

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

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Alexandria Bay, New York  
June 11-13, 2003

**Call to Order:**

President Anthony Napoli called the meeting to order.

**Approval of Minutes:**

Minutes for the June 2002 Business Meeting were distributed and approved.

The minutes presented received no objections. They were accepted as stated, seconded and approved.

**Treasurer's Report:**

Michael D'Alessandro reviewed the amounts presented on the Treasurer's Report. It was stated that we lost money this past year but we are still in good financial standing.

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

**Nomination and Elections of New Executive Officers:**

Tony 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 (see new business for change)  
Large CC's – 2-year term  
College of Arts & Sciences - 2-year term  
Colleges of Technology - 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>
Kelli Parmely	Vice President	Cathy Alvord
Michael D'Alessandro	Secretary/Treasurer	Tony Napoli
Sean Van Etten	Colleges of Arts & Sciences	Kelli Parmely
Carl Shepard	College of Technology	Tony Napoli
Susan Bello	Community Colleges, Large	Tony Napoli
Catherine Regan	System Administration	Tony Napoli

Tony 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. Tony thanked the executive committee for their commitment.

**New Business**

**Changes to AIRPO By-Laws:**

Amendment changes were distributed prior to the meeting for review. The following are the proposed changes and the voting results.

**Proposal I:** A change to the term of the Secretary/Treasurer position to 3 years. It was stated that it takes 1 year for the person to get a good handle on what's happening and then we change. In order to make AIRPO business more consistent a 3 year term was proposed.

The proposal presented had no objections. It was accepted as stated, seconded and approved.

**Proposal II:** In the event that the President, Vice President, Secretary/Treasurer cannot secure funding from their home campus the organization (AIRPO) should reimburse for travel expenses of that officer to assure that they can convene the June meeting.

It was noted that this is not guaranteed. This is dependant on the financial standing of the organization and after it is proven that the officer's home institution will not fund the trip. Also the maximum amount to be given for room and board is \$500. The proposal presented received no objections. It was accepted as stated, seconded and approved.

### **Other Business:**

- I. **Welcoming of Newcomers:** Tony Napoli asked the newcomers to stand and welcomed them to AIRPO.
- II. **AIRPO Special Recognition Award:** This was the second year the recognition award would be given. The award is presented annually or when colleagues went above and beyond their own IR boundaries. To be selected for this award recommendations are to be sent directly to the Executive Committee. The Executive Committee would review the recommendation for award possibilities.

Tony presented the award to Gail Hermosilla

Gail has been described by her colleges as the true definition of excellence. The recognition and accolades from her colleges, the faculty, and administration of her home campus has earned her this year's chancellor's award for excellence in professional service. Not only has her work in IR been exemplary, her work in promoting women, minorities & cultural diversity has also been exemplary.

She is a founding member of the DCC Chapter of the American Association of Women in Community Colleges. Initiated and served as the adviser to the DCC Women Studies Club. Gail has served as the DCC representative to the Mid-Hudson Association of Women in Higher Education. She initiated a lunchtime discussion series of African Americans & Whites called Black meets White with a focus on combating racial prejudice and promoting better understanding of each other. She has been a key participant in Hispanic Our Reach programs to encourage Hispanic and particularly at risk 9<sup>th</sup> grade Latina girls to attend college.

- III. **Other:** Tony Napoli thanked Sara Baldwin - Local Arrangements Chair, Cathy Alvord - Program Co-Chair (with Tony Napoli), Bruce Szlest, and Michael D'Alessandro for their service to help make this conference a happening. He also thanked Bob Simins - web coordinator, the sector representatives, the presenters and various other individuals for being willing to serve and assisting him during his term as President. Tony also thanked John Porter for his professionalism and enthusiasm he has brought to SUNY and specifically to AIRPO.
- IV. **Changing of the Guard:** The Presidential baton was ceremoniously passed to the 2003-2004 President, Cathy Alvord. Cathy accepted the baton and gave Tony some parting gifts for his term as President.

- V. **Future Meetings:** Cathy Alvord, President

**November 2003:** NEAIR conference. This conference will be November 15<sup>th</sup> – 18<sup>th</sup>, 2003 in Newport, RI. Information is available on NEAIR's website [www.neiar.org](http://www.neiar.org). Cathy encouraged everyone to attend since it is so close this time and stressed the importance of being involved with other IR groups.

**May 2004:** AIR will be in Boston. Check [www.airweb.org](http://www.airweb.org) for details

**Winter Workshop 2003:** Binghamton: Cathy asked for volunteers for program chairs, Bob Karp, SUNY Plattsburgh & Robert Palmeri, Herkimer volunteered. Pete Partel will be the Local Arrangements Chair

**Summer 2004:** Alison Smith from Rockland CC will be local arrangements chair. Sean Van Etten and Angel Andreu will be program co-chairs. Cathy advised that the sites being considered are Bear Mountain or the Hotel Thayer, West Point.

Dates have not been set yet but will be forthcoming. Keep watching AIRPO's web site for updates.  
<http://www.farmingdale.edu/campuspages/CampusAffiliates/airpo/airpo.html>

**AIRPO Logo Contest:** Cathy told the membership a long time ago AIRPO had a logo. We stopped using it. Now would be a good time to create a new one. If you have something you would like to submit please send it to Michael D'Alessandro at [Michael.Dalessandro@sunywcc.edu](mailto:Michael.Dalessandro@sunywcc.edu) by Nov 1<sup>st</sup>. There will be a \$25 Amazon gift certificate give to the winner. The winner will be chosen by the executive committee by the winter meeting.

Meeting Adjourned

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

Respectfully Submitted,  
Michael D'Alessandro  
Secretary/Treasurer 2002-05