

**MIT AILG Board Meeting  
Board Meeting Minutes  
Thursday, January 10<sup>th</sup>, 2008 at 6:30PM Room W59**

**In Attendance:** Steve Baker, Jim Bueche, Ernie Sabine, Lisa Tatterson, and Emily Marcus. Also attending were Scott Klemm and Bob Ferrara.

The meeting began at 7:35pm

I. Minutes of 11/1/2007 board meeting and 11/7/2007 Plenary presented by Ernie Sabine. The minutes were Motioned, seconded and passed (MSP) as amended.

II Progress on Incorporation & Bylaws – Steve Baker (for Chris Rezek)

Three tasks remain: 1. Meet with lawyer and get documents filed.

2. Finalize and distribute accession (joining) document for signature by AILG members. Jim Bueche will verify it has been drafted and send to Steve Baker.

3. Sign check for attorney – Chris is out of country so Steve Baker needs to sign for it

III. Committee Reports

a. Accreditation – Bob Ferrara: John Covert has joined as coordinator; Herman Marshall is willing to be at 2/13 plenary to present “lessons learned – best practices”. The board requested the committee provide a ten minute presentation including plans for this year followed by five minute question and answer session. The next round of accreditations will begin on 2/9. Bob Bueche expressed concern that the accreditation process is not defined and that a scribe has not been not engaged for crafting reports to have a common look and feel. The board requested Accreditation Committee produce a document explicitly describing and documenting process, procedures, document retention and visibility rules, scribe’s role, review procedures, etc. and report at the March board meeting.

b. Facilities – Scott Klemm for Steve Summit: All living are now groups licensed

c. Education – Bob Ferrara: Four IAP courses are scheduled. Kaya scheduled two more courses for undergraduates (retreat planning, etc.). Bob will submit registration list on 1/20 to the board. Bob will send reminder for sign up to AILG members and undergraduates.

d. Treasurer (including Insurance) - Jim Bueche:

1. There are enough funds on hand for operation. He will request transfer of funds to AILG account from Dean Benedict.

2. With regard to insurance coverage for liability, he is receiving help from MIT in determination of coverage; Jim also spoke with Kirklin who gave us the stewardship report. We will need to provide them with male/female headcount and number per house for rate purposes.

e. IRDF Update, including Network Upgrade Grant – Bob Ferrara for Tom Holtey: Allocation board is pushing for EOG grants to be submitted for the prior year as soon as possible (6 month time frame). Network group is having a joint meeting with Board of Allocation at the end of the month. The Network Upgrade Project proposal will be presented for voluntary adoption by houses by 2/15. There will be a

presentation for living groups at 9:00 following the 2/13 plenary meeting. The Phase I (study for RFP) is fully funded by IRDF and Phase II (Implementation) is to be funded 80%/20% by IRDF/House.

IV.      MIT Updates

a. There was a Jan 23 visit by Capt Evans & John DiFava with Alumni Risk Managers who reviewed Risk handout. The board approved the AILG logo on the handout.

b. Sorority ExTension: the process has started. The objective is to add another sorority in Fall 2008. They expect substantial alumni presence.

c. There will be a Jan 17 monster email "feel good" message going out to alums from Bob.

d. Bob solicited suggestions for Alumni Leadership Nominations.

e. Steve and Lisa met with Kaya and Karen Nilsson per their perspective on:

1. who should be member of AILG: They expect every recognized FSILG will be a member and that the alumni group will be a member of AILG regardless of whether it is an alumni board or an advisory board. They suggested a sliding fee scale for groups with smaller financial resources to be fair.
2. Who AILG should be accrediting: AILG should accredit AILG members only. With regard to the three groups not yet accredited, MIT will work to ensure there is an alumni (advisory) board in place. One of these, AE Phi, MIT will work with to have an alumni body in place by Fall. For Pi Lambda and TEP, MIT recommended one last try and if they don't cooperate, MIT will give them 90 days to become accredited. They suggested the accreditation process be more appropriate, especially for sororities. Kaya will review living group status and current standing with accreditation teams just prior to a group review.

f. The board noted that Bob Greene '55 passed away. He was a key initiator of the IRDF project grant program.

V.      Update on Search Committee for new DSL Dean – Steve Baker: The process is under way but no names have been collected yet. The committee is still working on position requirements. It meets every three weeks and is currently defining job functions and priorities. There will be a "town hall meeting" for undergraduates. The goal is a July 1 hire but will be most likely slip to 9/1.

VI.     Volunteer data collection progress – Scott Klemm / Bob Ferrara: FCI needs to redesign its database. It has a good redesign which has gone to IS&T for consideration for implementation and support but FCI has not had opportunity to have it reviewed by volunteer Data Collection committee. They will schedule that meeting. The goal is to make data collection and reporting easier for end user with a target running date by July 1

VII.    Emergency Response Planning: Tom Holtey will be invited to be on the committee (per Donna Detencourt) and will represent AILG - Steve will confirm with Tom. Jim Bueche suggested the board come up with an alternate name for coverage. Selection of name was tabled until next board meeting.

Board meeting was adjourned at 9:51pm.