

OASFAA EXECUTIVE COUNCIL MEETING MINUTES
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April 3, 2000

PRESENT: Dave Allen, Debbie Beck, Jim Beyer, Elizabeth Bickford, Don Black, Vicki Bockes, Theresa Bosworth, Kathy Campbell, Sam Collie, Jackie Gresham, Laura Head, Jennifer Knight, Paul Krull, Bert Logan, Celia Larson, Carol Monroe, Sandy Mountain, Peggy Nitsos, Dana Young, and Crisanne Werner.

CALL TO ORDER: Don welcomed everyone. Meeting called to order. Dana presented Don with a "Presidential Survival Kit". Outgoing executive council members were recognized.

COMMITTEE REPORTS

Summer Drive-In Workshop: Paul Krull (proposed chairman) and Elizabeth Bickford (proposed co-chair) shared briefly concerning the 2000 Summer Drive-In workshop. They are considering holding it at the University of Oregon or Oregon State University. Suggested emphasis for this workshop will be on technical, hands-on training concerning NSLDS, IFAP, Banner, Colleague, resolving rejects how to use NASFAA information, professional judgment, etc. Paul and Elizabeth names are being nominated for approval as chair and co-chair during the New Business part of today's agenda.

Media Committee: Elizabeth Bickford reported that the OPB presentation on financial aid received good comments on the content and the preparedness of the presenters. She has not heard back from OPB as to whether they will do the show again. Feedback from the council was sought as to whether we want to do it again. Do we want to do High School Counselor training again? OASFAA used to do 9 sites. Inconsistent training needs to be addressed and regional presentations discussed. Consensus was in favor of doing face-to-face regional training, as this seems to be the preference of High School Counselors. Ed-Net training might provide an additional training tool but we want to be sensitive to counselors and parents in outlying areas who may not have access to certain computer equipment. OUS will be doing three regional workshops but the desire of the council is to not tie in exclusively with OUS and to have our own training.

- Sam Collie will be doing a survey of High School Counselors. Perhaps we can tie our training in with the State In-Service Days. Sam will speak with the Oregon Education Association as to their activity plans and will respond back to Dana, Elizabeth and Jim.

Getting Started Video: Elizabeth reported that we are looking for a different media place. The video needs to be out by October 1st and editing takes a tremendous amount of time (2 months last year). Last year's delay caused frustration with the High School Counselors. CD format suggested as an additional option.

Election Results:

President-Elect: Sam Collie
Secretary: Crisanne Werner
Community College VP: Corbett Gottfried
Four Year Public VP: Jennifer Knight
Proprietary VP: Cecily McClanahan
Private Independent VP: Laura Head

Don Black mentioned that the voting response from our membership was good. There were 130 ballots cast.

TREASURER'S REPORT: Sam submitted treasurer's report for review. In most instances, the amount actually spent by the various committees was less than the amount budgeted for the year. It was noted that \$3,650 was provided by lenders in support of our OPB presentation. Jim Beyer had understood that any lender support above our expenses would go directly back to OPB. This will be discussed under new business.

Old Business

Blue Ribbon Commission: Kathy Campbell reported that they held their second meeting on March 7th. There will be four meetings total. Kathy said to this point the committee has focused on the broad view as to what the commission should do in relation to need and merit based aid. Some recommendations were made about need based aid to hopefully fund some shortage areas, such as engineering and nursing. Next meeting will be on May 17th and the final meeting is scheduled for July 25 or 26.

Policy/Procedure Manual: It was decided that each outgoing executive committee member would pass their policy and procedure manual over to his or her incoming counterpart. Committee chairs need to have a copy. Randy Brewer will also put it on the OASFAA website. It was also suggested that we put standardized forms on the website such as a ballot format and format for bios. Each segment to their VP should submit standardized form suggestions. It was suggested that a standard form be created to facilitate format change recommendations.

Travel Reimbursement: Don encouraged everyone to turn in reimbursement forms and that we should also keep track of reimbursements not turned in. This will enable us to have a true picture of costs incurred in relation to our OASFAA functions.

- Motion by Dana to have Sam, Jackie and Bert bring a proposal to our next executive council meeting concerning travel expenses. Seconded by Kathy Campbell. Motion passed.

Conference Committee: Theresa Bosworth submitted the OASFAA Conference Committee Report. There was a suggestion that evaluation comments be posted on the web so our members can see the variety of opinions expressed. We are looking at

different site options for the annual conference. Sam Collie will be gathering information concerning facilities. It was suggested that David Levy's handbook for conference planning would be a good resource. Theresa has also worked hard to put together a conference planning handbook that can be passed down to each conference chairman and can be added to as needed. Questions from this last conference will be answered at next executive council meeting. Theresa is seeking input as to whether there should be a policy on children attending sessions and meals.

Membership Committee: Vicki Bockes reported that the OASF AA directory is not out yet but should be available soon. Members of financial aid offices will be listed. The directory will include members as well as non-members. Vicki suggested that she and Randy Brewer be the registration crew for the annual conference, as they know what and how they want the information for updating the database. Jackie Gresham suggested that the annual conference registrations have two destinations; one registration form to the conference committee registration person and the other to Vicki and Randy.

Technology Committee: Peggy Nitsos shared that member institutions can now post job openings on the web. Discussion as to the possibility of putting ballots on the web and what might be done to ensure confidentiality of the individual voting. We want to seek ways to utilize Orfinaid more effectively in serving our members.

Support Staff Workshop: Sheree Houck not present. No report.

FA101: Crisanne Werner gave report for Dan Preston who was unable to attend. The next FA101 is scheduled for Thursday, June 8th. It will be held at Linfield College.

Development Committee: Dave Allen reported that we received support from about 22 or 23 lenders this last year. He expressed appreciation for the lender support and the supportive role they play in the success of our OASF AA activities.

Early Awareness Committee: Carol Monroe reported that Linfield College and George Fox University had held Early Awareness Days on their campuses. Western Oregon has an Early Awareness Day scheduled in the near future. Carol said she would be happy to chair the Early Awareness Committee for this next year but would like to find a co-chair who could then transition into the chair position.

- Carol also asked Sam to please move the \$1000 shown on the Treasurer's Report under Early Awareness. She wanted it moved from Materials to New Sites. Sam said he will take care of it.

Legislative Committee: Don Black reported that there has not been a lot of significant activity this past year.

Professional Development & Support Committee: Don Black said this committee has had a lot of discussion this past year but no formal actions to present at this point.

Special Issues Ad Hoc Committee: No report

OSAC Report: Jim Beyer reported that their budget season is starting. He said there has been a 20% increase in the applicants for private scholarships. They will submit legislative concepts to governor such as adding for-profits into the need grant program, seeking clarification in law as to achievement grant funding and changing the Oregon Nursing Loan to the loan repayment program.

New Business

Approved Committee Chairs:

Support Staff Workshop: Still to be determined

Summer Drive-In Workshop: Paul Krull, chairman, Elizabeth Bickford, co-chair

Annual Conference: Theresa Bosworth

FA101: Dan Preston

Legislative Committee: Still to be determined

Early Awareness: Carol Monroe

Media Committee: Elizabeth Bickford

Technology Committee: Peggy Nitsos

Special Issues Committee: Bert Logan

Development Committee: Dave Allen, Becky Cady

Membership Committee: Vicki Bockes

Moved by Jennifer Knight to approve these committee chairs. Seconded by Laura Head. Motion passed.

OASFAA In the Next Year: Don Black led discussion as to what direction the executive council would like to see OASFAA move this next year. Bert Logan, as Special Issues Committee Chairman, would like to find ways to best serve our members. We want to keep focused on serving our membership through professional and growth opportunities. Bert's suggestion is to have the segmental VP's serve on this committee. If they were unavailable then the VP would give Bert two names from their segment (so one could be chosen) that could represent them on the Special Issues Committee. The committee will meet to brainstorm and will bring proposed items to the council.

Responsibility of Committee Chairs: Committee chairs are responsible for the planning of their particular function and the development of their budget. They do not need to attend every Executive Council Meeting. Committee reports should be sent to Don Black two weeks before the executive council meetings. This also includes the OSAC and treasurer's reports.

- It was suggested that the executive council agenda with discussion input from the council be posted to the web. Don would like each council member to respond

within a week of receiving the minutes. He needs to have a “yes” that they are fine or input about needed corrections or adjustments.

- Don Black will create a volunteer form to piggyback with the FA101 mailing and directory mailing.
- OASFAA Logo: Laura Head suggested that we have a logo contest that would be open to OASFAA members and students on our campuses. A prize of at least \$500 was suggested. Those attending the annual conference next February could view the entries and vote on their favorite logo. If an OASFAA member wins, the prize money could be used towards their expenses in attending a training session or some other opportunity for professional growth.
- Jennifer Knight will bring a proposal concerning this topic to our next meeting.

Role of Segmental VP: Segmental VP’s need to provide their segments with any and all pertinent information and to get information items from them to bring up for discussion at the executive council meetings.

High School Counselor Training and OASFAA: Council agreed that OASFAA needs to play a bigger role in the training of High School counselors. We need to be the primary mover in getting the information out and not piggyback as much with OUS. There needs to be consistency of training and topics.

- Don Black asked the council to be prepared to give input at our next meeting as to whether a training committee needs to be formed.

Affiliate Members and Voting: This topic will be discussed at our next meeting as to whether we want to do anything different than decided last year or entertain other options in relation to this subject.

Budget: Reviewed suggested Chart of Accounts for Budgeting submitted by Dan Preston. Motion by Laura Head to adopt this chart and have treasurer formalize it into our business operations. Seconded by Sam Collie. Motion passed.

Last year we continued to use the existing budget until the second executive council meeting so that committees could form, operate and submit their budgets. A sub-committee could meet after that meeting to formalize the budget. Motion by Dana Young to carry this year’s budget forward until we get formal process completed. Seconded by Jennifer Knight. Motion passed.

- Budgets to be sent to Don Black by April 28th.

Calendar Items

April 28th Budgets due

May 11th Budget Meeting

June 2nd Executive Council Meeting (location to be determined)

- Council agreed to keep OASFAA calendar events on the same schedule as last year.
- Laptop computer originally purchased for the secretary was given to Dave Allen to use.
- Motion from Dana Young to transfer difference of money raised for OPB from lenders and the expenses incurred for OPB to be given directly to OPB. The amount raised from lenders was \$3,650 and the expenses are \$763.40. Seconded by Laura Head. Motion passed.

Motion from Dana Young to adjourn. Seconded by Jennifer Knight. Motion passed.

Respectfully submitted,

Crisanne Werner
Secretary