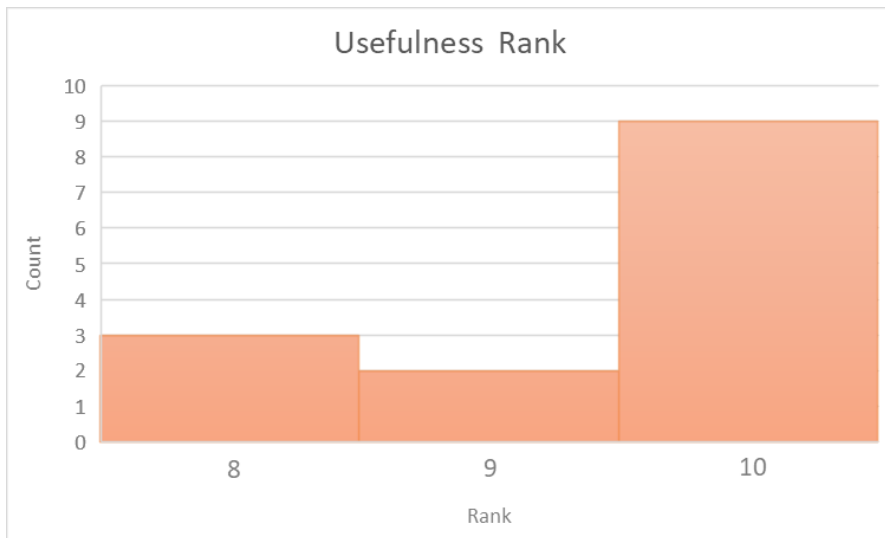
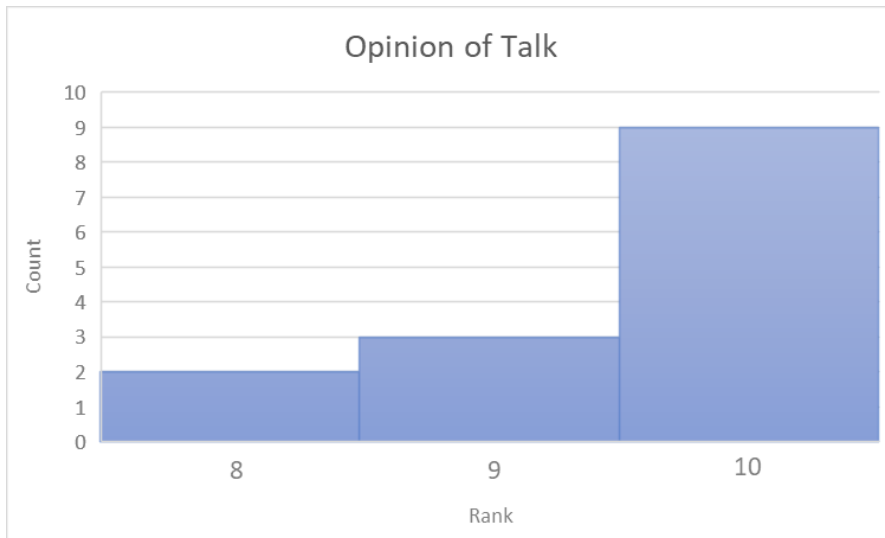
**Institute of Electrical and Electronics Engineers**  
umdearborn-ieee@umich.edu

**October 26th** • What are Patents?  
**PEC 1330 12pm-1pm** • What are inventions?  
**FREE Food!** • The Do's and Don'ts  
• Impacts as Students



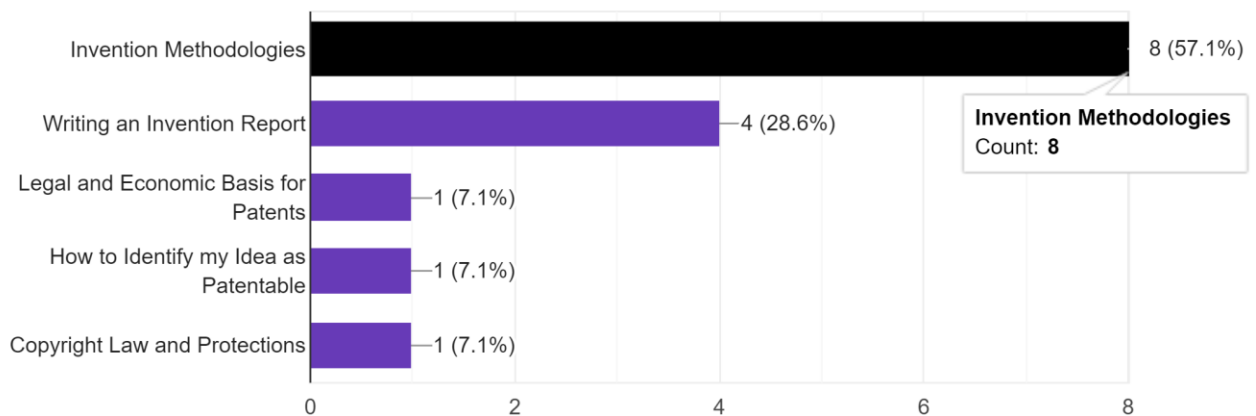
PosterMyWall.com

### (C) Survey Results



### Rank Options

14 responses





# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

Project number: 8

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated; however, do not send extraneous material that is not beneficial.

Project name: Fall 2018 Initiate Smoker Mtg Date(s) of Project: 2 November 2018

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

Number of persons who participated in this project (Please attach a list of names.) Members: 5/33 Electees: 9

Hours spent on this project. Organizing: 6 Participating: 2

### DESCRIPTION:

I. General Description: The smoker meeting is for interviewing interested candidates who completed all of the required tasks to become a member. This is a test of character. Final tasks before initiation into our chapter.

II. Purpose & Relationship to Objectives of TBP: This event coincides with the goal of continuation of the chapter and the organization like the information meetings. Election step in initiation process is completed in this meeting and guaranteeing commitment of candidates.

III. Organization & Administration: (in conjunction with another group?)  Yes  No:  
Organized within officers and advisors of the chapter at the start of the fall semester.

IV. Cost & Personnel Requirements: Quorum of officers needed. Advisors can attend but not necessary.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): The combination of all efforts made produced a committed class of 13 initiates, two of which were Eminent Engineers. As predicted, this was the largest class of initiates seen in the past two years. Personal interviews were conducted for the EEs and for two individuals who could not attend this meeting.

VII. Index of Exhibits: (A) List of Participants

(A) List of Participants – Fall 2018 Initiate Smoker

- Sarah Overbeck (President)
- Daniel Becht (Cataloger)
- Aaron Schmid (Vice President)
- Sarah Walworth (Corresponding Secretary)
- Kayleigh James (Recording Secretary)
- Angie Pyle (Advisor)
- Brendan Carr (Electee)
- Aston Drewyor (Electee)
- Farah Elsayed (Electee)
- Nathan Gonzales (Electee)
- Newman Harper (Electee)
- Dean Lawrence (Electee)
- Anne Roelant (Electee)
- Michael Ustes (Electee)
- Kelsey Wilkins (Electee)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

Project number: 9

**NEW**

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated; however, do not send extraneous material that is not beneficial.

Project name: Ada Lovelace Celebration Date(s) of Project: 27 November 2018

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

Number of persons who participated in this project (Please attach a list of names.) Members: 4/33 Electees: 1

Hours spent on this project. Organizing: 10 Participating: 1.5

### DESCRIPTION:

I. General Description: Professional development event: Introduction to Ada Lovelace and other women in STEM fields that have been impactful. Topic was presented by Kayleigh James as a student taught endeavor. Food was served as a treat and discussion on each women and videos to supplement were presented. Idea was provided by Lin Van Nieuwstadt as part of movement for women in STEM.

II. Purpose & Relationship to Objectives of TBP: This event was intended to further people's knowledge of the contributions women have made to the profession. Many of the ladies mentioned are not given the attention they deserve.

III. Organization & Administration: (in conjunction with another group?)  Yes  No: Organized cooperatively with the IEEE Student Chapter at UM-Dearborn. Their personnel lead with advertising and organization and Tau Beta Pi assisted in addition to providing the speaker.

IV. Cost & Personnel Requirements: Food cost: \$236 (covered by University)

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): This meeting was somewhat successful! We had about 10 attendees over the event time. The lateness and day of the event made attendance outside the membership of IEEE and TBP difficult.

VII. Index of Exhibits: (A) List of Participants (B) Flyer

(A) List of Participants – Ada Lovelace Event

- Sarah Overbeck (President)
- Daniel Becht (Cataloger)
- Aaron Schmid (Vice President)
- Kayleigh James (Recording Secretary)
- Michael Ustes (Electee)

(B) Flyer



**IEEE AND TAU BETA PI PRESENT:**

# ADA LOVELACE CELEBRATION

**The World's First  
Computer Programmer**

- Nov. 27, 5-6pm in CB 1013
- FREE DESSERTS!
- Seating is limited!

**RSVP to [ktopolov@umich.edu](mailto:ktopolov@umich.edu)**

**Also, email with any questions  
about the event!**

**SPONSORED  
by  
SDAC**

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

Project number: 10

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated; however, do not send extraneous material that is not beneficial.

Project name: Fall 2018 Initiation and Banquet Date(s) of Project: 1 December 2018

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

Number of persons who participated in this project (Please attach a list of names.) Members: 7/33 Electees: 10

Hours spent on this project. Organizing: 9 Participating: 4

### DESCRIPTION:

I. General Description: The initiation process culminates with the Initiation Ceremony and the fall initiation banquet. The full ceremony is completed with only members of Tau Beta Pi present. Then, a social banquet followed with our guest speaker Angie Pyle, who also was elected advisor to our chapter. Officer elections are held for the next semester prior to the end of the banquet.

II. Purpose & Relationship to Objectives of TBP: This event concludes the initiation process and adds a new class of members to our chapter. This emphasizes the perpetuation of Tau Beta Pi's presence at UM-Dearborn.

III. Organization & Administration: (in conjunction with another group?)  Yes  No:  
Organized within officers and advisors of the chapter over the course of the fall semester.

IV. Cost & Personnel Requirements: Quorum of officers and advisors needed for initiation team.

V. Special Problems: One eminent engineer could not attend due to scheduling mix-up. He was postponed to the next semester.

VI. Overall Evaluation/Results (Be Specific): The combination of all efforts ended in a class of 12 initiates, one of which was Eminent Engineers. Two members who gave advanced notice attended initiation at Michigan-Gamma.

VII. Index of Exhibits: (A) List of Participants

(A) List of Participants – Fall 2018 Initiation and Banquet

- Sarah Overbeck (President)
- Daniel Becht (Cataloger)
- Aaron Schmid (Vice President)
- Sarah Walworth (Corresponding Secretary)
- Kayleigh James (Recording Secretary)
- Hanan Yehya (Treasurer)
- Angie Pyle (Advisor)
- Andrew Toy (Chief Advisor)
- Ben Pollatz (Alumni)
- Prof. Kas Kasravi (Tau Beta Pi Member)
- Lin Van Nieuwstadt (Advisor)
- Mohamed Abdelmonem (Electee)
- Aston Drewyor (Electee)
- Farah Elsayed (Electee)
- Nathan Gonzales (Electee)
- Newman Harper (Electee)
- Dean Lawrence (Electee)
- Anne Roelant (Electee)
- Michael Ustes (Electee)
- Kelsey Wilkins (Electee)
- Ghassan Kridli (Electee)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: Fall-Winter Transition Meeting Date(s) of Project: 18 January 2019

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

Number of persons who participated in this project (Please attach a list of names.) Members: 12/33 Electees: 0

Hours spent on this project. Organizing: 3 Participating: 2

### DESCRIPTION:

I. General Description: General meeting to discuss end of term business and start planning for winter initiation. Also used as meeting to help transition new officers to their responsibilities. Address old and new event ideas and volunteer opportunities as well as officer/member communication channels.

II. Purpose & Relationship to Objectives of TBP: Purpose was to organize officers, events, and initiation dates before bringing plans to the membership.

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

Membership, officers and advisors were invited to this meeting. No others were necessary since no joint events were planned for the winter semester.

IV. Cost & Personnel Requirements: All current and former officers were required to attend. There was no cost as online communication channel (Google Hangouts Meet) was used. This had been judged by experiment as the best option to allow all to participate.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): 100 % Attendance from aforementioned groups Discussion was concise, timely and decisive.

VII. Index of Exhibits: (A) List of participants, (B) Tentative Agenda

(A) List of Participants – Winter 2019 Transition Meeting:

- Andrew Toy (Chief Advisor)
- Sorin Mihaltan (Advisor)
- Sarah Overbeck (President)
- Aaron Schmid (Former vice president)
- Anne Roelant (Vice President)
- Michael Ustes (Cataloger/Recording Secretary)
- Sarah Walworth (Corresponding Secretary)
- Dean Lawrence (Member)
- Daniel Becht (Former Cataloger)
- Angie Pyle (Advisor)
- Benjamin Pollatz (Member – Recently Graduated)

(B)Agenda

**TAU BETA PI – TRANSITION MEETING AGENDA – WINTER 2019**

- **CALL TO ORDER**
- **ATTENDANCE/INTRODUCTIONS**
- **OLD BUSINESS**
  - **OFFICER RESPONSIBILITIES**
    - *ADD NEW OFFICERS TO TBP\_ROOT GOOGLE DRIVE*
  - **CONSTITUTION RATIFICATION – DUE APRIL 1<sup>ST</sup>**
    - *SARAH O. SEND OUT AFTER MTG*
  - **PATENT EVENT RESULTS (SEE SECONDARY FILE)**
    - **DO WE WANT TO DO ANOTHER/PART 2/DO IT AGAIN?**
    - **SUGGESTIONS? (SOMETHING OTHER THAN PATENTS, ETC.)**
  - **PUT ALL MEMBERS ON SLACK – SARAH W.**
  - **INITIATION LIGHT KIT – FROM E100 LAST SEMESTER**
- **NEW BUSINESS**
  - **NEW INITIATION LINEUP**
    - **ELIGIBILITY LIST/REPORT**
    - **LETTER BUILDING EVENT – SOME SUPPLIES NEEDED HERE**
    - **INITIATE MEETINGS**
    - **SMOKER/CATALOG CARDS**
    - **INITIATION CEREMONY AND BANQUET**
  - **EMINENT ENGINEERS/ALUMNI/GRADUATE STUDENTS**
  - **CHAPTER PROJECTS?**
    - **AWOL BENTS (I WILL EXPLAIN THIS...)**
  - **EVENTS FOR THE SEMESTER**
    - **PI DAY**
  - **UPDATING CHAPTER BYLAWS TO INCLUDE BIOENGINEERS, ROBOTICS, AND SOFTWARE ENGINEERS**



# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: Winter 2019 Initiate Letter Building Date(s) of Project: 25 January 2019

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

Number of persons who participated in this project (Please attach a list of names.) Members: 6/33 Electees: 0

Hours spent on this project. Organizing: 5 Participating: 2

### DESCRIPTION:

I. General Description: Meeting to assemble letters for eligible candidates for election after receiving the eligibility list from Registrar's.

II. Purpose & Relationship to Objectives of TBP: Small, social event while completing letter construction. Sponsors liberal culture and gave a more enjoyable outlet for informing candidates.

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

Organized by the president and vice president to prevent previously faulty situation.

IV. Cost & Personnel Requirements: Cost of stamps (\$60)

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): This meeting was very successful! It was a semi-social event that also accomplished a task that had been arduous for one or two people in previous terms. Provided an opportunity for new officers to socialize with the chief advisor.

VII. Index of Exhibits: (A) List of Participants

(A) List of Participants – Winter 2019 Letter Building

- Sarah Overbeck (President)
- Andrew Toy (Chief Advisor)
- Anne Roelant (VP)
- Sarah Walworth (Corresponding Secretary)
- Michael Ustes (Recording Secretary)
- Nathan Gonzales (Member)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: Winter 2019 Initiate Interest Mtgs Date(s) of Project: 5-6 February 2019

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

Number of persons who participated in this project (Please attach a list of names.) Members: 6/33 Electees: 0

Hours spent on this project. Organizing: 4 Participating: 2

### DESCRIPTION:

I. General Description: Informational meetings for new candidates. Objective of these meetings is to introduce interested eligible candidates to the structure, function, benefits, and obligations of Tau Beta Pi. In addition, we outline the next steps in the initiation process and when items need to be completed by.

II. Purpose & Relationship to Objectives of TBP: This event coincides with the goal of continuation of the chapter and the organization on U-M Dearborn's campus. Key step in initiation process in order to ensure potential members have enough information about the commitment they are making before deciding to join us.

III. Organization & Administration: (in conjunction with another group?)  Yes  No:  
Organized within officers and advisors of the chapter at the start of the winter semester.

IV. Cost & Personnel Requirements: Requires at least two people per meeting

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): These meetings produced the usual number of potential electees. There are always less candidates during the winter semester, a trend which will require further investigation.

VII. Index of Exhibits: (A) List of Participants

(A) List of Participants – Winter 2019 Initiate Interest Meetings

- Sarah Overbeck (President)
- Michael Ustes (Recording Secretary)
- Anne Roelant (Vice President)
- Sarah Walworth (Corresponding Secretary)
- Andrew Toy (Chief Advisor)
- Angie Pyle (Advisor)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: Winter Initiate Smoker Mtg Date(s) of Project: 22 February 2019

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

Number of persons who participated in this project (Please attach a list of names.) Members: 7/33 Electees: 7

Hours spent on this project. Organizing: 6 Participating: 2

### DESCRIPTION:

I. General Description: The smoker meeting is for interviewing interested candidates who completed all of the required tasks to become a member. This is a test of character. Final tasks before initiation into our chapter.

II. Purpose & Relationship to Objectives of TBP: This event coincides with the goal of continuation of the chapter and the organization like the information meetings. Election step in initiation process is completed in this meeting and guaranteeing commitment of candidates.

III. Organization & Administration: (in conjunction with another group?)  Yes  No:  
Organized within officers and advisors of the chapter at the start of the winter semester.

IV. Cost & Personnel Requirements: Quorum of officers needed. Advisors can attend but not necessary.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): While slower than the previous semester, this process produced a standard class of initiates. This is pretty successful despite a larger class in Fall 2018. One electee could not attend and was given an individual interview by the president and secretary.

VII. Index of Exhibits: (A) List of Participants

(A) List of Participants – Fall 2018 Initiate Smoker

- Sarah Overbeck (President)
- Anne Roelant (Vice President)
- Michael Ustes (Recording Secretary)
- Nathan Gonzales (Member)
- Dean Lawrence (Member)
- Aaron Schmid (Member)
- Sarah Walworth (Corresponding Secretary)
- Abdulhadi Alkayyali (Electee)
- Joshua Miller (Electee)
- Ali Rammouni (Electee)
- Rohma Rizvi (Electee)
- Michelle Folloso (Electee)
- Ali Yassine (Electee)
- Aya Zubair (Electee)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

Project number: 15

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated; however, do not send extraneous material that is not beneficial.

Project name: Science Olympiad Competition Date(s) of Project: 23 March 2019

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

Number of persons who participated in this project (Please attach a list of names.)    Members: 5/33    Electees: 0

Hours spent on this project.    Organizing: 3    Participating: 5

### DESCRIPTION:

I. General Description: K-12 volunteer opportunity put on by the MI-I's Chief Advisor's non-profit organization. It is a science and engineering competition for middle school students. Volunteers run events, take time, judge and assist in several other ways to keep the competition running smoothly.

II. Purpose & Relationship to Objectives of TBP: This event was intended to assist middleschoolers and encourage them to pursue STEM fields. It is both a creative outlet and a fun competition.

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

Volunteers are organized from our chapter and then work with Andrew on assignments.

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): The event was pretty successful. All members that participated reported that each of the individual events went without issue.

VII. Index of Exhibits: (A) List of Participants

#### (A) List of Participants – Fall 2018 All-Member Meeting

- Daniel Becht (Member)
- Wisam Aljebori (Member)
- Michael Ustes (Recording Secretary)
- Ben Pollatz (Alumni)
- Andrew Toy (Chief Advisor)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

Project number: 16

**NEW**

INSTRUCTIONS: Please complete each of the seven sections below. Any additional information which may be helpful to another chapter would also be appreciated; however, do not send extraneous material that is not beneficial.

Project name: Gleaners Volunteer Event Date(s) of Project: 30 March 2019

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

Number of persons who participated in this project (Please attach a list of names.)    Members: 4/33    Electees: 1

Hours spent on this project.    Organizing: 10    Participating: 1.5

### DESCRIPTION:

I. General Description: Volunteering opportunity at Gleaners Food Distribution Center in Detroit. The idea was to create an opportunity for new electees to volunteer without having to make their own arrangements as well as create a social environment to meet their fellow members. We went to lunch after the event to further the latter goal.

II. Purpose & Relationship to Objectives of TBP: This event was intended to sponsor liberal culture and to help electees socialize with members.

III. Organization & Administration: (in conjunction with another group?)  Yes     No: Organized by the president and everyone was requested to fill out Gleaners' individual form.

IV. Cost & Personnel Requirements: Food cost: \$40 (for lunch)

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): This meeting was somewhat successful. There were 6 attendees to this event. Unfortunately none of us were new electees and a couple of the group got separate tasks. However, among the groups that worked on the same task, it was an opportunity to get to know each other and to get a sense of how to work with one another.

VII. Index of Exhibits: (A) List of Participants



(A) List of Participants – Gleaners Volunteer Event

- Sarah Overbeck (President)
- Anne Roelant (Vice President)
- Ahmed Bitar (Member)
- Nathan Gonzales (Member)
- Kayleigh James (Member)
- Michael Ustes (Recording Secretary)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: Winter 2019 Initiation and Banquet Date(s) of Project: 6 April 2019

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

Number of persons who participated in this project (Please attach a list of names.) Members: 13/33 Electees: 7

Hours spent on this project. Organizing: 9 Participating: 4

### DESCRIPTION:

I. General Description: The initiation process culminates with the Initiation Ceremony and the winter initiation banquet. The full ceremony is completed with only members of Tau Beta Pi present. Then, a social banquet followed with our guest speaker Ghassan Krildi, who was initiated as an alumni member in the fall semester. Officer elections followed his talk along with some setup for next fall.

II. Purpose & Relationship to Objectives of TBP: This event concludes the initiation process and adds a new class of members to our chapter. This emphasizes the perpetuation of Tau Beta Pi's presence at UM-Dearborn.

III. Organization & Administration: (in conjunction with another group?)  Yes  No: Organized within officers and advisors of the chapter over the course of the winter semester.

IV. Cost & Personnel Requirements: Quorum of officers and advisors needed for initiation team.

V. Special Problems: One eminent engineer and one initiate could not attend due to time conflict. They were initiated at Michigan Epsilon during their ceremony.

VI. Overall Evaluation/Results (Be Specific): The combination of all efforts ended in a class of 9 initiates, one of which was an Eminent Engineer.

VII. Index of Exhibits: (A) List of Participants

(A) List of Participants – Fall 2018 Initiate Smoker

- Sarah Overbeck (President)
- Daniel Becht (Alumni)
- Aaron Schmid (Member)
- Sarah Walworth (Corresponding Secretary)
- Hanan Yehya (Treasurer)
- Andrew Toy (Chief Advisor)
- Ben Pollatz (Alumni)
- Prof. Kas Kasravi (Tau Beta Pi Member)
- Nathan Gonzales (Member)
- Dean Lawrence (Member)
- Anne Roelant (Vice President)
- Michael Ustes (Recording Secretary)
- Ghassan Kridli (Alumni)
- Ahmed Bitar (Member)
- Abdulhadi Alkayyali (Electee)
- Joshua Brooks (Electee)
- Joshua Miller (Electee)
- Ali Rammouni (Electee)
- Rohma Rizvi (Electee)
- Ali Yassine (Electee)
- Aya Zubair (Electee)

# The Tau Beta Pi Association

## Chapter Project Report

Chapter: MI-Iota

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; however, do not send extraneous material that is not beneficial.

Project name: End-of-Year Transition Meeting Date(s) of Project: 30 April 2019

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

Number of persons who participated in this project (Please attach a list of names.) Members: 12/33 Electees: 0

Hours spent on this project. Organizing: 2 Participating: 3.5

### DESCRIPTION:

I. General Description: General meeting to discuss end of term business and start planning for 2019-2020 school year. Also used as meeting to help transition new officers to their responsibilities. Address old and new event ideas and volunteer opportunities as well as officer/member communication channels.

II. Purpose & Relationship to Objectives of TBP: Purpose was to organize officers, events, and initiation dates before bringing plans to the membership.

III. Organization & Administration: (in conjunction with another group?)  Yes  No  
Membership, officers and advisors were invited to this meeting.

IV. Cost & Personnel Requirements: All current and former officers were required to attend. There was no cost. Meeting was held in person on campus.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attendance was almost complete from aforementioned groups. Discussion was concise, timely and decisive. The new board is ready to take over the chapter's activities and responsibilities.

VII. Index of Exhibits: (A) List of participants, (B) Minutes

(A) List of Participants – End-of-Year Transition Meeting:

- Andrew Toy (Chief Advisor)
- Sorin Mihaltan (Advisor)
- Sarah Overbeck (Former President/Recording Secretary)
- Michael Ustes (President)
- Aya Zubair (Vice President)
- Joshua Miller (Activities Coordinator)
- Ali Rammouni (Tutoring Coordinator)
- Abdulhadi Alkayyali (Member)
- Nathan Gonzales (Member)
- Sarah Walworth (Alumni)
- Dean Lawrence (Corresponding Secretary)
- Benjamin Pollatz (Advisor)

(B) Minutes

**Tau Beta Pi Transitionary Meeting Minutes**

- Come to order
- Topics:
  - Victor's Link
    - President and Treasurer need to be changed via RSO Officer Update form – online
    - Other officers have been changed and all new members have been invited
    - Warning: New leadership in OSE – May cause disruptions...
  - Tutoring
    - Sarah O. – Send Jennifer Makas email to all (especially Tutoring Coord Ali) (DONE)
    - Compile schedules of potential volunteers prior to start of Fall semester
    - Negotiate fall and winter availability – Also find out what classes need support and how many people they need
  - Prof. Kasravi
    - Copyright information and Patent talks
      - Schedule both prior to start of semester – Josh Miller
    - Open a dialogue w/him now
    - Couple copyright w/ digital rights management
    - 1<sup>st</sup> session = late September, early October
  - Convention Credentials (DONE)
    - Due June 1<sup>st</sup>
    - Convention = Oct 10<sup>th</sup>-12<sup>th</sup>, Columbus, OH
    - Sarah – main, Michael – back-up,
    - Ben Pollatz-going?
  - District Convention
    - Nathan Gonzales notes on Slack
    - Project Report pilot program – YES!
      - Dean – email person at HQ
    - Fundraising – Pie the Chancellor/Dean etc.
  - Office/TBP items
    - Follow up w/Eric Kirk – Identify where Bent and plaques (PTS and ECU as well) are stored
    - FCN – Look for TBP stuff
      - Sarah O. – Send out poll for best weekend to reclaim things
  - Finances:
    - Initiation Fee - \$55/person to HQ
    - Follow-up with Hanan on University finances
  - ICE

- Email from TBP HQ April 24<sup>th</sup>
  - Put together chapter improvement plan/survey
  - Discuss ICE presentation due MAY 25<sup>th</sup>!! NEED TO FOLLOW UP
- Engineering Futures:
  - Plan EARLY
  - Must have 15 people in attendance (not necessary to all be members)
  - 6 weeks in advance
  - Josh, Dean, Hanan, Michael – planning
  - SOAC for food
  - Look into advertising in Engineering 100 and 400, Senior Design
  - Registration
- IRS990N- DONE
- Engineering Experience coming back this Fall – follow up w/Ben P.
- New Majors
  - Robotics, Software, and Bioengineering
  - Compile complete profile on all majors and amend by laws to submit to HQ
- Project Reports due June 1<sup>st</sup> – Sarah O.
  - Forms
  - Include transition meetings, etc.
- M+Community – Setup is complete
- Slack – Dean follow up w/ Sarah W.
- Light Kit
  - Follow up with Dr. Delean Tolbert
  - CC Andy and M.U.
  - District funding after prototype is complete
- Call another meeting in August to finalize initiation dates and extras.

