

AILG Board meeting

November 14, 2005

1) Opening

Attendance: Dave Burmaster, Tom Holtey, Herman Marshall, Dan Geer, Jim Bueche, Bob Ferrara, Steve Baker, Susan Woodmansee, and Steve Paik

Minutes: reviewed and accepted as amended.

2) Committee Reports

- a. Public Relations: Susan Woodmansee reported no progress.
- b. Economic Development: Dave Burmaster reported that 10 students have signed up for T101. Seven signed up from TDC. Dave reminds us that he will not be on the AILG Board next year, so there is a question as to who will organize this course next year. Bob Ferrara said they MIT is reviewing MIT-held leases. They are specifically looking at those of sororities to help make these more consistent and to provide good data to the Provost who would review support for sororities. Dan Geer reported 12 ILGs have paid dues, indicating that 2/3 have not yet paid. Dan will post names of those who have and have not paid at the Wednesday plenary meeting. There is about \$30K in the AILG account.
- c. Undergraduate Recruitment and Retention: Bob Ferrara attended the meeting but there are no minutes yet. There is a draft budget that will be reexamined by Chris McGill. Herman Marshall will contact McGill to ask for minutes before the plenary.
- d. IRDF Grant Advisory Board: There are issues about Ed. Oper. Grants regarding educational area fractions on which the grants were based. The net result is that the fraction will decrease by about 50%. Future project grants would also likely be reduced.
- e. Accreditation: Jim Bueche passed out a trimmed plan for accreditation that sequentially reviews 2-3 ILGs on the weekend of Dec. 3-4. The approach, if it works, could be scaled so that all ILGs could be reviewed before the end of the current school year. Jim requests that the AILB Board members review the content of the accreditation questions for whether they can be used to answer the essential accreditation issue.
- f. Alumni Recruitment: Bob Ferrara noted that there is new content on the FSILG web site.
- g. Facilities: Steve Baker reported that the SLI program is on hold only because the contract with John Flynn has not yet been signed. Issues may

well be solved by tomorrow. The program is basically “on autopilot”. HMI01 is in progress; a subcommittee is meeting tomorrow. Fiber optic connections are continuing. Four more ILGs came on-line last week. The expectation is to finish by the end of November.

3) Governance

Dave Burmaster reviewed the AILG charter and has examined by-laws for Alumni Corporation affinity groups. AMITA was the original one but there are several others. Several changes would be required to be an affinity group. One may just purchase Director’s and Officer’s (D&O) insurance externally, while it is automatically available to affinity group officers. There was a question as to whether just malfeasance or also liability claims are covered under D&O insurance. In order to have employees, the AILG could incorporate as a c7 charity but these cannot have “endowments” that are sufficiently large as to provide all operating expenses due to investment income. Another option would be to affiliate with the IRDF but it can only distribute funds to organizations who use the funds for tax-free purposes. Tom Holtey pointed out that the finances of the AILG are over the limit that tax returns will be required so that it is important to incorporate the AILG so that tax liability can be minimized. A motion to present a proposal to the plenary that the AILG should incorporate in an appropriate form. Dan will present the motion to the plenary on Wednesday, Nov. 16. Tom, Bob, Steve and Dave will get in touch with Glen Strehle to discuss the possibilities.

4) Kappa Sigma Accreditation

There will be a meeting on Nov. 16 with KS to work with their alumni corporation. One member of the Board (likely Jim Bueche) will attend the meeting to provide a brief summary of the accreditation process that the AILG will conduct (see minutes of October 10, 2005 Board meeting).

5) Agenda for the next Plenary Meeting

Susan presented an outline for the breakfast meeting agenda on Nov. 16. As usual, the plan is for the breakfast to begin at 7:00 and the meeting begins at 7:30. The order and approximate times of the agenda items are:

1. Dean’s Office Update (David Rogers, 10 min)
2. SLI program (Steve Baker, 5 min)
3. Dues, SLI (Dan Geer, 2)
4. Incorporation Proposal (Dan Geer, 10 min)

5. AILG course announcements: T101 (Dave Burmaster), Alumni 101 (Bob Ferrara), HM101 (Steve Baker & Peter Cooper), (10 min total)
6. Accreditation — (Jim Bueche) (10 min)
7. IRDF Educational Operating Grants (Tom Holtey) (15 min)
8. Other announcements — RRI (Herman Marshall), fiber optics update (Bob Ferrara) (10 min total)
9. Immerman (10 min)

Handouts for the meeting:

1. FSILG dues payment status

6) Employee job description

Steve Baker sent around a draft of a job description for an AILG coordinator. There was a long discussion about whether an executive director would be preferred to a coordinator. A motion to develop a job description for an executive director that would be reviewed at the next meeting failed 3 to 2. A motion to develop a job description for an executive secretary passed 4 to 1.

The next Board meeting is scheduled for Dec. 12. The meeting was adjourned at 9:30PM. Here are the dates for this year's remaining AILG Board meetings:

1. Dec. 12
2. Jan. 9, 2006
3. Feb. 13
4. Mar. 13
5. Apr. 10
6. May 8
7. June 12

Respectfully submitted,

Herman Marshall