Association for Institutional Research  
Board of Directors Virtual Meeting  
August 9, 2021

**Attendees:** Laura Palucki Blake, Michele Hansen, Braden Hosch, Heather Kelly, Mary Lelik, 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.

**Absent:** Maren Hess (excused) and Elizabeth Lee (excused)

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**Call to Order**

President Junelyn Peeples called the meeting to order at 1:02 p.m. ET. A quorum was established.

**Required Approvals and Acknowledgements**

**Meeting Minutes**

David Troutman provided a review of the July 12, 2021 virtual meeting. Junelyn Peeples called for a motion to accept the minutes. Heather Kelly moved for the motion. Mitchell Nesler seconded.

The motion passed with 9 votes in favor and 1 abstention.

**Financial Conditions and Activities Monitoring Report Q1 2021 (EL VI)**

Junelyn Peeples confirmed that the monitoring report was received on time and stated that the interpretations were reasonable, the data support the interpretations, that no additional information is needed and moved to accept the monitoring report. Mary Lelik seconded.

Christine Keller responded to Board’s questions and comments to the monitoring report. She believed that some of the questions were getting into more of how the organization is run and not focusing on the Board ends. A board member mentioned that it would be helpful to receive additional details on dollars spent. In the future, the Executive Director will add hyperlinks of various monitoring reports that provide additional context around the interpretations and data supporting the interpretations within future monitoring reports.

The motion passed.

**Compensation and Benefits Monitoring Report (EL III)**

Junelyn Peeples confirmed that the monitoring report was received on time and stated that the interpretations were reasonable, the data support the interpretations, that no additional information is needed and moved to accept the monitoring report. Heather Kelly seconded.

The motion passed.

**Ends Monitoring Report (Policy B)**
David Troutman confirmed that the monitoring report was received on time and stated that the interpretations were reasonable, the data support the interpretations, that no additional information is needed and moved to accept the monitoring report. Mary Lelik seconded.

Discussion included the difference between whether the Ends monitoring report is reasonable and whether the Ends require attention for potential revision.

The motion passed with 9 votes in favor and 1 abstention.

**Committee Updates**

**Nominations and Elections Committee:** Heather Kelly provided an update on the committee’s timeframe for various tasks and invited input from recently-elected Board members on the nominations and elections processes they experienced.

**Governance Orientation and Training Committee:** Karen Webber shared that the committee will meet for the first time this Board year this month.

{Karen Webber left the meeting at 2:03 p.m. ET}

**Membership Committee:** Braden Hosch reported that the committee will meet in September and anticipates that its focus for the year will be on communication and roll-out of the new category of institutional membership.

**Board Structure for Accountability and Effectiveness Committee:** Heather Kelly shared that the committee will meet for the first time this Board year this month.

**Board of Director’s Role as Ambassador of AIR Committee:** Michele Hansen shared that this new committee will meet for the first time this fall.

**Executive Office Updates**

Christine Keller shared that the 2021 Annual Report will be released today; it is a record of the accomplishments from the previous Board year and is jointly presented by Christine as Executive Director and Heather Kelly as then-President.

The Board agreed to meet in-person in Fall 2021. However, Christine asked if that interest continues despite the ongoing pandemic. She will survey the Board to gather feedback on preferences before in-person arrangements are made.

Per policy governance requirements, Christine shared a material internal change and relevant request: the executive office is working toward a permanent remote work structure, and the relevant request is for the Board renew its authorization to put the office condo back on the market for sale (previously authorized in 2016 and 2018). A potential option is to lease the condo if it does not sell in a reasonable amount of time, though it is the preference to sell.

Junelyn Peeples moved to authorize Christine Keller as Executive Director to move forward with sale or lease of the Association’s property in Tallahassee, Florida. Mitch Nessler seconded.

The motion passed.
Other Business

Review of Policy Type – Ends: Junelyn Peeples reported that a sub-group of the Board leadership team is drafting updated language to share with the Board.

Review of Policy Type – Ends: Junelyn Peeples reminded the Board of the review of the Ends.

Board Workplan and Agenda Preparation: Junelyn Peeples shared that the workplan will stay as-is, but she will use it for agenda planning to encourage more engagement and invite feedback and contribution on future agendas.

2021-2022 Board Goals: Junelyn Peeples invited feedback and review in the Board’s shared documents for conversation at the next Board meeting.

Future of IR Topics: Junelyn Peeples asked for feedback to approach this work and move the conversation forward. Conversation raised the following areas of inquiry: Should it be tied to Board goals, or connect a SWOT analysis to the Ends, or other? What is the balance between Ends and Means in this work, and between our practitioner roles and our higher-level Board roles? How is equity incorporated and operationalized? The conversation will continue at future Board meetings.

Adjournment

Junelyn Peeples adjourned the meeting at 3:00 p.m. ET.