



*For Approval by Membership at the 2027 ALAIR Annual Business Meeting*

## 2026 ALAIR Annual Business Meeting Minutes

**Date:** Friday, March 13, 2026

**Time:** 12:00 pm-1:00 pm

**Location:** Southern Union State Community College, Opelika, AL

**Present:**

President	Jessica Carroll (Alabama Community College System)
Vice President/Chair	Jeffrey Guenther (Athens State University)
Past President	Preston Robinson (Tuskegee University)
Treasurer	Jesse Lowe (The University of Alabama at Birmingham)
Secretary	Michelle Tin (The University of Alabama)
Nominating Committee	Brian McGhee (University of South Alabama)
Nominating Committee	Mattie Hudson (Wallace State Community College)

**Conference Theme:** *Growth and Transformation Through Institutional Research*

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**Call to order:** After morning sessions and our keynote speakers at the 2026 Alabama Association for Institutional Research (ALAIR) conference, the Annual Business Meeting was called to order by President Jessica Carroll at 12:42 pm on Friday, March 13, 2026. Jessica thanked Vice President and Conference Chair Jeffrey Guenther for planning the conference and persevering through the uncontrollable misfortunes of power outages and internet problems.

**Approval of minutes:** Secretary Michelle Tin provided last year's Annual Business Meeting minutes and placed copies on each table. Jessica asked everyone to review the minutes and determine if any changes were needed. No changes were suggested. Mimi Johnson motioned to approve the minutes. Kenneth Jones seconded the motion, and the motion carried.

**Treasurer's report:** Treasurer Jesse Lowe states that prior to the conference, the ALAIR bank account had \$56,872.76. At the time of the business meeting, the balance was \$60,103.19. Not all conference expenditures and incoming payments have been processed, and this is a preliminary balance estimate. Kelly Birchfield motioned to approve the Treasurer's Report, Mandy Sessions seconded, and the motion carried.

**Conference Recap:** Vice President and Conference Chair Jeffrey Guenther thanked everyone for

attending and provided a summary of the conference. There were 13 sessions and 55 attendees from 24 institutions and organizations.

## NEW BUSINESS

**2026 AIR Forum and SAIR Conference:** Jessica reminded everyone that the annual AIR forum will be held May 26-29 in Washington, D.C., and the 2026 SAIR conference will be held October 24-27 in Little Rock, AR.

**Past Presidents:** Jessica asked all past ALAIR presidents to stand and be recognized. Preston Robinson, Mimi Johnson, Julianna Proctor, Kelly Birchfield, and Mandy Sessions stood for applause.

**New Proposal:** Jessica proposed that a small committee be formed to investigate and explore options for ALAIR to be able to offer a digital payment system for membership and registration fees. She and Jesse will be on the committee, and she called for additional volunteers. Jessica stated that she is in correspondence with the treasurer of SAIR and is interested in partnering or sharing software and event management resources. Jeff mentioned thanks to the University of Alabama for managing the ALAIR website and suggested that the committee seek a system that can potentially host or be integrated into the website.

Shae Robinson, Tony Hernandez, and Louis Shedd volunteered to serve on the committee.

**Awards:** Preston read the descriptions and requirements of the Sam Lowther Travel Grant and the Joseph T. Sutton Leadership award. The Sam Lowther Travel Grant was awarded to Emily Rothenbacher, Institutional Research Analyst at the University of Alabama.

The Joseph T. Sutton Leadership award was given to two members for their individual contributions to the field of institutional research: Dr. Kelly Birchfield, Director of the Office of Organizational Effectiveness and Research at the Alabama Community College System and Mandy Sessions, Director of Institutional Effectiveness at Wallace Community College. Each recipient will receive a plaque and a letter of commendation to their home institutions.

**ALAIR Board Elections 2026-2027:** Preston created a Microsoft Form with the nominees for each office and provided a QR code for members to scan with their cell phones and submit their votes online. The nominees were: Michelle Tin (University of Alabama) was nominated as Vice-President/Conference Chair, Eboni Love-Eiland (Trenholm State Community College) and Jeanne Stribling (Wallace State Community College) were nominated as Secretary, and John Glasscock (ACHE), Katherine Mann (Auburn University at Montgomery), Christine Curry (AIR University), and Marie Valentin (Jacksonville State University) were nominated as Nominating Committee members.

After confirming that everyone who wanted to submit a vote had done so, Preston closed the survey and the results of the digital vote were displayed on screen. There were 30 responses. The following candidates were elected to serve on the ALAIR 2026-2027 Board:

Vice President/Conference Chair: Michelle Tin, University of Alabama

Secretary: Jeanne Stribling, Wallace Community College

Nominating Committee: John Glasscock, Alabama Commission on Higher Education (ACHE)

Nominating Committee: Katherine Mann, Auburn University at Montgomery

**Adjournment and Raffle:** Jeff closed the meeting by thanking everyone and reminding attendees to fill out the post-conference evaluation that will be sent out after the conference. A random-number raffle was held to distribute door prizes. Door prizes included handmade woodburned signs from Kelly Birchfield as well as spirit memorabilia from Athens State and the University of Alabama. The meeting was adjourned at 1:19pm.