Administrative & Fiscal Officers Meeting

November 19, 2014
Meeting Agenda

Welcome and Opening Remarks
Israel Ruiz, Executive Vice President and Treasurer

Solve
Martin A. Schmidt, Provost

Getting to MIT 2030 – The Institute’s Capital Plan
Anthony P. Sharon, Deputy Executive Vice President

Centennial celebration of MIT’s move from Boston to Cambridge
Gayle M. Gallagher, Senior Director of Institute Events and Protocol

401(k) Investment Line-up Changes
Maureen Ratigan, Director of Benefits
Search Updates

- **Vice President for Human Resources**
  Search Committee co-chaired by Prof. Tom Kochan & Tony Sharon
  Interview process underway
  Expect to extend offer by end of 2014

- **Vice President for Finance**
  Search now commencing

- **Director, Office of Major Agreements**
  Interview process underway
  Offer planned in coming weeks

- **Medical Director**
  Search now commencing
**Phase 1**

US Olympics Committee (USOC) applicant city (now through early 2015)

4 cities left competing – Washington DC, LA, San Francisco, Boston

November 18 USOC Visit – Hosted at MIT and Isabella Stewart Museum

USOC announcement of selected US city expected around January 15

**Phase 2**

International Olympics Committee (IOC) candidate city (2015-2017)

**Phase 3**

Host city preparation and execution (2017-2024)
Possibilities:

**Olympic Sports @ MIT**
- Primary: Archery & Fencing
- Secondary venues for training

Student engagement & the Olympic Movement

Faculty engagement and innovation

Additional summer housing (mainly media)

Transportation improvements
Atlas
navigating your MIT world

Atlas.mit.edu

Atlas. Smarter.
Smart forms at your service

Journal Voucher smart forms
Upload your photo
Get your T pass
Be in the know
Be guided

Streamlined. Intuitive. Interactive.
Renewed Journal Voucher Application

Create JV (Step 1 of 3)

Is this a JV upload? ☑
- Yes
- No

Why are you creating a JV?
- Expense (Cost) Transfer
  Allocate costs to the proper expense account
  (i.e., material & services, lab supplies, meetings, etc)
- Revenue Transfer
  Assign funds to the proper revenue accounts
  (i.e., transfer in, transfer out)
- Internal Billing
  For internal provider use only
  Intended for billing to cost objects outside of your department (and crediting a revenue GL)
- General
  This category will work for all JV types
  (i.e., correcting a mistake, alleviating an overrun, accounting for cost sharing, or an unexpectancy)

Company Code: CUR

Posting Date: 11/03/2014

Not finding the section you were looking for?
Remember that other tools should be used to make adjustments to budgets or for late salary changes.
If JV is the correct method, the 'General' category will work for any JV type.
Upload your photo – People Search

People Search

You can search by part or all of a person's name, email address or phone number.
(e.g. "William Barton Rogers", "roger", "wroger", "672-234-3000", "31000").

Kelly Downing
Email: kdowning@mit.edu
Office: 617-324-3448
Fax:

304 Vassar Street (Wyse)
Room 3410

My Atlas Photo
You now have the option to add your photograph to your listing in the Atlas people search! This photograph will appear in the Atlas people search only and will not be used for any other purposes. Access to the Atlas people search is limited to MIT community members with valid MIT web certificates.

I would like to add my photo to the MIT Internal Student/Employee Directory.

Upload your photo
Please upload a recent, appropriate headshot (face and shoulders) of yourself. You can upload a JPEG, JPG, or PNG image file with maximum file size of 2.5 MB.

MIT reserves the right to remove your photograph if your profile image is deemed inappropriate, disrespectful or offensive. To report a disrespectful or offensive image, please send an email to atlas-help@mit.edu.
Commuter Benefits – T Pass

Commuter Benefits

Driving to work can get expensive. The average MIT commuter spends around $7000 a year on gas, car maintenance, and parking. MIT offers many programs to help commuters find more efficient alternatives.

To find out exactly how much you would save, try out the Commuting Calculator.

50% off MBTA T-Pass Subsidy

$20.00 possible yearly savings

Details: Half off monthly MBTA subway, local/express bus, commuter rail, or water shuttle passes.
Rules: Sign up a month and a day prior to the T-Pass start date.

Did you know? You can still apply for Private Transit Reimbursement and use pre-tax Occasional Parking.

Bicycle Commuter Reimbursement

$240 possible yearly savings

Details: Up to $20 a month towards bicycle related expenses if you typically commute to work via bicycle.
Rules: Submit one application at the end of each calendar year.
Did you know? You can also use pre-paid (post-tax) Occasional Parking.

Private Transit Reimbursement

$1,560 possible yearly savings

Details: Reimbursement for private transit when commuting to work.
Rules: Your bicycle must be registered to qualify.

MIT Parking Permits

Occasional Parking Permit

This annual permit ($) allows you to park at MIT for a daily rate of $7 (with unlimited re-entry) as well as unlimited after-hours, weekend and holiday parking.

MIT Partner Discounts

Hubway

$25 Annual Membership

ZipCar

$25 Annual Membership

Emergency Ride Program

$160 – $25 Cab voucher (for use in an emergency)
*Pre-registration required

See the Facilities Site for general commuting details.
The next release - December 8