

Arkansas Institutional Research Organization (AIRO) Minutes
University of Arkansas for Medical Sciences
Friday, June 13, 2014

The June AIRO meeting was called to order at 10:00 a.m. by the AIRO President, Gary Gunderman. Mr. Gunderman welcomed everyone to the meeting and reminded the members to pick up a parking pass before leaving the meeting today.

Sonia Hazelwood, AIRO Treasurer, read the treasurer's report. The ending balance, as of June 13, 2014 is \$16,754.55 (*see attachment 1*). The 2014-15 membership dues invoices will be ready to send out in early July. The cost is \$100.00 per institution, which will cover 1-3 people. The cost for additional people is \$25.00 per person. Ms. Hazelwood asked that when dues are sent in that one person from each school be identified as the school's coordinator. The coordinator will be contacted to make all updates to the AIRO directory.

Lee Sanders, from SAU Tech, talked about the upcoming SAIR conference in Destin, Florida. The conference will be held Saturday, October 4, to Tuesday, October 7th. The deadline to request a travel grant from the SAIR organization has already passed; however, AIRO will be awarding up to six travel grants to SAIR this year. Although any member can apply for a travel grant, first priority will be newcomers to SAIR. A letter, completed application (*see attachment 2*), and resume must be sent to Mr. Gunderman by August 1st in order to be considered. The travel grant will cover the SAIR registration fee plus \$300 toward travel to the conference. In return for the travel grant, you may be asked to help form a committee to organize any future SAIR conferences hosted by AIRO. If you have any questions about the travel grants, please contact Mr. Gunderman.

The AIRO board is forming a professional development committee to look into possible future professional development opportunities for the AIRO members. For anyone interested, the Board will be meeting at 1:00 p.m. to discuss ideas (*see attachment 3 from meeting*).

Rick Jenkins, from ADHE, discussed the upcoming changes to the SIS manual for 2014-15. (*See attachment 4*).

The meeting was adjourned at 11:53 a.m.

Respectfully submitted,

Ginger Otwell
AIRO Secretary