



Mississippi Association for Institutional Research

Business Meeting

April 6, 2018 - Noon

BancorpSouth Convention Center

Tupelo, Mississippi

Attachment: EAitchison Slides; Conference Packet [Business Meeting Agenda, 2017 Business Meeting Minutes, Treasurer's Report (April 4, 2018), Conference Program, Detailed Conference Program)

I. Call to Order:

The meeting was called to order by President Eric Atchison. President Atchison welcomed the conference attendees. He recognized the Board members present and thanked them for their service. Members present included Carley Dear, Laura Damm, Margret Dixon, and Mitzi Norris. Shemeka McClung was unable to attend due to a family illness, and Emily Dabney had to leave the conference early.

II. Review of 2017 Minutes:

- a. There was an extensive discussion about the provision of door prizes that was reported in the 2017 Minutes under New Business. The minutes described the discussion, however, there seemed to be confusion among the members. Carolyn Wiley, Tim Dedeaux, Jenifer Moore, and Amy Cappleman recalled the 2017 discussion. Laura Damm asked for a repeat vote and made the motion below. Carolyn Wiley seconded the motion.

MAIR will provide limited door prizes for the annual meeting, and members will no longer be asked to provide door prizes as a part of member attendance.

The motion passes with a vote of Yes – 24, No – 1, and Abstain – 3.

The 2017 Minutes will clarify this decision.

- b. New Business, Item 5, section a.iv, contains the statement “About half are using institutional money and half are using.” Amy Cappleman made a motion to finish the sentence with “personal funds.” The motion was seconded by Carley Dear. The membership voted to approve the change.

III. Approval of minutes from the last meeting:

The changes noted above will be made to the MAIR 2017 minutes. Tim Dedeaux made a motion to approve the minutes with the changes. Laura Damm seconded. The motion passed.

IV. Reports:

- a. Webmaster: MAIR has a robust website with organizational resources. Meeting minutes are posted since 2010. Award winners and presentations from the meeting will be posted. The cost for hosting the website is \$110-130 per year and provides the organizations with excellent visibility.



b. Members –At- Large:

Margret Dixon report that the prospectus for vendor w had been updated. Past meetings had only had space for two Gold level vendors. The Gold level Vendors get a presentation space. This year we had an Institutional Research, Institutional Effectiveness, and vendor track. Additionally, the prospectus was amended to allow a la carte options for vendors to provide an array of items for the meeting.

Ms. Dixon thanked the vendors and all members who helped contact vendors.

c. Treasurer:

In Shemeka McClung's absence, Eric Atchison gave the Treasurer's Report. The MAIR account balance is approximately \$18,000. The balance last year at this time was \$15,000, therefore, an additional \$3,000 has been added.

d. Past President:

Laura Damm, past president, led the nomination committee. The Committee is composed of two representatives from 2-year institutions and two representatives from 4-year institutions. The committee identified that there was little in the MAIR Constitution and By-Laws about nominations such as the option of having nominations from the floor. Electronic voting was discussed. However, the problem of everyone seeing individual votes was identified, and the decision was made to continue to use paper ballots. Eric Atchison will develop a committee to investigate this.

e. Vice-President Report:

Carley Dear thanked participants and volunteers from making the conference a success. The poster presentations were added to increase participation. Additional types of presentations were included: book review, personal experience, and round table.

V. Old Business

None

VI. New Business

- a. Jim Nichols: No award was made.
- b. Best Presentation: The 2017 Award for Best Presentation was awarded to Dr. Lee Skinkle. The 2018 Award will be voted on by the attendees as the attendees submit the conference evaluation. Note, sponsors are not eligible for this award.
- c. Unsung Hero 2018: Mr. Raúl Fletes was honored for his service to MAIR. Mr. Fletes is the Assistant Executive Director for Research and Effectiveness at the Mississippi Community College Board. He regularly provides state updates in conjunction with Dr. Jim Hood with IHL which have been noted by members as "always important and relevant, and they always do a good job." He has also presented concurrent sessions on new technology within IR, which many members stated in a recent survey implementing new technology within 2 years is a high possibility across many institutions. In addition to fulfilling the duties of his office, he has been



very involved in several large-scale initiatives across the 2-year and 4-year sector. The information, tools, and time Raúl has shared with our organization and profession warrants recognition as the 2018 MAIR Unsung Hero.

d. Membership Typology:

The MAIR Constitution & Bylaws Section 1. Membership states, "Membership is individual and open to anyone with an interest in higher education and institutional research. Individual membership, election to any office, or appointment to any committee shall not be based on race, ethnic origin, sex, age, or religion. To obtain or retain membership, a person must pay the registration fee for the annual conference or pay the annual membership fee."

Sponsors:

- Currently registered as Sponsors at the appropriate level.
- Not defined in Constitution & Bylaws

Visitors from other states:

- Currently register like regular conference attendees/members
- Not defined in Constitution & Bylaws

One Day MAIR Conference Attendees

Currently register just like regular conference attendees/members

Not defined in Constitution & Bylaws

Invited Speaker

Not registering

Not defined in Constitution & Bylaws

For Consideration of the Membership:

- Eric Atchison made a motion to create a one-year committee to study and make recommendations for revising the MAIR Constitution & Bylaws to clarify membership types and associated fees. The motion was seconded by Kelli Hefner.
- The motion passes unanimously.
- The Immediate Past President (Eric Atchison) will oversee the committee with one representative from the 2-year sector and one representative from the 4-year sector.

VII. Officer Elections

- The Vice President/Program Chair will be from a 4-year institution.
- The treasurer will be from a 2-year institution.
- The secretary will be from a 2-year institution.
- One member-at-large will be from a 2-year institution.
- One member-at-large will be from a 4-year institution.



Laura Damm asked if we should open the floor to nominations.

- Liz Edwards Stated that this had been done in the past; however, it was not a productive practice. She stated that the board and/or nominating committee can consult with individuals ahead of time to discuss if the individual is willing and able to serve.
- Carolyn Wiley commented that nomination from the floor would be productive if only one candidate was under consideration.
- Carley Dear made a motion that the ad hoc committee tasked with evaluating membership types also consider this aspect of MAIR elections.
- Liz Edwards seconded the motion.
- The motion was passed unanimously.

Laura Damm handed out paper ballots.

The nominating committee counted the votes and announced the winners: Vice President – Mitzi Norris; Treasurer - Kelli Hefner; Secretary – Tim Dedeaux; 2-Year Member at Large – Stacy Parkes; 4-Year Member at Large – Ken Thompson.

VIII. Announcements

Ellucian Live: April 8-11, San Diego, CA

AIR: May 28-June 1, Orlando, FL

MCCB Summer Data Conference: June 4-5, Jackson, MS

MBUG: September 9-11, Tupelo, MS

SAIR: October 9-9, Norfolk, VA

SACCR: September 2019, TBD

There were no other announcements from the floor.

IX. Other Business

Retirement: Kathy Huffman, Mississippi State

The President asked MAIR members to send updates for the newsletter.

Reminders:

Conference session and overall evaluations will be email to attendees. The evaluations are provided to the presenters for valuable feedback.

Roundtable discussion will convene at the conclusion of the business meeting. Participants can attend two.



The conference will dismiss after the roundtable session.

Eric Atchison, MAIR President, and Carley Dear, Vice President, thanked everyone for their efforts that contributed to the success of the conference.

President Eric Atchison passed the MAIR gavel to Carley Dear, the incoming president. President Dear thanked Mr. Atchison for his work on behalf of MAIR.

Ms. Dear thanked Andrew Garner for serving as photographer. She thanked the officers and presented them with a gift.

Ms. Dear discussed her plan to continue to make MAIR an important professional development opportunity. One consideration is to use funds to garner an important conference speaker for the next meeting.