

**MIT AILG Plenary Meeting
Meeting Minutes
Thursday, November 8th 2012, 7:30AM in W20, Twenty Chimneys**

The meeting was called to order at 7:31AM

Members Present: Alpha Chi Omega, Alpha Delta Phi, Alpha Phi, Alpha Tau Omega, Beta Theta Pi, Chi Phi, Epsilon Theta, Kappa Sigma, Lambda Chi Alpha, Nu Delta, Phi Beta Epsilon, Phi Delta Theta, Phi Kappa Sigma, Phi Kappa Theta, Phi Sigma Kappa, pika, Sigma Alpha Epsilon, Sigma Chi, Sigma Kappa, Sigma Nu, Sigma Phi Epsilon, Student House, Theta Chi, Theta Xi, Zeta Beta Tau, Zeta Psi,

Members Absent: Alpha Epsilon Pi, Alpha Epsilon Phi, Delta Kappa Epsilon, Delta Tau Delta, Delta Upsilon, Fenway House, Kappa Alpha Theta, Number Six Club, Phi Gamma Delta, Pi Beta Phi, Pi Lambda Phi, Tau Epsilon Phi, Theta Delta Chi, WILG,

Other Community Members Present: Olivia Papa (Panhel VP Programming), Eyas Alsharaiha (LGC Speaker), Tommy Anderson (IFC President), Marlena Martinez Love (FSILG Office), Scott Klemm (FSILG Cooperative), Robert Ferrara (MIT DSL), Cat Sohor (FSILG Office), Adam McCready (FSILG Office), Dennis Collins (MIT Housing Office), Charlie Frick (Stewart Howe), Katie Casey Maloney (MIT Alumni Association).

Welcome and Introductions – Ernie Sabine initiated a round of introductions of attendees.

FSILG Office Update – Marlena Martinez Love (marlenam@mit.edu). IFC President Tommy Anderson announced that the IFC Executive Board elections were the previous night. He reported that each of the seven new officers was from a different chapter and that all candidates were very enthusiastic. Their transition is taking place. Panhel Vice President for Programming Olivia Papa reported that Panhel’s interviews and slating were happening next weekend. Also, she reported that Panhel, with the IFC and the MIT Public Service Center, were taking part in the Giving Tree fundraiser. Marlena reported that the LGC is in a similar place regarding officer transitions.

Marlena Love thanked everyone who participated in the “Guyland” event last Thursday, and reported that the speaker was informative and well-received by all in attendance, which included RAs, students, and staff from various colleges, including New Hampshire, Massachusetts, and Connecticut. The FSILG Office formed an RA Task Force, which will be making recommendations on the RA program to MIT. Marlena noted that this task force is part of the FSILG Strategic Plan. The membership includes current RAs, staff, students, and alumni – Marlena sought interest from House Corporation members in attendance. The task force will meet for three months and will be the third review of the RA program since it began in 1998. Changes will be effective in the 2013-14 academic year.

Ernie announced that the FCI will begin placing each organization’s signed RA contract in its locker, unless an organization request that not happen (i.e., an opt-out policy).

Treasurer's Report – Sara Wilmer (drebbe@alum.mit.edu) (Presented by Ernie). Ernie presented the current year budget and the year to date profit and loss statement. There was nothing substantial or unusual to report – organizations are caught up on dues and no large outstanding expenses.

FSILG Community Strategic Plan Executive Update – Steve Baker

(sbaker@alum.mit.edu). Steve gave some background on the Strategic Plan, including its genesis, adoption by the student councils in May and the AILG at the September plenary, and the structure of the implementation stage of the plan of champions, theme steering committees, and the Strategic Plan Executive Committee. Steve reported that the kick-off breakfast in late September was successful and that implementation of the plan was underway. Steve then invited each theme team facilitator give a brief update on their theme's progress to date.

Theme 1 (Marlena Love): Theme 1 is looking for a champion for initiative 1.4 (creating opportunities for community building on campus) and is identifying key volunteers for advancing other initiatives. There will be an "all-hands" meeting for the champions and steering committee before the end of the semester.

Theme 2 (Steve Stunz): Adam is working with the RA task force, as part of the initiative related to clarifying the RA program. The process followed for this task force will be a "pilot" for the eventual process of crafting the document that articulates the independence and interdependence of FSILGs and MIT. Dennis Collins is working on gathering data for the initiative related to integration of FSILGs with the MIT campus housing plan.

Theme 3 (Steve Baker): Steve Baker is looking for a volunteer for one or both of being initiative 3.1 champion and being theme 3 facilitator (he is currently doing both). Initiative 3.1 relates to bringing FSILG houses up to par with on-campus residences, the last broad assessment being the VFA study from 1997/98. Theme 3 is looking for a champion for initiative 3.2, if anyone is interested contact Steve. This initiative will be helped by looking at data from some of the other data-gathering initiatives. Peter Cooper and Ernie Sabine are working on initiatives 3.3 and 3.4, respectively.

Theme 4 (David Hutchings): Theme 4 had an all-hands meeting in October of champions and the steering committee that included students, alumni, and MIT staff. Data collection around rush and recruitment is underway, as is information gathering for integrating with the First-Year Experience. Theme 4 is looking for a champion for initiative 4.4, as our previous champion recently left MIT, also looking for volunteers related to public relations more generally.

Theme 5 (Bob Ferrara): There was good representation at the Theme 5 all-hands meeting. Theme 5 is still looking for some additional volunteers, and plans to work closely with the new undergraduate public relations officers on initiative 5.3. Bob believes there should be someone from the Alumni Fund to help with initiative 5.4 once they make some hiring decisions.

Steve reported that Chancellor Grimson had seen the plan and discussed it with Steve, and Steve plans to send it to President Reif soon. Steve noted that the implementation was a little slow getting going, and noted it was sometimes difficult to coordinate with student schedules,

though looks forward to working with the new undergraduate leaders. He asked everyone to encourage involvement by their House Corporations and alumni volunteers.

FSILG Office Communications Protocol: Scenarios and Examples – Marlena Martinez Love (marlenam@mit.edu). Marlena gave a brief presentation on the communications protocol of the FSILG Office when incidents arise. The motivation for this was to make clear why certain stakeholders are contacted, as individual interactions are not always understood. Marlena provided a handout that showed who is contacted based on various concerns – including both individual and organizational concerns. She mentioned that for after-hours concerns the first point of contact is generally the MIT Police or the Dean-on-Call, which may or may not be an FSILG office staff person.

Marlena then spent some time going through type of concern on the handout. She stressed that for many individual-level concerns (e.g. mental health, academic) the details cannot be shared with the RA or the house corporation. Indeed, the FSILG office does not get fifth-week flags – those go only to the students' academic advisers and **on-campus** house team (GRTs, housemasters). Marlena noted that information on warnings or required withdrawals are also usually not shared, however the RAs can get such information (same as GRTs and housemasters), but they **cannot** share such information with house corporations. For individual-level alcohol concerns the first point of contact is often MIT Police, with the Dean-on-Call not knowing until 7am or later the following morning. All MIT students who receive an alcohol transport will have a conversation with someone in the CDSA. For individual misbehavior the first point of contact is often MIT Police, and the matter may be referred to the Committee on Discipline. The RA would be told about the incident only if the student is required to withdraw from MIT. Marlena responded to a question that the Dean-on-Call is available by contacting MIT Police (617-253-1212).

Marlena then spoke about the communications protocols for organizational concerns. For alcohol-related concerns the first contact by the FSILG Office is typically the undergraduate president. Depending on circumstances, the incident may also go the appropriate judicial body of the IFC, Panhel, or the LGC. For facilities issues the first point of contact is typically the house corporation, and may also include Sarah Gallop (MIT Government Relations) depending on the circumstances and scope of the facility issue. For hazing, sexual assault, or violence concerns the information may be more controlled due to the sensitive nature (e.g. the governing council may not be told). Marlena noted that there are various other miscellaneous violations of MIT policy that have been connected to FSILGs and are often dealt with case-by-case, such as stealing chairs or stealing Athena paper.

Marlena noted that her office may impose interim action between the reporting of an incident and the imposition of any sanctions. This is partially a function of what the concerns are, who reports the concerns, how they are reported, and where they are reported (e.g. a situation that comes to light from outside complaints directly to the Chancellor or Dean for Student Life might be dealt with differently than a student report to Marlena).

Regarding communications with (inter)national headquarters, Marlena noted that certain organizations mandate reporting by MIT for incidents, and have communicated as much to the Dean for Student Life and/or General Counsel. Marlena did note that headquarters typically expect the undergraduate leadership to contact them after incidents, even if they do not require reporting by MIT. Marlena, Cat, and Adam all noted that when consultants come to visit they

routinely talk to MIT and the students about incidents. (Such visits are yearly or semesterly – to date in fall 2012 14/25 NIC groups had visited and 5/6 NPC groups had visited.)

As a general rule, Marlena noted her desire to promote horizontal equity in judicial processes between FSILGs and other student groups.

AILG Committees Q&A – All. Ernie opened the floor to questions for the committee chairs or any special announcements by the chairs not mentioned in their written reports.

IT – Bob Ferrara (rferrara@mit.edu). Beware of third-party vendors for internet service! The IRDF will not reimburse for the additional cost and houses will not be on MIT's 18.xxx network.

Accreditation – David Hutchings (djhutch@alum.mit.edu). Desperately need sorority volunteers for visits this semester and next to sororities.

Insurance – Jim Bueche (jbueche@alum.mit.edu) and Stan Wulf (sawulf@alum.mit.edu). The reports from Willis have gone out to all chapters. Make sure that, if needed, the compliance reports are signed and submitted on time. Ask Scott Klemm if you are curious who received your chapter's report.

Ernie announced that the FCI will begin placing each organization's Willis report in each groups locker and shared with the BSF, unless an organization request that not happen (i.e., an opt-out policy).

IRDF—Tom Holtey (tholtey@alum.mit.edu). Tom reviewed the report he distributed on the IRDF's operations over the last year. Tom mentioned that, like in past years, the IRDF plans to send an email to each chapter's alumni in December soliciting donations. Chapters have the option to opt-out or add a preamble – contact Tom by November 23. Tom reported that the IRDF can make available a list of FSILG-specific donors to aid in identifying donors for individual FSILG fundraising campaigns. February 14, 2014 will be the IRDF's 50th anniversary – there are plans for a celebration, please let Tom know if you would like to help plan.

Announcements

- Contact Katie Casey Maloney if your organization wants to host an open house during Tech Reunions (Friday June 7) – 3-5pm is the time set aside, but other times can be advertised
- Next board meeting and AILG holiday party, December 6th, Hulsizer Room and Thirsty Ear Pub, New Ashdown
- FCI Annual meeting next Wednesday, November 14, 7pm
- Next Plenary meeting February 13, 2013, 7:30am (breakfast at 7am)

The meeting was adjourned at 8:47AM.