



BETA THETA CHAPTER
MASSACHUSETTS INSTITUTE OF TECHNOLOGY
ELIGIBLES PACKET



ETA KAPPA NU

Electrical and Computer Engineering Honor Society

LETTER FROM THE PRESIDENT

MIT EECS Department
October 5, 2009

Dear MIT HKN Eligible,

Congratulations on your invitation to join MIT's chapter of Eta Kappa Nu! Your academic achievement thus far proves your strong passion for electrical engineering and computer science.

MIT's chapter of HKN provides many great services to the EECS Department. From managing the highly useful underground guide to hosting women's outreach events, our society prides itself on being an active member of both the undergraduate community as well as the department itself. We run the Course VI tutoring program, plan and hold the IAP Project Exposition, manage the extremely valuable HKN Resume Book, and run the Course VI Big Sib/Little Sib program. Last but not least, we also print and sell the fantastically entertaining Course VI t-shirts.

We hope that you will join us in improving the culture and life of students in the MIT EECS Department. We have big plans for the coming academic year and are looking for enthusiastic and brilliant undergraduates like you to help us realize them. I look forward to meeting you at future HKN events and welcoming you into HKN.

Sincerely,

Tony Kim
HKN President



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BETA THETA CHAPTER AT THE
MASSACHUSETTS INSTITUTE OF TECHNOLOGY

hkn [dot] mit [dot] edu, hkn-officers [at] mit [dot] edu

Fall 2009 Eligibles' Dinner

Tonight's Agenda:

1. Eat dinner and get acquainted with fellow Eligibles and Officers
2. Learn about the initiation requirements
3. Learn about HKN's committees.
4. Complete the questionnaire to provide us with some information about yourself and your committee preferences.

Summary of Initiation Requirements:

The Initiation Ceremony for this year's eligibles will be May of 2010. To be initiated as an official member and earn a membership certificate, you must fulfill the following requirements at least 4 weeks before the date of the initiation. Dates and deadlines will be announced spring.

There are three parts to the initiation requirements as follows:

1. You must fulfill your chapter service hours. You will be placed on an HKN committee based on your preferences, and you will be expected to fulfill 16 hours of service within that committee.
2. You must fill out a membership form and pay a membership fee before the deadline in the spring. The membership forms will be provided to you as we approach the deadline, and you will receive further instructions then. The membership fee, determined by National Eta Kappa Nu last year was \$40, and we expect it to be a comparable amount this year.
3. You must attend the Initiation Ceremony.



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2009-2010 COMMITTEE DESCRIPTIONS

Committee	Chair	Description	Tasks
Eligibles	Curtis Liu cblui@mit.edu	Tracks eligibles' progress and organizes initiation ceremony	Keep log of eligibles service and assist in planning eligibles meetings.
IAP	Greg Vargas gvargas@mit.edu	Organizes Project Expo, and plans and teaches IAP classes, among other things	Their main tasks will be: setting up the project expo, distributing fliers/posters, and cleanup.
Publicity	Sean Liu seanyliu@mit.edu	The purpose of the publicity committee is to promote the awareness of HKN among the course 6 undergraduate population.	Aid in publicizing events and general HKN awareness.
Social	Angela Yen angieyen@mit.edu	The purpose of the social committee is to bring the students and staff of the Electrical Engineering and Computer Science department together.	Help plan study breaks and other social events.
T-Shirt	Michael Miller mrmiller@mit.edu	Designs the famous course 6 department t-shirts you see at MIT. This year, we will be holding a t-shirt design contest to obtain a new design. The revenue we receive by selling t-shirts goes towards funding HKN.	Eligibles will help with organizing and selling t-shirts to the MIT community.
Tutoring	Mark Scott mascott@mit.edu	Provide tutoring in Course VI common core and header classes	Tutor 2 hours per week for 004, 003, 01, 02, 021, 034, and other classes
Resume Book	Tom Brown tombrown@mit.edu	The Resume Book Committee is responsible for selling electronic resume books to interested Course VI companies. It produces and markets the resume book in the fall and spring.	Eligibles will collect contacts to companies through Anne Hunter and other sources. This is a great opportunity to network with company hiring departments!

Committee	Chair	Description	Tasks
Underground Guide	Sharon Tam sharontam@mit.edu Harley Zhang hhzhang@mit.edu	Puts out the Underground Guide to course 6 classes. Currently we're working on improving the online based evaluation system (specifically, getting the response rates up).	Summarize the end-of-the-term course 6 class surveys for publication in the Underground Guide
VI-A Underground Guide	William Magnuson billmag@mit.edu	The Course VI-A Underground Guide committee is tasked with collecting surveys from participants about their experience.	We will then summarize and organize the surveys so that future VI-A participants can access them and make more informed decisions about their VI-A choices.
Webmaster	Michael Miller mrmiller@mit.edu	Work to keep MIT HKN website up-to-date	Eligibles help maintaining the HKN Underground Guide and the main website. Experience in Apache, Ruby on Rails and SQL is helpful.
Women's Outreach	Raluca Popa ralucap@mit.edu	To introduce young women to Course 6	Plan/setup/run on-campus events for course 6 women and freshmen



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ELIGIBLES ACCEPTANCE FORM

Please complete and submit this form before you leave the meeting if you would like to remain eligible for HKN initiation this Spring

Name:

Email:

Major (please circle): **6-1** **6-2** **6-3**

Year (please circle): **3** **4**

Committee Preferences: You will be assigned to do your chapter service hours in a specific committee. Please rank all committees with “1” denoting your most preferred committee

- _____ Eligibles Committee
- _____ IAP Committee
- _____ Publicity Committee
- _____ Resume Book Committee
- _____ Social Committee
- _____ T-Shirt Committee
- _____ Tutoring Committee
- _____ Underground Guide Committee
- _____ VI-A Underground Guide Committee
- _____ Webmaster
- _____ Women’s Outreach

Miscellaneous Questions:

1. Do you anticipate being on campus during IAP?

2. What programming skills do you have? Do you feel comfortable using them for the purposes of an HKN Committee?

3. Are there new activities you want to see HKN pursue?

4. Comments: