



For Approval by Membership at the 2021 ALAIR Annual Business Meeting

2020 ALAIR Annual Business Meeting Minutes

Date: Friday, March 13, 2020

Time: 12:34pm-1:15pm

Location: Hampton Inn & Suites, Orange Beach, AL

Present:

President	Wendy Broyles (Troy University)
Vice-president/Chair	Lesley Shotts (J.F. Drake State CTC)
Past President	Julianna Proctor (University of Alabama)
Treasurer	Nareiko Stephens (Jefferson State CC)
Secretary	Hayley Johnson (University of West Alabama)
Member-at-Large	Mattie Hudson (Wallace State CC-Hanceville)
Member-at-Large	Somer Givens (Auburn University)
Nominating Committee	Andrew Davis (Enterprise State CC)
Nominating Committee	Jessica Carroll (Wallace CC Selma)

Conference Theme: A New Decade of Data

Call to order: After morning conference sessions at the Orange Beach Hampton Inn and Suites, the 2020 Alabama Association for Institutional Research (ALAIR) Annual Business Meeting was called to order by President Wendy Broyles (Troy University) at 12:34pm on Friday, March 13, 2020. Wendy welcomed ALAIR members and thanked Vice-president and Conference Chair Lesley Shotts (J.F. Drake State Community and Technical College) for planning a great conference. She also introduced all of the present board members to the membership.

Approval of minutes: Wendy asked all members to review last year's March 8, 2019 Annual Business Meeting minutes. After giving members a few minutes to review minutes, Wendy asked if there were any changes to the minutes. There were no suggested changes. Angel Jowers (University of West Alabama) made a motion to accept the

minutes as is, and Hilary Carter (University of Alabama at Birmingham) seconded the motion. The minutes were accepted as is.

Treasurer's report: The ALAIR Treasurer's Report was distributed before the business meeting started. Treasurer Nareiko Stevens (Jefferson State Community College) stated the current treasurer's report starts on April 16, 2019 and ends on February 28, 2020. The current bank account balance is \$25,168.64. Nareiko stated that he withdrew \$10,000 to put into a CD at Regions Bank, with an ending balance of \$20,483.01 (this balance does not include some of the checks received at conference or balance on hold from PayPal). The grand total balance between the checking account and CD is \$30,538.69.

Nareiko stated 63 people registered for the conference, and there were 56 attendees. There were 14 institutional memberships, 25 individual memberships, and 31 institutions that registered for the conference. There were also 17 two-year institutions and 14 four-year institutions in attendance. ALAIR had 3 sponsors for the conference.

There were no suggested changes to the treasurer report, and the report was accepted as is. Wendy expressed thanks and appreciation for the support of our three sponsors: Emsi (platinum sponsor), Weave (platinum sponsor), and SAS (gold sponsor).

NEW BUSINESS

2020 AIR Forum and SAIR Conference: Wendy provided details to the membership about the 2020 AIR and SAIR conferences. The AIR conference will be held May 25-29, 2020 in New Orleans, Louisiana, and conference registration is now open. Matthew Campbell (Auburn University), Immediate Past President for SAIR, then discussed the upcoming SAIR conference, which will be held September 26-29, 2020 in Point Clear, Alabama. Matthew stated that it has been 24 years since SAIR has been held in Alabama. Conferences held in Alabama are some of the largest, and he encouraged all ALAIR members to attend. Matthew explained all ALAIR members are being offered a hotel code for \$99 a night, and he provided that code on a paper passed around to all in attendance. Matthew also mentioned that the program chair for SAIR is Suzanne Simpson from the University of Alabama in Huntsville.

Wendy then introduced all of the ALAIR Past Presidents in attendance at the luncheon, including Jon Acker (University of Alabama), Cara Mia Braswell (University of South Alabama), Angel Jowers (University of West Alabama), and MiMi Johnson (Trenholm State Community College). Wendy mentioned that the ALAIR Past Presidents in attendance at last year's conference received a turtle pin and they should wear it on their ALAIR badges at future conferences, much like the SAIR dinosaurs that signify Past Presidents of SAIR.

ALAIR Board Elections 2020-2021: Julianna Proctor (University of Alabama) discussed the nominations for the 2020-2021 slate of officers. Julianna reminded the membership that someone can submit themselves or submit any nominations in addition to those proposed by the nominating committee. Julianna then presented the slate of officers, as well as providing a biography for each nominee: Dr. Jacob Pleitz (University of Alabama) is being nominated as the Vice-President/Conference Chair; Dr. Shannon Levitzke (Lurleen

B. Wallace Community College) is being nominated as secretary; and Dr. Jesse Lowe (University of Alabama at Birmingham) and John Glasscock (Auburn University Montgomery) are being nominated as Nominating Committee members.

After the slate was presented, Julianna asked for nominations from the floor and explained that if additional nominations are made, we would vote by paper ballot. No nominations were made from the floor. Julianna moved that the membership approve all of the presented new officers. The slate was approved as presented.

Conference Recap: Lesley provided a conference recap. There were 24 attendees at the *IPEDS Beyond Compliance: How to Use IPEDS Data to Examine Student and Institutional Success* pre-conference workshop. Lesley also explained that Somer Givens (Auburn University) set up the conference evaluations and thanked her for those efforts.

Lesley said the executive board is always looking for a conference location for next year and other years as well. She stated if any institution was interested in hosting to please let one of the board members know.

Lesley then presented Wendy with the President's box and thanked her for her leadership and guidance.

Joseph T. Sutton Leadership Award 2020: Wendy stated the Joseph T. Sutton award is a very special award, and it has been a few years since this award has been given. Wendy explained the award and how it is awarded. She explained the qualifications to be eligible for this award. She then announced Cara Mia Braswell (University of South Alabama) as the 2020 Joseph T Sutton Leadership Award winner. Wendy presented a plaque to Cara Mia and read the letter that was sent to her University President on behalf of ALAIR.

Sam Lowther Travel Grant award: Wendy announced that Judy Harwell (University of West Alabama) was selected as the Sam Lowther Travel Grant award winner for 2020. Judy will be reimbursed \$300 to defray travel expenses after attending the SAIR Conference or AIR Forum in 2020.

Door Prizes: Attending institutions generously donated door prizes which Lesley awarded to attendees.

Adjournment: There was no other business to discuss and Wendy wished everyone safe travels and good health during this COVID-19 epidemic. The meeting was adjourned at 1:15pm.

Respectfully submitted,

Hayley Johnson
ALAIR Secretary 2019-2020