



Australasian Association for Institutional Research

## ANNUAL REPORT 2021–2022

SUPPORTING EFFECTIVE DECISION MAKING

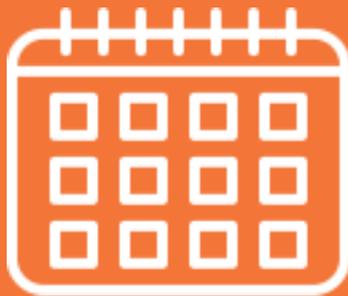


# Highlights

2021-2022 in numbers

**Members**

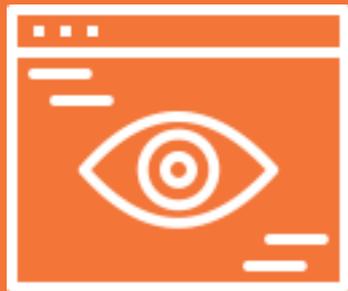
**295**



**Events**

**20**

Website



**Page Views**

**37,847**



**Users**

**11,270**

# Account summary

2021-2022 at a glance



**Revenue**  
**\$30,050**

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**Expenditure**  
**\$48,930**



**Cash in the  
bank**  
**\$95,405**

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**Net assets**  
**\$78,907**

**Annual deficit**  
**(\$18,880)**

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# Table of contents

HIGHLIGHTS .....	2
ACCOUNT SUMMARY.....	3
PRESIDENT'S REPORT .....	7
TREASURER'S REPORT .....	9
ABOUT US .....	11
MEMBERSHIP .....	19
EVENTS.....	28
AAIR ONLINE .....	49
SOCIAL.....	51
FINANCIAL STATEMENTS .....	52
CORPORATE DIRECTORY .....	71



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‘Institutional research’ is viewed as a range of activities involving the collection, analysis, and interpretation of information descriptive of an institution and its activities, including its students and staff, programs, management, and operations. The findings of such ‘institutional research’ assist institutional leaders (in both academic and administrative domains) by informing their planning and decision-making.

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# President's report



During the financial reporting year 1 July 2021 to 30 June 2022, the AAIR Executive Committee comprised:

- Stuart Terry (Otago Polytechnic) – President
- Kathie Rabel – Immediate Past President
- Don Johnston (Southern Cross University) – Vice-President
- Pam Rayner (Bond University) – Honorary Secretary
- Greg Jakob (Federation University Australia) – Honorary Treasurer
- Lisa Bolton (The Social Research Centre)
- Andrew Bradshaw (Macquarie University)
- David Cawthorne (Charles Darwin University)
- Lizzie Li (University of Adelaide) – Newsletter Editor
- Leone Nurbasari (Australian National University)
- Ewa Seidel (Flinders University)

Over the last 12 months we have continued to adapt to living and working in an environment impacted by the COVID pandemic. As we emerged from long periods of lockdowns and working from home, many of us have been eager to reconnect and return to the workplace while still retaining the option to work from home when we want to distance from others.

As an executive committee, we continue to look at how we can increase our reach and make AAIR more accessible to more people working in the broad field of institutional research. We reviewed our membership options and created a new category of institutional membership that allowed for multiple people working within one institution to become members. This approach resulted in a 57% increase in membership within the first half 2022 alone.

During the year, we continued to bring to our members a highly successful series of online networking and professional development sessions AAIR Vents, ConvAAIRsations, and the new AwAAIRness series that offers members the opportunity to present what they're working on to the membership. These regular series of events have been well attended, and from the many that I participated in, there has been a good deal of active engagement and discussion. These events will continue to be a regular feature to support AAIR members in growing their professional practice and staying connected to each other.

This year we introduced a new SIG concept lead by Ewa Seidel, AAIR Executive Committee member and Associate Director, Research Engagement and Success at Flinders University. The new SIG is Academic Research Institutional Analytics. This is an area of growing interest to many within the higher education sector and will feature at our 2022 AAIR Forum for the first time. We also held a series of Fresh AAIR events to enable our new members to network and connect with each other, and to learn more about how AAIR can support them professionally. I had great pleasure meeting new members who were keen to connect with others across the region.

Due to travel restrictions, our 2021 forum with the theme, 'Get Your AAIR Booster Shot' was again held in an online environment. We had a great variety of presentations from our key partners, Altis, Explorance, and the Social Research Centre. We had an international flavour with presentations from Finland and the USA, as well as from key government partners and members across Australia and New Zealand. This second virtual forum was again superbly organised by the team led by Vice President Don Johnston and supported by Leishman Associates.

I would personally like to acknowledge the continued and ongoing support of our valued platinum partners Explorance and Altis Consulting, as well as our silver partner, the Social Research Centre. Their support enables us to deliver events that provide not only focused professional learning opportunities, but networking opportunities with colleagues throughout the region and the Pacific.

As a well-connected, adaptable, and nimble association we end the year in good heart with an expanding membership and strong financial balance sheet, thanks to our highly respected Treasurer Greg Jakob. I would like to acknowledge the time, commitment, and support given by all members of the Executive Committee and our SIG chairs throughout the year. This team of people ensures AAIR continues to be the leading professional association for institutional researchers in the region. I would specifically like to express my heartfelt thanks to our retiring Treasurer, Greg Jakob for his stewardship of our finances. The sharing of his strategic thinking and deep and genuine support and belief in AAIR has placed us in the strong position we are in today. His contribution to AAIR and the Executive Committee has and will continue to be highly valued by all committee members. I also thank Pam Rayner for her support and service to AAIR as she too is retiring at the end of the year from her role as Honorary Secretary. Special thanks go to Kathie Rabel, AAIR life member and our Immediate Past President, who has given outstanding contribution to the association over many years. And lastly, I continue to be thankful for the outstanding support and dedication from Liesha Northover, our Executive Officer, who works tirelessly in the background ensuring the AAIR wheels keep turning.

I look forward to working with our Executive Committee, members, and partners, as AAIR continues to grow in 2023 and beyond.

*Hei konā mai* – Goodbye for now

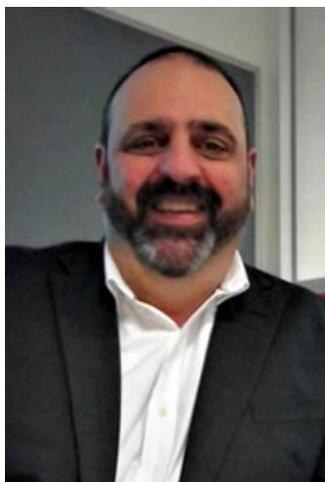


Stuart Terry

AAIR President

[president@air.org.au](mailto:president@air.org.au)

# Treasurer's report



It is my pleasure to present AAIR's financial statement for the financial year ending 30 June 2022.

The Association has adopted all the new and amended Interpretations issued by the Australian Accounting Standards Board (AASB) under the Accounting Standard AASB 1048 Interpretation of Standards. These Standards are mandatory for the current reporting period.

The Association recorded an operating loss of (\$18,880) for the 2021–2022 financial year (the 2020–2021 operating loss was (\$29,809)).

Significant variations in the operating result year on year are:

- Revenue from operations of \$30,050 (2021: \$19,759) has increased due to income from the AAIR Annual Forum being up by \$9,471 reflecting a return to a sponsored/registration fee-based event.
- Operating expenditure of \$48,930 (2021: \$49,568) was slightly lower due to improved cost management.

The impact of the Coronavirus (COVID-19) pandemic is ongoing and has been financially negative for the Association up to 30 June 2022. It is not practicable to estimate the ongoing potential impact, positive or negative, after the reporting date. However, we are moving back to more normalised activities with a blended forum planned for 2022 that will allow the association to increase revenue from events going forward. There has also been a change to membership categories to include institutional membership. This is resulting in an increased number of members being funded by institutions, which in turn is having a positive impact on future membership income.

AAIR continues to be in a strong financial position with \$78,907 in net assets as at 30 June 2022 (2021: \$97,787), and this includes \$95,405 in AAIR's bank accounts (2021: \$108,954). The Association now has current liabilities of \$16,498 (2021: \$11,218) relating to deferred membership income, audit fees, and a minor GST liability.

The strong financial position of the Association will allow it to continue to support members with ongoing networking, information, and events that will enable members' ongoing professional development and support high quality institutional research.

This is my last report as Treasurer. It has been a great pleasure to undertake this role over the last 4 years. I would like to thank the AAIR Executive Committee for their support to me as Treasurer, and

our Executive Officer, Liesha Northover, for her guidance and support in the day-to-day operations of the Association.

I wish AAIR and its members all the best for the future.

A handwritten signature in black ink, appearing to read 'G. Jakob', with a large, stylized flourish at the end.

Greg Jakob

AAIR Treasurer

[treasurer@aair.org.au](mailto:treasurer@aair.org.au)

# About us

The Australasian Association for Institutional Research (AAIR) is the professional association for institutional research practitioners in higher education and other institutions in Australasia. The Association was established late in 1988, and now comprises close to 300 members. AAIR is incorporated within the state of Victoria, Australia, and is a non-profit organisation.

AAIR continues to draw members mainly from Australia and New Zealand, with further members from Japan, Canada, UK, and USA. Members contribute to planning, decision making, policy formulation and analysis concerned with the management of tertiary education.

The broad aim of AAIR is to benefit, assist, and advance research that leads to the improved understanding, planning and operation of tertiary education institutions within Australasia. AAIR has the following principal objectives:

- to raise the level of professional competence and practice—in both qualitative and quantitative analysis—within the fields of tertiary education institutional research, planning and analysis in the Australasian region
- to enhance inter-institutional cooperation in the undertaking of comparative institutional research projects
- to assist the professional development of members by:
  - organising an annual conference (the AAIR Annual Forum)
  - developing and fostering cooperative links with [AIR\\*](#) and [AIR affiliates](#)
  - encouraging regional meetings of members to augment the AAIR Annual Forum.

\* AAIR is affiliated with the [Association for Institutional Research \(AIR\)](#) in USA. AIR was established some fifty years ago and in 2021 reported 2,490 memberships that is made up of over 13,000 higher education professionals within those member institutions!

## Mission

**TO ADVANCE INSTITUTIONAL EFFECTIVENESS IN TERTIARY EDUCATION**

# Vision

TO BE THE PROFESSIONAL ASSOCIATION THAT HAS THE GREATEST INFLUENCE ON TERTIARY EDUCATION PLANNING AND EVIDENCE-BASED DECISION MAKING IN AUSTRALASIA



## Values

AAIR has a commitment to:

- contribute and share
- innovation
- inclusiveness and diversity
- professionalism
- enjoyment and friendliness.

# *Value Proposition*

**AAIR IS THE ONLY DEDICATED, PROFESSIONAL ASSOCIATION FOR INSTITUTIONAL RESEARCHERS IN AUSTRALASIA. AAIR OFFERS TERTIARY EDUCATION PROFESSIONALS A UNIQUE FORUM TO DEVELOP SKILLS, SHARE KNOWLEDGE AND ADVANCE IDEAS TO SUPPORT EFFECTIVE DECISION MAKING. AAIR PROMOTES DATA-INFORMED DECISION MAKING THROUGH REGULAR COMMUNICATIONS, SPECIAL INTEREST GROUPS, ANNUAL FORA AND REGIONAL EVENTS. BECOMING AN AAIR MEMBER WILL KEEP YOU UP TO DATE ON CURRENT AND EMERGING ISSUES AND HELP BUILD YOUR PERSONAL AND PROFESSIONAL NETWORKS.**

# Executive Committee

Members of the executive committee in 2021–2022 were all elected to their positions, save Lizzie Li who was appointed to the role of editor by the committee, and David Cawthorne, who was co-opted to the committee following the resignation of Penny Szybiak. The committee comprised:



*Stuart*

President



*Don*

Vice President



*Pam*

Honorary Secretary



*Greg*

Honorary Treasurer



*Kathie*

Immediate Past President



*Lisa*

Ordinary Members



*Andrew*



*David*

(Co-opted Member)



*Leone*

Ordinary Members



*Eva*



*Lizzie*

Newsletter Editor

Committee meetings held

2021

- 5 July
- 21 July
- 1 September
- 6 October
- 4 November

2022

- 23 February
- 16 March
- 4 May

# Committee attendance at meetings

AAIR Executive Committee attendance 2021-2022										
Meeting dates	2021					2022				Total meetings attended /8
	5 Jul	21 Jul	1 Sep	6 Oct	4 Nov	23 Feb	16 Mar	4 May		
<b>Committee</b>										
Lisa Bolton	1	1	1	1	0	1	1	0	6	
Andrew Bradshaw	1	1	1	1	1	1	1	1	8	
David Cawthorne	N/A	1	1	1	1	1	1	1	7	
Greg Jakob	1	1	1	0	1	1	0	1	6	
Don Johnston	0	1	1	1	1	1	0	1	6	
Lizzie Li	0	1	1	1	0	1	0	1	5	
Leone Nurbasari	1	1	1	1	1	1	1	1	8	
Kathie Rabel	1	1	1	1	1	0	0	0	5	
Pam Rayner	1	1	1	1	1	1	1	1	8	
Eva Seidel	1	0	0	0	1	1	1	0	4	
Penny Szybiak	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	
Stuart Terry	1	1	1	1	1	1	1	1	8	
<b>Invited</b>										
Liesha Northover	1	1	1	1	1	1	1	1	8	
Brittany Lee	N/A	N/A	N/A	N/A	1	N/A	N/A	N/A	1	
Kan Losaengsuwan	N/A	N/A	N/A	N/A	1	N/A	N/A	N/A	1	
Lester Dsouza	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	1	
<b>Total attendees per meeting</b>	<b>9</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>12</b>	<b>11</b>	<b>8</b>	<b>10</b>		

Note: N/A means that person was not a member of the committee at the time of that meeting, or was not required to attend.

# Portfolios



# Portfolios

AAIR has seven portfolios, which are allocated to Executive Committee members on an annual basis based on interest and expertise.

The management of portfolios is reviewed at each subsequent Executive Committee meeting that coincides with the Annual Forum in any given year.

The portfolios are managed using the cloud project management solution, [Asana](#).

Current portfolios include:

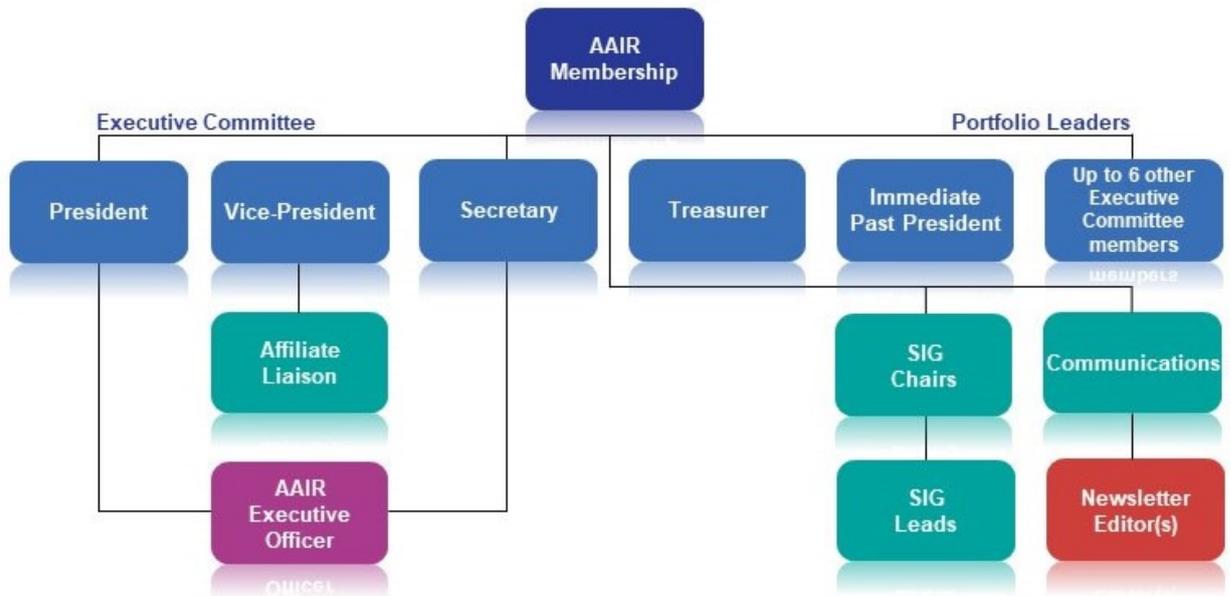
- Publications, communications, and social media
- Professional development
- Special interest groups
- Sales, marketing, and promotional materials
- Relationship management and development
- Membership and mailing lists
- Strategic planning

Due to COVID-19, the additional strain this placed on our committee members, and the changing landscape and priorities, we will not be reporting on our portfolios again this year. Activity continued in several portfolios.

The publications, communications, and social media portfolio oversaw the completion of the 2020–2021 annual report and newsletters throughout the reporting period. The professional development portfolio and the special interest groups portfolios were involved in the various Zoom sessions hosted by AAIR, and the membership and mailing lists portfolio managed new and existing memberships, as well as being instrumental in the development of the new institutional membership category.

The main activity through the year was focused on running Zoom sessions for our members. Please refer to the Events section on page 28 of this report for further information.

# Organisational structure



# Membership

## Introduction of new category

A previous analysis of AAIR membership trends highlighted that membership volumes experienced increases in the year following a large metropolitan city location for the AAIR Annual Forum.

Subsequently, membership numbers fell in 2020 and 2021, likely due to a range of COVID-19-related factors, including tighter university budgets in response to falling international student revenue, university internal restructures, and staff separations from the sector.

In response to COVID-19 travel restrictions and constrained university budgets, the AAIR Executive Committee arranged a series of free online professional development and/or networking sessions, which provided members and institutions with the opportunity for peer connection at regular intervals throughout 2020, 2021 and 2022, coupled with virtual annual fora in 2020 and 2021.

A proposal for a new class of membership was tabled and approved at the 2021 AGM. This new membership category was Institutional member, which included options for Lite (1–5 members), or Full (5–10 members), as well as a pro-rata system for universities seeking membership of more than 10 members.

Institutions are also allowed to upgrade from Lite to Full membership by paying the difference any time in a calendar year. Downgrades in the size of institutional membership are permitted at the commencement of a year.

The introduction of Institutional membership in 2022 saw 24 institutions across the sector take up the option of Institutional membership:

- Lite Institutional membership was adopted by 13 institutions.
- Full Institutional membership was selected by 8 institutions.
- Extended Institutional membership, paying a pro-rata equivalent for more than 10 members, was selected by 3 institutions.

By the end of the 21/22 financial year (which is the annual snapshot for membership tracking), we had grown our membership from a low of 126 members to a record high of 295 members.

Of these 295 members, 198 members were part of an institutional membership, and 97 members were individual memberships.

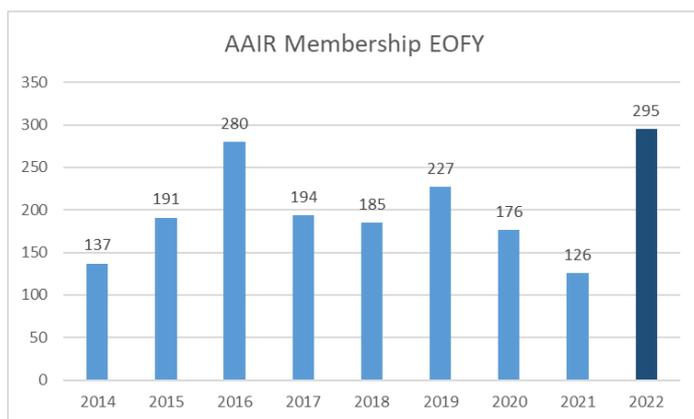


Figure 1. Summary of AAIR membership volume at the end of each financial year from 2014 to 2022

AAIR's overall membership comprises staff from 48 institutions and organisations, plus life members, honorary members, retired members, consultants, and AAIR partners in Australia, New Zealand, Japan, Canada, the United Kingdom, and the United States.

## Members by financial year

At the end of 30 June 2022, there were 295 individuals included within the various categories of membership. This shows a 57.29% increase at end of financial year compared to the previous financial year. These categories include:

- institutional membership (LITE, FULL, EXTENDED)
- individual membership
- life membership
- honorary membership
- retired membership
- AAIR partners

Of the 295 individuals, there were 279 from Australia, 9 from New Zealand, and 7 from other countries.

## Who are our members?

For individual privacy reasons we cannot publish a list of our individual members' names; however, below is an alphabetical list of all the [organisations from which individual AAIR members derive](#). Also listed separately are the institutions that hold institutional membership with AAIR in either the capacity of LITE membership, FULL membership, or Extended membership. Please refer to our [Membership Categories](#) page for more information.

During this transition phase into institutional membership, we report that we already had some existing members with individual membership, while some institutions then bought institutional membership. Therefore, some institutions appear in both lists on the following pages.

All member lists are current at 30 June 2022.

## Entities with individuals as members

### Australia

Australian Catholic University  
Australian Council for Educational Research  
Charles Sturt University  
Council of Australasian University Directors of  
Information Technology  
CQUniversity  
Curtin University  
Edith Cowan University  
Flinders University  
La Trobe University  
Maven & Edge  
Monash University  
Queensland Tertiary Admissions Centre  
Queensland University of Technology  
RMIT University  
The University of Melbourne  
The University of Queensland  
University of Canberra  
University of Southern Queensland  
University of Technology Sydney  
University of the Sunshine Coast  
Victoria University  
Wentworth Institute of Higher Education  
Western Sydney University

### New Zealand

Ara Institute of Canterbury  
Otago Polytechnic  
The University of Auckland  
University of Otago  
Waikato Institute of Technology (Wintec)  
Wellington Institute of Technology & Whitireia  
Community Polytechnic

### Other countries

North Seattle College (USA)  
Ritsumeikan University (Japan)  
Tohoku University (Japan)

Some individual AAIR members are either retired or working as consultants and are therefore not affiliated with an institution.

# Institutional members

## Australia

Australian Catholic University  
Australian National University  
Bond University  
Charles Darwin University  
Charles Sturt University  
CQUniversity  
Deakin University  
Edith Cowan University  
Macquarie University  
Murdoch University  
Social Research Centre  
Southern Cross University  
The University of Newcastle  
The University of Queensland  
The University of Sydney  
University of Canberra  
University of South Australia  
University of Tasmania  
University of Technology Sydney  
University of the Sunshine Coast  
University of Wollongong  
UNSW Australia  
Victoria University

# Life members

AAIR has 9 life members:

Raj Sharma (awarded 30 November 1995)  
Ken Doyle (awarded 6 November 1996)  
Dennis Ham (awarded December 2002)  
Bruce Zimmer (awarded 2004)  
Wendy Marchment (awarded 10 November 2011)  
Roni McDowell (awarded 14 November 2012)  
Dave Marr (awarded 2 November 2017)  
Dean Ward (awarded 2 November 2017)  
Kathie Rabel (awarded 12 November 2019)

It is with sadness that we formally acknowledge the passing of a Life Member, Nick Booth, who died on 22 November 2021. Nick was a well-respected member of AAIR. He was also well-respected within the field of institutional research, spending most of his career at the University of Technology Sydney. Nick contributed to AAIR as Treasurer for eight years, helped to develop our first website, and was webmaster from 2003 to 2008. Nick was awarded life membership on 12 November 2009 in recognition of his contribution to the association. He will be sadly missed by his family and all who knew of him and of his accomplishments. We honour Nick's life and his significant contribution to AAIR over the many years he was involved with the Association. Thank you, Nick.

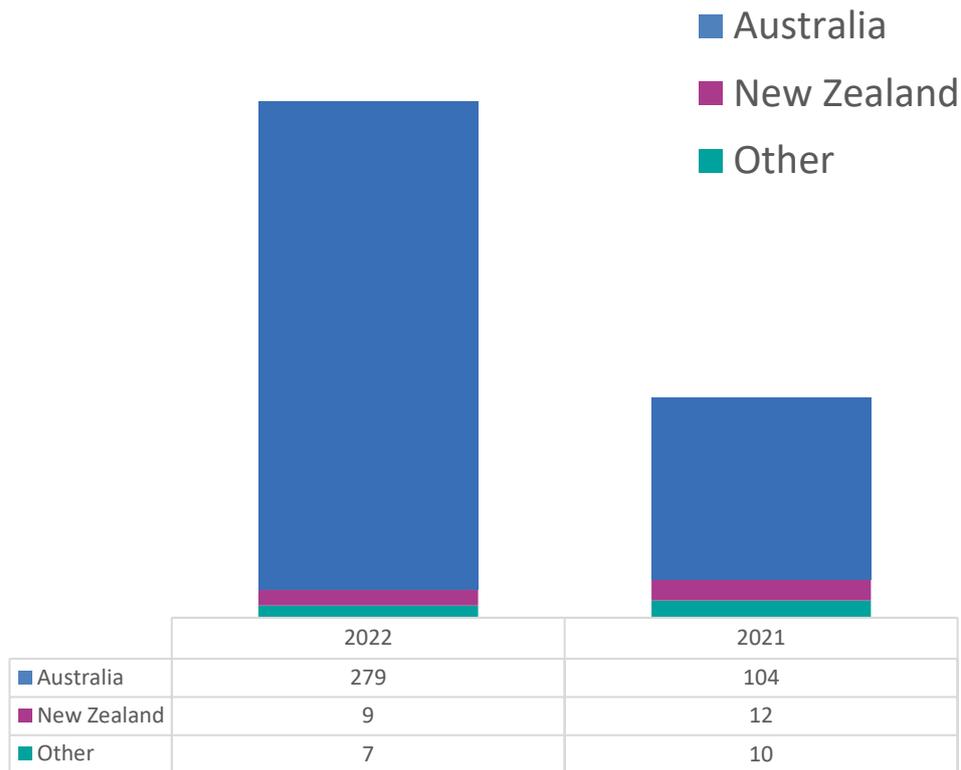


Figure 2. AAIR members by country for 2021 and 2022

A breakdown of members by Australian state for the 2021–2022 financial year are shown in Table 1.

Table 1. Australian members by state

Australian state	2022	2021
ACT	38	10
NSW	91	30
NT	16	2
QLD	45	20
SA	15	3
TAS	5	0
VIC	41	30
WA	28	9

# Who are our partners?

[AAIR Partners](#) are also in our membership database and are listed below because they have either been a partner in the recent past, or are currently an AAIR partner in some capacity.

## AAIR partners

- [Altis Consulting](#)
- [Explorance](#)
- [QILT](#) and [Social Research Centre](#)



2021 Platinum Partner



2021 Plenary Partner

# Communications Output

The total number of email communications sent to our members and newsletter mailing list subscribers over the previous two reporting periods are shown in Table 2.

Table 2. Communications output

Type of external communication	2022	2021
Positions vacant (members only)	22	14
Newsletters	3	6
Bulletins (members only)	3	10
Online events (members only)	6	–
Online events (all subscribers)	48	20
Other (members only)	3	7
Other (all)	–	1

## Fellowships

AAIR has two prestigious fellowships it offers in recognition of two life members of the association – the **Raj Sharma Fellowship** and the **Zimmer Travel Fellowship**.

Fellowships were put on hold during the 2021–2022 financial year due to the continuing COVID-19 pandemic. AAIR plans to advertise the fellowships to AAIR members again in 2023 as we emerge into the post-COVID environment.

For more information about the AAIR Fellowships, please visit <https://aair.org.au/membership/fellowships/>.



# Special Interest Groups

AAIR has 5 special interest groups (SIGs) where members of the AAIR community, including both members and non-members, come together to learn, brainstorm, share ideas and experiences, impart real life experiences of what worked and what didn't. AAIR's 5 SIGs and their respective chairs are:

## Academic Research Institutional Analytics



Eva Seidel, Chair

## Business Intelligence and Analytics



Lester DSouza, Chair

## Government Reporting



Don Johnston, Chair

## Load Management and Planning



Andrew Bradshaw, Chair

## Surveys and Evaluation



Lisa Bolton, Chair

Thank you for our 5 SIG chairs for running outstanding sessions during the year.



MacBook Air

# Events

AAIR hosts an annual forum each year. Prior to 2020, we also hosted a SIG forum. We chose to proceed again with not holding our SIG Forum for the second time since we began running them. In place of the SIG Forum, we again offered a range of conversational Zoom sessions that allowed members to connect and share their experiences, as well as learn something new.

With the continuing global pandemic and the inability to host our usual face-to-face forums, AAIR continued to reach out to members using technologies that are now very commonplace to us all. We continued our e-Vent sessions and our ConvAAIRsations series, where each of our 5 special interest groups (SIGs) held their own sessions via the Zoom platform. We also introduced Fresh AAIR, Newbies Networking sessions where we meet our new members and introduce them to the various aspects of AAIR and what we offer our members.

During this reporting period, AAIR hosted one annual forum that was offered virtually at no cost to AAIR members. For non-members, they could register for free if they simply became a member of AAIR. We ran 19 other events (via the Zoom platform) throughout the year. These sessions were designed to discuss matters of concern to members and the industry. Some sessions were offered free to both members and non-members, while other sessions were offered free to members, with a nominal fee for non-members. There was interest in our events from both members and non-members alike.

As a result of feedback, we will be continuing this series and looking at how we can offer a wider range of events in the future.



# AAIR Virtual Events

## Academic Research Institutional Analytics

[Exploring How We Conduct Institutional Research in the Research Domain ConvAAIRsation #2](#) was held on 12 May 2022. 19 financial members registered, and 14 people logged in on the day.

[Exploring How We Conduct Institutional Research in the Research Domain ConvAAIRsation #1](#) was held on March 23, 2022. 10 financial members and 10 non-members registered, and 10 people logged in on the day.



In 2022, AAIR established a new special interest group that is focussed on institutional research in the academic research space. As part of introducing this new group to the AAIR community, we ran a few online workshops to discuss this topic. In those forums, we raised and voted on the topics for discussion in each session, and then talked through them one by one. We shared our learnings and experiences, and asked the difficult questions, with an aim to share knowledge across universities. We watched a demo or two, and saw value in setting up this new arm of the AAIR community.

*Eva Seidel*

SIG Chair, Academic Research Institutional Analytics



# Business Intelligence & Analytics SIG

[Business Intelligence & Analytics SIG ConvAAIRsation 2/2022](#) was held on 25 May 2022. 34 financial members and 1 non-member registered, and 21 people logged in on the day.

[Business Intelligence & Analytics SIG ConvAAIRsation 1/2022](#) was held on 30 March 2022. 23 financial members and 1 non-member registered, and 20 people logged in on the day.

[Business Intelligence and Analytics e-Vent 3/2021](#) was held on 6 September 2021. 13 financial members registered, and 10 people logged in on the day

[Business Intelligence and Analytics e-Vent 2/2021](#) was held on 19 July 2021. 15 financial members registered, and 12 people logged in on the day.



The AAIR BI & Analytics SIG sessions were held 4 times in the past year. There was a sound interest in the sessions, where an average of 20 attendees chose to spend their lunchbreak listening to myself and other members discuss and vent everything BI and analytics in the sector. Whilst some attendees came to listen, others had very real-world questions and issues that they were looking for some help to resolve.

Again, what we gleaned from these sessions was that all higher education providers have similar swings and roundabouts, and where some of us struggle, others have, to some extent, overcome challenges and achieved their goals.

A recommendation that I would like to implement for future sessions is to bring in guest speakers. Experts in the fields that can share their 2 cents worth, and that could be very insightful to us.

*Lester DSouza*

SIG Chair, Business Intelligence and Analytics

# Load Management & Planning SIG

[Load Management & Planning SIG ConvAAIRsation 2/2022](#) was held on 9 June 2022. 42 financial members and 7 non-members registered, and 41 people logged in on the day.

[Load Management & Planning SIG ConvAAIRsation 1/2022](#) was held on 31 March 2022. 28 financial members and 1 non-member registered, and 26 people logged in on the day.

[Load Management & Planning SIG ConvAAIRsation 2/2021](#) was held on 2 August 2021. 14 financial members and 8 non-members registered, and 21 people logged in on the day.



Over the past 12 months, the Load Management and Planning special interest group (SIG) conducted three virtual sessions for members and non-members of the AAIR community. Our first meeting was on 2 August 2021, followed by 31 March 2022, and our final meeting was on 9 June 2022. Registration numbers ranged from 21 to 41 people in attendance at each session. I would like to thank all those who participated in these virtual sessions over the course of the year.

I would particularly like to thank those who contributed to the discussions we had over the three meetings, and in particular I would like to thank our Department representatives, Kate Chipperfield, Andrew Herd and Nick Post, who attended our March session. These sessions with the Department are highly informative, and I hope everyone found this session of particular interest.

Finally, as many of you may know by now, the 2022 AAIR Forum will be my last as the Load Management and Planning SIG Chair. I am stepping down as I move into semi-retirement, and as I am no longer working in the university sector it is time to hand the reigns over to someone else. One important role as the Chair of this SIG is the ability to understand the current issues around student load management from a Government and university perspective. I wish the new Chair all the very best, whoever this may be. I recall taking over the Chair of this SIG after Jeff Holmes stepped down many years ago, and how jealous I was of his new life of travelling and fishing. After 35 years in the university sector, I too look forward to some relaxing times ahead.

*Andrew Bradshaw*

SIG Chair, Load Management & Planning

# Surveys and Evaluation SIG

[Surveys and Evaluation SIG ConvAAIRsation 3/2022](#) was held on 23 June 2022. 42 financial members and 1 non-member registered, and 30 people logged in on the day.

[Surveys and Evaluation SIG ConvAAIRsation 2/2022](#) was held on 26 May 2022. This session's focus was, 'Analysing survey comments – some tips and tricks'. 34 financial members and 7 non-members registered, and 33 people logged in on the day.

[Surveys and Evaluation SIG ConvAAIRsation 1/2022](#) was held on 13 April 2022. 20 financial members registered, and 15 people logged in on the day.

[AAIR Surveys and Evaluation e-Vent](#) was held on 30 September 2021. 9 financial members and 3 non-members registered, and 8 people logged in on the day.

[AAIR Surveys and Evaluation e-Vent](#) was held on 26 August 2021. 4 financial members and 1 non-member registered, and 4 people logged in on the day.

[AAIR Surveys and Evaluation e-Vent AU Chapter](#) was held on 22 July 2021. 4 financial members and 1 non-member registered, and 4 people logged in on the day.



The Surveys and Evaluation special interest group offered a series of monthly networking e-Vents and ConvAAIRsations. Registrations and attendance were initially low over the first three or four sessions, but interest and attendance increased markedly with an influx of new members who saw benefit in the networking opportunities with more established practitioners. These conversations were useful and robust and often ran over the allotted time with members sharing their experiences and issues.

It seems that these types of virtual sessions are best offered with a specific topic or issue presented by different 'experts' or colleagues with more structured discussion and networking, rather than run as an open forum. Informal and unstructured activity is best undertaken face-to-face at in-person events; however, it should be noted that institution conference budgets have been heavily cut the last few years, and 'support staff' such as institutional research practitioners, are often unable to access funding to attend in-person events, particularly in other states or countries. Even time and costs for virtual attendance has shown to be prohibitive.

To best capture areas of interest for the 2023 program, possible topics could be discussed with members during the Surveys and Evaluation SIG workshop at the AAIR Forum.

*Lisa Bolton*

SIG Chair, Surveys and Evaluation

## Analysing Survey Comments – Some Tips And Tricks

Analysing student comments is an integral part of the survey analysis process. However, finding a suitable tool to classify comments has proven almost impossible. The Social Research Centre has provided verbatim 'autocoder' tools in the form of excel workbooks which, although not ideal were at least as place to start.

Two events were held during the year on comment analysis, the first a presentation on how the SRC autocoder tools can be customised to be more 'fit for purpose', and the second, a general discussion on what institutions are doing to analyse student comments.

The main topics of the presentation session were:

- the limitations of the SRC autocoder tools – what works and what doesn't
- how to determine suitable classification categories
- how to develop and build on the word-matching dictionaries
- editing the visual basic code to expand the keyword matching capabilities
- suggestions for further enhancements
- how the comments are presented to the decision-makers.

The sessions were very well attended, with great interest from both members and non-members alike.

*Dam Rayner*

SIG Lead, Surveys and Evaluation

# AwAIRness Series

[Times Higher Education Impact Rankings 2022](#) was held on 15 June 2022. 36 financial members and 1 non-member registered, and 24 people logged in on the day.

[The State of the World: Impact Rankings](#) was held on 28 July 2021. 9 financial members and 1 non-member registered, and 7 people logged in on the day.



During the year, two events in the form of a presentation and discussion, were held on the Times Higher Education Impact Rankings. These sessions focussed on the results and implications for the higher education sector. The Impact Rankings measure the contribution of universities to the United Nations Sustainable Development Goals. The events were well attended across the sector and participants were engaged in the discussion. Representatives from institutions that are considering entering the rankings for the first time were present. The main takeaways from the sessions were that:

- participation in the Impact rankings by institutions is becoming more widespread, intensifying global competition
- a whole of university approach is required
- buy in from senior executive is a must
- resourcing for the preparation of the impact ranking submission must be adequate
- consultative mechanisms and appropriate systems to identify and capture information systematically need to put in place, and
- universities should strive to promote their sustainable development goals credentials.

*Anand Kulkarni*

Consultant and AAIR member

# Fresh AAIR (Newbies Networking)

Fresh AAIR (Newbies Networking) 2/2022 1 June 2022. 20 people registered to attend.

Fresh AAIR (Newbies Networking) 1/2022 was held on 17 March 2022. 13 people registered to attend.



The AAIR executive committee scheduled a series of Fresh AAIR (Newbies Networking) sessions as an opportunity to connect and engage with new and returning members. These facilitated informal online Zoom sessions were an opportunity for new, returning, and existing members to meet each other online, learn more about the key AAIR membership benefits, and to introduce themselves to the group, including their role in their institution and how AAIR can support their role and institution. A total of 33 new members registered for sessions in either March or June 2022. The sessions were well attended with several immediate networking connections/opportunities identified among new, returning, and current members who shared similar roles and areas of interest.

*Leone Nurbasari*

Membership and Mailing Lists Portfolio Leader





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# AAIR Forum 2021

6–7 December 2021

Offered virtually via the OnAIR platform

<https://air.org.au/past-air-events/air-forum-2021/>

*Theme: Get Your AAIR Booster Shot*

The 32nd Australasian Association for Institutional Research Annual Forum was held online via the OnAIR event portal from 6–7 December 2021. This was the second time AAIR has hosted an online Forum. We learned a lot from running our first online forum in 2020, so we knew what we were in for this time around.

As a way of offering packages to our regular platinum sponsors, we again offered them the opportunity to sponsor one whole day. Therefore, [Explorance](#) was our day 1 platinum sponsor, and [Altis Consulting](#) was our day 2 platinum sponsor.

There were 131 registrations (not including our AAIR partners) for the 2022 AAIR Forum (120 from Australia, 8 from New Zealand, and 1 from Japan, 1 from Finland, and 1 from USA). The virtual event was held over 2 half days, which included 14 concurrent sessions across 2 streams (including 4 SIG sessions). There were also 2 plenary presentations and 2 presentations by our platinum day sponsors, [Explorance](#) and [Altis Consulting](#).

## Sub-themes

The theme for the 2021 AAIR Annual Forum was *Get Your AAIR Booster Shot*. Each presenter was asked to choose from the following sub-themes:

- Impacts of COVID-19
- The evolving role of the institutional researcher
- Justifying the value of higher education and research
- Evidence-based strategic planning (and implementation)
- Benchmarking for continuous quality improvement
- Informing learning and teaching through evaluation and surveys
- Realising benefits – the role of institutional research in enterprise and transformation projects
- Compliance and government reporting reform
- Business intelligence, analytics, visualisation and modelling – the foundations of IR

## Conference organising committee

Below is a list of the Local Organising Committee:

- Stuart Terry, Otago Polytechnic (AAIR Forum Chair)
- Don Johnston, Southern Cross University
- Pam Rayner, Bond University
- Kathie Rabel, Life Member
- Greg Jakob, Life Member

- Lisa Bolton, The Social Research Centre
- Andrew Bradshaw, Macquarie University
- Leone Nurbasari, The Australian National University
- Eva Seidel, Flinders University
- Liesha Northover, AAIR Executive Officer



## Call for presentations

The call for presenters went out on 11 August 2021. Prior to the event, Leishman Associates followed up presenters for a brief bio and abstract that was placed on the [AAIR Forum webpage](#) and in the OnAIR portal.

## Registration

Registration for the virtual AAIR Annual Forum 2021 was again free for any AAIR member with a current membership. For those who were not a current AAIR Member, they could purchase a 2022 membership, and this would also allow them access to the event. Registration was through an online form via a page hosted on the AAIR website, which was created and maintained by AAIR Executive Officer, Liesha Northover.

As the association was introducing a new category of membership to be voted on at the AGM, we offered a special way of registering for the Forum this year. Multiple registration types were offered:

Registration type	Number of registrants	Fees
Member	1 individual	Free
Non-Member	1 individual	\$199.00 ex-GST
Group Lite	Group of up to 5	\$450.00 ex-GST
Group	Group of 6–10	\$900.00 ex-GST

Registration gave attendees access to the live presentations over the two days, plus access to recordings and slides at the conclusion of the event.

#### *Member Registration*

Registration was free for current financial members (2021) or a financial member for 2022.

#### *Non-Member Registration*

Non-Members could register for the virtual AAIR Forum at a cost of AUD 199 ex-GST. Alternatively, they could purchase an AAIR membership for the 2022 calendar year for AUD 130 (ex-GST), and still take advantage of this opportunity to attend the Forum.

#### *Group Lite*

Up to 5 nominated registrants – AUD 450 (ex-GST) This was designed for small to medium-sized institutions or units but not limited to those institutions or units. For this option, the institution could nominate up to 5 eligible employees to attend the AAIR Forum 2021.

#### *Group Full*

6–10 nominated registrants – AUD 900 (ex-GST) This was designed for larger institutions or units. For this option, the institution could nominate up to 6–10 eligible employees to attend the AAIR Forum 2021.

It was intended that if the special resolutions that were to be put to the membership to vote at the AGM were successful, the registrations could then translate into memberships for the 2022 calendar year.

## AAIR Partners

It was agreed that Explorance and Altis would be the joint sponsors for the 2-day event, with Explorance sponsoring day 1 and Altis sponsoring day 2. A nominal fee was charged for their sponsorship, which included their logo being displayed in the OnAIR Portal banner and on the AAIR website, and they were both given an opportunity to present in the respective morning plenaries.

### Day 1 Platinum Sponsor



2021 Platinum Sponsor

### Day 2 Platinum Sponsor



2021 Platinum Sponsor

### Proudly managed by



Sessions were streamed through using OnAIR by EventsAIR. Leishman Associates set up all sessions with the required speakers, chairs, and moderators. Live Q&A was active in all live sessions. Chairs from each session would remind attendees to use this Q&A field to ask any questions to the speakers during the presentation. Attendees could also 'up-vote' questions they liked rather than post the same question again. Live Q&A was very successful and was utilised by attendees in each session.

The networking hub was a place for all attendees to set up the information they wished to share with other attendees and work on building a list of connections they wished to communicate with during and after the event. All attendees registered for the event were listed down the left hand-side. Connections, pending requests and received invitations to connect were listed in the middle. Attendees contact details were hidden until a connection request the invited person accepted an invitation. Once connected, the attendees could schedule meetings with each other, video chat, and send instant messages. Chats could only be one-on-one, meaning you could not create group chats.

There was an exhibitor gallery in the exhibition hall, where all exhibitors' videos, brochures and FAQs were displayed in their 'virtual booth'. Exhibitors had access to an exhibitor upload portal, where they could upload their own content to their booth. Attendees were also able to send exhibitors requests in the meeting hub.

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**Explorance**  
<https://explorance.com/>



**WELCOME!**

Browse the Sponsors materials via the fields shown in the dropdown boxes to the right.

  
Australasian Association for Institutional Research

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ⓘ Exhibitor Information ▼

❓ Frequently Asked Questions ▼

👤 Meeting Hub ▲



**Myles Cronin**  
Customer Success Manager  
Explorance
[Connect](#)

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**Altis Consulting**  
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**Peter Hopwood**  
Altis Consulting
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## How did you hear about AAIR Forum 2021 Online?

During the registration process, we asked each registrant: ‘How did you hear about this event?’ The following results were calculated from 109 answers.

How did you find out about the AAIR forum 2021 online?	Number of responses
AAIR Institutional Researcher newsletter	13
AAIR Members Only Bulletin	29
Other	4
Attended Previously	13
Suggested by employer	28
Word of Mouth from a colleague	15
Received information for organisers	7

All marketing was managed by the AAIR Secretariat.

## SIG sessions

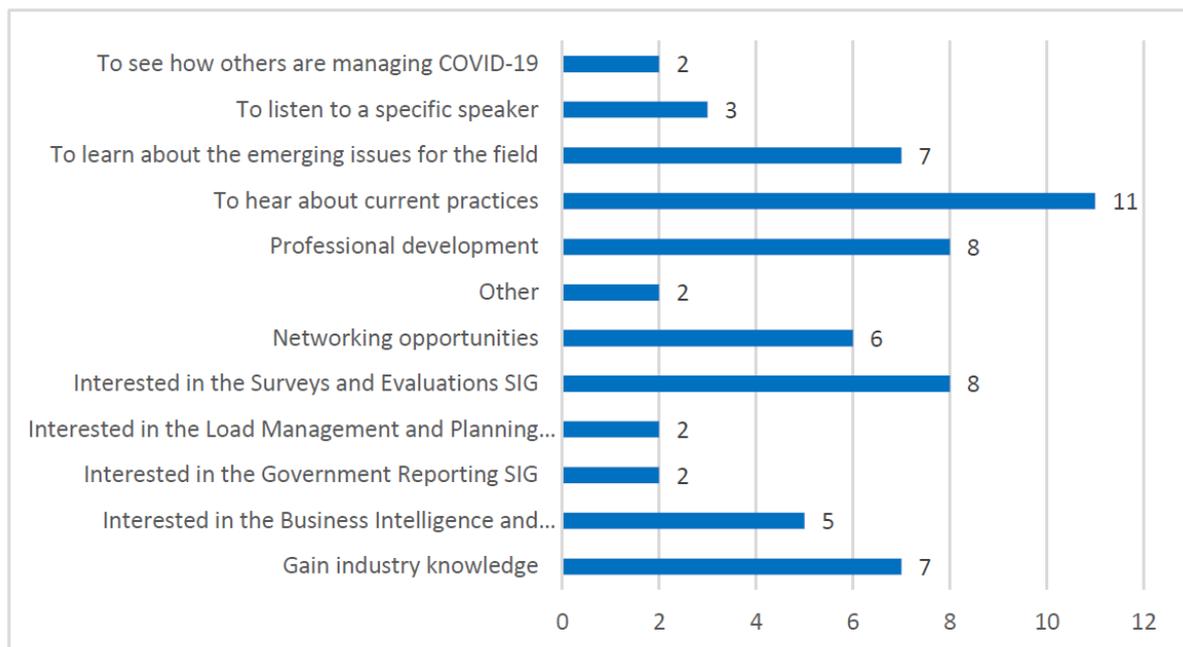
Our online SIG sessions were very successful this year. The special interest group workshop topics were:

1. Surveys and evaluation SIG  
[Combatting survey denial](#)  
Facilitated by SIG Chair Lisa Bolton, The Social Research Centre
2. Load management and planning SIG  
[COVID-19 and the impact on university load planning](#)  
Facilitated by SIG Chair Andrew Bradshaw, Macquarie University, and Eva Seidel, Flinders University
3. Business intelligence and analytics SIG  
[Bye bye BI](#)  
Facilitated by SIG Chair Lester D'Souza, Australian Catholic University
4. Government reporting SIG  
[Trying](#)  
[Complicated](#)  
[Stressful](#)  
[I don't know what to ...](#)  
Facilitated by Phil Blagus, DESE, and SIG Chair Don Johnston, AAIR Vice-President and Southern Cross University

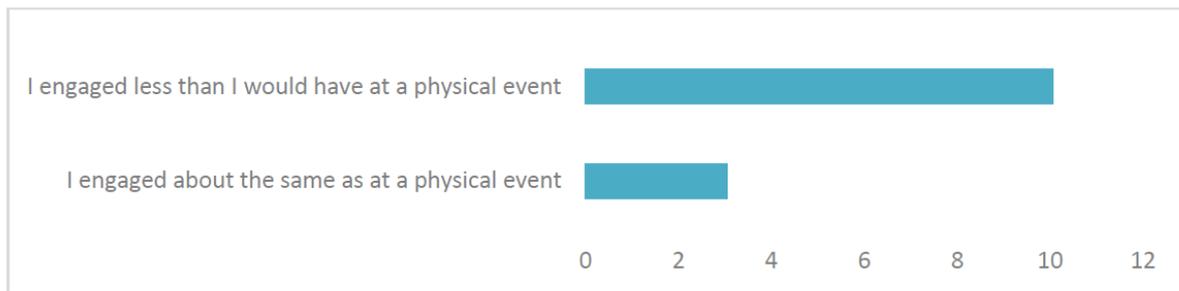
## Survey feedback

After each AAIR Forum, our event management team circulate a survey. Some of the survey feedback results are shown below.

**Please tell us why you attended this conference - tick all that apply:**

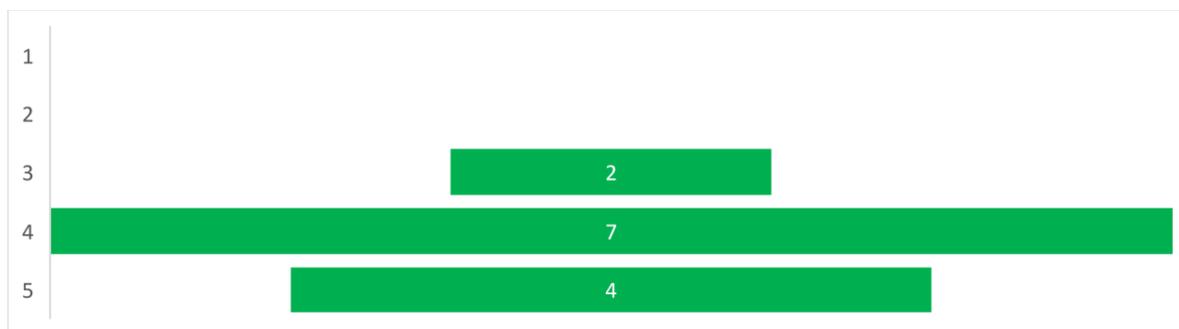


### How did the online format influence your level of engagement in the conference?



(Rating 1 – 5, where 1 is the lowest and 5 is the highest)

### Overall, how would you rate the AAIR Online Forum?



Some general comments that were received in the feedback included:

- Congrats to the team in the backend who corralled the speakers and, with their apparent confidence with the systems and processes, maintained a sense of calm and time.
- Excellent event, still miss the networking opportunities of a physical event.
- Face to face forum, gives me ability to go out of my office plus travel / being together physically. Online forum, save time travelling particularly if having family, cheaper and save money for the institution maybe more staff can join in.
- Great job - well done - thanks to all.
- I experienced presentations both through the EventsAir portal and through Zoom (via EventsAir). The Zoom option was much harder to navigate - on my laptop screen, if I opened the chat, I could no longer see the presentation and had to leave the presentation then re-enter. I don't think this was optimised for different screen sizes. The EventsAIR portal worked much better on the smaller screen.
- I hope to see you all next year in person.
- I liked the flexibility to join / leave according to my work priorities although it did mean I wasn't online for every element of the forum. I now intend to go back and watch some sessions that I wasn't able to join which is great (even to re-watch one or two)!
- Many thanks! The opportunity to use the records is very helpful for those participants divided by the very different timezones, so special thanks for that!

## Prize winners

*Best presenter:* Bekki Green, CQUniversity, *Unpacking learner engagement: an analysis of QILT data.*

*Best new presenter:* Chris Norton, Wellington Institute of Technology & Whitireia Community Polytechnic, *Surveys Automagic: connecting systems to automate student surveys/evaluations: learnings and outcomes, pressure points, failures, and successes*

## Summary

We feel that the 2021 AAIR Virtual Forum was once again a success. There were some minor technology issues however they were rectified quickly and for a virtual conference there will always be some issues that are out of everyone's control, e.g. the speaker's internet connection and bandwidth.

The feedback from attendees was positive.

You can view the AAIR Forum 2021 on our website at <<https://aair.org.au/past-aair-events/aair-forum-2021/>>



Australasian Association for Institutional Research

**2021  
ANNUAL  
GENERAL  
MEETING**

ONLINE



# Annual General Meeting

The AAIR Annual General Meeting (AGM) was held via the Zoom online platform on Tuesday 07 December 2021 from 12–12.30 pm AEDT. There were 35 registrations to attend the 2021 AAIR AGM, and 35 people attended, including 24 members and 11 non-members.

Two special resolutions were presented to the membership. Leone Nurbasari addressed the members present at the AGM outlining the review conducted of the membership model and the subsequent changes suggested to the rules of the association.

The rationale in undertaking the review was to revise the membership rules to introduce an institutional membership category and to make it more flexible for institutions to have several staff join without the cost being prohibitive to the institution, and also to ensure the potential for a broader membership for AAIR. Kathie Rabel invited the membership to vote on each of the resolutions separately.

## *Special Resolution 1*

That the members of AAIR approve the inclusion of Institutional membership as a new category of membership.

A poll of the members was taken to determine agreement or dissent for the proposal. The result of the poll was 100% in favour, none were against, and none abstained. Of the 35 people present at the AGM, 24 people were eligible to vote and 11 people were not eligible to vote. That 100% of recorded votes in favour of special resolution 1 in the online poll was made up of 26 votes, 3 of which were recorded as non-member votes so deducted from the tally, leaving 23 votes received in total.

The second resolution was presented by Kathie Rabel.

## *Special Resolution 2*

That the members of AAIR approve the update of the rules to incorporate the inclusion of Institutional membership as a new category of membership.

A question was received from the floor regarding the relationship between Individual membership and Institutional membership overriding each other. In response, it was made clear that there was no intention to make either class of membership any different. It is a convenient way for institutions to have one group of members, rather than individual members, and allow for the transference of

memberships should an employee leave the institution. Special resolution 2 was presented to the membership for vote.

A poll of the members was taken to determine agreement or dissent for the proposal. The result of the poll was 100% in favour, none were against, and none abstained. Therefore, of the 35 people present at the AGM, 24 people were eligible to vote and 11 people were not eligible to vote. That 100% of recorded votes in favour of special resolution 2 in the online poll was made up of 25 votes, 3 of which were recorded as non-member votes so deducted from the tally, leaving 22 votes received in total.

The changes to the rules were therefore accepted.



# Feedback

Four surveys were circulated in 2021–2022, and they were mostly focused on the online Zoom sessions that AAIR hosted. Those surveys were issued immediately following those events.

The feedback we received from the surveys confirmed that members enjoyed the content of the events. In addition, we decided to use other methods of feedback to evaluate the impact and effectiveness of our online events.



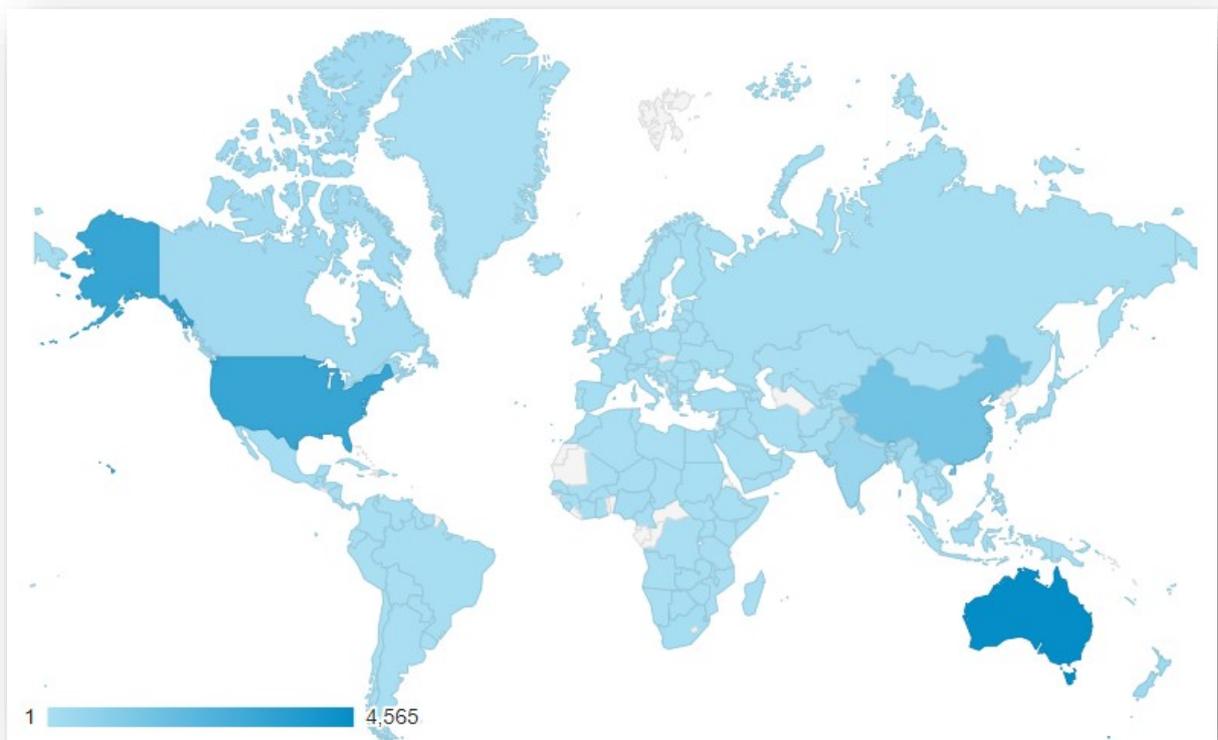
# AAIR online

## Website visitors

During the financial year 2021–2022, there were 13,587 sessions, which is an increase of 2,865 from the previous reporting year.

## Countries

Visitors to the AAIR website have come from 161 countries around the world, with 4,565 sessions originating in Australia (out of a total number of sessions from all countries of 13,587), which is 882 more than during the financial year 2020–2021. This figure is followed by visitors from the United States with 3,193 visitors, 1,532 from China, 484 from India, and 301 from New Zealand.



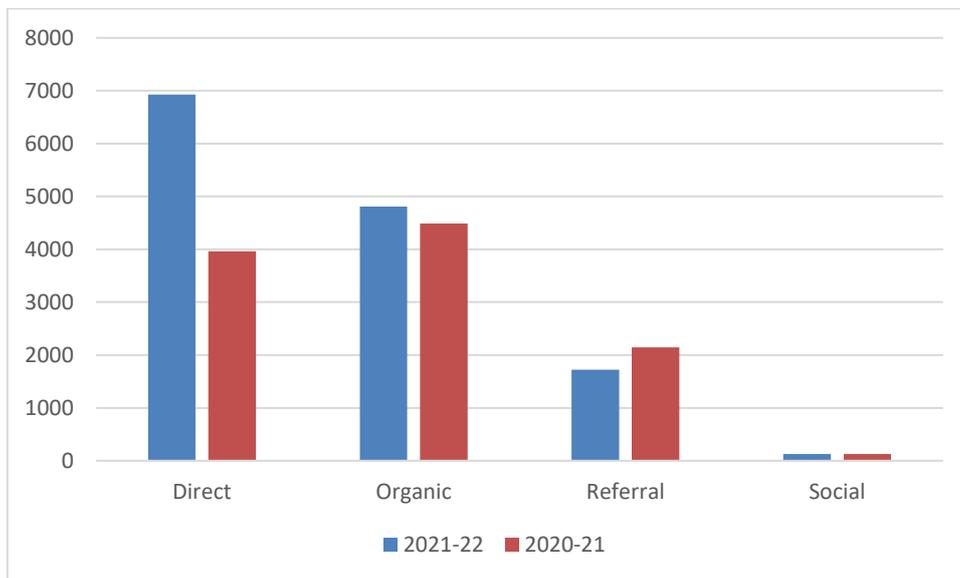
# Devices

Out of the total of 13,587 separate sessions on the AAIR website, 10,994 were made using a desktop computer, 2,489 were made using a mobile phone, and 104 were made on a tablet.

The preferred operating systems used by mobile visitors to the AAIR website in the financial year 2021–2022 were android with 1,586 visits, and iOS with 999 visits.

# Acquisition overview

The majority of AAIR’s website traffic was from direct traffic this financial year. Our referral traffic has seen a slight drop in numbers.



The AAIR website had 37,847 pageviews this financial year, which is 5,393 more than in the previous financial year, with most visitors coming to the following pages:

- Homepage (8,380)
- IR job roles > business-intelligence-manager (3,061)
- Membership Join (2,034)
- Events (1,383)
- About (1,112)
- JIR (1,043)
- What is institutional research (789)
- Higher education jobs (694)

The average time spent on the AAIR website in one session was 45 seconds, which was 10 seconds less time than the previous year.

The [AAIR website is harvested by the National Library of Australia](#) to preserve the history of the association. A snapshot of the AAIR website was taken on 7 July 2021.

# Social

**Follows**

**97**



**facebook**

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**twitter**

**Followers**

**393**

**Connections**

**396**



**LinkedIn**

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# *Financial statements*





# Australasian Association for Institutional Research Inc.

ABN 85 802 804 296

Financial Statements for the year ended 30 June 2022

**Contents**

For the year ended 30 June 2022

<b>Financial statements</b>	<b>Page</b>
Committee Members' Report	1–2
Financial Statements	
Statement of Profit or Loss and Other Comprehensive Income	3
Statement of Financial Position	4
Statement of Changes in Equity	5
Statement of Cash Flows	6
Notes to the Financial Statements	7–13
Committee Members' Declaration	14
Independent Auditor's Report	15–16

## Committee Members' Report

For the year ended 30 June 2022

The committee members present their report, together with the financial statements, on the Australasian Association for Institutional Research Inc. ("AAIR") for the year ended 30 June 2022.

### Executive Committee members

The following persons were committee members of the association during the whole of the financial year and up to the date of this report, unless otherwise stated:

Stuart Terry, President  
Kathie Rabel, Immediate Past President  
Don Johnston, Vice-President  
Pam Rayner, Honorary Secretary  
Greg Jakob, Honorary Treasurer  
Lisa Bolton  
Andrew Bradshaw  
David Cawthorne (co-opted 13/07/2021)  
Leone Nurbasari  
Eva Seidel  
Penny Szybiak (resigned 12/07/2021)

### Objectives

AAIR has the following principal objectives:

- to raise the level of professional competence and practice—in both qualitative and quantitative analysis—within the fields of tertiary education institutional research, planning and analysis in the Australasian region
- to enhance inter-institutional cooperation in the undertaking of comparative institutional research projects to assist the professional development of members by:
  - organising an annual conference (the AAIR forum)
  - developing and fostering cooperative links with the AIR and European AIR
  - encouraging regional meetings of members to augment the annual Forum.

### Strategy for achieving the objectives

The association achieves its objectives by:

- organising annual conferences (the AAIR Annual Forum and the AAIR SIG Forum)
- developing and fostering cooperative links with the Association for Institutional Research USA), the European Association for Institutional Research, and similar organisations elsewhere in the world
- encouraging and organising regional and special interest group meetings of members
- publishing professional publications, such as AAIR Forum proceedings
- distributing a monthly newsletter to members updating them on sector matters, events, and activities.

### Principal activities

The principal activities of the association during the financial year were to raise the level of professional competence in institutional research through its many professional development and scholarly activities.

### Performance measures

The association measures its performance through biennial member survey feedback, and evaluation of events and forums by participating members.

### Operating results

The deficit for the association after providing for income tax amounted to \$18,880 (2021: \$29,809).

### Significant changes in the state of affairs

There were no significant changes in the state of affairs of the association during the financial year.

**Committee Members' Report**

For the year ended 30 June 2022

**Matters subsequent to the end of the financial year**

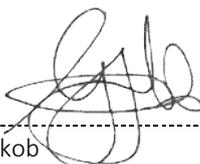
The impact of the Coronavirus (COVID-19) pandemic is ongoing and has been financially negative for the association up to 30 June 2022. It is not practicable to estimate the potential impact, positive or negative, after the reporting date. The situation is rapidly developing and is dependent on measures imposed by the Australian Government and other countries, such as maintaining social distancing requirements, quarantine, travel restrictions and any economic stimulus that may be provided.

No other matter or circumstance has arisen since 30 June 2022 that has significantly affected, or may significantly affect the association's operations, the results of those operations, or the association's state of affairs in future financial years.

On behalf of the Executive Committee members



-----  
Stuart Terry,  
President



-----  
Greg Jakob  
Honorary Treasurer

Signed on the 30<sup>th</sup> day of November 2022

AUSTRALASIAN ASSOCIATION FOR INSTITUTIONAL RESEARCH INC.

ABN 85 802 804 296

Statement of Profit or Loss and Other Comprehensive Income

For the year ended 30 June 2022

	Note	2022	2021
		\$	\$
Revenue	2.1	30,050	19,759
<b>Expenses</b>			
Operating expenses	3.1	(48,930)	(49,568)
<b>Deficit before income tax</b>		<u>(18,880)</u>	<u>(29,809)</u>
Income tax expense		-	-
<b>Deficit for the year after income tax</b>		<u>(18,880)</u>	<u>(29,809)</u>
Other comprehensive income for the year, net of tax		-	-
<b>Total comprehensive income for the year</b>		<u><u>(18,880)</u></u>	<u><u>(29,809)</u></u>

Statement of Financial Position

As at 30 June 2022

	Note	2022 \$	2021 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	5.1	95,405	108,954
Trade and other receivables	4.1	-	51
<b>Total Current Assets</b>		<b>95,405</b>	<b>109,005</b>
<b>Non-Current Assets</b>			
<b>Total Non-Current Assets</b>		-	-
<b>TOTAL ASSETS</b>		<b>95,405</b>	<b>109,005</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade and other payables	4.2	5,628	5,205
Contract liabilities	4.3	10,870	6,013
<b>Total Current Liabilities</b>		<b>16,498</b>	<b>11,218</b>
<b>Non-Current Liabilities</b>			
<b>Total Non-Current Liabilities</b>		-	-
<b>TOTAL LIABILITIES</b>		<b>16,498</b>	<b>11,218</b>
<b>NET ASSETS</b>		<b>78,907</b>	<b>97,787</b>
<b>EQUITY</b>			
Retained surplus	6.1	78,907	97,787
<b>TOTAL EQUITY</b>		<b>78,907</b>	<b>97,787</b>

AUSTRALASIAN ASSOCIATION FOR INSTITUTIONAL RESEARCH INC.

ABN 85 802 804 296

Statement of Changes in Equity

For the year ended 30 June 2022

	Retained surplus
	\$
<b>2022</b>	
Balance at 1 July 2021	97,787
Deficit for the year	(18,880)
Balance at 30 June 2022	<u>78,907</u>
<b>2021</b>	
Balance at 1 July 2020	127,596
Deficit for the year	(29,809)
Balance at 30 June 2021	<u>97,787</u>

**Statement of Cash Flows**

For the year ended 30 June 2022

	Note	2022 \$	2021 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from customers (inclusive of GST)		38818	20,001
Payments to suppliers (inclusive of GST)		(51,384)	(52,169)
Interest received		17	59
<b>Net cash (used in)/provided by operating activities</b>	6.2	<u>(13,549)</u>	<u>(32,109)</u>
Net (decrease)/increase in cash and cash equivalents held		(13,549)	(32,109)
Cash and cash equivalents at beginning of financial year		108,954	141,063
<b>Cash and cash equivalents at end of financial year</b>	5.1	<u><u>95,405</u></u>	<u><u>108,954</u></u>

## Notes to the Financial Statements

For the year ended 30 June 2022

### Note 1 Summary of Significant Accounting Policies

The following is a summary of the material accounting policies adopted by Australasian Association for Institutional Research Inc. ("AAIR") in the preparation of the financial statements. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### New or amended Accounting Standards and Interpretations adopted

The association has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

#### Basis of preparation

AAIR has prepared special purpose financial statements as, in the opinion of the Executive Committee, it is unlikely there are any users of the financial statements who are not in a position to require the preparation of reports tailored to their information needs. Accordingly, these special purpose financial statements have been prepared for the purposes of complying with the *Associations Incorporation Reform Act 2012 (Vic)* and associated regulations.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs.

These special purpose financial statements comply with all the recognition and measurement requirements of Australian Accounting Standards.

#### Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the association's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in the related notes to the financial statements.

#### a) Association details

The registered office and principal place of business of AAIR is:

Australasian Association for Institutional Research Inc.  
Suite 204, 585 Little Collins Street  
Melbourne VIC 3000

#### b) Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the association's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the association's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

Deferred tax assets and liabilities are always classified as non-current.

#### c) Income tax

No income tax is payable as AAIR is an exempt organisation under paragraph 50 of the *Income Tax Assessment Act 1997*, as amended.

**Notes to the Financial Statements**

For the year ended 30 June 2022

**Note 1 Summary of Significant Accounting Policies (cont.)**

**d) Goods and Services Tax (GST)**

Revenues, expenses, and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the Australian Taxation Office (ATO). In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included in other receivables or other payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the ATO, are presented as operating cash flows.

**Notes to the Financial Statements**

For the year ended 30 June 2022

**Note 2 Funding the Delivery of Our Services**

AAIR’s overall objective is to provide services to members that:

- advance institutional effectiveness in tertiary education
- raise the level of professional competence in both qualitative and quantitative analysis within the fields of tertiary education planning, policy analysis and institutional research within the Australasian region
- enhance inter-institutional and international cooperation in the promotion, conduct and dissemination of comparative institutional research; and facilitate the professional development of members.

To enable AAIR to fulfil its objective it receives income mainly from membership fees and conducting a forum and other events for its members.

2.1: Revenue and other income

	2022 \$	2021 \$
<b>Note 2.1: Revenue and other income</b>		
<i>Revenue from contracts with customers</i>		
Membership	15,887	15,048
Annual forum	13,157	3,636
<b>Total revenue</b>	<b>29,044</b>	<b>18,684</b>
<i>Other revenue</i>		
Bank interest	17	59
Other income	988	1,016
<b>Total other revenue</b>	<b>1,006</b>	<b>1,075</b>
<b>Total revenue and other income</b>	<b>30,050</b>	<b>19,759</b>

**Revenue recognition**

*Revenue from contracts with customers*

Revenue is recognised at an amount that reflects the consideration to which the association is expected to be entitled in exchange for transferring goods or services to a customer. For each contract with a customer, the association: identifies the contract with a customer; identifies the performance obligations in the contract; determines the transaction price which takes into account estimates of variable consideration and the time value of money; allocates the transaction price to the separate performance obligations on the basis of the relative stand-alone selling price of each distinct good or service to be delivered; and recognises revenue when or as each performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

The association recognises gross revenue and expenditure from the annual forum following completion of the events and acquittals by the Company.

*Interest*

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

*Other revenue*

Other revenue is recognised when it is received or when the right to receive payment is established.

**Notes to the Financial Statements**

For the year ended 30 June 2022

**Note 3 The Cost of Delivering Our Services**

This section provides an account of the expenses incurred by AAIR in delivering its services. In Note 2, the funds that enable the provision of services were disclosed and in this note the cost associated with provision of services are recorded.

3.1: Breakdown of operating expenditure

	2022	2021
	\$	\$
<b>Note 3.1: Breakdown of operating expenses</b>		
Accounting fees	1,000	1,845
Audit Fees	5,286	4,640
Subcontractors	30,769	32,197
Trading costs (forum expenses)	9,200	8,432
Other	2,674	2,454
<b>Total operating expenses</b>	<b><u>48,930</u></b>	<b><u>49,568</u></b>

**Notes to the Financial Statements**

For the year ended 30 June 2022

**Note 4 Other Assets and Liabilities**

This section sets out those assets and liabilities that arose from AAIR's operations.

- 4.1: Trade and other receivables
- 4.2: Trade and other payables
- 4.3: Contract liabilities

	2022	2021
	\$	\$
<b>Note 4.1: Trade and other Receivables</b>		
<i>Current</i>		
GST receivable	-	51
<b>Total trade and other receivables</b>	-	51

**Receivables recognition**

Trade and other receivables are recognised at amortised cost, less any allowance for expected credit losses.

**Note 4.2: Trade and other Payables**

*Current – Unsecured liabilities*

Credit Card	-	275
Accrued Expenses	5,509	4,930
GST payable	119	-
<b>Total trade and other payables</b>	<b>5,628</b>	<b>5,205</b>

**Payables recognition**

Trade and other payables represent the liabilities for goods and services received by the association that remain unpaid at the end of the reporting period. Due to their short-term nature, they are measured at amortised cost and are not discounted. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

**Note 4.3: Contract liabilities**

*Current – Unsecured liabilities*

Membership income received in advance	10,870	6,013
<b>Total contract liabilities</b>	<b>10,870</b>	<b>6,013</b>

**Contract liabilities recognition**

Contract liabilities represent the association's obligation to transfer services to members for the remainder of the membership period.

**Notes to the Financial Statements**

For the year ended 30 June 2022

**Note 5 How We Finance Our Operations**

This section provides information on the sources of finance utilised by AAIR during its operations, along with other information related to financing activities of AAIR.

This section includes disclosures of balances that are financial instruments.

5.1: Cash and cash equivalents

5.2: Commitments for expenditure

	2022	2021
	\$	\$
<b>Note 5.1: Cash and Cash Equivalents</b>		
<i>Current</i>		
Cash at bank	94,164	108,412
PayPal account	1,241	542
<b>Total cash and cash equivalents</b>	<u><u>95,405</u></u>	<u><u>108,954</u></u>

**Cash and cash equivalents recognition**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

**Note 5.2: Commitments for expenditure**

The organization does not have any commitments for future expenditure arising from contracts.

**Notes to the Financial Statements**

For the year ended 30 June 2022

**Note 6 Other Disclosures**

This section includes additional material disclosures required by accounting standards or otherwise, for the understanding of this financial report.

- 6.1: Equity
- 6.2: Reconciliation of surplus to net cash flows from operations
- 6.3: Events occurring after reporting date
- 6.4: Contingent assets and contingent liabilities

	2022	2021
	\$	\$
<b>Note 6.1: Equity</b>		
<i>Retained earnings</i>		
Retained surplus at the beginning of the financial year	97,787	127,596
(Deficit) after income tax expense for the year	<u>(18,880)</u>	<u>(29,809)</u>
Retained surplus at the end of the financial year	<u><b>78,907</b></u>	<u><b>97,787</b></u>
<b>Note 6.2: Reconciliation of surplus to net cash flows from operations</b>		
Deficit for the year	(18,880)	(29,809)
Changes in assets and liabilities:		
- decrease in trade and other receivables	51	2,417
- increase/(decrease) in trade and other payables	423	(1,695)
- increase/(decrease) in contract liabilities	<u>4857</u>	<u>(3,022)</u>
<b>Cash flow from operations</b>	<u><b>(13,549)</b></u>	<u><b>(32,109)</b></u>

**Note 6.3: Events occurring after the reporting date**

The impact of the Coronavirus (COVID-19) pandemic is ongoing and has significantly affected the revenue of the association due to the inability to hold in person forums. The situation is rapidly developing and is dependent on measures imposed by the Australian Government and other countries, such as maintaining social distancing requirements, quarantine, travel restrictions and any economic stimulus that may be provided.

No other matter or circumstance has arisen since 30 June 2022 that has significantly affected, or may significantly affect the incorporated association's operations, the results of those operations, or the incorporated association's state of affairs in future financial years.

**Note 6.4: Contingent assets and contingent liabilities**

There are no known contingent assets or contingent liabilities for AAIR as at 30 June 2022 (2021: NIL).

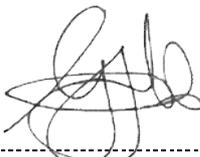
**Committee Members' Declaration**

For the year ended 30 June 2022

In the committee members' opinion:

- the association is not a reporting entity because there are no users dependent on general purpose financial statements. Accordingly, as described in note 1 to the financial statements, the attached special purpose financial statements have been prepared for the purposes of complying with the *Associations Incorporation Reform Act 2012 (Vic)* and associated regulations
- the attached financial statements and notes comply with the Accounting Standards as described in note 1 to the financial statements
- the attached financial statements and notes give a true and fair view of the incorporated association's financial position as at 30 June 2022 and of its performance for the financial year ended on that date
- there are reasonable grounds to believe that the incorporated association will be able to pay its debts as and when they become due and payable.

On and behalf of the committee members by:

  
-----  
Stuart Terry, President  
-----  
Greg Jakob, Honorary Treasurer

At Sydney, New South Wales

Dated this 30<sup>th</sup> day of November 2022



**INDEPENDENT AUDITOR'S REVIEW REPORT**  
To the Members of Australasian Association for  
Institutional Research Inc.

**RSM Australia Pty Ltd**

12 Anderson Street West, Ballarat VIC 3350

PO Box 685 Ballarat VIC 3353

T +61 (0) 3 5330 5800

F +61 (0) 3 5330 5890

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*Report on the financial report*

We have reviewed the accompanying financial report, being a special purpose financial report of Australasian Association for Institutional Research Inc. ("AAIR") which comprises the statement of financial position as at 30 June 2022, and the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, notes comprising a summary of significant accounting policies and other explanatory information, and the committees' declaration.

*Committees' responsibility for the financial report*

The committees of the registered entity are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the needs of the members. The committees' responsibility also includes such internal control that the committees determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

*Auditor's responsibility*

Our responsibility is to express a conclusion on the financial report based on our review. We conducted our review in accordance with Auditing Standard on Review Engagements ASRE 2415 *Review of a Financial Report: Company Limited by Guarantee or an Entity Reporting under the ACNC Act or Other Applicable Legislation or Regulation* (ASRE 2415), in order to state whether, on the basis of the procedures described, anything has come to our attention that causes us to believe that the financial report does not give a true and fair view of the registered entity's financial position as at 30 June 2022 and its performance for the year ended on that date. ASRE 2415 requires that we comply with the ethical requirements relevant to the review of the financial report.

A review of a financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

*Emphasis of Matter – Basis of Accounting*

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist AAIR to meet the requirements of the members. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

**THE POWER OF BEING UNDERSTOOD**  
**AUDIT | TAX | CONSULTING**

RSM Australia Pty Ltd is a member of the RSM network and trades as RSM. RSM is the trading name used by the members of the RSM network. Each member of the RSM network is an independent accounting and consulting firm which practices in its own right. The RSM network is not itself a separate legal entity in any jurisdiction.

RSM Australia Pty Ltd ACN 009 321 377 atf Birdanco Practice Trust ABN 65 319 382 479 trading as RSM

Liability limited by a scheme approved under Professional Standards Legislation

*Conclusion*

Based on our review, which is not an audit, we have not become aware of any matter that makes us believe that the financial report of AAIR is not prepared in accordance with the accounting policies described in Note 1 to the financial statements including giving a true and fair view of the company's financial position as at 30 June 2022 and of its financial performance for the year ended on that date.

*RSM*

**RSM AUSTRALIA PTY LTD**



**JOHN FINDLAY**

Director

Ballarat, Victoria

Dated this 30<sup>th</sup> day of November 2022

# Corporate directory

## *The Association*

Australasian Association for Institutional Research Inc.

Suite 204, 585 Little Collins Street

Melbourne VIC 3000

[www.aair.org.au](http://www.aair.org.au)

## *Secretariat management*

Liesha Northover

Corporate Hippie

PO Box 2131

Belgrave VIC 3160

[www.corporatehippie.com.au](http://www.corporatehippie.com.au)

## *External auditor*

John Findlay

RSM Australia Pty Ltd

PO Box 685

BALLARAT VIC 3353

[www.rsm.com.au](http://www.rsm.com.au)

## *Professional conference organiser*

Leishman Associates

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Hobart TAS 7000

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AAIR.ORG.AU

