

IAIR Best Presentation

The Best Presentation Award is awarded to recognize the author(s)/ presenter(s) whose presentation at the IAIR Annual Forum is identified as exemplary by the membership. Persons who make formal presentations at the IAIR Annual Forum will be eligible for consideration for the Best Presentation Award for that year. Criteria used in the selection process shall include: significance of the subject matter, the extent to which current or emerging issues in higher education are addressed; presenter knowledge of the subject matter; session organization and delivery including the use of appropriate audio-visual materials and handouts. Additional relevant criteria may also be identified and used by the committee. The recipient shall be provided a monetary award of an amount determined by the Steering Committee to present their work at the immediately subsequent Association for Institutional (AIR) Research Forum.

Determination of Best Presentation

The IAIR Best Presentation is determined as follows:

- A minimum of 5 evaluations are needed for a presentation to be considered eligible.
- If multiple eligible presentations have the same overall score, then the recipient shall be determined based on Question 8 (“I consider this session a serious contender for the best presentation award”). See the attached for an example of an evaluation summary.
- Individuals are eligible to receive the best paper presentation only once every three years.
- This award is for the best presentation. If multiple individuals presented and won the best presentation, it will be up to the presenters to determine distribution of the funds.
- Any challenges in determining the best presentation shall be resolved by the IAIR Steering Committee.
- Poster presentations and vendor presentations are not eligible for this Award.

Best Presentation Timeline

- The overall forum and session evaluations should be open for 2-weeks after the forum. After that time, the sessions were closed and Scantron worked to create the summaries.
- The summaries were prepared within a month of the conference and the best presentation was scored by the Forum Chair and sent to the Steering Committee.
- This was the first year that the award domination was increased and it was decided that an I-AIR Travel Grant Acknowledgement letter be sent to the Best Presentation Award winner’s supervisor to be completed and signed.
- Only Early or Regular registration fees will be covered by the IAIR grant. If an individual registered late, the difference between the regular registration fee and the late registration fee will not be covered.
- Per our Letter of Agreement with AIR, “IAIR will select and notify the grant recipient by March 31st and also notify AIR”. The AIR Liaison will do this for IAIR.
- Because AIR will match IAIR’s travel grant contribution with a \$1 for \$1 match, any unused travel grant money will need to be returned to AIR.

No. of responses = 6

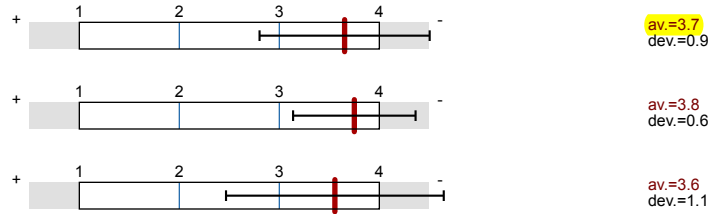


Overall indicators

Global Index

Subject Matter

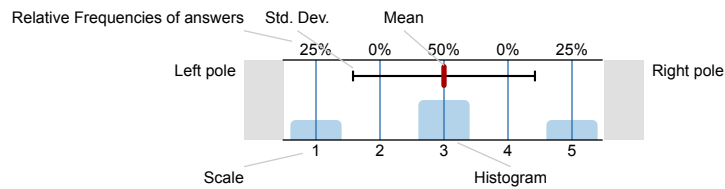
Presentation



Survey Results

Legend

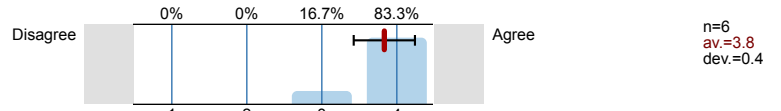
Question text



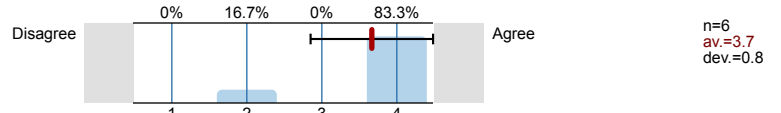
n=No. of responses
av.=Mean
dev.=Std. Dev.
ab.=Abstention

Subject Matter

1. The topic addressed a significant issue in higher education.

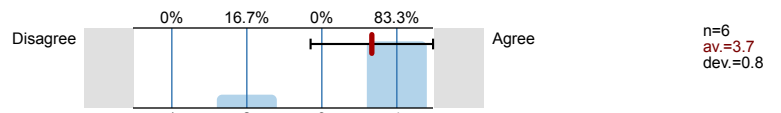


2. The topic addressed a current or emerging issue in higher education.

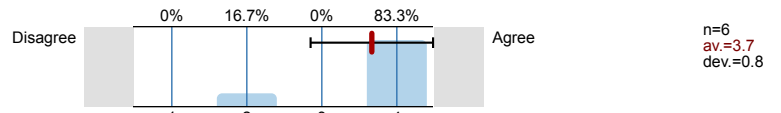


Presentation

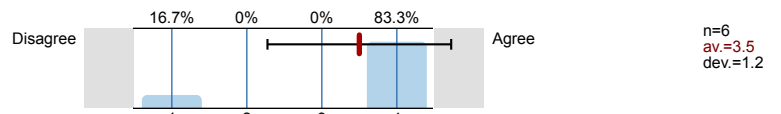
3. Overall, the presenter(s) seemed well-prepared.



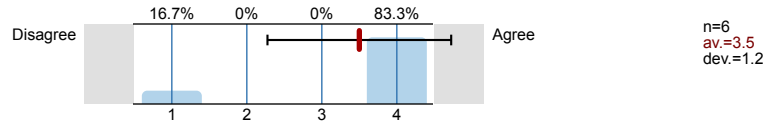
4. Overall, the presenter(s) seemed knowledgeable about the subject matter.



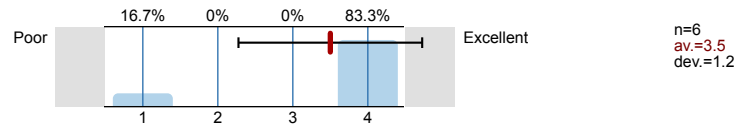
5. The material was presented in a well-organized manner.



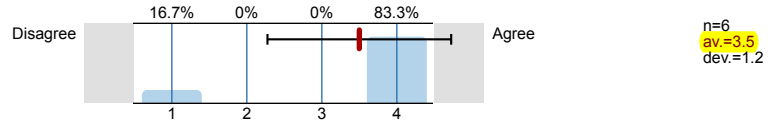
6. Appropriate audio-visual material were used during the presentation.



7. The material and hand-outs provided to participants were:



8. I consider this session a serious contender for the best presentation award.



Profile

Subunit: **ILAIR16**

- Name of the instructor:**
- Name of the course:**
(Name of the survey)

Values used in the profile line: Mean

Subject Matter

1. The topic addressed a significant issue in higher education.	Disagree Agree 	n=6 av.=3.8 md=4.0 dev.=0.4
2. The topic addressed a current or emerging issue in higher education.	Disagree Agree 	n=6 av.=3.7 md=4.0 dev.=0.8

Presentation

3. Overall, the presenter(s) seemed well-prepared.	Disagree Agree 	n=6 av.=3.7 md=4.0 dev.=0.8
4. Overall, the presenter(s) seemed knowledgeable about the subject matter.	Disagree Agree 	n=6 av.=3.7 md=4.0 dev.=0.8
5. The material was presented in a well-organized manner.	Disagree Agree 	n=6 av.=3.5 md=4.0 dev.=1.2
6. Appropriate audio-visual material were used during the presentation.	Disagree Agree 	n=6 av.=3.5 md=4.0 dev.=1.2
7. The material and hand-outs provided to participants were:	Poor Excellent 	n=6 av.=3.5 md=4.0 dev.=1.2
8. I consider this session a serious contender for the best presentation award.	Disagree Agree 	n=6 av.=3.5 md=4.0 dev.=1.2

Comments Report

Presentation

The greatest strengths of the presentation were:

-
-
-

Additional comments:

-



I-AIR Travel Grant Acknowledgement

Dear Recipient Supervisor,

Thank you for allowing <name of Best Presentation Award recipient> to attend and present at the Illinois Association for Institutional Research (I-AIR) forum last fall. <Name's> presentation "<Presentation Title>" was selected as the best presentation at the conference. In recognition of <Name's> work, s/he received a travel grant to share his/her presentation at the national conference in <city> from <dates>.

I-AIR has determined the following items to be reimbursable under the I-AIR Travel Grant: early bird/regular registration fees, hotel and airfare, taxi or shuttle services, and parking. Please be aware that documentation of these charges will need to be submitted and I-AIR will reimburse <name> directly for those expenses.

If you have any questions or concerns, please contact me at your earliest convenience. Otherwise, please sign and return this document by scanning and emailing to our Treasurer at djohnson@methodistcol.edu.

Thank you,
<Presidents information>

Sponsor/Supervisor Signature: _____

Date: _____