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AUGUST | 2009



**ALAIR**

Alabama Association for Institutional Research

## Message from the President

Your ALAIR Executive Committee is off to a great start! As you know, we are fortunate to have colleagues from around the state who are willing to give their time and talents to ensure ALAIR continues to be an active and supportive professional organization. Your 2009-2010 Executive Committee is no exception. At the annual transition meeting held at Jacksonville State University on May 15, 2009 and a subsequent conference call, the Committee decided to tackle the following initiatives for the year:

**Submit a proposal for an IPEDS Workshop grant supported by AIR.** Not only did Dr. Gordon Mills from ALAIR's Nominating Committee offer to take the lead in developing the ALAIR proposal, he was successful in acquiring the award and will serve as the ALAIR contact person for the ALAIR IPEDS Workshop. This newsletter provides more information about the workshop, which will be held on Monday, November 9, 2009 at The Grand Hotel in Clear Point, Alabama.

**Attempt to secure ALAIR Conference meeting sites up to three years in advance.** In an effort to secure additional sponsorships and to plan our growing conference as far in advance as possible, Tara George, ALAIR Vice President,

developed a three-year solicitation for conference hosting. Please seriously consider hosting a conference in spring 2010, 2011 or 2012.

**Investigate a new online membership management system for tracking and communicating with ALAIR members.**

The Executive Committee will look into a hosted system that will facilitate smooth transitions between new officers and aid coordination between the ALAIR treasurer, secretary and conference planners.

**Build on the last ALAIR survey results by hosting a spring drive in workshop on data warehousing.** John Rosier, ALAIR Member at Large, will take the lead in finding out what types of information the membership need and developing a workshop around those interests.

Should you have other ideas, please feel free to contact me at [asimmons@jsu.edu](mailto:asimmons@jsu.edu) or at 256-782-8145.

Looking forward to a great year,  
Alicia Simmons



### ALAIR Executive Committee 2009—2010

**President:**  
Alicia Simmons  
**Vice President:**  
Tara George  
**Secretary:**  
Patricia Pratt  
**Treasurer:**  
John McIntosh  
**Past President:**  
Diane Sherman

**Members-at-Large:**  
John Rosier  
Aundrea Wheeler  
Vacant

**Nominating Committee:**  
Jowaune Williams  
Gordon Mills

## Thanks for a Successful Year!! 2008—2009 ALAIR Executive Committee

We would like to thank the 2008—2009 Executive Committee for all their hard work and dedication to ALAIR. It was a successful year for ALAIR and would not have been possible without great leadership. The following are the members who served on the committee:

President: Diane Sherman  
Vice President: Alicia Simmons  
Secretary: Patricia Pratt  
Treasurer: Janis Newborn

Members at Large:  
Andrew Luna  
Steve Spratlin  
Natalie Williams

Nominating Committee Members:  
Michelle Hower  
Deena Stephenson  
Past President: Yardley Bailey

# Message from the Past President



Dear members of ALAIR,

Thanks so much to everyone for your service to ALAIR last year. I have always known that ALAIR has a great wealth of resources in its members, but last year I began to realize just how many people pull together each year to make this organization successful. That's the key to ALAIR's success: the cooperation and collaboration of our members. As we push forward this year under Alicia's leadership, I look forward to continued growth and success and I encourage each of you to consider serving as a member on the ALAIR Executive Committee. Thank you for your support in the past. I look forward to continuing to work with each of you,

Diane Sherman



Thank you, Diane, for a job well done!!



## ALAIR Executive Committee 2009—2010



The ALAIR Executive Committee met on May 15, 2009 at Jacksonville State University in Jacksonville, Alabama. In addition to welcoming new officers and expressing thanks to outgoing officers, the Committee set an aggressive agenda for the 2009-2010 year.

In this photo: The 2009-2010 ALAIR Executive Committee: John Rosier, member-at-large; Alicia Simmons, President; Tara George, Vice President; Gordon Mills, nominating committee; Aundrea Wheeler, member-at-large; and Diane Sherman, past president. Not pictured: Patricia Pratt, secretary; John McIntosh, treasurer; and Jowaune Williams, nominating committee.

## WHAT'S HAPPENING with ALAIR?

**September 9**— Last day to apply for the ALAIR Travel Grant to SAIR, October 17—20, 2009 in Dallas, Texas.

**September 18**—11:00am, ALAIR Executive Committee Meeting, ACHE Conference Room, Montgomery.

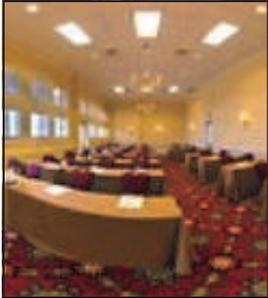
**November 9**— 8:00am, IPEDS Workshop, Grand Hotel, Point Clear, AL. Go to [www.airweb.org/ipeds](http://www.airweb.org/ipeds) to apply for workshop and reimbursement of all travel expenses.

**Winter 2010**— TBD, Drive-in Workshop on Data Warehousing. Look for an online survey designed to get your input on this highly sought area of interest.

**Spring 2010**— TBD, 2010 ALAIR Annual Conference- Submit a proposal for 2010, 2011 or 2012.

*New ALAIR staff or promotions at your institution? Let us know so we can share with other ALAIR members in the next newsletter.*

## AIR/ALAIR to Co-host IPEDS Workshop



The Grand Hotel in Point Clear, Alabama. Site for the upcoming AIR/ALAIR Co-hosted IPEDS workshop.

The Association for Institutional Research (AIR) and the Alabama Association for Institutional Research (ALAIR) announce a one-day IPEDS Workshop designed for data providers and users. Workshops are provided at no cost to participants. Topics range from involving campus stakeholders in the data collection process to using IPEDS data to establish performance indicators.

Funding is provided by the National Center for Education Statistics.

### IPEDS Workshop Highlights

- Offered November 9, 2009, at the Grand Hotel in Point Clear, Alabama
- Provided at no charge to participants

- Taught by experienced practitioners from across the country
- Includes six hours of instruction, workshop materials, breaks, and lunch.
- Participants may apply for travel assistance awards.

### IPEDS Workshop Application Process and Travel Assistance Awards

This workshop is limited to 40 participants. For additional information and to apply, please visit [www.airweb.org/ipeds](http://www.airweb.org/ipeds) after August 28, 2009. Workshop participants may request up to \$500 to offset the cost of travel. Applications must be received by September 25, 2009. Applicants chosen to attend the workshop will be notified by early October.

### Questions?

Email: [ipedsworkshops@airweb.org](mailto:ipedsworkshops@airweb.org)

Phone: 850-385-4155 x200

## Patricia Pratt and Angel Jowers Win Best Presentation at Annual Conference

The University of West Alabama's Director of Institutional Effectiveness, Patricia Pratt, and Coordinator of Planning and Assessment, Angel Jowers, will represent ALAIR at the AIR Conference in Chicago, IL with their stress management workshop entitled "Frazzled and Fried".

The presentation is a 45 – 60 minute workshop that takes a light and humorous look at stress and burn out. Through fun activities and lively discussion, audience members gain a better understanding of the causes and symptoms of stress and how to manage it. Participants will be engaged, enlivened, and energized leaving the

workshop with simple but effective tools to overcome stress.

Patricia and Angel presented "Frazzled and Fried" for members of ALAIR during the 23rd Annual Conference in March 2009. One attendee commented, "Great presentation!" Another said, "This workshop/presentation should be included at ALAIR each year because I know there is always need for stress relief!" The only recommendation from participants was to provide more time for this fun and informative workshop, which was evidenced by the "boos" that followed a request to wrap up the presentation.



The Best Presentation award is selected by the ALAIR Executive Committee based on recommendation from the Nominating Committee. Presentations for the award are assessed on quality of content, effectiveness, contribution to institutional research, and appropriateness to the upcoming AIR Forum. The presentation will be submitted to AIR for inclusion in the Forum and the presenters receive a travel stipend.

# 2009 ALAIR Conference A Great Success

ALAIR held its 23rd Annual Conference at the Marriott Grand National in Opelika, Alabama on March 30—31, 2009. Hosted by Auburn University, the conference attracted more than 80 participants, speakers and vendors.

The keynote speaker was Jane Wellman, Executive Director of the Delta Cost Project on Postsecondary Costs, Productivity and Accountability, a research and policy-based organization in Washington, DC. Those attending her presentation gave her high marks for the relevance of the topic, Decision-Making in Difficult Times.

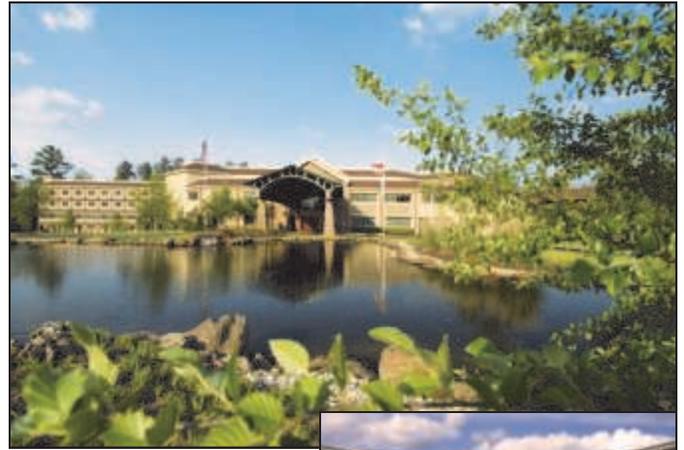
Conference sessions focused on relevant topics such as: Using Office 2007, Marketing Data Across Campus, SAS to Excel and Done, Measuring Learner Readiness for Distance Education, SACS Substantive Change,



Usefulness of Standardized Writing Tests, Tableau and Multitasking Institutional Effectiveness. Frazzles and Fried, won the Best Presentation award for providing tools to combat stress in institutional research. All sessions received high praise from attendees. Thanks to all presenters.

Attendees also enjoyed a wonderful dinner at the Amsterdam Café in Auburn and line dancing lessons at the Grand National.

Thanks to all who made this conference so successful!!



Left: Jane Wellman, Keynote speaker; Above/right: The Grand National Hotel in Opelika, Alabama served as a wonderful site for the 2009 ALAIR Conference.



Above: Preparing for registration; Below/left to right: President, Diane Sherman's work recognized by Past President, Yardley Bailey; Gordon Mills recognized as AIR Travel Grant recipient; and Mac Adkins leads ALAIR session.



## Mary Beth Adams Receives Joseph T. Sutton Leadership Award



Mary Beth Adams accepts the Joseph T. Sutton Leadership Award from Yardley Bailey .

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

Mary Beth Adams was the recipient of this award and was presented the award at the ALAIR Annual Conference.

In his presenting remarks, Yardley Bailey stated, "Mary Beth Adams is deserving for being service-oriented, considerate, welcoming of her colleagues, and a consummate professional. She has worked extensively with SAIR and ALAIR serving as: Editor or Co-Editor of the SAIR newsletter, SAIR Evaluation Committee member, SAIR Committee for Conference Publication member, SAIR conference presenter, SAIR Nominating Committee member (twice), facilitator of numerous sessions at AIR, SAIR and ALAIR, ALAIR Local Arrangements Chair, ALAIR Winter Workshop Presenter, ALAIR Secretary/Newsletter Editor for three years, a Southern University

Group representative, and recipient of the SAIR Unsung Hero/Heroine award.

In addition, Mary Beth has been very instrumental in the development, implementation and utilization of the Alabama Statewide Student Database and has worked extensively with HEIAG."

Mary Beth just celebrated her 20<sup>th</sup> anniversary of employment at The University of Alabama Birmingham, currently serving as the Associate Director of Institutional Research. She holds a BA and a MA from Auburn University.

**Congratulations, Mary Beth!!**



## 2010 AIR FORUM - CHICAGO

ASSOCIATION FOR INSTITUTIONAL RESEARCH

**50<sup>TH</sup> ANNUAL FORUM  
CHICAGO, ILLINOIS  
MAY 29 - JUNE 2, 2010**

The 2010 Forum will be a time to celebrate 50 years of coming together to share ideas and practices, and to plan for the next 50. Join us as we chart our future in higher education.

[The Sheraton Chicago Hotel and Towers](#)

301 East North Water Street  
Chicago, Illinois 60611  
Phone: 1-877-242-2558

**Group Rate:** single/double \$149.00 plus tax  
**Rate Code:** AIR 2010 Annual Forum

# ALAIR Seeking Proposals to Host Annual Conferences

The Alabama Association for Institutional Research (ALAIR) is seeking proposals to host the 2010, 2011, or 2012 Annual Conference of the organization. This year is unique in that we are accepting proposals for interested parties to host one of the next three conferences; this will help ALAIR to secure sponsorship in a timely manner. Of priority is the 2010 conference, so we would like you to place high consideration on submitting a proposal to host next year.

The hosting of the conference is an excellent opportunity to bring statewide and national attention to your institution, research initiatives, academic programs, and the local community. The Target size of the conference is between **50 to 100 participants** and the conference length is generally **2 days**. Over the years, the annual ALAIR Conference has gained a reputation as a venue for high quality research presented in a welcoming environment. Prior conferences have been hosted by Auburn University, Jacksonville State University and Alabama A&M University (please see a complete listing of the last 10 conference sites below).

We encourage you to consider this unique and exciting vehicle to introduce colleagues to your city and your institution. Please submit a proposal to host to [tgeorge@jeffstateonline.com](mailto:tgeorge@jeffstateonline.com) no later than August 14, 2009. A Proposal form and guidelines that further explain the commitment can be found on page \_\_\_\_.

If you have any questions, please email or call Tara George at 205-856-7904.

## The last 10 conference sites

2009/ Auburn University  
(Marriott at Grand National)  
2008 / Jacksonville State University  
2007 / Alabama A&M University  
2006 / The University of Alabama  
2005 / Faulkner State CC (Fairhope)  
2004 / The University of Alabama at Birmingham  
2003 / Troy University (Montgomery)  
2002 / Samford University  
2001 / University of North Alabama  
2000 / Faulkner State/Bishop State (Gulf Shores)

## JOIN THE ALAIR LISTSERV

The ALAIR e-mail LISTSERV is a discussion list used to gather information on any topic related to institutional research.

ALAIR members can subscribe by sending an e-mail request to Sam Lowther at [lowthgs@auburn.edu](mailto:lowthgs@auburn.edu). Use the subject of "ALAIR LISTSERV" and include your name, institution, and the e-mail address you wish to use with the list in the body of the email.

You can find this and more information by visiting our website at [www.alair.org](http://www.alair.org).

## 36th Annual SAIR Conference CELEBRATING TRADITION CREATING VISION OCTOBER 17-20, 2009 • DALLAS, TEXAS



*A message from Bernie Braun, SAIR Vice President/Program Chair about the 36th Annual SAIR Conference:*

Hello! I am pleased to announce that the 2009 SAIR conference web site is available from the [sair.org](http://www.sair.org) home page and from the following link:

<http://www.louisianau.com/sair.php>

I invite you to take a few minutes to explore the site and learn about our 2009 conference. The event will be held from October 17 - October 20 at the Dallas/Addison Marriott Quorum Hotel. In addition to finding the booking code to reserve your hotel guest room for the conference, the site contains

updates from our Dallas area local arrangements hosts and recent news items that I've posted.

It's never too early to start thinking about an idea that you may have and want to share with us. The "Call for Participation" for the 2009 conference will come out next month and I look forward to receiving proposals from you!

Bernie Braun, SAIR Vice President/Program Chair

Phone: 225-578-1231

e-mail: [bbraun@lsu.edu](mailto:bbraun@lsu.edu)

Proposal to Host \_\_\_\_\_ ALAIR Annual Conference  
(year)

Institution: \_\_\_\_\_

Local Host: \_\_\_\_\_

Date of Conference: \_\_\_\_\_

Site of Conference: \_\_\_\_\_

List and description of facilities, activities and estimates of cost:

Food Costs for attendees (fill in by Executive Committee) \$ \_\_\_\_\_

Attach sample menus/estimates of costs

Printing/Postage/Miscellaneous/Entertainment costs: \$ \_\_\_\_\_

Costs for rooms and/or equipment: \$ \_\_\_\_\_

Lodging:

Location: \_\_\_\_\_

Description: \_\_\_\_\_

Cost: \$ \_\_\_\_\_

Conference Theme Suggestions:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# **GUIDELINES FOR HOSTING THE ALAIR ANNUAL CONFERENCE**

## ***Introduction***

Without question, the person (or persons) most responsible for the success of the ALAIR Annual Conference is the Local Host (and his or her support staff, where applicable). The following guidelines are an attempt to assist Local Hosts in making the necessary arrangements for a successful conference, and to identify for potential host institutions the general types of services that have been required in the past.

It must be pointed out that the Program Chair in concert with the Local Host determines the exact nature of any specific conference. The following items should not be considered as absolute requirements, nor should they be considered inclusive of all possible needs. The ALAIR leadership and the Program Chair will identify the services required and coordinate them with the Local Host. It is up to the Local Host to evaluate these requirements in relation to their feasibility and to communicate to the Program Chair any necessary alterations in these plans. Throughout these guidelines the Local Host is referred to as singular. However, at some institutions more of a team approach is employed, if appropriate personnel are available. The lack of staff should not deter potential hosts, however. Successful conferences have been organized as one-person operation, a team process, and everything in between.

*Special Note:* The ALAIR Annual conference has always been a moneymaking event, rather than a drain on the organization's finances. Therefore, efforts should be made to keep costs at the low end of the scale, within reason. Any extraordinary or questionable expenses should be presented to the ALAIR leadership prior to incurring any obligations. In most cases, the Program Chair will have wide latitude to evaluate such matters, with only the most exceptional requiring action of the larger group.

## ***Responsibilities of the Local Host Facilities***

Secure and schedule meeting rooms for the Conference sessions. Whenever possible, these spaces should be obtained for little or no charge. The precise needs will be specified by the

Program chair, but a typical set of criteria would be:

- One large room configured as an auditorium, capable of seating approximately 100 persons. A lectern or comparable feature should be provided, as well as voice amplification equipment.
- Two or three rooms for breakout sessions, capable of seating 25-50 persons. (A medium to large classroom will usually serve this purpose). Each room should be provided with an overhead projector and appropriate projection surface, unless otherwise specified by the Program chair.
- Another room may be required for multiple concurrent informal presentations. It should be supplied with several tables for presenters to set up their materials, and should be large enough for 50-60 persons to maneuver from table to table. This can be a lobby or similar area, if traffic patterns do not prohibit it, or it can be a large classroom that has been cleared of most furnishings.
- Depending upon the needs of presenters, the host may be requested to locate additional types of equipment as the program planning takes shape.
- A table and chairs should be provided in a lobby or other common area for registration and handing out of conference materials as the participants arrive. This setup will be required during the morning hours.
- A facility capable of hosting the luncheon and business meeting. This should provide seating for approximately 80-100 people, including a head table to seat the ALAIR officers and special

- A facility capable of hosting the luncheon and business meeting. This should provide seating for approximately 80-100 people, including a head table to seat the ALAIR officers and special guests (approximately 10-12), with voice amplification equipment for announcements and the business meeting.

Assure that needed facilities support personnel are available to handle unexpected problems (seating, heating/cooling, audio-visual, etc.) that always occur. Obviously, such support will be required if the conference schedule involves multiple setups for a single room.

Adequate parking should be provided for the participants, as convenient to the meeting location as feasible. Special difficulties or arrangements should be discussed with the Program Chair as early as possible in the planning process.

### ***Food***

Make arrangements for the luncheon, which may be served either buffet or seated. Sample menus and estimated costs should be provided to the Program Chair at an early date. Every effort should be made to keep costs reasonable and to maintain flexibility in the number of meals to be provided. (The estimated number of meals will change as registrations are processed, with the ultimate goal of having to pay for no more than 5-10 unused portions.)

Arrange for break food items. The Program Chair will determine the types and frequency of service to be provided, but they will usually involve:

- Registration refreshments prior to the opening session. Can vary but usually something on the order of coffee and/or juice and pastries. Suggestions for reasonable variations usually are welcome.
- Possibly coffee and/or soft drinks during breaks between sessions throughout the morning. If feasible, this can be a continuation of the registration service. Depending upon the schedule, an afternoon break might be desired.

### ***Registration Materials***

Obtain a basic packet of materials to be handed out to participants when they arrive. This will usually take the form of a folder, bag or other item to hold the materials. Beyond that, it is a nice touch if one or two other items can be provided, such as information flyers about the host campus, a pad, pencil, discount coupon, or other item provided by a local merchant. Local Hosts are urged to be creative, since this is a good chance to publicize your institution.

The Local Host should see that the appropriate number of sets of registration materials (usually around 80) are obtained and assembled prior to the first day of the conference. Additional materials (program, financial statement, membership list, evaluation forms, etc.) will be provided by the ALAIR leadership closer to the beginning of the conference, and these will have to be added to the packets (or handed out separately, if time does not permit).

Nametags for participants should be obtained and prepared. (The Treasurer will make arrangements to provide a preliminary attendance list for this purpose at the appropriate time.) Nametags need not be elaborate, but should be appropriate for the purpose. A supply of blank tags and a means to fill them in should be available for on-site registrations.

If personnel resources of the Local Host permit, it is helpful if at least one person can be available to assist at the registration table.

The Local Host will be asked to provide the Program Chair with advance information about locations, parking arrangements, maps and other items needed for the registration mail out. This usually occurs approximately six weeks prior to the conference.

## ***Billing***

Vendor charges usually are billed to the Local Host, in order to minimize confusion and encourage appropriate service by the providers. As soon as bills are received, and unless there is some question, they should be forwarded to the Program Chair, who will review them and forward to the Treasurer for prompt payment or reimbursement, as appropriate. The Local Host provides a valuable service to the ALAIR membership in this area, by assuring that local control is enforced over vendors.

## ***Pre-Conference Activities***

The Program Chair will determine precisely what, if any, activities are scheduled on the day prior to the Annual Conference. These may take the form of workshops, meetings or social activities. Additional requirements of the Local Host might include:

- Arrange with a local hotel or motel to provide a block of rooms at conference rates for the night before the conference. A restaurant/lounge in the hotel is preferable, but not vital, especially if a substantial difference in cost or distance is involved. (Even if pre-conference activities are not scheduled, it is helpful if the Local Host can provide names and locations of convenient hotels/motels for those individuals whose locations require that they arrive the preceding night.
- Arrange with hotel/motel to provide a table in the lobby or other convenient location for early registration.
- Arrange with hotel/motel or other location to host a social hour. (This can also serve as the location for early registration.)
- Identify a restaurant to host a group dinner for early arrivals. It should be relatively convenient to the hotel, nice, but not too expensive, and provide a reasonable variety of menu choices in order to accommodate a diverse group. A separate dining room is desirable, but not vital. Due to reimbursement requirements, the restaurant must be willing to provide separate checks.
- If pre-conference workshops or meetings are scheduled, the Local Host should make arrangements to identify and schedule appropriate facilities for these purposes. Precise requirements will be provided by the Program Chair, but they typically will be similar to those for breakout sessions during the conference.

## ***General Requirements***

The most important service provided by the Local Host is to be the eyes and ears of the ALAIR leadership at the site of the conference. It is vital that the Local Host stay in regular contact with the Program Chair, keeping that individual informed of progress and, particularly, emerging problems that will have to be addressed. The sooner a problem can be identified, the more readily it can be accommodated. Despite the efforts of everyone involved, some problems are unavoidable, and the Local Host is the individual best situated to minimize the disruption.

Should you have any questions about hosting an ALAIR Annual Conference, please contact Tara George at [tgeorge@jeffstateonline.com](mailto:tgeorge@jeffstateonline.com) or by phone at 205-856-7904.



*For Approval at the 20 10ALAIR Business Meeting*

**ALABAMA ASSOCIATION FOR INSTITUTIONAL RESEARCH**

2009 Annual ALAIR Business Meeting  
Auburn Marriott Opelika Hotel and Conference Center  
Tuesday, March 31, 2009

MEETING MINUTES

The 2009 Annual ALAIR Business Meeting was called to order at 12:30 p.m. by ALAIR President Diane Sherman. Ms. Sherman thanked Program Chair Alicia Simmons for the wonderful job she did in organizing the 2009 conference and also thanked Cara Mia Braswell, Sam Lowther and Shirley Harrington from Auburn University for their work as Conference Planning Committee Members.

The 2008 Business meeting minutes were distributed in the registration packets to those in attendance. Patricia Pratt asked if there were any changes and/or additions to the ALAIR 2008 Business minutes. There were none. Mary Beth Adams made a motion to accept the minutes as submitted; Linda Caldwell seconded the motion, and it was unanimously approved.

Janis Newborn read the treasurer's report; there were no changes/additions to the treasurer's report. Sam Lowther made the motion to accept the treasurer's report as submitted; Cara Mia Braswell seconded the motion, and it was unanimously approved.

Past President Yardley Bailey thanked the Nominating Committee members, Michelle Hower and Dena Stephenson. Yardley stated that two applications were received for the AIR Travel grant. The Nominating Committee met on March 11, 2009, and chose Gordon Mills of the University of South Alabama as the recipient of the \$300 award. The award certificate was awarded to Mr. Mills by Yardley Bailey. Dr. Bailey then presented the slate of officers for approval by the membership as follows:

Vice President/President-Elect	Tara George (Jefferson State Community College)
Treasurer	John McIntosh (Northwest Shoals Community College)
Nominating Committee	Gordon Mills, Jr. (University of South Alabama)
	Jowaune Williams (Alabama State University)

There being no nominations from the floor, the motion to accept the proposed slate of officers was passed and the slate was approved.

Dr. Yardley then stated that two nominations were submitted to the Executive Committee for the Joseph T. Sutton Leadership Award. He reminded members that this award was created in 1992 to recognize Alabamians who have demonstrated leadership and outstanding accomplishment in institutional research and related fields. The award was named in honor of

Dr. Bailey indicated that the winner of the 2008 Joseph T. Sutton Award is a colleague and friend to many attending the conference. Those who nominated her referred to her as easily reachable, always approachable, service oriented and someone who welcomes everyone. She has been very active in ALAIR, SAIR and AIR. Dr. Bailey presented Ms. Mary Beth Adams (University of Alabama at Birmingham) as the winner of the 2008 Joseph T. Sutton Leadership Award and presented her with a gift from ALAIR.

Ms. Sherman then introduced Natalie Williams, Member at Large, who would provide a summary of an Experience and Expertise Survey she and other ALAIR members developed to find out how many ALAIR members would be willing to help other ALAIR members with different skills. Natalie first thanked Dr. Andrew Luna, and Steve Spratlan, other Members at Large, and Sam Lowther and Lisa Zhang from Auburn University for all their help. Natalie reported that 44 members responded to the survey and that 21 of those responding indicated a willingness to help others. She also reported that data mining and data warehousing were the two skills most individuals were interested in learning. Natalie thanked everyone who participated in the survey and said that it would be posted on the ALAIR website in the near future.

**Alabama Association for Institutional Research**  
**2009 ALAIR Conference Minutes, March 31, 2009 - *continued***

Ms. Sherman then presented Ms. Pamela Arrington, ACHE Director of Instruction, Planning and Special Services as the guest speaker who would be speaking on the State Plan for Alabama Higher Education 2009-2014. Ms. Arrington described the vision, purpose, and guiding principles of the plan as well as the mission of the Alabama Commission on Higher Education. She indicated that the new plan was started in the Fall of 2008 with an appointed Advisory Group who had determined the strengths, weaknesses, opportunities and threats for the state and then identified five statewide priorities. The five goals are (1) increase students' preparedness for college and career, (2) establish a PK – 20 Council, (3) increase graduates in Science, Technology, Engineering, and Mathematics (STEM) fields, (4) seek necessary financial resources for education in Alabama and (5) establish a comprehensive Workforce Development Plan for Alabama.

Ms. Sherman thanked Ms. Arrington for her attendance and information regarding the State Plan for Alabama Higher Education.

Past-President Yardley Bailey then presented a gift to Diane Sherman for a job well done as the 2008-09 ALAIR President.

The presidential gavel was then turned over to the new president Dr. Alicia Simmons of Jacksonville State University.

After door prizes were distributed, the meeting was adjourned at 2 p.m.

Respectfully submitted,

Patricia R. Pratt  
ALAIR Secretary, 2008-2009

# ALAIR TRAVEL GRANT APPLICATION

for the October 17—20, 2009 SAIR Conference in Dallas, Texas

Name: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Please provide a brief statement describing your financial need for the travel grant.

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Describe the ways in which this conference will contribute to your professional development, in general, and to your participation in ALAIR.

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Return this form by September 9, 2009 to:

Diane Sherman  
Alabama Commission on Higher Education  
Director of Research Services

100 North Union Street, Suite 700  
Montgomery, AL 36130-2000 [Diane.Sherman@ache.alabama.gov](mailto:Diane.Sherman@ache.alabama.gov)  
(334) 242-2742 (334) 242-0268 (fax)