

## **VASF AA Spring Meeting Minutes**

Wednesday, April 4, 2012

VTC Randolph, VT

### **Members and Associate Members in Attendance:**

- American Student Assistance
- Bennington College
- Burlington College
- Castleton State College
- Champlain College
- Community College of Vermont
- Edfinancial Services
- Goddard College
- Great Lakes
- Landmark College
- Lyndon State College
- Marlboro College
- New England Culinary Institute
- O'Brien's Aveda Institute
- Sallie Mae
- St. Michael's College
- University of Vermont
- VSAC
- Vermont Law School
- Vermont Technical College

### **Meeting called to order at 9:04 a.m.**

Welcome and Introductions – Jill King, VASF AA President, UVM

President's report - EASF AA Council meeting report out.

- Capital visit summary 30 financial aid representatives with 26 scheduled appts with staffers. They spoke about Pell, Needs Analysis changes and Student loan changes. The aid administrators asked staffers what questions they had for them. They wanted to know what schools are doing to help students get a job after completing their program.
- EASF AA Quarterly Mtg - committee and state rep updated. Generally issues are similar for associations many questions about how they will implement changes. Jill shared that other states collaborate to help students and families to complete FAFSA's, in VT VSAC has several programs that support families and schools no longer participate. Some discussion occurred regarding whether schools in VT should or are interested in supporting these efforts. Marilyn requested that individuals interested would reach out to her or that at the conference we could allow people to provide contact info.
- Jill encouraged members to join EASF AA to avail themselves of trainings and webinars and to have a voice when info is relayed to NASF AA

Jill shared her personal goal of getting all schools in the state to join VASF AA and we now have two new members.

**Secretary's Report** -Motion to accept fall meeting minutes made by – Marilyn Cargill - VSAC, Cathy Mullins - VT Law second to approve the minutes as submitted and motion passed unanimously.

**Treasurer's Report** – Lindy Walsh shared info about her transition and that she has filed the proper paperwork regarding our tax filing status. Lindy reviewed details of the treasurer's report and shared a concern that Lindy received a request for reimbursement for travel and she would like to have a process for approval of reimbursement. Cathy Fuller motioned to approve the report, Jennifer Desmaris second motion passed unanimously.

**Scholarship Recipient Reports and Discussion-** No Scholarship applications were received for the FSA conference. Members were asked why they don't apply for scholarships and they shared they don't want to become repeat users and cause another recipient to miss out on an opportunity and others shared that while they are grateful for the scholarships but struggle to cover expenses other than just the registration fee.

Discussion about various options to increase participation in association, provide opportunities for members that need training and their budgets cannot support them. Discussion about full pay, more than just paying for the registration fee, keeping it the same. No decisions were made. Exec committee will work to tighten up the record keeping on scholarships.

#### **Committee Discussion:**

- Jill proposed that we consider changing our practice of being chair means that you are chair forever and replacing it with a chair elect and co-chair. The hope is that this would increase participation.
- Vote was taken to move away from the "chair forever" approach to a chair - co-chair model. Association agreed to move to the co-chair model. Jill will draft a proposal to be input in the June meeting.

**Fed Relations-** Pam shared through Jill about her part in the Capital Hill visits made during the EASFAA council meeting in February. She also shared that she did not feel that she could continue to be the chair of this committee, although she would like to stay involved.

**Training** - Norm shared that the committee has not met or planned much and seeking volunteers to get involved. Suggested Trainings - IRS Data Retrieval. Another suggestion is that committee expectations are set by chairs, and that they need goals and commitment from member volunteers from UVM and Champlain College and all existing members. Marianne Werner and Tanya shared that the New Hampshire conference was economical and useful. Discussion about the Jim Briggs tax detective workshop.

**Website-** Brent Sanborn from UVM will cover during John Bartlett's leave. Send requests for website additions or edits to Marie.johnson@uvm.edu or Jill.King@uvm.edu

**Conference Update** - Cathy Mullins shared that draft agenda will be posted soon so that people can begin planning. Cathy detailed that first conference meeting is in person to map out the conference and then it shifts to monthly conference calls and then as the conference draws closer the frequency of conference calls increase.

Cathy is looking for volunteers to moderate sessions. Duties include introducing presenter, ensuring sessions start and end on time and then presenting gift to presenter. Let Cathy know if you are interested in helping. Conference evaluations will be online.

#### **Old Business:**

- Conference Location discussion
  - Killington - central
  - assess costs of other locations
  - Killington too far for some schools
  - Consider location where largest number of participants to dictate
  - Survey to gain info on interest - Jill
  - RFI
  - Rotate to different areas of the state
  - Concerns about a change in location could place a burden to plan logistics

- Drive time and location if closer to a highway.
- Would attendance increase if the location were to change?
  - - Would VASFAA consider covering an overnight stay for members that have excessive commute
    - Jill will reach out to schools that do not attend to find out why to help inform the discussion.
- Tri State collaboration discussion
  - Helps to build community since our state is so small and provides additional training opportunities
  - Is there something that we could do together that we are not able to accomplish with our association alone?
  - What additional level of commitment would a tri-state collaboration require or NH/VT
  - Perhaps VT/NH collaboration rather than VT/NH/ME, Conference Center in Manchester is great. Agenda in NH was great and conference is offered in October.
  - Could we work out a waiver of association fee for conference attendance?
  - Do we want to have a higher conference rate for non-members?

**New Business:**

- Inquiry about listserv membership,
  - Schools will look to add additional members of their team to listserv. Marie will send out instructions for signing up and current institution members will pass it along to their teams.
  - Website updates for staff/contacts. Secretary will send out notice twice a year to listserv to request review of school contact info and send to webmaster.
- Discussion about creating budgets for committees and creating more structure for how approvals for expenditures are made.
  - Recommendation to review the Association bylaws either amendments or review
  - Strategic long range plan
  - Add to survey questions to see how best get enough membership interest and input in drafting a strategic plan.
- Creation of a strategic plan, strategic planning committee and incorporated in that should be a review of bylaws we would be looking to have a plan to move forward with this initiative (Katrina will help)
- Cathy Mullins - Questioned if schools had been asked by Congressmen Welch's Office about regulations that increase burdens and costs to schools.

Katrina Bennett motioned end to meeting, Cathy McCullough second motion, motion passed. Meeting adjourned at 11:45.

Respectfully submitted, Marie Johnson, VASFAA Secretary.