

ALABAMA ASSOCIATION OF INSTITUTIONAL RESEARCH

Executive Committee Meeting
March 21, 2013
University of Alabama, Tuscaloosa, AL

Officers Present

President: John McIntosh
Vice President: Jon Acker
Secretary: Michelle Hower
Treasurer: Kristi Barnett
Nominating Committee: Donna Sanders
Members-at-Large: Angel Jowers

Officers Absent

Past President (Acting): Alicia Simmons
Members-at-Large: Linda Caldwell
Nominating Committee: Tangela Purifoy;

MEETING MINUTES

CALL TO ORDER:

The meeting was called to order by President John McIntosh at 8:55 AM.

OLD BUSINESS: CONFERENCE UPDATE

- Kristi Barnett noted that 68 people had registered for the conference and that 58 people had registered for the tailgate party.
- John McIntosh noted that he received a number of responses from institutions that had not attended in a while. Some of them could not attend this year, but the conference updates had been a point of reconnection for those institutions. John noted this is due to better conference advertising and should be continued in future years.
- Jon showed the name badges for this year's conference and showed that the badges contained door prize and tailgate party information. He also noted that he will include in his announcements at the business meeting that members should be encouraged to host conferences and participate in the Executive Committee when nominated. Jon noted that Big Al would be at the tailgate party and available for pictures.
- John McIntosh recognized Jon Acker and thanked him for his hard work on the conference.
- It was noted that the Treasurer's Report and minutes from the last annual meeting were ready for the annual meeting.
- Kristi Barnett noted that Kristy Swindle would be running the registration table and would need a lunch break around 11:30; other executive committee members agreed to help with this.

NEW BUSINESS: CONFERENCE 2014

- Kristi Barnett said we need to discuss and set a policy for conference refunds and for bounced checks. She will check in the SAIR and AIR's policies and report back.
- The committee discussed some possible locations for future conferences. Most suggestions focused on central Alabama; specifically the Birmingham and surrounding areas.
- It was suggested that the Committee review and update bylaws so that conference locations could be chosen 1 to 2 years in advance, if such proposals are received. John noted that turnovers in IR might make long range conference planning difficult.

ADJOURNMENT

The meeting was adjourned at 9:25.

Respectfully submitted,

Michelle Hower