

MIT AILG PLENARY MEETING
April 11, 2012
W20, Stratton Student Center
Mezzanine Lounge

MEETING AGENDA

- 7:30 Welcome and Introductions**
- 7:35 FSILG Office Update – Marlena Martinez Love, marlenam@mit.edu**
- 7:45 Treasurer's Report – Sara Wilmer, drebbel@alum.mit.edu**
- Year-to-Date Financials
 - Draft of Proposed 2013 Budget
- 7:55 Boston/Cambridge Tax Form 38D – Stan Wulf, sawulf@alum.mit.edu**
- 8:00 AILG Strategic Planning Committee: Update – Steve Baker, sbaker@alum.mit.edu**
- Theme #1: We will enhance the FSILG experience
 - Theme #2: We will enhance our partnership with the institute
 - Theme #3: We will revitalize our facilities
 - Theme #4: We will enhance the value of FSILG membership
 - Theme #5: We will strengthen the alumni/ae involvement with our community
- 8:30 New Business**
- 8:35 Announcements**
- Sign your Lodging/Dormitory Licenses – see Scott Klemm now!
 - MIT Campus Parents Weekend (CPW) Thursday-Sunday, April 19-22
 - FSILG Strategic Plan Review: Monday, April 23, 2012
 - 3rd Annual FSILG Alumni Connections Seminar: Thursday, April 26. 6:30-7:30pm in Hulsizer Room at Ashdown House (235 Albany Street)
 - FSILG 2012 Awards Reception: Tuesday, May 15, 7:00pm, Stratton Center
 - AILG Annual Meeting/Dinner: Wednesday June 13, 5:30-8:30pm, MIT Faculty Club
 - May and June AILG Board Meetings May 3rd and May 31st, 6:30pm in W59

Adjourn at 8:45 am.



2012 FSILG COMMUNITY STRATEGIC PLAN WORK PLAN

REVISED 10 April 2012

Plan Activity	Target Date
AILG Plenary Meeting	9/14
<ul style="list-style-type: none"> • Distribute work plan to the AILG Plenary • Review AILG Charter / Mission Statement • Identify stakeholder focus groups to be contacted 	
Initial meeting of the SPC	Week of 9/19
<ul style="list-style-type: none"> • Review and refine work plan • Review / confirm stakeholder focus groups • Assign SPSC and SPC members to outreach to each focus group 	
Conduct SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis workshops with stakeholder focus groups	9/26 – 12/5
<ul style="list-style-type: none"> • AILG board and key volunteers (AILG Board plus) • Other FSILG alumni volunteers and partners • NYC Alumni club – non-local perspective • PHC / IFC / LGC student leadership • DSL Staff: FSILG Office, Housing / Facilities, Residence Life, others • DUE and Academic Advising staff • Alumni Association / Resource Development • Deans on Call • First Responders and Government Relations • Resident Advisors, CARMA / Alumni Advisors • National Fraternity / Sorority Executives • Parents • Other MIT staff (Admissions, Student Support, etc.) • Faculty / Housemasters 	
SPC review meeting	11/1
<ul style="list-style-type: none"> • Review focus group findings 	
AILG Board	11/3
<ul style="list-style-type: none"> • Update on plan progress • Review focus group findings 	
SWOT Synthesis Meeting	12/8
<ul style="list-style-type: none"> • Attended by SPC, SPSC, AILG Board, FSILG staff, and other interested parties (involve student leadership as well?) • Review focus group findings • Narrow list of plan focus areas 	
Strategic Plan Theming Meeting	1/11
<ul style="list-style-type: none"> • Attended by SPC, SPSC, AILG Board, FSILG staff, student leadership • Review and finalize strategic themes • Identify outside resources / experts to assist with data gathering 	



2012 FSILG COMMUNITY STRATEGIC PLAN WORK PLAN

Plan Activity	Target Date
Strategic Plan Review Meeting <ul style="list-style-type: none">• Attended by SPC, SPSC, AILG Board, FSILG staff, student leadership, other volunteers• Create Theme Teams for each plan theme; assign volunteers• Brainstorm plan of action for each theme	2/6
Theme Teams - plan development <ul style="list-style-type: none">• Theme Teams meet to develop specific action items and measurable goals for each initiative in its theme• Prepare a draft plan	2/7 – 3/9
AILG Plenary Meeting <ul style="list-style-type: none">• Review work to date• Review and endorse plan themes• Encourage involvement in plan writing	2/15
Brief Senior Institute Leadership <ul style="list-style-type: none">• Chris Colombo• Eric Grimson• Kirk Kolenbrander	March
SPSC and Theme Teams - plan writing workshops <ul style="list-style-type: none">• Review and define the draft plan for each theme• One workshop with SPSC for each of the 5 plan themes	3/12 – 3/23
DSL Strategic Plan Integration <ul style="list-style-type: none">• Review plan with members of DSL themes; integrate FSILG themes into DSL plan	March - April
Strategic Plan Review Meeting <ul style="list-style-type: none">• Attended by SPC, SPSC, AILG Board, FSILG staff, student leadership, other volunteers• Review and edit draft strategic plan	4/23
AILG Board <ul style="list-style-type: none">• Endorse Strategic Plan	5/3
Greek Week <ul style="list-style-type: none">• Introduce Strategic Plan to undergrads	5/5
Student Leadership Groups <ul style="list-style-type: none">• Endorse Strategic Plan	May
AILG Annual Meeting <ul style="list-style-type: none">• Adopt Strategic Plan	6/13
Strategic Plan Implementation begins!	7/1



2012 FSILG COMMUNITY STRATEGIC PLAN PLAN THEMES AND INITIATIVES

Revised 1 Feb 2012

Theme #1: We will enhance the FSILG member experience

Marlena Love, SPSC Facilitator

- Initiative #1: Strengthen our member groups' membership development programs for both freshmen and upperclass students.
- Initiative #2: Strengthen member groups' internal dynamics (improve member bonding, perhaps through improved dining options).
- Initiative #3: Foster increased leadership and out-of-classroom learning opportunities.
- Initiative #4: Encourage and promote academic accomplishment.

Theme #2: We will strengthen our partnership with the Institute

Steve Stuntz, SPSC Facilitator

- Initiative #1: Build stronger faculty relationships.
- Initiative #2: More clearly articulate the extent of our independence from and interdependence with MIT.
- Initiative #3: Insure that the FSILG system is integrated into MIT's campus housing plan.
- Initiative #4: Clarify the RA program.

Theme #3: We will revitalize our facilities

Steve Baker, SPSC Facilitator

- Initiative #1: Create a plan to bring every FSILG house up to par with on-campus residence halls.
- Initiative #2: Create "sand boxes" in houses to encourage collaborative learning.
- Initiative #3: Develop a sustainable property management model.
- Initiative #4: Develop tools to educate our member groups about capital planning.
- Initiative #5: Address lease inequities in MITIMCO-owned leased housing.

Theme #4: We will enhance the value of FSILG membership

Jennifer Meredith, SPSC Facilitator

- Initiative #1: Make the recruitment program more effective and efficient, especially with regard to its cost, timing, and stress on participants, and dissemination of information about member groups to potential members.
- Initiative #2: Engage with MIT on ways to better integrate the recruitment program and FSILG membership with the first-year residence life program.
- Initiative #3: Develop tools to better inform the community of the positive aspects of FSILG membership.
- Initiative #4: Develop tools to assist our member groups to perform more outreach to parents.

Theme #5: We will strengthen alumni/ae involvement with our community

Bob Ferrara, SPSC Facilitator

- Initiative #1: Develop new models for encouraging engagement between alumni/ae and their FSILG.
- Initiative #2: Foster undergraduate mentoring programs.
- Initiative #3: Expand alumni/ae communications.
- Initiative #4: Further develop fundraising infrastructure and support.
- Initiative #5: Continue to improve on excellence of alumni/ae community-wide programs (i.e., Accreditation).

Association of Independent Living Groups, Inc.

04/10/12

Profit & Loss Budget vs. Actual

Accrual Basis

July 2011 through March 2012

	Jul '11 - Mar 12	Budget	\$ Over Budget	% of Budget
Income				
4100 · SLI Dues	18,500.00	18,500.00	0.00	100.0%
4200 · BSF Optional Services	17,500.00	17,500.00	0.00	100.0%
4300 · AILG Dues	16,000.00	16,000.00	0.00	100.0%
4500 · Support From MIT	14,000.00	14,000.00	0.00	100.0%
4550 · Support from IRDF	0.00	34,600.00	-34,600.00	0.0%
4700 · Other Income				
4701 · Bank Interest	15.97			
Total 4700 · Other Income	15.97			
Total Income	66,015.97	100,600.00	-34,584.03	65.6%
Expense				
5000 · Expenses				
5100 · Professional Services				
5110 · Program Administration	30,902.50	43,850.00	-12,947.50	70.5%
5120 · Legal Services	0.00	500.00	-500.00	0.0%
5130 · Accounting Services	475.00	500.00	-25.00	95.0%
5140 · Independent Contractor	26,550.00	39,000.00	-12,450.00	68.1%
5500 · Travel	166.67	200.00	-33.33	83.3%
Total 5100 · Professional Services	58,094.17	84,050.00	-25,955.83	69.1%
5200 · Technology				
5210 · IT/Telecom Service	0.00	1,500.00	-1,500.00	0.0%
5240 · Web Services	109.38	600.00	-490.62	18.2%
Total 5200 · Technology	109.38	2,100.00	-1,990.62	5.2%
5310 · Government Fees	15.00	50.00	-35.00	30.0%
5400 · Insurance Policy	2,008.00	2,000.00	8.00	100.4%
5600 · Office Supplies	255.73	1,050.00	-794.27	24.4%
5800 · Food	4,173.91	13,300.00	-9,126.09	31.4%
Total 5000 · Expenses	64,656.19	102,550.00	-37,893.81	63.0%
Total Expense	64,656.19	102,550.00	-37,893.81	63.0%
Net Income	1,359.78	-1,950.00	3,309.78	-69.7%

Association of Independent Living Groups, Inc.

Draft Fiscal Year 2013 Budget
Fiscal Years ending June 30, 2012 & 2013

The budget for the 2011-2012 fiscal / school year (FY11) was approved at the June 8, 2011 Annual Meeting. The FY12 Budget will be presented for a vote at the June 13, 2012 Annual Meeting.

Expenses	FY 2012 Budget	FY 2013 Draft Budget
Education	4,000	4,000
Accreditation	12,200	12,200
Facilities SLI / BSF	70,000	70,000
Legislative (Plenary / Annual Meetings)	8,000	8,500
Insurance Document Administration	2,500	0
Administrative Legal-Audit-Insurance	3,000	3,000
	Administration	750
	Miscellaneous / Other	2,100
Total Expenses	102,550	102,800
Income		
AILG Member Dues	16,000	16,000
AILG Member Dues – SLI Registration	18,500	18,500
SLI-BSF Purchased Support	17,500	17,500
SLI Contribution from IRDF	34,600	32,000
Education Contribution from MIT/DSL	4,000	4,000
Accreditation Contribution from MIT/DSL	10,000	10,000
Total Income	100,600	98,000
Net Surplus (Deficit) for Year	(1,950)	(4,800)

The proposed FY2013 budget sets basic AILG member dues at \$400. Not shown in the FY11 proposed budget are AILG, Inc.'s expected year-end assets of approximately \$40,000.

As in previous years, the SLI program fees are separated into a mandatory \$500 fee per municipally licensed building for the SLI Registration program, and an optional \$500 fee for participation in the BSF program. Therefore most member organizations will pay \$1,400 next year: \$400 in AILG basic dues, \$500 for SLI registration, and \$500 for optional BSF participation. Organizations with two buildings will pay \$1,900 (an extra \$500 for SLI fees), and organizations without buildings will pay only \$400.

We wish to acknowledged with gratitude the funds provided by our alumni (through the IRDF) and by MIT DSL in support of the AILG and its programs. Remember the AILG books contain no entries for the time and effort of MIT staff or the work and contributions of the AILG volunteers who spend many hours assisting their undergraduate students and our programs.

REUNION OPEN HOUSES

JUNE 8, 2012 COMMENCEMENT

Dear Friends,

Thank you for your great response last June in hosting **Open Houses** for alumni returning to Reunions. There were 32 receptions last year, up from 25 in June, 2010. We are finding that alumni returning for Reunions really look forward to seeing where they lived as undergraduates and seeing how it looks today.

We hope every FSILG and Residence Hall can plan to have an Open House or some event during the 2012 Commencement Weekend. If you would like your event listed in the printed Reunion Program Book, please let me know at kcasey@mit.edu ASAP. At this time, we can include your Open House only on the Reunions Web site. In any event, all participating living groups will receive a list of their returning alums, a few weeks before Reunion time.

The official time slot for Open Houses is **Friday, June 8, 2012** from 3 to 5PM

There will be no major Reunion or Commencement activities during this time. Please remember there is some planning and coordination with the undergrads to host an Open House. At a minimum, the Open House should consist of simple refreshments and some house members (students or alumni) to welcome visitors to the building. Beyond that, you can make the open house as elaborate as you want. We realize that in early June, most FSILGs and Residence Halls are in transition, so it will take a real commitment to be ready to welcome people. It is important that all make a real effort to have the houses presentable during the hectic June transition period.

If you decide to have an Open House at your FSILG or Residence Hall, here is how we can support you:

- List your event in the printed MIT Reunion Program book, which every Reunion attendee receives (only guaranteed for chapters which connected with me by December 9).
- List your event on the Reunion web site
- Send a list of your local alums, whom you can also invite
- Two weeks before, we will send you a list of your alumni registered for Reunion
- Have a free Boston shuttle bus from 3-5PM on Friday. The route and stops appear in the Reunion Book
- Drop off a big "Welcome Alumni" or "Welcome Alumnae" sign to participating groups

Thanks,

Katie Casey Maloney
Director of the Parents Association & Student/Alumni Relations
Association of Alumni and Alumnae of MIT
600 Memorial Dr, Building W98
Cambridge, MA 02139
617.452.3372
kcasey@mit.edu

Tech Reunions 2012: Living Groups Open Houses as of 4.10.12

Friday, June 8, 2012

<i>Time</i>	<i>Event Name</i>	<i>Location</i>	<i>Event Information</i>
3:00 - 5:00 p.m.	Alpha Chi Omega	478 Commonwealth Ave, Boston	
3:00 - 6:00 p.m.	Alpha Tau Omega		
3:00 - 5:00 p.m.	Alpha Phi	479 Commonwealth Ave, Boston	
3:00 - 5:00 p.m.	Beta Theta Pi	119 Bay State Road, Boston	
3:00 - 5:00 p.m.	Chi Phi	32 Hereford St, Boston	
3:00 - 5:00 p.m.	Delta Upsilon	526 Beacon St, Boston	
3:00 - 5:00 p.m.	Kappa Alpha Theta	Green Hall, 350 Memorial Dr, Cambridge	
3:00 - 5:00 p.m.	Kappa Sigma	407 Memorial Dr, Cambridge	
3:00 - 5:00 p.m.	Lambda Chi Alpha	99 Bay State Rd, Boston	
3:00 - 5:00 p.m.	McCormick Hall	W4, 320 Memorial Dr, Housemaster's Suite, 2nd Floor West Tower	
3:00 - 5:00 p.m.	NRSA	Thirsty Ear Pub, NW35, 235 Albany St, Cambridge	
3:00 - 5:00 PM	Nu Delta	460 Beacon St, Boston	
3:00 - 5:00 PM	Phi Beta Epsilon	400 Memorial Dr, Cambridge	
3:00 - 5:00 PM	Phi Delta Theta	97 Bay State Rd, Boston	
3:00 - 5:00 PM	Phi Kappa Theta	229 Commonwealth Ave., Boston	
3:00 - 5:00 PM	Phi Sigma Kappa	487 Commonwealth Ave, Boston	
3:00 - 7:00 PM	Phi Kappa Theta	229 Commonwealth Ave, Boston	
3:00 - 5:00 PM	Sigma Alpha Epsilon	165 Bay State Rd., Boston	
3:00 - 5:00 PM	Sigma Chi	532 Beacon St, Boston	
3:00 - 5:00 PM	Sigma Nu	28 The Fenway, Boston	
3:00 - 5:00 PM	Sigma Phi Epsilon	518 Beacon St, Boston	
3:00 - 5:00 PM	Theta Chi	528 Beacon St, Boston	
3:00 - 5:00 PM	Theta Delta Chi	372 Memorial Dr., Cambridge	
3:00 - 6:00 PM	Theta Xi	64 Bay State Rd., Boston	
3:00 - 6:00 PM	Zeta Beta Tau	58 Manchester Rd, Brookline	Open House and Cocktail Reception

Saturday, June 9, 2012

5:00 - 8:00 PM	Epsilon Theta	259 St. Paul St, Brookline	Casual Dinner and Snacks
6:00 PM	Lamda Chi Alpha	TBD	100th Anniversary