

**Association for Institutional Research**  
**Virtual Board of Directors Meeting**  
**Nov 11, 2024**

**Attendees:** Craig Abbey (Parliamentarian), Yenny Anderson, Angie Bell, 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)

**Guests:** Christine Keller and Leah Ross from the AIR Executive Office

---

**Call to Order**

Brent Drake called the meeting to order at 11:03 a.m. ET. A quorum was established.

**Required Approvals and Acknowledgements**

**Meeting Minutes**

Yenny Anderson moved to accept the minutes of the October 14-15, 2024 Board meeting. David Rudden seconded.

**The motion passed.**

**Ends Policy C Monitoring Report**

Wen Qi moved that the Ends Policy C Monitoring Report was delivered on time, that the interpretations are reasonable, and that the data supports the interpretations. Karen Egypt seconded.

**The motion passed.**

**Executive Director Succession Monitoring Report**

Wen Qi moved that the Executive Director Succession Monitoring Report was delivered on time, that the interpretations are reasonable, and that the data supports the interpretations. David Rudden seconded.

**The motion passed.**

**Discussion of Chair/Vice Chair Election Process**

Jonathan Gagliardi joined the meeting at 12:28 p.m. ET.

The Board discussed three questions regarding the Leadership Elections and Appointments Policy (GP XVI): (1) Should we want to require a nomination, or allow self-nominations? (2) What information do we want from candidates? (3) Should we want to require a majority for selection? Other questions raised during the discussion include: what if we receive no nominations? Can a nominator nominate more than one candidate?

## Board of Directors Meeting Minutes

November 11, 2024



After the discussion, Brent Drake asked for a working group to further explore this topic. Angie Bell, Bethany Crowell, and Craig Abbey volunteered. A recommendation will be made to the Board at the February 2025 meeting.

### **Executive Director Updates**

Christine Keller reminded the Board that the Executive Office staff will be in retreat November 14-15. She also shared that AIR's application to the Washington Higher Education Secretariat was approved this month.

### **New Business**

None.

### **Executive Session**

[The Board entered Executive Session on Executive Officer Compensation at 12:40 p.m. ET]

### **Adjournment**

Craig Abbey moved to adjourn the meeting. Karen Egypt seconded.

**The motion passed.**

Brent Drake adjourned the meeting at 13:02 p.m. ET.