

Institute Events

The mission of [Institute Events](#) is to meet the information needs of the MIT community, campus visitors, and the public; to promote a sense of community within MIT; to orchestrate and advise on issues of protocol; and to support conferences and events that enhance MIT's role in the broader academic community. In AY2015, Institute Events comprised the Events and Information Center, the Community Services Office, and MIT Conference Services.

The schedule and scope of Institute Events activities in AY2015 continued to expand, with the department engaged in support of mission-critical events and programs throughout the year. In addition to the public events listed below, Institute Events manages numerous activities on behalf of the president and other senior officers. During AY2015, planning continued for the celebration of MIT's first century at its Cambridge campus, with Institute Events beginning to implement the programming developed through the MIT2016 Steering Committee.

Events and Information Center

Beyond serving as an information and welcome point for visitors, the Events and Information Center plays an important role as a central information source for the MIT community. Over the past year, the staff assisted with the registration of 1,393 departmental events and 254 reservations for Infinite Panel displays. In addition to answering and redirecting thousands of telephone and in-person inquiries, Events and Information Center staff distributed 102,349 pamphlets, brochures, maps, guides, and other publications (including Commencement tickets). Staff also continued to oversee scheduling of the Bush Room, managing 513 reservations for that space.

The undergraduate student guides number 125. Among them, they conducted public campus tours for 42,746 visitors (an 8.5% increase from fiscal year 2014), of whom 13,698 were prospective students. There were 514 private tour requests, resulting in private group tours being given to 4,068 individuals, including 2,404 prospective students. The student guides also conducted Campus Preview Weekend tours for 322 visitors, of whom 67 were prospective students. In total, 47,136 visitors went on a campus tour (a 6.7% increase from FY2014); 16,169 were prospective students.

In FY2015, Institute Events accommodated nine groups totaling 446 visitors in July and August as part of the summer pilot for the MIT Experience, a program comprising custom videos, handouts, and a private visit to the Coop in Kendall Square. This service made it possible for MIT to welcome certain groups of visitors who benefited from information provided in their own languages.

In FY2015, Institute Events made arrangements for 26 groups comprising 267 official visitors from 63 countries (Afghanistan, Algeria, Antigua and Barbuda, Argentina, Armenia, Azerbaijan, Bahrain, Barbados, Belarus, Bhutan, Bolivia, Brazil, Costa Rica, Democratic Republic of the Congo, Denmark, Dominican Republic, Ecuador, Egypt, El

Salvador, Eritrea, Estonia, Ethiopia, Finland, Germany, Grenada, Guatemala, Honduras, Iraq, Ireland, Israel, Japan, Jordan, Kazakhstan, Kuwait, Mexico, Morocco, Norway, Oman, Palestinian Territories, Paraguay, People's Republic of China, Peru, Poland, Republic of Niger, Russia, Saudi Arabia, Singapore, Slovak Republic, South Korea, St. Lucia, Sweden, Switzerland, Tunisia, Trinidad and Tobago, Turkey, Ukraine, United Arab Emirates, United Kingdom, United Republic of Tanzania, Uruguay, Venezuela, Vietnam, and Yemen). Eight of the 26 groups were from governments, four were industry-related, and 14 were academic in nature. The total of 267 official visitors includes two heads of state, for whose visits Institute Events organized operations and supervised protocol. This year, MIT was privileged to welcome His Excellency Mahamadou Issoufou, the president of the Republic of Niger, and His Excellency Andrej Kiska, the president of the Slovak Republic.

During 2014–2015, Institute Events was either involved with or directly responsible for public events, visits, and programs that included the following:

- The MIT Ice Bucket Challenge with President Reif, Provost Schmidt, and Chancellor Barnhart
- President Reif's convocation for incoming freshmen and their families
- Welcome for incoming Vice President for Resource Development Julie Lucas
- Community picnic to honor retiring Ombudsperson Mary Rowe
- Concert by the La Scala Chamber Orchestra
- Memorial service for former MIT first lady Catherine Stratton
- Compton Lecture by Francis Collins, director of the National Institutes of Health
- Meeting of the Boston Olympics 2024 Committee
- Accelerating Innovation: A Conversation with Governor Deval L. Patrick and the launch of the Innovation Initiative
- Winterfest, an end-of-term community social event
- Institute Diversity Summit
- Killian Award lecture by Professor Sallie (Penny) Chisholm
- Online Learning Summit, hosted jointly by MIT and Harvard University
- Dedication of the campus memorial to Officer Sean Collier and a community picnic
- Memorial service for Norman Leventhal, Corporation member emeritus
- Concert by the Boston Symphony Chamber Players
- Compton Lecture by former MIT faculty member Mario Molina, co-winner of the 1995 Nobel Prize in chemistry

Commencement festivities began on Thursday, June 4, when 447 doctoral degree recipients received their academic hoods in a ceremony over which Chancellor Barnhart presided. For the first time, the candidates were addressed by a guest speaker, astronaut

and MIT alumnus Michael Massimino SM '88 PhD '92. The 2015 Commencement exercises were held on Friday, June 5. Guest speaker Megan Smith '86 SM '88, chief technology officer of the United States, addressed an audience of more than 2,700 degree recipients and 10,000 family members, alumni, and guests.

Staff within Institute Events included Gayle Gallagher, Ted Johnson, Joseph Coen, Rebecca Tyler, Lee Corbett, Kimberly Nelson, Judith Zinker, Michael Berry '10, and Rachael Weiner; Alice Rugoletti joined the MIT2016 team in the spring. The department acknowledges the valuable support of Kristyn Maiorca Berry '10 and Malcolm Jones throughout the year.

Community Services Office

The Community Services Office is home to the MIT Activities Committee (MITAC), Community Giving at MIT, the Quarter Century Club (QCC), and the Association of MIT Retirees. These programs aim to optimize the work/life experience for faculty, staff, students, and retirees by providing opportunities to engage in social, educational, and cultural activities that strengthen the connection between MIT and the members of its community. The Community Services Office staff provide vital support to Institute Events, assisting substantially with the investiture of doctoral hoods, Commencement, and many other events and programs organized by the department.

During FY2015, MITAC and staff organized more than 250 cultural and recreational events, experiencing a good year in revenue. MITAC's total annual revenue exceeded \$639,000 (a decrease of \$46,000 from FY2014 but the same as FY2013), with 37,276 tickets sold on campus and at Lincoln Laboratory. The decrease in revenue can be attributed in part to the severe winter season and the sluggish Red Sox. MITAC served 5,675 unique customers who enjoyed substantial savings (estimated at \$230,000) on tickets purchased. The number of unique customers served and savings slightly increased in comparison with FY2014.

MITAC produces a monthly electronic digest (distributed to 18,750 employees and other interested MIT subscribers) and an electronic weekly newsletter (emailed to 10,850 enrolled subscribers). These communications drive traffic to the MITAC website, which receives an average of 6,100 visits per month. In FY2015, 31% of visitors to MITAC's website were new users.

MITAC benefits from the participation of a Program Committee and a presidentially appointed Advisory Council. The Program Committee is led by new conveners Cheryl Gillespie (campus) and Jessica Mello (Lincoln Laboratory), who recruited several new committee members and skillfully steered the committee during its transition to a subcommittee structure. In addition, member term limits were established. The Advisory Council, chaired by Professor Clifton G. Fonstad, Jr., provides guidance to MITAC on Institute priorities, policies, business practices, long-range planning, and the administration of the employee benefit program.

The staff, committee, and council participated in several major initiatives to expand MITAC's services:

- Implementation of a new inventory software system custom-developed by University Tickets with project management support from Information Systems and Technology. The inventory system is the backbone of the future new website and online ticket sales.
- A prototype customer-facing website to be developed by University Tickets in FY2016.
- Coordinating graphic design for the new website and MITAC marketing collaterals.
- Renovation of the MITAC box office at the Stata Center as part of the Student Street renovation was begun in FY2015, with a scheduled completion in early FY2016.

Community Giving at MIT is a charitable giving program that facilitates donations made by MIT employees and retirees to the MIT Community Service Fund, the United Way of Massachusetts Bay and Merrimack Valley, and other health and human service agencies. The FY2015 campaign raised \$299,185, an increase of \$14,026 over last year and the most dollars raised since FY2006. Donations were made by 542 employees and retirees (a decrease of 67); 107 employees donated for the first time; 152 donors continued their annual support through the sustainer program.

Michael K. Owu '86, director of real estate in the MIT Investment Management Company, served as campaign chair, leading a presidentially appointed Steering Committee of 14 faculty and staff members who collaborated to plant seeds of donor participation and engagement for the coming years:

- Through the Leader to Leader Program, a team analyzed Community Giving at MIT during FY2015. They performed an extensive study of giving trends among peer institutions and conducted an MIT survey, interviews, and a focus group to learn about the program itself and MIT employees' giving priorities. The team presented their findings and recommendations for the program's future direction to the Steering Committee, which is planning to implement some of the team's bold recommendations.
- The Atlas Service Center team approved the development of a Community Giving at MIT application, which will provide employees with convenient access to make or fine-tune their charitable contributions and to view their giving history. It will also streamline the administrative process for the Community Services Office and Payroll, as deductions will be recorded automatically through Atlas. The application is expected to launch in early FY2016.
- The sponsorship of a comedy show fundraiser to benefit the MIT Community Service Fund was initiated and organized by employee volunteer Patrick Walsh. Headliner Jimmy Tingle was joined by four local comedians, including an MIT graduate student, and the post-show reception featured MIT vendors who donated food and refreshments. The show raised \$4,758 through ticket sales and a donation made by the Research, Development and Technical Employees' Union. The show was 100% sponsored by MIT departments, vendors, and a grant

from the De Florez Fund for Humor, leading to insights into fundraising and community engagement.

The Quarter Century Club is composed of 4,288 active members, 165 of whom were inducted this year. Retiree Yvonne Gittens is the president of the QCC and led a 17-member board of directors during FY2015. One of the programs within the QCC administration, the William R. Dickson Retiree Education Fund, expanded its scope in 2010 and continues to experience a good number of applications. In FY2015, 15 applicants were awarded \$10,500 in grants.

The Association of MIT Retirees continued to organize membership, travel, educational, and social programming for the benefit of its 1,000 registered members (150 more members, compared with FY2014, because of an outreach effort to recent retirees). The Undergraduate Scholarship Fund established in 2006 has raised \$86,000 in member donations since its inception and has awarded eight scholarships to MIT undergraduate students. The association is an active member of the Boston Area College and University Retiree Associations and the Association of Retirement Organizations in Higher Education. Nancy Alusow and Joseph Collins served as co-chairs of the 18-member volunteer advisory committee.

The Community Services Office staff members in FY2015 were Ted Johnson, Traci Swartz, Diane Betz Tavitian, Linda Olson, Michael Philbrick, and Anthony Farrell '13.

MIT Conference Services

MIT Conference Services (MITCS) provides logistical coordination and registration services to conferences, meetings, educational programming, and other events sponsored by MIT departments, faculty, and staff. In FY2015, the office supported 46 programs that attracted 14,400 participants. During the academic year, MITCS also coordinated 152 recruitment presentations for organizations interviewing MIT undergraduates under the auspices of the MIT Career Development Center. In addition, the office served as the central booking point for the residence hall reservations of 192 individual conference registrants and 387 youth group participants, all housed on campus in the months of June through August.

MITCS supported recurring events that included the MIT Sloan CIO Symposium, Climate CoLab's Crowds and Climate Program, the Deshpande Center's IdeaStream Conference, the System Design and Management's MIT SDM Conference on Systems Thinking, the Industrial Liaison Program's 2014 Research and Development Conference, the Lemelson-MIT Program's EurekaFest 2015, and Dinner Under the Dome, hosted by the School of Engineering. Support was again provided to Institute-wide events, including the Annual MLK Celebration and the Institute Diversity Summit.

MITCS collaborated with many departments, centers, and laboratories on special events and professional and international conferences both on and off campus. Some of these events were the Fourth Biennial Conference on Resting State/Brain Connectivity, the 2014 Medical Image Computing and Computer Assisted Intervention Society Confer-

ence, the MIT AeroAstro Centennial Symposium, and the 5th Annual Interdisciplinary Symposium on Decision Neuroscience.

Coordination services were again provided to summer youth activities, including the International Baccalaureate Summer Program offered by Oxford Study Courses, the Sally Ride Girls Science Camp, the iDTech Camp and Programming Academy, the Sutton Trust US Programme, and the Lead America Engineering and Robotics Conference.

Conference Services staff members during academic year 2014–2015 included Cathi Levine, director; Eva Cabone, coordinator; Sudha Cheruku, financial assistant, and MIT retiree Virginia Lauricella, who served as temporary senior event staff. To replace departing members Natalie Laney, events assistant, and Nicole Silva, events facilitator, the team welcomed Alanna Meola and Meghan Westcott, respectively.

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