



*ALAIR Executive Committee
2005-06*

*President: Cara Mia Pugh
Vice President: Sarah Latham
Secretary: Jane Mathis-Hopson
Treasurer: Linda Lunsford
Past President: Kris Mascetti*

*Members-at-Large:
Jon Acker
Robert Gottesman
Michelle Jarrell*

*Nominating Committee:
Danny Brooks
Kim Thoma*



PRESIDENT’S MESSAGE

*“Friendship is always a sweet responsibility, never an opportunity.”
-- Khalil Gibran.*

On January 27th, 2006 ALAIR hosted a workshop for over 90 higher education representatives from Alabama and Mississippi, including more than 60 guests. ALAIR has always been known for its quality professional education so the Executive Committee was pleased to share this experience with professionals beyond institutional research. If you remember, our web site states that membership in ALAIR is “open to any person ... who has professional interest in activities related to institutional research including assessment, planning, and student records.” Many of our workshop guests expressed an interest in joining ALAIR.

As a result of this workshop, there may be growth in ALAIR over the next year as well as a change in the make-up of our membership. Institutional research has always supported learning outcomes, strategic planning, and accreditation, but the field seems to be drawing these professionals into institutional research units.

My point - these new faces will not only be an opportunity to grow, but will also bring with them responsibility on our part as professionals. One of the strongest benefits of ALAIR is the social interaction and friendship provided to each other. Let’s be sure that new members will have experiences like we have: of hearing old ALAIR stories and creating new funny stories; of feel regret when one of our members retires; of knowing what it is like to have a group glad to

(continued on p. 2)

INSIDE THIS ISSUE

Calhoun Wins SAIR Award	3
New and Returning Members	3
January Workshop Report	3
2006 ALAIR Conference	4
AIR, SAIR Conference Dates	2

And don’t miss forms for:

Conference Presentations	5
2006-07 Officer Nominations	6
2006 Sutton Award Nominations	7



President's Message

(continued from p. 1)

see you. Put simply – when the time comes for socialization at the ALAIR conference, say on Thursday night or at breaks, be sure to take that as seriously as the paper sessions. I know I have missed that socialization by being busy (frantic) as program chair – and I don't know what's going on with many of you. Be sure our new members know what it's like to realize that some of their dearest contacts are in ALAIR. We have a responsibility to share this wonderful fortune we have had in ALAIR – friendship – with a larger group.

On a final note – the success of the winter workshop deserves recognition of the following: From University of Alabama at Birmingham, Dr. Eli Capilouto, Dr. Marilyn Kurata, and the Planning and Analysis staff; from Samford University, Dr. Sarah Latham, Dr. John Harris, and Dr. Allan Hargrave; and from Jefferson State Community college, Dr. Harriott Calhoun, Dr. Judy Merritt. ALAIR is strong because of the support from many institutions.

I'm looking forward to seeing all of you on April 6th & 7th in Tuscaloosa.

Cara Mia

NOMINATIONS FOR OFFICERS AND SUTTON AWARD

The last two pages of this newsletter are forms that allow you to nominate ALAIR members for election to office and for our highest honor, the Joseph T. Sutton Leadership Award.

The purpose of the Sutton Award is to recognize Alabamians who have demonstrated leadership and outstanding accomplishment in the field of institutional research and related fields. The award should be a meaningful recognition of those individuals who have provided exemplary service and leadership and who have actively supported and enhanced the goals of ALAIR. Specific criteria are listed at the bottom of the Sutton Award nomination form. You are encouraged to nominate any and all deserving individuals.

Serving as an ALAIR officer is both a duty and a pleasure. It affords you the opportunity to benefit both the organization and yourself and to work with an excellent group of people. This year we are electing a vice president/president-elect, a secretary, and two members of the nominating committee. Nominate as many people as you like for each or any office, (even yourself, if you are interested in serving; that's perfectly legitimate!). If you have any questions, contact Kris Mascetti (kmascett@mail.aum.edu) for more information.

All nominations must be submitted to Kris R. Mascetti via e-mail (see address in previous paragraph) or snail mail to Auburn University Montgomery, PO Box 244023, Montgomery AL 36124-4023) by March 1, 2006.

ALAIR LISTSERVE NOW AVAILABLE

Need comparison data or information about how another institution in Alabama accomplishes some IR task? Your Executive Committee recently approved the creation of an e-mail list serve to which members of ALAIR can subscribe. This discussion list can be used to gather information on any topic related to the business of conducting institutional research.

Currently 45 ALAIR members are subscribed to the list. Should you wish to subscribe, send an e-mail request to Robert Gottesman at Auburn (gotterw@auburn.edu) with the subject of "ALAIR EMAIL LIST". Include, in the body of the e-mail, your name, institution, and the e-mail address you wish to use with the list.

AIR

The 2006 Annual AIR Forum is **May 14-18, 2006, in Chicago, Illinois**. The theme of the Forum is "Effectiveness Through Diversity". Plenary Speakers are Jeremy LaCroix, Art Director for WIRED magazine, and Tom Mortensen, Senior Scholar at The Pell Institute for the Study of Opportunity in Higher Education. The AIR Forum is a great career enhancement opportunity for higher education professionals. General information and registration materials will be available late February at www.airweb.org/

SAIR

Start making plans now to attend SAIR in **Crystal City, VA October 14-17, 2006**. You can book reservations now at the Doubletree Hotel Crystal City (www.DoubletreeCrystalCity.com) using the code SAR.

HARRIOTT CALHOUN RECEIVES SAIR HONOR

At the 2005 SAIR Conference held in Charleston, SC in October, ALAIR's own Harriott Calhoun was awarded the James Montgomery Outstanding Service Award. This award is given to a SAIR member who has exhibited exemplary service to SAIR, to state IR organizations, and/or to the field of Institutional Research.

Harriott has served not only as president of ALAIR and of SAIR, but also in numerous positions of responsibility in the national Association for Institutional Research. She has also served as president of the National Council for Research and Planning. Harriott has extensive publications and presentations on the topics of insitutional research, assessment, institutional effectiveness, instructional outcomes, and planning. And she has been an informal advisor and has served as mentor to many of us in ALAIR. She's always willing to share her experience and her knowledge. ALAIR recognized Harriott as a professional treasure in 1999 by naming her recipient of the Joseph T. Sutton Award.

Dr. Calhoun's undergraduate and master's degrees are in the field of sociology, and her Ph.D. is in Administration in Higher Education.

She has a busy family life as well; her husband is a judge in Birmingham and they have two grown daughters.

Mary Beth Adams, longtime Alabama IR professional, describes Harriott as "an encourager to the profession" on many levels; she calls driving to meetings or conferences with Harriott "car-pooling as professional development." Dr. Calhoun understands the challenges of being a working mother and has been supportive to a number of young parents in the field of IR as they have juggled work and family demands. Harriott "always has a well-reasoned perspective," comments Mary Beth, and her "keen insight" into what IR is all about make her a most valued colleague and friend.



WELCOME TO NEW AND RETURNING ALAIR MEMBERS

Steve Harris, AIR Univ. @ Maxwell AFB
 Adrienne Royster, Talladega College
 Tamara Brewer, Marion Military Institute
 Kevin Osborne, AUM
 Jennie Dobson, Gadsden State CC
 Shana Gartlan, Wallace CC Dothan
 Harold Batts, Drake State CC
 John McIntosh, NW Shoals CC
 Sheila Morris, NW Shoals CC
 Caula Beyl, Alabama A&M
 Beatriz Joseph, Univ. of South Alabama
 Mary Mayo, Wallace State CC
 David DiRamio, Auburn Univ.
 Johnny McMoy, Chattahoochee Valley CC



Dr. Eli Capilouto, UAB Provost

SACS QUALITY ENHANCEMENT PLAN WORKSHOP

On Friday, January 28, 2006, the Alabama Association for Institutional Research (ALAIR) held its annual workshop at the Shelby campus of Jefferson State Community College in Birmingham, Alabama. Over 100 people attended the workshop. Planned by Dr. Sarah Latham and Dr. Cara Mia Pugh, the workshop had the best attendance ever at an ALAIR mid-winter workshop. Dr. Harriott Calhoun was our gracious host, and she and her staff member Sally Holly made sure all the logistics functioned well.

Morning presenters at the workshop were Drs. Eli Capilouto and Marilyn Kurata of the University of Alabama at Birmingham, who talked about “Developing a QEP Topic for Your Campus — From Consensus to Follow-Up.”. Afternoon presenters were Dr. Harriott Calhoun of Jefferson State Community College and Dr. Alan Hargrave of Samford University, whose lively observations from the perspective of being members of SACS visiting teams offered rock-solid advice for those undergoing re-accreditation visits. The topic of this workshop was clearly relevant to academic administrators at many Alabama institutions of higher education, as well as to institutional researchers from all over the state. The Powerpoint presentation from the morning session is available on the ALAIR website at www.alair.org.



Dr. Marilyn Kurata, UAB Interim Associate Provost for Undergraduate Programs



Dr. Alan Hargrave, Associate Provost and CIO at Samford, and co-presenter Dr. Harriott Calhoun, Director of IR at Jefferson State Community College



Left: The QEP workshop attracted the largest number of attendees ever for an ALAIR winter Workshop.

CALL FOR PARTICIPATION/PAPERS
20th Annual Conference of the Alabama Association for Institutional Research (ALAIR)
April 6-7, 2005
University of Alabama, Tuscaloosa, AL

“Twenty Years Later: New Challenges...New Opportunities”

The Alabama Association of Institutional Research (ALAIR) is celebrating its 20th anniversary in 2006. As we reflect upon our past and look to our future, we see new challenges and opportunities. We will be exploring this exciting and challenging time as we gather together in Tuscaloosa, Alabama for our annual conference. Colleagues will share the most pressing issues they are facing and how their roles as institutional researchers, assessment professionals, and planning officers are changing. The conference will offer the opportunity to discuss best practices and the tools and resources that are most helpful to face these challenges.

Your participation in the ALAIR Annual Conference is essential to ensure the success of the Conference. **You do not have to be an ALAIR member, or even an institutional researcher to submit a proposal.** Proposals in all areas of institutional research, assessment, policy analysis, planning, and related techniques are encouraged. Your participation can take the form of a paper, a presentation, or a tools and techniques session. **Proposals do not have to be related directly to the conference theme.**

- Papers and Presentations are formal sessions that present a scholarly approach or extended discussion of a technique of interest to conference participants. These sessions will be approximately 45 minutes in length (which includes the time for questions/answers).
- Tools and Techniques sessions are informal presentations of reports, analyses, techniques, software demonstrations, and the like. The presenter may develop a brief (3-5 minutes) presentation, but the value of this type of session is the opportunity to discuss the topic one-on-one, or in small groups.

Proposals are due by **Friday, March 3, 2005**. Information on how to submit your proposal appears below. If you have special equipment requirements, questions, or concerns, please contact Sarah Latham by phone (205-726-2484), fax (205-726-2971), or E-mail: sclatham@samford.edu

ALAIR PRESENTATION/PAPER PROPOSAL INSTRUCTIONS
20th Annual Conference, April 6-7, 2005

Proposals should be submitted to Sarah Latham by via one of the following:

- MAIL - Sarah Latham, Director of Institutional Research, Samford University, 800 Lakeshore Dr., Birmingham, AL 35229
- E-MAIL - sclatham@samford.edu,
- FAX - (205) 726-2971.

Proposals should include a **brief** abstract and the following information:

- Title of Presentation _____
- Type of Presentation: Paper Presentation Tools & Techniques
- Authors/Presenters Names: _____
- Contact Person’s Name: _____
- Contact E-mail: _____
- Contact Mailing Address: _____
- Contact Phone Number: _____ Contact Fax Number: _____
- Special equipment/requirements:

ALAIR ANNUAL CONFERENCE COMING UP

The Alabama Association of Institutional Research (ALAIR) will be celebrating our 20th anniversary in 2006. Over this time, we have grown into an organization of over 90 members from throughout the state. We have built a wonderful community of colleagues who are always willing to share tips, tools, and advice. Our opportunities for professional development and networking have been the foundation upon which our organization has grown.



Our annual conference is now upon us. In recognition of our anniversary, the theme of this year's conference is "Twenty Years Later: New Challenges...New Opportunities". The conference will take place in Tuscaloosa, AL on April 6-7.

Our pre-conference workshop will focus on BANNER. Many schools throughout the state are moving to BANNER, and inherent in this are challenges for Institutional Research professionals. We hope to offer an educational session, that will provide you with some suggestions to take back to your campus.

We will also be having a special event the first evening of the conference. This event will highlight the unique character of Tuscaloosa!

Our keynote speaker for the conference will be David Wright, from the State Higher Education Executive Officers (SHEEO). He will talk about how the current and future trends in higher education and higher education financing will affect our work as IR professionals. Mr. Wright brings a wealth of experience and an engaging presentation style to the conference.

The call for proposals has been sent out, and is also contained in this newsletter. Conference materials containing registration information will come out later this month.

Should you have any questions, please contact Conference Chair Sarah Latham at 205-726-2484 or sclatham@samford.edu. See you in Tuscaloosa!

Workshop/Conference Topic Interests

Evaluations of the ALAIR Winter Workshop identified the following ideas for future workshops. We'd like additional feedback from members on these topics, as well as suggestions for other topics.

If you have strong interests in any of these topics for a workshop or a conference session, or if you know of possible speakers on any of these topics, please email Dr. Sarah Latham: sclatham@samford.edu.

- Faculty assessment instruments (how to create/design)
- Faculty development and productivity – assessing it!
- Use of multiple measure approach to student learning outcomes
- Software for learning outcomes
- Developing good surveys
- Web deliverable surveys (how to create/design)
- Web deliverable assessment (how to create/design)
- Best practices for institutional effectiveness/strategic planning for new personnel in this area.
- Workshop for administrators on the development and utilization of survey instruments in the institutional effectiveness/strategic planning process! Additional help with assuring reliability and validity of survey instruments.
- Standardization across the community colleges in reading, writing, and math so that transfer student will be on an equal footing with student at the transfer institutions.
- Statistics tutorial

ALABAMA ASSOCIATION FOR INSTITUTIONAL RESEARCH NOMINATIONS FOR 2006-07 OFFICERS

Please nominate one or more people for each of the following offices:

VICE-PRESIDENT/PRESIDENT ELECT:

The Vice President shall: a) plan the program for the annual conference; b) assist the President in other duties as the need arises; and c) assume the duties of the President in the event that person cannot complete his/her term. The Vice-President shall succeed to the office of President at the end of the one-year term as Vice-President.

SECRETARY:

The Secretary shall: a) keep the minutes of the annual business meeting and other meetings of the membership or of the Executive Committee; b) publish and distribute the newsletter of the Association; c) publish and distribute an annual information directory for the Association; d) attend to the correspondence of the Association, including printing and distributing notices about the annual conference; e) print and be responsible for incorporating into a master electronic format, any proposed by-laws or amendment(s) initiated in accordance with Section 1 of Article I, and submit them to the members for consideration at the annual business meeting; and f) perform all said duties inherent in the position of Secretary. The term of office shall be two years, commencing in even numbered years.

NOMINATING COMMITTEE: (Two will be elected)

The Nominating Committee shall: a) work with the Immediate Past President; b) prepare and report to the Executive Committee a single candidate for each office position for which an election is to be held. Nominating Committee members are ineligible to be on the slate of officers to be elected at the annual business meeting the year in which they serve on the committee.

**ALABAMA ASSOCIATION FOR INSTITUTIONAL RESEARCH
JOSEPH T. SUTTON LEADERSHIP AWARD
NOMINATION FOR 2006**

Person nominated:

Institution:

Nominator's name/telephone:

Rationale:

Return this form by March 1, 2006 to Kris R. Mascetti, Auburn University Montgomery (kmascett@mail.aum.edu)
At PO Box 244023, Montgomery AL 36124-4023

The purpose of the Sutton Award is to recognize Alabamians who have demonstrated leadership and outstanding accomplishment in the field of institutional research and related fields. The award should be a meaningful recognition of those individuals who have provided exemplary service and leadership and who have actively supported and enhanced the goals of ALAIR.

All eligible award recipients must at some time have been involved in institutional research or a related field in Alabama. Beyond that, at least one of the following criteria must be met.

A. Service to ALAIR, SAIR, or AIR in the form of serving as an officer, committee member, or conference host; making presentations; and other forms of volunteer activity.

B. A career in institutional research or a related field exemplifying leadership, accomplishment, and innovation.

C. Contribution to the field of institutional research through specific accomplishments and innovative endeavors which enhance the field, institution, or community (local, state, nation).

D. Former members of ALAIR and individuals who are not members of ALAIR will be eligible, as will former Alabamians who have been involved in institutional research in Alabama.