



OASFAA Committee Chair/Officer Quarterly/Year-End Report

Date: 4/22/2025

Committee: Volunteer

Chairs/Officer Name: Ingrid Baker, Pacific University

Strategic Plan Goals & Strategies:

Topic Area	Goals	Strategies
Operations	C.3 Increase volunteers across sectors and institutions to promote innovation and diversity within the organization	Determine and maintain baseline of how people are engaged in different volunteer roles
		Set goal of how many people are first-time volunteers. Recognize importance of having new volunteers involved with each committee.
		VPs to reach out to Financial Aid Directors regularly to ask about potential volunteers from their offices to engage with OASFAA work.
		Develop robust communications program to promote volunteerism

Current Year Goals:

- Foster community excitement and engagement with volunteering, especially with newer OASFAA members and first-time/new volunteers
- Work closely with the Executive Council and committee chairs to ensure they have the numbers needed
- Accurate tracking of volunteer numbers

Recent Activities:

- Communication:
 - Sent membership-wide call to update volunteer preferences for 2025
 - Individual outreach to members who visited the volunteer table at the 2025 annual conference
- Emailed certificates of volunteerism to all 2024 volunteers who weren't able to bring their paper certificates home from the conference.
- Compiled list of possible volunteers for 2026 annual conference committee
- Created volunteer rosters for committee chairs to be able to input and track their committee members and ad hoc event volunteers.
- Maintaining Access database of volunteers - structured by preferences, committees, events, and year volunteered
- Continuing to create detailed position descriptions (job descriptions) for all volunteer roles with the help of committee chairs - for existing positions, and as new positions are created

Budget:

N/A

Questions/Issues for Executive Council Feedback:

- Summer Drive-In reboot

Kind regards,



Ingrid Baker

Systems and Loans Administrator, Pacific University

To Submit a Report:

- *Please save the document as a PDF with Year, Month, Committee/Role Name*
 - *(ex: 2025 April President's Report)*
- *Upload through the OASFAA Online portal*
 - *My Profile → My Features → Committees → Executive Council → Files → Add File*