

SUNY - AIRPO
State University of New York
Association for Institutional Research and Planning Officers

Meeting at JOINT Conference, Saratoga Springs, New York
June 8, 2000

Call to Order:

President David Seguin called the meeting to order.

Approval of Minutes:

Minutes for the following meetings were distributed and reviewed: June 1999 [AIRPO Conference], November 1999 [NEAIR Conference], and May 2000 [AIR Conference]. There were attendees at the mentioned conferences and a small special interest group gathered at the NEAIR and AIR conferences. Even though we met in Utica/Rome in January 2000, there was not an official Business Meeting to report.

All of the minutes presented received no objections. They were accepted as stated and passed.

Treasurer's Report:

Cathy Alvord reviewed the amounts presented on the Treasurer's Report. The 2000 Conference will not have any official financial information until the Registrar's group for this Joint Conference does all their deposits and payments. It is of the opinion that there will not be any additional monies needed and there might even be a reimbursement from the registration fees collected. Currently the total funds available for the AIRPO group are \$2,651.28.

The treasurer's report presented received no objections. It was accepted as stated and passed.

Nomination and Elections of New Executive Officers:

Gail Hermosilla presented the nomination committee's slate for election.

The following positions were up for nomination and/or re-election:

- Vice President - 1 year term
- Secretary/Treasurer - 1 year term
- Specialized Colleges - 2 year term
- Statutory Colleges - 2 year term
- Community Colleges, Small - 2 year term
- University Centers - 2 year term

The following people were presented for nominated:

Nominated	For What
Bruce Szelest	Vice President
Cathy Alvord	Secretary/Treasurer
Bob Simins	Specialized Colleges
Jean Marriott	Statutory Colleges
Nicole Catapano	Community Colleges, Small
Kokila Chheda	University Centers

Dave Seguin opened the nomination to the floor and there were no other nominations presented. All of the above nominations were seconded and accepted. Because there were no other nominations for an official election, the nominees were voted on at the meeting. The slate of nominations was moved, seconded, and unanimously passed.

Other Business:

David Seguin, President

A) Web site: AIRPO has its own URL. Our thanks to Scott Dittloff for volunteering as our web-coordinator and maintaining this for us. The minutes to the various Conferences are posted.

B) E-Mail protocol: Please when responding to a question posed on the list serve does not automatically hit the reply. Send your response directly to the individual posing the question. It will be up to the originator to inform the entire list serve of the outcome of that particular question or area of interest. Bruce did indicate that this did not seem to be a major issue as the list serve is rather small at this point. However, please be aware of this for future responses.

C) Future Meetings:

January 2001: There was interest in SUNY Administration to work with the AIRPO group in arranging a January meeting. This would be more of a workshop introducing and instructing the group on the new IPEDS Peer Analysis Tool. There is also a tutorial on NYSED's web site for the adventurous types. Also at the January meeting it was discussed to have System updates and share information on the outcome of the SOS. This would give time for ACT to process data prior to the meeting.

November 2000: Annually there has been an hour or so scheduled for the AIRPO group to meet at the NEAIR conference. This conference will be November 4 - 7, 2000 in Pittsburgh, PA. Information is available on NEAIR's website. The group agreed it would be beneficial for an agenda to be prepared by the President and for someone from System to attend to present any updates or concerns at that time. Peter Partell or Cathy Alvord will contact NEAIR for AIRPO to appear on the program as a Special Interest Group (SIG).

June 2001: Nicole Catapano, this year's Program Chair, will compile the evaluations to see if the Joint Conference is acceptable for doing again next year. The 'straw vote' from the Business Meeting was Yes. Dave or Nicole will contact Pat Smith, Conference Coordinator, and see if the Registrar's group is also interested in doing the same for next year.

Hudson-Valley AIR, October 2000: Gail Hermosilla gave a brief review of the HV-AIR group and the various topics of interest mainly for the community colleges in that area. They meet three times a year and everyone, regardless of their sector, is invited to attend.

Dawn Sinnott is attempting to coordinate a similar group as the HV-AIR for the central and western community colleges. For anyone interested in forming this group, contact Dawn at sinnott_d@sunybroome.edu.

D) News: Cathy Alvord will be sending out an AIRPO News.ALERT Newsletter throughout the year. This will contain updates from System and other information. For anyone who has information or questions they would like presented in the News.ALERT, contact Cathy at cja2@cornell.edu. This will also contain personnel information as in promotions, reclassifications, births, marriages, etc.

E) Other:

Bruce Szelest will be sending out a list of IR participants on the list-serve.

Universities & Colleges of Technology have a new person for Administrative Effectiveness. A big warm welcome to Scott Manti. Scott comes to us from St. Rose. He is remembered for his presentations at the June 1999 meeting in Binghamton last year.

Thank you's: David Seguin thanked all presenters and various other individuals for assisting him during his term as President. He also presented a plaque to Nicole Catapano for this year's Program Chair and a plaque to Gail Hermosilla for all her years of service to AIRPO. Gail is retiring this summer.

Changing of the Guard: The Presidential baton was ceremoniously passed onto Peter Partell, the 2000-01 President.

Pete accepted the baton and gave Dave a parting gift for his term as President. Pete asked for suggestions on next year's conference as it was indicated that the Joint Conference might only be every-other-year. It was suggested to have it at either Monroe Community College or SUNY/Stonybrook. Stonybrook had indicated at last year's meeting that they would like to host the Year 2001 Conference. Pete will ask for volunteers for the program and local committee chairs when the conference arrangements are finalized.

Meeting Adjourned

The business meeting was moved to be adjourned, seconded and accepted.

Respectfully Submitted,

Cathy Alvord, Secretary/Treasurer 2000-01