

Oregon Association of Student Financial Aid Administrators
Executive Council Meeting
January 24, 2010
Red Lion Hotel on the River
Jantzen Beach, OR

MEMBERS PRESENT: Dina Birmingham, Patti Brady-Glassman, Melinda Dunnick, Donna Fossum, Michelle Frei, Heather Hall-Lewis, Nancy Hanscom, Abril Hunt, Jennifer Knight, Leslie Limper, Bert Logan, Mary McGlothlan, Kathy McCutchen, Scott Money, Sue Shogren, Ryan West

CALL TO ORDER:

President Donna Fossum at called the meeting to order 8:43 am.

WELCOME AND INTRODUCTIONS:

Donna passed out thank yous to all of the EC members thanking them for all of their hard work and commitment to OASF AA over the past year.

HOUSEKEEPING ITEMS:

None

OFFICERS REPORTS:

Secretary: The minutes from the December 17, 2009 meeting were reviewed via email. Bert Logan motioned that the minutes be accepted as read. Patti Brady-Glassman seconded the motion and the motion carried.

Treasurer: Ryan presented the treasurer's report with a notation that funds that appeared in the training committee budget were funds from the OUS reimbursement of trainers involved with the NT4CM project and actual funding in that category. This was an easy way of tracking and paying the trainers. Nancy Hanscom motioned to approve the treasurer's report as presented. Heather Hall-Lewis seconded the motion and the motion carried.

Past President: Crisanne was not present but shared that she had completed the review of the policies and procedures manual and updated it where necessary, reviewed the OASF AA website and suggested updates, and solicited nominations for the OASF AA awards. She is planning to meet with the Technology Chair to create a document to add to the policies and procedures manual using Survey Monkey on how volunteer information is compiled.

President Elect: Patti has the election results and the scholarships awarded to be posted on the web site. She will be sharing this information during the business meeting on Tuesday.

President: Donna will be sharing the goals that have been developed to strengthen the future of OASFAA during the business meeting on Tuesday.

Segmental Vice Presidents:

Two-year public: Bert stated that the community colleges are glad that 2009 is over. Community Colleges are seeing another sharp increase of financial aid application submissions for the New Year.

Four-year public: No report

Proprietary: No report

Independent: No report

COMMITTEE CHAIR REPORTS

Annual Conference: The conference is here. Melinda invited all of the EC members to attend the newcomers session directly following this morning's EC meeting. Kathy noted that a call for additional facilitators was responded to very quickly from the membership and she was very impressed with the support. Melinda asked that we remind people that the Listservs are general emails and that responses related to topics posted on these emails should be sent to the individuals and not as a reply to the email itself. It appears that the conference will be coming in under budget with the exception of the room expenses, which will not be known until the end of the conference. The newspaper format of the conference program saved considerable costs on printing. As of two weeks ago the conference registration total was at 166 and of these 40 were listed as newcomers.

Archives: No report

Development: Abril stated that two corporate donors and five vendors have contributed. Donations total \$15,100.00, which is under the projected goal of \$28,880.00. Significant outreach efforts will need to be launched by the incoming members of this committee in the next year.

Elections: No report

Financial Aid 101: Leslie had 16 people in attendance at the FA 101 workshop. Everyone was happy with the small group and enjoyed the day. The group asked to have more case studies included in the future. People in attendance included college financial aid professionals and school/college access organizations. Word of mouth is spreading the information about OASFAA training opportunities.

Legislative: No report

Membership: No report

Mentoring: Dina will be holding a mentoring session during the conference. A group will be presenting what they have been working on.

Newsletter: Sue has sent out the newsletter just a few days prior to the conference as an attachment to an email. This will be posted to the website shortly. The next issue submission deadline is the last day of March with a publish date of mid April.

OSAC Liaison: No report. Donna stated that the letter of support from OASFAA for Dennis Johnson was submitted to the steering committee and has also been published in the current newsletter. The proposal that suggested students would need to go through a process of accepting their OOG award with the state has been dropped.

Outreach: No report

Site Selection: No report

Summer Drive-In: Jennifer stated that Summer Drive-In came in \$500.00 to \$600.00 under budget. Being able to use Mt. Hood Community College as a facility without any charge was a significant reduction in cost. Evaluations were positive for the most part and attendees really liked the content of the program.

Support Staff Workshop: The attendance was small for this workshop. A professional development session took up most of the afternoon. Nancy is in hope of recruiting more volunteers for this committee in the future.

Technology: No report

Training: Leslie and Mike will be presenting the NT4CM during the OUS conference, giving a pitch in recruit volunteers, and securing locations for the upcoming year. They are looking at ways to modify the curriculum to be a combination of what the Department of Education has provided with some items developed by OASFAA. Leslie is looking for other sources to help offset the costs of producing these training materials and has talked with the Oregon Community Foundation about possibly being involved with this project. Grants may be a possibility to help fund other future OASFAA training events as well. Sue stated that we might want to start tracking the amount of volunteer hours that are put into these trainings and record the types of organizations and groups that people attending the trainings are affiliated with so we could provide this on these grant applications. The latter could be a question attached to training surveys that are given to participants to fill out. The current report templates could be revised include a place to record volunteer hours. Leslie will send out an email request to have the committee chairs from the past year's events provide their volunteer hours. The Training Committee would like to recruit more volunteers and expand. Suggestions were also made to develop a master training handbook and to hold a meeting at the annual conference for all committee chairs to get together. Sue will be facilitating a meeting

with the proprietary segment to get feedback about what topics they would like to have covered in sessions.

Vendor Liaison: No report

OLD BUSINESS:

None

NEW BUSINESS:

Patti needs help in gathering committee chairs for the upcoming year. If you have suggestions of people who would like to serve please let her know. Currently she has the following:

Newsletter: Sue Shogren

Mentoring: Dina Birmingham

Technology: Judy Saling and Abril Hunt

Archives: Ryan West

Training: Leslie Limper

Vendor: Robert Rodgers

It would be nice to have all of the committee chairs in place by the February transition meeting. Ryan mentioned that insurance paperwork would need to be filed for each of these people so our coverage is complete.

OTHER BUSINESS:

ADJOURNMENT: Meeting was adjourned at 9:45 am.