

OREGON ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS
Executive Board Meeting
December 7, 2004
Willamette University

MEMBERS PRESENT: Dave Allen, Susan Degen, Pat Downey, Jim Eddy, Judy Saling Field, Michelle Holdway, Mary Jo Jackson, Katy Kelley, Andrea Maison, Anna Manley, Vicki Merkel, Scott Money, Julia Reisinger, Tracy Reisinger, Jane Reynolds (by telephone)

CALL TO ORDER

OASFAA President, Dave Allen, called the meeting to order. Dave announced at the end of the meeting the Scholarship Committee would meet to make scholarship selections. In addition, an Executive Session would be held after the meeting to discuss OASFAA awards. Some revisions were made to the distributed agenda.

PRESIDENT'S REPORT

Dave began by commenting that it had been a busy fall that affected the amount of energy he had to give to OASFAA. He apologized for this.

Dave has received word back from OASFAA members concerning OASFAA owned items and their locations and current uses. He plans to compile this inventory information into a spreadsheet to be shared.

Allison has left the Financial Aid Office at Multnomah Bible College, so she will no longer be handling the OASFAA calendar. Dave will be handling this himself for the time being.

Dave plans to work with the President Elect to name an OASFAA member to the position of Training Coordinator. Jim Eddy volunteered at this point that he was willing to take on this task.

Dave announced that Rick Weems (Director of Financial Aid, Chief Enrollment Officer, University of Alaska) is considering applying for NASFAA Chair-Elect. Several groups must nominate Rick and Dave asked for feedback on whether or not OASFAA Exec Board would be willing to support Rick in his nomination.

There was some discussion concerning Rick's qualifications; including working at Warner Pacific College for over 16 years in Financial Aid, some of Rick's past roles include OASFAA President, WASFAA President, NASFAA Membership Chair, NASFAA Best Practices and Training Chair. Jim Eddy commented that Rick was instrumental in pushing OASFAA to embrace electronic technology. Mary Jo Jackson moved for OASFAA to support Rick Weems in his pursuit of NASFAA Chair-Elect. Judy Saling Field seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

It was asked that we note that as of October 12, 2004, the planned airtime for the 2004 OPB "Financial Aid for College" program was 9 p.m. and the minutes to the meeting reflect that. However, the show will actually air at 8 p.m.

Several corrections were made to the October 12, 2004 minutes. Tracy Reisinger moved to accept the minutes as corrected. Mary Jo Jackson seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Treasurer, Julia Reisinger, distributed a Treasurer's Report with new information since last meeting.

Julia pointed out that there is a lot of money currently in our savings and money market accounts. She asked the group to consider whether we want to leave the money as is or: 1) purchase additional C.D.s; 2) reduce charges for OASFAA sponsored events; 3) put more into scholarships; 4) sponsor additional training events. No decisions were made at this time, but Julia wanted to get the group thinking about what to do next. Tracy pointed out that higher costs for the production of the OPB program would continue into the future, so the group should keep this in mind.

Julia produced a new registration form for events; this was e-mailed to the group for review. She received no responses about the form. Julia would like to use this form for all events and asked Pat Downey to put it up on the OASFAA website.

Tracy Reisinger moved to accept the Treasurer's Report. Scott Money seconded the motion. The motion passed unanimously.

PAST PRESIDENT REPORT

Tracy Reisinger reported that she e-mailed nominations for OASFAA awards and retiree awards to all voting members. There will be an Executive Session at the end of the meeting where decisions will be made.

PRESIDENT ELECT REPORT

Mary Jo Jackson reported that she has received 28 scholarship applications to date and is expecting to receive four more from Anna Manley before the end of the meeting. A scholarship selection meeting including the OASFAA segmental vice presidents and Mary Jo will meet to make decisions following the Exec Board meeting. None of the scholarship funding for the 2004-05 year has yet been used; Mary Jo would like to use half (\$5000) for scholarships to the OASFAA Conference and the rest for scholarships to other events such as FA 101, Leadership Institute, and WASFAA Conference.

Mary Jo announced the names of OASFAA members who had agreed to run for Exec Board positions. For Treasurer Elect, Abril Hunt and Donna Fulton have agreed to run; for President Elect, Tracy Lehman and Bert Logan have agreed to run. Mary Jo stated that she has some names also for chairs of committees and will continue to follow-up on candidates for other positions; she also asked that the group forward any names of OASFAA members who wish to serve on the various committees to her.

VICE PRESIDENTIAL REPORTS

VP 2 Year Public: Anna Manley – Reported that she had received some feedback concerning FA101: that there needed to be more time to get to know one another at that event.

VP 4 Year Public: Judy Saling Field – Announced the State Access and Affordability workgroup will be held on December 16th if anyone is interested in attending.

VP Independent: Anastacia Dillon – Absent.

VP Proprietary: Scott Money – Commented that he had been planning to suggest Abril Hunt as a possible candidate for the segmental VP position; however, she is running for Treasurer Elect and so will not be available for that position.

COMMITTEE REPORTS

High School Counselor Training: Jim Eddy reported that he and co-chair Elizabeth Bickford have learned that there is an opportunity for OASFAA and OSAC to piggyback the upcoming year's HS Counselor Training efforts with some OUS-run events coming up. There will be four sites around the state of Oregon including the Portland area, eastern and southern Oregon. Jim and Elizabeth need some direction in order to move forward. This effort will require a team of presenters, ideally with at least one representative from each segment of the organization. Planning should begin this spring for sessions in the fall. Jim asked for thoughts and offered to answer question from the group. No one had any. Representatives from OSAC agreed that the Grants & Scholarships Division would be happy to participate.

Oregon Leadership Institute (Ad Hoc Committee): Jim Eddy passed out a report providing updated information on the OASFAA Leadership Institute being planned for January. The report included a tentative agenda as well as some brief notes commenting on the planning of the event and rationale for some of the decisions made by Elizabeth Bickford (co-chair) and him. Jim reported that at the time of the meeting he was unsure how many would attend the event; Judy Saling Field reported that she understood that there were at least 10 people interested in attending but that 20 is the maximum number of attendees that could attend. There was discussion concerning the decision to make the event free rather than charging a registration fee. Some pro-free event discussion points were as follows:

- Decision to make the event free had to do with a lack of precedence for the event as well as an unclear future (it is currently being planned as a one time only workshop).
- Time frame was short on this event; planning only began in late fall and the event will be held in January. The co-chairs felt that as offices did not have time to budget for this event, directors and other office leadership, for who this event was planned, would not have the resources to attend if a registration fee was charged.
- The only expenses anticipated at this point are for food and transportation for one presenter. The committee expects to come in under the \$4000 budgeted by OASFAA for this event.

Some discussion points on the side opposing this decision were as follows:

- Concern was expressed over the authority of the Ad Hoc Committee to make the decision not to charge a fee when all other OASFAA events do so.
- Concern was voiced about the fact that a free event was being offered to upper-level administrators when fees are charged for all others in the organization. Some felt that this was sending the wrong message.

Jim pointed out that one of the driving factors behind the decision was to remove barriers and encourage as many people as possible to attend despite financial resources of their office or institution. Dave Allen expressed his feeling that as the event had, so far, been advertised as free it would be unfortunate to change at this point in time. Mary Jo Jackson asked if it would be possible to charge a fee just to offset the cost of food.

Tracy Reisinger moved that OASFAA charge a \$25 fee for this event. Julia Reisinger seconded the motion.

There was discussion on the motion: Jim Eddy expressed his feeling that adding a fee at this point would be mistake for the following reasons: 1) It has already been advertised as free; 2) The committee should have been told before now that they would be required to charge a fee for the event. He went on the record as having no opposition to the direction coming from some members of the group; however, he did oppose the timing. Anna Manley expressed her agreement with Jim Eddy. Julia stated that the Ad Hoc Committee knew that there would be a tight timeline on the event and they should have come to the Exec Board earlier to give their plans and seek permission. Tracy stated her feeling that the committee did not have the right/ability/power to make this decision without checking with the Exec Board. Jim Eddy acknowledged that they had not consulted with the committee, however, no income expectations had been expressed or discussed when the Ad Hoc Committee was established to plan this event. Dave Allen agreed that the Executive Board did not give a message to the committee that income was expected. Mary Jo Jackson expressed her hope that at this point in time the group could agree to remove all barriers for this year's event, but keep this issue in mind for future events.

Vote: a majority of the votes were nays. The motion failed.

OSAC Liaison: Vicki Merkel reported on the status of the Oregon Student Assistance Commission.

The RFP process is now complete – there were no bidders. There will be further discussion with the Federal Government about what happens next. OSAC still anticipates exiting the loan program March 1st. There will be an effort to place misplaced employees in another state agency or lay-off with bumping rights; many have already been successful in finding new positions. All schools affected by this change have been notified. Tracy asked if would be possible to have more information on the legal status of the loans; Mary Jo stated that she felt that her school was having to dig for information that should be more readily available. Vicki Merkel said that she would pass on these requests and concerns. Vicki shared that Shelly Turner is staying with OSAC in the role of Chief Operating Officer. Margie Lowe will serve as Executive Director in a one-year job rotation; a search for a new Executive Director will begin after the legislative session.

Vicki expressed appreciation for the support from OASFAA membership in influencing legislation about the importance of the Oregon Opportunity Grant. Vicki passed out OSAC Scholarship Applications and brochures. Outreach presenters are being hired to go to campuses and make scholarship presentations; contact Kelli Stephenson (kelli.a.stephenson@state.or.us) to schedule presentations. OSAC now has 320 scholarships. The scholarship services advisory team is working to improving the application. Please note the new "Early Bird Deadline" on the back of the application; the original hope was that there would be 5 of these available, now the hope is that 10-15 can be offered. These will work as a sort of lottery; students that have completed the application by the early deadline will be put in the pool; awards will be split among various GPA ranges. The E-App will be available on-line in mid

December; paper apps will be in the mail this week to colleges, high schools and state employment offices. Alan Baas is the new scholarship services manager. Susan Deegen passed out Oregon Opportunity Grant projections with eligibility tables; numbers are not concrete at this point. She reported that the public hearing stage is passed. OSAC will begin to gather cost of attendance budgets from schools in February for help in internal decision-making.

Membership: Jane Reynolds reported that there are currently 292 active OASFAA members; this close to the highest membership number ever and it is early. Multiple contacts worked.

Annual Conference: Katy Kelley distributed a written report and conference schedule. The theme of the conference has been changed back to "Finding N.E.M.O." The conference committee will be meeting again within the week and again in January prior to the conference. Ford Family Foundation is providing complementary drink coupons in the conference packet. People planning to attend the conference have already reserved 65 rooms. There was some discussion regarding choice of days of the week (Sunday through Tuesday) for the conference. Katy said that historically the decision was based on the ability to get better rates on those days in addition to the feeling that starting the conference on Sunday allowed staff to have one less day away from their offices. If there were to be a change on this, it would have to be for the 2007 conference, as 2006 dates have already been reserved.

Development: Randy Jones submitted a report, in absentia. At Randy's request, the group discussed whether conference registration and exhibit space registration should be tied together at the conference or kept separate. The group supported Randy's sense that it would be best to keep these separate. There was some discussion regarding crowding in the vendor room. Some ideas to solve this problem were: reducing the number of exhibit spaces available to 22 or 23 from 25; changing the break to the Longhouse so that catering would not take up space in the vendor room; checking to see if there is a better space available at Salishan. Katy Kelly agreed to check on the latter. Dave Allen stated that some of these ideas might not be possible for this year, but would be good suggestions for upcoming years.

Vendor Liaison: Andrea Maison made a request that a clock be available in the vendor room at the conference.

FA 101: Crisanne Werner and Dan Preston were not present to make a report. The next FA 101 will be held on January 17, 2005; on-line registration is available.

Legislative: Susan Degen reported on legislative issues. Reauthorization didn't happen; it will probably go through some time next year. Tax tables and Pell Grant eligibility are a current issue and concern. The Federal budget with the Pell Grant maximum at \$4050 passed the House and Senate; the President hasn't yet signed it. LEAP and SLEAP amounts have been reduced; however, this funding will continue to be available to OSAC.

OPB: Tracy Reisinger pointed out that the start time to the December 14, 2004 “Financial Aid for College” program on OPB will begin at 8 p.m. She is still looking for volunteers for the phone bank.

Summer Drive-In Workshop: Andrea reported that the last two outstanding registration fees have been collected and sent to Julia Reisinger, OASFAA Treasurer.

Support Staff Workshop: Rob Clark was not present to make report. However, he reported to Dave Allen that overall the Support Staff Workshop was a success. There were 55 participants, up from 30 the prior year.

Technology: Pat Downey reported that registration for the Annual Conference is now available on-line with revised instruction page. Registration for the January FA 101 is also available on-line; this is earlier than in the past. Pat is working with Randy on sponsorship options; they are hoping for more ease and consistency. Andrea Maison made the comment that it would be helpful for vendors to have more notice to get their logos from corporate to OASFAA. Pat said that banner ads could come in and go up at any point; setting one deadline is more for workload than for cost. Andrea expressed her hope that in the future more info about deadlines and cost will be in the original packet that goes out to the vendors; she will add this to her list of things to discuss with Randy. Pat commented that job announcements continue to come in for posting. Tracy asked Pat to change the Past President listing on the site, from Jim Eddy to her; Jane asked that the old 2003 Directory come down. Pat said he would do both these things.

Training Coordinator & Calendar: Included in President’s Report.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Registration Coordinator Discussion: Julia Reisinger asked the group to consider the addition of “Registration Coordinator” as an appointed position. This person would be the registration contact for all committees planning events, although he/she would not be expected to serve on these committees. Committees would forward their dates and agendas on to this person and this person would be in charge of collecting the money for the event and forwarding it on to the Treasurer. The Registration Coordinator would be an ongoing position, like the Membership Chair, which would only change when the person doing it stepped down. There was some discussion about whether this might be a pre-training for the position of Treasurer, i.e. first, Registration Coordinator, then Treasurer Elect, and finally Treasurer. Group discussed how that would be a long time commitment for someone that might cause burn-out; also, someone might be interested in doing the Registration Coordinator position but not the Treasurer position. The question came up of whether this person would report to the Treasurer. Julia said her feeling was that this person would be a committee chair like all others, reporting to the Executive Board.

Julia Reisinger moved to create the position of Registration Chair. Scott Money seconded the motion.

There was discussion on the motion: Mary Jo Jackson said that she would like to see a more formalized position description, which can be discussed later.

Julia withdrew the motion. She will e-mail a description to the group in the hopes of a vote at the next meeting.

Conference schedule: Katy Kelly was asked if the time of the Executive Board meeting at the conference was solid. Dave Allen suggested meeting at the end of the conference or Monday morning at breakfast. Katy said that she would go to the conference committee with these suggestions. Executive Board should be present for welcome to newcomers at 10:30 am, Sunday, during the conference. Andrea Maison will send a reminder that the vendor room will be open at 10:30 am Sunday morning and that vendors will need to set up earlier.

Vicki Bockes' Retirement: Judy Saling Field announced that a party to congratulate Vicki Bockes on her retirement would be held on the UO campus in the Alsea Room of the Erb Memorial Union Building at 3:00 pm, Friday, December 10, 2004.

EXECUTIVE SESSION

Tracy Reisinger moved to proceed to the executive session. Mary Jo Jackson seconded the motion. The motion passed unanimously.

Award nominees were discussed and recipients decided upon. The 2005 Awards were as follows:

Unsung Hero

Peggy Nitsos, SOU

Kate Peterson, OSU

Julie Johnson, College of Legal Arts

Friend of OASFAA

Bart Howard, Ford Foundation

Distinguished Service

Jim Eddy, NELA

Tracy Reisinger moved to adjourn from the executive session. Judy Saling Field seconded the motion. The motion passed unanimously.

ADJOURNMENT

Julia Reisinger moved to adjourn the meeting. Mary Jo Jackson seconded the motion. The motion passed unanimously.

ADDENDUM:

Action of OASFAA Executive Board via E-mail

Registration Chair: Julia e-mailed a description of the position of Registration Chair to the committee. On December 9, 2004, via e-mail, Julia Reisinger moved to add a committee chair to the OASFAA Executive Council in the form of a Registration Chair. Scott Money seconded the motion. The motion carried by majority of votes.

OASFAA Officer Ballot: January 7, 2005, via e-mail, Mary Jo Jackson moved that we accept the following ballot as candidates in the 2005 OASFAA election:

President Elect:

Tracey Lehman - OIT
Burt Logan - Lane CC

Secretary:

Judy Saling Field - UO
Jolene Jones - Chemeketa CC

Treasurer Elect:

Abril Hunt - Concorde Career
Donna Fulton - Klamath CC

Tracy Reisinger seconded the motion. The motion passed by a majority.

Confirmation of Registration Chair: A majority of votes voted in Peter Goss to the position of Registration Chair.