



TEXAS ASSOCIATION FOR INSTITUTIONAL RESEARCH

**40th Annual Conference
Minutes of the Annual Business Meeting
Tuesday, February 13, 2018
3:30 p.m.
Omni Corpus Christi
Corpus Christi, Texas**

Call to Order: In Kara Larkan-Skinner's absence, past president Soon Merz passed the gavel to Teresa Isbell to formalize her role as President.

The meeting was called to order at 3:31pm by President Teresa Isbell.

Approval of the Minutes from the 2017 Business Meeting: Secretary Amanda Clark presented the minutes from the 2017 business meeting. Susan Thompson made a motion to approve the minutes. The motion was seconded by Mary Barton and passed unanimously.

Comments from the TAIR President: President Teresa Isbell thanked Zogotech for the three conference registrations they sponsored. She additionally thanked all the other sponsors in support of the 2018 conference. Teresa also extended her thanks to the members of the Executive and Program Committees, the hotel staff, and the workshop and concurrent session presenters.

TAIR Executive Committee and other Committee Reports

Secretary/Membership Report: TAIR Secretary Amanda Clark reported there are 239 people registered for the conference (including 9 cancellations and 6 no-shows). There were 21 sponsor attendees, for a total of 260 conference attendees. There are 10 additional paid members, for a total of 249 TAIR members as of February 13, 2018.

Treasurer's Report: Paul Turcotte presented a treasury update. The association began fiscal year 2017 with \$72,014.62. As of January 31, 2018, the association held \$116,933.78 in cash, with \$31,195.70 in net accounts payable for an anticipated yearend balance of \$85,738.09. The Executive Committee committed to purchasing Officers and Directors insurance, developed and implemented Financial Procedures, and restructured the accounting system during the last fiscal year.

Financial Review Committee Report: Tracy Stegmair provided the report. The Financial Review Committee includes Tracy Stegmair, Kate Proff, and Jessica Shedd. They met on February 2, 2018 to review the 16 FY TAIR financials. They thanked Paul Turcotte and Cathy Delgado for their availability during the review. The FR Committee had one recommendation as a result of the review. The recommendation was that the Vice President be removed from signature authority on the checking account and leave the Treasurer, and President as signing authorities. The treasurer will be the primary signer on the account.

Communications Officer Report: Morgan Carter extended thanks to those who brought projectors to help with saving costs. He also extended thank you's to Al Walser for setting up and managing the conference app, Todd Moon for migrating and maintaining the website and Faron Kincheloe for maintaining the TAIR listserv. Morgan reported that the TAIR website is fully transitioned and functional.

Professional Development Officer Report: Marc Turner reported that TAIR has had a very successful year with professional development. Summer workshops were held July 28, 2017. There were 8 workshops offered with 108 registrations from 60 unique TAIR members. At the 2018 conference, there were 14 workshops offered, including 2 provided by sponsors, with 156 registrations from 90 unique TAIR members,. This year marks the 4th anniversary of the Professional Development certificate program. To date, 364 TAIR members have participated in the program by either teaching or taking workshops. As of the completion of this conference there are 24 new level 1 certificate completions, 12 level 2 completions, and 6 level 3 completions. Overall, to date, there have been 71 level 1 completions, 22 level 2 completions, and 6 level 3 completions.

Proposed changes to TAIR Bylaws and Constitution

Executive Committee members fielded several questions related to the change in the membership year, whether sponsors qualify as members, and whether individuals working in assessment are included in the definition of members. All questions were answered to the members' satisfaction. Motion to approve all proposed changes made by Vicki Natale, and was seconded by Joe Meyer. Motion passed unanimously.

Election Results: President Teresa Isbell announced the TAIR 2018 election results are as follows:

Vice President/President Elect- G. Marc Turner
Professional Development Officer- Lea Campbell
Secretary- Dan Su
Nominating Committee- Cathy Delgado
Nominating Committee- Sushil Pallemoni
Nominating Committee- Phil Rhodes
Nominating Committee- Danica Frampton

Next Year's Conference: Soon Merz announced that the next annual TAIR conference will be February 25-28, 2019 at the Horseshoe Bay Resort in Horseshoe Bay, Texas.

Teresa Isbell adjourned the meeting at 3:57 p.m.
Respectfully submitted,
Amanda Clark

TAIR Secretary