

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

Stony Brook, NY
June 19-21, 2006

MINUTES

Call to Order

President Emily Thomas called the meeting to order June 20, 2006.

Approval of Minutes

Emily announced that the minutes for the June 2005 business meeting prepared by Michael D'Alessandro and Eileen Driscoll were distributed in everyone's folder.

The minutes were presented with no objections and were accepted as stated, seconded and approved by the membership.

Treasurer's Report

The treasurer's report was also accepted as stated, seconded and approved by the membership.

President's Report

President Emily Thomas reported that AIRPO members had asked for more workshops focused on a single topic. The January workshop focused on data marts and the June conference focused on assessment.

Emily asked for a volunteer to assist in cleaning up the AIRPO listserv. She accomplished her goal to gather information about SUNY IR office staffing and responsibilities with the online survey coordinated by Mary Jane Feldman and her goal of creating a policies and procedures document for AIRPO.

AIR Liaison Report

The AIR liaison is a new position for AIRPO. Liaison Shawn Van Etten reported that the big issues at AIR were the possibility of national accreditation rather than regional accreditation, the possibility of a more extensive IPEDS report to gather the information about student performance that would have been gathered by providing unit record data for each student and the NCSSE survey. Shawn proposed that AIRPO use the \$100 allocated to the AIR liaison to sponsor a lunch or reception at AIR.

Joint SUNY conference

AIRPO was approached by SUNY to participate in a joint conference of registrars, financial aid officers and IR people. Some meetings at the conference would be joint but AIRPO could have separate meetings as well. The membership felt that more exposure would be good and voted to participate in the conference. AIRPO will be cautious about financial commitments to this conference. The conference would be held in Glens Falls in fall 2007 and AIRPO would likely forego the January 2008 winter workshop. Michael D'Alessandro will serve as planning liaison and AIRPO will need to appoint a program liaison.

Amended By-Laws and Policies and Procedures Manual

The amended by-laws prepared by the executive committee were presented and approved. The major change was splitting the secretary treasurer position into two positions and including both the new position of secretary and the treasurer position in the executive committee.

The new Policies and Procedures Manual is consistent with the Constitution and Bylaws and was approved by the membership.

Nomination and Elections of New Executive Officers

The slate of officers prepared by the nominating committee chaired by Julie Rao was presented and approved.

The following positions were approved:

Vice President Elect: Jeff Gerken (University at Albany)

Doctoral Centers: Jerret Le May (Binghamton University)

Colleges of Technology: Nancy Shearer (Alfred State)

Community Colleges, Small to Medium: Maren Hess (Corning Community College)

After one year of being president elect and vice president, Julie Rao became president. After her year as president, Emily Thomas became past president.

Announcements

Maren Hess is now Director of IR for Corning Community College, Jackie Andrews is moving to SUNY New Paltz, Marsha Lee is retiring from Westchester Community College, and Michael Dillon will be Director of IR at UNBC? Congratulations and best wishes to all.

Thank yous:

Emily thanked and gave gifts of thanks to Nora Galambos for being program chair and Eileen Delaposta for local arrangements for the summer conference, Sandy Kaufman who was the program chair for the January 2006 conference and Shaukat Malik who created and maintained the conference website. Emily thanked Michael D'Alessandro for his many contributions to the organization during his years as treasurer.

Changing of the Guard: The Presidential baton was ceremoniously passed to the 2006-2007 President, Julie Rao. Julie accepted the baton and gave Emily a parting gift for her term as President.

New Business

As incoming president, Julie Rao spoke about the two conferences scheduled for 2006-07 and asked for feedback on the Rensselaerville conference site.

Meeting Adjourned. A motion was made to adjourn the business meeting, seconded and approved.

Respectfully submitted,
Eileen Driscoll, Secretary 2005-2008