

ALAIR Business Meeting

University of North Alabama

Florence, Alabama

Friday April 6, 2001

Call to Order

The Alabama Association for Institutional Research Annual Business Meeting was called to order by Mimi McDaniel Johnson at the University of North Alabama, Florence, Alabama at 12:45 p.m., after lunch was served. Music had been provided by the University of North Alabama Jazz Band. Mimi welcomed all members along with executive committee members, and Dr. and Mrs. Joseph T. Sutton.

Minutes

The minutes of the 2000 Annual Meeting were presented by Cara Mia Braswell. A motion was made by Myrtes Green to accept the minutes as approved which was seconded by Jim Eck. The motion was carried.

Treasurer's Report

The treasurer's report was given by Brenda Bryant showing cash on hand to be \$2158.65 and savings to be \$3758.75. Brenda reported that a financial review of ALAIR records had been conducted this year by an accountant (Ms. Alonzetta Landrum-Sims) and that the resulting minor recommendations in accounting procedures were approved by the executive committee. A motion was made by Teresa Hall to accept the treasurer's report as presented and seconded by Priscilla Holland. The motion was carried.

Conference Update

Priscilla Holland gave an update of this year's annual conference. She reported that there were 45 attendees at the conference. General housekeeping details were discussed regarding the remainder of the day. Priscilla gave a special thanks to her staff who handled local arrangements (Kathy Robbins, Todd Stanfield, and Gail Overby). Additionally, Dr. Holland expressed appreciation for the use of a van provided by Northwest Shoals Community College with the help of Glenda Colagross.

New Business

Proposed changes in bylaw and constitution were presented and discussed with ALAIR membership. The changes presented divided the membership into three classifications, regular membership, student membership, and emeritus membership for the purposes of recruiting additional members considering the field and those that are no longer actively employed. The changes give requirements for both graduate and emeritus membership eligibility and allow the executive committee to set alternate membership for those that do not pay a conference registration fee. A motion was made by Steve Fancher to approve the changes as proposed. The motion was seconded by Dan Tennimon and carried by the membership.

Report from Nominating Committee

Teresa Hall introduced two other members of the nominating committee, Kris Reed Mascetti from Auburn University at Montgomery and Roderick McSwain from Bishop State Community College and expressed appreciation for their help in developing this slate of officers. The following slate of officers was presented to the members with the endorsement of the executive committee:

Vice-President: Jim Eck from Samford University

Treasurer: Steve Fancher from Montevallo University

Members of the Nominating Committee: Marvalene Freeman from Talladege College

Kelly D'Eath from Snead State Community College

There being no further nominations from the floor, a motion was made by Steve Fancher to accept the slate of officers as presented. The motion was seconded by Kathy Robbins and carried by the membership.

Report from the Awards Committee

Teresa Hall again expressed appreciation to Kris Reed Mascetti and Roderick McSwain for their help with selecting the following awards determined each year by ALAIR:

ALAIR Travel Grant to AIR in the amount of \$300 - **Dr. Harriot Calhoun** of Jefferson State Community College;

Best Presentation ALAIR Annual Conference from 2000 ALAIR Annual Conference - **Cara Mia Braswell, Robert Gottesman, and David Lane**, for "Analysis of Factors Influencing Employment Migration of Recent Degree Recipients."

The Joseph T. Sutton Award - **Dr. Myrtes Dunn Green** from Stillman College.

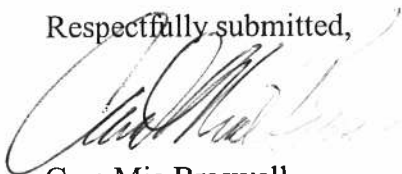
Dr. Sutton was asked to present the award to Dr. Green. The Sutton award was described as the highest honor our Association has to bestow. Dr. Green's accomplishments both in and outside of ALAIR were described.

Finally, Teresa presented a token of appreciation to Mimi McDaniel Johnson for being a gracious and charming leader while implementing several new initiatives during her term as president of ALAIR.

Other Business

Mimi McDaniel Johnson discussed the accomplishments of ALAIR throughout the year including the first review of ALAIR financial records, implementing certificates of membership, increasing membership by 34% and establishing an ALAIR web site. There being no further business, the meeting was adjourned.

Respectfully submitted,



Cara Mia Braswell
Secretary, ALAIR

ALABAMA ASSOCIATION FOR INSTITUTIONAL RESEARCH

April 15, 2000 - April 6, 2001

Treasurer's Annual Report

2000 BALANCES

Checking:	\$ 2,940.52
Savings:	\$ 2,982.21
TOTAL	\$ 5,922.73

2000-2001 ----- CHECKING

Receipts (+)

Dividends	\$ 31.28
Donation From Regional Speaker	\$ 50.00
Refund (Void of lost Check)	\$ 25.49
Transfer from Savings	\$ 1,000.00
2000 Conference Registraton	\$ 1,465.00
2000 Membership	\$ 355.00
AIR GRANT - IPEDS Workshop	\$ 2,500.00
IPEDS Workshop Registration	\$ 2,445.00
2001 Conference Registration	\$ 1,675.00
2001 Membership	\$ 40.00
	<u>\$ 9,586.77</u>

Disbursements (-)

Financial Record Audit	\$ 250.00
ALAIR Grant - AIR (AUM)	\$ 300.00
ALAIR Grant - SAIR (UWA)	\$ 200.00
ALAIR BEST PAPER AWARD (UNA)	\$ 200.00
Printing- Newsletter & Workshop	\$ 721.29
POSTAGE	\$ 302.60
SUPPLIES - 2000 Regional Workshop	\$ 25.49
SUPPLIES - 2000 Conference	\$ 1,729.44
Honorariums, 2000 Conference	\$ 653.52
IPEDS Workshop	\$ 5,703.80
2001 Conference Expenses	\$ 192.50
Membership Certificates	\$ 90.00
	<u>\$ 10,368.64</u>

2000-2001 ----- SAVINGS

Receipts (+)

2000 Membership	\$ 200.00
IPEDS Workshop Registration	\$ 1,480.00
Dividends	\$ 96.54
	<u>\$ 1,776.54</u>

Disbursements (-)

Transfer to Checking	\$ 1,000.00
	<u>\$ 1,000.00</u>

TOTAL CASH ON HAND

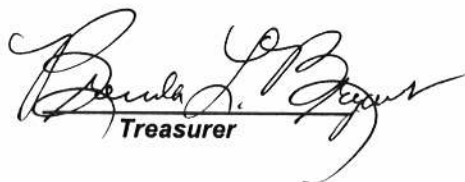
CHECKING

\$ 2,158.65

SAVINGS

\$ 3,758.75

\$ 5,917.40


Treasurer

PROPOSED CHANGES IN ALAIR CONSTITUTION AND BYLAWS

Included in this handout are proposed changes to the Constitution and Bylaws of the Association. The changes divide our membership into three classifications: regular membership, student membership, and emeritus membership. The Bylaws revision will allow variable membership charges to be assessed to the three classifications and sets forth in the Bylaws the current practice of allowing the Executive Committee to set a membership fee for members not attending the annual conference.

CONSTITUTION

Article III Membership and Voting

The qualifications of members and the manner of their admission shall be as follows:

~~Section 1. Membership shall be open to any person who is actively engaged in institutional research or who has professional interest in activities related to institutional research.~~

Section 2-1. Membership in the Association and election to any office or appointment to any committee shall not be based on race, ethnic origin, sex, age, or religious conviction.

Section 2. *There shall be the following categories of membership: regular membership, graduate student membership, and emeritus membership.*

Section 3. *To be eligible for regular membership, a person must (a) be actively engaged in institutional research, or (b) have a professional interest in activities related to institutional research.*

Section 4. *To be eligible for graduate student membership, a person must be actively pursuing a graduate degree, must not be employed full time, and must (a) be actively engaged in institutional research, or (b) have a professional interest in activities related to institutional research.*

Section 5. *To be eligible for emeritus membership, a person must be retired and must have been an active member of the Association for a minimum of five years immediately preceding retirement. A person who retired before the fifth anniversary of the Association must have been actively engaged in institutional research for five years prior to retirement, and must have been a member of the Association in each year between the Association's founding and the person's retirement.*

~~Section 3. Membership shall include all individuals who register for attendance at the annual conference of the Association, or otherwise pay annual dues set by the Association.~~

Section 6. *All individuals who register for attendance at the annual conference of the Association, or who otherwise pay annual dues set by the Association, shall be considered regular members unless a different membership classification is requested.*

Section 4-7. All registered members, *regardless of membership category*, who attend the annual conference shall be allowed to vote on Association business. Election of Association officers shall be held at the annual conference business meeting.

BYLAWS

Article V Fees

~~A registration fee~~ *Registration fees* shall be assessed to all who attend the annual conference each year.

Alternate membership fees shall be determined by the Executive Committee and will be assessed to anyone who does not pay a registration fee but wishes to be a member of the Association.

~~This fee~~ *Fees* shall be reviewed and set annually by the Executive Committee.