

## **Vice President for Institute Affairs and Secretary of the Corporation**

One of the Institute's four corporate officers, the vice president for Institute affairs and secretary of the Corporation is responsible for MIT's communications, including the coordination of policy issues with the senior administration and trustees of the Corporation. The vice president for Institute affairs has management responsibilities for Government and Community Relations, the Events and Information Center, the Conference Services Office, the News Office, the Publishing Services Bureau, and the Reference Publications Office. Responsibilities include providing direct support to the President on communications and relations with internal constituencies; coordinating activities and communication among senior staff; and advising the President on policy issues. The secretary of the Corporation oversees the operations of MIT's board of trustees and its committees, including the 31 visiting committees that conduct biennial reviews of the Institute's academic and research programs.

While MIT is regarded as a home of invention, one of its greatest inventions is the Institute itself. During the first half of the academic year, planning for MIT150 continued to take shape and culminated on January 7, 2011, when MIT's 150-day celebration of its founding officially began. Formal activities spanned 150 days, from January 7 to June 5, 2011, and included academic symposia, an all-Institute convocation, and a festival series that celebrated MIT's unique place at the crossroads of art, science, and technology. A [website](#) for the sesquicentennial celebration was established. The community also enjoyed an enormously successful Open House on April 30, 2011, which provided information on hundreds of activities across the school, including those in architecture, engineering, aeronautics and astronautics, humanities and arts, science, biotechnology, management and entrepreneurship, energy and the environment, and transportation, as well as the history and culture of MIT. The open house attracted thousands of participants from the neighboring Cambridge and Boston communities.

The Institute also continued to engage in conversations with the community and Cambridge planning officials regarding the continual development and redevelopment of Kendall Square. As part of a larger communications strategy designed to encourage constructive community participation in the campus planning process, the MIT 2030 website was launched in February. The office also welcomed Glen Comiso, who joined the office as deputy director of Institute affairs.

What follows is a report of the work of the Office of the Vice President for Institute Affairs and the Office of the Secretary of the Corporation.

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