

**Louisiana Association for Institutional Research
Business Meeting Minutes August 11, 2021**

- 1) President Claire Norris convened the meeting at approximately 12:00 p.m.
- 2) Dawn Mitchell motioned to accept the minutes from the last business meeting (2019 due to Covid). Allen Gale seconded the motion. The minutes from the last business meeting were voted on by those attending via Zoom Meeting and approved.
- 3) Treasurer Taylor Simon presented the financial statement as of June 2021.

Louisiana Association for Institutional Research

July 1, 2020 — June 30, 2021

Web Domain Renewal \$16.00

Web Service Subscription \$348.00

Total Expenditures \$364.00

Ending Balance (June 30, 2021) \$6,812.01

- 4) Secretary Laura Wilkins gave a summary of the 2020 and 2021 LAIR activities:

The LAIR Officers met in Lafayette to set the goals for LAIR, and to discuss the 2020 conference to being held in Lake Charles.

The 2020 2-Day LAIR Conference was planned, motels set-up for reservations, events planned, meals planned. Sponsors had committed to attending the conference. Unfortunately, fate was not on our side as Covid happened, and our world all was turned upside down. Then to add to the planning woes of the LAIR 2020 Conference that was to be held at McNeese in Lake Charles, Hurricanes Laura and Delta hit the area causing major damage to both the McNeese and SOWELA Campuses, as well as, the city of Lake Charles and its surrounding area so the LAIR 2020 Conference was put on hold until circumstances could allow LAIR to meet.

The LAIR Officers met virtually several times discussing ways to make the LAIR 2020 Conference possible. With Covid still raging, along with mandated limited group size state protocols, sponsors travel questionable, and school budgets for travel being affected the plan to move the conference to another location became logically impossible. A virtual conference was discussed, but the cost was more than LAIR could handle so the LAIR 2020 Conference was cancelled.

The LAIR Officers began discussing the LAIR Conference for the 2021 year. McNeese Campus nor the Lake Charles area was recovered enough from Hurricanes Laura and Delta to hold the LAIR Conference in the area. With Covid still being a factor in person-to-person meetings, and state budgets uncertain as

some colleges had frozen travel, it was decided that an in-person conference was still not a viable option; it was decided that LAIR would have the 2021 Conference changed to a meeting being held virtually.

One of the goals set by the LAIR Officers when they met in Lafayette for other projects (outside of planning the LAIR 2020 Conference) was to create a new, updated, LAIR Website. This goal was given to Ms. Laura Wilkins to oversee; the goal was met, and it can be found at <https://www.la-air.org/> with updates added as information becomes available. Another goal set at the same time was to create a Facebook presence; this goal was given to Mr. Taylor Simon; it was met and can be found at: <https://www.facebook.com/Louisiana-Association-for-Institutional-Research-106374201051828>. As these goals were being created the LAIR officers were in constant contact to verify the data and the look of each online presence of LAIR. Our website, la-air.org, is found through internet searches such as Google; and the Facebook page can be found by searching for Louisiana Association of Institutional Research.

The planned virtual meeting (replacing the normal LAIR Conference) met on August 11, 2021. The virtual meeting was held to update LAIR members of any changes and information, as well as, to move forward with the elections of new officers as the officers had served two years, with Dr. Claire Norris stepping down as President (due to Covid Dr. Norris served two years as President instead of the normal one year) and the LAIR Vice-President, Dr. Dane O'Blanc (due to Covid Dr. O'Blanc served two years as Vice-President instead of the normal one year) moving up to the LAIR President as per normal process. Secretary Laura Wilkins and Treasurer Taylor Simon also stepped down as the terms of their service was past due to end after serving two years.

5) Election of new officers were voted on by group in attendance:

- a. Secretary: Kelsey Claspil
- b. Treasurer: Steve Cox
- c. Vice President: Dawn Mitchel

6) Other business: SAIR update

- a. SAIR Conference is to held October 9 – 12

7) Kristy Neal motioned the meeting to adjourn. Michelle Hall seconded the motion. The meeting adjourned at approximately 1:30 pm.

Respectfully Submitted by Laura Wilkins