



Guidelines for Selection of Best Presentation for the AIR/SAIR Category of “Best Presentations from State Conferences”

1. Selection shall be made by the ALAIR Executive Board based on the recommendation of the Awards Committee, chaired by the ALAIR Past-President.
2. Presenter must be a current member of ALAIR with no outstanding registration fees and able to attend the AIR Forum or SAIR Conference.
3. If an Awards Committee member is nominated for Best Presentation, he or she shall be excluded from serving on the Awards Committee.
4. Presentation must have been made at the ALAIR Annual Conference or at other conferences sponsored or co-sponsored by ALAIR.
5. Preferential consideration shall be given to presentations that have not been previously presented.
6. Presentations shall be evaluated on the following points, based on Executive Board appraisal and conference evaluation ratings:
 - quality of content;
 - effectiveness of presentation;
 - contribution to the area of Institutional Research or Assessment; and
 - appropriateness of the presentation for the AIR Forum or SAIR Conference.

Only one “Best Presentation” is awarded per ALAIR Annual Conference. The award amount is \$300 per person, with a maximum of \$600 per presentation. The check is awarded after the presentation has been made at the AIR Forum or SAIR Conference by submitting proof of presentation (i.e., copy of the session in the program) to the ALAIR Treasurer.

History of Changes

Adopted by Executive Board: 01/21/1994

Revised by Executive Board: 02/06/1998

Revised by Executive Board: 01/23/2004

Revised by Executive Board: 09/10/2004

Revised by Executive Board: 04/07/2017