

Project Reports

*University of Akron Tau Beta Pi
2018-2019 School Year*

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The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

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: Chapter Meeting Date(s) of Project: 8/15

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

Number of persons who participated in this project: Officers: 10/10
Advisors: N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating: 1

DESCRIPTION:

I. General Description:

- Professional Development tour of companies
 - Ideas on where?
 - Would be a lot of work and can overstep the co-op office
 - Can hold an information session
 - Share co-op experiences with like mini powerpoint presentations
 - Do it with the co-op office
 - Resume tips, mock interviews
 - Come up with a list of questions to ask for mock interviews
 - Co-op office has a lot of good question lists that they give out every year
 - Every single engineering society does their own type of event like this
- 3 hours social, 4 hours volunteering main members
- Initiates - weren't sure how many events we would have after they receive their letters - need Mariah input
- Conference travel plan - Chris needs to review; deadline Sept 1st
 - Need to submit plane plans
 - Don't know if we have funding from the university yet
 - Don't want to buy tickets yet
 - Mychal requested \$350 for plane tickets

- Date to get back to them - about a month to approve last year's budget request
 - Mychal emailed Source to see where it is at
 - USG votes for/against funding, probably haven't met yet until the semester starts
 - Should hear back early September
 - Need Ticket receipt
 - Need one other person to go to the conference - someone will be here next year
 - Chris call HQ to get an extension
- Fall 2018 folder - Excel sheet with members list on it, can use to track attendance at events until Orgsync is up and running
 - Full email list also included
 - Taylor was working on graduation dates, Jon going to take care of it
 - Will send email out to everyone to see if they are on co-op to determine if they need hours this semester or not - Google Forms, Jon will set up
- Events
 - Source Leadership Retreat - 9am Saturday August 25th
 - Everyone available should attend
 - Explain how to use the source office/orgsync
 - Travel requests/funding/rooms
 - Alec and Mychal are attending
 - Amanda, Chris for another organization
 - RooFest Sunday August 26th 12:30 pm - 3 SU
 - 2 officers - Alec, Chris, Taylor
 - Leadership Retreat Friday, August 31st 11:45am
 - Chris
 - How to run outreach and local events
 - How to set up fundraisers
 - Emarket site usage to pay dues
 - Recruitment processes
- Dates are pretty much picked out except for Inquire Innovate event
 - Who can email Heidi for date
- Game night - Kate reserved game room, did not charge us for it
 - Get a confirmation that we will not be charged - Kate
- Initiation date set in stone, Alec submitted request for room
 - Food - third floor of union and get food from university, \$16 per person
 - Typically do in fall because a lot of initiates
 - Do both semesters here this school year?
 - OR spend like \$14/person at Spaghetti Warehouse
 - Typically do in spring
- Initiation fee still at \$90 - do we want to raise it?
 - Put extra funds towards dinner

- What else do we really spend money on that we are worried about the initiation fees?
 - Initiation futures event
 - At one point last year we were getting close to red
 - About \$2k in the bank
 - Mychal emailed source about a month ago and we have about \$1.4k in one of the accounts, 0 in the other
- Need 3 volunteer events between 10/17 and 11/10
 - Currently have Make a Difference Day
 - Requirement for initiates to do 2 volunteer events
 - Replay for Kids - dates pending
 - One near end of Oct/early Nov
 - Clean up a stadium
 - Register as an organization and do it as a fundraiser as well
 - Taylor will ask Pres of Akron Against Cancer how to contact someone to clean up
 - Talk to the rubber ducks for a source of fundraising - Taylor has a contact she can ask
 - Games go until end mid Sept and probably too early in the semester
 - Talking to Tools classes could count as volunteer hours
 - Not new initiates though
 - Boo at the Zoo - pass out candy to kids around Halloween time, not a fundraiser
 - Chris ask Mariah
 - BEST Medicine Competition with middle schoolers
 - Taylor can look into it, Chris ask Mariah
 - We could judge, mentoring is an entire semester of work (March - spring semester potential)
- Work with design teams?
 - A lot of top wigs at conference would like to see Tau Beta Pi more involved with design teams
 - Campaign to people in Tau Beta Pi to join design teams - design teams having membership problems or just engineering students in general
 - Help recruit for them
 - Have all presidents send a presentation as an event
 - Send mass email to advertise for teams
 - Don't make our own design team
 - Offer volunteer days for ESDT events that need extra hands
 - Events pop up kinda quickly and can be sporadic
- Tutoring Event - Kate to email Dr. Julie for feedback on mock interview idea
 - Working with Dr. Julie to set up 3 5 star Friday events this semester
 - Tau Beta Pi co-host one: Mock interviews??
 - Be on tutoring schedule
 - Get hours to volunteer to be an interviewer
 - Can set the date, on a Friday during the day

- Either early in the day or later in the day - will suggest 3pm
 - Grad school panel, how to prepare for med school
 - Engineering Futures - 2 RSVP's so far
 - Can any officers attend? Signed up all of the officers and as more people signed up officers got off the hook
 - Send an email during the first or second week of school
 - Need 15 people to attend to be able to host these events in the future
 - Also have fliers to hang up once Kate back on campus
 - Don't help that much
 - Can count as professional hours, can make it more mandatory if we have to
 - Jon not going to be able to commit to amount of time to be National Vice President this semester
 - He will help with spreadsheets and other organizational IT stuff
 - Stepping down
 - 2 members interested in positions that didn't end up getting positions
 - Does anyone want to step up?
 - Text Chris if interested
 - Preferably sooner rather than later
 - Mychal - put if events require food on the semester events document so he can put in the appropriate requests/monitor funds
 - Kate, Alec, and Mariah can put if they want food at their events
 - Say what you want - general idea
 - Also add if you finished the room request - Green = good, Alec put in room request for initiation, Alec request food? Need to figure out restaurant

II. Purpose & Relationship to Objectives of TBP:

- Updates from each national officers: treasurer, secretaries, IT, VP, President
- Planning for Fall events
- Preparation for Advisors Meeting
- Eligibility and decision reporting on students on co-op this fall

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

- A. Action Items
 - a. Chris -

- i. Call HQ to ask for extension on travel plan
 - ii. Talk to Mariah about BEST Medicine/Boo at the ZOO volunteer events
 - iii. Attend source training, leadership retreat, and roofest
- b. Jon -
 - i. Add graduation dates to members info spreadsheet
 - ii. Set up Google Form to see what members are on co-op this semester
- c. Taylor -
 - i. Ask Akron Against Cancer about how to sign up for stadium clean up
 - ii. Look into BEST Medicine for Spring
 - iii. Table at Roofest
- d. Alec -
 - i. Research food options for initiation
 - ii. Put if you need food in events list spreadsheet
 - iii. Table at Roofest, attend source training
- e. Kate -
 - i. Talk to Dr. Julie about mock interview event during 5 star Fridays
 - ii. Put up Engineering Futures fliers/advertise
 - iii. Add all officers to attendees list
 - iv. Put if you want food in events spreadsheet
 - v. Get confirmation that we won't be charged for Game Room Night
- f. Mychal -
 - i. Continue to bug source for travel request approval
 - ii. Start looking to order food for requests
 - iii. Attend source training
- g. Mariah -
 - i. Put if you want food in events spreadsheet
- h. Amanda -
 - i. Confirm Replay for Kids dates with Heidi and share with group
 - ii. Offer any days of service with ESDT to Tau Beta PI
 - iii. Email Heidi for Inquire, Innovate Date
 - iv. Attend source training (with another org)

VII. Index of Exhibits: (Attendance)

A. Attendees Present (Officers)

- a. Chris Heldman: President
- b. Alec Jerger: IT
- c. Ceara Stack: Corresponding Secretary
- d. Amanda Jancewicz: Recording Secretary
- e. Jon Wittmer: National VP
- f. Mychal Brady: Treasurer

- g. Taylor Verba: Chapter VP
- h. Kate Wegman: Chapter Events Director
- i. Theresa Chappa: Webmaster
- j. Mariah Costa: Public Outreach Director

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Chapter Meeting Date(s) of Project: 8/29

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

Number of persons who participated in this project: Officers: 10/10

Advisors: N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating: 1

DESCRIPTION:

I. General Description:

- OrgSync update:
 - All September events are in OrgSync
- Social Event: Soccer Game on Saturday September 1
 - Theresa will be there to sign people in
 - She can then input the hours per person per event in OrgSync
 - Verify that the member list from report of election will be put into OrgSync
- KickOff Meeting:
 - Remind people that KickOff Meeting is required and that they must come to
 - Kate will take care of this email
 - Kate will indicate that if there are any questions or if they can't make it to email Alec Jerger
 - Alec will see how many people can't actually come and then we will move on from there
- Engineering Futures:
 - Kate is going to send RSVP to the TBP member
 - Diversity Week will advertise it for us
 - Do not consider this a major event
- Tools Classes:
 - Email will be sent out soon to ask who would be willing
 - Will get full week of people talking to Tools classes (30 min volunteer)

II. Purpose & Relationship to Objectives of TBP:

- Updates for Fall events and preparation

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

A. Action Items

- a. Figure out who our advisors are and will fix for kickoff meeting
- b. Kate: will schedule room for CoOp Panel (30 min)
- c. Once date is decided, then we can start working on finding people
- d. Then we can work on the food with Dr. Julie
- e. Taylor: will go through the slides that were created for the Kickoff Meeting

VII. Index of Exhibits: (Attendance)

A. Attendees Present (Officers)

- a. Chris Heldman: President
- b. Alec Jerger: IT
- c. Ceara Stack: Corresponding Secretary
- d. Amanda Jancewicz: Recording Secretary
- e. Jon Wittmer: National VP
- f. Mychal Brady: Treasurer
- g. Taylor Verba: Chapter VP
- h. Kate Wegman: Chapter Events Director
- i. Theresa Chappa: Webmaster
- j. Mariah Costa: Public Outreach Director

N/A

VI. Overall Evaluation/Results (Be Specific):

A. Action Items

- a. All Officers: prepare for welcome back meeting (September 6th, 2018)
 - i. Who will present slides
- b. Ceara
 - i. Work on project report

VII. Index of Exhibits: (Attendance)

A. Attendees Present (Officers)

- a. Chris Heldman: President
- b. Taylor Verba: Chapter VP
- c. Kate Wegman: Chapter Events Director
- d. Alec Jerger: National VP
- e. Ceara Stack: Corresponding Secretary
- f. Theresa Chappa: Webmaster
- g. Mariah Costa: Public Outreach Director
- h. Amanda Jancewicz: Recording Secretary
- i. Jon Wittmer: IT

B. Attendees Absent (Officers)

- a. Mychal Brady: Treasurer

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Chapter Meeting Date(s) of Project: 9/10

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

Number of persons who participated in this project: Officers: 6/10
Advisors: N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 4 Participating: 1

DESCRIPTION:

I. General Description:

- Finance Update (Mychal):
 - Spending higher than income for fall budget
 - Dr. Cutright commented we should be spending more of our SAF account
 - Keep items in the budget and then not spend it
 - Accounted for lowest amount of initiation fees and highest costs for initiation dinner as a safeguard
 - Convention funding - no updates
 - Source office has completed their parts
 - Waiting for USG to provide us the funds
 - What happens if we do not get approved by Sept 17th?
 - Already notified headquarters we would be late for Sept 1st deadline
 - Alec to contact USG to see when they plan on evaluating
 - If it does not get approved, convince advisors to use SAF to send either Alec or Kate
 - Chris feels it is necessary
 - Or send Kate or Alec instead of Chris
 - Ready for advisors to look over
 - Chris wil set up meeting

- Requires as many officers as possible to form quorum and vote to approve
 - 7 total officers/advisors
- Ceara Update: adding Alec as VP
 - Report already submitted and approved, website is not allowing any changes/amendment document
 - Problem with dates because dates have to start after officer report submission
 - Planning on sending an email to headquarters - Roger, Warren
 - May be late in submitting the next report due to this officer change, request a pass
 - Going through eligibility list
- Eligibility list - Chris to pull old one as example
 - Need to include everyone on co-op “delaying initiation”
 - Ensure that everyone on co-op in the fall is on the spring list
 - Need to elect candidates
 - No penalty for electing without initiating as long as they delay to spring
 - Got in trouble for rejecting members on co-op last year and them joining in spring
 - Do not re-assess GPA
 - Once you’re on the list you’re good
 - From Mary Teague (past President)
 - Mark students on co-op as postponed - not a member yet - in fall
 - In spring, add to report of election and eligibility list
 - Made notes on drive
- Amanda Update
 - Room requests for fall semester full officer meetings: SU 332
 - 9/6, 9/20, 10/11, 10/18, 11/15, 11/29
 - Chris request ASEC conference room for 10/4 and 11/1
 - Reporting
 - Amanda to provide running meeting notes
 - Ceara to update notes to formal reporting template
 - Events description column in the fall events spreadsheet
 - Need to keep up with Events Reporting and Chapter Survey continuously
 - Chapter reports are emailed directly
- Random
 - Push initiation time back 30 minutes to 6:30 start
 - Room booked from 4-10 pm
 - Alec update events list
 - Size of fraternities and organizations on campus - Chris to email
 - Chris submitted expense report to Warren and it got approved
 - Need to start getting more tools days set up
- What else is due coming up:
 - Fall officer information update

- Mychal completed IRS report
 - Make sure we did not do it too early
- Catalog card is a requirement for initiation - Alec enforce
- E-market funds go directly into SAF after a week

II. Purpose & Relationship to Objectives of TBP:

- Status of HQ reports
- Updates from each national officers: treasurer, secretaries, IT, VP, President
- Planning for October Convention, specifically budget status
- Eligibility and decision reporting on students on co-op this fall
- Officer changeover process, converting Alec to National VP
- Preparing fall budget for approval

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

A. Action Items

a. Alec

- i. Follow up with USG to see when they will make a decision on travel funding
- ii. Update events list with new initiation start time
- iii. Determine how many faculty were Tau Beta Pi members
- iv. Complete Report of Eligibility list by the end of this week, work with Ceara to develop HQ format (by Monday)
- v. Ensure Orgsync events are up to date with Theresa
- vi. Working with some professors to present at tools classes
 1. Update presentation for Dr. Cutright

b. Chris

- i. Reserve ASEC conference room 10/4 and 11/1 for full officers meeting
- ii. Set up advisor meeting to approve fall budget
- iii. Email source officer for organization/fraternity/sorority data

c. Ceara

- i. Continue to look into how to add Alec as VP to HQ, email if necessary
- ii. Work on Report of Eligibility formatting with Alec (by Monday)

d. Mychal

- i. Ensure the IRS report was not completed too early

- ii. Determine how to pay headquarters for initiation - credit card over the phone?
 - iii. Get/develop instructions to utilize e-Market
- e. Jon
 - i. Determine how to keep track of attendance using Orgsync with Theresa

VII. Index of Exhibits: (Attendance)

- A. Attendees Present (Officers)
 - a. Chris Heldman: President
 - b. Alec Jerger: National VP
 - c. Ceara Stack: Corresponding Secretary
 - d. Amanda Jancewicz: Recording Secretary
 - e. Jon Wittmer: IT
 - f. Mychal Brady: Treasurer
- B. Attendees Absent (Officers)
 - a. Taylor Verba: Chapter VP
 - b. Kate Wegman: Chapter Events Director
 - c. Theresa Chappa: Webmaster
 - d. Mariah Costa: Public Outreach Director

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Advisor Board Meeting Date(s) of Project: 9/18

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

Number of persons who participated in this project: Officers:6/10
Advisors: 7/7

(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating:1

DESCRIPTION:

I. General Description:

- Mandatory (White) Budget
 - Approved
- Advisor Feedback
 - Include Printing into budget
 - Justify SAF account carry over with Spring 2018 budget
 - Contact SAF for budget
 - Complete school year budget, not just semester in order to allow for final approval
 - Catering: overestimate, preferable off campus
 - Offer more scholarships? One or two in the fall and more in the Spring
 - Initiation Dinner
 - Use of University catering is preferable to Spaghetti Warehouse to maintain budget
 - Allows use of additional budget for scholarships
 - Advisors recommend spending money on members in the most valuable method
 - Motioned to table discussion
- New Business
 - Initiation time adjusted for Director, issues may occur with faculty attendance
 - Hoping to hold in Union

- Clarify location and time for booking
- Catering might be more convenient for attendance
- During ceremony entertain the guests with a presentation or tour of campus since initiation is closed room
- Up food budget to include initiate guests
- Possibility of take-home baggies for reception baggies

II. Purpose & Relationship to Objectives of TBP:

- Fall budget for approval
- Planning for Fall Initiation

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

- A. Action Items
 - a. Furthering Fall budget request
 - b. Room reservation for initiation

VII. Index of Exhibits: (Attendance)

- A. Attendees Present (Officers)
 - a. Chris Heldman: President
 - b. Alec Jerger: National VP
 - c. Ceara Stack: Corresponding Secretary
 - d. Amanda Jancewicz: Recording Secretary
 - e. Jon Wittmer: IT
 - f. Mychal Brady: Treasurer
- B. Attendees Absent (Officers)
 - a. Taylor Verba: Chapter VP
 - b. Kate Wegman: Chapter Events Director
 - c. Theresa Chappa: Webmaster
 - d. Mariah Costa: Public Outreach Director
- C. Attendees Present (Advisors)
 - a. Dr. Newby
 - b. Dr. Garafolo
 - c. Dr. Cutright
 - d. Dr. Veillette

- e. Dr. Willits
- f. Dr. Lillard
- g. Dr. Quinn

- Still would not approve budget because they wanted to see spring expenses
 - Need specific breakdowns
 - \$50-60 for Relay for Life
- Not in the by-laws for advisors to approve the budget, just need SORF signatures
- Add printing of letters, labels
- Spending extra money
 - Should buy graduation cords
 - Give multiple scholarships for books? (\$200)
 - Spring income is not nearly as high
- At our next officers meeting we should discuss spring events
 - Relay for Life
 - Basketball Game
 - Projecto
 - STEM school and teach a class
 - Akron Food Bank
 - Spring walks
- Make initiates join Orgsync that way we can track their hours?
- Initiation letters need to be handed out next week HARD DEADLINE

II. Purpose & Relationship to Objectives of TBP:

- Holding an outreach event Friday (5 start Friday co-op panel) and Saturday (Engineering Futures, topics: ethics in engineering) - finalizing details for a smooth event!
- Finalizing the eligibility letter and President/VP signing to prepare to send out to members next week
- Finalizing the eligible junior and seniors list with the College of Engineering
- Providing another opportunity for volunteer hours in the fall semester to bring our members together with the new initiates
- Brainstorming for spring budget and events
- Providing additional book scholarships to members

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

A. Action Items

a. All Officers

- i. Review eligibility letter and provide feedback, suggest edits

- ii. Show up to Engineering Futures if you are able to
- b. Theresa
 - i. Send email to Dr. Cheung/ChemE department to send extra credit reminder to attend our co-op panel event
 - ii. Adding Engineering Futures to Orgsync
- c. Taylor
 - i. Update from Mariah on Projecto volunteer outreach event
 - ii. Send out email for Replay volunteer hours
 - iii. Talk to Carly to see if she has any financial information from last year
 - iv. Check on spring BEST medicine/other competitions still happening this year or if they are getting cut
 - v. Set up a volunteer day with the Food Bank for the fall semester - close to Thanksgiving?
 - 1. Ask if they have 2-3 days we can offer to our members
 - 2. Send out Google Form to poll days that work best
- d. Ceara
 - i. Fix eligibility list per updated statistics from Dr. Cutright
- e. Chris
 - i. Finalize eligibility letter to prepare to send out in the next few weeks
 - ii. Determine if we need envelopes and labels for eligibility letters - take Alec and show him the office
- f. Kate
 - i. Get Engineering Student Council to send out reminder email for co-op panel and Engineering Futures
 - ii. Help Mychal carry Chick Fil A sandwiches to Engineering Futures event
- g. Mychal
 - i. Go to Source Office and get a hard poll of our spending in the last year to get Spring 2019 budget estimate
 - ii. Pick up & deliver ChickFila for Engineering Futures event

VII. Index of Exhibits: (Attendance)

- A. Attendees Present (Officers)
 - a. Chris Heldman: President
 - b. Taylor Verba: Chapter VP
 - c. Kate Wegman: Chapter Events Director
 - d. Alec Jerger: National VP
 - e. Ceara Stack: Corresponding Secretary
 - f. Theresa Chappa: Webmaster
 - g. Amanda Jancewicz: Recording Secretary
 - h. Mychal Brady: Treasurer
- B. Attendees Absent (Officers)
 - a. Mariah Costa: Public Outreach Director
 - b. Jon Wittmer: IT

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Chapter Meeting Date(s) of Project: 10/4

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

Number of persons who participated in this project: Officers:6/20
Advisors: N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating: 1

DESCRIPTION:

I. General Description:

- Budget
 - Will pay for convention after it's occurrence due to funds
 - Late payment approved by SOURCE
 - Bill received after convention, call headquarters in order to make payment as credit card instead of a check
 - Need to do a hard pull for last year's spending from Source (Mychal)
- Initiation letters
 - Delivered to all advisors, all have been composed
 - 144 letters in total sent out
 - Follow up through emails look through bright space
- Volunteering
 - Food bank visit being set up by Taylor
- Upcoming Reports
 - Waiting on initiation responses (Ceara)

II. Purpose & Relationship to Objectives of TBP:

-

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

A. Action Items

VII. Index of Exhibits: (Attendance)

A. Attendees Present (Officers)

- a. Chris Heldman: President
- b. Alec Jerger: National VP
- c. Ceara Stack: Corresponding Secretary
- d. Amanda Jancewicz: Recording Secretary
- e. Mychal Brady: Treasurer
- f. Taylor Verba: Chapter VP

B. Attendees Absent (Officers)

- a. Kate Wegman: Chapter Events Director
- b. Theresa Chappa: Webmaster
- c. Mariah Costa: Public Outreach Director
- d. Jon Wittmer: IT

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

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: Chapter Meeting Date(s) of Project: 10/25

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

Number of persons who participated in this project: Officers:6/10
Advisors:N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating:1

DESCRIPTION:

I. General Description:

- Reviewed spring semester events - **COMPLETE**
 - 6 volunteer events
 - Adding 3 Replay for Kids opportunities (STEM volunteering)
 - Adds Kids Career Day (Date TBD)
 - Alternative Spring Break: if they email us asking for hours only
 - 7 social events
 - May consider adding Acapella Group Concert as extra social event because one of our members is in it!
 - May also consider SpringFest as a social event
 - Plenty for after initiation
 - 3 volunteer
 - 5 social
 - Pi day event along with selling pis
 - Pi eating contest
 - 4 people do it
 - Add E-week banquet (Date TBD)
 - Do we want to do another engineering futures event?
 - Team skills, analytical problem solving, people skills (4 hours)
- Chris has everything for the rock painting and bent shining
- Hour issues
 - Extra volunteer hours as social

- Has been done in the past
 - Team agrees this is okay as long as members asks
 - MechE senior seminar have to do a lot of service hours
 - Not everyone volunteers at the same event
 - I.e. Akron Marathon
 - Team agrees this is okay
 - Need some sort of validation on hours completed
 - Taylor take as a case by case scenario
 - Make a Difference Day = 2.5 hour volunteer credit
- Orientation meeting follow ups
 - Make a spreadsheet of names, email, and graduating year of who attended - Alec uploaded to the Google Drive
 - Alec has list of people who have contacted him outside of orientation meeting
- Alec has started a status update on action items on the Google Drive
- Should we buy cords for graduation? (\$13/ea)
 - Was included as optional item on budget
 - Team decides this is a no
 - We have to buy directly from the website
- Advisors need list for the spring with approximate cost
 - Wanted to have budget meeting by the end of October
 - Will plan for the first week of November
 - Mychal pulled costs from previous semesters
 - Can we just use this fall's numbers?
- Letters of intent due tomorrow (10/26) at midnight
 - We have 11 letters currently
- Try to push proyecto event this semester
- Next event is Bent Shining Monday 29th
 - Alec & Theresa will be there
- Elections for next semester
 - Transition before initiation? Ask for interest before initiation
 - Initiation Friday, send out election polls following Monday (email), transition meeting with new officers next Friday

II. Purpose & Relationship to Objectives of TBP:

- Ensuring that members are engaged in Tau Beta Pi events appropriately (through hour distribution)
- Meeting to plan upcoming spring events & budget in order to engage membership and continue to reach out in the University of Akron community
- Officers are creating action item tracker in order to ensure that all deadlines are being met
- Brainstorm officer elections/transitions for next year to ensure that future leadership of the chapter is in good hands!

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

A. Action Items

a. Taylor

- i. Work with senior mechanical engineers to determine how to account for their hours for senior seminar
- ii. Draft email/poll to send Monday about graduation cords
- iii. Communicate to Kate finalized spring events list
- iv. Talk to Mariah about Proyecto event

b. Alec

- i. Compile interested initiate information into the Google Drive
- ii. Bring awards from conference to campus and see if Dr. Cutright can put them anywhere in COE

c. Kate

- i. Start planning food and supplies for spring events to give to Mychal
- ii. Reach out for engineering futures event "People Skills" in the spring

d. Chris

- i. Coordinate budget meeting with Dr. Cutright
- ii. Call Rita tonight regarding Proyecto

e. Mychal

- i. Finalize spring budget with Chris

f. Ceara

- i. Work with Taylor before winter break to prepare fall event reports

VII. Index of Exhibits: (Attendance)

A. Attendees Present (Officers)

- a. Chris Heldman: President
- b. Taylor Verba: Chapter VP
- c. Alec Jerger: National VP
- d. Ceara Stack: Corresponding Secretary
- e. Theresa Chappa: Webmaster
- f. Amanda Jancewicz: Recording Secretary

B. Attendees Absent (Officers)

- a. Mariah Costa: Public Outreach Director
- b. Jon Wittmer: IT
- c. Mychal Brady: Treasurer

d. Kate Wegman: Chapter Events Director

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Chapter Meeting Date(s) of Project: 11/8

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

Number of persons who participated in this project: Officers: 5/10
Advisors: N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating: 1

DESCRIPTION:

I. General Description:

- Initiation
 - We opened our official envelope of instructions
 - Accounting for guests - 2 per new initiate and have everyone RSVP
 - Tablecloths - Dollar store
 - Decor?
 - Prize for best Bent - SORF for gift cards (3) - whoever wins has to sign a paper acknowledging gift
 - E-market site has been set up for due payment by Mychal
 - Food - enough for 60 people
 - Half marinara and half alfredo
 - Cookies and brownies
 - On campus
 - Hours for current members: 2 hours volunteer (initiation), 1.5 hours social (dinner)
 - When to show up:
 - Need to create packets - Alec do days before initiation
 - Could also offer as volunteer hours
 - Starts at 6:30, initiates there by 6:00
 - Speaking parts
 - Chi = Kate

- Delta = Amanda
 - Alpha = Chris
 - Taylor
- OrgSync
 - Some members are not adding when they get sent the link
- Add new initiates to the GroupMe - advertise after initiation and send out the email
 - Amanda added people from those who requested at Proyecto event
- Remaining account budget: **\$950**
 - Game Night -\$125
 - Game Night Pizza -\$64 (8 pizzas at \$8/ea)
 - Scholarships? \$200
 - Probably not
 - Initiation Food Amount: -\$420
 - Members are paying for their own cords
 - Probably not doing T-shirts
 - New member fees: ~\$1,200
- Spring 2019 budget:
 - Estimated to Spend \$1,125
 - Estimated to initiate 15 new members
 - Looking to carry over into Fall 2019 with ~\$1,100
- Proyecto Raíces - went well, requested to do again in the spring
- Bent Shining also went well
- Kate already set up rooms for events next semester except for initiation (April)
- Adding Fall 2018 events:
 - RELAY event Nov 29th writing cards for Akron Children's Hospital
- Akron Hope - Early to mid December
 - Delivery dates: probably cannot get volunteers during finals week
 - Wrapping night - one night
- Donovan's Breakfast - December 1st
 - Conflicts with Food Bank volunteer day
 - Probably not going to add to the schedule
 - 4 people are signed up for the foodbank right now

II. Purpose & Relationship to Objectives of TBP:

- PLANNING FOR INITIATION! We are close to welcoming 37 new members to our great chapter, honoring them for their hard work thus far and providing new opportunities to grow as engineering leaders
- Finalizing spring events in order to make our chapter as dynamic as possible
- 2019 budget considerations

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

1. Quite a bit of officers could not attend the meeting today due to personal reasons or prior obligations.

VI. Overall Evaluation/Results (Be Specific):

A. Action Items

- a. Alec
 - i. Let Mychal know what food to order for dinner after initiation
 - ii. Create packets of information for new initiates
 - iii. Email advisors to see who will attend initiation
- b. Kate
 - i. Hang up flier for game night on Engineering Student Council bulletin board
- c. Chris
 - i. Call HQ for initiation: 2 potential members completed Catalog Cards but not Letters of Intent
 - ii. Work with Mychal to get Emarket site set up
- d. Mychal
 - i. Need to pay for game night social event
 - ii. Finalize spring budget numbers with Chris later tonight
- e. Theresa
 - i. Send out link via Ohio Kappa email to join our OrgSync account

VII. Index of Exhibits: (Attendance)

A. Attendees Present (Officers)

- a. Chris Heldman: President
- b. Alec Jerger: National VP
- c. Mychal Brady: Treasurer
- d. Kate Wegman: Chapter Events Director
- e. Amanda Jancewicz: Recording Secretary

B. Attendees Absent (Officers)

- a. Mariah Costa: Public Outreach Director
- b. Jon Wittmer: IT
- c. Ceara Stack: Corresponding Secretary
- d. Theresa Chappa: Webmaster
- e. Taylor Verba: Chapter VP

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

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: Soccer Game -Akron v. Pitt Date(s) of Project: 9/1.

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

Number of persons who participated in this project: Members: 3/64
Electees: N/A

(Please attach a list of names.)

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

DESCRIPTION:

I. General Description: Looking to support our collegiate team at a home game, TBP OHK encouraged members to meet up at the first game of the season to cheer on the Zips.

II. Purpose & Relationship to Objectives of TBP: Encourage the sense of community and active engagement of TBP members on Akron's campus.

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

Akron Athletics handled the event itself, TBP officers were responsible only for tracking member attendance.

IV. Cost & Personnel Requirements: Two officers were available to track attendance, no additional expenditures were necessary.

V. Special Problems: None

VI. Overall Evaluation/Results (Be Specific): Limited attendance is expected to have resulted from the limited notice, earliness in the semester, and type of event. The game was not against our rivals, which likely would have improved attendance.

VII. Index of Exhibits:

1. Chapa, Theresa
2. Lehtimaki, Victoria
3. Stack, Ceara

Member Attendance

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Semester Kickoff Date(s) of Project: 9/5 & 9/6 .

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

Number of persons who participated in this project: Members: 44/64

Electees: N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 4 hours Participating: 1 hour each session

DESCRIPTION:

I. General Description: Welcome current members back to campus and update them with any information that they need for the upcoming semester.

II. Purpose & Relationship to Objectives of TBP: Encourage active membership and to strengthen the chapter.

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

IV. Cost & Personnel Requirements: All available officers attended to present the information, answer questions and track attendance. No additional resources were required.

V. Special Problems: None

VI. Overall Evaluation/Results (Be Specific): Majority of the current members attended, with minor scheduling issues preventing a number of other members. Overall successful, as the event served its intended purpose.

VII. Index of Exhibits:

1. Blake, Sean
2. Bonaiuti, Federico
3. Brady, Mychal
4. Brown, Daniel
5. Carroll, Anny
6. Catania, Russell
7. Chapa, Theresa
8. Clifford, Elizabeth
9. Costa, Mariah
10. D'Egidio, John
11. Dickens, Erik
12. Doong, Kristel
13. Drum, Drew
14. Dunlap, Adrianna
15. Fritz, Evan
16. Hammerstein, Matthew
17. Haslett, Kelly
18. Heldman, Christopher
19. Howard, Erika
20. Jacobs, Logan
21. Jadue, Michael
22. Jancewicz, Amanda

Member Attendance

23. Jerger, Alec
24. Kise, Katelynn
25. Kwok, Guan-Bok
26. Lacek, Monica
27. Lacek, Matthew
28. Lewandowski, Paul
29. Nelson, Wade
30. O'Neill, Kelly
31. Pohlman, Kyle
32. Pottschmidt, Nicholas
33. Reppa, Matthew
34. Sawyer, Jack
35. Schmit, Megan
36. Stack, Ceara
37. Stanley, Allie
38. Tebcherani, Tanya
39. Truax, Bryan
40. Verbanac, Hannah
41. Verba, Taylor
42. Wegman, Kathryn
43. Wittmer, Jonathan
44. Wood, Joan

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Five Star Coop Panel Date(s) of Project: 9/21

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

Number of persons who participated in this project Members: 13/64
(Please attach a list of names.) Electees: N/A

Hours spent on this project. Organizing: 3 Participating: 0.5

DESCRIPTION:

I. General Description: Shared co-op experiences with underclassmen to help them prepare for the Career Fair.

II. Purpose & Relationship to Objectives of TBP: Academic and professional development.

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

Run in conjunction with the University's Co-op Office.

IV. Cost & Personnel Requirements: All costs were mitigated by the co-op office, personnel requirements were limited to organization of event and participation.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): A large number of underclassmen attended the event, and received advice for their future academics and career pursuits, as well as an answer to any additional questions.

VII. Index of Exhibits:

Member Attendance

1. Carroll, Anny
2. Clifford, Elizabeth
3. Dunlap, Adrianna
4. Howard, Erika
5. Jacobs, Logan
6. Jancewicz, Amanda
7. Kise, Katelynn
8. Lehtimaki, Victoria
9. O'Neill Kelly
10. Pohlman, Kyle
11. Stanley, Allie
12. Tebcherani, Tanya
13. Toich, Sara

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Engineering Futures Date(s) of Project: 9/22

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

Number of persons who participated in this project Members: 9/64
(Please attach a list of names.) Electees: N/A

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

DESCRIPTION:

I. General Description: Equity, Inclusion and Ethics: Learned about how to act in industry in regard to some hot topics in the world right now.

II. Purpose & Relationship to Objectives of TBP: Development of future engineers and well rounding of character.

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

IV. Cost & Personnel Requirements: Expenses included lunch for participants and speakers, as well as office supplies for event activities.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Those who attended seemed to gain a lot of new tools to arm them in the business world. The social skills and professional development taught during this event by the speakers sought to educate about innate bias, and how to better interact with people of all backgrounds.

VII. Index of Exhibits:

Member Attendance

1. Brady, Mychal
2. Chapa, Theresa
3. Costa, Mariah
4. D'Egidio, John
5. Doong, Kristel
6. Howard, Erika
7. Schmit, Megan
8. Stack, Ceara
9. Verba, Taylor

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Downtown Chapter Dinner Date(s) of Project: 10/5

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

Number of persons who participated in this project Members: 12/64
(Please attach a list of names.) Electees: N/A

Hours spent on this project. Organizing: 1 Participating: 2

DESCRIPTION:

I. General Description: Dinner was held at a restaurant near campus to promote chapter social interactions.

II. Purpose & Relationship to Objectives of TBP: Strengthening of chapter moral and connections.

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

IV. Cost & Personnel Requirements: Costs for the meal were covered by the attendees, no extensive personnel requirement was necessary

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): A decent number of members attended the dinner for a chance to relax, socialize and take a break from our studies.

VII. Index of Exhibits:

Member Attendance

1. Blake, Sean
2. Carroll, Anny
3. Clifford, Elizabeth
4. Costa, Mariah
5. Drum, Drew
6. Dunlap, Adrianna
7. Heldman, Christopher
8. Kise, Katelynn
9. Lacek, Monica
10. Nelson, Wade
11. Sullivan, Sean
12. Wegman, Kathryn

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

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: New Member Meet and Greet

Date(s) of Project: 10/24

Project area: Community/Liberal Culture
 Profession/Engineering

University/College
 Chapter/Social Education/Prof. Dev.

Number of persons who participated in this project

Members: 11/64

Electees: Not Recorded

(Please attach a list of names.)

Hours spent on this project.

Organizing: 2

Participating: 1

DESCRIPTION:

I. General Description: Eligible candidates were given an opportunity to socialize with chapter leadership and members before elections were held.

II. Purpose & Relationship to Objectives of TBP: Encourage new membership and chapter involvement.

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

IV. Cost & Personnel Requirements: Pizza was provided to attendees.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Members encouraged attending eligible students to initiate into TBP and answer any questions they might have about the organization, our activities, etc. Initiation numbers saw an increase from previous semesters in response.

VII. Index of Exhibits:

Member Attendance

1. Blake, Sean
2. Carroll, Anny
3. Clifford, Elizabeth
4. Jadue, Michael
5. Lacek, Monica
6. Lacek, Matthew
7. Nelson, Wade
8. O'Neill, Kelly
9. Pohlman, Kyle
10. Toich, Sara
11. Verba, Taylor

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Make a Difference Day Date(s) of Project: 10/26

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

Number of persons who participated in this project Members: 23/64
(Please attach a list of names.) Electees: N/A

Hours spent on this project. Organizing: 0.5 Participating: 2.5

DESCRIPTION:

I. General Description: Collection of a variety of service activities within the Akron community.

II. Purpose & Relationship to Objectives of TBP: Activism and presence of the chapter on campus and within the community

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

Serve Akron

IV. Cost & Personnel Requirements: All expenses and personnel were supplied by Serve Akron

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): A large number of members participated in what is the largest collective volunteering event on campus and in our community. Groups were sent to the foodbank, to assist at churches and with habitat for humanity projects, among others. Overall a large impact was felt by the community itself.

VII. Index of Exhibits:

Member Attendance

1. Blake, Sean
2. Brown, Daniel
3. Carroll, Anny
4. Catania, Russell
5. Clifford, Elizabeth
6. D'Egidio, John
7. Dickens, Erik
8. Drum, Drew
9. Dunlap, Adrianna
10. Graham, David
11. Jacobs, Logan
12. Kise, Katelynn
13. Lacek, Monica
14. Lacek, Matthew
15. Lehtimaki, Victoria
16. Morgan, Michael
17. O'Neill, Kelly
18. Pottschmidt, Nicholas
19. Schmit, Megan
20. Stack, Ceara
21. Tang, Rick
22. Toich, Sara
23. Truax, Bryan

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Rock Painting Date(s) of Project: 10/29

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

Number of persons who participated in this project Members:8/64
(Please attach a list of names.) Electees:8/35

Hours spent on this project. Organizing:1 Participating: 1

DESCRIPTION:

I. General Description:Spirit rock in the center of campus was decorated with the bent in spray paint.

II. Purpose & Relationship to Objectives of TBP: Promote chapter pride and visibility on campus.

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

IV. Cost & Personnel Requirements: Spray paint was purchased, limited other resources required.

V. Special Problems:N/A

VI. Overall Evaluation/Results (Be Specific): Members met to socialize and exhibit chapter pride on campus. Attendance was limited, likely due to the time, which was midday on a weekday, many members had classes.

VII. Index of Exhibits:

Member Attendance

1. Blake, Sean
2. Catania, Russell
3. Chapman, Olivia
4. Doong, Kristel
5. Kise, Katelynn
6. Morgan, Michael
7. Nelson, Wade
8. Wegman, Kathryn

Electee Attendance

1. Gronow, Sean
2. Mole, Anthony
3. Palisin, Thomas
4. Ricci, Michael
5. Roter, Benjamin
6. Sheridan, Sean
7. Thornborough, Stuart
8. Valaitis, Mitchell
9. Willis, Madilyn

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Engineering STEM Forum Date(s) of Project: 10/30

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

Number of persons who participated in this project Members: 4/64
(Please attach a list of names.) Electees: N/A

Hours spent on this project. Organizing: 2 Participating: 1.5

DESCRIPTION:

I. General Description: Helped high school students come up with an invention with market potential.

II. Purpose & Relationship to Objectives of TBP:
TBP members were able to bridge the gap from the classroom to real world experiences.

III. Organization & Administration: (in conjunction with another group?) Yes No
The University of Akron College of Engineering.

IV. Cost & Personnel Requirements: The University of Akron College of Engineering funded the costs for this event.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): TBP members enjoyed not only helping students, but also utilizing classroom knowledge. The event provided TBP members with the ability to gain a greater understanding of inventions and market potential for those ideas. It was interesting to see how many of the high school students had a great understanding of current world issues that could use engineering solutions.

VII. Index of Exhibits:

Member Attendance

1. Catania, Russell
2. Costa, Mariah
3. Dunlap, Adrianna
4. Verba, Taylor

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Proyecto Raices STEM Class

Date(s) of Project: 11/3

Project area: Community/Liberal Culture

University/College

Profession/Engineering

Chapter/Social

Education/Prof. Dev.

Number of persons who participated in this project

Members: 5/64

Electees: 11/35

(Please attach a list of names.)

Hours spent on this project.

Organizing: 3

Participating: 2

DESCRIPTION:

I. General Description: As one of the chapters k-12/MindSet projects, the chapter worked with a group of local k-8th grade latino students through a recurring program called Proyecto Raices. Community outreach program centered on encouraging K-8th grade latino children to explore STEM through hands-on engineering design and testing projects. The chapter taught the engineering design process to the students by having the students design boats out of materials supplied. The students designed their boats on paper, obtained the materials, tested how much weight it could carry in water, and repeated the process to try to hold the greatest weight.

II. Purpose & Relationship to Objectives of TBP: Encourage future generations of engineers within our community.

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

IV. Cost & Personnel Requirements: Expenses included cardboard, foil, tape and other crafting supplies to create the students prototypes.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Member attendance was fulfilled the number of students needed to run the event. We had around one volunteer for every 2 k-8th grade students, which worked well. Overall the students ran several design iterations, and gained an excitement for engineering and STEM concepts. The students learned the concepts of how to implement the engineering design process.

VII. Index of Exhibits:

Member Attendance

1. Costa, Mariah
2. D'Egidio, John
3. Lacek, Monica
4. Stack, Ceara
5. Sullivan, Sean

Electee Attendance

1. Al-Noubani Ziad
2. Brown, Brett
3. Burkhart, Christian
4. Kraft, Abigail
5. Laughrey, Benjamin
6. Magyar, Alexandria
7. Purgason, Kelly
8. Roter, Benjamin
9. Sheridan, Sean
10. Von Duhn, Evan
11. Wattleworth, Rachel

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Bent Shining Date(s) of Project: 11/7

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

Number of persons who participated in this project Members: 6/64
(Please attach a list of names.) Electees: 9/35

Hours spent on this project. Organizing: 1 Participating: 1

DESCRIPTION:

I. General Description: The brass bent on campus is polished each semester, if not every school year as a symbol of our chapter's pride and presence on campus.

II. Purpose & Relationship to Objectives of TBP: Increase chapter visibility on campus, and promote socialization amongst current members and initiates.

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

IV. Cost & Personnel Requirements: Only brass polish and rags were needed for this event.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attendees were given a chance to strengthen bonds within the chapter as well as to display chapter pride on campus. Attendance was lower than expected, likely due to the time of the event, which was midday when some members were in class.

VII. Index of Exhibits:

Member Attendance

1. D'Egidio, John
2. Heldman, Christopher
3. Morgan, Michael
4. Nelson, Wade
5. Tang, Rick
6. Tebcherani, Tanya

Electee Attendance

1. Abate, Anna
2. Baker, Bret
3. Daley, Issac
4. Davis, Ethan
5. Kaiser, Isaiah
6. Magyar, Alexandria
7. Mociinikar, Nathan
8. Orzel, Vincent
9. Zahniser, Ryan

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Replay for Kids Date(s) of Project: 11/13 & 9/21

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

Number of persons who participated in this project Members: 7/64
(Please attach a list of names.) Electees: 1/35

Hours spent on this project. Organizing: 1 Participating: 2 for each session

DESCRIPTION:

I. General Description: Donated toys were adapted, through the use of solder and alternate button devices, for special needs children.

II. Purpose & Relationship to Objectives of TBP: Community involvement.

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

Replay for Kids is an external organization

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attendees learned to or improved their soldering skills while giving back to the community. A large number of toys were retrofitted to accommodate special needs children, or were repaired for continue use by these children. While attendance was limited, the outcome of this event can still be viewed as a success.

VII. Index of Exhibits:

Member Attendance

1. Fritz, Evan
2. Klett, David
3. Pohlman, Kyle
4. Pottschmidt, Nicholas
5. Schmit, Megan
6. Stanley, Allie
7. Targosky, Alison

Electee Attendance

1. Kittinger, Jacob

The Tau Beta Pi Association

Chapter: OHK

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

Project name: TBP OHK Game Night Date(s) of Project: 11/15

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

Number of persons who participated in this project Members: 21/64
(Please attach a list of names.) Electees: 14/35

Hours spent on this project. Organizing: 1 Participating: 2

DESCRIPTION:

I. General Description: The University's Game Room was rented for attendees to bowl and play pool while socializing.

II. Purpose & Relationship to Objectives of TBP: Strengthening bonds amongst chapter members and electees.

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

IV. Cost & Personnel Requirements: Room rental and pizza were paid for by the chapter.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): The high attendance rate is proof of a successful event both in interest, time and activity. Attendees socialized and took a chance to relax from their classwork, while the bonds within the chapter and between members and electees were strengthened.

VII. Index of Exhibits:

1. Blake, Sean
2. Bonaiuti, Federico
3. Brady, Mychal
4. Brown, Daniel
5. Catania, Russell
6. Chappa, Theresa
7. Chapman, Olivia
8. Costa, Mariah
9. D'Egidio, John
10. Dunlap, Adrianna
11. Fritz, Evan

Member Attendance

12. Jacobs, Logan
13. Jerger, Alec
14. Lacek, Matthew
15. Miller, Jacob
16. Morgan, Michael
17. Pohlman, Kyle
18. Sullivan, Sean
19. Tang, Rick
20. Verba, Taylor
21. Wegman, Kathryn

Electee Attendance

1. Al-Noubani, Ziad
2. Brown, Brett
3. Burkhart, Christian
4. Kittinger, Jacob
5. Lacey, Owen
6. Myers, Jacob
7. Perkins, Alec
8. Purgason, Brett
9. Purgason, Kelly
10. Sheridan, Sean
11. Von Duhn, Evan
12. Wattleworth, Rachel
13. Weber, Tristin
14. Willis, Madilyn

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Fall Initiation Date(s) of Project: 11/16

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

Number of persons who participated in this project Members: 14/64
(Please attach a list of names.) Electees: 35/35

Hours spent on this project. Organizing: 6 Participating: 3

DESCRIPTION:

I. General Description: Current members were given the opportunity to assist with the Initiation Ceremony through planning or other roles. Additionally they were welcome to attend the Initiation dinner.

II. Purpose & Relationship to Objectives of TBP: Strengthening of chapter bonds and welcoming of new initiates.

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

IV. Cost & Personnel Requirements: Dinner was provided to initiates and family as well as current members, and prizes were given for the best bent made by an initiate.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): One of our largest classes was initiated during this ceremony and multiple members attended the ceremony in support.

VII. Index of Exhibits:

Member Attendance

1. Brown, Daniel
2. Chapa, Theresa
3. Costa, Mariah
4. Fritz, Evan
5. Heldman, Christopher
6. Jancewicz, Amanda
7. Jerger, Alec
8. Kandray, Sydney
9. O'Neill, Kelly
10. Reppa, Matthew
11. Sullivan, Sean
12. Truax, Bryan
13. Verba, Taylor
14. Wegman, Kathryn

Electee Attendance

- | | |
|------------------------|--------------------------|
| 1. Abate, Anna | 19. Orzel, Vincent |
| 2. Al-Noubani, Ziad | 20. Palisin, Thomas |
| 3. Brown, Brett | 21. Patitsas, Elaina |
| 4. Burkhart, Christian | 22. Perkins, Alec |
| 5. Daley, Issac | 23. Pirosko, Stephen |
| 6. Davis, Ethan | 24. Plaster, Madison |
| 7. Gronow, Sean | 25. Purgason, Brett |
| 8. Kaiser, Isaiah | 26. Purgason, Kelly |
| 9. Kittinger, Jacob | 27. Ricci, Michael |
| 10. Kraft, Abigail | 28. Roter, Benjamin |
| 11. Lacey, Owen | 29. Sheridan, Sean |
| 12. Laughery, Benjamin | 30. Thornborough, Stuart |
| 13. Magyar, Alexandria | 31. Valaitis, Mitchell |
| 14. Miller, Jacob | 32. Von Duhn, Evan |
| 15. Milliron, Adam | 33. Wattleworth, Rachel |
| 16. Mocilnikar, Nathan | 34. Willis, Madilyn |
| 17. Mole, Anthony | 35. Zahniser, Ryan |
| 18. Myers, Jacob | |

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Inquire! Innovate! Invent! Date(s) of Project: 11/17

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

Number of persons who participated in this project Members: 8/64
(Please attach a list of names.) Electees: 4/35

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

DESCRIPTION:

I. General Description: As one of the chapters k-12/MindSet programs, the chapter hosted Hands on STEM activities for local elementary and middle school girls. Multiple student organizations set up different stations.

II. Purpose & Relationship to Objectives of TBP: Encouraging the next generation of STEM students, and increasing diversity within the field.

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

This was a outreach event organized by the University of Akron's Society of Women Engineers. Tau Beta Pi Helped by assisting on running stations and directing groups of 4th-8th grade students through the activity stations.

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attending 4th-8th grade students learned how to solder, follow the engineering design process, learned how simple circuits work, learned energy conversion principles, and teamwork skills

VII. Index of Exhibits:

Member Attendance

1. Brady, Mychal
2. Chapa, Theresa
3. Dunlap, Adrianna
4. Hughes, Miranda
5. Jancewicz, Amanda
6. Kandray, Sydney
7. Tebcherani, Tanya
8. Wegman, Kathryn

Electee Attendance

1. Kraft, Abigail
2. Plaster, Madison
3. Purgason, Brett
4. Willis, Madilyn

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Akron Local Food Bank Date(s) of Project: 12/1

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

Number of persons who participated in this project Members: 4/64
(Please attach a list of names.) Electees: 12/35

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

DESCRIPTION:

I. General Description: Volunteered at local food bank to sort donations to be distributed to those in need in our community.

II. Purpose & Relationship to Objectives of TBP: Community involvement and activism.

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

IV. Cost & Personnel Requirements: All needed supplies were donated by the food bank.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Members sorted donations to help fight hunger in our community, attendance was limited, but still successful.

VII. Index of Exhibits:

Member Attendance

1. Blake, Sean
2. Jerger, Alec
3. Lacey, Matthew
4. Morgan, Michael

Electee Attendance

1. Daley, Issac
2. Gronow, Sean
3. Kaiser, Isaiah
4. Lacey, Owen
5. Milliron, Adam
6. Mocilnikar, Nathan
7. Mole, Anthony
8. Myers, Jacob
9. Palisin, Thomas
10. Patitsas, Elaina
11. Perkins, Alec
12. Zahniser, Ryan

1. Need movable chairs
- h. Tools classes - email to members to see if they want to talk to a few sections
 - i. Next Tuesday 10:15-11:30 (Dr. French)
 - ii. Kate can come at the end of the class
 - iii. Need to talk about Tau Beta Pi appropriately
- i. Ratification Ballet
 - i. New constitution that needs to be majority yes/no vote by members
 - ii. Can do audio vote - do during kick off meeting next week (Weds/Thurs)
 - iii. Need to get going before the kickoff instead of at the kickoff - need to create synopsis of changes to present during kickoffs (grammar)
- j. Regional meeting in Akron this semester
 - i. Sunday, January 20th 1:45 PM
 1. SNOW?!?!?!?!?
 - ii. Chris reserved a room
 - iii. Everyone in northeast Ohio will be coming, Warren, etc.
 - iv. Everyone next year should attend (Alec & Amanda)
 - v. Whole district meeting in April sometime
- k. Engineering Your Major / Involvement Day
 - i. Have already hit the freshman last year - probably not going to recruit any new people; anyone can come
 - ii. Officers decided we will not participate this time
- l. Budget details
 - i. Currently: \$1,400
 - ii. Projected at end of semester: \$1,300
 1. Assuming we have 20 initiates
 2. Assuming we can make \$50 on PI Day
 - iii. Biggest expense: initiation
 1. Do we want to do a budget request? \$200 (food)
 - iv. Online payments automatically go into our account
- m. Eligibility is due Feb 10th
 - i. Rest of paperwork is due around April
 - ii. Initiation date is not confirmed yet
- n. Spring Initiation date
 - i. Taylor options: April 5th or 12th, March 22nd (people probably won't attend because it's the Friday before Spring Break)
 1. Move Rubber Ducks game to 4th
 - ii. Spaghetti Warehouse vs. having dinner here
 1. Spaghetti Warehouse more expensive
 2. Do not include in advisor slides
- o. Advisor Meeting
 - i. A lot of advisors did not respond
 - ii. No time that more than 3 advisors can attend, we need 4
 1. Total of 7: 4 advisors and 3 national officers
 - iii. Next Friday 1-2 PM may be a potential

- iv. Restructuring of the officers next year?
 - 1. Person with similar job will take over any positions that drop
 - 2. Do not bring to officers until next semester
- v. Add membership statistics over time
- vi. Editing slides
- vii. Need advisors to attend initiation
- p. Removing 5 star co-op panel; more people attend the fall career fair
- q. Alec may potentially change our bylaws next semester
- r. More focus on taking pictures at event this semester, even when Theresa is not there
- s. Should we share the Google Calendar with members?
 - i. Probably not ready for that yet

II. Purpose & Relationship to Objectives of TBP:

- a. Organizing social and volunteer events for members to achieve required participation hours
 - i. Finalizing details for Engineering Futures event
 - ii. Finalizing details for Kickoff Meeting events
- b. Determining appropriate workload for officers and structure
- c. Planning for district meeting up with Warren and prepping officers for next year leadership
- d. Planning budget, advisor meeting, initiation, and other topics for the Spring 2019 semester

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

A. Action Items

- a. Taylor
 - i. Talk to Debbie in Honors to see if we can host Engineering Futures there (classroom in basement)
 - ii. Look for shirt sale money
 - iii. Call Humane Society to finalize volunteering details
- b. Alec
 - i. Recruit a few members for Engineering Future
 - ii. Attend district meeting on Sunday
 - iii. Pick up key to office once get email

- c. Chris
 - i. Call Rita and see if she is still expecting us for Proyecto
 - ii. Determine what changes were made to Constitution for ratification - email someone directly
 - iii. Finalize advisor meeting date
- d. Kate
 - i. Send out final email reminder to RSVP for Engineering Futures
 - ii. Trying to get a classroom for Engineering Futures
 - iii. Email Dr. French to see if she can talk about TBP during tools instead of next week while she talks about tutoring
- e. Theresa
 - i. Send reminder of Engineering Futures event through Orgsync
- f. Michael
 - i. Coordinate ChickFILA for Engineering Futures event
 - ii. Request budget request for initiation food costs and possibly Relay for Life
 - iii. Request coke for future events, utilize leftovers for Engineering Futures next Saturday
- g. Amanda
 - i. Attend district meeting on Sunday

VII. Index of Exhibits: (Attendance)

- A. Attendees Present (Officers)
 - a. Chris Heldman: President
 - b. Alec Jerger: National VP
 - c. Mychal Brady: Treasurer
 - d. Kate Wegman: Chapter Events Director
 - e. Amanda Jancewicz: Recording Secretary
 - f. Ceara Stack: Corresponding Secretary
 - g. Theresa Chappa: Webmaster
 - h. Taylor Verba: Chapter VP

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Advisor Meeting Date(s) of Project: 1/23

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

Number of persons who participated in this project: Officers:8/9
Advisors:5/7

(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating:1

DESCRIPTION:

I. General Description:

- a. Meeting with advisors to cover a variety of motions
- b. Treasurer Report
 - i. Reviewed Fall 2018 expenses
 - ii. Started and ended the semester with around \$1.4k in accounts
- c. Spring 2019 Budget
 - i. Estimations for purchasing requirements for various chapter events
 - ii. Expecting \$1.2-1.4k remaining funds at the end of the semester
 1. Depends on if optional items are approved
 - iii. Required budget items approved unopposed through a verbal vote
 - iv. Optional Items
 1. Gift cards for attendance awards
 2. Book scholarships awarded based on essay submission on key pillars of TBP and voting based on a rubric
 - a. Discussion on awarding it to a sophomore student as chapter outreach
 - b. Maybe making it multiple scholarships or a larger sum
 - c. Possibility of one to non-members for outreach
 - d. Additional scholarship to current members
 - e. Possible to match scholarship funds with UA College of Engineering
 3. Item is tabled for further discussion

- d. Resolution to Suspend Co-op students
 - i. Postponement of eligibility for co-op students
 - ii. Vote as follows: 11 approved; 1 abstention
 - iii. Motion passes
- e. Fall 2018 Initiation reviewed
 - i. 37 New members inducted
 - ii. District Director Warren Roos in attendance
- f. Reporting
 - i. On time and accurate, receiving full marks
 - ii. On track for Chapter Excellence Award
- g. National Convention
 - i. Received Chapter Excellence and Chapter Project Awards
- h. New events during Fall semester
 - i. Engineering Futures
 - ii. Game Night in the Union
 - iii. Proyecto Raices
 - 1. Community outreach and STEM education
- i. Quick overview of expected Spring events
- j. Spring 2019 Initiation
 - i. Discussion on event date
 - ii. Options listed as April 5th or 12th ideally as a dinner or lunch time period
 - iii. Earlier in the day may be easier for Advisor attendance
 - iv. Later in the day is usually better for District Director attendance
 - v. Will look into further

II. Purpose & Relationship to Objectives of TBP:

- a. Planning budget, initiation, and other topics for the Spring 2019 semester
- b. Discussion/approval of motions by officers and advisors to enable event planning

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

N/A

VII. Index of Exhibits: (Attendance)

- A. Attendees Present (Officers)

- a. Chris Heldman: President
 - b. Alec Jerger: National VP
 - c. Mychal Brady: Treasurer
 - d. Kate Wegman: Chapter Events Director
 - e. Ceara Stack: Corresponding Secretary
 - f. Theresa Chappa: Webmaster
 - g. Taylor Verba: Chapter VP
- B. Attendees Present (Advisors)
- a. Dr. Garafolo
 - b. Dr. Cutright
 - c. Dr. Lillard
 - d. Dr. Veillette
 - e. Dr. Quinn
- C. Attendees Absent (Officers)
- a. Amanda Jancewicz: Recording Secretary
- D. Attendees Absent (Advisors)
- a. Dr. Newby
 - b. Dr. Willits

- iv. E-week banquet
 - 1. Chris got a ticket, planning on setting up a table
 - 2. Individual tickets are \$20
 - 3. If you go with another org, it will still count as hours
 - 4. Engineering Futures - take to Eureka and another org for additional attendees
 - a. We have enough sign ups
 - b. Will go out in COE newsletter this Thursday
- v. PI Day - we should be using the SAF
 - 1. Do a catering waiver for the mini pis
 - 2. Need to set up a time, event is 12-2 PM
 - a. ESC will be funding the event with TBP, but won't have any volunteers
 - b. Kate plan, Taylor execute
 - c. Fundraising portion 9-1 PM
 - i. An officer should be present because money will be there
 - ii. Send sign ups out the last week of February
 - iii. Amanda & Alec 11-1 PM
 - iv. Chris 1 - 2 PM
 - v. Chris has a money box
- f. Project Reports
 - i. Chris went through and added some details
 - ii. Due in June
 - iii. Need to sift through last year's reports and write up some of last semester's events
- g. Initiation Date
 - i. Friday, April 5th - about a month and a half after letters are received
 - ii. Budget request has not been completed yet
 - iii. Alec will be using initiation email for correspondence this semester and for future semesters
- h. Elections: April 5th - 12th
- i. Chemstress Award
 - i. Previously done as an officer board
 - ii. Committee should have 15 undergraduate students - all officers
 - 1. 3 per 5 engineering disciplines (subcommittees, all officers automatically included)
 - a. Need 3 civils
 - b. Need 1 EE/Computer
 - c. Need 2 ME/Aero
 - d. Need 1 BME
 - e. Need 0 CBE/Corrosion
 - iii. Vote for each subcommittee nomination through Google Form
 - 1. Pick from tenured faculty list and why you selected them (paragraph, >5 sentences)...limit to three selections

- 2. Do you want to be on the committee? If yes, what is your major?
- iv. Any members participating will receive volunteer hour
- v. Taylor will chair committee
- j. Kate sifted through the email so that we actually know what we have or have not responded to
 - i. Chris keeps them unread even when we has seen them; checks before each officer meeting
 - ii. People reaching out to our organization for help - bring up in an officer meeting
 - iii. Do we really need to cc Tau Beta Pi everytime we send something?
 - 1. Delete LinkedIn emails
 - iv. Cannot get MailChimp set up properly - setting flag and locking account up
- k. New Member Orientation
 - i. Alec & Kate - Wed Feb 19th
 - ii. Taylor - Thurs 20th

II. Purpose & Relationship to Objectives of TBP:

- a. Organizing social and volunteer events for members to achieve required participation hours
 - i. Finalizing details for social basketball game
 - ii. Finalizing spring schedule
 - iii. Relay for Life (Ceara)
 - iv. PI Day details
 - v. All dates should be finalized!
 - vi. Assigned officers to events so that we have representation present!
- b. Preparing for Spring Initiation
 - i. Budget request, date finalization

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

- A. Action Items
 - a. Taylor
 - i. Create a Chemstress Award document to determine what majors we already represent with the officers

- ii. Ask Katey Yinger for Chemstress Award due date (sometime late March, banquet in April)
- b. Alec
 - i. Get letters to professors to distribute to students by next Monday
 - ii. Take charge of officer election in April
 - iii. Send out meet up location for basketball game on Friday, check if tickets are free, and attend social event
- c. Chris
 - i. Work on graduate eligibility with students
 - ii. Need to ask Ceara about updates on Project Report
 - iii. Call Ceara later/tomorrow to touch on National documentation
 - iv. Ask Teresa if she responded to Katey Yinger's new Tau Beta Pi page on the COE website
- d. Kate
 - i. Creating Chemstress Award Google Forms voting sheet and send out
 - ii. Send out finalized dates for spring events in weekly update email
- e. Mychal
 - i. Complete budget request for initiation
 - ii. Do a catering waiver for the mini pies
- f. Amanda
 - i. Assist Alec with officer election in April

VII. Index of Exhibits: (Attendance)

- A. Attendees Present (Officers)
 - a. Chris Heldman: President
 - b. Alec Jerger: National VP
 - c. Mychal Brady: Treasurer
 - d. Kate Wegman: Chapter Events Director
 - e. Amanda Jancewicz: Recording Secretary
 - f. Taylor Verba: Chapter VP
- B. Attendees Absent (Officers)
 - a. Theresa Chappa: Webmaster
 - b. Ceara Stack: Corresponding Secretary

- i. Reimburse car
 - ii. People to go: Alec, Kate, Amanda
- k. Relay for Life
 - i. Swipe in and swipe out to get accurate hour count to assign volunteer hours
 - ii. Get an hour for the committee meetings, consider using card swipe to track attendance
 - 1. 7 people definitely want to be in committee, 10 are interested in more information
 - iii. Booked rooms every Tuesday
- l. Rubber Ducks Game - 3 hours
- m. Recycling event advertising - put in next week's reminders
- n. March 8th: Start election report
- o. E-market emails
 - i. 3 people have paid initiation fees thus far
 - ii. People are trying to buy t-shirts

II. Purpose & Relationship to Objectives of TBP:

- a. Organizing social and volunteer events for members to achieve required participation hours
 - i. What officers can run projects
 - ii. Finalizing the schedule - the semester is already half over!
- b. Organizing for the District Conference and preparing for officer transition next year

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

- A. Action Items
 - a. Alec
 - i. Finalize room for initiation
 - b. Theresa
 - i. Continue to enter hours and organize Orgsync
 - c. Kate
 - i. Email events list to Katey for Alumni Breakfast invite
 - d. Mychal

- i. Put graduation cords on E-market and send email out to org to remind to order
 - ii. Call Walmart to ensure they have 150 pies for PI day & buy large and small pies
 - iii. Finalize catering order for initiation
- e. Amanda
 - i. Email Julie to decline the JAR clean up event
- f. Ceara
 - i. Start Relay for Life committee meetings

VII. Index of Exhibits: (Attendance)

- A. Attendees Present (Officers)
 - a. Chris Heldman: President
 - b. Alec Jerger: National VP
 - c. Mychal Brady: Treasurer
 - d. Kate Wegman: Chapter Events Director
 - e. Amanda Jancewicz: Recording Secretary
 - f. Taylor Verba: Chapter VP
 - g. Theresa Chappa: Webmaster
 - h. Ceara Stack: Corresponding Secretary

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 30

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: Chapter Meeting Date(s) of Project: 3/13

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

Number of persons who participated in this project:

Officers:7/9

Advisors:N/A

(Please attach a list of names.)

Hours spent on this project.

Organizing: 2

Participating:1

DESCRIPTION:

I. General Description:

- a. Finalizing schedule for PI DAY event tomorrow :)
 - i. Social and volunteer event
 - ii. Mychal brought pies and ice cream to transfer to Taylor
 - iii. Chris has plates, forks, knives
 - iv. May need to move members who volunteered to sell pies to the actual activity itself
 - v. Need to figure out where to store 200 pies & locate external disc drive
- b. Foodbank - 17 members will be attending, Taylor leading
- c. Membership issues
 - i. Student who is part time on campus while also on co-op (originally marked as being on campus) - has not fulfilled any hours yet but is graduating this semester - try to get half of the hours this semester
- d. Chris called HQ to confirm initiation supplies
 - i. Need to finish Eligibility Report this weekend
 1. 46 people have voted so far, 95 active members (need 3/4ths members to vote on candidates)
 2. Bents take three weeks to make, we should get supplies on time if we turn in Eligibility Report by early next week
- e. Chemstress Award
 - i. Taylor to send reminder email Monday to fill out, should get more responses by next Thursday

- ii. We should have enough people to fill the selection committee - target civils
- f. Girl Scout Event - May 18th (Saturday) hour and a half
 - i. After graduation and the spring semester
 - ii. We can email it out just to see if anyone is interested
 - iii. Count towards next semester
- g. Extra cash decisions (\$300)
 - i. Scholarship: In person voting required
 - ii. ALT: pay for people's graduation cords
 - 1. Difficult to get all of the advisors in one room for in person voting
 - 2. Buying cords - difficult because others may not get them paid for in future semesters
 - a. Are uploaded to E-market
 - b. Can take up to 5 weeks to order - please pay online fee by April 1st
- h. Scholarship
 - i. Comments on prompts
 - 1. Integrate aspects from the website (i.e. mission statement)
 - 2. Integrity, how have you experienced a well rounded education that has provided your success, leadership development, high achiever mentality
 - ii. Need to determine some type of rubric to grade applicants against
 - 1. Officers and advisors evaluate for quorum
 - iii. Purpose
 - 1. Recruitment and retainment
 - 2. Member and non-member option
 - iv. Should have everything in order to initiate Fall 2019 semester
 - v. Chris talked to Dr. Cutright and got some feedback

II. Purpose & Relationship to Objectives of TBP:

- a. Organizing social and volunteer events for members to achieve required participation hours
 - i. PI DAY!
- b. Arranging for new member initiation
 - i. Finalizing current member vote to complete Eligibility Report and order bents
 - ii. Room requests
- c. Planning to offer a chapter scholarship (Fall 2019)

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

A. Action Items

- a. Alec
 - i. Send reminder email to current members encouraging them to vote on the new initiates - need 3/4th active member quorum
 - ii. Email scheduling department to know what room Initiation dinner will be held in
- b. Mychal
 - i. Organize pie delivery for tomorrow's event
- c. Amanda
 - i. Target civils to be a part of the Chemstress selection committee
- d. Taylor
 - i. Email reminder to fill out Chemstress nomination form with next week's weekly reminders & target civils to be a part of the selection committee
 - ii. Email reminder to pay for cords on E-market by April 1st, people volunteering for initiation (volunteer and social hours)¹

VII. Index of Exhibits: (Attendance)

A. Attendees Present (Officers)

- a. Chris Heldman: President
- b. Alec Jerger: National VP
- c. Mychal Brady: Treasurer
- d. Amanda Jancewicz: Recording Secretary
- e. Taylor Verba: Chapter VP
- f. Theresa Chappa: Webmaster

B. Attendees Absent (Officers)

- a. Kate Wegman: Chapter Events Director
- b. Ceara Stack: Corresponding Secretary

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 31

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: Chapter Meeting Date(s) of Project: 4/3

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

Number of persons who participated in this project: Officers:9/9
Advisors:N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating:1

DESCRIPTION:

I. General Description:

- a. Goodyear Volunteer Day - this coming Saturday, we already have Humane Society visit scheduled that day for volunteer hours
 - i. Keep in mind for next year
- b. Initiation Planning - this Friday 6:30 PM
 - i. Vocal parts
 1. Delta = Amanda
 2. Alpha = Chris
 3. Zeta = Theresa
 4. Beta = Kate
 5. Chi = Ceara
 6. Use volunteers for the other roles
 - ii. Dr. Garafolo is also planning on attending
 - iii. If Dr. Veillette comes, he will be Lambda (keeper of the lights, haha!)
 - iv. Alec will not be a part of the ceremony, will be setting up and coordinating the dinner efforts
- c. Summer volunteer events - from Heidi Cressman
 - i. Wait for new officers to settle in (end April) and see if we can have anyone near campus to coordinate, then send out to offer pre-semester volunteer hours

- d. Scholarship - talk about during next week's meeting over video chat, Groupme, etc.
- e. Mychal is keeping track of graduation cords
 - i. Stoles verses ribbons (more desired)
 - 1. Expensive when custom made
 - 2. Orange or TBP Blue
- f. Next Year's Officer Structure
 - i. Alec - Officer structure uploaded on Drive received unanimous approval
 - 1. Can we get 12 people to run for an officer position?
 - ii. Should set up nominations (Saturday), then vote on positions next week
 - 1. Nominator name, nominee, and position(s) being nominated for, send a little bio/blurb about why person should have an officer position
- g. Reports left to fill out: officer elections (2 week after electing new officers), final action, role book signatures, financial report (June 1st), chapter survey (open during transition meeting)

II. Purpose & Relationship to Objectives of TBP:

- a. Organizing social and volunteer events for members to achieve required participation hours
- b. Arranging for new member initiation - THIS FRIDAY! WOO! :)
- c. Arranging graduation apparel to represent our awesome graduates!
- d. Planning officer structure for next year

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

- A. Action Items
 - a. Alec
 - i. Final initiation planning
 - b. Mychal
 - i. Send reminder email to members to order cords tomorrow by noon (past April 1st deadline) so that we can finalize our order
 - ii. Go through webmaster receipts to see who has already paid for initiation
 - c. Taylor
 - i. Respond to Heidi about not being able to provide volunteers to Goodyear STEM Day
 - d. Kate

- i. Design stoles for graduating officers to wear
- ii. Prepare Google form to send out for officer nominations and send email Saturday with guidelines for filling out form

VII. Index of Exhibits: (Attendance)

- A. Attendees Present (Officers)
 - a. Chris Heldman: President
 - b. Alec Jerger: National VP
 - c. Mychal Brady: Treasurer
 - d. Amanda Jancewicz: Recording Secretary
 - e. Taylor Verba: Chapter VP
 - f. Theresa Chappa: Webmaster
 - g. Kate Wegman: Chapter Events Director
 - h. Ceara Stack: Corresponding Secretary

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 32

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: Officer Transition Meeting Date(s) of Project: 4/24

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

Number of persons who participated in this project: Officers: 14/15
Advisors: N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 2 Participating: 1

DESCRIPTION:

I. General Description:

- a. Introduce elected officers to departing officers and described purpose of Tau Beta Pi, individual officer roles, and overall plans for next year
- b. Summer outreach events - potential opportunities for members to get hours ahead of the semester
 - i. Girl Scout Event - May 18th (Saturday)
 1. Probably making bug bots
 - a. Chris knows how to coordinate the activity
 2. Call them volunteer hours for next semester
 3. Heidi Cressman coordinating
 - ii. Twinsburg Public Library - events with 8th grade students
 1. Possibly need reoccurring attendance
 2. Plan hands on events
 3. Probably not realistic for our members
- c. Finalizing the officer structure for next year
 - i. No Initiation Director elected, so National VP will coordinate activities as a part of officer duties
- d. Scholarship
 - i. Intended for students not currently a member of Tau Beta Pi (ideally sophomore level - raise awareness of our honorary and reward underclassman)
 - ii. Evaluation Criteria
 1. Determined by new officers

- e. Outstanding reports for the school year
 - i. Chapter Survey - event descriptions (record every event we did this year and short blurb about what we did)
 - 1. Deadline of June 1st
 - ii. Financial report - balances in the bank
 - 1. Deadline of June 1st
 - iii. Officer Election
 - 1. Needs to be completed at the end of this week (complete before end of this meeting)
 - iv. Fall information update - due in September
 - v. IRS - 90N (Tax form to remain non-profit organization)
- f. Shirt orders that have not been filed yet
 - i. Alec has some of the shirts (distributed 3 at initiation)
 - ii. Mychal has a list (4 individuals)
- g. We split off into officer roles (incoming with departing) to discuss the main tasks of each position, what is required, and tips that might be helpful to know beforehand

II. Purpose & Relationship to Objectives of TBP:

- a. Organize and transition new officers to prepare for a successful new school year!
- b. Plan any summer events we would like to offer to members to get ahead of service hours for the fall semester
- c. Ensure the remaining reporting deadlines will be appropriately met to keep headquarters updated on our organization

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

N/A

IV. Cost & Personnel Requirements:

N/A

V. Special Problems:

N/A

VI. Overall Evaluation/Results (Be Specific):

- A. Action Items
 - a. Chris Heldman
 - i. Send a decline response to Twinsburg outreach event invite
 - b. Taylor Verba
 - i. Double check that all of the shirts have been distributed

VII. Index of Exhibits: (Attendance)

- 1. Attendees Present (Officers)

- a. Chris Heldman: President (departing)
 - b. Alec Jerger: National VP (incoming President)
 - c. Mychal Brady: Treasurer (departing)
 - d. Amanda Jancewicz: Recording Secretary (incoming National VP)
 - e. Taylor Verba: Chapter VP (departing)
 - f. Theresa Chappa: Webmaster (departing)
 - g. Kate Wegman: Chapter Events Director (incoming Chapter VP)
 - h. Ceara Stack: Corresponding Secretary (departing)
 - i. Jacob Kittinger (incoming Community Service Director)
 - j. Chris Ferguson (incoming Corresponding Secretary)
 - k. Nicole Baldy (incoming Communications Director)
 - l. Patrick Cole (incoming Media Director)
 - m. Alison Targosky (incoming Treasurer)
 - n. Jasmine Zogheib (incoming Recording Secretary)
2. Attendees Absent (Officers)
- a. Bailei Hoyng (incoming Outreach Director)

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 33

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: Spring Semester Kick-off Date(s) of Project: 1/23 & 1/24

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

Number of persons who participated in this project Members: 75/112
(Please attach a list of names.) Electees: N/A

Hours spent on this project. Organizing: 2 Participating: 1

DESCRIPTION:

I. General Description: Required for all members, this event provides information on the upcoming events, membership requirements, and any changes in leadership. Officers are also available for any questions.

II. Purpose & Relationship to Objectives of TBP: Encourage active membership and clear communication within the chapter.

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

IV. Cost & Personnel Requirements: Food was provided for the attendees.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Almost all members attended, allowing for clearer communication and expectations.

VII. Index of Exhibits:

1. Al-Noubani, Ziad
2. Beck, Joshua
3. Bonaiuti, Federico
4. Brady, Mychal
5. Broadbent, Zachary
6. Brown, Brett
7. Brown, Daniel
8. Brown, Gregory
9. Burkhardt, Christian
10. Carroll, Anny
11. Catania, Russell
12. Chapa, Theresa
13. Clifford, Elizabeth
14. Cole, Patrick
15. Costa, Mariah
16. D'Egidio, John
17. Dauterman, Michala
18. Dickens, Erik
19. Doong, Kristel
20. Drum, Drew
21. Dunlap, Adrianna
22. Eldridge, Hannah
23. Grassi, Timothy
24. Gronow, Sean
25. Hammerstein, Matthew
26. Haslett, Kelly
27. Heldman, Christopher
28. Howard, Erika
29. Hoyng, Bailey
30. Hughes, Miranda
31. Jacobs, Logan
32. Jadue, Michael
33. Jancewicz, Amanda
34. Jerger, Alec
35. Kaiser, Isaiah
36. Kandray, Sydney
37. Kise, Katelynn
38. Kittinger, Jacob

Member Attendance

39. Klett, David
40. Kwok, Guang-Bok
41. Lacek, Monica
42. Laughrey, Benjamin
43. Laws, Megan
44. Lehtimaki, Victoria
45. Miller, Jacob Ryan
46. Milliron, Adam
47. Morgan, Michael
48. Nelson, Wade
49. Nguyen, Kristina
50. O'Neill, Kelly
51. Patitsas, Elaina
52. Pirosko, Stephen
53. Plaster, Madison
54. Pohlman, Kyle
55. Purgason, Brett
56. Reppa, Matthew
57. Roter, Benjamin
58. Schmitt, Megan
59. Seabeck, Ryan
60. Sheridan, Sean
61. Snider, Timothy
62. Stack, Ceara
63. Sullivan, Sean
64. Svetlak, Richard
65. Tang, Rick
66. Targosky, Alison
67. Tebcherani, Tanya
68. Toich, Sara
69. Truax, Bryan
70. Valaitis, Mitchell
71. Verba, Taylor
72. Verbanac, Hannah
73. Von Duhn, Evan
74. Wattleworth, Rachel
75. Wegmen, Kathryn

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Replay for Kids Date(s) of Project: 1/31 & 2/27 & 4/15

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

Number of persons who participated in this project Members: 6/112
(Please attach a list of names.) Electees: N/A

Hours spent on this project. Organizing: 0.5 Participating: 2 for each occurrence

DESCRIPTION:

I. General Description: Donated toys were adapted, through the use of solder and alternate button devices, for special needs children.

II. Purpose & Relationship to Objectives of TBP: Community involvement.

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

Replay for Kids is an external organization

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attendees learned to or improved their soldering skills while giving back to the community. A large number of toys were retrofitted to accommodate special needs children, or were repaired for continue use by these children. While attendance was limited, the outcome of this event can still be viewed as a success.

VII. Index of Exhibits:

Member Attendance

1. Kwok, Guan-Bok
2. Nguyen, Kristina
3. Purgason, Brett
4. Roter, Benjamin
5. Tang, Rick
6. Tebcherani, Tanya

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Volunteer at Career Fair Date(s) of Project: 2/5

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

Number of persons who participated in this project Members: 11/112
(Please attach a list of names.) Electees: N/A

Hours spent on this project. Organizing: 1 Participating: Dependent on attendance

DESCRIPTION:

I. General Description: Members were given the opportunity to assist the Co-Op Office with preparation and running of the Engineering Career Fair.

II. Purpose & Relationship to Objectives of TBP: Support of our university, and professional development of the next generation of future engineers.

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

The University of Akron's Co-Op Office handled majority of the costs and planning.

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Students assisted with setup of the career fair, provided information to employers and students and helped ensure the event ran smoothly.

VII. Index of Exhibits:

Member Attendance

1. Brown, Daniel
2. Chapa, Theresa
3. Cole, Patrick
4. Dauterman, Michala
5. Howard, Erika
6. Lacek, Monica
7. Pohlman, Kyle
8. Reppa, Matthew
9. Schmit, Megan
10. Toich, Sara
11. Verba, Taylor

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Men's Basketball Game v. Kent Date(s) of Project: 2/8

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

Number of persons who participated in this project Members: 9/112
(Please attach a list of names.) Electees: N/A

Hours spent on this project. Organizing: 1 Participating: 2

DESCRIPTION:

I. General Description: In order to support our college, members attended a basketball game against our rival school.

II. Purpose & Relationship to Objectives of TBP: Strengthen chapter bonds and university pride.

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

Zips Athletics were responsible for the game itself.

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attendance to the event was limited due to the nature of the event, but those who attended got a lot out of it, and school spirit ran high.

VII. Index of Exhibits:

Member Attendance

1. Beck, Joshua
2. Carroll, Anny
3. Clifford, Elizabeth
4. Jerger, Alec
5. Kittinger, Jacob
6. Laughrey, Benjamin
7. Nelson, Wade
8. Pohlman, Kyle
9. Roter, Benjamin

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 37

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: TEAMS Competition Date(s) of Project: 2/19

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

Number of persons who participated in this project Members: 4/112
(Please attach a list of names.) Electees: N/A

Hours spent on this project. Organizing:2 Participating:4.5

DESCRIPTION:

I. General Description: Annual competition hosted by the college of engineering that middle and high school teams will compete in to qualify for the national competition. It is a group Test of Engineering Aptitude, Mathematics and Science

II. Purpose & Relationship to Objectives of TBP: Encouraging the next group of STEM students and giving back to the community.

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

University of Akron's College of Engineering hosts the event, and encourages the involvement of various engineering groups on campus.

IV. Cost & Personnel Requirements:N/A

V. Special Problems:N/A

VI. Overall Evaluation/Results (Be Specific): TBP sends volunteers along with other students in the college of engineering to proctor the exam, making sure everyone is following the rules in both the written and build design phases of the competition. This event gives TBP members the chance to interact with aspiring STEM students while they are still in high school while helping the organizer keep the day running smoothly.

VII. Index of Exhibits:

Member Attendance

1. Chapa, Theresa
2. Jacobs, Logan
3. Klett, David
4. Verbanac, Hannah

The Tau Beta Pi Association

Chapter: OHK

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

Project name: New Member Orientation Date(s) of Project: 2/20 & 2/21

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

Number of persons who participated in this project Members: N/A
(Please attach a list of names.) Electees: 23/23

Hours spent on this project. Organizing: 1 Participating: 1

DESCRIPTION:

I. General Description: As with every semester, eligible candidates are given a chance to attend an informative session on chapter selection criteria and maintenance of active status. As well as the ability to ask officers any questions they might have.

II. Purpose & Relationship to Objectives of TBP: Encourage chapter growth, and improve presence on campus.

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): This event encourages eligible students to initiate into the chapter, and provides a clear set of expectations for the new electees.

VII. Index of Exhibits:

Electee Attendance

1. Alabed, Rihama
2. Baker, Jared
3. Baldy, Nicole
4. Boudreau, Elliot
5. Bunting, Zach
6. Ciarrone, Kyle
7. David, Mallory
8. Falcione, Elena
9. Ferguson, Christopher
10. Grimes, Maddison
11. Kassinger, Sarah
12. Kraft, Tyler
13. Malenic, Martin
14. Martin, Jessi
15. Martin, Ivan
16. Michel, Adam
17. Neffenger, Gary
18. Niederhelman, Benjamin
19. Stephens, Alexandria
20. Thompson, Christopher
21. Utrata, Collin
22. Vanyo, Jadon
23. Zogheib, Jasmin

The Tau Beta Pi Association

Chapter: OHK

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

Project name: E-Week Banquet Date(s) of Project: 2/21

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

Number of persons who participated in this project Members: 14/112
(Please attach a list of names.) Electees: 2/23

Hours spent on this project. Organizing: 1 Participating: 3

DESCRIPTION:

I. General Description: Banquet celebrating the accomplishments of student engineers and professionals in the field.

II. Purpose & Relationship to Objectives of TBP: Celebration of the profession and improvement on chapter's visibility in the community and on campus.

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

Akron Engineering Council organizes and pays for the event itself

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attendance was limited as tickets are required for the event and our chapter, as well as other organizations, can only get so many tickets. Additionally, many of our members received awards/recognition during the ceremony.

VII. Index of Exhibits:

Member Attendance

1. Beck, Joshua
2. Broadbent, Zachary
3. Carroll, Anny
4. Chapa, Theresa
5. Clifford, Elizabeth
6. Howard, Erika
7. Jancewicz, Amanda
8. Jerger, Alec
9. Kide, Katelynn
10. Laws, Megan
11. O'Neill, Kelly
12. Reppa, Matthew
13. Verba, Taylor
14. Wegman, Kathryn

Electee Attendance

1. Neffenger, Gary
2. Stephens, Alexandria

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 40

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: Engineering Futures: People Skills

Date(s) of Project: 2/23

Project area: Community/Liberal Culture

University/College

Profession/Engineering

Chapter/Social

Education/Prof. Dev.

Number of persons who participated in this project

Members: 23/112

(Please attach a list of names.)

Electees: N/A

Hours spent on this project.

Organizing: 2

Participating: 5

DESCRIPTION:

I. General Description: A speaker discussed the importance of various people skills in the engineering field, and methods to improve upon them.

II. Purpose & Relationship to Objectives of TBP: To produce a more well-rounded engineer with improved soft skills to better represent our profession.

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

IV. Cost & Personnel Requirements: Lunch was provided for attendees and the speakers.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): As a longer event on the weekend, attendance was as expected. Attendees received valuable soft-skills through a variety of group activities and lectures.

VII. Index of Exhibits:

Member Attendance

1. Al-Noubani, Ziad
2. Beck, Joshua
3. Brady, Mychal
4. Burkhart, Christian
5. D'Egidio, John
6. Drum, Drew
7. Eldridge, Hannah
8. Grassi, Timothy
9. Hughes, Bailey
10. Jancewicz, Amanda
11. Jerger, Alec
12. Laws, Megan
13. Lehtimaki, Victoria
14. Miller, Jacob Ryan
15. Milliron, Adam
16. Nguyen, Kristina
17. Pirosko, Stephen
18. Roter, Benjamin
19. Schmit, Megan
20. Tang, Rick
21. Targosky, Alison
22. Wattleworth, Rachel
23. Wegman, Kathryn

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 41

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: New Member Meet & Greet

Date(s) of Project: 2/26

Project area: Community/Liberal Culture
 Profession/Engineering

University/College
 Chapter/Social Education/Prof. Dev.

Number of persons who participated in this project

Members: 21/112

Electees: 16/23

(Please attach a list of names.)

Hours spent on this project.

Organizing: 1

Participating: 1

DESCRIPTION:

I. General Description: New electees were given the opportunity to meet the members and officers of our chapter, as well as to ask any additional questions they might have.

II. Purpose & Relationship to Objectives of TBP: Strengthening of the chapter and recruitment.

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

IV. Cost & Personnel Requirements: Pizza and pop was provided to the attendees

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): A large turnout of both members and electees provided the proper social environment. Electees were able to interact with members, and ask anything they were previously unclear about.

VII. Index of Exhibits:

Member Attendance

1. Brady, Mychal
2. Broadbent, Zachary
3. Cole, Patrick
4. Dauterman, Michala
5. Haslett, Kelly
6. Howard, Erika
7. Klett, David
8. Lacek, Monica
9. Morgan, Michael
10. O'Neill, Kelly
11. Patitsas, Elaina
12. Plaster, Madison
13. Pohlman, Kyle
14. Roter, Benjamin
15. Seabeck, Ryan
16. Snider, Timothy
17. Svetlak, Richard
18. Valaitis, Mitchell
19. Verba, Taylor
20. Von Duhn, Evan
21. Wood, Joan

Electee Attendance

1. Alabed, Rihama
2. Baker, Jared
3. Baldy, Nicole
4. Boudreau, Elliott
5. Bunting, Zach
6. Ciarrone, Kyle
7. David, Mallory
8. Ferguson, Christopher
9. Grimes, Maddison
10. Kraft, Tyler
11. Malenic, Martin
12. Martin, Jessi
13. Martin, Ivan
14. Niederhelman, Benjamin
15. Stephens, Alexandria
16. Zogheib, Jasmine

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Kids' Career Day Date(s) of Project: 3/2

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

Number of persons who participated in this project

Members: 11/112

Electees: N/A

(Please attach a list of names.)

Hours spent on this project. Organizing: 1 Participating: Dependent on attendance

DESCRIPTION:

I. General Description: As one of the chapters k-12/MindSet programs, the Members set up and led various STEM activities with younger students.

II. Purpose & Relationship to Objectives of TBP: Encourage the next generation of STEM students, while giving back to the community.

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

All engineering organizations are encouraged to volunteer.

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attendees assisted in the design process and testing for a number of groups with different STEM projects. Limited attendance is likely due to the length and day of the event.

VII. Index of Exhibits:

Member Attendance

1. Chapa, Theresa
2. Doong, Kristel
3. Grassi, Timothy
4. Heldman, Christopher
5. Jancewicz, Amanda
6. Kandray, Sydney
7. Laughery, Benjamin
8. Lehtimaki, Victoria
9. Nguyen, Kristina
10. Plaster, Madison
11. Stanley, Allie

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 43

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: Women's Basketball Game v. Kent

Date(s) of Project: 3/6

Project area: Community/Liberal Culture

University/College

Profession/Engineering

Chapter/Social Education/Prof. Dev.

Number of persons who participated in this project

Members: 9/112

Electees: N/A

(Please attach a list of names.)

Hours spent on this project.

Organizing: 1

Participating: 2

DESCRIPTION:

I. General Description: In order to support the university, members attended a basketball game against our rival school.

II. Purpose & Relationship to Objectives of TBP: Strengthen chapter bonds and university pride.

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

Zips Athletics were responsible for putting on the basketball game.

IV. Cost & Personnel Requirements: N/A

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Spirits were high and we cheered hard but the game was still lost.

VII. Index of Exhibits:

Member Attendance

1. Brown, Brett
2. Catania, Russell
3. Howard, Erika
4. Jacobs, Logan
5. Jerger, Alec
6. Laughrey, Benjamin
7. Patitsas, Elaina
8. Plaster, Madison
9. Verba, Taylor

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Pie Fundraiser Date(s) of Project: 3/14

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

Number of persons who participated in this project Members: 15/112
(Please attach a list of names.) Electees: 5/23

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

DESCRIPTION:

I. General Description: In honor of Pi Day, members sold miniature pies in the Engineering building. This event

II. Purpose & Relationship to Objectives of TBP: Celebration of our profession and its members.

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

IV. Cost & Personnel Requirements: Miniature pies were bought in order to raise funds for other chapter projects.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): This event in years past has always been a great success, even with doubling our supply of pies we sold out early in the event. Our chapter's visibility on campus and with engineering students specifically, also seems to benefit from this event.

VII. Index of Exhibits:

Member Attendance

1. Al-Noubani, Ziad
2. Brady, Mychal
3. Brown, Brett
4. Burkhart, Christian
5. Cole, Patrick
6. D'Egidio, John
7. Drum, Drew
8. Heldman, Christopher
9. Howard, Erika
10. Hughes, Miranda
11. Jancewicz, Amanda
12. Jerger, Alec
13. Patitsas, Elaina
14. Tebcherani, Tanya
15. Wattleworth, Rachel

Electee Attendance

1. David, Mallory
2. Grimes, Maddison
3. Malenic
4. Neffenger, Gary
5. Thompson, Christopher

Member Attendance

1. Costa, Mariah
2. D'Egidio, John
3. Haslett, Kelly
4. Heldman, Christopher
5. Jancewicz, Amanda
6. Jerger, Alec
7. Klett, David
8. Laws, Megan
9. Morgan, Michael
10. O'Neill, Kelly
11. Stack, Ceara
12. Toich, Sara
13. Verba, Taylor
14. Wegman, Kathryn

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 46

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: Akron Food Bank Date(s) of Project: 3/15

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

Number of persons who participated in this project

Members: 16/112

Electees: 1/23

(Please attach a list of names.)

Hours spent on this project.

Organizing: 1

Participating: 2

DESCRIPTION:

I. General Description: Attendees helped sort donations at our local food bank for distribution to those in need within the community.

II. Purpose & Relationship to Objectives of TBP: Serving the community

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): Attendees sorted a large amount of donations, assisting our local food bank with feeding those in need. Attendance was as expected due to past occurrences.

VII. Index of Exhibits:

Member Attendance

1. Broadbent, Zachary
2. Costa, Mariah
3. D'Egidio, John
4. Drum, Drew
5. Dunlap, Adrianna
6. Jacobs, Logan
7. Lacek, Monica
8. Milliron, Adam
9. Morgan, Michael
10. Patitsas, Elaina
11. Seabeck, Ryan
12. Svetlak, Richard
13. Truax, Bryan
14. Verba, Taylor
15. Von Duhn, Evan
16. Wegman, Kathryn

Electee Attendance

1. Stephens, Alexandria

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Bent Shining Date(s) of Project: 3/19

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

Number of persons who participated in this project Members: 7/112
(Please attach a list of names.) Electees: 4/23

Hours spent on this project. Organizing: 1 Participating: 1

DESCRIPTION:

I. General Description: The brass bent on campus is polished each semester, if not every school year as a symbol of our chapter's pride and presence on campus.

II. Purpose & Relationship to Objectives of TBP: Increase chapter visibility on campus, and promote socialization amongst current members and initiates.

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

IV. Cost & Personnel Requirements: Only brass polish and rags were needed for this event.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attendees were given a chance to strengthen bonds within the chapter as well as to display chapter pride on campus. Attendance was lower than expected, likely due to the time of the event, which was midday when some members were in class.

VII. Index of Exhibits:

Member Attendance

1. Brown, Brett
2. Kise, Katelynn
3. Nelson, Wade
4. Stack, Ceara
5. Toich, Sara
6. Von Duhn, Evan
7. Wegman, Kathryn

Electee Attendance

1. Grimes, Maddison
2. Martin, Ivan
3. Thompson, Christopher
4. Vanyo, Jadon

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Spirit Rock Painting Date(s) of Project: 4/1

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

Number of persons who participated in this project Members: 4/112
(Please attach a list of names.) Electees: 2/23

Hours spent on this project. Organizing: 1 Participating: 1

DESCRIPTION:

I. General Description: During warm weather, our chapter likes to paint a giant rock and three smaller ones on campus with Tau Beta Pi theme.

II. Purpose & Relationship to Objectives of TBP: Easy, fun, creative way to get members involved and to get TBP's name out on campus for all to see.

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

IV. Cost & Personnel Requirements: Spray paint and brushes were brought to decorate the rock on campus that all organizations paint at some point in the semester.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): It's a fun and easy event that only requires teamwork creativity and some spray paint! The members can do whatever they want, as long as the bent and "Tau Beta Pi" is easily seen. It is probably the most fun event we have and it is directly in the middle of campus making it an easily accessible event for those without cars and such. Although most events are on campus, this one has the deepest connection next to the bent shining.

VII. Index of Exhibits:

1. Brown, Daniel
2. Jerger, Alec
3. Morgan, Michael
4. Valaitis, Mitchell

Member Attendance

Electee Attendance

1. Falcione, Elena
2. Martin, Jessi

The Tau Beta Pi Association

Chapter: OHK

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

Project name: Rubber Ducks Baseball Game

Date(s) of Project: 4/4

Project area: Community/Liberal Culture

University/College

Profession/Engineering

Chapter/Social Education/Prof. Dev.

Number of persons who participated in this project

Members: 4/112

Electees: 2/23

(Please attach a list of names.)

Hours spent on this project.

Organizing: 1

Participating: 3

DESCRIPTION:

I. General Description: Attendees were able to socialize during a baseball game for Akron's local minor leagues team.

II. Purpose & Relationship to Objectives of TBP: Strengthening member bonds within the chapter and supporting morale.

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

IV. Cost & Personnel Requirements: Attendees purchased their own tickets with the student discount available to our university.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Attendance was limit due to the the day and time of the event and the fact that the chapter was unable to cover ticket prices for the members. Overall those who attended enjoyed themselves.

VII. Index of Exhibits:

Member Attendance

1. Brown, Daniel
2. Hughes, Miranda
3. Lacek, Monica
4. Toich, Sara

Electee Attendance

1. Baldy, Nicole
2. Ferguson, Christopher

Member Attendance

1. Brady, Mychal
2. Chapa, Theresa
3. Haslett, Kelly
4. Heldman, Christopher
5. Hughes, Miranda
6. Jancewicz, Amanda
7. Jerger, Alec
8. Stack, Ceara
9. Von Duhn, Evan
10. Wegman, Kathryn

Electee Attendance

1. Alabed, Riham
2. Baldy, Nicole
3. Boudreau, Elliott
4. Bunting, Zachary
5. Ciarrone, Kyle
6. David, Mallory
7. Falcione, Elena
8. Ferguson, Christopher
9. Grimes, Maddison
10. Kassinger, Sarah
11. Kraft, Tyler
12. Malenic, Martin
13. Martin, Iván
14. Martin, Jessi
15. Michel, Adam
16. Niederheman, Benjamin
17. Stephens, Alexandria
18. Thompson, Christopher
19. Zogheib, Jasmine

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 51

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: Humane Society Date(s) of Project: 4/6

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

Number of persons who participated in this project Members: 11/112
(Please attach a list of names.) Electees: 3/23

Hours spent on this project. Organizing: 1 Participating: 3

DESCRIPTION:

I. General Description: Ohio Kappa volunteered at the humane society where the group worked with animals which needed special attention do to behavior issues. A large group of students were brought to work with dogs and cats to get them exercise and socialize the animals with people to help with there behavioral problems.

II. Purpose & Relationship to Objectives of TBP: Serving the community

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

The Humane Society

IV. Cost & Personnel Requirements: Driving costs were covered by our members, many carpooled to reduce cost and emissions.

V. Special Problems: N/A

VI. Overall Evaluation/Results (Be Specific): Over 40 dogs received at least 30 minute walks and 35 cats were interacted with.

VII. Index of Exhibits:

Member Attendance

1. Brown, Brett
2. Burkhart, Christian
3. Costa, Mariah
4. Dunlap, Adrianna
5. Haslett, Kelly
6. Heldman, Christopher
7. Jerger, Alec
8. Seabeck, Ryan
9. Sullivan, Sean
10. Wattleworth, Rachel
11. Wegman, Kathryn

Electee Attendance

1. Alabed, Rihama
2. Kassinger, Sarah
3. Martin, Ivan

The Tau Beta Pi Association

Chapter: OHK

Chapter Project Report

Project number: 52

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: Relay For Life Date(s) of Project: 4/27

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

Number of persons who participated in this project Members: 8/112

Electees: 1/23

(Please attach a list of names.)

Hours spent on this project. Organizing: 10 Participating: Dependent on Attendance

DESCRIPTION:

I. General Description: In support of the community and those affected by cancer, attendees raised funds for the American Cancer Society. Additionally they attended a relay event to honor those fighting cancer and those who have lost that fight. The relay had games, fundraisers, and food to further support the cause.

II. Purpose & Relationship to Objectives of TBP: Community involvement

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

Akron Against Cancer is involved in the overall event planning. Many on campus organizations sponsor a table and organize their own fundraisers. Our team was formed in conjunction with Society of Women Engineers for all planning, fundraising and relay events.

IV. Cost & Personnel Requirements: Baked goods were donated by the members, other supplies including paint, canvas, and brushes were purchased by the chapter.

V. Special Problems: Attendance records may be erred as the system used by campus was changed and records were lost before report completion.

VI. Overall Evaluation/Results (Be Specific):Art-themed baked goods were donated by the members for fundraising. A fundraising-based mural named "Gogh Away Cancer," was also created as our team's theme was the Akron Art Museum. Additionally, a member created custom coloring pages featuring a mashup of classic artworks and our college mascot. Our team raised over \$1500 to fight cancer.

VII. Index of Exhibits:

Member Attendance

1. Carroll, Anny
2. Clifford, Elizabeth
3. D'Egidio, John
4. Dunlap, Adrianna
5. Jadue, Michael
6. Nelson, Wade
7. Verba, Taylor
8. Eldridge, Hannah

Electee Attendance

1. Baldy, Nicole