



**CAIR Board of Directors Meeting Minutes
Wednesday, August 21, 2012
Teleconference**

Present: In Attendance: Mark Robinson (President), Alice van Ommeren (Vice President), Tongshan Chang (Treasurer), Berkeley Miller (Secretary), Chris Cullander (Immediate Past President), Heather Brown (Director), Yingxia Cao (Director) Robert Daly (Director), Mallory Newell (Director)

The meeting was called to order at 1:30 pm.

1. Per the Association's bylaws, President Mark Robinson submitted a letter of resignation to Secretary Berkeley Miller. The letter was received on August 18, 2012. The Board thanked Mark for his service on the board as a director and president. Chris Cullander was nominated to fill in the remainder of Mark's term and was elected by acclamation. There was a general agreement that board members would provide extra help for to Chris when necessary.
2. Minutes from previous meetings. There was a discussion of the Board minutes for the May and July minutes. Mallory suggested some corrections for the May minutes and agreed to send these to Berkeley. With the understanding that the May minutes would be corrected. The minutes for both May and July meetings were approved. There was also a brief discussion on the appropriateness of including the names of individuals put forward as possible keynote speakers at the annual conference. While the discussion was postponed, there was a suggestion that the President should take the lead with Board concurrence.
3. Updates regarding the 2012 conference planning.
 - a. **IPEDS workshops:** CAIR again will be providing IPEDS workshops on the Tuesday (November 6th) before the start of the conference. One module is designed for participants with little to no experience in the area of conducting benchmarking studies or with the IPEDS Data Center. A second track focuses on

practical applications for using IPEDS data in an institutional effectiveness (accreditation) self-study.

b. Keynotes and Presentations (as announced on the CAIR website shortly after the August Board Meeting): (1) Randy Swing, AIR Executive Director, “Defining institutional research: New strategies for bringing data to the decision-making process,” (2) Carlos Cortes, History Emeritus Professor from UC Riverside, “Qualitative Diversity Assessment: Musings of a Metacognitive Multiculturalist,” (3) Barbara Beno, President of ACCJC, on current and future changes in community college accreditation, (4) Jill Ferguson from WASC, on “WASC senior accreditation redesign – where things stand now and where they’re going,” (5) Patrick Perry, Phil Garcia, Chris Furgiuele and Keric Ashley from the Community College, CSU, UC, and California Department of Education offices on “CPEC Redux: An Update on the California K-20 Data Warehouse,” and (6) Cameron Davies, Director of Management Science and Integration, Walt Disney Company on the topic of what institutional researchers in higher education might learn from Disney’s use of data analytics.

c. Workshops (partial list): (1) Sam Agronow, St. Mary’s College of California on the WASC undergraduate templates, (2) Edgar Salgado, US Census Bureau on Accessing data in the US Census and the American Community Survey, (3) Bryce Mason & Ryan Johnson, Loyola Marymount, on an Introduction to Stata, a powerful (but inexpensive) statistical analysis package.

3. Sponsors for Workshops

- a. There was a discussion about recruiting sponsors for the workshops. Alice indicated there is some interest from sponsors, but confirmation is needed.
- b. Alice will follow-up.

4. 2012 Odds and Ends

- a. The deadline for submitting presentations will occur the day after the Board meeting. Already 33 proposals had been received. It was agreed that the deadline could be extended for a few days for researchers located outside the U.S.
- b. Twenty-nine conference registrations had been received as of the August Board meeting.
- c. Evaluation forms: Alice and Mallory are working on revising the forms for evaluating presentations.

5. 2013 CAIR Conference

- a. Chris reported on the search for the 2013 conference site in Northern California. The search is made more difficult because the hotels expect the economy to improve and, therefore want to charge high room rates, session fees, parking prices, etc.

- b. The search is temporarily on hold as the 2012 conference takes precedence. Sacramento and the Napa/Sonoma are likely target areas.
- 6. The board is searching for nominations for new board members from the CSU system and independents. Hopefully, nominations will be available at the next board meeting.
- 7. There was a general discussion of CAIR's possible roles in the 2013 AIR conference to be held in Long Beach. The desire is to put CAIR in the spotlight, if possible. AIR seems to be distancing itself from the affiliates, and is also reducing support for registration and other services it once provided to affiliates for local conferences. It was suggested that the CAIR president open a discussion about possibilities with the AIR president.
- 8. The next steps in planning for 2012 were reviewed, and will be reported on the next conference call.