

**Association for Institutional Research
Board of Directors Meeting – Denver and Virtual
October 12-13, 2023**

In-Person Attendees: Craig Abbey, Angie Bell, Brent Drake (Vice President), Jonathan Gagliardi (President), Mitchell Nesler, Christopher Peña (Secretary), Debbie Phelps, Karen Vance (Treasurer)

Virtual Attendees: Karen Egypt, Maren Hess, Wen Qi, Karen Webber (Past President)

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

Virtual Guests: Laura Palucki Blake on behalf of the IR Futures Committee; Michelle Appel and Ellen Peters to lead policy governance training

OCTOBER 12

Call to Order

Jonathan Gagliardi called the meeting to order at 9:01 a.m. MT. A quorum was established.

Required Approvals and Acknowledgements

Meeting Minutes

Debbie Phelps moved to accept the minutes of the September 11, 2023 Board meeting. Mitch Nesler seconded.

The motion passed.

Financial Conditions and Activities Monitoring Report

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

The motion passed.

Global Executive Constraint Monitoring Report

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

The motion passed.

Committee Updates

Nominations and Elections Committee (NEC): Karen Webber provided an overview of the 2023-2024 NEC calendar. Nominations close October 22; reminders are sent to individuals who have been nominated and have not yet completed the initial questionnaire (three questions total). Karen also provided a preview of the rubric the committee is testing to assess nominees' responses to the initial questionnaire. Board discussion included the challenges of garnering interest in Board service, especially given the time commitment, and openness to different stakeholders serving in the role given the broad inclusion allowed by the Constitution and Bylaws.

Future of IR Committee: Laura Palucki Blake provided an update of the committee's work, including conversations with stakeholders at the 2023 Forum to garner feedback on four key areas of focus: demonstrate the value of IR/IE; promote diversity, equity, and inclusion; amplify student and institutional success; and cultivate leadership for the IR/IE professional. The committee's recent conversations have included attention to the need to define IR/IE, mentoring, connecting higher education professionals across capacities, and the extent to which student success is a great lens to promote the value of IR/IE. Board discussion included the differences and applications of IR/IE across higher education in general, including globally (noting that AIR has international members).

Volunteer Leadership Pathways Committee: Christopher Peña shared that the committee met for the first time in September. Its charge is to consider the path to volunteer leadership, especially the Board and the Nominations and Elections Committee (NEC), with an implicit goal of leading to more diverse leaderships. The committee plans to present well-developed ideas with steps for action that address this challenge to the Board. Board discussion centered on the NEC, including the challenge of processes changing, perceptions of transparency or lack thereof, members' readiness and willingness to serve (both in terms of their own assessment and NEC's assessment), financial and time commitments of service, and the political aspect of service. Ideas generated during discussion included mentorship, connections with emerging leaders, and highlighting the stories of current and past leaders.

Treasurer's Update

Board Budget Report: Karen Vance provided an overview of use of the Board annual budget of \$130,000 and relevant expenditures to date.

Discussion of 990 Tax Return for 2022: The Board had opportunity to review the 990 and ask questions of the Treasurer and Executive Office staff. Jason Lewis provided a detailed review of the form components and explained that it is not a requirement that the Board review the form, but that it is good practice to do so because it covers areas that are not explicitly stated in the audit, yet affect the outcomes of an audit (e.g., conflict of interest statement). Jason also explained the differences between reporting for tax purposes and for the Generally Accepted Accounting Principles (GAAP) guidelines, which is why numbers differ between the audit and the 990.

Policy Governance Training

Michelle Appel and Ellen Peters led the Board in a half-day policy governance training session.

Other Business

None.

OCTOBER 13

Executive Office Updates

Leah Ewing Ross provided an update on the joint analytics project – a collaboration between AIR, EDUCAUSE, and NACUBO. The Bill & Melinda Gates Foundation invested in the associations’ work to create a tactical guide to pair with the joint statement to make the work tangible. That product will be finalized in April 2024 and made available on the Change with Analytics website. Board discussion included opportunities to build a business model out of this work, including fees for service, such as consulting.

Christine Keller provided updates on the 2024 Forum and plans to launch organizational membership in early 2024.

Christine Keller presented a proposal for 2025-2026 membership dues, including a 5% increase for individual and organization membership in 2025 and an additional 5% increase in both categories in 2026. Discussion included the portion of membership dues that comprise total revenue (approximately 10%) and possible financial impacts of the transition to organizational membership.

Angie Bell moved to accept the proposed 2025-2026 membership dues. Debbie Phelps seconded.

The motion passed with two nays.

Christine Keller invited Board members to assist the Executive Office by reaching out to non-renewing members on personal bases to encourage reengagement with the Association.

Other Business

None.

Adjournment

Jonathan Gagliardi adjourned the meeting at 11:51 a.m. MT.