

**Association for Institutional Research  
Board of Directors In-Person Meeting – Phoenix  
March 31 – April 1, 2022**

**March 31**

**Attendees:** Laura Palucki Blake, Michele Hansen, Maren Hess (virtual), Braden Hosch, Heather Kelly, Elizabeth Lee (virtual), Mary Lelik, Mitchell Nesler, Junelyn Peeples, Christopher Pena, David Troutman, Karen Webber

**Guests:** Christine Keller, Jason Lewis, Miguel Pineirovigo, and Leah Ross (virtual) from the AIR Executive Office; Raquel Hall, consultant, on March 31

**Call to Order**

President Junelyn Peeples called the meeting to order at 8:47 a.m. PT.

The Board spent a day in JEDI (justice, equity, diversity, inclusion) training with consultant Raquel Hall.

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**April 1**

**Attendees:** Laura Palucki Blake, Michele Hansen, Maren Hess (virtual), Braden Hosch, Heather Kelly, Elizabeth Lee (virtual), Mary Lelik (virtual), Mitchell Nesler, Junelyn Peeples, Christopher Pena, David Troutman, Karen Webber

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

**Call to Order**

President Junelyn Peeples called the meeting to order at 8:31 a.m. PT. A quorum was established.

Mitchell Nesler joined the meeting at 9:00 a.m. PT.

**Required Approvals and Acknowledgements**

**Meeting Minutes**

David Troutman provided a review of the March 14, 2022 virtual meeting. The minutes will be amended to reflect a wording change to reflect bylaws based on a motion proposed by Braden Hosch as part of the Membership Committee.

The minutes were accepted as amended.

Junelyn Peeples noted that the most recent updated Policy Governance document is dated February 22, 2022.

**Proposal to Update Language in Constitution about Robert's Rules of Order** (i.e., Special Rules of Order): Mary Lelik provided an overview of the role of parliamentarians within Robert's Rules of Order and subsequent Special Rules of Order, which are designed to allow any board to act in a way that is

transparent and specifically focused on how meetings are run.

Junelyn Peeples moved to update the language in the existing bylaws to include special rules of order and bring it to the 2022 Annual Business Meeting for a vote. Braden Hosch seconded.

Discussion included the ways in which special rules are codified and the history of the current wording.

**The motion passed.** {Liz Lee was absent for the vote}

{Mary Lelik exited the meeting.}

### **Committee Updates**

**Nominations and Elections Committee:** Heather Kelly shared that all elected candidates have been contacted. All but two of the individuals who were not elected have been contacted as well. The results will be announced to the AIR community in early April.

**Membership Committee:** Braden Hosch noted that the committee's work is complete. The committee will not be disbanded until the process of conversion to add an organizational membership is complete.

**Governance Orientation and Training Committee:** Karen Webber provided an update on plans, reminding everyone that an outline for both the June 6, 2022, orientation session and the June 9, 2022 policy governance training session had been placed in the Teams folder for review. She asked and received no comments or questions on the files. Karen also mentioned that a draft powerpoint file for the orientation session had been distributed to select Board members, and she asked for their edits on the file by about two weeks, April 15. Once edits are added to the document, Karen will update it and send to Christine who will add her material. For the June 9 training session, Karen and Christine are continuing to work with the consultants to refine the session, but she feels comfortable with the overall plan and confident that it will be ready for the June session. The GOTC committee will meet for one more time later in April.

**Board Structure for Accountability and Effectiveness Committee:** Heather Kelly provided an update on the Accountability and Effectiveness Committee's next steps to ensure all previous motions passed that has given her committee the authority to move forward organizing all possible changes to the Association's constitution. Heather will be disseminating possible changes to the members during an AIR Forum session and a post-conference session.

**AIR Awards Criteria Committee:** Junelyn Peeples proposed that the committee be comprised as 3 + 1: chair, 2 additional board members, and 1 member from the EO. A revised plan based on discussion is to compose the committee as 1 member from the board to chair the committee and 3 AIR members who have nominated/supported nominations for past award nominees.

Mitchell Nesler will serve as the committee chair and Leah Ross as the EO representative; they will work together to identify/invite additional committee members. Junelyn Peeples will craft a charge for the committee.

### **Executive Office Updates**

Christine Keller shared that an application has been submitted by the Arkansas Institutional Research Organization to become an AIR Affiliated Organization (AO).

Junelyn Peeples moved to accept Arkansas Institutional Research Organization’s application to become an AO. Mitchell Nesler seconded.

**The motion passed.** {Mary Lelik and Liz Lee was absent for the vote}

**Other Business**

**Next Steps for the Future of IR through a JEDI Framework:** Junelyn Peeples shared that she would like to revise the ENDS statement include JEDI language for the Board’s review in May 2022. The question to address is what is missing in the ENDS statement that reflects an equity lens? How can this Board ensure that these conversations are carried forward? Under the JEDI framework, how does the Board help itself be more intentional in its language? Does the current language of the ENDS reflect the Board’s JEDI goals, or is new language needed?

Discussion included whether the Board is attempting to improve equity in its processes or improve equity in the Association’s outcomes; the importance of reviewing the stakeholder survey information to inform further conversation; and the goal to revise the ENDS by May 2022 in order to communicate it in June at the annual business meeting.

**Adjournment**

Junelyn Peeples adjourned the meeting at 11:27 a.m. PT.