

**Association for Institutional Research
Board of Directors Meeting – Washington DC
March 16-17, 2023**

Attendees in Person: Laura Palucki Blake, Karen Egypt, Jonathan Gagliardi, Maren Hess, Braden Hosch, Mitchell Nesler, Christopher Peña, Wen Qi, Karen Vance, Karen Webber

Attendees Virtually: Junelyn Peeples, Wen Qi

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

Guests Virtually: Eric Atchison and Brent Drake for Future of IR committee

DAY 1: March 16

Call to Order

President Karen Webber called the meeting to order at 9:02 a.m. ET. A quorum was established.

Required Approvals and Acknowledgements

Meeting Minutes

Secretary Christopher Peña moved to accept the minutes of the February 13, 2023, Board meeting as presented. Mitch Nesler seconded. Discussion included documentation in the minutes of the Board's response to a letter received from members on February 10, 2023, regarding the future of DEI and the Association. Mitch Nesler moved to amend the language to correct a minor grammatical error and to reflect the Board's final discussion of the matter.

The motion passed.

Acceptance of Certified Election Results

Junelyn Peeples moved to accept the 2023 certified election results. Maren Hess seconded.

The motion passed.

Financial Planning Monitoring Report

Secretary Christopher Peña confirmed that the monitoring report was received on time and moved that the interpretations were reasonable, and the data support the interpretations. Braden Hosch seconded.

Executive Director Keller provided an overview of the financial planning policy (EL Policy IV) and process and shared information about the 2023 budget.

The motion passed.

Committee Updates

Eric Atchison and Brent Drake joined the meeting at 11:00 a.m. ET.

Future of IR Committee: Laura Palucki Blake was joined by Eric Atchison and Brent Drake to make a brief presentation and facilitate discussion about the future of the committee.

Laura Palucki Blake moved to continue the Future of IR ad hoc committee through May 2023. Jonathan Gagliardi seconded.

The motion passed.

Discussion included the prioritization of action in four key areas: promote diversity, equity, and inclusion; demonstrate the value of IR/IE; amplify student and institutional success; and cultivate leadership for the IR/IE professional.

Brent Drake departed the meeting at 12:09 p.m. ET. Eric Atchison departed the meeting at 12:15 p.m. ET.

AIR Awards Committee: Mitch Nesler moved to accept the recommendations of the Awards Committee. Braden Hosch seconded.

Mitch Nesler provided an overview of the committee's work to review and update the John Stecklein Distinguished Member Award, Outstanding Service Award, and Sidney Suslow Scholar Award. The committee also recommends incorporation of a new award: AIR Rising Star Award.

Discussion included clarification of eligibility and language to indicate that the field is inclusive of people who have roles or titles that are not only "IR". Slight amendments were made to the wording.

The motion passed with one abstention.

Nominations and Elections Committee: Junelyn Peeples provided an overview of the NEC process for 2022-2023. The committee will work to re-envision process and prepare for the transition to the governance transition through which the committee will now elect its own chair. The NEC will provide the Board with its official 2023 report at the April meeting.

Letter from Members

Vice President Gagliardi facilitated conversation about the various opportunities to promote diversity, equity, and inclusion within the field of institutional research and within the Association, with an emphasis on the leadership pipeline and member engagement. Short-term ideas include potential engagement events before, during, and after Forum, as well as a communication plan.

Committee Updates cont.

Governance Orientation and Training Committee: Vice President Gagliardi provided an overview of plans for training at the Forum in Cleveland. One booklet from the *Carver Policy Governance Guide*

series and the PG training videos from Charney & Associates will be used.

Membership Committee: Treasurer Braden Hosch shared that the committee has two charges related to the ambassador role and to advise the CEO. Executive Director Christine Keller provided an update on the plan to transition to organizational membership, which includes four phases: discovery and scoping, particularly related to technology (complete); technical implementation and strategy and planning (ongoing); testing and soft launch (likely fourth quarter of 2023); and public launch (January 2024).

Board Structure and Accountability Committee: Junelyn Peeples moved to accept the Board Structure for Accountability and Effectiveness ad hoc committee proposal for the steps to begin the NEC transition in Spring 2023. Treasurer Braden Hosch seconded.

Discussion included identification of the components of the transition plan that are relevant for the first year.

The motion passed.

DAY 2: March 17

Executive Session

Executive Office Updates

The Board informed Executive Director Christine Keller that it had reviewed EL Policy III (Treatment of Staff) and determined that the Executive Office is in compliance.

Executive Director Christine Keller provided an overview of the 2023 Forum, including the Board schedule and roles. Future Forum locations were also discussed, along with potential implications of state travel bans.

Other Business

Board Effectiveness: President Karen Webber facilitated conversation on the Board roles, activities, and effectiveness, with a focus on discussion and review of monitoring reports.

Secretary Thank You: Secretary Christopher Peña expressed appreciation to the Board for grace in allowing him to step away from the Board for a few months due to conflicts with his professional schedule and thanked Maren Hess for stepping in as Acting Secretary.

Adjournment

President Karen Webber moved to adjourn the meeting. Mitch Nesler seconded. President Karen Webber adjourned the meeting at 12:25 p.m. ET.