



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

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

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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: www.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

AIR Member Named Editor of Research in Higher Education (RIHE)

AIR Office (air@airweb.org)

After a nearly year-long effort, the Research in Higher Education (RIHE) editor search committee has selected a successor to John C. Smart, who will retire after 20 years of service. Robert K. Toutkoushian, who has built an extensive and impressive record over the past 20 years as a scholar, administrator, editor, and contributor to his profession, will assume the position in approximately 18 months. To date, there have been only two editors for the Springer publication.

According to Patrick Terenzini, Distinguished Professor of Higher Education at Penn State and chair of the editor search committee, "The search was both hugely daunting and rewarding." RIHE is such a prominent leader in higher education research, the selection of the next editor will have serious implications for institutional and higher education research "for at least the next decade". Finding a "replacement" for John Smart, Terenzini said, was "going to be 'Mission Impossible'". Terenzini noted that Smart has been "more than just an editor. He's also been a teacher and mentor for young researchers and a guiding light for experienced researchers and practitioners." Terenzini said the committee is "unanimous in our conviction that we couldn't have done any better in recommending Rob Toutkoushian". Toutkoushian currently serves as Professor at the University of Georgia, Institute of Higher Education.

During his term as RIHE editor, Toutkoushian will also receive support from Libby Morris, Director of the Institute of Higher Education. "The Institute of Higher Education is pleased to become the new home of Research in Higher Education. I know that Rob will uphold the fine reputation of the journal and add to the outstanding legacy created by long-time editor John Smart. The Institute once again hoists high the banner for institutional research!"

As Smart begins his last year and a half as RIHE editor, he took a moment to comment on his replacement. "I'm delighted Rob was selected and I am confident he will do a great job. He is top notch in all respects and I will leave the editorship feeling better, given his selection to follow me."

For more information on RIHE, visit www.airweb.org/?page=89.

Announcing Fellowships for National Resource Center Institute on First-Year Assessment

AIR Office (air@airweb.org)

Each year, the <http://www.sc.edu/fye/>National Resource Center for The First-Year Experience and Students in Transition at the University of South Carolina, in association with AIR, awards up to five fellowships for the National Resource Center's Institute on First-Year Assessment. The fellowship pays for a participant's conference registration fee, excluding travel and lodging expenses.

The National Resource Center's Institute on First-Year Assessment is designed to provide faculty, first-year program directors, student affairs professionals, institutional researchers, and/or assessment practitioners in the field of first-year assessment with the tools to improve higher education through assessment.

Congratulations to the 2009 Fellowship winners who will attend the conference October 10-12, in Charlotte, North Carolina:

- **Beth M. Lingren Clark**, Director of Orientation & First-Year Programs
University of Minnesota-Twin Cities
- **Liz F. Fitzgerald**, Director of First Year Programs and Student Support
University of North Carolina at Charlotte
- **Jon William Laird**, Coordinator, University Assessment Office
Illinois State University
- **Erika Rose Thompson**, Director of Institutional Research
Lipscomb University
- **Kriesta Watson**, Director of Institutional Research
Shenandoah University

AIR applauds the National Resource Center for engaging institutional researchers and educational practitioners in improving the success and learning of first-year students.

For more information about the National Resource Center's Institute on First-Year Assessment, visit <http://www.sc.edu/fye/events/assessment/>.

AAUP Faculty Compensation Survey 2009-10

We are currently working on the Web interface for our 2009-10 survey, and will be sending out specific information as soon as possible. We do not anticipate any significant change in reporting categories or definitions, but the process for submitting and verifying data will change. You will be able to make use of the same Excel file format for assembling data and doing an initial validation, and we will make available an updated version of the Excel file with proper labeling soon. We are making changes to the Web interface for submitting and reviewing data, which we expect will result in a cleaner and more polished look and a more user-friendly experience. Later we will make corresponding changes to the interface for ordering custom reports.

If you know that the survey contact person or other information about your institution will be changing, please send an e-mail to aaupfcs@aaup.org.

We still plan to carry out a voluntary pilot test for collecting individual-level faculty compensation data, although with the press of other projects this may actually take place during the regular survey season. If you are interested in participating please send us an e-mail. We will be directly contacting those who have already expressed an interest.

We are also developing a brief questionnaire to get a sense of institutional plans regarding faculty employment, in light of the current national economic situation. We are still working out the most effective means for distributing the survey and tabulating results. Participation in this supplemental survey will be unrelated to the regular compensation survey, but should be very useful for your institutional planning and benchmarking.

As always, we appreciate your participation and welcome your comments, suggestions, and questions. We will do our best to respond in a timely manner.

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).

It is with great sadness that we report the passing of our good friend and colleague, **Joan Patten**, former director of the Research, Analytics and Reporting Office at Sinclair Community College. Joan was involved in IR at Sinclair since 1986. She built the IR office at our institution from the ground up, and her wisdom, insight, and experience were incredible assets. She was our director, but also our friend and mentor, and we are so fortunate to have worked with such a caring and compassionate person. She is sorely missed by us and the rest of the college. Her family have asked that any contributions in her honor be made to the following, or to the charity of your choice with the designation "In memory of Joan Patten": 1) Joan Patten Memorial Scholarship Fund, c/o Sinclair Foundation, 444 W. Third St., Dayton, OH 45402; or 2) Jeremiah's Letter, Inc., PO Box 842, Dayton, OH 45401; or 3) SICSA Pet Adoption Center, 2600 Wilmington Pike, Kettering, OH 45419; or 4) North Riverdale Lutheran Church, 45 Kurtz Ave., Dayton, OH 45405.

Publications

AIR Publications

Now Available – *Effective Reporting, Second Edition*

By Liz Sanders and Joseph Filkins

AIR Office (air@airweb.org)

Effective Reporting, Second Edition provides a short, user-friendly, comprehensive guide for institutional researchers. This monograph presents short and concise advice, checklist guides and examples of representations of quantitative data.

(2009, 65 pp.)

Member: \$25.00 | Non-member: \$30.00

Visit www.airweb.org/airbookstore to order online, or download a printable PDF.



NCES Publications

NCES Releases Projections of Education Statistics to 2018

Postsecondary enrollment rose by 28 percent between 1993 and 2007, and is projected to increase a further 13 percent with an estimated 21 million students enrolled in colleges, universities and training programs by 2018, according to Projections of Education Statistics to 2018, released by the National Center for Education Statistics. The Projections report – the 37th in a series first published in 1964 – provides national-level data on enrollment, teachers, high school graduates, and expenditures at the elementary and secondary school level. The report also provides data on enrollments in elementary and secondary schools and high school graduates for the 50 States and the District of Columbia. At the postsecondary level, it includes data on enrollment and earned degrees for the past 14 years and projections to the year 2018.

Other findings include:

- Enrollment in public elementary and secondary schools rose 13 percent between 1993 and 2006 and is projected to increase an additional 9 percent between 2006 and 2018
- Between 2006 and 2018 private school enrollment is expected to decrease by 2 percent.
- The number of high school graduates increased by 27 percent between 1993-94 and 2005-06, and a further increase of 9 percent is projected by 2018-19.
- There are more African American and Hispanic students in college than ever before, and their numbers represent a larger share of overall college enrollment. The number of African American college students increased from 1.7 million in 2000 to a projected 2.4 million in 2018. The number of Hispanic college students also will increase, to a projected 2.1 million in 2018, from 1.5 million in 2000.

To view the full report, please visit <http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2009062>.

Revenues and Expenditures by Public School Districts: School Year 2006-07 (Fiscal Year 2007)

This brief publication contains data on revenues and expenditures per pupil made by school districts for school year 2006-07. Median per pupil revenue and expenditure data are reported by state, as well as values at the 5th and 95th percentiles. Data for charter schools are reported separately. There are also discussions on the different types of school districts, and other resources that may be helpful in analyzing school district level data. Revenues and expenditures for the 100 largest school districts are included, as well as federal revenues by program. For total revenues and expenditures for public education made by states and the nation, readers should refer to the state-level "Revenues and Expenditures for Public Elementary and Secondary Education: School Year 2006-07" (NCES 2008-337)

To view, download, or print the report in PDF format, please visit
<http://nces.ed.gov/pubs2009/2009338.pdf>.

Other Publications

Bowen Book Addresses Topics of Interest to Community Colleges

Dr. William G. Bowen, an AIR member and the opening plenary speaker for the [50th Forum](#) in Chicago, May 29-June 2, 2010, has published another high-profile book: *Crossing the Finish Line: Completing College at America's Public Universities*. The book is co-authored by Matthew M. Chingos, a Ph.D. student at Harvard University, and Michael S. McPherson, president of the Spencer Foundation.

The book, reviewed by both [The New York Times](#) and [Inside Higher Ed](#), focuses on the premise that America's flagship public universities are not doing enough to help students graduate in a timely manner (less than six years), *if they graduate at all*. The problem appears particularly acute for minority students.

Noting the strong performance of transfer students and the effects of financial constraints on student retention, the authors call for improved transfer and financial aid policies as well as programs designed to improve student/institution matching. The authors' conclusions point to the need for greater investment in Community Colleges – findings that are especially timely in current debates about the future of higher education.

AIR is especially proud of the attention this book has received. In addition to Dr. Bowen, 26 other AIR members are either acknowledged or cited in the book.

Dr. Bowen, president emeritus of the Andrew W. Mellon Foundation and Princeton University, is the co-author of 19 other books, including the acclaimed *The Shape of the River: Long-Term Consequences of Considering Race in College and University Admissions* and *Equity and Excellence in American Higher Education*.

For more information on *Crossing the Finish Line*, or to order, please visit <http://press.princeton.edu/titles/8971.html>

For more information on the AIR 2010 Forum, visit <http://forum.airweb.org>.

September/October 2009 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 September/October 2009 issue of *Data Notes* has just been released, and can be viewed on the Achieving the Dream Web site at:

<http://www.achievingthedream.org/DATARESEARCH/DATANOTESNEWSLETTER/default.tp>

This issue of *Data Notes* is the first of a two-part series investigating the characteristics of late stop-outs – students who accumulate at least 30 credits within the first two years, only to stop out without completing credentials or transferring. Seventy-five percent of students at Achieving the Dream colleges who accumulated 30 or more credits in their first two years were either still enrolled (59 percent), transferred (2 percent), or completed their credential (14 percent) by the end of their third year. Native American students had the highest stop-out rate (59 percent) by the end of year 5, while Asian/Pacific Islanders had the lowest stop out rate (44 percent). Interestingly, Pell grant recipients were slightly more likely to stop-out than non-recipients (49 percent).

Achieving the Dream Colleges, Data Facilitators and Coaches – you can also view your individual college's companion figures to this issue of *Data Notes* on www.dreamwebsubmission.org (the Achieving the Dream Web submission site). To view your college's data, sign in using your username and password and select the Sept/Oct 2009 issue under the "Reports" tab.

Publication Opportunities

The Journal of Assessment and Institutional Effectiveness: Call for Papers



This **Call for Papers** announces the launching of *The Journal of Assessment and Institutional Effectiveness*. *The Journal* is a national periodical publishing current, significant scholarly contributions that examine aspects of assessment or institutional effectiveness in higher education. The inaugural issue is planned for late Fall 2010.

Papers are invited from assessment investigators in every field relating to student learning outcomes, assessment processes in academic disciplines, institutional effectiveness planning, public policy, or other research-based or theoretical analyses. *The Journal* reaches a nation-wide assessment community of academic faculty, student services personnel, administrative planners, institutional research officers and practicing assessment professionals. *The Journal* is sponsored by the New England Educational Assessment Network and supported by Southern Connecticut State University.

Each proposal is screened by the *Journal's* editorial board and refereed by experts in the subject area prior to any decision to publish. Submissions should range from 7,500 to 12,500 words, including footnotes. Please use *The Chicago Manual of Style*. Send proposals in both Word format and hard copy to:

Dr. Richard A. Gerber, Editor
The Journal of Assessment and Institutional Effectiveness
Southern Connecticut State University ENC211C
501 Crescent Street
New Haven, CT 06515.

Dr. Gerber can also be reached by e-mail gerberr1@southernct.edu or clioii@cox.net, by phone 203-392-5342 or 860-652-8331, or by Fax 203-392-8835.

Data Resources

ERIC Library to Expand, Improve Under New Contract

The U.S. Department of Education will spend \$29 million over the next five years to enhance and operate the ERIC digital library of education literature, which offers free access to a broad array of scholarly materials. ERIC is the world's largest and most frequently used digital library of education, containing more than 1.3 million bibliographic records indexed from 1966 to the present. Its Web site (<http://eric.ed.gov>) provides free access to the ERIC digital library, which received more than 40 million visits in 2008 from educators, researchers, and the general public.

New enhancements included in this five-year contract include:

- Collaboration with the agency's library to digitize and process archival materials related to the history of the Department, such as early 20th century records from the Commissioner of Education
- Enhanced online submission format allowing Department of Education grantees and contractors to easily submit reports and related published research
- Establishment of a Library Committee, composed of school, academic, and special librarians who will recommend journals and sources, changes to the ERIC Thesaurus, and services and outreach
- Optical Character Recognition (OCR) of 486,000 digitized microfiche documents to ensure universal access

The ERIC Web site provides an alphabetical list of more than 984 journals currently indexed in the digital library. Other materials, including research syntheses, conference papers, technical reports, and policy papers are also indexed from more than 760 sources. More than 20 percent of the collection is full-text materials. ERIC, one of the longest-running services offered by the Department of Education, is part of the National Library of Education in the Institute of Education Sciences.

Visit the ERIC Web site at: <http://eric.ed.gov>.

Research Request

Recruiting Four-Year Institutions for National SAT Validity Study

Emily Shaw, Research & Development, The College Board (eshaw@collegeboard.org)

The College Board continues to examine the validity, fairness and effectiveness of the SAT across a national range of institutions and students. Over 140 four-year colleges and universities have already participated in this ongoing national effort to conduct test validity and college success research. Each participating institution receives a stipend for the work involved in assembling and submitting a data file with particular student information related to college performance (for all first-time, first-year students that began in fall 2008). The data files are due by October 31, 2009. Additionally, these institutions have the opportunity to design and receive unique admission and placement studies and a comprehensive data file returned with supplementary student-level variables from a College Board database. Also, participating institutions will receive copies of the national SAT Validity Study and other related research studies that report data aggregated across institutions.

If any four-year institutions (with at least 250 first-year students and more than 75 SAT-takers) are interested in participating in this national research project, contact Emily Shaw for more information at eshaw@collegeboard.org or 212-713-8172.

Meetings and Events

AIR 2010 Forum Call for Proposals

AIR Office (air@airweb.org)

AIR is accepting proposals for our 50th Forum taking place on May 29 – June 2, 2010 in Chicago, Illinois. Submit a proposal to share your scholarship and knowledge as we “chart our future in higher education.”

Proposals sharing **IR Practices that Work, Scholarly Research and Institutional Effectiveness Strategies** are highly encouraged. Join us as we advance practice and theory in institutional research at the 2010 Forum. **The deadline for proposal submission is midnight EDT, October 30, 2009.**

We are currently seeking proposals for:

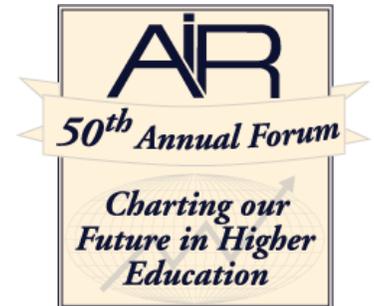
- Panel Session
- Poster Demonstration
- Research-in-Action
- Scholarly Paper
- Table Topic Discussion
- Pre-Forum Workshop

Complete details about proposal guidelines and the submission process can be found at <http://forum.airweb.org/presenters/proposals.aspx>.

We look forward to receiving your proposal and we will see you in Chicago!

Julie Carpenter-Hubin
Forum Chair

Debbie Dailey
Associate Forum Chair



From Your Local Arrangements Committee - The Chicago Jazz Scene

Herbert H. Stenson

Jazz isn't dead – at least not in Chicago. The long tradition of Chicago jazz continues at a large number of venues. Below are a few spots that deserve special mention, but you can view a comprehensive list of the latest happenings on Chicago's premier Jazz entertainment and booking resource <http://www.chicagojazz.com>.

Joe Segal's Jazz Showcase is one of the oldest jazz clubs in the country. Open seven nights a week, Joe Segal's features a mix of nationally-known performers and excellent local bands. It is located on the southern edge of the loop (Chicago's downtown area) and is within walking distance of the conference hotel. Visit <http://www.jazzshowcase.com/> for contact information and other details.

Another all-jazz, all-the-time place is Andy's Jazz Club, located just north of the loop. Incredibly, they have jazz at lunchtime from noon until 2:00 p.m., another band for happy hour from 5:00 p.m. until 8:00 p.m., and yet a different band from 9: 00 p.m. until 1:00 a.m. every day. The food is first-rate and the ambiance is that of a real "jazz joint". Check out <http://www.andysjazzclub.com>

Another venue for jazz seven nights a week is the Green Mill on Chicago's north side. They have a large swing band and dancing on Thursday nights. Green Mill was a hangout for the Al Capone gang, and the 1930's décor hasn't changed since those infamous days. Visit <http://www.greenmilljazz.com> for more information.

Katerina's, also on the north side of Chicago, is an eclectic music venue that serves excellent food. Katerina's features music ranging from Greek folk music, to string quartets, to re-creations of the Hot Club of Paris, depending on which night you happen to visit. Visit the Web site at <http://www.katerinas.com>

Have a swingin' good time in Chicago!

For more information about things to do in the Chicago area please contact Jonathan Keiser (jkeiser@colum.edu), Local Arrangements Committee Chair for the 2010 AIR Forum.

Call for Proposals Extended for MidAIR 2009 Conference

The call for proposals for the 29th Annual Conference of the Mid-America Association for Institutional Research (MidAIR) has been extended to **September 30, 2009**. The conference will be held November 11 - 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. For more information about presentation formats or to submit your proposal visit: <http://www.mid-air.org/?page=1660>. To register for the conference 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
314-516-4148

2009 Assessment Institute in Indianapolis

October 25-27, 2009 – Westin Indianapolis

Join us at the 2009 Assessment Institute in Indianapolis for:

- In-depth learning opportunities with scholars/practitioners for faculty and academic and student affairs administrators
- Pre-institute workshops offering extended learning opportunities with experienced practitioners
- A keynote panel and concurrent workshops with leaders of successful assessment initiatives including:
 - Jamie P. Merisotis, Lumina Foundation for Education
 - Thomas A. Angelo, La Trobe University, Australia
 - Trudy W. Banta, Indiana University-Purdue University Indianapolis
 - Peter T. Ewell, National Center for Higher Education Management Systems (NCHEMS)
 - George D. Kuh, Center for Postsecondary Research, Indiana University
 - Jeffrey A. Seybert, Johnson County (KS) Community College
- Plenary sessions and workshops emphasizing assessment in:
 - Civic Engagement, keynote by Victor M.H. Borden, Indiana University
 - ePortfolios, keynote by Helen C. Barrett, University of Oregon
 - Faculty Development, keynote by Myles G. Boylan, National Science Foundation
 - First-Year Experience, keynote by Jane V. Wellman, Delta Project on Postsecondary Education Costs, Productivity, and Accountability
 - Student Development and Diversity, keynote by Gwendolyn Dungy, NASPA – Student Affairs Administration in Higher Education

Continuing with our traditions, we'll present sessions with national assessment leaders, the Best Practices Fair, and additional learning opportunities emphasizing:

- Accreditation
- All major fields
- Assessment methods
- Community Colleges
- General education

For more information, visit <http://www.planning.iupui.edu/institute> or contact:

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Register for the Institute on First-Year Assessment

This hands-on institute is designed to maximize opportunities for participant learning and networking. Featuring 16 of the leading assessment faculty in the country, the institute is structured to create a cumulative learning experience and to provide a comprehensive introduction to the theory and practice of first-year assessment. Every attendee will receive a free copy of *Guidelines for Evaluating The First-Year Experience, 2nd edition*.

Exploring both quantitative and qualitative assessment practices, concurrent sessions and workshops allow for an examination of major issues while maximizing participant interaction and building connections between assessment theory and practice.

For details and registration information, visit <http://www.sc.edu/fye/events/assessment/>.

Nina L. Glisson
Assistant Director for Conferences and Continuing Education
National Resource Center for The First-Year Experience and Students in Transition
NINAL@mailbox.sc.edu

ACUI Women's Leadership Institute 2009

Coproduced by ACPA, ACRL, ACUHO-I, ACUI, APPA, NACUBO, NAEP, and NASPA

December 6-9 - Ritz-Carlton, Amelia Island, Florida

Register now – [registration](#) ends October 30th

Don't miss being a part of this special program for women seeking to become leaders in higher education administration and student affairs. This year's program will have a special focus on the economic challenges facing colleges and universities and what is being done to address them. Through presentations, small group exercises, and discussion, you'll gain a practical understanding of what it takes to be a leader on a college or university campus – both the challenges and the rewards.

You Will Learn To:

- Effectively utilize key leadership skills: negotiation, communication, introducing and managing change, developing yourself and others, and creating effective work environments
- Develop your greatest strengths and talents through a highly regarded personal assessment tool
- Recognize and appreciate the roles, responsibilities, and perspectives of a broad range of higher education professionals
- Build relationships and improve goal achievement when working with people from across campus
- Help your institution respond successfully to the unique challenges of today

Who Should Participate?

Women who aspire to become senior leaders in higher education. Current responsibilities should include administrative functions that regularly require decision making which impacts departmental operations and involves other important relationships on campus.

Visit <http://www.acui.org/programs/professional/program.aspx?id=10117> for more details about the institute and to register.

Michelle J. Smith

ACUI Director of Educational Programs and Services

mjsmith1@acui.org

Notes from the 2009 EAIR Forum

Bill Knight, AIR Immediate Past President (wknight@bgsu.edu)

I had the wonderful opportunity to attend the European Association for Institutional Research Forum held in Vilnius, Lithuania on August 23-26, 2009. The Forum theme of “Fighting for Harmony - Students, Society and the Academy in Tune” was very appropriate to describe myriad issues discussed there, which included quality, governance, administration, students, learning paradigms, research management, ethics, the Bologna Process and the Lisbon Reforms, internationalization, rankings, assessment, benchmarking, graduate education, the academic workforce, effective teaching, enrollment management, institutional diversity, and partnerships.

While many of the issues are the same as those we are facing, the context was sufficiently different to make the discussions fresh and interesting. Participants were from 18 European nations as well as Australia, Canada, India, Japan, South Africa, and the USA. In addition to meeting many new colleagues, I saw some familiar faces there as well, including Vic Borden, Trudy Banta, Anne Marie Delaney, and Susan Kahn.

The discussions and networking made this an excellent professional development opportunity that I would highly recommend. Details about next year's Forum in Valencia, Spain are available at <http://www.eair.nl/forum/valencia/Welcome.asp>.

Professional Development

AIR Statistics Webinars

The AIR Professional Development Services ([PDS](#)) Committee is offering another section of the [2009 Statistics Webinar Series](#), "*Intermediate Statistical Applications for Institutional Research*".

This section offers the same content and expert presenters, only the webinars are presented on additional dates. Space in the second section is limited to 100 participants each. Additional webinar dates and details are shown below.

Registration for the second section opened to members Tuesday (9/22) at noon. Half of the webinar spaces are already sold. [Register now](#) to confirm your spot.

If you are not a current member but [purchase a membership](#) today, you will have the opportunity to [register for the webinars](#) during the members only registration period of September 22nd - 25th and receive the special member price of \$125 per webinar, or \$350 for the complete series (\$175 less than the non-member price). The special price for members will be available until all webinars are sold.

On September 25th, non-members will have the opportunity to purchase any remaining spaces at the regular price of \$175 per webinar, or \$525 for the series.

Additional Details

Pricing

AIR member: \$125 per webinar (\$350 for all three) – registration began September 22nd at Noon (ET)

*Non-member**: \$175 per webinar (no discount for all three) – register September 25th at Noon (ET)

*Purchase an [AIR](#) membership (\$125) today to register for the complete statistics webinar series at a \$150 discount

*Computer [Hardware & Software Requirements](#) for viewing AIR Webinars

Presented by: Robert K. Toutkoushian, Ph.D.

Tuesday October 20th, 1:00 - 2:30 p.m. (ET) – REGISTRATION OPEN

Tuesday, October 13th, 1:00 – 2:30 p.m. (ET) - SOLD OUT

In this webinar, Dr. Toutkoushian will explore the fundamental techniques used to examine the relationships between two or more variables. Participants will learn how to estimate the parameters in a simple regression model; understand the assumptions underlying the model; and examine some of the ways to apply these models in the IR office. Dr. Toutkoushian will also explain more complex models in which more than one independent variable is said to influence the dependent variable (i.e. multiple regression), as well as demonstrate how to expand the regression model framework to examine non-linear functional relationships.

Analysis of Variance (ANOVA) – powerful statistical tool for a variety of IR applications

Presented by: Robert J. Ploutz-Snyder, Ph.D.

Tuesday November 3rd, 1:00 - 2:30 p.m. (ET) – REGISTRATION OPEN

Tuesday, October 27th, 1:00 – 2:30 p.m. (ET) - SOLD OUT

In this webinar, Dr. Ploutz-Snyder will provide participants with the basic tools needed to start using ANOVA. Webinar participants will learn how to use ANOVA to test for differences among three or more groups, and more importantly, learn how to isolate and analyze the effects of multiple independent variables and interactions between two or more independent variables.

Advanced Regression - applications for the IR toolbox**Presented by: Victor M. H. Borden, Ph.D.****Tuesday November 17th, 1:00 - 2:30 p.m. (ET) – REGISTRATION OPEN**~~Thursday, November 5th, 1:00 – 2:30 p.m. (ET) - SOLD OUT~~

In this webinar, Dr. Borden will explore the regression techniques that are most appropriate when considering binary groups (e.g., retained, not retained), multiple groups (e.g., chosen major), or percentages (e.g., retention rates). Participants will learn about the special treatment required of multiple regression when looking at many of the outcomes of interest to IR practitioners (many of the tenets of standard Ordinary Least Squares regression is violated in typical IR studies). Dr. Borden will also demonstrate a practical application of probit regression and logistic regression models through exercises that use institutional research datasets and problems.

Fall Data Collection Tutorials and Materials Posted

AIR Office (air@airweb.org)

AIR is pleased to announce that the Fall Collection Cycle Video Tutorials have been posted at www.airweb.org/ipeds. Many thanks to the authors for all of their hard work, and to Gail Fishman for overseeing the entire project.

Tutorials and Authors

- Institutional Characteristics (IC) – Darline Morris and Donna Silber
- 12-Month Enrollment (E12) – Ira Tyszler
- Completions (C) – Darline Morris
- What's New for each tutorial – Kimberly Thompson
- Overview for each tutorial – Jacki Stirn
- New Keyholders – Yvonne Kochera Kirby and Jamie Balducci
- Overview of IPEDS – Gayle Fink

You will notice many delivery improvements this year, including the addition of separate chapters for each tutorial. You can also print a narrative of the tutorial, as well as the slides – either as a full page, or two slides per page.

Additionally, you'll find a short tutorial on Race/Ethnicity Reporting and a fact sheet for the new post-baccalaureate degree classifications.

The AIR IPEDS Team

Information on November 2009 IPEDS Workshops

Topics

- Leading (Managing) an IPEDS Cycle
- IPEDS Data as the Public Face of an Institution
- IPEDS Data and Benchmarking: Supporting Decision Making and Institutional Effectiveness
- Special topics upon request

Format

- Face-to-face training sessions for IPEDS data providers and users
- Taught by [experienced practitioners](#) from across the country
- Includes six hours of instruction, workshop materials, breaks, and lunch

Highlights

- Co-hosted by the Association for Institutional Research ([AIR](#)) and other higher education organizations/units/groups
- Funding provided by the National Center for Education Statistics ([NCES](#))
- Provided at no charge to participants
- Participants may apply for travel assistance awards

November 2009 Workshops

Co-hosting Organization	Date	Location
NEAIR - North East Association for Institutional Research	November 8	Baltimore, MD
ALAIR - Alabama Association for Institutional Research	November 9	Point Clear, AL
MidAIR - Mid-America Association for Institutional Research	November 11	Kansas City, MO

For additional information and to apply to attend a workshop, please visit www.airweb.org/ipedsworkshops.

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. 103).

[DIRECTOR OF INSTITUTIONAL EFFECTIVENESS - Infinity Recruiting Virginia Beach, VA](#)

Deadline Date: TBA

[DIRECTOR OF INSTITUTIONAL RESEARCH - Saint Mary's College of California Moraga, CA](#)

Deadline Date: Open Until Filled

[RESEARCH ANALYST - College of Lake County Grayslake, IL](#)

Deadline Date: October 2, 2009

[INSTITUTIONAL RESEARCH & ASSESSMENT ANALYST - Indiana State University Terre Haute, IN](#)

Deadline Date: Open Until Filled

[RESEARCH ASSOCIATE - Huston-Tillotson University Austin, TX](#)

Deadline Date: Open Until Filled

[ASSISTANT DIRECTOR INSTITUTIONAL RESEARCH - Texas Christian University, Fort Worth, TX](#)

Deadline Date: Open Until Filled

[HIGHER EDUCATION POLICY & RESEARCH ANALYST - Maryland Higher Education Commission](#)

Annapolis, MD

Deadline Date: SEPTEMBER 18, 2009

[RESEARCH ANALYST- Harper College - Palatine IL](#)

Deadline Date: Open Until Filled

[INSTITUTIONAL RESEARCHER - Seton Hall University Greensburg, PA](#)

Deadline Date: Open Until Filled

[DECISION SUPPORT ANALYST - Oklahoma City Community College Oklahoma City, OK](#)

Deadline Date: SEPTEMBER 30, 2009

[ENROLLMENT MANAGEMENT RESEARCH ANALYST - Human Capital Research Evanston, IL](#)

Deadline Date: Open Until Filled

[DIRECTOR OF INSTITUTIONAL RESEARCH & EFFECTIVENESS - Bemidji State University Bemidji,](#)

MN

Deadline Date: OCTOBER 2, 2009

[SENIOR INSITUTIONAL EFFECTIVENESS & ASSESSMENT SPECIALIST - South Texas College; McAllen TX](#)

Deadline Date: Open Until Filled

[RESEARCH ASSOCIATE - Council on Social Work Education](#) Alexandria, **VA**

Deadline Date: September 30, 2009

[DIRECTOR OF INSTITUTIONAL RESEARCH - Tyler Junior College](#)

Deadline Date: September 21, 2009

[ASSESSMENT RESEARCH ANALYST - Ball State University](#) Muncie, **IN**

Deadline Date: Open Until Filled

[Research Analyst \(Part-time Educational Assistant \) - Housatonic Community College](#) Bridgeport, **CT**

Deadline Date: September 15, 2009

[PROJECT PROGRAM SPECIALIST - University of Arkansas](#) Fayetteville, **AR**

Deadline Date: Oct. 5, 2009 or until filled

[DIRECTOR OF INSTITUTIONAL EFFECTIVENESS - Galen College of Nursing](#) Louisville, **KY**

Deadline Date: October 15, 2009

[STATISTICAL ASSISTANT - United States Coast Guard Academy](#) New London, **CT**

Deadline Date: September 18, 2009

[RESEARCH ASSOCIATE - Fairfield University](#) Fairfield **CT**

Deadline Date: Open Until Filled

[RESEARCH ANALYST - Mills College](#) Oakland, **CA**

Deadline Date: Open Until Filled

[DIRECTOR INSTITUTIONAL INFORMATION - Mohave Community College](#), Kingman, Arizona

Deadline Date: Next Review 9/11/09

[DATA ADMINISTRATOR & LEAD ANALYST - University of Minnesota](#) Minneapolis, **MN**

Deadline Date: Open Until Filled

[DIRECTOR OFFICE OF ANALYSIS, ASSESSMENT & ACCREDITATION - Utah State University](#), Logan, **UT**

Deadline Date: Open Until Filled

[ASSESSMENT COORDINATOR - Fort Lewis College](#) Durango, **CO**

Deadline Date: September 30, 2009

[INSTITUTIONAL RESEARCHER WITH DATABASE EXPERTISE - ZogoTech](#) Dallas, **TX**

Deadline Date: Open Until Filled

[RESEARCH ANALYST - Community College of Aurora](#) Aurora, **CO**

Deadline Date: September 4, 2009

[DIRECTOR OF INSTITUTIONAL PLANNING ASSESSMENT & RESEARCH - Winona State University](#), Winona, **MN**

Deadline Date: Open Until Filled - Review of applications begins October 1, 2009

[DIRECTOR OF LEARNING & ACADEMIC ASSESSMENT - University of the Pacific](#) Stockton, **CA**

Deadline Date: Open Until Filled

[RESEARCH ANALYST \(PART-TIME\) - Western University of Health Sciences](#) Pomona, **CA**

Deadline Date: Open Until Filled

[DIRECTOR OF PLANNING RESEARCH & INSTITUTIONAL EFFECTIVENESS](#) - College of Marin, Kentfield, **CA**

Deadline Date: October 16, 2009

[ASSISTANT DIRECTOR OF INSTITUTIONAL RESEARCH](#) - Bates College Lewiston, **ME**

Deadline Date: Open until filled

[DIRECTOR OF INSTITUTIONAL ASSESSMENT](#) - Concordia University Portland, **OR**

Deadline Date: September 15, 2009

[SENIOR PROFESSIONAL ANALYST COLLEGE RESEARCH & INSTITUTIONAL EFFECTIVENESS](#) - Lone Star College, Conroe, **TX**

Deadline Date: Open Until Filled

[ASSOCIATE ACADEMIC DEAN FOR INSTITUTIONAL RESEARCH & ASSESSMENT](#) - Union College Barbourville **KY**

Deadline Date: Open Until Filled

[PROGRAM COORDINATOR](#) - University of California Berkeley, **CA**

Deadline Date: Open Until Filled

[REPORT ANALYST](#) - Saint Louis University St. Louis, **MO**

Deadline Date: Open Until Filled

[SENIOR RESEARCH/DATA ANALYST](#) - Cambridge College Cambridge, **MA**

Deadline Date: Open Until Filled

[DIRECTOR OF INSTITUTIONAL RESEARCH](#) - Grayson County College Denison, **TX**

Deadline Date: Open Until Filled

[PROCESS IMPROVEMENT ANALYST](#) - University of North Texas Health Science Center Fort Worth, **TX**

Deadline Date: Open Until Filled

[ASSESSMENT COORDINATOR \(2 positions\)](#) - University of Maryland University College Adelphi, **MD**

Deadline Date: Open Until Filled

[SENIOR INSTITUTIONAL RESEARCH ANALYST](#) - University of Mary Washington Fredericksburg, **VA**

Deadline Date: Open Until Filled

[DIRECTOR OF INSTITUTIONAL RESEARCH & EFFECTIVENESS](#) - Louisiana State University at Alexandria Alexandria, **LA**

Deadline Date: September 14, 2009

[RESEARCH ANALYST](#) - Bridgewater State College Bridgewater, **MA**

Deadline Date: Open Until Filled

Technical Tips

Navigating Multiple Worksheets in Excel

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).

Have you discovered solutions to some common software or data hang-ups? Do you have some shortcuts that you routinely use to get your work done more efficiently? If so, please consider sharing them with your colleagues here at e-AIR so we can all benefit from our collective experience!

Do you create Excel workbooks with multiple worksheets? Do you find yourself spending too much time hunting for the specific sheet(s) you want to work with? Here are some easy tips to make navigating through those big workbooks a little easier.

Excel has built-in navigation buttons in the bottom left corner that allow you to move to the first, last, next or previous worksheet. These buttons work just fine for small workbooks, but for complex workbooks, here is how you can see all your sheets at once and move to the one you want to work with:

Right-click on the tabs navigation buttons and a list of all the worksheets in the workbook will appear. Just click on the worksheet you want and voilà – there you are! If you have many worksheets, as I do in this example, you will need to click on the “More Sheets” option in this list and scroll to the desired worksheet from there.

Here are two keyboard shortcuts for quickly navigating through multiple worksheets:

CTRL + PAGE DOWN takes you one worksheet to the right in your workbook, and CTRL + PAGE UP takes you one worksheet to the left.

And here is a final tip for quickly finding the worksheet you want:

If there is a sheet in your workbook that you repeatedly use, you can make it more visible by changing the color of its tab. To do this, right-click on the tab of the desired worksheet, click “Tab Color,” and select the color you want.

Obviously you can repeat this process for as many worksheets as you want.



Do you have other tips for working with Excel workbooks? Send them in!

Parting Thoughts

Everything should be made as simple as possible, but not simpler.

~ Albert Einstein (1879-1955), German physicist and Nobel prize winner

The ability to simplify means to eliminate the unnecessary so that the necessary may speak.

~ Hans Hofmann (1880-1966), German-born American abstract expressionist painter

Simplicity is making the journey of this life with just baggage enough.

~ Charles Dudley Warner (1829-1900), American editor and author

Simplicity is the glory of expression.

~ Walt Whitman (1819-1892), American poet

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