The Electronic Newsletter of the Association for Institutional Research (e-AIR)

Serving Institutional Research Professionals and Those Engaged in Management Research, Policy Analysis & Planning Since October 22, 1986

Editor:
Marne Einarson
Cornell University
(mke3@cornell.edu)

Associate Editor:
Gayle Fink
Bowie State University
(gfink@bowiestate.edu)

Job Editor:
MIssy Piper-Wiggins, AIR
(mwiggins@airweb.org)

Subscription Mgt:
Donna Carlsen, AIR
(dcarlsen@airweb.org)

Next Issue Copy Deadline:
08/21/2009

Next Issue Target Publication Date:
08/27/2009

The newsletter welcomes news items related to management research, policy analysis and planning; persons changing jobs or retiring; requests for help or suggestions from readers; announcements of professional meetings and conferences; comments about recent publications; abstracts of papers which authors are willing to share; job announcements; philosophical and/or humorous thoughts; and more. This online publication is available free to anyone interested in institutional research.

If you wish to subscribe, change your subscription address, or unsubscribe, go to http://www.airweb.org/page.asp?page=133
If you would like to submit articles, requests or information for consideration and inclusion in the newsletter, please contact Marne Einarson, Editor, at: (mke3@cornell.edu).

Persons seeking jobs in institutional research, planning, or policy analysis should plan to check the AIR web page every couple of days for new positions. Point your browser to the following URL: http://airweb.org (look under "Jobs").

For further information regarding the Association for Institutional Research, contact Randy Swing, Executive Director, AIR, Suite 211, 1435 Piedmont Drive, Tallahassee, FL 32308; Telephone: 850-385-4155, Fax:850/385-5180 or via e-mail: (rswing@airweb.org).

Announcements & Information

Call for Nominations for AIR Governance Positions

AIR 2009-2010 Nominating Committee (air@airweb.org)

The 2009-2010 Nominating Committee requests your help in identifying members to lead AIR. The 2010-2011 Board of Director positions open for nominations include: Vice President, Associate Forum Chair, Treasurer, Higher Education Data Policy Committee Chair and five Nominating Committee members.

Please consider nominating your colleagues who can contribute their time and talents to the Association and do not hesitate to nominate yourself. More detailed information can be found on AIR's Nominations Web page.

Submit a nomination today. **The deadline is August 21, 2009.**

Dr. William E. Knight,
Chair, AIR Nominating Committee
air@airweb.org
AIR Office (air@airweb.org)

Renew Your AIR Membership Today

AIR Office (air@airweb.org)

Renew now to receive nearly a full 12 months of member benefits, including discounts on publications and journals, priority registration for AIR Webinars, access to the AIR member directory, and participation in the annual AIR Forum; the premier meeting for IR and assessment professionals. The AIR membership year runs from July 1 through June 30.

To renew today, please visit www.airweb.org/membershiprenewal and select the membership type that best meets your needs. You may renew online or download the 2009-2010 Membership Application form and fax it to AIR at 850-385-5180.

AAUP Faculty Compensation Survey 2009-2010

John Curtis, AAUP (jcurtis@aaup.org)

This summer, AAUP is updating contact information for next year's survey. We hope to send out a brief questionnaire to our survey contacts in August or September to request your input on a few potential changes in the survey process for the upcoming year (see below).

If you know that the contact person or other information about your institution will be changing, please send an e-mail to aaupfcs@aaup.org. You can also call 202-737-5900 ext. 118 for assistance, 10:00 am to 4:00 pm Eastern time during business days.

At the AIR Forum in Atlanta, we announced plans to carry out a pilot test collecting individual-level faculty compensation data. This would eliminate the need for sections III (continuing faculty) and IV (distribution by salary intervals) of our survey, and would allow for calculation of medians, minima and maxima. It would also allow for the collection of salary data by discipline. We do not want individually identifiable data, and confidentiality rules would be maintained. The new format would be entirely optional for 2009-10. We do not have a specific format for submitting data yet. However, if you are interested in participating, please send us an e-mail to the address below.

We are also working on some changes to the Web interface for submitting and reviewing data, and the process for ordering custom reports. We plan to ask for feedback from our survey contacts prior to implementing these changes.

AAUP Research Office
John Curtis, Director of Research and Public Policy
Michael Kinsella, Research Assistant
aaupfcs@aaup.org

Changing Scene

This portion of the newsletter is devoted to keeping you informed about changes among our colleagues such as moves to new positions and/or institutions, newly hired colleagues, professional recognition honors, retirements, deaths, etc. To include an announcement in "The Changing Scene," send a note with the key facts to Marne Einarson (mke3@cornell.edu).

Scott M. Knauss of Bath, PA, died Saturday, June 20, 2009, at Lehigh Valley Hospital Inpatient Hospice surrounded by his family. Scott graduated from Lehigh University with a masters degree in Educational Technology and worked there for 23 years, most recently as the Director of Institutional Research. In addition to his many community affiliations, Scott was a member of NEAIR and AIR. Contributions may be made in Scott's name to the East Allen Township Volunteer Fire Department, 5354 Nor-Bath Blvd, Northampton, PA 18067.

Publications

AIR Publications

New Professional File and IR Applications Now Available

AIR Office (air@airweb.org)

Two new AIR publications are now available:

- AIR Professional File **#113:** A Ten-Step Process for Creating Outcomes Assessment Measures for an Undergraduate Management Program: A Faculty-Driven Process
- IR Applications **#22:** Modeling Potential Implications of a Change in Tenure Policy: A System Dynamics Approach

The *AIR Professional File* and *IR Applications* are online only publications. If you would like to receive a printed copy of the current *Professional File*, please e-mail your request to air@airweb.org and include your name, mailing address, and e-mail address or phone number.

Get Published

To have your paper considered for publication in either the *IR Applications* or the *AIR Professional File*, please send an e-copy to Dr. Gerald McLaughlin, Editor, *IR Applications* or the *AIR Professional File*, at gmclaugh@depaul.edu.

NCES Publications

On Track to Complete? A Taxonomy of Beginning Community College Students and Their Outcomes Three Years After Enrolling: 2003-04 through 2006

This study uses a classification scheme, the Community College Taxonomy (CCT), to analyze outcomes for beginning community college students according to how "directed" (strongly directed, moderately directed, or not directed) they are toward completing a program of study. Levels of direction are based on factors associated with student persistence and degree attainment, and outcomes examined included institutional retention, student persistence, 4-year transfer rates, enrollment continuity, and first-year attrition. The study is based on data from the 2004/06 Beginning Postsecondary Students Longitudinal Study (BPS:04/06), a national sample of undergraduates who enrolled in postsecondary institutions for the first time between July 1, 2003, and June 30, 2004. Participants were interviewed in 2004 and 2006. This study includes only students who initially enrolled in a community college and were not enrolled concurrently in any other institution. Some key findings include:

- Students classified according to the CCT as "strongly directed" toward completion had higher rates of institutional retention, student persistence, AA degree attainment, and 4-year transfer than did their less-directed peers.

- Nearly one-fourth left college in their first year and did not return within the 3-year study period. "Strongly directed" students left college in their first year at a lower rate (16 percent) than did their "moderately directed" (29 percent) or "not directed" (41 percent) counterparts.

- Overall, 49 percent of students had maintained their enrollment or completed a program of study at their first institution, and 55 percent had persisted in any postsecondary institution, within three years after their enrollment.

- Some 10 percent of students had earned an AA degree, 5 percent had obtained a vocational certificate, and nearly 20 percent had transferred to another institution.

To view, download or print the report, please visit: http://nces.ed.gov/pubs2009/2009152.pdf.

A Profile of Successful Pell Grant Recipients: Time to Bachelor's Degree and Early Graduate School Enrollment

This report describes characteristics of college graduates who received Pell Grants and compares them to graduates who were not Pell Grant recipients. For both groups of graduates, data from the Baccalaureate and Beyond Longitudinal Study (B&B:200/01) were analyzed to determine the time it took them to complete a bachelor's degree as well as the percentage who enrolled in graduate school within one year of college graduation. Key findings include the following:

- About 36 percent of 1999-2000 bachelor's degree recipients received at least one Pell Grant while in college.

- Higher percentages of Pell Grant recipients had at least one of several undergraduate risk characteristics (e.g., delaying postsecondary enrollment or failing to graduate from high school) than did non-recipients.

- Parents' education was the only factor consistently related to both time-to-degree and graduate school enrollment for Pell Grant recipients. Those whose parents did not attend college took longer to attain a bachelor's degree and enrolled in graduate school at lower rates than recipients whose parents had at least a bachelor's degree.

- Although Pell Grant recipients had a longer median time-to-degree than non-recipients, when controlling simultaneously for parents' education, undergraduate risk characteristics, and transfer history, recipients had a shorter time-to-degree than non-recipients.

To view, download or print the report, please visit:
http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2009156.

Achievement Gaps: How Black and White Students in Public Schools Perform in Mathematics and Reading on the National Assessment of Educational Progress

The National Center for Education Statistics (NCES) within the Institute of Education Sciences has released a new report analyzing Black-White achievement gaps at both the national and state levels, using NAEP scores as a common yardstick. The study examines data from all main NAEP mathematics and reading assessments through 2007, supplemented by data from long-term trend NAEP results through 2004. Readers will find context for understanding these gaps, as the report examines both the changes in the performance of Black and White students and the changes in the Black-White achievement gap over time.

Mathematics and reading scores on NAEP have increased since the first time the assessment was administered. These score increases have been observed among both Black and White students. However, statistically significant score differences between the two groups have also been observed. View/download the full report at: http://nces.ed.gov/nationsreportcard/studies/gaps.

Other Publications

July/August Issue of Data Notes Available

Data Notes is a bimonthly newsletter that presents data from the national Achieving the Dream database. Achieving the Dream: Community Colleges Count, is a multiyear national initiative to help more community college students succeed. The initiative focuses particularly on student groups that traditionally have faced significant barriers to success, including students of color and low-income students.

The July/August issue of Data Notes, *"Academic Outcomes of High Risk Students,"* has just been released, and is available at: http://www.achievingthedream.org/Portal/Modules/ad91771c-1578-450a-a4fd-4381285f15ce.asset.

Many postsecondary students possess risk factors that are associated with decreased rates of persistence and credential completion. Traditional students—those without risk factors and with greater rates of postsecondary success—are in the minority. This issue of Data Notes examines Achieving the Dream data for students identified as possessing risk factors, by intensity of risk. The outcomes of students with none, one, two, and three or more risk factors were compared. The vast majority—92 percent—of Achieving the Dream students came to college with at least one risk factor. Although students possessing risk factors did not complete or transfer at the same rates as those with no risk factors, the study indicates that persistence through the third year was found to be inversely related to the number of risk factors students possess.

If you have access to the Achieving the Dream Web submission site, you can find the companion reports for individual colleges at www.dreamwebsubmission.org.

Data Resources

CIP 2010 Web Site Released

The National Center for Education Statistics (NCES) within the Institute of Education Sciences is pleased to announce the launch of the 2010 Classification of Instructional Programs (CIP) Web site. The CIP is a taxonomic scheme of instructional programs used by postsecondary institutions when reporting on degrees and awards completed by field of study. The 2010 CIP is the fifth edition of the CIP since it was created in 1980. The 2010 CIP includes more than 300 new instructional programs across more than 50 disciplines. Examples include: Viticulture and Enology (01.0309), Folklore Studies (05.0209), Informatics (11.0104), and Applied Psychology (42.2813). Unlike previous editions, CIP 2010 is only available electronically. However, users can download current and past versions of the CIP from the Resources page on the CIP Web site. From the Web site, users can also:

- Browse the 2010 CIP

- Search for CIP codes using keywords

- Crosswalk the 2000 and 2010 CIP

- View a list of new CIP codes

- View a list of deleted CIP codes

- View a list of moved CIP codes

- Contact NCES for assistance

- Access a detailed help manual

In addition to the CIP Web site, NCES also created two user tools, the CIP Wizard and CIP Selector, which can be accessed from the CIP Home page. The CIP Wizard is a tool designed to aid individuals who report data to the Integrated Postsecondary Education Data System (IPEDS). It allows the user to look up 2000 CIP codes that have been previously used to report degrees and award data for an institution, and maps these codes to the 2010 CIP. The CIP Selector is designed to help users - data reporters and others - in identifying possible 2010 CIP codes that best describe instructional programs. It guides users through a series of questions and returns a list of suggested 2010 CIP codes based on their responses.

Visit the CIP Home page and Resources page at http://nces.ed.gov/ipeds/cipcode/ and http://nces.ed.gov/ipeds/cipcode/resources.aspx?y=55 respectively.
To become more familiar with the new CIP Web site, you may access CIP 2010 Training Modules through AIR's IPEDS Resource Center: www.airweb.org/ipeds.

Meetings and Events

Save the Date for the AIR 2010 Forum

AIR Office (air@airweb.org)

Mark your calendar now for the AIR 50th Forum. The 2010 Forum will be a time to celebrate 50 years of meeting to share ideas and practices, and to plan for the future. Join us in Chicago, May 29 to June 2, as we chart our future in higher education.

Be sure to watch for the 2010 Call for Proposals in August; we're looking forward to receiving your submission!

From Your Local Arrangements Committee - Chicago History
Jonathan Keiser, 2010 Forum Local Arrangements Committee Chair, (jkeiser@colum.edu)

You are invited to the AIR 2010 Annual Forum, 'Charting our Future in Higher Education'. The 2010 Forum will be held in Chicago, a city known for its rich history, excitement, and beauty. We are confident that Chicago will be the perfect backdrop for AIR's 50th Forum, setting the stage for this premier meeting of IR and assessment professionals.

What is Chicago? Numerous writers have tried to capture its essence: "The windy city," "The second city," "My kind of town," and "That toddlin' town". Given the city's diversity, no single phrase completely encompasses the beautiful city on Lake Michigan.

Chicago was organized in 1833 with a population of 350 and was chartered in 1837. C.D. Peacock, Chicago's oldest jeweler, was founded that same year - and is still in business today. By 1840, Chicago had 4,000 residents, and that number has continued to increase dramatically.

Chicago's trajectory was severely altered in 1871 when the Great Chicago fire destroyed approximately one-third of the city, including the main business district. The Historic Water Tower, built in 1869, was one of the few buildings to survive the blaze. It still stands at the intersection of Michigan and Chicago avenues (about one mile north of the conference hotel). Subsequent to the fire, the city was rapidly rebuilt; the world's first skyscraper was constructed in Chicago in 1885.

In 1893, the city hosted the World's Columbian Exposition (also called the Chicago World's Fair). This event had a profound effect on Chicago's subsequent architectural and artistic development, and helped to pave the way for the City Beautiful movement.

Two of the city's iconic buildings, the Merchandise Mart and the art deco Board of Trade, were completed in 1930. At the time of its completion, the Merchandise Mart was, at 4,000,000 square feet, the largest building in the world.

In the 1950s, the city shrank significantly (by 700,000) as people moved to the suburbs. The 1950s also saw the beginning of the Daley mayoral dynasty. Richard J. Daley was elected mayor in 1955 and served until his death in 1976. He oversaw the tumultuous 1968 Democratic Convention, the construction of four major expressways, and the 1973 erection of the world's then-tallest building, the Sears Tower (recently renamed Willis Tower). Another project of interest to Daley was the O'Hare International Airport.

His son, Richard M. Daley, was elected mayor in 1989, and continues to serve in that role today. Under the current Mayor Daley, the city has become a model for sustainable urban planning with rooftop gardens, median strip plantings, and the planting of thousands of trees: all in support of Mayor Daley's goal of creating a clean, livable environment truly described by the city's 160 year-old motto "Urbs in Horto" (City in a Garden). The mayor's beautification plans have attracted suburbanites back to the city causing another rapid increase in population.

Today, Chicago is among the world's 25 largest urban areas, with a population of 2.8 million residents reported in 2007. It is a major transportation hub for North America, and is home to O'Hare International Airport, the second busiest airport in the world. Chicago has big plans for its future development. The city has built a series of large, landscaped municipal parks; some of which were designed by Frederick Law Olmstead, who designed Central Park in New York. Today, Chicago has the distinction of having more parkland than any other city in the U.S. (7,300 acres). Some of the best known of these parks, Grant Park, Lincoln Park, and Washington Park, are all easily accessible from downtown Chicago. Grant Park, which is home to the Buckingham Fountain and the Art Institute of Chicago, is just a few blocks south of the conference hotel.

The city has made a bid to host the 2016 Olympics. Plans include the development of 37 acres of the lakefront just south of downtown and the construction of an Olympic stadium in Washington Park.

Welcome to my kind of town...

The Forum will be a time to celebrate 50 years of coming together to share ideas and practices, and to plan for the next 50. Join us in Chicago as we chart our future in higher education. Visit us online for up-to-date information on the 2010 Annual Forum.

Linda S. Buyer, Ph.D.
Governors State University
l-buyer@govst.edu

Call for Proposals for MidAIR 2009 Conference

Proposals are now being accepted for the 29th Annual Conference of the Mid-America Association for Institutional Research (MidAIR), to be held November 11 to 13, 2009, at the Holiday Inn at the Plaza in Kansas City, Missouri. The conference theme "Dynamic Institutional Research in a Time of Uncertainty" should stimulate research, scholarship, and best practices on many topics relating to institutional research, planning, institutional effectiveness, and student learning outcomes assessment.

Please consider sharing your knowledge and experience by submitting a proposal for a contributed paper that you would like to present. The deadline for submitting a proposal is **August 31, 2009**. For more information about presentation formats or to submit your proposal visit: http://www.mid-air.org/?page=1660. To register for the conference please go to: https://secure.airweb3.org/midair/?page=2314.

Hope to see you at the conference!

Carol Sholy
2009 MidAIR Conference Program Chair
sholyc@umsl.edu

Increasing Access through Transfer Conference

The National Institute for the Study of Transfer Students invites institutional research professionals to attend ***Increasing Access through Transfer: The Transfer Conference for Leaders in Higher Education*** in historic Old Town Albuquerque, September 21-23, 2009.

The conference is designed for institutional leaders - presidents, provosts, student affairs officers, and institutional researcher officers. Highlights include a presidential panel discussing the impact of minority transfer, plenary sessions on tracking transfer students and successful state models, and keynote addresses by Dr. Mary Sias, president of Kentucky State University and Dr. Gretchen Bataille, president of the University of North Texas.

To learn more or to register for the conference visit:
http://www.regonline.com/builder/site/Default.aspx?eventid=756599.

Increasing Access through Transfer is co-sponsored by NASPA - Student Affairs Administrators in Higher Education and APLU - Association of Public and Land-grant Universities

Christine Keller
APLU Director of Research & Policy Analysis
ckeller@aplu.org

Professional Development

Fellowships Available for 2009 Institute on First-Year Assessment

AIR is co-sponsoring up to five fellowships that will cover the registration fee for the Institute on First-Year Assessment being held October 10-12, 2009 in Charlotte, NC. Sponsored by the National Resource Center for The First-Year Experience and Students in Transition at the University of South Carolina, the Institute's purpose is to provide a comprehensive introduction to first-year assessment. Participants will have access to faculty throughout the Institute during informal work sessions, maximizing opportunities for learning and networking. As a working Institute, participants will leave with a draft of an assessment plan geared toward their particular campus context.

To learn more or to apply for this fellowship, visit: www.sc.edu/fye/events/AIRfellowships.htm or call 803-777-8158. The deadline for submitting a fellowship application is **August 17, 2009**. Fellowship awards for the conference will be announced in mid-September.

For more information on the Conference, visit: www.sc.edu/fye/events/assessment/index.html or contact Nina Glisson at ninal@mailbox.sc.edu.

Career Opportunities

AIR Job Listing Summary

Missy Wiggins, AIR Office (mwiggins@airweb.org)

Persons seeking jobs in institutional research, planning, or policy analysis should plan to check the AIR Job Listings web page (http://www.airweb.org/?page=574) every few days for new positions. Employers can submit job ads free of charge by using the online submission form found on the AIR Job Openings page (http://www.airweb.org/?page=2). For any questions about job ads, please contact Missy Wiggins by email (mwiggins@airweb.org) or phone (850-385-4155 ext. 100).

RESEARCH DIRECTOR - The Research & Planning Group for California Community Colleges
Berkeley, **CA**
Deadline Date: August 20, 2009

ASSISTANT DIRECTOR/SENIOR RESEARCH ASSOCIATE - Rochester Institute of Technology
Rochester, **NY**
Deadline Date: Review of applications will begin 8/10/2009.

ASSISTANT VP/EXECUTIVE DIRECTOR OF INSTITUTIONAL PLANNING & RESEARCH - Tusculum College Greeneville, **TN**
Deadline Date: Open Until Filled

INSTITUTIONAL RESEARCH ANALYST - Palmer College of Chiropractic Davenport, **IA**
Deadline Date: Open Until Filled

RESEARCH ANALYST - University of Pennsylvania Philadelphia, **PA**
Deadline Date: Open Until Filled

RESEARCH & PLANNING ANALYST - West Virginia Higher Education Policy Commission Charleston, **WV**
Deadline Date: August 3, 2009

DIRECTOR OF ASSESSMENT - Concordia College Moorhead, **MN**
Deadline Date: Open Until Filled

MANAGER OF INSTITUTIONAL RESEARCH - Jones International University Denver, **CO**
Deadline Date: August 5, 2009

RESEARCH ASSISTANT- Paul Quinn College Dallas, **TX**
Deadline Date: Open Until Filled

PROVIDER TAX RESEARCH ANALYST- Oregon Department of Human Services Salem, **OR**
Deadline Date: August 4, 2009

DIRECTOR OF LEARNING ASSESSMENT - Excelsior College Albany, **NY**
Deadline Date: Open Until Filled

ASSISTANT DIRECTOR - STRATEGIC ANALYST - Hofstra University Hempstead, **NY**
Deadline Date: Open Until Filled

DIRECTOR OF INSTITUTIONAL EFFECTIVENESS - Volunteer State Community College Gallatin, **TN**
Deadline Date: August 7, 2009

RESEARCH ASSOCIATE - Fairfield University Fairfield, **CT**
Deadline Date: Open Until Filled

DIRECTOR OF INSTITUTIONAL RESEARCH & ASSESSMENT - University of Southern Maine
Portland, Mai**ne**
Deadline Date: August 1, 2009

INSTITUTIONAL RESEARCH ANALYST - Trinity University San Antonio, **TX**
Deadline Date: Open Until Filled

PROJECT COORDINATOR - Duke University Durham **NC**
Deadline Date: Applications are received and reviewed on a rolling basis

DIRECTOR OF INSTITUTIONAL RESEARCH - Gratz College Melrose Park, **PA**
Deadline Date: Open Until Filled

DATABASE & SOFTWARE SUPPORT SPECIALIST - Edmonds Community College Lynnwood, **WA**
Deadline Date: July 28, 2009 - First consideration date

DIRECTOR OF INSTITUTIONAL RESEARCH - St. Mary's University San Antonio, **TX**
Deadline Date: August 14, 2009

ASSOCIATE DIRECTOR OF RESEARCH FOR ACADEMIC PERFORMANCE - National Collegiate Athletic Association Iindianapolis, **IN**
Deadline Date:

REGISTRAR - Atlanta Technical College Atlanta, **GA**
Deadline Date: Open Until Filled

DIRECTOR OF INSTITUTIONAL RESEARCH EFFECTIVENESS & REAFFIRMATION - Guilford Technical Community College, Jamestown, **NC**
Deadline Date: Open Until Filled

ASSESSMENT COORDINATOR - University of Nevada Reno, **NV**
Deadline Date: August 15, 2009

DIRECTOR OF ASSESSMENT - Virginia Commonwealth University Richmond, **VA**
Deadline Date: April 1, 2010

DATA ANALYST/QUALITY CONTROL SPECIALIST - University of Nevada Reno, **NV**
Deadline Date: July 31, 2009

PART-TIME RESEARCH ANALYST - Oakland Community College Auburn Hills, **MI**
Deadline Date: August 7, 2009

MANAGER OF INSTITUTIONAL RESEARCH - Salem Community College Carneys Point, **NJ**
Deadline Date: Open Until Filled

ENROLLMENT ANALYST - The School of the Art Institute of Chicago Chicago, **IL**
Deadline Date: Open Until Filled

ASSISTANT/ASSOCIATE DIRECTOR OF INSTITUTIONAL RESEARCH - National University San Diego, **CA**
Deadline Date: Open Until Filled

RESEARCH ANALYST - Kwantlen Polytechnic University Langley, British Columbia Cana**da**
Deadline Date: July 20, 2009

SPECIALIST - Monroe Community College Rochester, **NY**
Deadline Date: Open Until Filled

INSTITUTIONAL RESEARCH & REPORTING SPECIALIST - West Virginia University Morgantown, **WV**
Deadline Date: Applications will be accepted until position is filled, but preference will be given to those received by August 1, 2009.

DIRECTOR OF INSTITUTIONAL RESEARCH - Cecil College North East, **MD**
Deadline Date: For best consideration, please apply by July 17, 2009

ACCREDITATION OFFICER - ECPI College of Technology Virginia Beach, **VA**
Deadline Date: Open Until Filled

BUSINESS INTELLIGENCE DEVELOPER - Columbia College Chicago Chicago, **IL**
Deadline Date: Open Until Filled

SOCIAL RESEARCH ANALYST (SOCIAL RESEARCH SPECIALIST) - University of North Carolina Wilmington Wilmington, **NC**
Deadline Date: July 17, 2009

AIR Executive Office Job Openings
AIR Office (air@airweb.org)

The AIR Executive Office in Tallahassee, Florida has a couple of exciting opportunities for IR professionals looking to make their next career move. To accommodate growth, AIR is recruiting two Associate Directors to join the Executive Office team . Although the newly created positions will have different roles, both will be part of the senior leadership for the organization and report directly to the Executive Director, Randy Swing.

The final job duties for each of the associate directors will be built around the skills and interests of the individuals. A brief description is below and additional information and an online application system are available at www.airweb.org/jobs.

The Associate Director (Federal Contracts Focus) will coordinate AIR's IPEDS trainers and a team of 3 – 4 full-time project managers and support staff. In addition, the Associate Director will provide leadership for the AIR/NCES National Summer Data Policy Institute. This week-long training program in Washington, D.C. trains 50 or more doctoral students and institutional research professionals in the use of national higher education data for dissertations and research projects. The scale and scope of the contract make this position an exciting and challenging leadership opportunity. Visit www.airweb.org/jobs for additional information and to apply.

The Associate Director (Professional Development Focus) will coordinate with AIR's Professional Development Services Committee to identify topics for Webinars as well as potential presenters. The Associate Director will manage content experts, and work with other staff to market and deliver each Webinar. Additionally, this position will work with the Board and Executive Office to undertake surveys and research of AIR's member database to build a deeper understanding of our members and the IR field. The individual in this position will become the "go to" person for national perspectives on the field of institutional research. Visit www.airweb.org/jobs for additional information and to apply.

AIR is expanding its operations and web services to advance college and university institutional research (IR) in support of decision-making at the campus, state, and national levels.

AIR has identified a need to redesign its Web site and redevelop existing applications to provide a meaningful and modern site for its 4,000 members. AIR is also undertaking new research initiatives to document the status of the IR field and professional development needs of members.

AIR currently employs 20 staff members who manage several large grant, fellowship, and educational training programs. AIR receives funding from the Federal government, a private foundation, and membership fees.

AIR staff and members design and deliver professional development opportunities for individuals in the field of IR and assessment. The range of professional development includes face-to-face meetings with 50 - 1,400 participants, books, an electronic newsletter, online training courses and webinars.

AIR, a non-lobbying association, is located in northeast Tallahassee, FL just off Thomasville Road south of I-10.

Outstanding benefits and pay, free parking, and opportunity for advancement make AIR a rewarding work environment.

Technical Tips

Fun with the Excel 2007 Format Painter

Marne Einarson (mke3@cornell.edu)

This corner of the newsletter is reserved for readers to share practical tips, techniques and shortcuts that can make a difference in our work. Send your tips to Gayle Fink (gfink@bowiestate.edu).

This is usually Gayle's "corner" of the newsletter, but this month I'm contributing a small tip. Our office made the switch to MS Office 2007 a few months ago and I must confess that I am still learning how to how to get some things done in the newer version. An Excel 2007 feature that I recently stumbled upon and have come to love is Format Painter – it's the small paintbrush icon that appears on the Home tab of Excel. It's a handy way to paste existing formatting to new cells in an Excel spreadsheet. Here's how it works:

1. Format a cell in the spreadsheet.

2. Click on the formatted cell to make it an active cell.

3. Click on the Format Painter (paintbrush) icon located on the Home tab.

4. Click on another cell to copy formatting from the active cell to this second cell.

5. Format Painter makes it easy to copy formatting to multiple adjacent cells. Simply format your first cell as you like, click to make this cell active, click the Format Painter icon, then drag-select the adjacent destination cells.

6. Likewise, you can easily copy formatting to non-adjacent cells. Format your first cell, make it active, double-click the Format Painter icon, click on your first destination cell to copy the formatting, and continue clicking on additional cells to copy the formatting there as well. When you are done, click on the Format Painter icon once more to turn it off.

Using Format Painter is so much easier than the "Copy/Paste Special/Formats" routine I was using before. It's little things like this that make me a happy camper!

Parting Thoughts

This month's quotes are taken from the e-mail signature of Lydia Snover, Director of Institutional Research at MIT (lsnover@mit.edu). These quotes have always struck me as pertinent for institutional research and, well, life in general. Many thanks to Lydia for allowing me to post them here.

> I was gratified to be able to answer promptly and I did. I said I didn't know.
> ~ From *Life on the Mississippi* by Mark Twain [Samuel Langhorne Clemens] (1835–1910), American author and humorist

> Our humanity is diminished when we have no mission bigger than ourselves.
> ~ Bono [Paul David Hewson] (1960-), Irish musician and activist

> Facts are stubborn things; and whatever may be our wishes, our inclinations, or the dictates of our passion, they cannot alter the state of facts and evidence.
> ~ John Adams (1735-1826), American politician and second President of the United States

Reader contributions of Parting Thoughts are most welcome. Send them to Marne Einarson (mke3@cornell.edu).