

ALAIR Spring Conference

• April 3-4

Inside this issue:

Lodging	2
Special Event	2
Awards and Grant	2
Registration	3
Calls for Participation	4
AIR Grant Application	6
Joseph T. Sutton Nomination	8

President's Message

Here I sit wondering what sage words of wisdom I can impart to my ALAIR brethren, all the while anticipating the next polar vortex that will plunge the state back into the deep freeze tonight.

As someone who was a "weather-guesser" in the Navy (the technical term is Aerographer's Mate) I get a perverse kick out of the apocalyptic tones in the media and from people about weather events that are deemed abnormal, throwing out scary terms like "polar vortex" which impart memories from the movie *The Day After Tomorrow*. Most of us are old enough to remember the winters from the mid-1970s through the mid-1980s when air masses just as chilling, temperature-wise, were labeled in less chilling terminology, such as "The Siberian Express." It speaks to how the same event can be viewed quite differently based on hype and labels.

Institutional Research is

no different. The hot topics of today were once the same hot topics from decades ago communicated or framed differently. It should be a lesson to us all to never throw away old studies. To do so you just risk reinventing the wheel.

I want to give another shout-out to our fine state for supporting SAIR in Memphis last year. Alabama comprises roughly 4.2% of the SAIR region's population. Yet, 53 of the 365 SAIR members were from Alabama, which comes to 14.5%, or over three times the proportion of our population. In fact, the SAIR Winter Newsletter has a nice bar chart showing the breakdown by state with Alabama standing head-and-shoulders above all others. Thus, a Gold Star to all of you who attended, enabling us to earn such distinction. The SAIR 2015 conference is in Destin. Do we really need any extra motivation to increase our attendance

and remain on top by going to the beach? No, but it sure doesn't hurt.

2014 is chugging right along and soon we'll all be dealing with spring fever in March and then ALAIR fever in early-April in Huntsville. Please refrain from getting your inoculations. These fevers are therapeutic. Annette Cederholm has been working hard on the



conference and has a good time planned for us in the Rocket City. Keep an eye out for the call for proposals and registration. I hope to see you all soon.

Vanquish the vortex!





Institutional Research..... And Beyond!

This year's conference will be out of this world.

Annette Cederholm and the gracious folks at JF Drake State Technical College have planned a wonderful and informative conference.

The price is right, the location is close. ALAIR can't wait to see you there!

Conference Lodging

Conference lodging will be available April 3rd and 4th at the Westin Hotel Huntsville, located in the Bridge Street Town Center. The website for the hotel is found at:

<http://www.bridgestreethuntsville.com/>

Room rates are \$139 per night plus tax, and reservations must be made by 5:00 p.m. on Wednesday, March 12 to receive this rate. Reservations can be made by calling the Rooms/Revenue Manager, Melissa Bowling, at (256) 428-5406 or by e-mail at mbowling@westinhuntsville.com. Mention ALAIR when making reservations.

Conference Special Event

This year's Conference Special Event will be held on April 3 at the fantastic Huntsville Space and Rocket Center. The cost of the event is \$18 per person. The cost includes heavy hors d'oeuvres and access to the Space and Rocket Center and special exhibit.

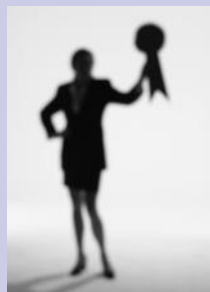
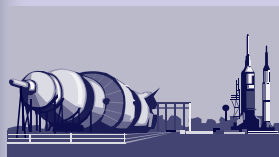
The evening will be a special time to network with colleagues throughout the state and to view some of our nation's fascinating history in space exploration.

Grants, Awards, & Nominations

The ALAIR Travel Grant Application (for AIR Forum in CA), nominations for the Joseph T. Sutton Award, and nominations for ALAIR Officers are due to the nominating by March 10, 2014. Forms are included at the end of this newsletter.

Forms should be submitted to:

Dr. John McIntosh, ALAIR Past President
jmcintosh@nwsc.edu



ALAIR 2014 Annual Conference Registration Form

Name: _____ Preferred Name: _____

Institution: _____ Title: _____

Address: _____

Telephone: _____ Fax: _____ E-mail: _____

Please indicate the year or location of the first ALAIR Conference you attended: _____

Conference Registration Fee (Includes ALAIR membership until 2015 annual conference)

Please check all that apply.

Amount through March 14 _____ \$80.00 Student/Emeritus through March 14 _____ \$65.00

Amount after March 14 _____ \$90.00 Student/Emeritus after March 14 _____ \$75.00

Guest for Friday Luncheon _____ \$20.00

Thursday Night Special Event _____ \$18.00 Thursday Night Special Event Guest _____ \$18.00

ALAIR Membership only _____ \$25.00 (for those unable to attend the conference)

I will be attending (mark all that apply):

- _____ Newcomers' Workshop
- _____ Thursday Night Event (\$15.00); I will need a vegetarian meal at the special event: _____
- _____ Business Meeting/Luncheon, Friday, April 4; I will need a vegetarian meal at lunch: _____

Send Registration and Payment to ALAIR Treasurer, Tienhan Ma.

Make checks payable to ALAIR.

ATTN: Tienhan Ma,
Coordinator of Assessment/Office of Planning and Research
Jacksonville State University
700 Pelham Road North
Jacksonville, Alabama, 36265
(256)782-5109
thma@jvu.edu

Should you have any questions about the 2014 ALAIR Conference, please contact Conference Chair Annette Cederholm at 256-840-4142 or acederholm@snead.edu



CALL FOR PARTICIPATION/PAPERS
Alabama Association for Institutional Research (ALAIR)
Annual Conference
April 3-4, 2014

Institutional Research...and Beyond!

On April 3-4, 2014, the Alabama Association for Institutional Research (ALAIR) will hold its annual conference in Huntsville, at the Westin Huntsville Hotel in Bridge Street Town Centre.

Your participation in the ALAIR Annual Conference is essential to ensure the success of the conference. **You do not have to be an ALAIR member, or even an institutional researcher to submit a proposal.** Proposals in all areas of institutional research, assessment, policy analysis, planning, and related techniques are encouraged. Your participation can take the form of a paper, presentation, or a tools and techniques session. Proposals do not have to be related directly to the conference theme.

Papers and Presentations are formal sessions that present a scholarly approach or extended discussion of a technique of interest to conference participants. These sessions will be approximately 45 minutes in length (which includes the time for questions/answers).

Tools and Techniques sessions are informal presentations of reports, analyses, techniques, software demonstrations, and the like. The presenter may develop a brief (3-5 minutes) presentation, but the value of this type of sessions is the opportunity to discuss the topic one-on-one, or in small groups.

Proposals are due by **March 14, 2014**

ALAIR PRESENTATION/PAPER PROPOSAL INSTRUCTIONS
ANNUAL CONFERENCE APRIL 3-4, 2014

Proposals should be submitted to Lesley Shotts via one of the following methods:

MAIL – Lesley Shotts, Research and Grants Coordinator, J.F. Drake State Community and Technical College, 3421 Meridian Street, North, Huntsville, AL 35811

E-MAIL – Lesley.shotts@drakestate.edu

FAX – 256-551-3151

Proposals should include a brief abstract and the following information:

Title of Presentation: _____

Type of Presentation: _____ Paper _____ Presentation _____ Tools & Techniques

Authors/Presenters Names: _____

Contact Person's Name: _____

Contact E-mail: _____

Contact Mailing Address: _____

Contact Phone Number: _____ Contact Fax Number: _____

List special equipment/requirements:



**GUIDELINES FOR
ALAIR TRAVEL GRANT APPLICATIONS
FOR AIR**

Introduction

The ALAIR travel grant is awarded to a member in order to promote the three major purposes of ALAIR:

- The advancement of institutional research leading to improved understanding, planning, and operation of Alabama institutions of higher education;
- The dissemination of information and interchange of ideas on problems of common interest; and
- The continued professional development of ALAIR members.

Guidelines for AIR Applications:

- Selection shall be made by the ALAIR Executive Committee based on the recommendation of the Awards Committee, chaired by the Past President, from among applications received.
- Recipient must be a current member of ALAIR, and current Executive Committee members are not eligible to receive a travel grant.
- Applicant must have attended at least one ALAIR annual conference.

- ALAIR Travel Grant Application must be completed and received by published deadline of March 10, 2014

- Amount of grants: \$300.
- Applicant must provide a brief statement describing financial need for the grant.
- Applicant must describe the ways in which conference attendance will contribute to professional development in general and to the recipient's participation in ALAIR. Payment will be issued by the ALAIR Treasurer to the recipient soon after the attendance and return from AIR.



ALAIR TRAVEL GRANT APPLICATION

for the 2014 AIR Annual Forum

Orlando, FL; May 27-30, 2014

The ALAIR Travel Grant is \$300.

Name: _____

Institution: _____

Address: _____

Telephone: _____

E-Mail Address: _____

Please provide a brief statement describing your financial need for the travel grant.

Describe the ways in which this conference will contribute to your professional development, in general, and to your participation in ALAIR.

Return this form by March 10, 2014 to John McIntosh, ALAIR Past President at jmcintosh@nwsc.edu.



**ALABAMA ASSOCIATION FOR INSTITUTIONAL RESEARCH
NOMINATIONS FOR 2014-2015 OFFICERS**

Please nominate one or more people for each of the following offices:

VICE-PRESIDENT/PRESIDENT ELECT:

The Vice President shall: a) plan the program for the annual conference; b) assist the President in other duties as the need arises; and c) assume the duties of the President in the event that person cannot complete his/her term. The Vice-President shall succeed to the office of President at the end of the one-year term as Vice-President.

Secretary

The Secretary shall: a) keep the minutes of the annual business meeting and other meetings of the membership or of the Executive Committee; b) publish and distribute the newsletter of the Association; c) publish and distribute an annual information directory for the Association; d) attend to the correspondence of the Association, including printing and distributing notices about the annual conference; e) print and be responsible for incorporating into a master electronic format, any proposed bylaws or amendment(s) initiated in accordance with Section 1 of Article I, and submit them to the members for consideration at the annual business meeting; and f) perform all said duties inherent in the position of Secretary. The term of office shall be two years, commencing in even numbered years.

NOMINATING COMMITTEE: (Two will be elected)

The Nominating Committee shall: a) work with the Immediate Past President; b) prepare and report to the Executive Committee a single candidate for each office position for which an election is to be held. Nominating Committee members are ineligible to be on the slate of officers to be elected at the annual business meeting the year in which they serve on the committee.

Submit nominations by March 10, 2014 to John McIntosh, Past President of ALAIR, at jmcintosh@nwscce.edu

The Joseph T. Sutton Leadership Award

I. PURPOSE

To recognize Alabamians who have demonstrated leadership and outstanding accomplishment in the field of institutional research and related fields. The award should be a meaningful recognition of those individuals who have provided exemplary service and leadership and who have actively supported and enhanced the goals of ALAIR.

II. CRITERIA

All eligible award recipients must at some time have been involved in institutional research or a related field in Alabama. Beyond that, at least one of the following criteria must be met.

- A. Service to ALAIR, SAIR, or AIR in the form of serving as an officer, committee member, or conference host; making presentations; and other forms of volunteer activity.
- B. A career in institutional research or a related field exemplifying leadership,



accomplishment, and innovation.

- C. Contribution to the field of institutional research through specific accomplishments and innovative endeavors which enhance the field, institution, or community (local, state, nation).
- D. Former members of ALAIR and individuals who are not members of ALAIR will be eligible, as will former Alabamians who have been involved in institutional research in Alabama.

III. SELECTION PROCESS

- A. Annually, the Immediate Past President will chair the awards committee and develop a list of not more than three candidates for recommendation to the Executive Committee. The recommendation of the committee should be ranked. The Sutton Award should be a meaningful recognition bestowed sparingly and only to those persons who have made significant and substantial contributions to the field of Institutional Research. It is entirely possible that the Awards Committee might determine not to present the Award in a given year.
- B. An affirmative vote by the majority of the Executive Committee members present during voting is required for approval of a Joseph T. Sutton Award.
- C. Criteria and procedures for selecting The Joseph T. Sutton Award recipient are distributed annually to all ALAIR members.
- D. Only one award should be presented. However, there could be co-recipients, for example, in the case of two or more people working together on a significant body of research.
- E. The award should be presented at the ALAIR Annual Conference by the President or the Immediate Past-President (or his/her designee).

**ALABAMA ASSOCIATION FOR INSTITUTIONAL RESEARCH
JOSEPH T. SUTTON LEADERSHIP AWARD
NOMINATIONS FOR 2013**

Person nominated:

Institution:

Nominator's name/telephone:

Rationale:

Return this form by March 10, 2014 to John McIntosh, Past-President of ALAIR, at jmcintosh@nwsc.edu.

