

ALAIR 14th Annual Conference Business Meeting
April 14, 2000

The Alabama Association for Institutional Research conducted its annual business meeting on April 14, 2000, at the Quality Inn Beachside, Gulf Shores, Alabama. Before lunch, Sandra Fowler, Judson College, led the blessing. During lunch, entertainment was furnished by "The Sun Chief Sound" from Faulkner State Community College. After lunch, the business meeting was called to order by the President, Teresa Hall, at 12:30 p.m. Teresa welcomed everyone, recognized guests Dr. and Mrs. Joseph T. Sutton, and introduced the Executive Committee.

The minutes of the 1999 Annual business meeting was presented by Janis Lowther. Robert Gottesman, Auburn University, pointed out that Cara Mia Braswell's name was misspelled. No other additions/corrections were noted and Priscilla Holland, UNA, made a motion to accept the minutes as corrected. Cathy Tanner, Bishop State CC seconded the motion, and minutes were approved.

Next, Treasurer, Brenda Bryant, from Alabama State University, presented the Treasurer's Report. Kim Thoma made a motion, with a second by Linda Lunsford, to accept the report as presented. The motion carried. Teresa explained the role change of Treasurer and that the financial records would be reviewed by an accountant

Due to the illness and absence of Vice President/Program Chair Mimi McDaniel, from Alabama State University, a conference update was given by Brenda Bryant. She reported that there were 67 paid memberships (five not present), with 70 attendees at the conference and a present membership of 74. She thanked the local hosts, Linda Lunsford, Faulkner State CC, Cathy Tanner, Bishop State CC and members of their committee, for all their hard work in planning, preparing and carrying out the conference. She then presented the local hosts with small gifts from Mimi.

Teresa announced to the members that due to the redesign/collection period changes/web transmittal of IPEDS data, ALAIR, in conjunction with ACHE, will be hosting an IPEDS Training Workshop August 17 and 18, 2000, at USA in Mobile. AIR has developed and is making grants available to host regional workshops throughout the country to train personnel in web based submission of IPEDS data. Alabama institutional personnel will be given a first, limited time, opportunity to register for this workshop, then registration will be opened to other states. There will be a \$40 registration fee and other information/registration material will be mailed soon. Bill Fendley, UA, asked if there is a maximum number of participants that will be accepted. Teresa reported that there is a maximum number of 120 that can register, and a waiting list will be kept. Cathy Tanner asked if there is a maximum number from each institution. Janis will check with NCES.

Next, Teresa made a presentation to Dr. Sutton. A brick paver on the University of Alabama Crimson Promenade has been placed in his honor by ALAIR. Dr. Sutton graciously thanked the group and told why the award was so special to him.

Jim Eck, Samford University, represented the Nominating Committee (Anna T. Waggener, University of South Alabama, Jim Eck and, Monica Presswood-Smith - Alabama State University) and presented the slate of officers for 2000-2001:

Vice President, President Elect Dr. Priscilla Holland
Director of Research, Planning and Institutional Effectiveness
University of North Alabama

Secretary Ms. Cara Mia Braswell
Coordinator, Institutional Studies
Auburn University

Nominating Committee
Member Ms. Kris R. Mascetti
Assistant Director, Institutional Studies
Auburn University at Montgomery

Member Mr. Rod McSwain
Coordinator of Research
Bishop State Community College

With no nominations from the floor, Bill Fendley made a motion and was seconded by Judy Miller, that the slate of officers be accepted as presented. The motion carried. Teresa announced that the new President would appoint three members-at-large at a later time.

The following four awards were announced by Teresa:

AIR Travel Grant Award to the 2000 AIR Forum in Cincinnati, Ohio in May, 2000, to:
Kris Mascetti, Auburn University at Montgomery

SAIR Travel Grant Award to the 1999 SAIR Conference in Chattanooga, TN. in October,
1999, to:

Donna Venus, Jefferson State Community College

Best Paper Presentation Award to AIR

Priscilla Holland, University of North Alabama

(her paper will be presented on Monday at 10:00 a.m. at the conference)

The Joseph T. Sutton Leadership Award, (after Teresa read the description of the award guidelines), was presented by Dr. Sutton to:

Sam Lowther, Auburn University

Bill Fendley was recognized and made announcements for the 2000 AIR Forum to be held in Cincinnati in May. The next Forum will be held in Long Beach, California in June, 2001. He also announced that AIR paper publications were converting to electronic distribution.

Harriott Calhoun, Vice President/Program Chair of SAIR, urged everyone to attend the 2000 SAIR Conference to be held in Myrtle Beach, South Carolina, in October. Four members of ALAIR are on the SAIR board at present. She urged everyone's participation at the conference.

Jim Eck then made a presentation to the 1999-2000 outgoing president, Teresa Hall.

With no other business, the meeting was then adjourned.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Janis Lowther". The signature is written in black ink and is positioned above the printed name and title.

Janis Lowther
Secretary

ALABAMA ASSOCIATION FOR INSTITUTIONAL RESEARCH

April 14, 2000

Treasurer's Annual Report

Original Deposits

Checking: Transfer of Treasure Funds	\$ 1,000.00
Membership	\$ 140.00
	\$ 1,140.00
Savings: Transfer of Treasure Funds	\$ 3,000.00
	\$ 3,000.00

CHECKING

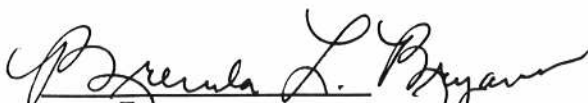
Deposits	Dividends	\$ 6.83
	Executive Members (Lunch)	\$ 120.25
	Refund (Labels returned)	\$ 21.70
	Transfer from Savings	\$ 1,500.00
	2000 Conference Registration	\$ 2,240.00
		<u>\$ 3,888.78</u>
Disbursements	Check order	\$ (9.15)
	The UA-Tuscaloosa-Brick Paver-Sutton	\$ (100.00)
	ALAIR Grant - SAIR	\$ (200.00)
	Quality Inn Beachside (Conference Deposit)	\$ (250.00)
	POSTAGE	\$ (221.10)
	Discount Printing- Newsletter & Workshop	\$ (230.28)
	Quality Inn Beachside-Executive Lunch	\$ (120.21)
	99 Regional Honorarium	\$ (50.00)
	SUPPLIES - Regional WORKSHOP	\$ (72.57)
	Honorariums, 2000 Regional Workshop	\$ (300.00)
	Samford University, Workshop Expenses	\$ (100.00)
	UAB-Refund 2000 Conference Registration	\$ (40.00)
	2000 Conference Expenses	\$ (394.95)
		<u>\$ (2,088.26)</u>
		\$ 1,800.52

SAVINGS

Deposits	Membership, 1999-2000	\$ 175.00
	AIR GRANT	\$ 300.00
	1999 Conference Registration	\$ 165.00
	Dividends	\$ 79.64
	Membership, 2000-20001	\$ 25.00
	Transfer of Treasure Funds	\$ 738.57
		<u>\$ 1,483.21</u>
Disbursements	MAX Membership Fee	\$ (1.00)
	Transfer to Checking	\$ (1,500.00)
		<u>\$ (1,501.00)</u>
		\$ (17.79)

TOTAL CASH ON HAND

CHECKING	\$ 2,940.52
SAVINGS	\$ 2,982.21
	<u>\$ 5,922.73</u>


Treasurer