

Oregon Association of Student Financial Aid Administrators (OASFAA)

Executive Council Meeting Agenda

December 7, 2023

Shauna Wing, Emory Spence, Hallie Price, Amy Davies, Gilbert Rogers, Golden Eyestone, Rebecca Lewis, Kathy Campbell, Carlos Villarroel, Karen Garcia, Joanne Leijon, Ingrid Baker, Debbie O’Dea, Breana Sylwester, Suzie Peterson

10:11 am Call to order

* Welcome, introductions, housekeeping
* Approval of minutes from the meeting on 8/10/23
	+ Motion to approve – Karen Ash and Shauna Wing – motion passes.
* Officer/Liaison Reports

o Past-President

* + - Three nominations – Leslie Limper (Lifetime achievement), Ryan West (Lifetime achievement), and one other
		- Please nominate those people who have been working hard in your office. There are several awards to nominate for.
		- Distinguished Service, Lifetime Achievement, Unsung hero, Friends of OASFAA and Rookie of the Year.

o President

* + - WASFAA meeting – Strategic Grant – due to reserve restrictions, they are not able to offer this year. State Presidents met to discuss, and were not particularly pleased with this. Presidents asked for a budget with WASFAA ($2,500). Each president would get this, and they could pool their funds together, if they decided to do so. This has been proposed to WASFAA.
		- WASFAA looking at changing their fiscal calendar. Currently operate on a regular calendar. President requests budget for president-elect. What if OASFAA moves toward a fiscal calendar? Joanne does not see a reason to change this. There isn’t necessarily an impact to OASFAA if these two entities are on different fiscal calendars. Part of why WASFAA is changing to fiscal calendar is due to training and conference times, also aligning with NASFAA. After discussion, we will leave our fiscal calendar as is.
		- Would like to propose an operational calendar. Shauna Harper was thinking a google drive and then we could share. There are some examples of WASFFA operational calendars. Perhaps Secretary and Archives could work together to develop. IDEA advocate could also work together – Would like to start as soon as possible.
		- **TO DO: Carlos, Karen, Leslie, Shauna S, Joanne to start working on a framework and then bring in others when needed.**
		- Wendy Papkoff no longer with Ellucian. Need new corporate partner liaison. Reach out to Greg Kerr, Rosemary, Kim Thomas, and others. Karen Ash can appoint as President-Elect.
		- WASFAA Conference coming to Portland in April!
		- Feel free to invite outside financial aid people to OASFAA. High school counselors, business office, scholarships, etc.

o Vice Presidents

▪ Independent – Working on Strategic Plan

▪ Community College – Worked with Gilbert and starting to make process

▪ 4-year public – Inclusive membership, will share some new ideas

▪ Proprietary - Worked with Ingrid and looking at volunteers. Level of involvement hasn’t been as high as they would like. Working to increase engagement with volunteers.

*Volunteer observations – Engagement in committees isn’t particularly high. People will express interest, and then not be able to commit the time. There has been an increase in volunteers not being able to help this year. Each sector brings a different lens and would like to see others be involved. OASFAA EC & WASFAA EC are seeing a decrease in volunteers. Caution: leave space for other people to serve (try not to dominate one position) – we want to keep this open and talk with bosses/directors to encourage supporting OASFAA.*

OASFAA has a full ballot for the upcoming year!

o Corporate Partner Liaison – No update as Wendy is no longer at Ellucian. (Opening of this position was discussed above)

o OSAC Liaison –

* Working on PJ pilot. Set aside some funds to help with this project. Kyra sent out an email this week regarding the PJ pilot. This is only for grant aid, not for scholarships. Think of students who may not have coverage.
* HECC is moving forward with modernization project. Several different systems are being used, and will move to ONE system – HECC wide project. Migrating really old data, a fully new system. Forward facing, and back end. Operations, student aspect, OFAX, partner portal, student portal, etc.
* Next 18 months working on modernization. Will be hiring some limited duration staff to help with this work.
* Preparing for new FAFSA/ORSAA updates.
* Data analytics on switch from EFC to SAI. Not expecting first load of FAFSAs until February, trying to get a head start so they can still get awards out as quickly as possible.
* ORSAA delay is due to delay of FAFSA. No date for opening at this time. Use outside vendor
* In short session right now and waiting for state to make some direct decisions.
* Treasurer’s report
* Looking okay, but hard to tell as we are not to the conference yet. Net income is down 12,000. Hopefully will make up at the conference.
* Big expenses have come and gone for the year. Final expense is renewal of liability insurance.
* Investments doing a little better
* Conference expenses will start coming in soon. Question – do we need to pay for license fees to play music? Did renew for a year to be able to play music. If Conference committee is planning o playing music, need to renew. Will the AV team at Salishan pay?
* Joanne To Do – update documentation to turn over to Shauna. Will need to coordinate to do US Bank Trip – can be done separately or together.
* Do we want to renew member clicks? Carlos spoke to them and they do have a more simple solution and it is half the price. Perhaps this will be a better solution for us. Carlos sent email to those involved.
* Committee Reports

o Annual Conference

* + Keep up with IDEA folks on ideas.
	+ Looking at apps
	+ Call for proposals went out, and 25 sessions booking. A few sessions still looking to fill. Please include presenter with proposals.
	+ Topics have – Tracks – Best practices, personal/professional management, financial literacy, Oregon specific track, bias session, some bigger sessions as well. If you want a full list, please reach out to Shauna.
	+ Have logo for conference and will be sent out soon with registration.
	+ Question related to logo – Can we access this without Frankie? Not able to access new logo without her.
	+ Charity partner for this year: “Outside In”. Started in Portland, work with houseless youth, LBGTQA+, trans youth, education services; services very broad. Looking for item donations and monetary donations. Historically ECMC has matched donations. Other corporate partners who want to participate in this? Ingrid to get some language about
	+ Programming: Credentialing. Speaking to WASFAA trainers do a credential for us. Also offering to do some additional sessions. Two trainers – a room/registration for one. And we would cover the cost of credential.
	+ Keynote has not yet been decided. Went back and forth on the Keynote and decided they would not be a good fit. “Vibe” going for is something that would be really encouraging, we’ve got this … Ingrid may have a person – will send to Shauna.
	+ Scholarships for conference: last year we had 2400 (8 different registrations). Registration is going up by $50, so we won’t be able to do the same amount of people. Could our scholarship cover something other than registration? Travel/rooms/etc?? If we don’t get enough applicants, can we apply to other cost than the registration. We can increase budget by $400 and then still offer 8 registrations. $2,400 to $2,800. Is there a concern? No issue. Budgets are tight all around. Schools are not always able/willing to pay. How can OASFAA help with individuals who work at schools who cannot afford to send people. Possible 4 registration and 2 registration + hotel.
		- Could we offer more scholarships last minute if we hit 120 registered?
		- 47,700 expenses. 137 registrants to break even. We need to get to the point where we can break even before we are able to give additional funds away. Corporate partners will bring in $11,000.
		- **Agenda item for January to re-discus.**
* 120 attendee goal- think we are still in a good position for our timing for the conference is still good.
* Could we have an expert to talk about FAFSA changes as they are happening given the timing of the year and FAFSA this year.
* Looking for third co-chair for next year to join Shauna and Rebecca.

o Community Partnership

* Awarded $50,000 from FORD foundation and are able to provide FAFSA Simplification training.
* FAFSA training this fall went well.
* Presenters were at OPU tour this year.
* Have short FAFSA videos on FAFSA topics – oregongoestocollege.org website.
* Upcoming event next week – Wednesday 12/13. Geared toward community partners. Train the trainer as well. Kyra and Debora at OSAC are volunteering to help! And Gear Up and OSU working to help as well.
* Looking at maybe another virtual HS night if there is a need. And possible an event in February.
* Promoting OASFAA in the high schools and in the community.

o FA 101/201

* 2 events – Lane and PCC. Lane had 34 and PC had 25. Only had 7 did the 201 (credential). These numbers seem somewhat small, compared to years in the past.
* Would like to expand the sessions to entice more people to attend. Look at your offices and you see what does your staff need help with for 101 and 201. Can this training help come along side your office with various trainings?
* Thank you ECMC for lunch!
* Made $362 from the training. Most of the expense is for food. If we not offer the credential and increase price to $65 (from $55).
* Proposal to increase food costs which is why looking at change from $56 - $65
* All agreed: FA101/201 will increase cost by $10 – in the upcoming year this will be $65.
* Feedback? Send feedback to Kathy, or voice now.
* New co-chair will have to help next year as Karen will be President.

o Legislative

* No updates

o Equity, Diversity, and Inclusion

* No updates – but working to get the elected person in the position.
* Looking to do a theme each month/season/year.
* There is an advisory board to help support the newly elected position. Advisory board – Isamar, Rylan, Sara V, Davey Jane?

o Archives (not present, no update)

* OASFAA now has a G-mail account. Everything needs to be in this one location/one drive.
* Treasurer, President, President-Elect, others? Should have the password.

o Fund Development

* Sending out solicitation for sponsorship.
* Joanne has access to website if needed. Once registration open, may need help.
* Suzie will put out advertisement about charity matching / hosing breaks/ etc.
* Discover will be getting out of student loan business, so they will no longer be a corporate sponsor.

o Membership

* Reaching out to institutions who need to renew their membership for renewal.
* Reaching out to members who need to update their school for which they work.
* Ran reports to help with cleanup.
* Institutional membership was 386 in August. We have increased by 33 members.
* Sending welcome email to new members. Can look into sending special invite to
* Amy was elected to serve on NASFAA Diversity Membership! Therefore, Amy will not be serving OASFAA for this upcoming year. Looking to fill this position.
* We can use Instagram to help advertise our conference!

o Technology (not present)

* Sent technology report, please review and let know if we have questions.
* Web domain host is set to laps August 2024. We need to make sure this doesn’t laps. Joanne gets these updates – should be on the operational calendar.
* **Frankie would like someone to take over the Communications. Frankie is looking for someone more creative. Erin may have a lead.**

o Communications

o Volunteer Coordinator

* Instagram and linking Shauna Stevens in this. Make sure we are not loosing information when people move/change positions and things leave with them. Make sure we have things under one location/name so that we don’t lose the information.
* Sent out survey to members. We have about 300 volunteers, and have received 10 responses from that survey.
* EC needs to really recruit people to volunteer!

o Site Selection

* Nothing to report.
* New Business
	+ Operational Calendar
		- Looking forward to getting this going. Carlos/Leslie will work on getting a meeting scheduled to organize.
	+ Election
		- We are waiting on two bio statements. Frankie is working on a ballet, once bios are all sent in.
	+ Discuss Strategic Plan updates
		- Update physical document? No updates. Slowly moving through the document.
		- Strategic plan is on the website.
* Other Business
	+ Next year the VPs have a Strategic Plan committee to help move the plan forward and working with the VPs.
	+ Gainful Employment is coming. And it is much bigger than what it was previously. The reporting is supposed to start July 1. Let your institutions know that changes are coming.
* Adjourn
	+ Carlos Motion to adjourn 1:31 – Karen motion, Lois seconded.