IGNITING TRANSFORMATION

Michigan Association for Institutional Research

27th Annual Conference
November 6 – 8, 2013
Grand Rapids, Michigan

IGNITING TRANSFORMATION

November, 2013

Dear Colleagues,

Welcome to the 27th Annual Conference of the Michigan Association for Institutional Research!

The conference is your opportunity to come together with others involved in institutional research activities and exchange ideas, learn about best practices in research methods and collaborate with fellow practitioners.

This year's theme, Igniting Transformation, recognizes and celebrates the role institutional researchers play in changing and improving our own institutions, as well as higher education in general. Understanding how people view data, why they act on some data but not others, and how to use data to foster positive change is critical to our role as institutional researchers and to the future of higher education. As data collection and display systems become more and more accessible, institutional researchers will need to develop new tools and perspectives in order to appropriately manage the vast amounts of information that will, and are, becoming available to an ever-widening audience.

This conference provides many opportunities to engage in such conversations. Through formal presentations and informal networking, we can help each other navigate the complexities of the uncertain future, igniting the transformation that is required along the way.

The Steering Committee hopes you enjoy the conference this year. Along with the scheduled sessions, we hope you take advantage of all of the wonderful networking opportunities available. Should you have any questions, please don't hesitate to contact one of the Steering Committee members during the conference. Thank you for attending our 27th annual MI/AIR conference!

Reuben Ternes
2013 MI/AIR Steering Committee Chair

Schedule at a Glance

WEDNESDAY, NOVEMBER 6, 2013

Time	Session Title	Location
10:00a – 11:30a	Steering Committee Meeting	Harbor Springs Ballroom
11:30a – 1:00p	Registration	Crowne Plaza Lobby
1:00p – 4:00p	**Pre-Conference Workshop Dashboards and Scorecards**	**Thornapple Room**
4:00p – 5:30p	Registration	Crowne Plaza Lobby
6:00p	Dinner Opportunities	Crowne Plaza Lobby

THURSDAY, NOVEMBER 7, 2013

Time	Session Title	Location
7:30a – 8:45a	Registration	Crowne Plaza Lobby
7:30a – 8:45a	Breakfast	Michigan/Superior Ballrooms
8:45a – 9:45a	**Tracing Student Pathways: Using MI School Data's Pathways and Transfer Reports**	**Michigan/Superior Ballrooms**
9:45a – 10:00a	Break	
10:00a – 10:45a	**Session I**	
	DataFest: Encouraging Awareness and Use of Data Resources	Cheboygan Ballroom
	Benchmarks within Key Performance Indicators	Harbor Springs Ballroom
	2014 Student Transcript and Academic Repository (STARR) Collection	Petoskey/Mackinac Ballrooms
10:45a – 11:00a	Break	

Schedule at a Glance

Thursday, November 7, 2013

Time	Session Title	Location
11:00a – 11:45a	**Session II**	
	Transformation of Faculty Decision Making through Data	Cheboygan Ballroom
	AP Scores: What Do They Really Tell Us?	Harbor Springs Ballroom
	Improving Research through Efficient Data Management Systems	Petoskey/Mackinac Ballrooms
11:45a – 12:00p	Break	
12:00p – 1:15p	Buffet Lunch and Business Meeting	Michigan/Superior Ballrooms
1:15p – 1:30p	Break	
1:30p – 2:15p	**Session III**	
	Use of Online Sources to Compare Supply of Graduates to Demand for Workers	Cheboygan Ballroom
	Measuring the Impact of an Accreditation Process on Greek Life at a Residential College	Harbor Springs Ballroom
	IPEDS Data Center – It's Not Your Mother's Dataset Cutting Tool	Petoskey/Mackinac Ballrooms
2:15p – 2:30p	Break	
2:30p – 3:15p	**Session IV**	
	Understanding Reasons for Student Withdrawals in Real Time	Cheboygan Ballroom
	Enrollment Forecasting with ARIMA Time-Series Models	Harbor Springs Ballroom
	Restructure Data Sets from Student Clearinghouse to Identify Students' Transfer Patterns	Petoskey/Mackinac Ballrooms
3:15p – 3:30p	Break	
3:30p – 4:15p	**Session V**	
	Revisioning the General Education System	Cheboygan Ballroom
	Levels of Student Academic and Social Involvement and Gains during the College Experience	Harbor Springs Ballroom
	Transforming Perspective on Race and College Completion	Petoskey/Mackinac Ballrooms

Schedule at a Glance

THURSDAY, NOVEMBER 7, 2013

Time	Session Title	Location
5:00p - ???	**Evening Activities**	
5:00p – 6:00p	Social Hour and Cash Bar	Michigan/Superior Ballrooms
6:00p – 7:30p	Buffet Dinner	Michigan/Superior Ballrooms
7:30p - ???	Game Night	Hospitality Suite Room 365

FRIDAY, NOVEMBER 8, 2013

Time	Session Title	Location
7:30a – 9:00a	Buffet Breakfast	Michigan/Superior Ballrooms
9:00a – 9:30a	Hotel Check-out	
9:30a – 10:15a	**Session VI**	
	Developing an Explanatory Model of Retention	Cheboygan Ballroom
	Using Time Series Modeling to Forecast Enrollment	Harbor Springs Ballroom
	Facilitating and Realizing the Benefit of Tracking Your Alumni	Petoskey/Mackinac Ballrooms
10:15a – 10:30a	Break	
10:30a – 11:15a	**Session VII**	
	Online v. On-ground: Drop-out Rates Analysis and Implications for Online Course Management	Cheboygan Ballroom
	Estimating the Causal Impact of Financial Aid Programs on Student Retention Rates	Harbor Springs Ballroom
	Using Institutional Data to Make Better Decisions with GIS Applications	Petoskey/Mackinac Ballrooms

Invited Presentations

WEDNESDAY, NOVEMBER 6, 2013
THORNAPPLE ROOM
1:00 PM – 4:00 PM

Dashboards and Scorecards – Part I
Rueben Ternes
Research Associate, Institutional Research and Assessment
Oakland University

Dashboards and Scorecards – Part II
Celina Grondin
Director, Institutional Research
St. Clair Community College

In this workshop, you will learn how to build dynamic dashboards in Excel 2010 using slicers, pivot tables and graphs, how to build attractive-looking scorecards with indicators and how to integrate all these elements together to tell a captivating data story! The workshop will include hands-on training and also demonstrations of various dashboards and scorecards, as well as ready-made materials to take back to the office. The technology used for the workshop is Microsoft Excel 2010, Microsoft SQL Server Reporting services 2008 and SharePoint 2010. Participants will find the hands-on portion of the workshop much more helpful if they have access to a laptop with Excel 2010 or later. No previous in-depth experience with these programs is required.

THURSDAY, NOVEMBER 7, 2013
MICHIGAN/SUPERIOR BALLROOM
8:45 AM – 9:45 AM

Tracing Student Pathways: Using MI School Data's Pathways and Transfer Reports
Trina Anderson, Paul Beilawski, and Nick Armit
Center for Educational Performance and Information (CEPI)

Several new MI School Data features will be demonstrated, including college readiness, enrollment, and transfer reports, along with an exciting new tool that lets you track a student's coursework, credits, and educational pathways, in and after high school. We'll also review how to obtain a secure login through your institution's keyholder, and the roles and responsibilities that go along with it.

Concurrent Sessions

DataFest: Encouraging Awareness and Use of Data Resources

Kathy Aboufadel, Davenport University

In order to better communicate the availability of detailed data regarding student demographics, survey results, enrollment, courses and faculty that are available, an open house was held with a circus theme.   The event was titled "DataFest" and was open to all staff and faculty.   This presentation will describe the need for this event, how the event was structured and developed and outcomes of the event.   **Cheboygan Ballroom**

Benchmarks within Key Performance Indicators

E. Rob Stirton, University of Detroit Mercy

We have established KPIs within a balanced scorecard framework for the college. The KPIs include benchmarks as part of their multiple measures. We'll share our model, the process for developing strategies to influence the KPIs, the tools we used and a list of next steps so you can begin building KPIs when you return to your campus.   **Harbor Springs Ballroom**

2014 Student Transcript and Academic Records Repository (STARR) Collection

Rachel Edmondson and Meghann Omo, CEPI

The 2014 STARR Collection will occur in the Michigan Student Data System (MSDS) and will no longer occur through Parchment. This presentation will be a discussion of the collection occurring in the MSDS including a system walk-through along with the details on data field changes, implementation of field level validation checks, security, etc.   **Petoskey/Mackinac Ballrooms**

Transformation of Faculty Decision Making through Data

Lori Hancock and Erin Shirey, Mott Community College

In 2012, Mott Community College took a deep dive into its student placement test data, embarking on a process of discovery in how to effectively use data to inform faculty decision-making processes. This presentation focuses on the transformative effect that a multi-phase analysis of reading placement data had in powering faculty-driven change within the curriculum.   **Cheboygan Ballroom**

AP Scores: What Do They Really Tell Us?

Mark Byrd, Carl Sorgen, Laura Woodward, Song Yan, Wayne State University

Are Advanced Placement (AP) scores as predictive as we might imagine? This presentation examines whether using an AP score as a replacement for a course prepares students as well as taking the prerequisite.   We also highlight how well scores on a specific subject area test predict college graduation. Finally, we discuss the efficacy of AP scores as predictors for higher education outcomes.

Harbor Springs Ballroom

Architecture before Analysis: Improving Institutional Research Processes, Workflow, and Collaboration through the Design of Efficient Data Management Systems

Maia Bergman, Shelly Conner, Merle Feldbaum, John A. Gonzalez,
Brooklyn Posler, and Ida Faye Webster, University of Michigan

The new reality of Institutional Research is framed by an expansion of disparate data sources located across systems that are often incompatible and isolated. We discuss our efforts to create seamless data architectures and processes to streamline our workflow and facilitate insightful analytics.

Petoskey/Mackinac Ballrooms

Concurrent Sessions

Use of Online Sources to Compare Supply of Graduates to Demand for Workers
Roger Mourad, Washtenaw Community College
The importance of higher education as a source of qualified workers is axiomatic. However, there are difficulties in trying to measure supply and demand at the program and occupational level. This presentation will share one approach using online sources and tools. The goal is to foster fruitful discussion about the data and measurement issues involved. **Cheboygan Ballroom**

Measuring the Impact of an Accreditation Process on Greek Life at a Residential College
Linda Logan and Charles Graessle, Olivet College
The presentation updates data from a previous study showing improvements of a Greek accreditation process. Three year's data show that Greek life is better aligned with the College's emphasis on responsibility, improved judicial processing, and a lessened impact of alcohol. We discuss implications for further research. **Harbor Spring Ballroom**

IPEDS Data Center – It's Not Your Mother's Dataset Cutting Tool
Eileen Brennan, Oakland Community College
This presentation will include an overview of the IPEDS Data Center, resources available for using the tool and understanding the data, a review of methods to address data quality, discussion of new collection items, and examples of how OCC accessed IPEDS data to add to the growing culture of evidence. **Petoskey/Mackinac Ballrooms**

Understanding Reasons for Student Withdrawals in Real Time
Mitchell VanderKam, Northwestern Michigan College
NMC designed a new student survey and administered it on a weekly basis. The three question survey was implemented to understand reasons for student course withdrawals and how NMC can keep students enrolled. The research is intended to be formative, with real time results distributed weekly to educational and departmental leadership to prevent further withdrawals throughout the semester. **Cheboygan Ballroom**

Enrollment Forecasting with ARIMA Time-Series Models
Jamie DeLeeuw, Monroe County Community College
Given states' declining contribution to higher education subsidization, institutions are increasingly relying on enrollment projections to set tuition rates. ARIMA time-series models were created to examine the impact of tuition and local unemployment rate on enrollment at three community colleges. The presentation includes how to set up one's data set in SPSS, and analysis of the model's goodness of fit. **Harbor Springs Ballroom**

Restructure Data Sets from National Student Clearinghouse to Identify Students' Transfer Patterns
Anne Fox and Tingho Huang, Eastern Michigan University
This study demonstrated a way for institutions to quickly restructure the dataset from National Student Clearinghouse to answer common questions about students' transfer behaviors. Newly derived variables used for identifying patterns in the final dataset, the definitions, as well as the implications of the results will be discussed. **Petoskey/Mackinac Ballrooms**

Concurrent Sessions

Revisioning the General Education System

Darby Hiller, Northwestern Michigan College

This presentation will show how NMC's general education system has evolved within an accreditation cycle. Assessing our general education outcomes at the institutional level has not provided the needed information to adjust how we teach those outcomes or how our students are learning those outcomes. Systems thinking helps us understand that in order to improve our process we need to first solve our level of analysis problem. The presentation will illustrate the level of analysis problem and detail how we are addressing it. The new processes will be piloted in fall 2013, allowing us to share preliminary results. **Cheboygan Ballroom**

Levels of Student Academic and Social Involvement and Gains during the College Experience *Cassandra Barragan, Oakland University*

This presentation examines the relationship between student academic involvement, social involvement and their overall personal and academic gains. Participants will learn how to use NSSE data to learn more about their student body. Additionally, through ANOVA analysis, the data can be explored to see what we can learn that would be useful in guiding campus academic and extracurricular policies and programs. **Harbor Springs Ballroom**

Asking Why: Transforming our Perspectives on Race and College Completion

Mitzi Day, Haley Pilgrim, and Kristen Salomonson, Ferris State University

This presentation examines the graduation gap among students of different races at Ferris State University. A comprehensive data analysis will be presented including retention and graduation rate information by race, student engagement data, and pre- and post-enrollment academic indicators. Potential actionable steps will be proposed to reduce the extant gap.

Petoskey/Mackinac Ballrooms

Developing an Explanatory Model of Retention

Charles Graessle, Olivet College

Issues in creation and interpretation of a multicausal theory of retention are described. A path analysis that yielded some surprising findings is shared, followed by a discussion of implications for first year initiatives. Finally, a tool enabling forecasting by departments with this model is demonstrated and discussed. **Cheboygan Ballroom**

Using Time Series Modeling to Forecast Enrollment

Robert Marsh, North Central Michigan College

A time series forecasting method, Exponential Smoothing with Trend and Seasonality, was used to forecast credit hour enrollment from term to term. The forecast model was developed on a spreadsheet and used only past data to predict one semester ahead. The model is a useful example of a non-regression method of forecasting. **Harbor Springs Ballroom**

Concurrent Sessions

Session Six – Friday, November 8   9:30 am – 10:15 am

Facilitating and Realizing the Benefit of Tracking Your Alumni

Maia Bergman, Shelly Conner, Merle Feldbaum, John A. Gonzalez,
Brooklyn Posler, and Ida Faye Webster, University of Michigan

The Rackham Graduate School created an initiative to track employment of doctoral alumni. These placement data are summarized on the web and discussed with program leadership. This session will provide information regarding the placement initiative, supporting processes, and offer an opportunity to share suggestions based on fifteen years of experience.   **Petoskey/Mackinac Ballrooms**

Session Seven – Friday, November 8   10:30 am – 11:15 am

Online v. On-ground Courses: Drop-out Rates Analysis and Implications for Online Course Management

Ishmail Said, Macomb Community College

The main purpose of this study was to compare online and on-ground course sections with respect to two different measures of students' drop-out rates (attrition), in order to identify interventions to increase persistence (or decrease attrition) rates in online courses. In addition, the project has also created a recurrent monitoring process to allow online course managers to identify "problems course sections". A simple research intervention is discussed and future research implications are reviewed in connection with institutional effectiveness model and management of online courses.

Cheboygan Ballroom

Estimating the Causal Impact of Financial Aid Programs on Student Retention Rates

Reuben Ternes, Oakland University

This presentation examines the causal impact that two different need-based aid programs had on first year retention rates. Participants will learn how two novel methodologies, regression discontinuity (RD) and interrupted time series (ITS) designs can be used to estimate the causal impact that such programs might have on various student outcomes in non-experimental settings. This session is presented as an introduction to the topic and is non-technical in nature.

Harbor Springs Ballroom

Using Institutional Data to Make Better Decisions with GIS Applications

Donald Lund and Walter Reggans, Eastern Michigan University

The Grand Valley State residency data set was examined using standard GIS tools. Five regional markets were defined and analyzed in terms of market share and market penetration characteristics. The unique presentation format of GIS allows for quick identification of both anticipated and unanticipated market tendencies.   **Petoskey/Mackinac Ballrooms**

Business Meeting Agenda

Annual Association Business Meeting
Thursday, November 7, 2013
12:30 pm – 1:15 pm

   I. Call meeting to order ....Reuben Ternes

  II. Set agenda ....Membership

 III. Acknowledgments..Reuben Ternes

 IV. Report of conference attendance ....Mary Meier

  V. Treasurer's report...Mary Meier

 VI. Action items ....Reuben Ternes

VII. Other Business...Reuben Ternes
     A. Alumni Association

VIII. Steering Committee composition........................Reuben Ternes & Doris Lewis
     A. Announcement of new chair-elect
     B. 13 – 14 nominations for membership

 IX. Future conferences...Doris Lewis
     A. Announce 2014 site
     B. Announce 2015 regional location

Notes

~ Constitution ~

Michigan Association for Institutional Research

I. <u>Name</u>
It is hereby established that there be a Michigan organization for persons working or interested in institutional research. This organization shall be called the Michigan Association for Institutional Research and will be known by the acronym MI/AIR.

II. <u>Purpose</u>
MI/AIR is a state organization of institutional researchers. The objectives of the organization are to:

   A. Improve and disseminate research predominantly of concern to institutions of higher education.

   B. Provide collegiums for professional persons in a common profession.

   C. Provide an avenue for professional accomplishment by offering at least annual meeting at which papers may be presented, speeches given, workshops taught, and other such professional contributions made.

   D. Encourage association with the Association for Institutional Research (AIR) and to promote AIR forums and other activities.

   E. Encourage professional identification, development, and renewal.

III. <u>Membership</u>
Membership is open to individuals dedicated to the purpose of the organization. A person's affiliation with or interest in institutional research is self-determined. Voting members will consist of all individuals attending the annual conference.

IV. <u>Geographic Coverage</u>
MI/AIR is a state organization defined by the State of Michigan, but membership may be extended to individuals outside the state.

V. <u>Affiliation with the Association for Institutional Research</u>
MI/AIR is an affiliate of AIR, a national organization dedicated to the profession of institutional research.

VI. <u>Annual Conference</u>
An annual conference will be held within Michigan, except in the case of joint conferences with other state or regional institutional research groups. The conference will be organized by the Steering Committee.

Constitution

VII. <u>Steering Committee</u>
The Steering Committee consists of ten (10) MI/AIR members, with nine serving three-year terms and a Treasurer serving an indefinite term. Terms are staggered so that three new members are seated each year. Membership changes at the end of the annual conference. Individuals interested in serving on the Steering Committee should place their name in nomination with a committee member. Nominations may also be made at the annual meeting.

New membership is determined by vote of the existing Steering Committee, which will attempt to maintain a balance of geographical and organizational representation.

There will be three offices held within the Steering Committee, namely, a Chair, a Chair-Elect, and a Treasurer. Each Steering Committee member should be prepared to serve as an officer, as necessary. Officers will be selected by the Steering Committee.

The Steering Committee will be responsible for scheduling and planning the annual conference and other programs. The Committee maintains the membership roster. Decisions on meeting dates, program substance, the assessment and the expenditure of funds, and the like, will be made by the Committee. The Committee will coordinate an evaluation of the annual conference and will appoint annually a liaison for AIR. The Committee also initiates an agenda for the annual meeting.

VIII. <u>Annual Meeting</u>
An annual meeting of MI/AIR membership will be held in conjunction with the annual conference. The meeting will provide an opportunity for nominations of members to the Steering committee, and for consideration of any items of business raised by a member of MI/AIR.

IX. <u>Constitutional Amendments</u>
Amendments to the constitution may be initiated by a member of MI/AIR. Proposals will be forwarded to the Steering Committee and will be considered at the next annual meeting. To be adopted, an amendment must be approved by two-thirds vote of the attendees of the annual meeting at which the proposal is discussed.

Revision adopted November 6, 2008

Operating Procedures

Michigan Association for Institutional Research

I. Location

The location of the annual conference adheres to a geographical rotation around the State. Members of the Steering Committee are to determine the site for the annual conference at least one year hence.

II. Steering Committee Leadership

A. At the conclusion of the fall conference the Chair-Elect shall assume the responsibilities as Chair of the Steering Committee. In the event the Chair-Elect is unable to assume his/her responsibilities, the Steering Committee shall use best judgment in determining a new Chair.

B. A new Chair-Elect shall be elected prior to the annual conference by the members of the Steering Committee. The term of office shall be for two years; the first year as Chair-Elect and the second year as Chair.

C. The new Chair-Elect shall collect nominations for Steering Committee membership at the annual conference and present them to the committee members at the closing Steering Committee meeting for a vote or agreement.

D. The Chair will be given the responsibility for approving all expenditures of the organization, to be submitted to the treasurer in turn. All requests for reimbursement must be in writing and have the original invoice attached. Individual expenses for meals, lodging, or travel are not reimbursable.

E. The Chair will assume the responsibility for communication
   1. Among the Steering Committee by regular communication.
   2. To the membership as needed.

F. The Chair (in consultation with the Chair-Elect and Steering Committee) shall set the agenda and conduct the business meeting during the fall conference of MI/AIR. Suggested agenda items are:
   1. Acknowledgements
   2. Report of conference attendance
   3. Treasurer's report
   4. Action items
   5. Announcement of next year's conference site
   6. Steering Committee composition
      a. New Chair-Elect
      b. nomination of new members
   7. Other/new business

G. The Chair will maintain archival files of the organization, either directly or by appointment of another member. These materials should include the following:
   1. Membership of the Steering Committee and their positions and addresses
   2. Registrations from/for conference
   3. Program for conference
   4. Roster of participants in conference
   5. Minutes or meeting notes of MI/AIR plenary and Steering Committee meetings
   6. Treasurer's report

Operating Procedures

III. Subcommittees
Various subcommittees will assume the indicated specific tasks, although checking with the Chair and Chair-Elect (and possibly the entire Steering Committee) for general guidance. Areas of responsibility will be assigned to one or more members of the Steering Committee, to be augmented with other membership as needed.
- A. Conference Site Coordinator and Site Liaison
   1. Reserve meeting space
   2. Reserve lodging; include appropriate forms with registration materials
   3. Plan food services; meals, refreshments at breaks
   4. Provide all logistics for conference events (table needs, program needs, etc.)
- B. Conference Materials
   1. Prepare brochure with conference information
   2. Prepare registration form to mail with brochure
   3. Prepare pre-conference workshop information for mailing with brochure
   4. Prepare final program copy to be distributed to conference attendees
- C. Speaker Selection and Liaison
   1. Work with Steering Committee to develop conference theme and conference logo
   2. Identify potential keynote speakers with follow-up arrangements before and during conference
   3. Work with Steering Committee to develop pre-conference workshop
   4. Identify potential pre-conference workshop leadership with follow-up arrangements before and during conference
- D. Call for Papers/Presentations and Reviews
   1. Request for papers/presentations from membership approximately six months before the annual conference
   2. Evaluate presentation proposals
   3. Provide summary of proposals to Steering Committee for final selection
   4. Select facilitators for each session and assign responsibilities to them
- E. Social and Hospitality
   1. Plan entertainment for the evening(s) of the conference
   2. Prepare handouts of things to see and do for inclusion in registration packets
   3. Interact with Tourism Bureau for possible services and materials
- F. Evaluation
   1. Prepare, distribute, analyze, and disseminate overall conference evaluations
   2. Determine best paper based upon evaluation results
   3. Prepare and distribute session evaluations. Ensure presenters receive results
- G. Membership
   1. Maintain and update membership mailing list
   2. Communicate with supervisors of institutional researchers to encourage attendance at MI/AIR conference
   3. Oversee MI/AIR list serve

    H. AIR Contact
1. Maintain all correspondence with AIR
2. Coordinate/file approved grant requests to AIR
3. Plan MI/AIR sectional meeting at AIR Forum
4. Oversee MI/AIR website

    I. Treasurer
1. Receive conference registrations
   a. Prepare receipts as needed
   b. Notify conference site coordinator as to number of registrants (actual and expected)
   c. Prepare conference name tags
   d. Prepare roster of participants
2. Prepare final report for conference business meeting. Analyze attendance by gender, type of institutions, positions, and new or previous attendee
3. Do final accounting of registration funds to be submitted to Steering Committee
4. Make all disbursements as authorized by the Cahir of the Steering Committee
5. Prepare a financial report as of October 1st each year, and other reports as requested by the Steering Committee
6. Handle all incoming funds as received

IV   The Attendee or Presenter Student Grant Process
    A. The Attendee or Presenter Student Grant is open to all students, except those employed full-time at an institution of higher education.
    B. Based upon the Treasurer's recommendation, each year maximum amounts for each grant (presenter and attendee) will be determined by the Steering Committee.
    C. A grand fund account will officially be set up by the Treasurer.
    D. On the call-for-papers form, a check box will be available for student requesting a presentation grant. Any boxes so checked will generate a follow-up form sent out by the Steering Committee call-for-papers lead representative, which, upon completion and return, will be reviewed by the Steering Committee during the call-for-papers review process. If the student's proposal is accepted, grant funds will be allocated to the student contingent upon the student presenting their paper at the annual conference.
    E. On the conference registration form, a checkbox will be available for students requesting an attendee grant. Any box so check will be recognized and documented during the conference registration process. Grant funds will be allocated to the student contingent upon the student attending the annual conference.
    F. The attendee and presenter grant awards will distributed (via check) to the student upon check-in at the annual conference.
    G. The results of these procedures and the grants given will be reviewed annually at the Steering Committee post-conference meeting.

Notes

2012 – 13 Steering Committee Members

Nick Baker
Director, Institutional Research
Kirtland Community College
bakern@kirtland.edu
Term expires: November 2013

Celina Grondin
Director, Institutional Research
St. Clair County Community College
cgrondin@sc4.edu
Term expires: November 2015

Doris Lewis
Director, Institutional Research
Kellogg Community College
lewisd@kellogg.edu
Term expires: November 2015

Lisa Lund
Director, Assessment and Institutional
Research
Montcalm Community College
lisal@montcalm.edu
Term expires: November 2014

Mary Meier, Treasurer
Assistant Director, Institutional Research
Central Michigan University
meier1me@cmich.edu
Term expires: No expiration date

Roger Mourad
Director, Institutional Research
Washtenaw Community College
mou@wccnet.edu
Term expires: November 2013

Robert Roe
Executive Director, Institutional Research
Central Michigan University
roe1rm@cmich.edu
Term expires: November 2014

Rita Smith
Administrative/Research Assistant
Marygrove College
rsmith@marygrove.edu
Term expires: November 2015

Reuben Ternes
Assessment Coordinator,
Institutional Research & Assessment
Oakland University
ternes@oakland.edu
Term expires: November 2013

Song Yan
Associate Director, Office of Budget,
Planning, & Analysis
Wayne State University
ej7020@wayne.edu
Term expires: November 2014

Michigan Association for Institutional Research

Request for Steering Committee Nominations

Dear Members:

We need your help! Your steering committee is looking for a few good men and women. The primary charge of the Steering Committee is to plan the annual conference. The membership of the committee is distributed across public and private, four-year and two-year institutions of higher education. Terms of office are three years; will begin November 15, 2013; and end with the conclusion of the 2016 conference. The committee is seeking candidates to fill at least three vacant positions at the end of this conference. Nominations of representatives from four-year institutions, both private and public, are encouraged.

Committee membership does not require a large time commitment. In recent years, the committee has met face-to-face three or four times at various locations. The meetings are supplemented by other forms of communication such as e-mail, phone, and teleconferencing.

Please consider serving on the committee. Or, perhaps you know of someone who you would nominate (we will contact them to confirm their interest in becoming a member of the committee). To nominate yourself or a colleague, please fill out the form below, and give it to any member of the Steering Committee by Friday breakfast.

Join in on planning next year's conference!

Your name: _____

Name of person you are nominating: _____

Nominee's Institution: _____

Nominee's Telephone Number: _____

Nominee's email address: _____

If nominee is someone other than yourself, have you talked to the nominee about joining the Steering Committee?
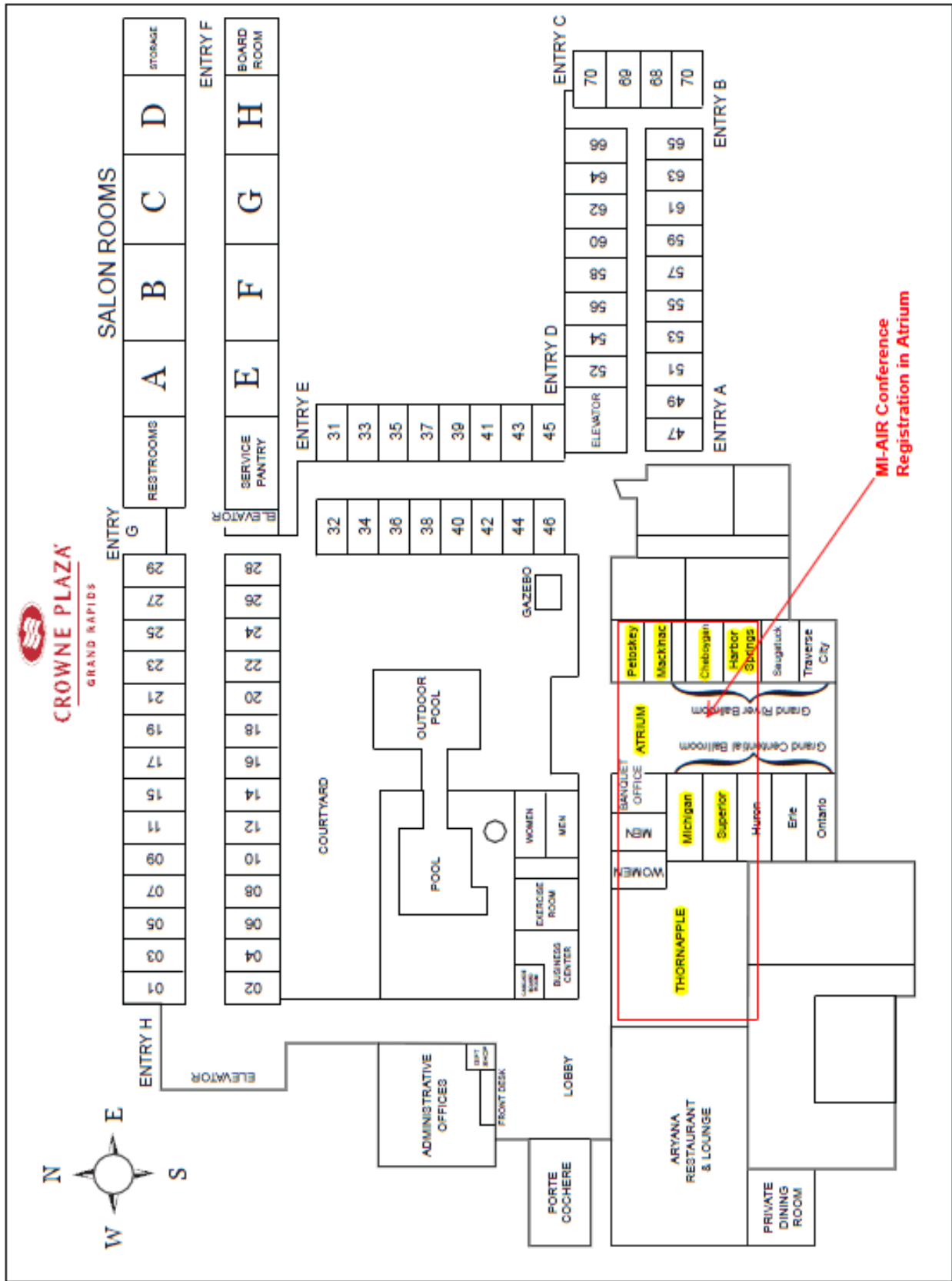
☐Yes   ☐ Not yet, but I will   ☐ No

Questions, comments, etc. regarding this form? Contact any member of the Steering Committee.

Crowne Plaza Floor Plan

CROWNE PLAZA GRAND RAPIDS

SALON ROOMS

A	B	C	D	STORAGE

ENTRY F

E	F	G	H

BOARD ROOM

ENTRY G

RESTROOMS

ENTRY E

SERVICE PANTRY

ELEVATOR

31	33	35	37	39	41	43	45

32	34	36	38	40	42	44	46

ENTRY C

70	69	68	70

66	64	62	60	58	56	54	52	ELEVATOR

65	63	61	59	57	55	53	51	49	47

ENTRY B

ENTRY D

ENTRY A

MI-AIR Conference Registration in Atrium

ENTRY H

ELEVATOR

29	27	25	23	21	19	17	15	11	09	07	05	03	01

28	26	24	22	20	18	16	14	12	10	08	06	04	02

GAZEBO

COURTYARD

OUTDOOR POOL

POOL

WOMEN MEN

EXERCISE ROOM

BUSINESS CENTER

Petoskey Mackinac Cheboygan Harbor Springs Saugatuck Traverse City

Grand River Ballroom

Grand Centennial Ballroom

ATRIUM

BANQUET OFFICE

MEN Michigan Superior Huron Erie Ontario

WOMEN

THORNAPPLE

ADMINISTRATIVE OFFICES

DEPT SHOP

FRONT DESK

LOBBY

PORTE COCHERE

ARYANA RESTAURANT & LOUNGE

PRIVATE DINING ROOM

N E S W

Mark Your Calendars!

2014 MI/AIR Fall Conference

November 5 – 7, 2014

DoubleTree by Hilton
500 Thomas Edison Way
Port Huron, Michigan

We're looking for a theme!

Do you know a dynamic keynote speaker?

What should be our focus next year?
What are your burning issues?
What do you want to learn?

Remember; the Steering Committee wants to provide you
with a relevant, worthwhile, and fun conference.
Let us know how we can best do that!

Contact any Steering Committee Member with your ideas.