



**34th Annual Conference
Minutes of the Annual Business Meeting
Friday, February 23, 2012 – 8:00 a.m. to 9:00 a.m.
Omni Bayfront Hotel, Corpus Christi, Texas**

2012-1 Call to Order: The meeting was called to order at 8:03 A.M. by President Darline Morris.

2012-2 Approval of the Minutes from the 2011 Business Meeting: Lincoln Holmes made a motion to approve the 2011 Business Meeting minutes as presented in the attendee packet. The motion was seconded by Roy Philbrook. The motion passed unanimously.

2012-3 Comments from the TAIR President: President Darline Morris thanked Nuventive for sponsoring the breakfast for the business meeting and Zogotech for sponsoring a successful Special Event and several travel grants.

2012-4 Amendments to the Constitution and Bylaws: President Darline Morris asked the membership to review the proposed amendments to the bylaws presented via email. She explained that the amendment would make the TAIR Data Advisory Committee a standing committee.

The proposed changes to the bylaws were approved through a majority show of hands.

President Darline Morris introduced the Executive Committee and other committee reports.

2012-5 TAIR Executive Committee and other Committee Reports:

- **Secretary/Membership Report:** TAIR Secretary Kate Amorella reported there were 175 members registered for the conference and 22 additional members, for a total of 197 TAIR members as of February 23, 2011.
- **Treasurer's Report:** TAIR Treasurer Linda Perez presented a copy of the Financial Report through February 18, 2012 and reported a balance to date of \$62,561.44. Linda explained the report does not include all expenditures and revenues for the TAIR 2012 Conference and the balance will be adjusted once all expenses are finalized. She noted that the TAIR finances have begun to recover from the conference expenses in 2011. A final report will be presented at the next Executive Committee meeting.
- **Financial Review Committee Report:** Jim O'Donnell reported that everything is in order. He noted that taxes need not be filed until the 15th day of the fifth month after the end of the association's accounting period. The bylaws will need to be amended to reflect this change.

- **Data Advisory Committee:** Kate Amorella Proff reported that the TAIR Data Advisory Committee has focused on developing a data dictionary to assist members in understanding the terminology that is important in institutional research. An initial draft has been developed and is being reviewed by the DAC. It will be circulated through the TAIR membership for comment prior to being published on the TAIR website. Updating the data dictionary will be an on-going process and the responsibility of the DAC.

The DAC also discussed issues related to defining faculty workload. This was in response to a request from the CB for input into the way it will be operationalized in the CB annual almanac.

Other issues reviewed included revision of the THECB Accountability measures, gainful employment reporting and the state report on report reduction analysis.

Now that the DAC is a standing committee, they will work to develop guidelines for membership and setting priorities.

- **Professional Development Report:** Susan Thompson reported that the TAIR summer workshops had 33 people in attendance and was held at Texas State University in Round Rock. For pre-conference workshops, IPEDS joined with TAIR bringing in 44 workshop participants. She recognized those members who donated their time to present workshops.
- **Vice President/Program Committee Chair:** TAIR Vice President/Program Committee Chair Carol Tucker began by recognizing and thanking the members of the TAIR Program Committee.

TAIR 2012 Program Committee

- Rebecca Richter, Concurrent Sessions
- Tom Corll, General Sessions
- Trish Norman, Special Interest Groups
- Tracy Stegmair, Program Brochure
- Mary Barton, Evaluations
- Faron Kincheloe, Session Coordinators
- Marcelo Paredes, Resource Fair
- Rita Caso, Roundtables
- Bridgette Hardin, Local Arrangements
- Catherine Brown, Newsletter

Carol also thanked the members of the Executive Committee, presenters, and the hotel staff. She asked that members who would like to become more involved contact her and the new Vice President.

- **Technology Report:** Dave reported that the A/V setup for the conference went very smoothly and thanked those members who donated a projector. He said he will continue to update the website.

2012-6 Awards:

Factbook Awards:

- Overall Factbook – Midland College
- Online/Interactive – Delmar College
- Mini Factbook – University of Texas Pan American

Outgoing Officers: President Darline Morris presented awards for outgoing officers.

- Kate Amorella Proff, Secretary
- Susan Thompson, Member-at-Large, Professional Development

2012-7 Election Results: President Darline Morris thanked the Nominating Committee for a great slate of candidates, as well as all of the candidate volunteers. The TAIR 2012 election results were:

- **Vice President/President Elect,** Susan Thompson, Texas State University
- **Secretary,** Sue Herring, Baylor University
- **Member-at-Large Professional Development,** Tom Corll
- **Nominating Committee,** Lincoln Holmes, University of Texas at Austin
- **Nominating Committee,** Phil Rhodes, Houston Baptist University
- **Nominating Committee,** Danielle Texera, Rice University
- **Nominating Committee,** Marcelo Paredes, University of Texas Pan American

2012-7 New President and Meeting Adjournment: Darline thanked everyone and passed the gavel to the new TAIR President, Carol Tucker. Past Presidents Rueben Garcia and Joe Meyer reported that next year's TAIR conference will be February 10-14, 2013 at the Moody Gardens Hotel in Galveston, Texas.

2012-8 Addition/Removal of Signers on the TAIR Bank Account: New officers will be added to the TAIR checking (xxx5142) and savings (xxx8534) accounts held with Bank of America

Signer(s) to be removed are:

Darline Morris - Outgoing President

The meeting was adjourned at 8:45 A.M.

Respectfully submitted,

Kate Amorella Proff
Secretary