

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

Roslyn, New York
July 9-10, 2001

Call to Order:

President Peter Partell called the meeting to order.

Approval of Minutes:

Minutes for the June 2000 were distributed and approved. There were small gatherings as special interest groups at the annual NEAIR [Nov 2000] and AIR [June 2001] conferences; however, no official minutes were transcribed and/or distributed.

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

Nomination and Elections of New Executive Officers:

Peter Partell asked for nominations for outgoing officers:

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

Vice President – 1-year term
Secretary/Treasurer - 1-year term
Colleges of Ag & Technology – 2-year term
Colleges of Arts & Sciences - 2-year term
Community Colleges, Large - 2-year term
System Administration - 2-year term

The following people were presented for nomination:

<u>Nominated</u>	<u>For What</u>	<u>By Whom</u>
Tony Napoli	Vice President	Bob Simins
Cathy Alvord	Secretary/Treasurer	Tony Napoli
Carl Shepard	Colleges of Ag & Technology	Bruce Szelest
Kelly Parmely	Colleges of Arts & Sciences	Cathy Alvord
Susan Bello	Community Colleges, Large	Catherine Regan
Catherine Regan	System Administration	Tony Napoli

Peter Partell 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:

- A) Constitution/By-laws: Cathy Alvord, Secretary/Treasurer, passed along the updated Constitution and By-laws for the Association. She asked everyone to review and respond to her via the list-serve of any errors, updates, or objections to a change in some of the language. A motion was suggested, seconded and passed that the new Constitution and By-laws be adopted.
- B) Membership Fee: Cathy Alvord, Secretary/Treasurer, stated the Association was losing money due to higher costs and not being a tax-exempt organization. She also indicated the \$5.00 membership fee has been in effect since 1982 when the Association was first established. There was discussion on the amount of a raise in the membership fee. A motion was suggested the membership fee be raised to \$25.00 annually starting in June 2002. This was seconded and unanimously passed. The annual membership fee will be raised to \$25.00 starting with the summer conference in June 2002.

C) Future Meetings: Peter Partell, President

November 2001: Annually there has been an hour or so scheduled for the AIRPO group to meet at the NEAIR conference. This conference will be November 17-20, 2000 in Boston, MA. 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. Bruce Szelest or Cathy Alvord will contact NEAIR for AIRPO to appear on the program as a Special Interest Group (SIG).

January 2002: There was interest in SUNY Administration to work with the AIRPO group in arranging a winter workshop. Peter Partell suggested if anyone was interested in hosting the winter workshop, to contact him or Bruce Szelest soon.

June 2002: Annually there has been a time scheduled for the AIRPO group to meet at the AIR forum. This conference will be June 1-5 in Toronto, Ontario. Information is available on AIR's website. The group agreed it would be beneficial for the President and someone from System to attend. This might be a time to present any updates or concerns regarding SUNY. As with the NEAIR conference, Bruce Szelest or Cathy Alvord will contact AIR for AIRPO to appear on the program as a Special Interest Group (SIG).

June 2002: Several suggestions were made for next summer's annual conference. There was a suggestion to looking into the SUNY/Joint conference in Saratoga, also Monroe Community College and SUNY/Stonybrook indicated an interested in hosting. The main concern was to have the conference in the western part of the state as the past couple of gatherings have been near the New York City region. Peter Partell suggested anyone interested in hosting the summer conference to contact him or Bruce Szelest by January 2002.

C) Recognition of Newcomers: Peter Partell asked all the first-timers to AIRPO to please stand and be introduced.

D) Other: Peter Partell thanked all presenters and various other individuals for assisting him during his term as President.

Changing of the Guard: The Presidential baton was ceremoniously passed onto Bruce Szelest, the 2001-02 President. Bruce accepted the baton and gave Peter a parting gift for his term as President. Bruce again asked for suggestions on next year's conference. He 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 2001-02