

**Association for Institutional Research**  
**Virtual Board of Directors Meeting**  
**February 10, 2025**

**Attendees:** Craig Abbey (Parliamentarian), Yenny Anderson, Bethany Crowell, Brent Drake (Chair), Karen Egypt, Jonathan Gagliardi (Past President), Adrea Hernandez, Debbie Phelps (Vice Chair), Wen Qi (Secretary), David Rudden, Karen Vance (Treasurer)

**Absent:** Angie Bell

Guests: Christine Keller, Jason Lewis, Miguel Pineirovigo and Leah Ross from the AIR Executive Office

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**Call to Order**

Brent Drake called the meeting to order at 12:05 p.m. ET. A quorum was established.

**Required Approvals and Acknowledgements**

**Meeting Minutes**

Jonathan Gagliardi moved to accept the minutes of the January 13, 2025 Board meeting. David Rudden seconded.

**The motion passed.**

**Executive Director Updates**

Christine Keller provided an update on Executive Order 14173 “Ending Illegal Discrimination and Restoring Merit-Based Opportunity” and its impact on AIR as a federal subcontractor for IPEDS training. The CEO’s responsibility is to protect the viability of the association as this space is navigated to avoid unnecessary scrutiny. AIR will continue to plan a welcoming, dignified, and collegial environment while also taking note to not do anything illegal or imprudent as laws change.

**Modification to AIR Global Ends Statement**

Brent Drake moved to remove the term “equitable” from the Global Ends statement and Global Ends Policy C, which includes the AIR Mission and Mission Objectives.

- As a global association, AIR empowers higher education professionals to use data, information, and analytics in ways that are effective and ethical. (Global Ends; Mission)
- AIR provides and promotes equitable opportunities for the development of diverse and inclusive professional networks. (Policy C; Mission Objective)

Adrea Hernandez seconded.

Jonathan Gagliardi offered an amendment to the motion with the following language to replace the language in the original motion:

- As a global association, AIR empowers higher education professionals to use data, information, and analytics in ways that are effective, ethical, and impactful. (Global Ends; Mission)
- AIR provides and promotes opportunities for the development of professional networks. (Policy C; Mission Objective)

Yenny Anderson seconded.

**The motion to amend the motion passed with one Board member opposed.**

**The motion passed with three Board members opposed.**

#### **Required Approvals and Acknowledgements cont.**

##### **Treatment of Staff Monitoring Report**

Wen Qi moved that the Treatment of Staff Monitoring Report was delivered on time, that the interpretations are reasonable, and that the data supports the interpretations. David Rudden seconded.

**The motion passed.**

##### **Ends (Global Policy) Monitoring Report**

Wen Qi moved that the Ends (Global Policy) Monitoring Report was delivered on time, that the interpretations are reasonable, and that the data supports the interpretations. David Rudden seconded.

**The motion passed.**

**David Rudden exited the meeting at 1:00 p.m. ET.**

#### **Discussion of Proposed Changes to Chair and Vice Chair Elections: Working Group**

Brent Drake moved to change Governance Process (Policy XVI) bullet 8 here as proposed by the working group. Karen Vance seconded.

The election of the Board Chair and the Board Vice Chair shall be held during a board meeting after certification of the election for Board of Directors for the following Board year. The election for each office will be conducted separately, with the Board Chair election occurring first. The meeting chair will temporarily cede the chair to the Executive Director for the sole purpose of conducting the election. The Executive Director shall open the floor for nominations. After nominations have closed, Board members may ask questions to the candidates. At the conclusion of the question period, members will vote by secret ballot. The Executive Director shall announce the results. If no candidate wins a majority of the votes cast, the top two candidates, including ties, shall proceed to another round of voting.

**The motion passed with one Board member opposed.**

**Additional Update to Governance Process Policy XVI**

Brent Drake moved to change the language in Governance Process Policy XVI section E bullet 4 to:

- If only one individual is willing to be on the NEC Chair election ballot, then all eligible individuals will be listed on the ballot by default. [This change corrects a technical error in the current language.]

Yenny Anderson seconded.

Craig Abbey moved to strike Governance Process Policy XVI section E bullet 4.

Karen Egypt seconded.

**The motion to amend the motion passed.**

**The motion passed.**

**New Business**

None.

**Adjournment**

Debbie Phelps moved to adjourn the meeting. Karen Egypt seconded.

**The motion passed.**

Brent Drake adjourned the meeting at 1:28 p.m. ET.