

MINUTES OF THE SAIR BUSINESS MEETING

October 11, 1994

8:45 a.m.

San Antonio, TX

The meeting was convened at 8:45 a.m. by President Jim Nichols who welcomed everyone on behalf of the Board of Directors. He distributed an agenda for the meeting (Attachment 1) and explained that Secretary Joe Marks was unable to attend the conference due to responsibilities of his job at SREB.

The minutes of the SAIR Business Meeting, November 2, 1993, in Memphis, Tennessee, were approved as submitted.

1. Liaison with Institute of Higher Education (IHE), University of Georgia.

Jim Nichols expressed appreciation to the Institute of Higher Education (IHE) at the University of Georgia and Larry Jones, the SAIR liaison with IHE, for the "central office support" provided to the organization. This resource enables some people to serve as SAIR officers who might otherwise be unable to do so due to limited support from their employing institutions.

2. Report from the Vice-President/Program Chair.

Karen Gentemann reported current conference registration of 263 with 120 attending the Monday night event. She introduced Gerald Dizunno, Local Arrangements Chair, and thanked him and his committee for their outstanding work. She also recognized and thanked the chairs of all program planning committees.

Susan Griffith	Facilitator
Harriott Calhoun	Papers
Leslie Bielen	Panels
Al Searway	Workshops
Ken Lowe	Round Tables
Harold Farris	Equipment
George Bradley	Evaluations
Lindy Smith	Registration
Mary Korfhage	Sponsors/Exhibits
Karlease Clark	Recreation/Special Events
Sam Baldwin	TBCU Representative
Larry Jones	IHE Liaison

3. Financial Report.

Treasurer Lindy Smith distributed financial statements for 1st quarter, 1994 (Attachment 2) and 2nd quarter, 1994 (Attachment 3) and the 1994-95 Budget Proposal (Attachment 4). Following a motion from Roy Ikenberry, seconded by Gerald Lunney, the 1994-95 Budget Proposal was unanimously approved.

Lindy Smith called attention to the declining end-of-year balance for the association and the need to maintain a balance sufficient to cover the expenses of one year's conference. After some discussion, a motion was made by Marsha Moss and seconded by Gerald Lunney to increase the conference registration fee of \$80.00 by \$5.00 per year for 3 years, beginning with the 1995 conference.

During discussion on the motion, Susan Griffith requested continued caution by the Conference Planning Committees in keeping costs reasonable. Rene Toups questioned whether a \$5.00 per year increase for 3 years would be adequate in light of increasing expenses. Bill Fendley expressed the view that this increase was the smallest increment possible to stop the slide in the end-of-year balance while keeping costs as low as possible for the members.

Following discussion, the motion (to increase the conference registration fee of \$80.00 by \$5.00 per year for 3 years, beginning with the 1995 conference) was unanimously approved by voice vote.

David Fleming volunteered to coordinate a membership survey regarding conference expenses (fees, hotel, airfare) and professional development needs.

Lindy Smith thanked the Texas Association for Institutional Research (TAIR) for their contribution of \$500.00 for refreshments for workshop breaks, and she expressed appreciation to Chris Mee for the assistance that Chris provided with the handling of the registration process during Lindy's recuperation.

4. Committee Reports.

- a. **Awards Committee Chair**, Karlease Clark announced that the call for nominations for SAIR awards will be going out earlier this year, so members should be thinking of those whom they wish to nominate and be conscientious in sending names to the committee. John Kalb will chair the committee next year.
- b. **Best Paper Award Chair**, David Fleming announced that the winner will be given a full-length session at the AIR Forum for presentation of the paper.
- c. **Publications Chair**, Dianna Lowe announced that there are three editions of *Southern AIR* (edited by Deborah Barshafsky), an *Annual Report* (edited by Nancy Ellen Soteriou), and *SAIR Essentials* (which will be out around the first of the year, edited by Ray Hackett).
- d. **Professional Development Chair**, Al Searway asked members to contribute their ideas and suggestions for professional development. He announced that there had been outstanding pre-conference workshops with record registrations at this conference. An e-mail newsletter is a possibility for the association and will be under consideration by the Board of Directors during 1994-95.

5. Election Results.

William (Bill) Fendley announced that 163 ballots were returned, which is an excellent return for a mailed ballot.

Those elected were:

Vice-President/President-Elect	Deborah B. Dailey
Secretary	Harriott D. Calhoun
Members-at-Large	Ann W. Tomlinson John M. Kalb
1995 Nominating Committee	Mary Beth Bridges (Adams) Harry G. Matthews David F. Allen Teresa P. Hall Rene Toups

Those elected were asked to stand and were congratulated with applause from the members. Members of the 1994 Nominating Committee were Chair Bill Fendley, Roy D. Ikenberry, Eugene F. Buckley, Myrtes Dunn Green, Ansley A. Abraham, and Theresa Y. Smith. Bill Fendley thanked all those who were on the ballot for their willingness to serve the association and encouraged members to submit nominations for next year's election.

6. Future Conference Locations.

Past-President Bill Fendley announced that the facilities for the 1995 conference are excellent at the Hotel Roanoke and Conference Center, and air access is very good. Local Arrangements Chair, Phil Sheldon encouraged all to "Come!" October 21-24 is at the height of the fall foliage season. Program Chair, Debbie Dailey asked for volunteers for committees and encouraged people to submit proposals to participate on the program.

The proposal from the Board for the 1996 conference is Perdido Beach Resort in Gulf Shores, Alabama. The location is on the gulf coast between Pensacola, Florida and Mobile, Alabama. Tentative dates are October 26 - 29, 1996. The room rate is \$94.00, single or double. Anna Wagner described the area and facilities and assured members that "Perdido Beach is 500 times easier to get to than Pipestem!"

A motion was made by Paul Brozovsky and seconded by Marsha Krotseng to approve Perdido Beach Resort for the 1996 conference with authorization for the Board to consider other possibilities. In discussion, Tim Sanford expressed concern that this puts the Board in the position of having to come back to the membership for final approval of the site. He asked if those making the motion and seconding it would consider withdrawing it. The motion and second were withdrawn.

A motion was made by Tim Sanford and seconded by Mary Sapp to approve Perdido Beach Resort as the site for the 1996 conference. In a voice vote there were some nays, so President Jim Nichols asked for a show of hands to confirm the vote. The motion carried.

Discussion resumed regarding conference planning, locations, and expenses. The Board was asked to explore options for increasing leverage for getting optimal hotel rates. Staying in the hotel rather than going to another location for the Monday night event is always a consideration. Members complimented and applauded Karen Gentemann on the success of this year's Monday night event. She pointed out that in this case, holding the event in the hotel would have been more expensive.

7. Other Business.

- a. The National SCUP conference will be held July 8-12, 1995, in San Antonio, at the Hyatt Hotel, with meetings in the Convention Center.
- b. The 1995 AIR Forum will be May 27-31, at the Boston Sheraton (Back Bay area).
- c. Everyone was invited to the Wind-down Party on Tuesday evening in Suite 4126.
- d. Everyone was reminded that the AIR ballots will be out soon and encouraged to vote.

The motion to adjourn was made by Gerald Lunney, seconded by Judy Rogers, and approved by voice vote at 9:45 a.m.

Respectfully submitted,



Harriott D. Calhoun
(serving in the absence of Joe Marks)

Southern Association for Institutional Research

Proposed By-Law Change

10/24/95

▶ **Current Wording:**

Article V: Annual Meeting

Section 1. The annual meeting of the Corporation shall be held during the Fall of each year at a site and date determined by the Board of Directors and approved at a previous annual business meeting by the members in attendance.

▶ **Proposed Wording:**

Article V: Annual Meeting

Section 1. The annual meeting of the Corporation shall be held during the Fall of each year at a site and date determined by the Board of Directors.

Motion
Tim
Sanford { after consultation with the membership at a previous
annual business meeting.
not seconded
Motion
withdrawn } Agenda at each annual business meeting
to include item that allows
a discussion on future sites.