

OREGON ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS
Executive Board Meeting
July 28, 2004
Willamette University

MEMBERS PRESENT: Dave Allen, Rob Clarke, Susan Degen, Jim Eddy, Michelle Holdway, Mary Jo Jackson, Randy Jones, Katy Kelley, Andrea Maison, Anna Manley, Scott Money, Julia Reisinger, Jane Reynolds

GUESTS PRESENT: Brian Clem, OSAC Commission Chair

CALL TO ORDER

OASFAA President, Dave Allen, called the meeting to order.

TREASURER'S REPORT

Treasurer, Julia Reisinger handed out 2 detailed reports, one for 2003-04 and one for 2004-05.

2003-04 Final Report: Julia pointed out that there was more income and fewer expenses than originally expected. 2004-05 Report: Julia reviewed expenses to date and called to the group's attention that under the Annual Conference budget 2 licensing fees will be required rather than 1 in past years – these are collected whether or not music is used. C.D. that matured in May was rolled over into new C.D. May 26, 2004.

Jim Eddy moved to accept both 2003-04 Final Summary and 2004-05 report. Scott Money seconded the motion. The motion passed unanimously.

PAST PRESIDENT REPORT

Jim Eddy began by reporting that the plaque for "Distinguished Service, 2003 Award" was finally given to Sherrill Kirchhoff, after 3 prior tries at having the right plaque made. Jim then announced that he would be stepping down from his position as OASFAA Past President. Jim is leaving Willamette University to take a position at NELA (Manager for the Oregon Center for Student Success) and his OASFAA membership will therefore change from voting to affiliate. Tracy Reisinger will step (back) into this position. Jim closed by telling the group that the updated OASFAA Policy and Procedures is now posted on the OASFAA website.

PRESIDENT ELECT REPORT

Mary Jo Jackson discussed scholarship opportunities and plans for posting scholarship information on the OASFAA website. She reminded the group that WASFAA also has scholarship opportunities available to members wishing to attend their conferences. Dave Allen added that there have been additional WASFAA scholarship opportunities added recently. Mary Jo will work with Pat Downey to make sure that WASFAA opportunities or a link to the WASFAA site is available on the OASFAA website. It was also agreed that there should be a "generic scholarship application form" available on the OASFAA site. Discussion ensued about the fact that the amount budgeted for scholarships under 04-05 Executive Board expenses (\$10,000) has not yet been earmarked for anything in particular. It was agreed that how to allocate scholarship funds is ultimately Mary Jo's decision. The money need not be all spent on the OASFAA conference; it may be desirable to provide opportunities to attend a number of different workshops or training sessions. Mary Jo plans to come up with a proposal of how to

allocate scholarship funding for 04-05. She will e-mail her recommendation to the Executive Board for feedback.

APPROVAL OF MINUTES

Several corrections were made to the May 25, 2004 minutes. Jim Eddy moved to accept the minutes as corrected. Mary Jo Jackson seconded the motion. The motion passed unanimously.

VICE PRESIDENTIAL REPORTS

VP 2 Year Public: Anna Manley – No report; expressed interest in suggestions for needed action.

VP 4 Year Public: Judy Saling Field – Absent

VP Independent: Anastacia Dillon – Absent

VP Proprietary: Scott Money – Reported that he has e-mailed his segment asking for suggestions concerning conference sessions addressing issues specific to proprietary schools.

COMMITTEE REPORTS

Annual Conference: Katy Kelley reported that the Annual Conference Committee has met once to-date and has another meeting scheduled to occur on August 17, 2004. The committee plans to meet once a month. The theme for the 2005 Annual Conference will be: *Finding N.E.M.O.* Each letter in “NEMO” will represent an important financial aid value; details are yet to be finalized. Plans for the committee include: talking with segmental Vice-Presidents to find out what conference sessions will be important to their colleagues; sending an e-mail to the OASFAA list serve asking for session ideas; asking Andrea Maison (Vendor Liaison) for input from vendors on give-aways at the at the conference and written guidelines for committee review and approval. The names of four new committee members were submitted for official approval: Karen Dowdall-Gumin, Abril Hunt, Michelle Lyman, and Shell Snow. Julia Reisinger moved to accept new members to the OASFAA Annual Conference Committee. Jim Eddy seconded the motion. The motion passed unanimously. It was brought up at this time that Dave Allen approved 2 scholarships for support staff to attend the Annual Conference.

Vendor Liaison: Andrea Maison reported that she talked with 13 of the 25 2003-04 vendors including at least one vendor from each tier; guarantors, lenders and service providers; large and small companies. Results from this poll were presented in a written report and included vendor suggestions concerning give-aways at workshops and vendor drawings at the annual conference. Andrea pointed out that feelings from vendors about these issues were not as harsh as once thought; over-all, vendors want to work within the culture of the association and feel that rules are fine as long as they are presented respectfully. Andrea will continue working with the Conference and Development committees as well as continue to seek input from the vendors to resolve issues. Group discussion focused on ways to avoid making vendors feel uncomfortable or unappreciated if they will not be participating in a prize give-away at the conference. A suggestion was made that this question be asked of vendors when they check-in. A question was also asked about whether more vendors might consider giving away scholarships as prizes. Andrea answered that some of these organizations cannot provide scholarships and that we should refrain from asking the vendors to provide any specific kind of prize. More discussion took place regarding whether it is appropriate to approach vendors for door prizes for various OASFAA workshops during the course of

the year. Over time there have been different schools of thought about this and it has recently become more confusing. Dave Allen asked for clarification and will specifically ask that the Development Committee make recommendations about this topic. Jim Eddy thanked Andrea for the great job she is doing to strengthen and clarify the relationship between OASFAA and the vendors – it's important work!

FA 101: Crisanne Werner reported through Dave Allen that dates for the FA 101 Workshops were not yet finalized, but will be held in the months of October and January. She wanted to know whether or not the OASFAA Exec Board needs to approve final dates. The answer to that question from the group was no – dates for the workshops are at the discretion of the committee. Dave Allen stated that he would tell Crisanne to proceed with planning, setting dates and getting speakers.

High School Counselor Training: Elizabeth Bickford reported by e-mail through Dave Allen and Jim Eddy that she is hoping for a renewed commitment from OASFAA to training high school counselors involving partners such as OSAC and OUS. The names of four new committee members were submitted for official approval: Vicki Falsgraf (OSAC), Peggy Nitsos (SOU), Sherrill Kirchhoff (OSAC), Abril Hunt (Concorde Career Institute). Also Jim Eddy has come forward as willing to be a co-chair of this committee. Approval must come from the Exec Board on this point since Jim is now an “affiliate member” due to his new position with NELA. Some suggestions and questions came from the group regarding the work of this committee. Questions arose about: the possibility of road-trips; new technologies the committee should be pursuing; avoiding duplication of training provided by other organizations such as College Board; possibility that the committee could provide a “canned” power point or other tools to use when working with high school counselors, especially in parts of the state where the OASFAA trainings aren't accessible. Jane Reynolds asked if this committee is the same as “early awareness.” Jim Eddy clarified that ASPIRE (in OSAC) has replaced this committee as well as the “Getting Started” video. The group agreed that “early awareness” should be removed from the volunteer forms. Julia Reisinger moved to approve new committee members and Jim Eddy as the new co-chair. Mary Jo Jackson seconded the motion. The motion passed unanimously.

Legislative: Susan Degen reported that there is little news to report concerning about Reauthorization. Republicans are saying they want to get back to the issue; Democrats want to wait until after the election. NASFAA has a number of concerns including: no proposed Pell increase; Pell-Plus program; State Scholars Program; new disclosure requirements; cost-of-college reporting requirements. Susan reported that the official Oregon Opportunity Grant cut-off dates for applicants have been set. The dates are April 12th for Independent 4-years, April 16th for OUS institutions, and July 9th for community colleges. These dates have been posted to the OSAC website.

Development: Randy Jones passed out the “Development Committee Progress Report” and “OASFAA Sponsorship Options” to the group. He reported that the committee is planning to e-mail vendors their sponsorship renewal information and materials on 7/28/04. The committee will also follow-up with phone calls if they don't hear from a particular vendor. An August 13th deadline for pledges has been established in order to be guaranteed recognition at the Summer Drive-In Workshop. All updated sponsorship info will be posted on the OASFAA website. A new sign with the 2004-05 information will need to be created; the sign will be available for the registration table at all OASFAA sponsored events. Randy asked for clarification about whether or not an OASFAA

membership directory will be created and available to sponsors. The answer to this inquiry was “yes” – the directory would be available in pdf version on-line; it is updated and re-posted once each year. The group made a number of suggestions to the development committee concerning the “OASFAA Sponsorship Options” document. Specifically it was suggested that: a “+” sign be added to the platinum column, clarifying that there is not a \$3000 cut-off; add that first choice of tables goes to platinum level sponsors; change order of columns, with highest level at far left; add a note of appreciation to the bottom of the sheet. Dave Allen noted that WASFAA has 5 tiers of sponsorship options, with the highest tier set at a contribution of \$10,000.

Support Staff Workshop: Rob Clarke passed out details including a tentative agenda for the Support Staff Workshop scheduled for November 3, 2004. The workshop will be held at the George Fox Tigard Campus. There will be four different tracks available at the workshop to encourage better attendance and participation. Volunteers are still needed. Schools will be asked to provide items for give-aways. Andrea Maison commented that for last year’s S.S. Workshop some items were purchased from committee budget and that bags left over from the OASFAA conference were set aside for the support staff workshop and can be obtained from Michele O’Leary. A question arose concerning whether or not student workers could attend this workshop; Jim Eddy stated that students would be welcome, but would need to register as non-members.

Membership: Jane Reynolds reported that membership numbers are currently in a state of flux: of 499 total members only 152 are current. She had a big flurry of renewals after her reminder e-mail. She noted that now would not be a great time to make the new membership directory; it was decided that at this time we cannot tell sponsors when the directory will be available. The group made some suggestions for ways to encourage renewals: follow-up e-mails; calling schools when no one from there has yet renewed; adding information about upcoming events and savings enjoyed by OASFAA members to future e-mails. Jane stated that she will soon be sending her first reminder e-mail and will follow with a second in October.

OPB: Patti Brady-Glassman was absent from the meeting. Jim Eddy commented that OPB makes their decision about the program in September.

OSAC: Brian Clem, OSAC Commission Chair, was present to provide the OSAC report in Kat Kordon’s absence. Brian spoke about the formation of the Student Loan Program Work Group, which has been established to explore opportunities and problems associated with the student loan program in Oregon. Former State Senator Cliff Trow is chairing the work group. A small group, including school representatives and other interested parties in the state, has been invited to be part of the work group; others are also welcome to attend. The group is currently hearing the pros and cons of the OSAC loan programs from various schools and is being asked to explore possibilities for a different or revised model that would benefit all. Ideas being explored include opportunities for generation of revenue to support other aid programs and a “co-op model.” Brian stated that regardless of the outcome of the loan discussion, one goal is to protect the Grants and Scholarships division as well as the ASPIRE program. The next work group meeting will be held August 4th on the Willamette campus. The work group will make recommendations to the OSAC Commission (made up of 7 volunteers appointed by the Governor); the Commission has the ultimate say in the outcome. Jeff Svejcar stepped down from the position of executive director of OSAC in early July. Shelly Turner has been named as the interim director.

Summer Drive-In Workshop: Michele O’Leary was absent from the meeting, but provided a report to Dave Allen. The Summer Drive-In Workshop will be held on Tuesday, August 19th. An e-mail will go out shortly providing details to OASFAA membership concerning the agenda and information on how to register. Steven Clement from TelNet will speak about the Gramm-Leach-Bliley Act. Entertainment for the event is still being sought.

Technology: Pat Downey was absent from the meeting, but provided a written report that was distributed to the group. There has been a great deal of activity recently on the OASFAA website bringing the website up-to-date on committee members, chairs and executive board members. A number of forms, minutes, and important dates have also been added to the site. The OASFAA website calendar has been modified so that a “calendar administrator” can update the calendar. Allison Fulmer has been established as the primary administrator; Dave Allen is the back up. The length of time that a job is posted has been reduced to 2 months; e-mails are sent to remind the person that posted the listing when the listing will expire. Pat also provided the web addresses for access to OASFAA monthly website activity. Jim Eddy commented on the great work that Pat has done and continues to do on the OASFAA website. He does extraordinary work and in a very timely manner – thanks Pat!

Training: Dave Allen reported that a new “Training Coordinator” and accompanying committee is currently being formed. This group will be concerned with what types of professional training are being offered within and without OASFAA and coordinating OASFAA training efforts and notification of other opportunities to provide best service to members. This committee will also manage the calendar updates on the OASFAA website (Allison Fulmer is currently assigned to this task). Recommendations are being taken for people to be involved in this committee as well as for the chair. Jim Eddy stated that the ideal chair would most likely come from a school to be able to address training needs of the majority of OASFAA membership. Andrea Maison added that guarantors could also be helpful on this committee as their positions are basically neutral. Jane Reynolds mentioned that she has passed along some names to Dave of people who may be interested. Names that came up in the group discussion were: Dan Preston, Kate Peterson, Anna Manley, and Jennifer Satalino. The question came up of whether or not there might be a person from the proprietary segment who would be interested. Continued suggestions can be forwarded to Dave Allen who will follow up.

OLD BUSINESS

Meeting date & location: Next meeting will be held on October 12, 2004 and will begin at 10:30 AM. It will be held in the same room (Autzen Conference Room) at Willamette University. Katy Kelley will continue to serve as our liaison with Willamette for meeting scheduling.

NEW BUSINESS

OASFAA Annual Conference location: Katy Kelley reported that she’s been contacted by two other places about the possibility of moving the conference from Salishan to these locations. She asked if these requests should be referred on, and if so, to whom. Jim Eddy said that the Conference Committee could do an initial review and then pass on the requests to OASFAA President, Dave Allen. It was brought up that at the last questioning of the membership, there was an overwhelming response to keep the

conference at Salishan. Currently a contract through 2006 has been signed with Salishan. Jane Reynolds mentioned that she's heard of another group getting a better deal with Salishan. The question was asked: if our terms could/should be better, can we renegotiate? Jane was asked to pass along details to the Katy Kelly and Dave Allen for review.

Julia Reisinger moved to adjourn the meeting. Jim Eddy seconded the motion. The motion passed unanimously.

ADDENDUM:

Action of OASFAA Executive Board via E-mail: Additional discussion concerning sources of funding for the OPB program occurred after the July 28th meeting through e-mail circulated among the OASFAA Exec Board. On August 30, 2004, Dave Allen notified members of the OASFAA Executive Board that given recent financial difficulties encountered by OSAC, the organization would prefer to be relieved of their \$10,000 commitment to help fund the production in December 2004. OSAC was clear, however, that they would not leave OASFAA without funding should we be unable to replace the funding from another source. Dave approached EdFund and NELA to gauge their interest in contributing the \$10,000; EdFund declined; NELA said yes. Discussion among the group then revolved around: 1) whether it was appropriate to approach just these vendors rather than all of them; 2) whether vendors were aware that their funds were not already being used for the broadcast, since they are listed as sponsors and given credit as such during the show; 3) if it would be possible for OASFAA to make up the difference in cost for this year's show, allowing the group more time to work out future funding and sources. It was decided that timing issues were important and that action via e-mail was necessary. On September 13, 2004 Mary Jo Jackson moved that OASFAA accept NELA's offer to assist with support of the OPB FA night. Anastacia Dillon seconded that motion. After discussion on the issue, 6 of 8 possible votes voted Nay. The motion was defeated. Julia Reisinger moved that OASFAA take on the additional \$10,000 cost of the OPB production this year. Tracy Reisinger seconded the motion. 6 of 8 Executive Board members voted Aye. The motion passed.