



AGENDA
AILG PLENARY MEETING
MIT STUDENT CENTER – TWENTY CHIMNEYS
13 FEBRUARY 2014

- 7:00 Breakfast**
- 7:30 Welcome and Introductions** – Steve Baker
- 7:35 Treasurer’s Report** – Anya Kattaf
- 7:40 FSILG Office Update** – Dean Marlana Love
- 7:50 Review of Accreditation Program** – Herman Marshall
- 8:10 FSILG Community Strategic Plan** – Akil Middleton
- Debrief on 27 January Community Meeting
 - Next Steps
- 8:15 Briefing on the New Chancellor** – Professor Dick Larson
- 8:20 AILG / IRDF Committee Reports**
- 8:30 Boston ISD Update** – Dean Henry Humphreys and Steve Baker
- 8:55 Announcements**
- The AILG is soliciting candidates for the Board of Directors; speak with any current board member for more information.
 - Next AILG Board meeting is Thursday 3 April at 6:00 pm in W59 2nd floor
 - Next AILG Plenary meeting is Wednesday 9 April at 7:00 am in 20 Chimneys
 - Primer on fundraising for FSILGs on 26 February in Maseeh Hall; 6:30 pm dinner, 7:00 pm meeting. Learn the basics of a capital campaign.
 - IRDF 50th Celebration, Saturday April 26; **register now**
 - AILG Annual Meeting: Wednesday 11 June; location TBD

Adjourn by 9:00 am

AILG Committee Reports

February 13, 2014

Accreditation— Herman Marshall (hermanm@space.mit.edu). We had 3 meetings since our last one in early November: 12/2/13, 1/27/14, and 2/3/14. Minutes from the first two meetings of 2013-4 were posted on the ailg web site at:

<http://ailg.mit.edu/committees/ailg-accreditation-program/>

Our usual first agenda item is the status of reviews that took place in Fall 2013. These are now all done and forwarded to the administration.

In December, we began a discussion of how we may begin a process that levels the criteria by which FSILGs are judged in accreditation reviews. There are two goals: 1) to help frame review questions so that it is clear when groups should receive reservations in a more objective manner than is currently done, and 2) to start computing metrics by which we may demonstrate how many groups achieve requisite standards and then use these measures to track the value of accreditation reviews by showing progress from year to year. One method we're considering is a type of survey that is completed by review participants at the end of a review, providing a rating in pre-determined categories that form the basis of accreditation reviews. At the February meeting, we met with Aideen Doneski of MIT, who helps develop methods to be used for assessing levels of competence in reviews. She suggested that we try out CampusLabs, a software system that is used elsewhere at MIT (see <http://www.campuslabs.com/products/>). We would then develop the "rubric", which provides a written description of the qualities associated with levels of competence in the core review areas: Governance/Oversight, Scholarship, Member Development, Alumni Programming, Financial & Physical Plant, Recruitment and Retention, and Risk Management. We are considering how one might develop these descriptions for 4 levels (from "insufficient" to "Leader" or some such) by asking at the next Plenary meeting for volunteers to help develop the judging criteria. If we don't get many volunteers, then the Accreditation committee will subdivide the task. The end result would not be used for aggregate FSILG rating (e.g. XXX gets a higher total score than YYY) but used to help each living group assess where they are relative to the FSILG as a whole.

We also started a discussion of how the Accreditation Committee review system might be used to start an informal intervention process that results from reviews that are "Recommended for Accreditation with Reservations". The process could include finding a volunteer from the review team (or elsewhere from our volunteer pool) that would be a sort of shepherd that tracks progress against reservations when they arise. The volunteer would be the communications conduit between the living group and the Accreditation Committee, reporting briefly about progress each month for 6 months or less, making it a limited task. In this approach, we would find out before the next review whether progress is acceptable, if more time is needed to clear a reservation, or if the effort to clear a reservation has stagnated. The volunteer could also enlist the help of DSL, as needed. If there are serious blocks to progress, the monthly reports could signal the need for a higher level of involvement, perhaps by DSL or the AILG Board.

Finally, we have evaluated the list of last year's Best Practices and Areas Needing Improvement for inclusion in appendices of the annual report. These will be presented at the next AILG Plenary, along with information about how many living groups report similar needs for improvement and how long such needs have been found in accreditation reviews.

Facilities – Peter Cooper (plcooper@mit.edu). Facilities and Strategic Planning Theme Three have been conducting joint meetings due to substantial overlap of membership. As of 1/31 Theme 3 is discontinued and Facilities remains.

Boston assembly occupancy submittals have been made to ISD. Others will report on feedback. Visitations complete on Cambridge houses.

Boston roof deck certification guidance and architect referrals provided. A meeting of AILG architects will be convened to develop use/loading guidelines.

Capital/Condition Survey RFP developed. Two or three houses will be pilots.

Floorplan update/enhancement by MIT Facilities is in scope development. Cost estimate from MIT Facilities expected soon for our consideration and budget planning.

IT – Bob Ferrara (rferrara@mit.edu). The [IT-Telecomm committee](#) continues to meet regularly. The fiber upgrade to all the Boston FSILGs is working well; all but 3 FSILGs (except ET, ZBT, pika) are directly connected to MIT by high speed fiber. The two Brookline houses have been upgraded from 10 to 100MB service. And IS&T is working with Verizon to upgrade pika in Cambridge. The focus is now turning to the next generation of wireless equipment that IS&T will be rolling out over the next few years. IS&T is working with us to provide options for FSILGs to take full advantage of this new wireless infrastructure. The hope is to have something to present at the April 9 Plenary.

We always welcome new members, and especially are currently looking for a webmaster. If you are interested or have any questions, please send an e-mail to ailg-it@mit.edu. Finally, if you have not already done so, each FSILG is strongly encouraged to appoint an undergrad (who lives in the FSILG) as an FSILG Network Contact. For details, see the [Network Contact web page](#).

Insurance – Stan Wulf (sawulf@enters.com). Five houses suffered damage from frozen pipes due to the unusually cold weather during the first weekend in January. The damage at Lambda Chi Alpha was extensive and required that the house be vacated until repairs could be made. The DSL assisted in finding temporary housing for the displaced students. Willis, our insurance vendor, responded quickly with adjuster visits and recovery and restoration services.

We are working with Willis on the April 1 renewals of the current liability, property, and D&O insurance policies. If any AILG member wants to begin a new coverage or drop existing coverages, please contact Stan Wulf or Scott Klemm as soon as possible.

Finance – Ernie Sabine (esabine@alum.mit.edu). The 6th Annual Housebill Survey is now ready for your participation. This confidential survey allows the AILG to provide system-level information to members groups about the cost of living in our organizations. [The survey can be found here](#). This link will also be sent over e-mail.

The following committees had nothing to report:

Education – Currently Seeking a Chair

Strategic Planning – Steve Baker (sbaker@baker-wohl.com).



INDEPENDENT RESIDENCE DEVELOPMENT FUND

JUBILEE CELEBRATION - SATURDAY, APRIL 26, 2014

Schedule

1:30 p.m. Check-in opens, Tang Center, E51, 70 Memorial Drive

2:00 p.m. Keynote address with Senior Associate Dean for Residential Life and Dining Henry Humphreys *The Nature of Today's Student and Student Life Challenges*, Tang Center, E51, 70 Memorial Drive

2:45 p.m. Break and refreshments

3:15 p.m. Breakout session: *The Future of MIT Education*, Tang Center, E51, 70 Mem. Drive

3:15 p.m. Breakout session: *The FSILG Strategic Plan*, Tang Center, E51, 70 Memorial Drive

4:00 p.m. Break before reception/dinner, Attendees are welcome to tour and enjoy a hospitality room at the newly renovated Phi Beta Epsilon house at 400 Memorial Drive

6:30 p.m. Reception, Morss Hall, Walker Memorial

7:30 p.m. Jubilee Dinner with performances by the MIT Logarithms Alumni, Morss Hall, Walker Memorial. Business/cocktail attire.

Register at

http://alumic.mit.edu/IRDF_50th_Anniversary

Afternoon talks and tour: Free. Jubilee Dinner: \$100 Alumni and Guests, \$50 Current Students

Thanks to our IRDF 50th Sponsors: The 484 Foundation, Alpha Delta Phi, Alpha Tau Omega, Chi Phi, Delta Psi, Delta Upsilon, Lambda Chi Alpha, Pi Lambda Phi, Phi Beta Epsilon, Phi Delta Theta, Sigma Nu, Stewart Howe Alumni Services, Theta Chi, and Women's Independent Living Group.

IRDF 50th Anniversary Celebration Committee

Lisa Tatterson '99, Alpha Chi Omega, Chair

Mark Beasman '75, Phi Beta Epsilon

Bob Ferrara '67, Theta Chi and Division of Student Life

Marlena Love, FSILG Office, Division of Student Life

Katie Maloney, MIT Alumni Association

Ernie Sabine '66, Student House

Jon Schechter '08, Kappa Sigma

Jennifer Yang '97, Alpha Chi Omega

Association of Independent Living Groups, Inc.

Fiscal Year 2014 Budget

Fiscal Years ending June 30, 2013 & 2014

The budget for the 2013-2014 fiscal year (FY14) was approved at the June 12, 2013 Annual Meeting.

Expenses	FY 2013 Budget	FY 2014 Budget
Education	4,000	2,500
Accreditation	12,200	12,500
Facilities	SLI / Other BSF	41,000 29,000
Legislative (Plenary / Annual Meetings)	8,500	9,000
Building Network Support	0	37,000
Administrative	Legal-Audit-Insurance Administration Strategic Planning Miscellaneous / Other	3,000 2,000 2,000 2,100
Total Expenses	103,800	139,100
Income		
AILG Member Dues	18,000	18,000
SLI Registration	18,500	18,500
BSF Purchased Support	17,500	17,500
BNS Purchased Support	0	37,000
SLI Contribution from IRDF*	32,000	32,000
Education Contribution from MIT/DSL*	4,000	2,500
Accreditation Contribution from MIT/DSL*	10,000	10,000
Total Income	100,000	135,500
Net Surplus (Deficit) for Year	(3,800)	(3,600)

* Note: Funding requests currently in process, subject to change

The FY14 budget maintains basic AILG member dues at \$450. Not shown in the FY14 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. In FY14, the new Building Network Support program will charge an optional \$1,000 fee for each building. Therefore most member organizations will pay \$2,450 next year: \$450 in AILG basic dues, \$500 for SLI registration, \$500 for optional BSF participation, and \$1,000 for optional BNS participation. Organizations with two buildings will pay \$4,450 (an extra \$500 for SLI registration, an extra \$500 for BSF participation and an extra \$1,000 for BNS participation), and organizations without buildings will pay only \$450.

We wish to acknowledge 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.