

Monitoring Report I: Global Executive Constraint

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I certify that the information contained in this report is true.



Christine M Keller, Executive Director & CEO

September 29, 2023

Date

A. Policy Language

The Executive Director will not cause or allow any organizational practice, activity, decision, or circumstance which is ... unlawful, imprudent or in violation of commonly accepted business and professional ethics and practices.

Interpretation

Collectively, the monitoring reports submitted throughout the year and accepted by the Board as reasonable interpretations of the associated executive limitations policies are evidence of the Executive Director's compliance with the Global Executive Constraint.

Evidence

The monitoring reports cover eight executive limitation policies across four constituent groups/areas: 1) stakeholders (including members), 2) staff, 3) the Board, and 4) AIR as an organization. During the reporting period (September 2022 to August 2023), the monitoring reports for these executive limitations were submitted on time and accepted as reasonable interpretations by the Board. (See Appendix A for a list of monitoring reports and dates.)

B. Policy Language

The Executive Director will not cause or allow any organizational practice, activity, decision, or circumstance which is ... in conflict with the Association's Constitution and Bylaws.

Interpretation

Broadly speaking, the AIR Constitution and Bylaws ensure the abilities of designated groups of individuals (e.g., members, stakeholders, leadership candidates) to exercise three rights without unlawful or unethical discrimination: 1) access to membership; 2) participation in activities or utilization of products, resources, and services; and 3) contribution to organizational governance. The Executive Director's compliance with the executive limitations, as indicated by the Board's acceptance of monitoring reports, provides reasonable confirmation that the Association is not operating in conflict with the Constitution and Bylaws.

Evidence

A selection of the monitoring reports from the reporting period, accepted by the Board as reasonable interpretations, demonstrate the alignment of executive limitations and the ability of individuals to exercise the rights guaranteed by the AIR Constitution and Bylaws. (See *Appendix B for additional details on the alignment.*) Past monitoring reports can be found in the Board of Directors Teams account - [Monitoring Reports - HISTORY](#)

Appendix A: Detailed Evidence for Global Policy A

Group(s)	Executive Limitations Policy	Monitoring Frequency	Date Submitted by Executive Director	Date Accepted by Board
Stakeholders	II. Treatment of Stakeholders	Annually	8/29/2023	9/11/2023
Staff	III. Treatment of Staff	Annually	1/30/2023	2/13/2023
Organization	IV. Financial Planning	Annually	2/28/2023	3/16/2023
Organization	V. Financial Conditions and Activities	Quarterly	9/27/2022 12/19/2022 3/30/2023 6/29/2023	10/20/2022 1/9/2023 4/10/2023 7/10/2023
Organization Staff	VI. Emergency Executive Director Succession	Annually	10/28/2022	11/28/2022
Organization	VII. Asset Protection	Annually	11/30/2023	12/12/2022
Organization Staff	VIII. Compensation and Benefits	Annually	7/28/2023	8/14/2023
Board	IX. Communication and Support to the Board	Annually	5/20/2023	5/29/2023

Appendix B: Detailed Evidence for Global Policy B

Right granted in Constitution or Bylaws	Corresponding Policy Supported in Monitoring Reports
<i>Access to Membership</i>	Treatment of Stakeholders (Part D): Executive Director has not <i>“allowed stakeholders [including members] to be unaware of what may be expected and what may not be expected from services.”</i>
<i>Access to Membership</i>	Treatment of Stakeholders (Part I): Executive Director has not, for those stakeholders who are members, <i>“caused them to be unaware of the membership categories, dues, voting privileges, and access to Association services.”</i>
<i>Non-Discrimination</i>	Treatment of Stakeholders (Part C): Executive Director has not <i>“failed to provide access to information, products, or services through appropriate accommodations for consumers with disabilities.”</i>
<i>Non-Discrimination</i>	Treatment of Stakeholders (Policy F): The Executive Director has not: <i>“Discriminated in opportunities, activities, or practices because of age, mental or physical disability, genetic information, ethnic or national origin, race, color, religion, sex, sexual orientation, gender identity, transgender, marital status, pregnancy, veteran status, or any other protected classifications.”</i>
<i>Non-Discrimination</i>	Treatment of Staff (Policy D): The Executive Director has not: <i>“Discriminated in employment opportunities or practices because of age, mental or physical disability, genetic information, ethnic or national origin, race, color, religion, sex, sexual orientation, gender identity, transgender, marital status, pregnancy, veteran status, or any other protected classifications.”</i>
<i>Participation & Utilization</i>	Treatment of Stakeholders (Global Policy): Executive Director has not <i>“caused or allowed conditions, procedures, or decisions that are unsafe, undignified, or unnecessarily intrusive.”</i>

<i>Participation & Utilization</i>	Treatment of Stakeholders (Part C): Executive Director has not <i>“failed to provide access to information, products, or services through appropriate accommodations for consumers with disabilities.”</i>
Right granted in Constitution or Bylaws	Corresponding Policy Supported in Monitoring Reports
<i>Contribution to Governance</i>	Treatment of Stakeholders (Part H): Executive Director has not <i>“caused or allowed the inhibition of members’ participation, as appropriate, in Association functioning.”</i>
<i>Contribution to Governance</i>	Communication and Support to the Board (All Sections): Executive Director has not <i>“permitted the Board to be uninformed or unsupported in its work.”</i>