

SASFAA Executive Board Meeting
Sheraton Hotel, Birmingham, Alabama
August 2, 2003

CALL TO ORDER

President Ron Day called the meeting to order at 9:00 AM in Hospitality Suite 407 at the Sheraton Hotel.

WELCOME

President Day welcomed North Carolina President-elect Sharon Oliver and Tennessee President-elect Joanie Walker.

SUBSTITUTE VOTING AND CHANGES TO THE AGENDA

The changes to the agenda were as follows: State Presidents Group Report will be given at 10:00a.m.; individual photos for the website will be taken during the breaks; a tour of the hotel will be given at 2:00 p.m.; Newsletter Editor Guy Gibbs and Electronic Services Chair Erik Melis will include their sub-committee reports as part of their committee report. The following substitute voting was announced: In the absence of North Carolina President Bruce Blackmon, President-elect Sharon Oliver will vote and in the absence of Tennessee President Nancy Beverly, President-elect Joanie Walker will vote. The following absences were noted: Mary Givhan, Diversity Chair, Bruce Blackmon, North Carolina President and Nancy Beverly, Tennessee President. President Day announced that SASFAA President-elect Janet Sain was feeling ill this morning, but hoped to join the meeting later.

INTRODUCTIONS

The following elected board members were present: Ron Day, President; Karen Koonce, Past-President; Freida Jones, Vice President; Lester McKenzie, Treasurer and Dee Talley, Secretary.

State presidents in attendance were: Deborah Byrd, Alabama; Nathan Basford, Florida; Lenora Jackson, Georgia; Ron McMakin, Kentucky; Patrick James, Mississippi; Keith Reeves, South Carolina; and Sherwin Hibbets, Virginia.

Committee chairs in attendance were: Jane McNaughton, Finance and Audit; Zita Barree, Conference; Erik Melis, Electronic Services Chair; Clark Aldridge, Legislative Relations; Forrest Stuart, Membership; Guy Gibbs, Newsletter Editor; Ron Gambill, Site Selection; Bob Godfrey, Vendor and Sponsor.

Liaisons present were: Michael Morgan, Agency Liaison; Amy Moser, Lender Liaison and Greg Martin, U.S. Department of Education.

APPROVAL OF THE MINUTES

ACTION: Karen Koonce moved to accept the minutes of the June 6, 2003 board meeting held at the Don CeSar Resort in St. Pete Beach, Florida. The motion, seconded by Lenora Jackson, was approved.

REPORTS FROM THE OFFICERS

SEE ATTACHMENT A

Report from Vice President, Freida Jones

ACTION: Freida Jones moved to approve staff for the 2004 New Aid Officers Workshop. The motion, seconded by Lester McKenzie, was approved.

ACTION: Freida Jones moved to approve staff for the 2004 Mid-Level Training. The motion, seconded by Lester McKenzie, was approved.

A suggestion was made to include in the Mid-Level Training individuals from states that were not represented in the New Aid Officers Workshop staff.

Report from Past President, Karen Koonce

ACTION: Karen Koonce moved to approve the GAP Committee members. The motion, seconded by Lenora Jackson, was approved.

Report from Treasurer, Lester McKenzie

ACTION: Lester McKenzie moved to transfer \$500 from 206 (Program Committee) to 102 (President-Elect) and transfer \$2000 from 206 (Program Committee) to 202 (Electronic Services) to cover expenses. The motion, seconded by Karen Koonce, was approved.

REPORTS FROM THE STATE PRESIDENTS

SEE ATTACHMENT D

State Presidents' Group Report

Patrick James, Mississippi President stated a concern he had in reference to Wendy Hutchins, the Mississippi representative on the SASFAA Conference Committee. Patrick stated that after Wendy had a job change to the lender sector, she was told she could not continue to serve on the committee because three of the nine representatives would be from the lender community. Patrick emphasized that the SASFAA Policy and Procedures manual does not address this issue. Patrick stated that later Wendy was told that the SASFAA Board was polled regarding the issue, and the board decided that she should remain on the committee. Patrick's concern was that none of the state presidents were included in this poll, and he felt that Wendy should never have been told that she could not remain on the committee because of the number of lenders that would be serving on the committee since this is not addressed in the P&P manual. Discussion ensued on this issue, and it was stated that the most qualified individuals should be selected to serve on the committee no matter where they worked. It was mentioned that the instructors for the New Aid Officers Workshop have always tended to be from an institution. SASFAA has received a great deal of support from the lending community and they are a very valuable resource to the association. The lenders have come through for SASFAA on many occasions and are always willing to do whatever they can to support SASFAA. If SASFAA wants to limit the number of lender representatives that serve on the committee, it should be addressed in the bylaws and the P&P manual. In response to the concern Patrick had about the state presidents not being polled, President Ron Day stated that he had neglected to include the state presidents in the polling, but that he would do so in the future.

Another concern that the state presidents presented to the board was the fact that, in some states, the SASFAA President will not be attending at least one of the two meetings held by the states. The state

associations would like for the SASFAA President to attend at least one of their meetings during the year. If the President can't attend a meeting, he/she should send a representative in his/her place, but plan to attend the next state meeting. SASFAA pays the President's travel expenses and the individual states pay other expenses. The main concern expressed by the state presidents' group was that they were not given the opportunity to state their preferences as to which meeting the SASFAA President should attend; they were simply given the schedule that had already been decided upon.

President Day stated that this is an issue and he has asked the Past Presidents' Council to look at this issue. He stated that there are several things to be considered: timing of the conferences, time required out of the office and the responsibility to attend NASFAA functions as SASFAA President. President Day stated that he has a good institution that supports him in his role as SASFAA President; however, he does feel guilty for being out of the office so much. Also to be considered is the expense of flying from one city to another. President Day said that there have been times when the SASFAA President has not been treated well by the states. The President has sometimes been treated as an "afterthought" by some associations. He mentioned occasions where he had arrived in the state and there was no one to host him; some states did not pay for his expenses; he wasn't given directions to the hotel nor was he picked up at the airport by anyone; he was given limited time to speak and he had to go to dinner on his own. Many of the state presidents stated that they were not aware that this type of treatment had been given to the SASFAA President, and this is an issue that they will discuss with their boards. President Day will get with President-elect Janet Sain and take another look at the travel schedule and see if they can make any changes.

The board meeting recessed at 10:17 a.m.

The board meeting reconvened at 10:38 a.m.

COMMITTEE REPORTS

SEE ATTACHMENT B

Report from Conference Chair, Zita Barree

Zita reported the members of the Conference Committee and recommended that the board approve them.

ACTION: Sherwin Hibbets moved to approve the members of the Conference Committee as stated by Conference Chair, Zita Barree. The motion, seconded by Karen Koonce, was approved.

Report from Audit and Finance Chair, Jane McNaughton

Jane reported the members of the Audit and Finance Committee and recommended that the board approve them.

ACTION: Lester McKenzie moved to approve the members of the Audit and Finance Committee as stated by Audit and Finance Chair, Jane McNaughton. The motion, seconded by Freida Jones, was approved.

Jane submitted the proposed 2003-2004 budget to the board and recommended it be approved.

ACTION: Sherwin Hibbets moved to approve the 2003-2004 proposed budget. The motion, seconded by Karen Koonce, was approved.

Report from Membership Chair, Forrest Stuart

Forrest reported the members of the Membership Committee and recommended that the board approve them.

ACTION: Lenora Jackson moved to approve the members of the Membership Committee as stated by Membership Chair Forrest Stuart. The motion, seconded by Sherwin Hibbets, was approved.

Forrest brought up an issue in reference to membership and services. He reported that certain features of the new website will be limited to members only. How will SASFAA treat the individuals that pay membership at the conference; will these individuals be denied these services from July through February because they have not paid their membership dues? It was suggested that membership dues be paid early in the year; however, the majority of SASFAA members pay their membership at the February conference because their institutions will only pay membership if it's included in the conference registration fee. It was pointed out that there are no advantages to paying membership fees ahead of time. SASFAA should encourage everyone to pay their membership dues up front rather than waiting to pay them at the conference. The benefits of becoming a member of SASFAA should be stressed in the membership letter that Forrest will send out to solicit membership so that everyone will pay up front.

REPORTS FROM THE STATE PRESIDENTS

SEE ATTACHMENT D

The board meeting recessed for lunch at 12:00 noon.

The board meeting reconvened at 1:02 p.m.

State Presidents Reports Continued

COMMITTEE REPORTS

SEE ATTACHMENT B

Report from Legislative Relations Chair, Clark Aldridge

Clark reported the members of the Legislative Relations Committee and recommended that the board approve them.

ACTION: Lester McKenzie moved to approve the members of the Legislative Relations Committee as stated by Legislative Relations Chair Clark Aldridge. The motion, seconded by Sherwin Hibbets, was approved.

The board meeting recessed at 2:00 p.m. for hotel tour.

The board meeting reconvened at 2:50 p.m.

Committee Reports continued.

Report from Electronic Services Chair, Erik Melis

Erik stated that there were four areas that were not considered when the board decided to move on creating a new website with ATAC. They are: posting of jobs on-line; listserv functionality; on-line voting and on-line newsletter. Erik's committee is recommending that the issue of posting jobs on-line be tabled. His committee feels that the board needs to consider if all the listserves it currently has are necessary, or if other options could be used. Erik reported that if on-line voting is incorporated into the new website, a number of policies and procedures would need to be reviewed as well. Erik and his committee would like to recommend expanding the services provided by ATAC to include the newsletter functionality and on-line voting.

ACTION: Keith Reeves moved to approve the recommendation made by Electronic Services Chair Erik Melis to expand the services provided by ATAC to include newsletter functionality and on-line voting. Patrick James seconded the motion.

Further discussion ensued on the issue of expanding the services offered by ATAC. A concern was expressed about the length of the ads if pictures are included; would this count as a full page or half page? Also, SASFAA's Policy and Procedures Manual would need to be reviewed and/or revised to address the issue of on-line voting and the newsletter functionality. Another concern was expressed about the cost of these new functionalities not being included in the 2003-2004 budget. The cost for the newsletter and on-line voting could be up to \$2500.

ACTION: Sherwin Hibbets called the question. The motion was restated and a vote was called. The motion was approved.

LIAISON REPORTS

Report from Lender Liaison, Amy Moser

Amy reported the members of the Lender Liaison Committee and recommended that the board approve them.

ACTION: Lenora Jackson moved to approve the members of the Lender Liaison Committee as reported by Lender Liaison Amy Moser. The motion, seconded by Nathan Basford, was approved.

SUB-COMMITTEE REPORTS

These reports are included in the committee reports. All sub-committees should have a formal proposal to be submitted at the November board meeting, if necessary.

New Business

Decentralized training was discussed and the initial policy was reinstated. However, the state presidents voted to discontinue decentralized training at the August 2002 Board meeting.

The announcement was made that NASFAA will only offer fall training this year.

SASFAA's policy for paying expenses for state presidents and committee chairs was reviewed, and the per diem was stated. SASFAA will pay room and tax for state presidents to attend the board meetings, and will pay room, tax and travel for the committee chairs. The per diem is \$6 for breakfast, \$8 for lunch and \$20 for dinner. If the per diem is used, there's no need to submit receipts to the treasurer. It was strongly recommended that everyone submit their expense forms as soon as possible after attending a board meeting or purchasing items.

Old Business

Old business was the sub-committee reports, which were given earlier in the minutes.

ACTION: Lester McKenzie moved to adjourn the Executive Board meeting. The motion, seconded by Karen Koonce, was approved. The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Dee Talley, SASFAA Secretary

ATTACHMENT A – OFFICERS REPORTS

Report from the President, Ron Day

Ron is excited about the opportunities for this year. Together we can make our wonderful association even stronger.

Below is a list of recommendations and charges that will involve many of us. This is certainly not to be construed as the only tasks we will pursue this year. We have many, many tasks that must be achieved – many of which are cyclical in nature. However, that does not mean they should be approached as laborious or routine. To the contrary, please approach them knowing you are promoting our association, our schools, agencies, institutions, organizations, and certainly our students.

Therefore, be excited, enthused, and above all – have fun!!

Elected Board:

1. ***Vice President:***
 - a. Begin the year knowing you will not be able to plan and implement all training activities, i.e., NAOW, one-day NAOW (conference), Mid-Level, and possibly the Management Institute. Seek assistance and qualified individuals to co-chair some of these activities.
 - b. All of the training activities MUST be advertised appropriately. Therefore, please begin now sending information out on the web; have brochures printed for the conference (all activities); have a booth (table) advertising the events at the conference.
 - c. Work with the Site Selection Chair to get a “master contract” designed for sites for the NAOW and Mid-Level workshops. We will begin securing these sites no less than two years out.
 - d. Make a recommendation that your selection of Curriculum Coordinator and Site Coordinator be present as observers at the NAOW and Mid-Level the year prior to your year of service.
 - e. Note GAP recommendations regarding selection of site coordinator and curriculum coordinator.

2. ***Secretary:***
 - a. A calendar has been designed to inform board members when reports are due. Enforce these dates by sending out reminders – once.
 - b. Members of the board must be fiscally responsible by booking travel in a way to insure discounts.
 - c. Please contact all state presidents regarding the following:
 1. Birthdates of all board members
 2. Any special events within each states, i.e., births, weddings, etc.
 3. Any benevolent or compassionate needs within each states, i.e., deaths, etc.
 - d. Purchase cards for each need (boxes will be appropriate) and insure that SASFAA members receive the appropriate response.
 - e. We will probably have some by law changes this year, i.e., Past Presidents Council recommendations, etc.
 - f. Develop generic stationary, i.e., envelopes, letterhead, cards, etc.

3. ***Treasurer:***
 - a. Work with the Finance Chair to insure that the tax form is filed in a timely manner. The GAP Committee recommends that it be filed by October 15, 2003 and reported to the February Board meeting.

- b. Please make sure that the annual report is provided for purposes of GAP recommendations. Annual reports are due April 1st.
- c. Be enforceable regarding the proper documents needed for expense reports.
- d. Work with the Membership Chair, the Electronic Services Chair to revamp the web info, i.e., listserv, membership directory, etc. You will hear more about this later.
- e. Work very closely with the Conference Chair regarding needs for the conference, i.e., paid members, accurate lists, etc. This also applies to the Vice President regarding the workshops.
- f. Follow-up regarding agreed sponsorship.

4. *President-Elect:*

- a. Begin the process of selecting committee chairs as soon as possible. Several key committee chairs will be new (P & P requirements), i.e., Site Selection. For that reason, they should “shadow” the current chair for proper and adequate transition. This may very well need to be a recommendation from you to change the P & P to reflect this very important need.
- b. Be aware of Roberts Rules. I have provided you a “cheat sheet” on “How to Make a Motion.” Please familiarize yourself with this and be prepared to offer clarification to all parties.
- c. You will be responsible for keeping up with the order individuals should speak. When board members request to be recognized, you will keep a sequential list of individuals to be recognized by the president.
- d. Work with Erik regarding the volunteer form. Advertise the need for volunteers beginning in November. Try to place as many volunteers as possible.
- e. Work with the president concerning the state visits. We will visit the states only once during the year.

5. *Past President:*

- a. You will need to have replacements to the GAP committee. Only one individual will be returning. Make sure that the President-Elect is invited. Make sure that board members utilize the proper format regarding the reports needed. Work with the Finance Chair and Treasurer to get their respective reports for GAP.
- b. Follow the correct procedures regarding nomination and elections, i.e., resumes, asking their approval prior to the October meeting, etc.
- c. Work with the Conference Chair regarding the voting area. The voting booth for the Jacksonville conference was very adequate and should be imitated if available and appropriate.

State Presidents:

- 1. You are a very vital part of the Board. Please remember, you are serving your state but representing SASFAA’s needs and concerns. Please do not have an agenda that will serve your state’s needs only – keep SASFAA’s needs in mind as well.
- 2. You should have representation at all Board meetings. If you know you cannot attend a function, please make sure that you select a substitute voting individual and notify the Secretary within the appropriate time.
- 3. Make every effort to plan your travel so as to insure your participation in the State President’s meeting prior to the Board meeting (routinely held on Friday before the Board meeting).
- 4. Each of you will be featured one month on the Newsletter. It is imperative that you work very closely with the Newsletter Chair. The following will be the order of the feature:
 - a. Alabama
 - b. Virginia

- c. Florida
- d. Tennessee
- e. Georgia
- f. South Carolina
- g. Kentucky
- h. Mississippi
- i. North Carolina

You will receive information concerning this from the Newsletter Chair. Please be prompt, following the format designed, and provide adequate and informative information.

- 5. Please make sure you contact the Secretary regarding any benevolent events. Also contact her regarding any special need for recognition.
- 6. Make sure your reports are receiving in a timely manner and in the appropriate format.
- 7. Provide access to the President and President-Elect to each listserv.

Committee Chairs and Liaisons:

1. Agency Liaison:

- a. If possible, please make sure you attend all conferences, i.e., NCHELP, NASSGAP, etc. Then report back to the Board.
- b. Make every effort to get each agency to report to the Board regarding state reports.
- c. Provide “feed back” to the agency representatives regarding Board recommendations or concerns.
- d. Work with the Lender Liaison and the Dept of Ed. Liaison to prevent duplicated reporting.
- e. Provide to the GAP Committee a report according to the proper format.

2. Audit/Finance Chair:

- a. Work with the Treasurer regarding the deadline for submission of the 990-tax form.
- b. Evaluate the budget routinely regarding needed adjustments.
- c. Work very closely with the Treasurer regarding audit recommendations, i.e., documentation needs, etc.
- d. Evaluate investments and purchasing new CDs as needed.
- e. Provide a report to the GAP Committee according to proper format.

3. Conference Chair:

- a. Work very closely with the President regarding the conference.
- b. Provide a “skeleton” of the agenda for the conference to the Sponsorship Chair regarding needs. This should be done prior to the August Board mtg.
- c. Develop a track for “Experienced Aid Officers” for the annual conference.
- d. Work to insure that all NASFAA, national, regional, and other distinguished individuals’ needs are covered during the conference, i.e., airport pickup, hotel accommodations, “shadowing” for involvement, etc.
- e. We do not need a speaker for all events. Work with the committee to develop this concern.
- f. Work with Diversity Chair for conference theme.

4. ***Dept of Ed Liaison:***
 - a. Keep the Board abreast of all issues – especially Reauthorization.
 - b. Provide information to the Legislative Relations Chair for timely release on the listserv.
 - c. Invite representatives to the Board meeting as appropriate, i.e., IG, COD, etc.

5. ***Diversity Chair:***
 - a. Work very closely with the Conference Chair regarding conference needs. This conference is in Birmingham and the resources, i.e., Civil Rights Institute, 16th Street Baptist Church, Lynn Park, etc., are invaluable for membership exposure.
 - b. Work to develop diversity needs other than race concerns, i.e., income diversity issues, disability issues, etc.
 - c. Work to involve all nine states in committee makeup.

8. ***Electronic Services Chair:***
 - a. Work with Membership Chair, Treasurer, Conference Chair, and others to insure membership information is correct for listserv and directory access.
 - b. Re-design the web site.
 - c. Make a proposal regarding “outsourcing” the web and updates.
 - d. Work with the Newsletter Chair regarding new initiatives.
 - e. Work with the Sponsorship Chair regarding new initiatives.
 - f. Work with the Vice President regarding NAOW, Mid-Level, etc.
 - g. Work with the President-Elect regarding volunteer forms.
 - h. Work very closely with the Conference Chair regarding needs.
 - i. Updates should be prompt and accurate. Work with Board members – especially the State Presidents regarding dates, etc.

9. ***Legislative Relations Chair:***
 - a. Provide updates of legislative issues on a regular basis, i.e., SCASFAA provides daily, weekly, monthly updates on their listserv. You may want to contact Kim Jenerette regarding this practice.
 - b. Work closely with the Dept of Ed Liaison regarding updates – especially Reauthorization concerns.
 - c. Develop a plan to gain input from all Board members regarding legislative issues.
 - d. Develop a “SASFAA Stance” for important issues.

10. ***Lender Liaison:***
 - a. Work with the Agency Liaison and the Dept of Ed. Liaison to insure no duplication in reporting to the Board.
 - b. Report to the Board any information regarding FFEL issues.
 - c. Develop a committee of nine representatives (one from each state) to issue lender needs are voiced.
 - d. Work with the Conference Chair regarding exhibition concerns.
 - e. Work with the Vendor/Sponsorship Chair regarding needs.

11. ***Newsletter Editor:***
 - a. Work with the Electronic Services Chair to revamp the newsletter.
 - b. Work with the States regarding the “Monthly Feature.”
 - c. Work to develop a plan for featured articles – “real-time” articles.
 - d. Work with all Board members to insure proper reporting.
 - e. Work with Vendor/Sponsorship Chair regarding advertisements.

12. Membership Chair:

- a. Work with the Treasurer, Conference Chair, and Electronic Services Chair to develop a new and adequate procedure to update data. I would like to have work begun on this immediately and have a formal proposal to be implemented no later than the November Board meeting.
- b. Work very closely with the Conference Chair regarding necessary data, i.e., accurate lists, nametags, etc.
- c. Work with the Committee Chairs and Liaisons regarding committee assignments (all committee members must be SASFAA members).
- d. Develop a “brochure” to inform members – “Why Be a Member of SASFAA?”
- e. Membership forms must be mailed to ALL schools within the SASFAA region – NOT just SASFAA members. Please note the GAP recommendations regarding this.
- f. Work with Electronic Services Chair regarding membership notices via the web.

13. Site Selection Chair:

- a. Work to develop a “master contract” for conference sites. This will enable proper transition from chair to chair.
- b. Work with the Vice President to develop a “master contract” for NAOW and Mid-Level sites.
- c. Work with the Vice President to secure a site for the NAOW two years out.
- d. Work with the President-Elect to have an apprentice for proper transition to the new chair.
- e. Note GAP recommendations – especially regarding Professional Conference Planners. Give recommendations as appropriate.

14. Vendor/Sponsor Chair:

- a. Sponsorship forms should be mailed 1 week following the August board meeting.
- b. Work to develop a charge for a “two-table” booth for conferences.
- c. Work very closely with the Conference Chair regarding the skeleton agenda for possible needs.
- d. Work with the Vice President for workshop needs.
- e. Assist the Treasurer with proper and adequate follow-up regarding commitments.
- f. Work with Electronic Services Chair to develop an on-line sponsorship form which includes needs, etc.

Report from the President-Elect, Janet Sain

No report.

Report from the Vice-President, Freida Jones

The formation of a committee for the purpose of conducting the annual New Aid Officers Workshop has been completed. The members selected are listed below:

Returning: (2003)

Ron Anderson, University of Florida, FL
Sandra Neal, University of Louisville, KY
Kelvin Nichols, University of Mississippi, MS
Thelma Ross, Clark Atlanta University, GA

Glenn Shumpert, University of South Carolina, SC
Carolyn Sparks, Spartanburg Methodist College, SC
New: (2004)

Deborah Barbone, N GA College and State University, GA
Michael Barree, Virginia Commonwealth University, VA
Nancy Melton, Alice Lloyd College, KY
Janette Overton, Johnson Bible College, TN
Lynda Sayer, Furman University, SC
Kenneth Wilson, Albany Technical College, GA

Curriculum Coordinator: Brad Barnett, James Madison University, VA

Lender Assistants:

Salim Bradley, edamerica, FL
Biz Daniel, National Education, VA
Karen Gibson, edamerica, TN
Gary Mann, SunTrust, GA/FL

As of this writing, the contract has not been signed but a proposal has been presented to the University of South Florida (Tampa) for the 2004 New Aid Officers Workshop.

Plans are underway in developing the agenda for the Fall Conference one-day NAOW in February.

SASF AA/SWASF AA Mid-level Workshop Report

Plans are underway for the Mid-level workshop that will culminate the week following the Summer New Aid Officers Workshop. The following committee members have been selected to coordinate the workshop pending approval of the board:

Mary Givhan, Coordinator
Cheryl Lyons, SWASF AA Liaison
Brenda Pagnelli, Curriculum Coordinator

Other staff members will be named later.

Subcommittee Report

A subcommittee was appointed by the president to develop a skeletal contract to be used in assisting other VPs in securing sites for future NAOW. Furthermore, these sites are to be selected two years in advance. The challenge to the committee is to decide at what point selecting future sites begins. Further guidance will be needed in this area.

The following people were assigned to the subcommittee:

Bruce Blackmon
Mary Givhan
Sherwin Hibbets

Patrick James
Brad Barnett (non-board member)
Freida Jones, Chair

A basic contract was developed and presented to the members who provided suggestions and/or changes. This information was merged into one document that can be used to develop a good proposal. An institution will develop its own contract. However, there needs to be standard requests from the Association that are basic to the success of the workshop. The committee has developed such a proposal/contract.

Report from the Past President, Karen Koonce

The nominations and elections committee will be meeting in October to bring forward a slate of candidates for consideration by our membership. The positions that will be available are: President-Elect, Vice-President, and Secretary. The committee is made up of the immediate state past presidents, which consist of the following: Anita Kaminer, Cara Suhr, Nancy Melton, Dewey Knight, Leonard Gude, Rosemary Stelma, Barry Simmons, Mike Reynolds, and Julia Perreault. The slate will be presented to the board of directors for their approval at the November board meeting.

The Governance and Planning committee (GAP) is also being formed at this time, although they do not meet until the following spring. Currently, the members will be Janet Sain, Rosemary Tutt, Earl Mayo, Margaret Hunt, and Karen Koonce.

Report from the Secretary, Dee Talley

Since the June transitional meeting, Dee has been engaged in several activities:

1. Contacted several printers to get estimates on SASFAA stationery and envelopes.
2. Worked on the minutes of the June board meeting, and e-mailed to the board for review and corrections.
3. Worked on the necessary preparations for the August board meeting.
4. Reviewed the recommendations made by the GAP Committee for the Secretary.

Dee thanked everyone for submitting their board reports prior to the August meeting. She asked those that have not submitted their reports to her to get them e-mailed soon after their return to the office. The reports should be written in Microsoft Word, Times New Roman, 10 pitch and third person.

Report from the Treasurer, Lester McKenzie

See the next page.

	Actual	Budget	\$ Over Budget	% of Budget
Income				
01 · Membership Dues	700.00	23,225.81	-22,525.81	3.0%
02 · Professional Advancement	1,850.00	60,387.10	-58,537.10	3.1%
03 · Annual Meeting	0.00	105,987.10	-105,987.10	0.0%
04 · Vendors/Sponsors/Patrons	0.00	89,032.26	-89,032.26	0.0%
05 · Advertising	0.00	11,612.90	-11,612.90	0.0%
06 · Publications	0.00	0.00	0.00	0.0%
07 · Interest Income	0.00	12,387.10	-12,387.10	0.0%
08 · Miscellaneous Income	1,800.00	387.10	1,412.90	465.0%
Total Income	4,350.00	303,019.37	-298,669.37	1.4%
Expense				
101 · President	1,158.11	4,258.06	-3,099.95	27.2%
102 · President-Elect	0.00	5,032.26	-5,032.26	0.0%
103 · Vice President	0.00	3,096.77	-3,096.77	0.0%
104 · Secretary	0.00	3,096.77	-3,096.77	0.0%
105 · Treasurer	431.09	3,096.77	-2,665.68	13.9%
106 · Past President	375.00	9,754.84	-9,379.84	3.8%
201 · Membership/Directory	0.00	4,258.06	-4,258.06	0.0%
202 · Electronic Services	408.14	5,651.61	-5,243.47	7.2%
203 · Professional Adv	1,173.14	75,096.77	-73,923.63	1.6%
204 · Newsletter	0.00	3,483.87	-3,483.87	0.0%
205 · Finance and Audit	0.00	3,406.45	-3,406.45	0.0%
206 · Annual Meeting Program	0.00	137,032.26	-137,032.26	0.0%
207 · Site Selection	0.00	1,161.29	-1,161.29	0.0%
208 · Nominations and Elections	0.00	0.00	0.00	0.0%
209 · By-Laws	0.00	0.00	0.00	0.0%
210 · Executive Board	0.00	26,322.58	-26,322.58	0.0%
211 · President's Contingency	0.00	2,709.68	-2,709.68	0.0%
212 · Archives/Research	0.00	619.35	-619.35	0.0%
213 · Advance Program Planning	0.00	1,161.29	-1,161.29	0.0%
214 · Diversity Issues	0.00	3,716.13	-3,716.13	0.0%
215 · Prior Administration Bills	4,132.37	387.10	3,745.27	1,067.5%
216 · Legislative Relations	0.00	4,025.81	-4,025.81	0.0%
217 · Long Range Planning	0.00	0.00	0.00	0.0%
218 · Vendor/Sponsor/Patron	0.00	3,096.77	-3,096.77	0.0%
219 · Special Projects	0.00	1,548.39	-1,548.39	0.0%
221 · Computer Hardware/Software	0.00	1,006.45	-1,006.45	0.0%
Total Expense	7,677.85	303,019.33	-295,341.48	2.5%

ATTACHMENT B – COMMITTEE REPORTS

Report from Audit and Finance, Jane McNaughton, Chair

Jane submitted copies of the current investments for the Board's review. Since the transitional meeting, one certificate of deposit matured and was reinvested at 2% for 36 months after Jane consulted with Jim Mills, SASFAA's Investment Officer at SunTrust Bank in Norfolk, Virginia. Two certificates of deposit mature in 2003 (September 19 and December 29) and Jane will consult with Jim Mills to reinvest these funds according to SASFAA's investment strategy.

Jane reported that Lester McKenzie, SASFAA's new Treasurer, met with Anne Rochester, CPA, from edamerica who completes SASFAA's 990 Income Tax Return. As soon as the books are closed for 2002-2003, Jane and Lester will begin the 990 process. As soon as the 990 is complete, Jane will begin the audit process for 2002-2003.

Jane thanked Lester and Karen Koonce for their hard work in transitioning SASFAA's Treasurer position through June 30, 2003.

Jane distributed copies of SASFAA's assets. She asked for updates to the report for new asset items.

Jane reported that she had contacted the members of the audit and finance committee (Terri Parchment from Tennessee, Terry Bland from Mississippi and Dave Cecil from Kentucky) and all had agreed to serve on the committee for 2003-2004 pending SASFAA Board approval.

Jane presented the proposed 2003-2004 SASFAA Budget. She asked for input and discussion from the Board and Committee Chairs.

Report from Conference Committee, Zita Barree, Chair

The Conference Committee is scheduled to meet August 2 – 4, 2003 at the Sheraton Birmingham Hotel. A conference theme and tentative agenda will be finalized at that time. Following this meeting, a call for sessions will be conducted with a due date of September 15, 2003. Plans are to once again offer concurrent sessions by tracks such as new aid officers, diversity, technology and a new track for experienced aid officers.

On August 1, 2003, Ron Day, Zita Barree, Bob Godfrey, and Mike Reynolds visited several places in Birmingham as potential sites for the President's Reception. They included the Civil Rights Institute, the McWane Center, and the Birmingham Museum of Art.

Pending Board approval, committee members are as follows:

Dorenda Adams, Alabama rep
David Bartnicki, DOE rep
Heather Boutell, Kentucky rep
Jolene Burke, Virginia rep
Bridget Ellis, North Carolina rep
Antoinette Esposito, Georgia rep
Wendy Hutchins, Mississippi rep
Andrea Perry, South Carolina rep
Michael Reynolds, Local Arrangements chair
Brent Tener, Tennessee rep and 2005 Conference Chair
Rick Wilder, Florida rep

Ex-officio members are as follows:

Ron Day, President
Mary Givhan, Diversity chair
Bob Godfrey, Vendor/Sponsor chair
Freida Jones, Vice President
Lester McKenzie, Treasurer
Forrest Stuart, Membership chair

Report from Diversity Committee, Mary Givhan, Chair

The Diversity Committee members include:

Liza Bruce – ECMC Group
Sandra Gibson – Morris College
Anita Haynes – Emory University
Em McNair – Texas Guarantee Agency
Mike O’Grady – Bank of America
Pebblin Warren – Alabama Department of Postsecondary Education

The committee has not had a formal meeting, but one will be scheduled for September, at a date yet to be set. However, the committee has corresponded by e-mail. Thus far the following activities have been discussed:

1. Work with Conference Committee in planning an event at to be held at the Civil Rights Institute, 16th Street Baptist Church and Lynn Park. All are historic sights in Birmingham and the membership would benefit from being exposed to these places.
2. Identify a speaker for a general session, which would benefit the entire membership. Steve Morgan, motivational speaker and Vice President of New Directions of the Future has been contacted about his availability and cost. He classifies himself as a Human Energy and Human Developer and Certified Performer Mangers. He is a great performer and motivator and will captivate the audience.
3. Have articles on diversity issues published in the SASFAA Newsletter
4. Host a financial aid fair at the SASFAA conference.
5. Identify and set up resource display at the conference
6. Identify underserved and non-traditional population and create an early awareness outreach in appropriate language through public announcements. Mike O’Grady has already done this in Virginia. He will be a great resource in carrying out this activity region wide.

We have a lot of work to be done. The committee will discuss each of these activities in detail at our September meeting.

Report from Legislative Relations, Clark Aldridge, Chair

The House narrowly pass the House-Labor-HHS Education Appropriation Bill for FY 04 on July 10, 2003. Highlights of the bill include: a \$1 billion increase in expenditures or FY-03 for IDEA, bringing the total IDEA funding to \$9.9 billion; a \$666 million increase over FY-03 for Title I, bringing the total funding level to \$12.35 billion; and a \$400 million increase over the President’s budget request for the 21st Century After school program bringing the program to a total funding level of \$1 billion and fully replenishing the cut the President proposed in his budget request. The bill also includes small increases for Head Start, TRIO, and GEAR UP programs.

However, the bill falls \$700million short of the \$3 billion increase assumed in the FY-04 Budget Resolution. This is approximately \$450 million short of the \$1.3 billion promised for the Pell Grants shortfall. The bill restores most of the 46 programs targeted for elimination in the President's FY-04 budget request. However, it freezes most programs. Virtually all higher education programs are level funded including SEOG at \$765 million, FWS at \$1.011 billion, Perkins Loans at \$167.5 million and LEAP at \$67 million. The maximum Pell Grant will be \$4,050. The \$450 million cut in funding from the Pell Grant shortfall is used to restore some of the cuts and terminations proposed in the President's FY-04 budget request. The Senate will likely take up their version of the budget during the first or second week of September. With the exception of some differences in TRIO Programs and Byrd Scholarships they should be similar. Expect Senator Kennedy to attempt to increase funding to some extent.

Reauthorization

The House plans to approach reauthorization by passing four separate bills then possibly folding them into one reauthorization bill. The first two of these bills dealing with teacher issues have passed. The first is the Ready to Teach Act. This bill aligns the teacher training programs under the HEA with the high standards of for accountability and results found in the NO Child Left Behind Act.

The second is the Teacher Recruitment and Retention Act. This bill more than triples the amount of loan forgiveness available for teachers in subject areas facing extreme shortages. Currently, a teacher who commits to spending five years working in high-need schools are eligible to have up to \$5,000 of their outstanding student loans forgiven. Eligible highly qualified math, science, and special education teachers would have access to loan forgiveness of up to \$17,500. Teachers of all subjects in Title I schools would continue to have access to the current \$5,000 of benefit.

As work on the reauthorization process continues, it is expected that other hearings will focus upon specific issues and/or parts of the Higher Education Act. It is likely that the basis for more legislation can be characterized as the three A's: Accountability, Affordability, and Accessibility.

When speaking about accountability some members of Congress say they have been inundated in recent years by "horror stories" that point to problems, such as:

College graduates are entering the workforce and being forced to take remedial courses in Subjects such as basic memo writing

Teacher colleges are graduating teachers who are not prepared to teach, contributing to the shortage of qualified teachers in America's K-12 schools. (Legislators are particularly concerned about the "gaming" of certification pass rate reporting by some teacher colleges. Currently, Title II of the HEA requires that institutions of higher education report the pass rates of their teacher education graduates on licensing exams, and that states establish procedures for identifying "low-performing" teacher education schools. In the recent past, a number of programs across the country have reported 100 percent pass rates for their teacher preparation programs because students that fail the exam are not counted as "program completers" for reporting purposes.)

U.S. employers are having difficulty finding American college graduates with the skills they need to compete.

At the very first hearing to kickoff the reauthorization process in the House, Frank Newman, Director of Futures Project at Brown University, told members that regular assessment of student progress is quite possible in higher education, just as it is in elementary and secondary education. He suggested Congress should consider taking steps to ensure that the consumers of higher education-parents and student-have as much information as possible about the quality of the institutions they are paying for.

The House Committee on Education and the Workforce on May 13 conducted the first of a series of public hearings on the reauthorization. Committee Chairman John Boehner (R-OH) stated; "College prices are exploding. Students, parents, and taxpayers are paying a staggering amount of money today for higher education." He then asked, "What are they getting for their money?" Howard P. "Buck" McKeon (R-CA),

Chairman of the 21st Century Competitiveness Subcommittee, noted, “Since I came to Congress only 10 years ago, college cost have skyrocketed by more than 115 percent. I am extremely concerned about the cost of postsecondary education and have committed myself to finding sound solutions to keep the price of attending college affordable.”

Other Items

House GOP leaders on July 22 released a set of guiding principles for reforming the higher education system as part of the move toward reauthorization. In a news release they stated that U.S. higher education is “in crisis as a result of uncontrolled cost increases that threaten to put college out of reach for low and middle-income students and families within the next decade.”

“The federal role in higher education needs to be realigned to confront the cost crisis head-on,” said Rep. John Boehner. The dream of higher education should be available to every American who strives for it. Current federal policy simply isn’t getting the job done.”

The four principles that the house Republicans say will govern future legislative action are:

Holding colleges accountable for cost increases—without inappropriate federal involvement. “Rapidly increasing college costs are depleting the purchasing power of the Pell Grant and putting college out of reach for many needy students.”

Removing barriers for non-traditional students. “Innovative solutions such as distance learning and the use of advanced technology in the classroom can provide non-traditional college students with a chance to succeed.”

Improving quality and innovation by empowering consumers. “Republicans believe reauthorization of the HEA is an important opportunity to hold institutions accountable by adding new transparency so parents, students, and taxpayers know what they’re getting for their multi-billion dollar investment.” Also, “the HEA reauthorization provides an opportunity to make sure schools are reporting the right data, and that it’s available for parents and students in a consumer-friendly, useful, and easy to understand format.”

Realigning student aid programs to ensure fairness for America’s neediest students and families. “Federal resources are increasingly subsidizing individuals who have long since earned their degrees and entered the workforce, and a declining share of federal resources is being devoted to low-income students striving for the dream of higher education.”

Rep. Buck McKeon noted that “we are spending a staggering \$90 billion a year on federal higher education programs, including \$65 billion in the form of direct financial assistance to students, yet the dream of a college education is slipping further and further away from the typical U.S. family.”

Rep. Buck McKeon and Rep. Rahm Emanuel introduced the Financial Aid Simplification Act on July 25, 2003. This legislation is part of the reauthorization process. The bill would require a thorough examination of the FAFSA and the need analysis formula.

The bill would direct the Advisory Committee on Student Financial Assistance, which provides advice and counsel to Congress and the Secretary of Education on student financial aid matters, to conduct a thorough study of how the needs analysis model in the Higher Education Act could be simplified. Among the list of study requirements the Committee will examine are:

Whether the formula can be simplified without significant adverse effects on program intent, costs, integrity, delivery and distribution of awards;

Whether the number of data elements and the complexity of questions can be reduced;

Whether the application can be streamlined; and

Whether students can complete limited sections of the financial aid application according to their specific circumstances.

The Committee will also look at whether information provided on other federal forms could be used to qualify potential students for the simplified needs test. Additionally, the Financial Aid Simplification Act requires the

Secretary of Education to make special efforts to notify students who qualify for free lunch or food stamps of their eligibility for the maximum Pell grant award.

Recognizing that the complexity of the form is a particular problem for families seeking financial aid, the bill will require that the Advisory Committee consult with a form design expert to ensure that the revised application form is easily readable and understood by parents, students and other members of the public. The bill sets out certain requirements and deadlines on both the Advisory Committee and the Department of Education to meet the goals of obtaining a substantial reduction in the number of items contained on the FAFSA—currently there are at least 99 items, not including additional worksheets, which families must complete in order to apply for student aid.

Member of the Legislative Committee include:

Cindy Lewis-FL
Forrest Stuart-TN
Dot Wilkinson-AL
Kim Jenerett-SC
Rance Jackson- NC
Marie Bennett-VA
Lee Ann Kirkland-GA
Kristi Motter-MS
Robin Thomerson-KY

Report from Membership Committee, Forrest Stuart, Chair

The SASFAA Membership Committee is ready to work. We are excited about the improvement in membership services that ATAC will bring to the web, and we are hopeful that this will be the most productive year to date. Following are the initial activities of the committee:

1. 2003-04 *proposed* SASFAA Membership Committee members are:
 - Carlos Clark, Alabama A&M University (AL)
 - Stephanie Aylor, TSAC (TN)
 - Janette Overton, Johnson Bible College (TN)
 - Janice Prather, Northeast Mississippi Community College (MS)
 - Sandy Neel, University of Louisville (KY)
 - April Kendrick, Eastern Kentucky University (KY)
 - Jody Darby, North Metro Technical College (GA)
 - Mary Harshaw, The College Board (FL)
 - Christy Chestnut Long, Salem College (NC)
 - Lynda Sayer, Furman University (SC)
 - Bill Whitlock, Central Carolina Technical College (SC)
 - Brenda Burke, Virginia Tech (VA)
2. The 2003-04 Membership Form was updated to include statistical questions to incorporate into the database. Added data include:
 - Year started in financial aid
 - Gender
 - Ethnicity
 - Year attended SASFAA/SWASFAA Mid-Level Workshop, if appropriate
3. Guidance on the new SASFAA Website hosted by ATAC was given at the request of the Electronic Services Committee.

4. Draft of the 2003-04 Membership Letter was created and approved by the president. The letter will be mailed after the president signs it at the August, 2003 Board Meeting in Birmingham.
5. Continuous entry of data from membership forms occurs to ensure timely information. Cross-referencing with treasurer ensures accuracy.

Report from Newsletter Editor, Guy Gibbs

SASFAA Policy and Procedure Manual, Newsletter, Sections 8.1.1 and 6.12

Section 8.1.1 states, “The primary purpose of the newsletter is to disseminate information that may be of interest to the financial aid community. Generally the newsletter shall be published in October, December, April and June. Each newsletter shall include news of interest to student aid administrators including professional development information and events pertaining to aid administrators in the SASFAA region.”

Section 6.12 states, “The newsletter editor coordinates the quarterly production of the SASFAA newsletter that contains information on activities and issues important to the membership. Four issues are produced annually with on-line availability for October, December, April and June. Production and distribution of the newsletter must comply with fiscal year and bylaws requirements.”

The newsletter editor is further directed, among other things, to:

- solicit pertinent articles...
- review state newsletters...
- coordinate newsletter advertising...
- collect newsletter sponsorship ads and/or logos...
- develop a production schedule...

Each newsletter shall contain:

- a calendar of training and development activities in the region provided by state associations, the SASFAA vice president, the U.S. Department of Education, guarantors and state agencies; and may contain,
- board meeting highlights;
- message from the president;
- treasurer’s report;
- committee reports; and
- state reports.

Newsletter Subcommittee Appointed

With Sections 6.12 and 8.1.1 in mind, President Ron Day appointed a Newsletter Subcommittee. The subcommittee includes: Guy Gibbs, Chair, Nancy Beverly, Deborah Byrd, Lenora Jackson, Michael Morgan and Donja Tripp. The subcommittee was charged with reviewing the purpose of the newsletter; name; content; format; potential for featured articles; and advertisements. As President Day indicated, the advent of electronic systems has resulted in most state, regional and national organization converting to on-line “informational sheets” as opposed to the traditional printed newsletter.

Given the charge by President Day, the subcommittee, with the exception of Donja Tripp who was not in attendance, met briefly during the Transition Board meeting and concluded that:

- The newsletter should continue to be an on-line publication;
- The newsletter should be published more frequently;

- The newsletter should be delivered to the membership in a timely manner, real-time, as opposed to stale and out-dated information;
- The newsletter should contain feature article about state associations, members, events, etc.
- The newsletter should contain information/articles from committee chairs as appropriate and timely;
- The newsletter should contain “What’s Going On” in SASFAA and member states;
- The newsletter should be “featured” in state newsletters, on state list serves, etc.; and
- The newsletter should contain summary information about SASFAA board meetings since all board minutes are available on the SASFAA Web site.

Recommended Publication Schedule

Section 8.1.1 stated, “Generally the newsletter shall be published in October, December, April and June.” Section 6.12 provided information about, “. . .the quarterly production of the SASFAA newsletter. . . .” Taking this information into account, there does not appear to be any reason why the newsletter could not be published more frequently. Following through with President Day’s requests concerning maintaining a timely information piece, it is projected that there will be 10 publications during the course of the year. The first issue will be in September followed by a monthly publication concluding with a June 2004 summary issue.

A close examination of Sections 8.1.1 and 6.12 does not preclude this publication schedule and does not appear to require board approval. It may be entirely appropriate to have an official SASFAA newsletter, “SASFAA News On-Line” designed for October, December, April and June with intervening “SASFAA Monthly Updates” at other times.

State Associations Featured in the Newsletters

One of President Day’s recommendations was that each state association should be featured in the newsletter during the year. The subcommittee concurred with that suggestions, and the following schedule established.

- September – Alabama, Deborah Byrd , AASFAA State President
- October – Virginia, Sherwin Hibbets, VASFAA State President
- November – Nathan Basford, FASFAA State President
- December – Joanie Walker, TASFAA State President
- January – Lenora Jackson, GASFAA State President
- February – Keith Reeves, SCASFAA State President
- March – Ronald McMakin, KASFAA State President
- April – Patrick James, MASFAA State President
- May – Bruce Blackmon, NCASFAA State President

State presidents will provide their featured article to the Newsletter Editor no later than the 15th of the month preceding the month that their state association will be featured in the newsletter. Articles should be no longer than 700-1000 words and will be subject to editing to accommodate available space. State presidents will decide “how and what” is to be highlighted.

Newsletter Featured Articles, Advertisements and Publication Submission Dates

Each elected board member; state president and committee chair and liaison is encouraged to provide articles for inclusion in the newsletter each month. While some committees may be featured more often, for example Conference, it is important that each committee chair provide timely features for inclusion in the newsletter.

Since the newsletter will be published frequently, it will remain timely and provide useful and up-to-date information for the membership. The number of pages and the number of articles for each edition of the on-line newsletter is expected to vary while at the same time keeping the membership informed of activities/events within the members states, other regions and nationally.

Persons submitting articles, advertisements, etc. are reminded that the 15th of the month is that date that all submissions should be provided to the Newsletter Editor. Articles are to be submitted to Guy F. Gibbs, Northern Virginia Community College. The e-mail address is ggibbs@nvcc.edu, telephone number 703-323-3085, fax number 703-323-2189. Materials should be sent as a Word attachment, New Times Roman font, 10 pitch, and third person. Questions should be addressed to the Editor.

Report from Site Selection, Ron Gambill, Chair

Site selection activities will involve locating and contracting for a conference site for 2007, developing site checklists for SASFAA hosted workshops, Executive Board meetings and the annual conference, and developing a standardized contract for hotel negotiations. A site selection subcommittee has been designated by President Day to develop the checklists and pro-forma contracts. The subcommittee includes the following individuals:

Ron Gambill, Chair
Karen Koonce, Past President
Ron McMakin, Kentucky President
Janet Sain, President-Elect
Lynda Sayer, Non-Board Member
Dee Talley, Secretary

The subcommittee will develop a process for site selection timelines to be met and procedures to assist future Site Selection Chairs and other SASFAA members involved with selection of appropriate meeting sites.

The President of TASFAA, Nancy Beverly, has extended the hospitality of Tennessee for the 2007 annual meeting. Locations will be visited that have the capability of meeting the SASFAA requirements for facilities bidding on the 2007 conference.

Report from Vendor/Sponsor, Bob Godfrey, Chair

1. Sponsorship of August Board and Conference Committee Meetings

We were fortunate to be able to fully sponsor each food and beverage event of both the Board and the Conference Committee meetings. A total of 11 sponsors will contribute \$6500 + towards these events. The following have provided sponsorship:

Hospitality – National Education, Rosemary Tutt
Friday Dinner – Ed South, Karen Gibson
Saturday Breakfast – South Trust Bank, Cindy Massey
Saturday Morning Break – Nellie Mae, Kathleen Donahue
Saturday Lunch – Regions Bank, Bruce Austin
Saturday Afternoon Break – Alabama Student Loan/KHEAA, Tommy Dismukes
Saturday Dinner – USA Group Services, David Long
Sunday Breakfast – Alabama Student Loan/KHEAA, Tommy Dismukes
Sunday Morning Break – Student Loan Xpress, Erin Guerrero
Sunday Lunch – Nelnet, Connie Gormley
Sunday Afternoon Break – Educaid/Wachovia, Petrina Taylor
Sunday Dinner – Citibank, Paul Mittlehammer
Monday Breakfast – Educaid/Wachovia, Petrina Taylor

Only few sponsors declined my invitations to sponsor an event for our meetings.

2. Sponsorship Plans

Since the first Board Meeting and the Conference Committee meetings occur quickly into the new year, the process of obtaining sponsorship is by invitation of the chair.

Future sponsorship events including the conference, new aid officer's workshop and the newsletter will be presented as a package to potential sponsors. This will be done on our web site. Working with the Electronic Services chair, we hope to have this available by mid-August. Of course, some sponsors will need encouragement and special invitations. The chair will be happy to oblige.

It is anticipated that the current (old) web format will be utilized for sponsorship activities for the year. However, if the new site affords us the opportunity, we would like to use it. Regardless, we must get the new sponsorship information onto the new site before the end of this year.

3. Sponsorship/Advertising Rates

Given the depressed nature of the economy, no change/increase to our sponsorship or advertising rates is recommended for the 03-04 year. Efforts will be made to expand the number of sponsors and advertisers to increase our revenue.

Report from Electronic Services Committee, Erik Melis, Chair

The following updates were made to the SASFAA web site since the June Board Meeting:

- Updated Calendar by Date and Calendar by State listings
- Posted February 2003 Board Meeting minutes in "final" version
- Posted June 2003 Board Meeting minutes in "draft" version
- Posted June issue of SASFAA Newsletter to the web
- Updated Executive Board, State President, and Committee chair contact listings.
- Posted updated membership directory information to the web site
- Worked with the Membership Committee to post an updated online version of the SASFAA membership database to the web
- Posted 2003-2004 membership form to the web.
- Updated Executive Board, State President, and Committee Chair contact listings.
- Made preliminary updates to sponsorship information.
- Updated Miscellaneous Expense and Travel Expense forms.
- Posted SASFAA Legislative Guide produced by the Legislative Relations Committee.
- Posted 2002-2003 GAP Report.
- Posted 2002-2003 Annual Report
- Updated SASFAA Policy and Procedures Manual with updates provided by Secretary
- Updated state pages as linked from home page.

The following web-related projects are in progress or will soon be:

- Web Development Sub-Committee is reviewing the additional functionality issues for the new ATAC-designed web site for SASFAA and will be providing recommendations to the board at the August meeting.
- Web Development Sub-Committee reviewed preliminary design draft layout from ATAC and approved ATAC to begin development with some minor comments.

The following items related to SASFAA Listserv maintenance have been completed:

- Updated SASFAA Conference 2004, Executive Board, State Presidents listservs
- Established new listserv for immediate past State Presidents per request of that group

- Repaired on-line listserv subscription feature on web site due to unannounced modifications to server script made by Interland

The following items related to SASFAA Listserv maintenance are in-progress or will soon be:

- Continue to resolve problems with members' e-mail addresses that cause a large number of messages to get bounced back to the list server every time a posting is made to the list
- Continue to evaluate the need for listservs other than the main SASFAA listserv. This issue will be looked at by the Web Development Sub-Committee

Throughout the course of the upcoming year, the Electronic Services Committee will continue to work with the elected Board, State Presidents, and Committee Chairs to get input on improvements and updates for the SASFAA web site and to determine ways that the Electronic Services Committee can assist in meeting goals and objectives.

ATTACHMENT C – LIAISON REPORTS

Report from Lender Liaison, Amy Moser

The following are the proposed members of the 2003-2004 members of the SASFAA Lender Liaison Committee:

- **Tennessee** Anthony Bowles Fifth Third
- **Mississippi** Judith Vidrine Nellie Mae
- **Alabama** Bruce Austin Regions Bank
- **South Carolina** Jennifer Jones-Gaddy South Carolina Student Loan Corporation
- **Georgia** Robin Forte-Burrell edsouth
- **Florida** Maria Holmes Citibank
- **North Carolina** Jennifer Rone Nelnet
- **Virginia** Frances Pileggi Educaid/Wachovia
- **Kentucky** Tommy Dismukes KHEAA

Your evaluation, recommendations, and approval are greatly appreciated. Thank you.

Report from the Department of Education Liaison, Greg Martin

Training Issues

With the end of summer approaching, conference committees are planning agendas for fall conferences. As always, the Department appreciates all of the conference invitations extended to its representatives by SASFAA's constituent states. All such invitations should be directed to Yolanda Blackman, Training Officer in Region IV, Atlanta. She may be reached by telephone on 404-562-6291 or by email at yolanda.Blackman@ed.gov

This fall the Department is offering a series of one-day workshops on the Title IV Cash Management Life Cycle. The workshops are designed for fiscal officers and aid administrators as well as other professionals with budget and financial responsibilities for Federal student aid funds. Topics addressed in this workshop include: **Review of Cash Management Principles; COD; Cash Management Tools; Reconciling Title IV Program Funds and Program Close-Out;** and **Assessing Your Cash Management Procedures.** Training locations and dates in the SASFAA region are as follows:

Keiser College, FT. Lauderdale, FL	09/16/03
<i>D.G. Erwin T Center, Tampa, FL</i>	<i>09/18/03</i>
<i>Atlanta Training Facility, Atlanta, GA</i>	<i>09/10/03</i>
<i>Atlanta Training Facility, Atlanta, GA</i>	<i>10/15/03</i>
<i>Atlanta Training Facility, Atlanta, GA</i>	<i>11/20/03</i>
<i>University of Kentucky, Lexington, KY</i>	<i>11/18/03</i>
<i>UNC Charlotte, Charlotte, NC</i>	<i>12/10/03</i>
<i>Virginia Tech, Blacksburg, VA</i>	<i>10/28/03</i>

Recent Publications

Dear Colleague Letter CB-03-11 has an attached Word document containing the recently approved Perkins Loan MPN for use by schools that wish to use the new note at the beginning of the 2003-04 Award Year. A

more comprehensive DCL detailing the use of the MPN is in clearance and will be posted to IFAP as soon as possible. The MPN may be used for award years beginning on or after July 1, 2003 and must be used for all new loans made on or after November 1, 2004.

Final Regulations published November 1, 2002 revised 34 CFR 674.2 and 674.16 to accommodate the MPN. The MPN is defined and the yearly signature requirement removed.

Dear Colleague Letter GEN-03-08 provides revised guidance on the use of long-term debt in financial responsibility calculations. Prior guidance required an institution to demonstrate that debt included as adjusted equity (proprietary) or expendable net assets (private non-profit) was associated with an investment in an institution's PP&E (property, plant and equipment). Other long-term debt that could not be shown to represent investment in PP&E could not be included in the ratio calculation.

Revised guidance outlined in this DCL allows for inclusion of all long-term debt obtained for the institution's purposes. However, the overall debt obtained for long-term purposes that can be included in the numerator of the Primary Reserve Ratio may not exceed the amount of the institution's net property, plant and equipment.

DCL CB-03-10 provides information about the Fiscal Operations Report for 2002-03 and Application to Participate for 2004-05 (FISAP). The FISAP form, Instruction Booklet and Reference are included as attachments.

All schools requesting campus-based funds or reporting expenditures are required to submit a FISAP online using FISAP on the Web at www.cbfisap.sfa.ed.gov. In addition to completing the FISAP, institutions may use this site to receive real-time validation edits, access statements of account, and view funding levels. Instructions for making use of this function are contained in the attached Reference.

DCL CB-03-09 announces the availability of the Campus-Based Reallocation Form. The form is used to release unexpended portions of 2002-03 allocations or to request supplemental 2003-04 FWS funds for community service jobs. An institution needs to complete this form if it does not intend to spend its entire allocation in any of the three campus-based programs; or it wants to request supplemental 2003-04 FWS funds for community service jobs. In order to request supplemental funds the institution must have spent at least 5% of its total 2002-03 FWS Federal allocation to compensate students employed as reading tutors of children or in family literacy activities as part of your community service activities. A fair share shortfall as shown on line 28 of its 2003-04 final funding worksheet (provided in the 2003-04 tentative allocation letter) must also exist for the institution.

It is important that institutions release unused campus-based funds via this process. Since reallocation authority exists only until September 30, such reallocations cannot be based on FISAP data that is not due until October 1. Any unexpended funds not released through this process revert to the U.S. Treasury.

The Reallocation Form is found on the FISAP on the Web site. It is available through "Help" option on the top navigation bar. The form is due by midnight, Eastern Time, on August 22, 2003. Over the next few weeks, the Department may be contacting you seeking your opinions about the Common Origination and Disbursement (COD) system. An independent auditor, PGM Incorporated, will be conducting the actual data collection. As your feedback is important and necessary for the improvement of this process, we ask that you take the time to respond to their questions. This survey was announced in an electronic announcement posted July 16, 2003.

Title IV Issues

Treatment of tuition assistance (often from employers) that will not be received until the end of the term and may be contingent upon earning a certain grade has long been the source of some confusion. Up to \$5,280 of employer-provided assistance may be provided tax-free each year. Such assistance must be considered a resource and EFA.

Policy has clarified that, if the school is reasonably certain –assuming the necessary grade is earned- the student will collect the aid for the current term, it is treated as a resource and EFA. This is the case even if the aid will not be received until the end of the term. In summary, the timing of the actual receipt of the award does not keep it from being a resource for that term.

Given the additional requirement that a student receive a certain grade, the entire amount of the tuition assistance should still be packaged as a resource. If the student fails to earn a portion or all of the assistance, he may inquire as to whether his aid package may be adjusted at the end of the term (assuming that is still possible).

Report from the Agency Liaison, Michael Morgan

Meeting on Merit Based Financial Aid

On July 25th a meeting sponsored by Southern Region Education Board (SREB) was held in Atlanta, GA to address issues related to merit based financial aid. The purpose of this meeting is to give practitioners of merit-based financial aid an opportunity to have a dialogue on a myriad of timely issues. Each session had an open format that allowed each participant to discuss research, experiences, strategies and desired outcomes related to their scholarship program. The meeting began with an overview of each of the merit-based programs of the states present, Florida, Georgia, Kentucky, Louisiana, Mississippi, South Carolina, Tennessee, West Virginia and Oklahoma.

The discussions were lead by referencing a report produced by SREB in 1998, “State Funded Merit Based Programs; Why are they popular? Can they increase participation in higher education?” The report suggests that in order for a merit or need based program to be successful in increasing participation in post secondary education...

“Financial assistance programs that are most likely to show the best results are those that serve students who meet academic expectations in high school and are likely to succeed in college and whose education after high school could be jeopardized by their family’s finances. Financial aid, especially grant funds, should be distributed where they will have the most impact on increasing both access to and completion of postsecondary educational programs. Increasing participation in higher education calls for state policies that:

- Encourage students to take more challenging courses in high school to better prepare for further education;
- Result in high-quality curriculum and teaching in high school;
- Ensure adequate support services for students as they move from high school to college and during their freshman year;
- Improve the transferability of courses and programs among colleges and universities;
- Encourage students to stay in college and earn degrees; and
- Reduce geographical and financial barriers to education beyond high school.”

The discussion topics included:

The Challenge Offered by Declining State Revenues: Questions to be discussed include: How are the programs addressing the current economic climate? What changes, if any, are being considered? Do we restrict eligibility and, if so, how? Do we raise standards or place income caps? How best to preserve the integrity of the program in the current economic environment?

Reaching Your Target Audience: What are the “best practices” when it comes to educating the K-12 community and higher education about financial aid and merit-based programs? How do you ensure that your message is heard? How do you go beyond the population that already is planning on attending college? How do we increase minority and low-income participation?

Raising the Bar: Do these programs increase academic performance both in high school and college? Are these programs increasing academic preparation? What are effective strategies? What does the research tell us?

Nuts and Bolts: Discuss various issues including the application process (centralization vs. decentralization). Discuss what the standards between each state are and whether they were uniform. (e.g., statewide grading system). What are the benefits and shortfalls of multi-tiered awards?

In conclusion, the workshops was very informative and provided a forum for each of the agencies to discuss issues related to each of the states and to compare notes on merit aid administration.

NASSGAP

June 9-11, 2003 the National Association of State Student Grant and Aid Programs (NASSGAP) held its spring conference in Washington, DC.

The Agenda consisted of Reauthorization Issues, Perspectives Relative to State Partnerships; FERPA; Updates on the FAFSA; Update of Individual State Issues; Financial Aid Knowledge of Low Income Families and Updates on SLEAP/LEAP. Representatives attended this national conference from several of the SASFAA states, Florida, Kentucky, North Carolina, South Carolina, Tennessee and Virginia.

During the Reauthorization sessions several issues were identified as hot topics. Loan limits were under heavy debate. Many representatives believe an increase in the loan limits will generate further increases in college tuitions. Elimination of fees has been debated at length. This proposal carries a huge price tag, it is estimated that the annual cost will approximately 4 billion dollars. Another big issue is whether federal aid should have a merit component. Of course the debates could not be complete without a discussion on how to simplify the FAFSA. The overriding theme evident in many of the discussion was accountability at both the state and school level.

Representatives from three DC based groups gave a brief presentation some of their stances on some of the reauthorization issues. United States Student Association (USSA) identified several topics they wanted to have addressed during reauthorization:

- Increased grant aid and make Pell an entitlement.
- Lowering student debt and maintain current loan limits, eliminate fees and expand the forgiveness program.
- Preserve programs such as GEAR up, SLEAP/ LEAP.
- Repeal the “Drug Question” on the FAFSA.

National Association of Independent Colleges and Universities (NAICU) stated the hot topics for its organization are:

- Protection of the LEAP and SLEAP programs.
- Increase SEOG to make it more supportive of PELL as was the intent of the program.

National Council on Higher Education Loan Programs (NCHELP) strongly supported:

- Developing a partnership between Gear Up, Trio and LEAP.
- Increase Pell funding and other need based programs.
- Support reasonable increase in loan limits that are fiscally responsible.

The agencies represented were asked to provide a brief narrative of the legislative and funding issues of their states. Below are notes from the SASFAA states represented in this conference:

- Alabama’s newly appointed Governor Bob Riley, unveiled a plan to make scholarship program by increasing the biggest tax increase in state history. It was the plan to receive \$100 million dollars a year to fund the program.

- Florida's 2003 Legislative Session ended without a budget. A special session was called and the financial aid budget received a 4 percent increase to the overall budget. No aid programs were cut and
- the merit-based program received a slight increase. Bright Futures Scholarship experienced a legislative modification to allow extended time to military students called to active duty.
- Kentucky discussed issues related limited funding and students who meet eligibility requirements for the need based programs of the state. The budget crisis and the impact that has on publications and outreach materials and future funding of the merit and need based programs. Kentucky is currently undergoing a legislative review that will evaluate the benefits and shortfalls of KEES, the five-year-old merit based program of the state.
- North Carolina experienced a June 4th stalemate between both the Senate and the House on how to balance the budget. As of June 8th, tuition was likely to be increased 5% at the public universities. Plans were introduced to allow deductible contributions to 529 plans but had not moved out of committee.
- In South Carolina the 2002-03 academic year marked the first year for the new academic criteria and increased award amounts for the Life Scholarship Program. South Carolina anticipated a state budget that would result in a slight increase to the SC Tuition grants with an approval of a provision that would not allow mid year budget cuts in 2003-2004 fiscal year.
- Tennessee's biggest issue since the creation of the state grant program is the Tennessee Education Lottery Scholarship designed to "supplement not supplant" the current state-funded programs. This merit and need-based program funded by a new state lottery promises to provide financial aid to over 44,000 students with a four year expenditure of \$210 million. The Tennessee Student Assistance Corporation (TSAC) is charged with awarding and delivering the funds to eligible students. The state's budget continues to be under scrutiny. All state agencies in Tennessee received a 9 percent cut in funding for the 2003-04 fiscal year. The state grant program experienced a reduction of \$4.2 million in budget, which will affect approximately 3,200 students.

The prevailing concerns among those in attendance of this conference were budget constraints and funding levels. Many members could not attend due to travel restrictions imposed by their state. Several state agencies are may experience reductions or eliminations in the programs.

Mid June NASSGAP Federal Relations Committee members received notification that the House Appropriations subcommittee provides a \$4,050 Pell Grant maximum, a level funding level for SEOG, Perkins, Work-study and SLEAP/ LEAP. Trio has been increased to \$835 million and Gear up to \$300 million. Ranking minority leader Congressman Obey was quoted as saying of Chairman Regula. "He did the best he could under the miserable circumstances of a diminished allocation, excess spending on tax cuts, etc." The agency group was please to see the continued funding of the SLEAP/LEAP program, a program used to fund most need based state grants and that is constantly under the threat of being eliminated.

Current Issues

Accountability at both the agency and school level will be more and more commonplace given the financial strains experienced at this time in our nation. Currently a survey has been generated that wants to identify states in which state funded student aid assistance for 2003-2004 is either decreasing, remaining the same, or substantially failing to keep pace with the increases in tuition and fees.

An article published at stateline.org entitled Tuition Spikes While Financial Aid Falters By Pamela M. Prah, begins... The state budget squeeze is putting many students in a double-vise: their tuition is climbing while financial aid is shrinking. At least 25 states cut higher education funding for the 2003-2004

school year, said David L. Wright, a senior research analyst for the [State Higher Education Executive Officers \(SHEEO\)](#), a Denver-based nonprofit group representing top state higher education officials. Education experts worry that state budget cuts may ultimately price some students out of a higher education, not just at public universities, but also community colleges, which in many places also are registering double-digit spikes in tuition for 2003-2004.

An article "Cuts put squeeze on aid, More applying for fewer college scholarship dollars" By RAHAF KALAAJI published in the *Ft. Collins Coloradoan* expresses the tuition woes experienced by many students of Colorado State. State budget cuts have forced Colorado State University to eliminate the President's Scholarship and other merit-based financial aid, affecting about 500 students who would have been eligible, the *Coloradoan* reports. "Merit-based aid was reduced by 53%, or more than \$1 million. Need-based aid and work-study also were cut by nearly 11% each, which adds up to more than \$600,000 combined. CSU reallocated \$500,000 to need-based financial aid to partially offset reductions."

Another article "Use Both Merit and Need Awarding Student Aid", by William Nelson in the July 4 issue of *The Chronicle of Higher Education* asks the question, "Should student aid be based on merit or need?" The article states that 50 percent of the states now offer a merit based scholarship program that is based on performance in high school. Merit based funding grew 18.3 percent in the 10 year period between 1991 and 2001, while need based aid only increased 7.7 percent. The article suggest that a combined need based and merit based balanced funding approach will help each state achieve its particular educational goals.

ATTACHMENT D – STATE PRESIDENTS REPORTS

Report from Alabama State President, Deborah Byrd

The 2003 - 2004 AASFAA transitional board meeting was held June 26th and 27th at the Alabama 4-H Center in Columbiana, Alabama. After the Executive Board meeting Dee Talley and Dr. Bill Wall conducted an Officer and Committee Chair Workshop. Items covered were job responsibilities of officers and committee chairs, association by-laws, policy and procedure manual, meeting protocol, communications and setting goals and objectives. After the workshop Deborah Byrd listed her goals for the year with each board member. The next Executive Board meeting in conjunction with the Fall Conference Committee will be held on August 7, 2003 at the Auburn Conference Center, Auburn, Alabama.

The 2003 – 2004 elected officers are as follows:

President	Deborah Byrd	Calhoun Community College
President Elect	Dr. Chip Quisenberry	Ozark Community College
Vice President	Cindy Massey	SouthTrust Bank
Secretary	Cheryl Newton	ACHE
Treasurer	Charles Holloway	Bishop St Community College
Past President	Mike Reynolds	Auburn University
Treasurer Elect	Ben Baker	University of No Alabama

The 2003 – 2004 committee chairs are as follows:

ACHE Liaison	Cheryl Newton	ACHE
Archives	Clark Aldridge	University of Montevallo
Awards & Recognitions	Mike Reynolds	Auburn University
Budget	Ben Baker	University of No Alabama
By-Laws	Dorenda Adams	Alabama State University
Diversity	Pebblin Warren	Depart of Postsecondary
Fall Conference	Andrew Weaver	UAH
Fall Local Arrangements	Dan Miller	Auburn University at Montgomery
Finance and Audit	Buddy Jackson	Faulkner University
Legislative Relations (National)	Jay Powell	Sallie Mae
Legislative Relations (State)	Dot Wilkinson	Southern Union Community College
Lender Liaison	Karen Gibson	edsouth
Long Range Planning	Dee Talley	UAB
Membership	Lora Kiser	KHEAA
Nominations & Elections	Mike Reynolds	Auburn University
Policies & Procedures	Dr. William Wall	ACHE
Postsecondary Education Liaison	Pebblin Warren	Depart of Postsecondary
Professional Development	Cindy Massey	SouthTrust Bank
Publications	Anthony Richey	Auburn University at Montgomery
Public Relations	Joan Waters	Chattahoochee Valley Comm. College
Site Selection	James Berry	South University
Special Projects	Tommy Dismukes	KHEAA
Spring Conference	Shannon Cross	AmSouth Bank
Spring Local Arrangements	Jonna Moses	Regions Bank
Two Year Concerns	Kim Carter	Gadsden St Community College
Vendor/Sponsor	Melinda Calhoun	KHEAA
Web Master	Jennifer Cosens	KHEAA

Dates for the Annual Conferences are as follows:

October 15 – 17, 2003	Auburn University Conference Center, Auburn, Alabama
April 13 – 16, 2004	Perdido Beach Resort, Perdido Beach, Alabama

Report from Florida State President, Nathan Basford

FASF AA has been very busy since the President Retreat, which was held June 25-27, in Vero Beach, Florida, at Dodgertown.

During the retreat we covered/reviewed Policy & Procedures, bylaws, history of FASF AA, our mission statement, goals, where we currently are, what we need to continue doing, and what we need to change.

FASF AA's guest speaker, Tippy Amick, from Tallahassee, Florida, gave us valuable information on working as a team, implementing change, and staying focused.

After receiving the above information, and playing a great game of softball, the executive board members came together and developed the following action items for the year:

- **Enhance our Web site**
- **Develop future FASF AA leaders**
- **Fiscal Concerns**
- **Develop New Training Sessions**
- **Develop/Expand our Volunteer Program**
- **Expand on Diversity Issues**

FASF AA has stepped up to the plate, ready to throw out the first ball, and begin the game.

Nathan is looking forward to an exciting year as President of our great Association and it is his goal to:

“Make Change a Reality” (Shake it Up)

Report from Georgia State President, Lenora Jackson

The transitional meeting of the 2003-2004 Executive Board for the Georgia Association of Student Financial Aid Administrators, GASFAA was held on June 26-27 at our Fall 2003 conference site, the Renaissance PineIsle Resort, Lake Lanier Islands, Georgia. The fall Conference will be held on October 16-17, 2003. This will be a new venue for GASFAA; however we are looking forward to our conference being held here after the excellent service we received during this meeting. The first day of the meeting was devoted mainly to the outgoing 2002-2003 board. They gave their final reports and recommendations to the incoming 2003-2004 board.

GASFAA will have its first Diversity Chairperson, chaired by Tere Coll-Harris from Emory University. With the winning of its first NASFAA state award during the 2002 NASFAA Conference, we have decided that it would be important for us to add a Project Development Chairperson, to the board. Carole Jones of the Georgia Student Finance Commission is chairing this position. She and her committee will be responsible for developing ideas that can be sent to NASFAA in consideration of another state award.

Jenelle Handcox, our Vice President for Programs and her committee are planning their first meeting on July 25, to set the programming of our conference in motion. Our Newsletter Editor has informed all of our members that the deadline for our fall edition of the GASFAA Grapevine newsletter is due by August 11. We anticipate having the newsletter in our members' hands at least one month prior to our fall conference. Other members of the Executive Board are hard at work preparing for their year in office.

GASFAA is proud to announce that it has a fairly diverse group of people serving its members. This year GASFAA has seven new members on the Board, one Hispanic, two African Americans and four Caucasians. Unfortunately, GASFAA was only able to get one male to serve this year, but have tried to make sure that it has included males on the various committees.

Report from Kentucky State President, Ron McMakin

KASFAA held its transition meeting at the Farmington Historic Home in Louisville on the 12th of June. At that time the old and new Boards met and exchanged positions and responsibilities. President Elect Ron McMakin talked about the upcoming year and what he would like KASFAA to accomplish. He would like to see Training as the main focus of the Association. One of the highlights of the day was touring the 1800's Plantation and lunch on the grounds<Sullivan University which has a Culinary School provided lunch>.On July the 21st the Program Committee met at the Hilton Greater Cincinnati Airport Hotel where the fall 2003 conference will be held <Oct the 29th thru the 31st>.The theme will be GETTING A CLUE WITH KASFAA. Program Chair Runan Pendergrast and her committee are hoping to have a representative from the NASFAA Training staff to present several sessions. On the 22nd the Executive Board held their first meeting for the 2003-2004 year. The committee-chairs gave a brief talk about what their goals will be for the up-coming year. The position for Vice-President of Training, which was created last year, has now been filled by Shelley Park Director for Financial Aid at Eastern Kentucky University. This one year term position will be responsible for coordinating all training activities for KASFAA.Her committee has already schedule the NASFAA Training for the week of November the 10th.Charles Vinson, Director of Financial Aid at Murray State University will serve as the instructor. The High School Counselors Workshop will be held in November and the Support Staff workshop will be held in December. Again this year KASFAA will ask our Kentucky Governor to declare February as Financial Aid Awareness Month. The Association will also host College Goal Sunday. This will be the fourth year that KASFAA has held this event in February. They plan on having 15 selected sites in the state with workshops to help students and their parents complete the FAFSA. The Spring 2004 Conference will be held in Louisville at the Marriott East beginning April the 7th and ending on Friday the 9th.

Report from Mississippi State President, Patrick James

No report.

Report from North Carolina State President, Bruce Blackmon

The Executive Board of NCASFEE held their first meeting on July 30th. Membership for the 2002-2004 was at 518 members. This is the highest number of members that NCASFEE has had in recent memory. The new board has already been hard at work. Conference committee chairperson have already secured a keynote speaker and outlined the training sessions for the fall conference. NCASFEE's Legislative Advisory chairperson, Mr. Rance Jackson, has been tapped to serve on the Legislative Advisory committee for SASFAA. The Board has undertaken two new projects for the year. One is the further development and expansion of the neophyte listserv for new aid officers. This will supplement the existing mentoring program. The second project is the development of an early awareness program targeted for at-risk middle schools in North Carolina. This project will be undertaken with the support of the North Carolina State Education Assistance Authority.

Report from South Carolina State President, Keith Reeves

Transition Board Meeting

The Transition Board Meeting was held at the Whitney Hotel in Columbia June 19-20, 2003. Business conducted at this meeting included selecting Ocean Dunes Resort in Myrtle Beach as the site for the Spring 2005 Conference (April 17-20, 2005), adopting an official long-range plan, approving non-standing committees for the 2003-2004 year, and purchasing general liability and Directors and Officers liability insurance. Time was allotted for out-going board members to pass information on to new members.

2003-2004 Executive Board and Committee Chairs

President - Keith Reeves	Lender Liaison - Bill Mackie
President-Elect - Betty Whalen	Long Range Planning/Governance - Anita Elliott
Vice President - Nancy Garmroth	Membership - Bill Whitlock
Treasurer - Jeff Dennis	Newsletter Editor - Neal Kiker
Secretary - Elizabeth Lomas	Nominations and Elections - Anita Elliott
Member-at-Large - Bill Whitlock	Peer Support - Ed Miller
Past President - Anita Elliott	Professional Development - Nancy Garmroth
Budget - Jeff Dennis	Program-Fall - Kim Jenerette
By-Laws - Elizabeth Lomas	Program-Spring - Cheryl Hughes
Counselor/Consumer Relations - Sandra Davis	Site Selection - Sandra Rhyne
Diversity - Tabatha McAllister	State Agency Liaison - Karen Woodfaulk
Legislative Concerns - Kim Jenerette	Vendors/Sponsors - Martin Carney

Budget Committee

The Budget Committee met on July 21 at the offices of the SC Student Loan Corporation in Columbia to finalize the 2003-2004 budget. The committee noted that a long-standing goal of accumulating a "nest egg" of at least one year's expenses had been achieved within the past two years. As a result of no longer needing to be as frugal as in the past, this year's budget is significantly larger than in past years. The committee also decided not to increase membership dues (\$20) and after analyzing budgets for the fall and spring conferences, decided not to increase registration fees for either event. In light of budget issues for many schools in the state, the committee was pleased to not have to increase any fees to membership.

Fall Conference

Kim Jenerette and the Fall Program Committee are busy preparing for the fall conference, which is to be held at the Embassy Suites in Columbia on October 20-21, 2003. The theme for this conference is "Pursuing Excellence," and promises to be a very informative event.

Professional Development

Nancy Garmroth and the Professional Development Committee are making plans for the following events:

- NASFAA Decentralized Training - November 13, 2003 at Midlands Technical College
- New Aid Officer Training - First week of December, 2003 at TBA
- Support Staff Symposium - Late January/early February, 2004 at TBA

Report from Tennessee State President, Nancy Beverly

No report.

Report from Virginia State President, Sherwin Hibbets

VASF AA 2003-04 Theme

- "Going the Distance"

VASF AA 2003-04 Focus

- Refine and enhance training opportunities
- Promote awareness of, and access to financial aid in general, as well as promoting our Association
- Further professionalism in the financial aid industry, to encompass a broad perspective of member involvement in VASF AA; responding to legislative, regulatory, and industry initiatives; as well as being a defining leader of integrity and accountability in association business matters.

Board Retreat 6/10-12/03, Founders Inn and Conference Center, Virginia Beach, VA

- Welcome, structure and objectives of retreat
- Outgoing and incoming officers and reps at large critiqued prior year

- ❑ Both outgoing and incoming exposed to overall VASFAA finances and budgeting
- ❑ Outgoing and incoming reps at large and officers one-on-one sessions
- ❑ Outgoing present “Lessons Learned”
- ❑ Outgoing depart and incoming committee chairs arrive
- ❑ Welcome, structure and objectives of retreat part two
- ❑ VASFAA budget process and finances
- ❑ Reps-at-Large meet with committee chairs
- ❑ VASFAA on the WEB presentation
- ❑ Reps-at-Large meeting with committee chairs for goals and budget request
- ❑ Presentation of goals and budget request
- ❑ Wrap-up

One of the things learned from this retreat was the need to have policies and procedures in place for the unexpected situations that do not typically occur. Also, with the new position of Treasurer-elect beginning this year, the VASFAA policies and procedures will be updated to appropriately address this duties and functions of this office.

VASFAA Co-Sponsor of Awareness Summit

At the transition Board meeting in June, VASFAA voted to co-sponsor an “Awareness Summit” with the State Council of Higher Education for Virginia (SCHEV) and Education Credit Management Corporation (ECMC), Virginia’s state guarantee agency. The theme of the Summit is “Virginia Partnership for College Access”. The goals of the Summit are to foster a cooperative effort to centralize Virginia college access services and to coordinate a network of service providers. Some of the objectives for the summit are to:

- Identify college access services currently available
- Identify needs of people seeking postsecondary education
- Provide an opportunity for service providers to network
- Create a centralized, comprehensive information bank
- Establish workgroups to develop the Virginia College Access Network

The dates of the Summit are November 9-10, 2003 in Richmond, VA. Christina Milano, Executive Director of the National College Access Network and Chief Executive Officer of the Ohio College Access Network.

The format will include keynote and general sessions as well as concurrent sessions dealing with the topics of “Early Awareness”, “College Access”, and “Measuring Success and Providing Resources”.

Conferences

This fiscal year will be the last year that VASFAA will hold both a fall and spring conference before transitioning to a single conference in 2004-2005. The dates of the conferences are:

- October 12-15, 2003 in Richmond, VA (Richmond Marriott Downtown)
- May 2-5, 2004 in Virginia Beach, VA (Founders Inn and Conference Center)

Additionally, it is VASFAA’s intent to bring to fruition the efforts expended over the last three years in preparing and planning for an Experienced Aid Officers’ Workshop. Due to severe budget shortfalls at many institutions last year, the workshop was postponed. It is anticipated that the workshop will be held in mid-spring 2004.

Next Board meeting - 8/7/03 in Richmond VA at the University of Richmond
 Fall Board meeting - 10/12/03, Richmond Marriott, Richmond, VA
 Spring Board meeting - 5/02/04, Founders Inn and Conference Center, Virginia Beach, VA

