**Arkansas Institutional Research Organization**

**Meeting Minutes**

**Tuesday, June 14, 2016**

The Arkansas Institutional Research Organization met Tuesday, June 14, 2016 at the offices of the Arkansas Department of Higher Education in Little Rock. AIRO President Wyatt Watson called the meeting to order at 1:00. Approximately 50 AIRO members were in attendance.

**AIRO BUSINESS**

**Officer Elections**

Wyatt discussed that at the election held at the April meeting he inadvertently announced 2 members for the Vice President/Preside Elect position. Bonnie Smyth-McGaha has since agreed to hold the position of Treasurer and Lisa Cater will be the Vice President/President Elect.

**Changes to Bylaws**

1. Proposed changing the membership bylaws by adding the statement ‘AHDE staff and AHECB member are automatically considered non-voting ex officio members and are not required to pay dues.’ Proposal passed.
2. Proposed adding the phrase ‘given the appropriate nominations’ to the Nominations and Elections section. This allows the presidency to not be forced to rotate between two and four year institutions if an appropriate nomination is not put forward. Proposal passed.

**Treasurer’s Report**

Presented by Sonia Hazelwood, out-going AIRO Treasurer

* The current balance is $18,986.13 after the expenses of the April meeting.
* The 2016-17 invoices will come from Sonia/UALR but need to be paid to Lisa Cater/UAM.

Carla Martin (UAF) and Ginger Otwell (HSU) volunteered to audit the AIRO account and will travel, at AIRO expense, to UALR to do so.

The next AIRO meeting will be in November. If anyone has any ideas for professional development that can be presented at that meeting please contact an AIRO officer.

**NEW BUSINESS**

**ADHE Update**

New staff at ADHE were introduced:

* Dr. Marla Strecker, Senior Associate Director for Research and Technology
* Phylesia Davis, IT Senior Project Manager

Dr. Strecker discussed the direction of ADHE’s Research and Technology office. She hopes that it will be data-driven with a transition to research. She plans on developing a webpage repository containing research on remediation, concurrent enrollment and other hot-button topics. She also plans to develop dashboards with enrollment data, etc.

There will be a new data request form on the ADHE website soon for any requests that you may have. It will have the capability for attachments of examples of the request that you need.

Dr. Strecker introduced Tara Smith, Senior Associate Director for Institutional Finance. Tara presented the current Outcomes-Based Funding Model Design. It is included as an attachment to these minutes.

Dr. Brett Powell, ADHE Director, joined in and discussed the 5 year implementation of the Funding Model.

**SIS Update**

Phylesia provided these updates for 2016-17 –

* Financial Aid file – EFC is moving to 6 digits and will move to field 42. Field 32 will be replaced with a 5 space filler.
* Perkin’s II file – adding field 25 to provide the assessment name. The field will be 50 characters long.
* Student file – Adding Accuplacer (code ‘A’) and the Redesigned SAT (Code ‘R’) to the placement test list.
* Graduated Student file – a warning will be added if the time to degree does not seem reasonable. If the difference between the init\_admit\_date and the graduation\_date is less than 24 months for the bachelor’s degree, or less than 6 months for the associate’s degree, a warning will be issued.

Robert Crockett, Software Support Analyst, announced that there will now be a schedule of processing files. The schedule is attached.

Respectfully submitted –

Kim Purdy

AIRO Secretary