



Alabama Association for Institutional Research

Leadership Transition Meeting Minutes

Date: Monday, June 9, 2014

Time: 10:00 AM to 10:25 AM

Location: Propst Hall, Samford University, Birmingham, AL

Present: Past President Jon Acker, President Annette Cederholm, Vice President – Angel Jowers, Treasurer Tienhan Ma, Secretary Lesley Shotts, Nominating Committee Member Toner Evans

Next Meeting: TBD

Call to order: A leadership transition meeting of the Alabama Association for Institutional Research (ALAIR) was held in Propst Hall at Samford University in Birmingham, AL on Monday, June 9, 2014. The meeting convened at 10:00 AM, with Past President Jon Acker and President Annette Cederholm presiding. The minutes were taken by Secretary Lesley Shotts.

Approval of Minutes: The minutes from the 2014 ALAIR Annual Conference were read by Secretary Lesley Shotts.

Treasurer's Report: The Treasurer's Report was read by Treasurer Tienhan Ma (see Attachment A).

2015 ALAIR Annual Conference Planning: The conference is still anticipated to be held in Dothan, AL and hosted by Wallace Community College. Frank Barefield is the contact at Wallace Dothan for conference planning. He will be contacted and additional information will be shared at the next leadership meeting.

There was no other business. The meeting was adjourned at 10:25 AM.

Alabama Association for Institutional Research

April Meeting Treasurer's Report: April 4, 2014

ALAIR 2014 Conference - The Westin Huntsville

Total funds from previous Report (February 2014):

\$15,890.64

Checking Account

Check	Date	Transaction	Debit	Credit	Balance
	2/27/2014	Beginning Balance			\$10,030.29
	2/28/2014	Electronic deposit		\$123.00	\$10,153.29
	3/3/2014	US Space & Rocket Center	\$500.00		\$9,653.29
	3/7/2014	Deposit		\$716.00	\$10,369.29
	3/14/2014	Deposit (with 1 e-deposit)		\$1,511.00	\$11,880.29
	3/21/2014	Deposit		\$2,421.00	\$14,301.29
	4/2/2014	Deposit		\$651.00	\$14,952.29
1004	4/3/2014	Refund (Auburn University-Montgomery)	\$95.00		\$14,857.29
		Current Balance			\$14,857.29

Certificate of Deposit*

Date	Transaction	Debit	Credit	Balance
2/27/2014	YTD Interest		\$1.42	
	Value as of 2/27/2014			\$5,637.43
	Current Value			\$5,637.43

Total from Checking:	\$14,857.29
Total from CD:	\$5,637.43
Total Cash on Hand:	\$20,494.72

Respectfully Submitted: Tienhan Ma, Treasurer

04/04/2014



OFFICER NOMINATIONS FOR 2014-2015

Vice-President

Angel Jowers – University of West Alabama

Ms. Angel Jowers, Director of Institutional Effectiveness, earned her B.S. in Sociology and her Master of Science degree in Counseling/Psychology from The University of West Alabama. After a rewarding thirteen year career in community mental health as a counselor for troubled youth, she began working for the University of West Alabama in 2008 as the first Coordinator of Planning and Assessment, which provided her first experience with SACSCOC in assisting the then Director of Institutional Effectiveness compose the Fifth-Year Interim Report. In 2011, she was promoted to Director of Institutional Effectiveness and helped guide the university successfully through a Special Committee Visit by SACSCOC to establish compliance with institutional effectiveness standards. She also served as Resource Chair for the SACS Leadership Team during the 2013 reaffirmation. Ms. Jowers is active in professional organizations for institutional research serving as Member-at-large for the Alabama Association of Institutional Research, Peer Reviewer for the Southern Association of Institutional Research, and Proposal Review Committee member for the Association of Institutional Research. She has also made professional presentations at each of these organizations over the past six years. Ms. Jowers is committed to university and community service serving on several university committees, advisor to Alpha Sigma Alpha sorority, and Team Development Chair for Sumter County's Relay for Life for the past eight years.

Secretary

Lesley Shotts – J. F. Drake State Community and Technical College

Lesley Shotts serves as the Research and Grants Coordinator at J.F. Drake State Community and Technical College working with institutional research, accreditation, institutional effectiveness, and grants. She has over 8 years of experience in education. She also serves on the College's Accreditation Steering Committee and as the QEP Co-Chair. She is a member of ALAIR, SAIR, and AIR. She is currently pursuing an Ed.D. in Community College Leadership at Morgan State University.

Nominating Committee (2 Positions)

Lindsay Hutcherson – Alabama Southern Community College

Mrs. Lindsay Hutcherson is the Director of Institutional Effectiveness and Research at Alabama Southern Community College in Monroeville, Alabama. In addition, she teaches a college orientation course for first year students. Prior to serving in this capacity, she spent six years working in the Office of Undergraduate Admissions and Scholarships at the University of Alabama in Tuscaloosa. She received a Bachelor of Science in Business Management and a Master's degree in Higher Education Administration both from UA.

Toner Evans – Samford University

Toner Evans is a 1992 Graduate of Auburn University with a BS in Applied Mathematics. He has been employed at the Samford University Office of Institutional Effectiveness since June 2010. His primary responsibilities include HR reporting/requests, internal and external reporting (IPEDS/AAUP/CUPA HR), Factbook, Qualtrics survey analysis, and ad hoc requests on student demographics. Toner has been a member of ALAIR and SAIR since June 2010, having attended all SAIR meetings and 4 ALAIR meetings since June 2010. His publications include, Ed Cherry , Stephanie Havron Rollins & Toner Evans (2013) *Proving Our Worth: The Impact of Electronic Resource Usage on Academic Achievement, College & Undergraduate Libraries*, 20:3-4, 386-398.