

ALABAMA ASSOCIATION OF INSTITUTIONAL RESEARCH

Annual Business Meeting

March 22, 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

Officers Absent

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

MEETING MINUTES

CALL TO ORDER: The meeting was called to order by President John McIntosh at 12:14 PM.

WELCOME AND INTRODUCTIONS: John McIntosh recognized the 2012-2013 ALAIR officers for their hard work. He announced that the recourse directory was updated and on the website, and thanked Jon Acker and Linda Caldwell for their work on this project. John announced that due to feedback from last year's conference, the officers worked hard to market this annual conference well. John indicated that this had provided us with more attendance and reconnection with schools that had not attended in a while. John noted that the officers intend to continue this.

REVIEW OF MINUTES: The minutes of the April 13, 2012 Annual Business Meeting were reviewed and approved.

TREASURE'S REPORT: The treasurer's report was reviewed and approved.

OLD BUSINESS: None

NEW BUSINESS: Jon Acker gave information about this year's conference noting that ALAIR had 69 registered attendees this year. Jon reminded attendees about the upcoming SAIR and AIR conferences. He also encouraged attendees to consider hosting the annual ALAIR conference. Jon also presented President John McIntosh with a commemorative box and thanked him for serving as president for two years.

NOMINATING COMMITTEE REPORT: Donna Sanders of Troy University reported for committee chair Alicia Simmons. The Nominating Committee brought forth the following presentations:

- ALAIR 2012 Best Presentation – Glenda Colagross, North West Shoals Community College for *Reverse Transfer – It's Like Magic*
- ALAIR Travel Grant (to SAIR) – Annette Cederhold, Snead State Community College.

The Nominating Committee reported a slate of nominees. The nominations were unanimously approved as follows:

- Vice President: Dr. Annette Cederholm, Snead State Community College
- Treasurer: Tienhan Ma, Jacksonville State University
- Nominating Committee: Dr. A. J. Brigati, Miles College
Frank Barefield, Wallace Community College

OTHER BUSINESS: None

ANNOUNCEMENTS: President John McIntosh announced the following upcoming conferences:

- AIR Forum- May 18-22, 2013, Long Beach, CA
- SAIR Conference- October 5-8, 2013, Memphis, TN

John McIntosh made the following acknowledgements:

- The University of Alabama and their President for the financial support of the conference including subsidizing the Hotel Capstone room rates.
- Jon Acker and the other officers for an outstanding annual conference
- Sheila Morris, North West Shoals Community College, for her assistance to John McIntosh
- Conference vendors for their support and their timely workshops

John congratulated the newly elected officers and noted there would be a transition meeting sometime in May.

Door prizes were given away.

ADJOURNMENT: President John McIntosh adjourned the annual business meeting at 12:41 PM.

Respectfully submitted,
Michelle Hower

Alabama Association for Institutional Research

March Meeting Treasurer's Report: March 22, 2013

ALAIR 2013 Conference - University of Alabama

Total funds from previous Report:

\$7,615.16

Checking Account

Check	Date	Transaction	Debit	Credit	Balance
	2/4/2013	Beginning Balance			\$7,615.16
	2/18/2013	Refund (Donna Sanders)	\$20.00		\$7,595.16
	2/19/2013	Deposit		\$1,325.00	\$8,920.16
	2/28/2013	Deposit		\$1,070.00	\$9,990.16
	3/1/2013	Deposit		\$120.00	\$10,110.16
	3/6/2013	Deposit		\$1,410.00	\$11,520.16
267	3/7/2013	Refund (Samford University)	\$160.00		\$11,360.16
268	3/11/2013	Refund (ESCC)	\$30.00		\$11,330.16
	3/13/2013	Deposit		\$1,665.00	\$12,995.16
	3/18/2013	Returned Check	\$80.00		\$12,915.16
	3/18/2013	Returned Check Fee	\$10.00		\$12,905.16
	3/19/2013	Deposit		\$225.00	\$13,130.16
		Current Balance			\$13,130.16

Certificate of Deposit*

Date	Transaction	Debit	Credit	Balance
2/23/2013	Value			\$5,630.89
	Interest		\$1.42	\$5,632.31
	Current Value			\$5,632.31

Total from Checking:	\$13,130.16
Total from CD:	\$5,632.31
Total Cash on Hand:	\$18,762.47

Treasurer's Notes:

Certificate of Deposit scheduled to auto renew on 07/21/2013.

Respectfully Submitted: Kristi Barnett, Treasurer

03/19/2013