

**Minutes of the Annual Business Meeting**  
**April 9, 1993**

The annual business meeting of the Alabama Association for Institutional Research was called to order by President Al Searway at 12:30 p.m. on Friday, April 9, 1993 at the University of Montevallo. President Searway introduced the head table and recognized Dr. Joe Sutton and his wife as special guests of ALAIR.

A motion was made, seconded and passed to dispense with the reading of the minutes of the last business meeting and accept them as written. A motion was made, seconded and passed to accept the treasurer's report and financial statement as written.

**Old Business**

Judy Miller reported on the work of the Transfer Data Advisory Committee. The committee has developed and tested the formats for two reports, the "Transfer Report" and the "Graduation Report." At this time, six senior institutions have provided these reports to two-year colleges. All senior institutions were encouraged to cooperate with the project and were asked to contact Judy Miller or Harriott Calhoun with any questions. Either of them will provide the list of names and addresses of the contact persons to whom the reports should be sent for each two-year college.

President Searway noted that the retention conference cosponsored with ACHE was a success both professionally and financially. The assessment conference hosted by UA was also a success. Al mentioned that the resource directory has been updated by the commission staff and will be distributed.

**New Business**

Don Dailey, awards committee chair, reported on the work done by the committee in establishing an annual award to be presented to an individual who has made significant contributions to the organization and to the field of institutional research. The award is presented in honor of Dr. Joseph T. Sutton who is recognized as being a leading force in education and institutional research. Dr. Gerald Leischuck of Auburn University was named as the first recipient of this annual award. Dr. Leischuck was unable to attend the meeting and the plaque was accepted in his behalf by Sam Lowther.

This year's election of officers is the first under the new guidelines established at the 1992 business meeting. The nominating committee, headed by Don Dailey, presented one slate of officers to the membership for approval. The slate of candidates was presented as follows:

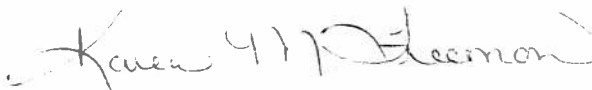
Vice-President, President Elect	Judy Miller, Enterprise State Junior College
Secretary	Mary Beth Bridges, UAB
Treasurer	Brenda Bryant, Alabama State University
Nominating Committee	Hannelore Delbridge, UA
	Jim Purcell, Shelton State Community College

A motion was made, seconded and passed to close the floor for nominations. A motion was made and seconded to accept the nominations as presented. The slate was elected by a unanimous vote of the membership and Al Searway presented the newly-elected officers for 1993-94.

Al Searway thanked the executive committee for their work throughout the year and extended special thanks to Harriott Calhoun and Judy Rogers and the University of Montevallo staff on an outstanding program.

The meeting was adjourned at 1:15 p.m.

Respectfully submitted,



Karen M. Freemon  
Secretary/Treasurer

1992-93

*ALAIR Year To Date Financial Summary*

<b>Account Opening</b>	\$3,806.99
<b>Revenue</b>	
Dues	\$210.00
Annual Meeting Registrations/Dues	\$2,445.00
Retention Conference Registration	\$6,300.00
Assessment Conference Proceeds	\$235.65
Interest Dividends	\$84.95
Proceeds from closed account	\$5.88
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<b>Total Revenue</b>	<b>\$13,088.47</b>
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<b>Expenses</b>	
<b>Annual Meeting 1992</b>	
Honorarium - Cameron Fincher	\$200.00
<b>Retention Conference</b>	
Honorarium - Terenzini	\$1,000.00
Honorarium - Gardner	\$500.00
Conference - Food, Room	\$2,601.34
Conf. Reg. Refund - Hawsey	\$40.00
<b>Annual Meeting 1993</b>	
Refund for Overpayment - Potter	\$15.00
Conf. Reg. Refund - Collier	\$20.00
Annual Award - Leischuck	\$99.47
Annual Meeting - Reception	\$79.32
Conference Programs	\$60.54
Nametags	\$42.00
Refund for Overpayment - Smith	\$35.00
Annual Meeting - Food, Room	\$1,688.10
Annual Meeting - Xerox, Printing	\$64.44
<b>Miscellaneous</b>	
Service Award - John Porter	\$100.10
Xerox	\$11.02
Postage	\$123.83
Check Order	\$12.99
Supplies	\$19.52
Newsletters & Fliers	\$37.92
Envelopes	\$30.56
Resource Directory	\$257.97
Membership Fee - Credit Union	\$1.00
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<b>Total Expenses</b>	<b>\$7,040.12</b>
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<b>Account Balances</b>	<b>\$6,048.35</b>
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Savings Balance	\$5,801.60
Checking Balance	\$246.75
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<b>Total</b>	<b>\$6,048.35</b>
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