

OASFAA EXECUTIVE COUNCIL MEETING MINUTES
TUESDAY, AUGUST 3, 1999
CHEMEKETA COMMUNITY COLLEGE

PRESENT: Dana Young, Don Black, Jackie Gresham, Sandy Mountain, Vicki Bockes, Kathy Campbell, Jim Beyer, Peggy Nitsos, Theresa Bosworth, Dave Allen

CALL TO ORDER: Dana opened the meeting. There was not a quorum of voting members present.

AGENDA:

The agenda was reviewed and suggestions made for additional topics such as a report from Don Black on the NASFAA CONFERENCE.

MINUTES:

The minutes from the 5/24 meeting were amended and will be emailed to Dana who will then send to the members.

TREASURER'S REPORT:

Sam was not present but provided a written treasurer's report. Jim Beyer suggested putting some of the savings in a money market account.

OLD BUSINESS:

I. Update of OASFAA Directory – Vicki Bockes

There were problems caused in this year's directory because it was moved to an electronic directory. The information from the conference registration wasn't in the format that could be used. Vicki would like to work more closely with the registration chair. The information that is gathered from registration will update the directory. She wants to encourage registration on the WEB. It will be easier for the directory committee to put the information in Access and extrapolate from that source. She needs the institutions, as well as individuals, to update their information too. She also would like to see a standardized electronic registration form for each event. It was suggested that we could give an incentive for registering electronically. Vicki asked if we wanted the electronic version in a printable format. The answer was "no" since we will have a hard copy. Vicki said that this year the only people listed were just members. The committee wants all staff listed including non-members. Current members of OASFAA could be identified in some way.

There was positive feedback on keeping a hard copy directory. Theresa suggested that we keep the "frequently called numbers" section in the book. Peggy suggested including WEB site addresses listed too. It was suggested that we make sure we add prefixes to all numbers because as of January most of the states must dial all 10 numbers to make a call.

The committee discussed the possibility of adding the Policies and Procedures manual to the directory. The group felt that the directory was already big enough and that this was not the place for it. (Besides it is not done yet.)

Kathy Campbell suggested that we ask Vicki and Randy to continue coordinating the Directory. Vicki agreed and said she will make the suggested changes to the directory.

II. Update on Policy and Procedure Manual – Mike Johnson not present. Mike will send a copy of what he has completed to Dana.

III. OSSC Update – Jim Beyer

- A. Effective October 24 the Oregon State Scholarship Commission will have a new name – Oregon Student Assistance Commission. Patricia Aldworth is the new executive director. She is an attorney by profession. Her forte is working with staff and the legislature. They have a budget now but there is no new money. They will be hiring a new position whose main job is public relations and outreach. Their new mandate is to think about reorganization. OASFAA needs to change OSSC's name in our constitution.
- B. Jim wanted to remind us that everything would be done by electronic funds transfer. There will be no more paper checks.
- C. Jim reported on House Bill 29-93. This bill establishes a 22-person panel that is staffed by the governor's panel. They will be reviewing the following financial aid issues: merit vs. need based aid, institutional vs. student aid, and the transition from community colleges to 4-year institutions. Their first meeting probably will not be until October. OSSC will provide technical information. Don Black suggested that OASFAA provide a committee to be a resource for this panel. Sandy suggested that the executive committee act as the resource committee. Dana could write a letter offering our services.

IV. Technology Committee and OASFAA Web Page Update – Peggy Nitsos

- A. The media committee and technology committees are going to meet together. Since there was only one response to changing the OASFAA logo, it was decided to keep the same one.
- B. Peggy asked for suggestions as to what we wanted to see on the OASFAA Web site. She said our database is not downloadable to others. Some of the suggestions were as follows: a generic registration form for all OASFAA events, a high school night presentation, a session on how to learn about electronic resources, a discussion on the topic of verifications, developing a training module to get basic information to new members, consortium agreements between institutions and a list of Web sites and what is found at those Web sites.

Dana will forward the approved Executive Council minutes a calendar of events to Peggy to be posted on the Web site. (The minutes will also be posted on ORFinaid.)

COMMITTEE REPORTS AND PROPOSED MEMBERSHIP

I. Summer drive-in Workshop – Don Black

The date is August 4. The cost is \$15 and the theme is Tail Gating. The lunch time speaker is Jessica Harris and the agenda is a report from OSSC, Early Awareness, a federal update and an NPRM update. They will all be general sessions. At this time 75 people have signed up to come. Ninety percent of those registered on the Web page. Jim Beyer, Celia Larson, and Leslie Limper coordinated lunch and the facilities and “kudos” go to the George Fox staff for all of their work.

Peggy suggested putting the NPRM information of the Web site.

II. Conference Committee – Theresa Bosworth

Her first meeting will be August 10 from 10-3 at Mt. Hood Community College. She tried to include members that had not been on this committee before or for a long time. They will meet only 3 times physically together. They will do conference calling to keep in touch. Kathy suggested that she needs a proprietary and a 4-year public school member on the committee.

Sam did a historical look at the budget for conferences for the last 3 years. The income from vendors is not showing. She hopes Dave Allen can help her with that information.

III. FA101 – Dana for Dan

The proposal for a date for FA101 is Saturday, January 29 which is the week before the annual conference. The staff will be Jim Beyer, Kathy Campbell, Crisanne Werner, Mike Johnson and a vendor representative and will be held at Linfield. It was suggested that we change the workshop to a workday instead of a Saturday for two reasons. It is more costly to pay overtime to our staff and also the staff has to use their weekend to attend.

Jim suggested that we consider having a summer FA101 again as the summer sessions have been well attended.

IV. Support Staff Workshop – Sheree Houck

This committee is staying with last year’s budget. The committee consists of Trisha Howard, Anita Overton, Kathy McCutchen, Carol Dickenson and herself. It will be held the 2nd week of November at Valley River Inn. She is negotiating space and food. It was suggested by the executive council that in the future this

workshop be held at an institution instead. The reports were that the support staff really likes these meetings and particularly liked the meeting that was held at George Fox. This committee could also use a 4-year private and proprietary member.

V. **Development - Dave Allen**

Dave has not sent a letter out to vendors yet listing our events but is planning on doing so. He said that there would not be vendor tables at the Drive in Workshop but there would be a table available for them to put their materials on if they wish to do so.

Vicki said she needed advertisement from vendors for next year's directory by the middle of January.

VI. **Early Awareness – Carol Monroe (no report)**

VII. **Legislative Committee – Don Black**

The committee has met once. They will present at the Summer Drive in workshop.

VIII. **Media Committee – Jim Beyer for Elizabeth Bickford**

The committee members were approved last meeting. The budget request is \$4100.00. This is funding for the following:

- A. Portland, High School Workshop – Three hours at the Embassy Suites costs \$1200, materials/handouts costs \$200 and travel reimbursement/lunch costs \$100. If the estimated 120 in attendance are charged \$10.00 each, \$1200 of these costs will be covered. The cost to the organization would be \$300. (The number one topic that the high school counselors wanted more information about is Financial Aid.)
- B. Video
 - 1. Jim asked to what degree do we want to promote filing electronically. The council agreed that if the families are going to use electronic filing, they need to be aware of the issues and/or problems that people have with it.
 - 2. Jim asked if the colleges needed a copy of the video “Getting Started with Financial Aid.” The council said that the video could be supplied to colleges on request and not automatically. It is supplied automatically to high schools.
- C. **OPB** – The budget request is for \$3,300. The total cost of the project is \$64,000. OSSC has pledged \$11,000 to support this project. OSSC gets their money to use for this project from a default prevention initiative.

Other sources of funding were discussed. Per Jim OPB will not want trust foundation funds so that source is not viable. Vendor support was discussed. Dave Allen and Don Black said funds from vendors could be used for advertisement of the event itself, sponsorship of the activity, or sponsorship of a pre-event. There would be a rolling sponsorship list at the end of the program as opposed to actual advertising of a product. OPB programs are available in Western Idaho and Southern Washington as well as Oregon.

One of the problems that limits publicity is that OPB does not commit to a broadcasting date. Typically there has been about a one-month notice.

Kathy suggested that Dave request vendor funds at this point. The committee agreed.

IX. **Membership** – Vicki Bockes (already reported)

X. **Professional Development and Support Committee** – Don Black

Sam Collie, Bert Logan and Don Black are in the process of making recommendations.

XI. **Special Issues Ad Hoc Committee** – Michael Johnson (no report)

The committee would like the conference as a target date for the completion of the Policies and Procedures manual.

XII. **Technology Committee** – Peggy Nitsos (already reported)

NEW BUSINESS

I. **Review and Approve Committee Membership**

There was no quorum so this agenda item was tabled.

II. **Master Calendar**

Dana passed out a master calendar. She still has dates she wants to add to the calendar. She discussed the WASFAA newsletter deadlines. She said Conney Alexander offered to write the article for the newsletter and Sherrill Kirchhoff would help.

III. **OASFAA Executive Member list** was handed out. Dana would like a job description for each office.

IV. OASFAA Training Strategies

There was a discussion of the differences in training for financial aid staff members. Some staff need to know information generally and others more in depth. The council also discussed the fact that offices need to have staff available to stay open. The council's opinion was that the variety of training sessions that OASFAA currently offers was well liked.

V. Announcements

- A. Jeremy Wheaton the segmental vice president has accepted a new job where he will be traveling a lot and not available to attend Executive Council meetings on a regular basis. It was suggested that Jeremy should resign so that a new representative from his segment could represent the proprietary school segment. It is very important to have representation from the proprietary segment. Dave suggested that after talking with Jeremy we put the opening on ORFinaid.
- B. The Director's job at Central Oregon Community College is open.
- C. The University of Oregon will recruit for their Director of Financial Aid in the fall and the job would start July 1. In the meantime after Ed Vignoul leaves, Jim Buch will be the interim director.
- D. On July 13, Kate Peterson took over as Director of Financial Aid at Oregon State University.
- E. Don Black suggested we submit our projects to NASFAA.

VI. Schedule for Executive Council Meetings

October 15
December 2

VII. Next Agenda Items

- A. Appoint an ad hoc election committee
- B. Discuss awards
- C. Discuss archives
- D. Identify retirees

Respectfully submitted by Sandy Mountain, secretary