

ALAIR Annual Business Meeting

UNIVERSITY OF ALABAMA AT BIRMINGHAM

Birmingham, Alabama

Friday, April 30, 2004

Welcome and Introductions

The ALAIR Annual Business Meeting was called to order at 12:30 p.m. by President Dan Tennimon in the Hill University Center of the University of Alabama at Birmingham. President Tennimon welcomed the conference attendees and extended well deserved accolades to Kris Mascetti (ALAIR "Vice President-President Elect/Program Chair), Mary Beth Adams and the entire UAB Institutional Research staff for planning/hosting a great conference with a number of record-breaking events. President Tennimon acknowledged Dr. and Mrs. Joseph T. Sutton, Dr. Glenna Brown (UAB), Dr. Joseph Hoey (Georgia Institute of Technology) and Dr. Larry Jones (University of Georgia) as honored guests. Mr. Tennimon introduced the 2003-2004 outgoing ALAIR Executive Board and extended a word of thanks to each member for their commitment to ALAIR during the past year. The outgoing ALAIR Board includes Dr. William 'Bill' Fendley (Past President), Cathy Tanner (Secretary), Dr. Matthew Campbell and Patricia Pratt (Nominating Committee) as well as Janis Lowther, Bai Kang and Sarah Latham (Members-at-Large).

Minutes from 2003 Business Meeting

Cathy Tanner, Secretary, presented the minutes of the Annual Business Meeting held at Troy State University Montgomery on April 4, 2003. A motion was made by Ruthie Osborn and seconded by Priscilla Holland that the minutes be approved as read. The motion carried.

Treasurer's Report

The treasurer's report was given by William 'Billy' Hughes. Mr. Hughes reported that pending payment of conference expenditures, the ALAIR Current Fund balance is \$9,041.31 which includes a Checking Account balance of \$6,622.84 and a Savings Account balance of \$2,418.47. A motion was made by Jane Mathis-Hopson and seconded by Hanne Delbridge that the Treasurer's report be approved as read. The motion carried.

Conference Update

Kris Mascetti, Program Chair, began her remarks by thanking the UAB local arrangement hosts (Mary Beth Adams, Teresa Hall, Jane Mathis-Hopson and Renea Graves) and Robert Hines from Auburn University Montgomery for their untiring assistance in making the 2004 ALAIR Conference a truly memorable event in a number of ways. Kris indicated that 89 individuals had registered for the conference and a total of 96 were in attendance including the special guests. Some other record-breaking details included 50 registrants for the SACS pre-conference workshop and 51 participants attended the Thursday Night Dinner. Conference Newcomers totaled 30 and were so designated by a smiley face sticker on their name badge. The 2004 ALAIR Conference had nine concurrent sessions which afforded conference attendees with a broad range of professional development opportunities. And finally, this year's conference included vendor sponsored refreshment breaks. Kris announced that the General Session topic would be Project Based Assessment and would be presented by Dr. Joseph Hoey. Kris closed by encouraging everyone to complete their conference evaluations.

New Business

President Dan Tennimon acknowledged the dedicated service of two special ALAIR members, Sam and Janis Lowther, who share a devotion to ALAIR as well as each other. Janis Lowther (now retired from the Alabama Commission on Higher Education) has served as preparer of the ALAIR Resource Directory since its inception. Sam Lowther (Executive Director for Planning and Analysis at Auburn University) has served as webmaster for the ALAIR website since its founding as well. Dan extended many thanks to both Sam and Janis for their collective contributions to ALAIR over the years. Dan further extended best wishes to Janis on her retirement.

Nominating/Awards Committee Report

Dr. William 'Bill' Fendley, ALAIR Past President and Chair of the Nominating/Awards Committee, began his report by stating that this is the fun part of the ALAIR Annual Business Meeting. Each year, ALAIR extends an invitation to the membership to apply for a couple of professional development grants to assist with travel expenses to the SAIR Conference and the AIR Forum. The Nominating/Awards Committee has the responsibility of selecting a recipient who meets the stated awards criteria. Dr. Fendley reported that the ALAIR Travel Grant for the 2003 SAIR Conference was presented to Donna Venus (Jefferson State Community College) and the ALAIR Travel Grant for the 2004 AIR Forum was presented to Robert Gottesman (Auburn University).

Dr. Fendley stated that the Best Paper Presentation from the 2003 ALAIR Annual Conference was presented to Dr. Matthew Campbell (University of Alabama in Huntsville) who will receive a small grant to attend the 2004 AIR Forum in Boston, MA to present his paper about the performance assessment of community college students after transferring to a land grant university. Dr. Campbell was also presented with a Best Paper Certificate by Dr. Fendley.

Proceeding with the nominations for the 2004 Slate of ALAIR Officers, Dr. Fendley acknowledged the nominating committee members, Matthew Campbell and Patricia Pratt. In addition, Dr. Fendley also announced the continuing members of the ALAIR Board for 2004-2005: President – Kris Mascetti, Treasurer – William 'Billy' Hughes, and Past President – Dan Tennimon. Lastly, Dr. Fendley presented the 2004-2005 proposed slate of officers for consideration by the ALAIR membership as follows:

Vice-President/President Elect: **Dr. Cara Mia Pugh** - Auburn University
Secretary: **Ms. Jane Mathis-Hopson** - University of Alabama
at Birmingham
Nominating Committee: **Ms. Kimberly Brinkley-Jones** - Troy State University
Dr. Robert Lester - Faulkner University

With no further nominations from the floor, a motion to accept the slate of nominations was made by Teresa Hall and seconded by Stephen Fancher. The motion carried. Dr. Fendley then presented the Outgoing President's Gift to Dan Tennimon who again thanked the Executive Committee for all their support.

Presentation of the 2004 Joseph T. Sutton Award

President Dan Tennimon completed the Nominations/Awards Committee Report by describing the 2004 recipient of the Joseph T. Sutton Award - - the highest award bestowed by ALAIR.

The purpose of the Sutton Award is to recognize Alabamians who have demonstrated leadership and outstanding accomplishment in the field of institutional research. It is given only to persons who possess leadership skills and who have supported and enhanced the goals of ALAIR. The 2004 Joseph T. Sutton Award was presented to Dr. William 'Bill' Fendley, Director of Institutional Research at The University of Alabama. This award is presented with bitter sweetness due to fact that Dr. Fendley has accepted a new position at Wayne Sate University in Detroit, Michigan. Dr. Fendley was described as one who voluntarily stepped in to assume the responsibilities of ALAIR President when needed. Dan Tennimon stated that Dr. Fendley had already established himself as a worker and leader in Alabama through all of his contributions to ALAIR. Dan closed his remarks by extending best wishes to Dr. Fendley in his new appointment at Wayne State University.

Dr. William 'Bill' Fendley graciously accepted the award and commented as follows: "It is an extreme honor to receive this award. Dr. Sutton has set a high standard for Alabama institutional researchers to pursue. There are so many people to thank for their support during my presidency of ALAIR, SAIR, and AIR. I have enjoyed working in Alabama. I have a great staff at The University of Alabama --Stephanie and Sharon. Thank you all and know that it comes from the bottom of my heart."

Other Business

President Dan Tennimon called everyone's attention to the newly revised ALAIR Constitution and By-Laws documents which was prepared as a special assignment by the Members-at Large: Janis Lowther, Bai Kang, and Sarah Latham. Following a brief explanation of the need for updating these important organizational documents, President Tennimon opened the floor for discussion. Teresa Hall asked if the changes were circulated 30 days prior to this meeting. President Tennimon conferred with Janis Lowther who indicated that the documents had been circulated via email. There being no further questions, Teresa Hall made a motion to accept the newly revised ALAIR Constitution and By-Laws as amended. The motion was seconded by Robert Gottesman. The motion carried.

Announcements

President Dan Tennimon asked for announcements from the floor. Dr. William 'Bill' Fendley announced that the 2004 AIR Forum will be held on May 30 – June 2 in Boston, MA and that he is looking for a great contingency from Alabama to attend the Forum. Teresa Hall announced that the 2004 SAIR Conference will be held on October 17-19 in Biloxi, MS. Teresa will complete her tenure on the SAIR Board as Secretary this year. The SAIR Conference will be close to home, easy to get to and cost effective. President Tennimon encouraged everyone to participate in AIR and SAIR to the fullest extent possible and to consider presenting a proposal for hosting the next ALAIR Annual Conference. He also recognized ALAIR's very first president, Dr. Al Yeager, upon the occasion of his retirement.

Without further business, the ALAIR Annual Business Meeting was adjourned.

Respectfully submitted,

Cathy R. Tanner
Secretary

Alabama Association for Institutional Research
Treasurer's Annual Report - April 1, 2003 - April 29, 2004

Annual Conference - University of Alabama at Birmingham

Savings Account

Date	Transaction	Debit	Credit	Balance
6/27/2003	Initial Deposit from treasurer transfer		\$2,022.93	\$2,022.93
6/31/2003	Interest		\$0.01	\$2,022.94
7/28/2003	Deposit - 2 memberships		\$30.00	\$2,052.94
8/7/2003	Deposit - 1 membership		\$15.00	\$2,067.94
8/28/2003	Deposit - 2 memberships		\$30.00	\$2,097.94
9/16/2003	Deposit - 1 membership		\$15.00	\$2,112.94
9/23/2003	Deposit - 1 membership		\$15.00	\$2,127.94
9/30/2003	Interest		\$0.26	\$2,128.20
11/26/2003	Deposit - 1 membership		\$15.00	\$2,143.20
12/11/2003	Deposit - 1 membership		\$15.00	\$2,158.20
12/15/2003	Deposit - 1 membership		\$15.00	\$2,173.20
12/31/2003	Interest		\$0.27	\$2,173.47
2/12/2004	Deposit - 1 membership		\$15.00	\$2,188.47
2/24/2004	Deposit - 2 memberships		\$30.00	\$2,218.47
3/4/2004	Deposit -Donation		\$200.00	\$2,418.47
	Current Balance			\$2,418.47

Total from Checking:	\$6,622.84
Total from Savings:	\$2,418.47
Total Current Cash on Hand:	\$9,041.31

Respectively Submitted: William W. Hughes, Treasurer

April 26, 2004