

**Association for Institutional Research
Virtual Board of Directors Meeting
September 12, 2022**

Attendees in Person: Laura Palucki Blake, Karen Egypt, Jonathan Gagliardi, Maren Hess, Braden Hosch, Elizabeth Lee, Mitchell Nesler, Junelyn Peeples, Christopher Peña, Wen Qi, Karen Vance, Karen Webber

Guests: Christine Keller, Miguel Pineirovigo, and Leah Ross from the AIR Executive Office

Call to Order

President Karen Webber called the meeting to order at 1:32 p.m. ET. A quorum was established.

Required Approvals and Acknowledgements

Meeting Minutes

Secretary Christopher Peña moved to accept the minutes of the August 8, 2022, Board meeting as presented. Maren Hess seconded.

The motion passed with one abstention.

Treatment of Stakeholders Monitoring Report

Secretary Peña confirmed that the monitoring report was received on time and stated that the interpretations were reasonable, the data support the interpretations, and no additional information is needed.

Junelyn Peeples moved to accept the monitoring report. Laura Palucki Blake seconded.

The motion passed with one abstention.

Karen Egypt joined the meeting at 1:44 PM ET.

Committee Updates

Nominations and Elections Committee: Junelyn Peeples invited Board members to help promote the nominations process and shared the committee's plans to encourage nominations from specific groups of members, such as individuals who have been involved with AIR activities but have not yet served on the Board. Discussion included the need to encourage voting participation as well.

Future of IR Committee: Laura Palucki Blake shared that the committee now includes three non-Board members: Eric Atchison, Brent Drake, and Lisa Nguyen. The committee will provide the Board with a framework for its work and recommendations in December and ask for feedback.

AIR Awards Committee: Parliamentarian Mitch Nesler reported that the committee includes Timothy Chow, Mike Le, and Dawn Terkla and provided an overview of the committee's first meeting.

Discussion included whether the association has processes and protocols for naming awards and other honors and whether there is need for an early career award. Regarding award criteria, discussion included incorporation of innovation and mentoring and attention to inclusion so that professionals from any type of institution, such as one-person IR offices and community colleges, are eligible.

Membership Committee: Treasurer Braden Hosch shared that the committee has had its first meeting, and its focus is on development of a template for use when facilitating listening sessions with affiliated organizations and other entities. He invited Maren Hess and President Webber to share their experiences conducting recent listening sessions at North Carolina AIR and Tennessee AIR, respectively.

Board Structure and Accountability Committee: On behalf of Heather Kelly, President Webber shared that prospective changes to the AIR Constitution and Bylaws are now highlighted on the [AIR in Motion](#) webpage.

Governance Orientation and Training Committee: President Webber shared that the committee will meet this month to begin making plans for the 2023 Board governance orientation and training. Vice-President Jonathan Gagliardi will join President Webber to co-lead this work.

Executive Office Updates

Executive Director Christine Keller shared that the most recent National Survey of IR Offices briefs are being released with accompanying webinars. She also shared that AIR's first in-person IPEDS workshop since 2020 will be held this fall in Atlanta, and that the IPEDS Management Meeting takes place this month. The sale of the Piedmont property is in process.

Other Business

The Board will not meet the second Monday of October given the in-person meeting later in the month.

President Webber asked for volunteers to lead listening sessions at upcoming conferences and events.

Vice-President Gagliardi and Secretary Peña asked if the Board would consider use of virtual events to gather information from the community (e.g., listening sessions) and share information (e.g., potential changes to the Constitution and Bylaws). Treasurer Hosch and President Webber reflected that use of the template for listening sessions would be useful regardless of mode (in-person or virtual). Communications about governance require more specific attention to ensure consistency.

Adjournment

President Webber adjourned the meeting at 2:36 p.m. ET.