

Draft – SASFAA Executive Board Meeting
The Don CeSar Resort, St. Pete, Florida
June 6, 2003

CALL TO ORDER

President Karen Koonce called the meeting to order at 9:00 AM in the North Terrace at the Don CeSar Resort.

WELCOME

President Koonce welcomed David Myette, NASFAA Chair-Elect.

SUBSTITUTE VOTING AND CHANGES TO THE AGENDA

There were no changes to the agenda and no substitute voting. The following absences were noted: Ellen Green, SASFAA Vice-President and Deborah Clark, Diversity Chair.

INTRODUCTIONS

The following elected board members were present: Karen Koonce, President; Ron Day, President-Elect; Clark Aldridge, Past-President and Dee Talley, Secretary.

State presidents in attendance were: Mike Reynolds, Alabama; Leonard Gude, Florida; Julia Perrault, Georgia; Nancy Melton, Kentucky; Dewey Knight, Mississippi; Rosemary Stelma, North Carolina; Anita Kaminer-Elliott, South Carolina; Cara Suhr, Tennessee and Barry Simmons, Virginia.

Committee chairs in attendance were: Jane McNaughton, Finance and Audit; Janet Sain, Conference; Erik Melis, Electronic Services Chair; Karen Fooks, Legislative Relations; Maureen McFarlane, Membership; Sandra Neel, Newsletter Editor; Ron Gambill, Site Selection; Alan Whittington, Vendor and Sponsor.

Liaisons present were: Ken Player, Agency Liaison; Karen Gibson; Lender Liaison and Greg Martin, U.S. Department of Education.

The following 2003-2004 officer-elects, state president elects and committee chairs were present: Fredia Jones, Vice-President; Lester McKenzie, Treasurer; Deborah Byrd, Alabama; Nathan Basford, Florida; Ronald McMakin, Kentucky; Patrick James, Mississippi; Bruce Blackmon, North Carolina; Keith Reeves, South Carolina; Nancy Beverly, Tennessee; Sherwin Hibbets, Virginia; Zita Barree, Conference; Mary Givhan, Diversity; Forrest Stuart, Membership; Guy Gibbs, Newsletter Editor; Bob Godfrey, Vendor and Sponsor; Amy Moser, Lender Liaison and Michael Morgan, Agency Liaison.

APPROVAL OF THE MINUTES

ACTION: Clark Aldridge moved to accept the minutes of the February 22, 2003 board meeting held at the Adams Mark Hotel in Jacksonville, Florida. The motion, seconded by Ron Day, was approved.

REPORTS FROM THE OFFICERS

SEE ATTACHMENT A

Report from the President, Karen Koonce

President Koonce announced that the 2008 NASFAA Conference would be held in Orlando, Florida. NASFAA has raised their registration fee by \$25. The new fee will be \$375 and will be effective with the next conference (July 2004). Also, NASFAA has approved for its board members to have credit cards. George Chin was recently elected NASFAA Chair-Elect for 03-04.

Report from Vice President, Ellen Green

In the absence of Vice President Ellen Green, President Koonce encouraged everyone to send individuals from their institutions to the New Aid Officers Workshop and the Mid-Level workshop.

Report from the Acting Treasurer, Jane McNaughton

Sonja McMullen, SASFAA Treasurer, has taken a job with another organization and had to resign her duties as SASFAA Treasurer. In the interim, Jane McNaughton, Finance and Audit Chair, has been carrying out the responsibilities of Treasurer. Jane distributed the budget for July 2002 – June 2003, which showed the estimated budget for each line item and the actual expenses for the year. Also, each officer's and committee chair's actual expenses for the year were distributed.

Discussion ensued about the expenses associated with the SWASFAA/SASFAA Mid-Level Training. SASFAA provides money for the instructors training and it is expected that expenses will drop somewhat as well as income. A concern was voiced that SASFAA is more concerned about making money and accumulating CD's rather than promoting professional development. It was pointed out that SASFAA is concerned with providing professional development activity and has done so even when they have experienced a loss of income on activities (such as the New Aid Officers Workshop). It was stated that the budget appears to reflect a profit made with the workshop; but actually the association experiences a loss of income. Still, the main goal of SASFAA is to provide training to its members.

There was some clarification needed about the actual concern that was stated above. Is the concern that SASFAA doesn't break even on a workshop or is SASFAA earning too much on workshops? The concern was then restated as a question: Does SASFAA put income that is made by a particular event back into training or does SASFAA just go out and accumulate more CD's? In response, it was stated that the way the budget is constructed, one don't really know the true cost of a conference, etc. because sponsors cover many of the expenses. So, what should actually be considered is what would be the true cost of a conference or training event if the sponsorship were taken away.

It was suggested that when the budget for the New Aid Officers Workshop is constructed, every expense should be written down, even if a sponsor will pay that expense. This will give a true picture of actual expenses for this event.

Further discussion ensued about SASFAA's financial stability. It was stated that SASFAA must have a certain amount of dollars in its account in order to sign contracts with hotels and be able to cover expenses if a natural disaster should occur and the conference could not be held. (An example was given in reference to the recent conference held in February 2003 at the Adams Mark in Jacksonville, Florida. If it had been necessary for SASFAA to cancel the conference, the association would have had to pay \$100,000). Once SASFAA has accumulated these dollars, any further dollars made should be placed back into the budget for professional development activities, such as training. It was suggested that SASFAA should give some thought to providing additional training opportunities to its membership.

Discussion continued about the liability of SASFAA if it had to cancel events. SASFAA has contracts for the next three years with the Don CeSar Resort. If it were necessary to cancel these contracts, the liability to SASFAA would be anywhere from \$6,000 to \$45,000, and SASFAA would need to have these monies

available in its accounts to cover this potential liability. SASFAA has to sign contracts way in advance of the actual events and it must be able to meet its financial obligations if, for some reason, they must cancel a contract(s).

It was pointed out that the liquidity of SASFAA's funds is addressed in Section 10.8 of the Policy and Procedures Manual. This is the association's plan to be fiscally responsible. One should always plan for the worst-case scenario. It's very important that SASFAA maintains a reserve in its accounts. However, the question was asked as to how much reserve is considered enough. It appears that SASFAA has a sufficient reserve to meet any unexpected financial obligations it would need to meet. The association needs to be cognizant of its responsibility to provide professional development activities and be sure that its monies are put toward this effort.

REPORTS FROM THE STATE PRESIDENTS

SEE ATTACHMENT D

The board meeting recessed at 10:45 a.m.

The board meeting reconvened at 11:00 a.m.

STATE PRESIDENTS REPORTS CONTINUED – SEE ATTACHMENT D

COMMITTEE REPORTS

SEE ATTACHMENT B

Report from Finance and Audit, Jane McNaughton, Chair

Jane discussed the concept of laddering, where the intent is to maintain short-term investments for one year and not keep long-term investments at a low rate.

Report from Membership, Maureen McFarlane, Chair

Several concerns were expressed about membership. Members would like to be able to go to the membership directory on the website and do a "sort" to identify SASFAA schools or members from their state. Also, Maureen indicated that the membership numbers are the same as last year, although SASFAA had 411 new members. This would indicate that SASFAA lost some members, and the concern is why did SASFAA lose a third of its membership. More analysis of the membership information should be done to determine what happened. It would be interesting to see how many of the new members continue to renew their membership in later years.

A suggestion was made to President-elect Ron Day to instruct the new membership chair to set up the membership information in such a way that he/she can provide basic statistical information and reports. Also, the state presidents should be sure to post information to their state listserves about SASFAA membership.

REPORTS FROM THE STATE PRESIDENTS – PART II

SEE ATTACHMENT D

The board meeting recessed for lunch at 12:00 p.m.

The board meeting reconvened at 1:05 p.m.

STATE PRESIDENTS REPORTS – PART II CONTINUED

SEE ATTACHMENT D

COMMITTEE REPORTS – PART II

SEE ATTACHMENT B

Report from Electronic Services Committee, Erik Melis, Chair

Erik stated that SASFAA has no administrative support from its host website company. He has obtained a formal proposal from ATAC to develop SASFAA's website. ATAC can provide an integrated database with a membership database. SASFAA members could update their own information. Sections of the website could be setup for members only. There's the capability to automate e-mail notifications when members pay their dues. Name tags and reports can be generated from the website. ATAC would add names of the actual institution to that database so that the institution is listed less than one name, rather than several. The entire database can be downloaded to Access; and one can print the entire membership database. On-line registration can be done for the membership. On-line voting could be instituted and the system would check to see if the voter is a member of SASFAA before allowing him/her to vote. ATAC provides users manuals for all sections of the website, as well as offering different advertising options (such as banner ads, sponsor section). ATAC can provide listserves along with administrative support. The system can do mass mailouts and newsletters in several different formats and can support a section for job postings. ATAC host sites for many other financial aid associations and have done a good job. Several individuals spoke about their experiences with ATAC and how satisfied they were with the service they received. Everyone had only positive comments to make about their experiences with ATAC.

Further discussion ensued about the merits of the company. ATAC does the actual design and layout of the website. SASFAA retains its data, but ATAC keeps the design. The estimated cost for the system was between \$8,000 and \$12,000 initially with a monthly maintenance fee in the \$300 range. The question was asked as to whether ATAC would be able to accommodate SASFAA's archives. Erik was not sure, but would check on this information. Erik did think that ATAC could provide a link to the archives if it's on another system.

ACTION: Clark Aldridge moved that SASFAA enter into a contract with ATAC to develop a website design, pay the 50% deposit and set up a committee to determine which of the modules offered by ATAC would benefit SASFAA. Barry Simmons seconded the motion.

More discussion ensued about entering into a contract with ATAC. It was felt that it would be premature for SASFAA to vote to sign a contract without first knowing the options it was voting to acquire. It was stated that the price goes up with the more pages you use on the server. It was felt that a vote needed to be taken on this issue to enter into the contract and then have a committee set up to determine which services SASFAA would want to use with ATAC. SASFAA could start with the basics and then later add to its options. The vote to enter into the contract needed to be taken at this meeting due to time limitations (want to be set up with ATAC before 2004 conference information is ready to be posted).

ACTION: Dewey Knight moved to make an amendment to the previous motion and authorize a committee to look at the options offered by ATAC and allow the committee to determine the modules SASFAA would benefit from and negotiate the contract with ATAC. Barry Simmons seconded the amendment to the motion.

Concern continued to be expressed about entering into a contract without knowing exactly which options would be selected and authorizing a committee to negotiate a contract with ATAC. The issue of money

was a concern as well. SASFAA should not move forward without knowing more information and identifying where the money for this expense would be coming from. It would be necessary to go back and look at the budget to see where the monies could be obtained since this was not an expense that had been considered in establishing the budget. It was suggested that this issue be tabled until the budget for 2003-2004 has been discussed with the new board. The details could be worked out and a conference call could be done in July to try to finalize the details.

The board meeting recessed at 3:45 p.m.

The board meeting reconvened at 4:00 p.m.

ACTION: Dewey Knight withdrew his amendment to the motion. Barry Simmons seconded the withdrawal of the amendment.

ACTION: Clark Aldridge withdrew his original motion and made a new motion.

ACTION: Clark Aldridge moved that the SASFAA Board approve entering into a contract with ATAC for the following services: Server Setup and Domain Transfer; General Development/Architectural Design; Database Development & Implementation; Advertising Integration; Chair Access/Online Calendar System; Listserv Setup; Online Forms; Conference Mini-Site; and Monthly Maintenance/Service and appoint a committee to review other elements of the contract to determine what would be beneficial to the association and report back to the board at the August board meeting. Barry Simmons seconded the motion.

A brief discussion ensued and it was stated that there would be no additional charge for ATAC to take our current site and move it to their site; however, there would be a charge for any new pages that may be added.

ACTION: Dee Talley called the question. The motion was restated and a vote was called. The motion passed, with one "NO" vote.

NASFAA Chair-Elect, David Myette was given the opportunity to address the SASFAA Board. David stated how his attendance at the regional board meetings was the highlight of his year, and he's looking forward to attending the regional conferences. David reported on the activities of the NASFAA Board, and named SASFAA members that are involved in the work of NASFAA. He talked about reauthorization issues from NASFAA's viewpoint. David indicated that NASFAA's fall training will be on Student Eligibility and will go beyond just the basics. The NASFAA conference will be July 9-12 in Salt Lake City, Utah and David spoke about the speakers and events planned for the conference. David encouraged SASFAA members to volunteer for NASFAA.

LIAISON REPORTS

SEE ATTACHMENT C

The board meeting recessed at 4:40 p.m.

The board meeting reconvened on June 7, 2003 at 9:30 a.m.

Old Business

President Koonce stated that she's still trying to obtain old SASFAA documents from SASFAA's Past President Jimmy Carr. Jimmy Carr is 89 years old, and has contacted President Koonce about giving these documents to the association; however, she has been unsuccessful in contacting him. It was stated that his son works at Harding University, and she will try to contact Jimmy through his son and report back to the board.

The Management Institute was discussed. It was stated that the institute was not held last year due to travel constraints in several states, and the question was put to the board as to whether or not it wants to have the institute in December 2003. The Site Selection Chair, Ron Gambill, has talked with the Grove Park Inn and they would like to have SASFAA at their facility. It was stated that the institute is very beneficial. Upper level administrators mostly attend it and it offers small group interaction and discussions of policy issues. It's felt that it is time to bring offer the institute to the members again. The association is financially sound and could take a loss (if need be). There's no need to be concerned about numbers because the institute works best with a small group. The agenda would need to be reviewed again, since it has been a while since it was constructed.

ACTION: Barry Simmons moved that SASFAA move forward to planning a management institute within the next eighteen (18) months. Dewey Knight seconded the motion.

Discussion ensued and a question was asked about registration cost. Registration cost is somewhere around \$185. Room rates were discussed, as well as potential dates. The Site Selection Chair, Ron Gambill, will look for sites for the first two weeks in December 2004.

ACTION: The motion was voted on, and was approved.

New Business

It was stated that SASFAA does not provide for the President of its association to attend the NASFAA conference. There have been several occasions where it has been difficult for the President to attend the NASFAA conference (especially with his/her institution was not willing to pay the expenses). It's important that SASFAA's president attends this conference and if he/she is not able to, the association should bear the expense.

ACTION: Clark Aldridge moved that the SASFAA Policy and Procedures Manual be changed to reflect provisions for the SASFAA President to attend the NASFAA conference annually with the expense being covered by SASFAA. The motion, seconded by Leonard Gude, was approved.

There was a clarification made that if the SASFAA President is representing SASFAA at this meeting, SASFAA can choose to pay his/her costs; it doesn't have to be a policy. It makes sense for the association to pay for its President to attend the NASFAA conference. A question was asked as to why SASFAA doesn't pay the travel expenses for the two individuals from SASFAA that are voting members on the NASFAA Board. It was pointed out that the SASFAA President could choose to pay for these two individuals to attend NASFAA. It was stated that the Policy and Procedures Manual addresses this situation and that SASFAA can choose its voting members to the NASFAA Board.

A suggestion was made by SASFAA make generic stationery so that it can be used from year to year. Another suggestion was made to create an electronic template that would list all the officers' names and could be used from one board to the next.

A question was asked about the responsibilities of the states past presidents (which are the outgoing 2002-2003 state presidents). It was stated that they would be serving on the SASFAA Nominations and Elections Committee and that committee usually meets in October. Outgoing President Karen Koonce would be contacting them over the summer to start identifying potential candidates from their states to run for SASFAA office. Each past president should have at least two names of individuals from their state to submit for consideration. Also, they must work the voting booth at the annual conference. If the past president cannot serve on the Nominations and Elections Committee, he/she can appoint someone to serve in his/her place.

The outgoing state presidents requested that their current presidents listserve be maintained for the 03-04 year (as a past state presidents listserve) so that they can continue to communicate with each other via this forum. This request will be looked at as the new website is developed with ATAC.

Closing Comments

President Karen Koonce thanked everyone for his or her support during the year. She stated that with her institution converting to PeopleSoft during her year as SASFAA President, it has been a very difficult year for her. She regretted that she might not have communicated with everyone as much as she would have liked. President Koonce stated that everyone had done a wonderful job and she appreciated everyone's support. President Koonce then passed the gavel to President-elect Ron Day.

ACTION: Clark Aldridge moved to adjourn the Executive Board meeting. The motion, seconded by Mike Reynolds, was approved. The meeting adjourned at 10:22 a.m.

Respectfully submitted,

Dee Talley, SASFAA Secretary

ATTACHMENT A – OFFICERS REPORTS

Report from the President, Karen Koonce

This year was especially memorable as SASFAA celebrated its 40th anniversary. The time spent in Jacksonville seemed to be enjoyed by all who attended the conference.

The SASFAA President especially enjoyed visiting with other state associations throughout the region and meeting many new colleagues. As regional president, the SASFAA President serves on the NASFAA Board of Directors. This enables them to interact with other regional representatives and share ideas that can better their own association.

During the last NASFAA Board meeting, it was approved that the 2008 NASFAA conference will be held in Orlando, Florida. Hopefully many of our SASFAA members will attend NASFAA this July in Salt Lake City, Utah. Other action items included raising the pre-registration and registration fees to \$375 and \$475 beginning with the conference in Minneapolis. This is an increase of \$25. A \$5000 credit card limit was approved for the three elected NASFAA board members. During the 2003 elections, George Chin from New York was elected as National Chair-Elect.

At the transitional board meeting last year, SASFAA committee chairs were given several charges. Besides the five elected officers, there were nine committee chairs, three liaisons, and nine state presidents. The committee chairs were made up of six females and three males, with two of them being minorities. Some of the charges were:

1. To have the diversity committee become more active during the year and especially the conference.
2. To revamp the newsletter to make it look more like a paper newsletter, especially the sponsor advertisements.
3. Make it simpler for sponsors to obtain information about the availability of items to be sponsored.
4. To have a gala event for our 40th anniversary conference celebration.
5. Update the operational calendar for each position so that board members can relate to a timeline.

From all of the year-end reports, you will see the successes that were achieved in every area this year.

Being the President of the best regional association is a wonderful experience. There are numerous volunteers to thank that have made this year seem effortless. From the committee members, committee chairs, elected Board, and the state presidents, everyone made a large commitment to SASFAA in their own special way.

The 2002-2003 annual report will be out on the SASFAA website.

Report from the President-Elect, Ron Day

The 2002-2003 year has been a fun year preparing for the 2003-2004 year when Ron will assume the role of President of SASFAA. This year has allowed Ron, under the direction of President Karen Koonce, to gather information needed for a smooth transition. Ron has had the opportunity of meeting many SASFAA members in various states. Equally, Ron has had the opportunity of meeting others from various regions in NASFAA.

The following is a list of various topics Ron discussed:

- Selection of Conference Chair
- SASFAA State President-Elects Workshop
- SASFAA Past President Council
- Board Selection
- Inter-regional Meetings
- NASFAA Board
- SASFAA State Conference

Selection of Conference Chair:

The selection of the Conference Chair for the 2004 conference was probably one of the most important activities Ron undertook. Ron sought an individual who was dedicated to the task of developing and implementing a quality conference. Zita Barree, Virginia Commonwealth University, was selected because of her experience and dedication. She has equally selected a great committee - both local arrangements and conference - to insure a quality program and conference. She met with the hotel staff in October of 2002 and with the local arrangements committee in October as well. Her plans are well underway for a great conference.

SASFAA State Presidents-Elect Workshop:

Each year, prior to the SASFAA annual conference, a training workshop is held for the nine SASFAA Presidents-Elect. This workshop is designed to train these individuals about the board activities, the history of SASFAA, and the responsibilities they will inherit. The individual who routinely is responsible for the direction of this workshop is a past president. Ron chose Karen Fooks for this duty. She developed a presentation and notebook that was wonderful. All nine states were represented and all concluded that this workshop should be expanded to two days - thus allowing more time for interaction and team building.

Board Selection:

The selection of the board members that will chair various committees is extremely important. This task required knowledge of those individuals with experience, various state representation, ethnicity, gender, ability to perform required tasks, and someone who would be able to attend all required events. This was a very laborious - yet fun task. We, SASFAA, are lucky to have so many qualified individuals.

The 2003-2004 SASFAA Board is as follows:

President	Ron Day
Vice President	Freida Jones
Secretary	Dee Talley
Treasurer	Lester McKenzie
President-Elect	Janet Sain
Past President	Karen Koonce

AL State President	Deborah Byrd
FL State President	Nathan Basford
GA State President	Lenora Jackson
KY State President	Ronald McMakin
MS State President	Patrick James
NC State President	Bruce Blackmon
SC State President	Keith Reeves
TN State President	Nancy Beverly
VA State President	Sherwin Hibbets

Agency Liaison	Michael Morgan
Audit/Finance Chair	Jane McNaughton
Conference Chair	Zita Barree
Dept of Ed Liaison	Greg Martin
Diversity Chair	Mary Givhan

Electronic Services Chair	Erik Melis
Legislative Relations Chair	Clark Aldridge
Lender Liaison	Amy Moser
Membership Chair	Forrest Stuart
Newsletter Editor	Guy Gibbs
Site Selection Chair	Ron Gambill
Vendor/Sponsor Chair	Bob Godfrey

Inter-regional Meetings:

Ron had the opportunity of attending an inter-regional board meeting. This meeting was the SWASFAA Board in Houston, TX. This meeting allowed Ron to observe how others hold their board meetings. It also allowed Ron the opportunity to observe the makeup of the board. This was by far one of the most beneficial meetings Ron attended this year.

NASFAA Board Meetings:

Ron had the opportunity to attend one board meeting of NASFAA. This was very informative and enlightening. Ron had the opportunity to meet all regional Presidents-Elect and talk with them about concerns and needs. This was also very beneficial.

SASFAA State Conferences:

Ron was able to attend various state conferences - both in the fall and spring. He was able to attend Alabama, Florida, Georgia, Kentucky, Tennessee, and Virginia. This allowed him the opportunity to meet members who could indeed serve on various committees -- chairs or committee members.

The dates of the 2003-2004 SASFAA Board meetings, as well as location, is listed below:

2003-2004 SASFAA Board Mtgs.	Date	City	Hotel
Transition onto the Board	June 5 - 8, 2003	St. Pete, FL	Don Cesar Resort
1st Board Mtg	Aug 1 - 3, 2003	Birmingham, AL	Sheraton Hotel
2nd Board Mtg	Nov 7 - 9, 2003	St. Pete, FL	Tradewinds Hotel
3rd Board Mtg	February 14, 2004	Birmingham, AL	Sheraton Hotel
SASFAA Conference	Feb 14 - 18, 2004	Birmingham, AL	Sheraton Hotel
Transition off the Board	June 10 - 13, 2004	St. Pete, FL	Don Cesar Resort

Report from the Vice-President, Ellen Green

The Professional Development Committee is currently preparing for the two major workshops of the year. The New Aid Officers Workshop is being held on the campus of Furman University in Greenville, SC beginning June 15, 2003 through June 20, 2003. Registrations are coming in daily. The curriculum coordinator, Lisanne Masterson, is using a combination of NASFAA CORE training material and other

resources to construct a comprehensive instructional manual for the participants. Patty Bolyard is the site coordinator. She is working with the lender representatives and Furman's summer conference department to create a well-rounded week of learning and networking. The instructors are: Brad Barnett, Zita Barree, Wendy Hutchins, David Mohning, Chip Quisenberry, Tolly Tollefson, Ron Anderson, Sandra Neel, Kelvin Nichols, Thelma Ross, Glenn Shumpert and Carolyn Sparks. Due to budget restrictions in all nine SASFAA states, it appears the workshop will be smaller this year than in years past.

In addition to the NAOW, the committee is also working with SWASFAA on the Mid-Level Conference that is being held at Centenary College in Shreveport, LA the week following the NAOW. Mary Givhan has been acting as coordinator for this workshop with the folks from SWASFAA. In addition to Mary, Freida Jones and David Gelinas are the instructors from SASFAA for this conference. The participants will receive the 40th anniversary bags used during the SASFAA conference donated by Chase.

Report from the Past President, Clark Aldridge

See Attachment E

Report from the Secretary, Dee Talley

Dee reviewed the revisions that were made to SASFAA's Policy and Procedure Manual during the year. Revisions were made to Section 8.4.6.1 Newsletter Rates and Section 10.5.7 Travel for State Presidents and President-elects. Updates were made to several items in Section 12 of the manual due to activities that took place during the SASFAA conference in February 2003 (Sections 12.2.3; 12.2.5; 12.4; 12.5.1; 12.5.2 and 12.6). The operational calendar was updated as well during the year. All of these revisions and updates have been posted to the SASFAA website. Also, a cover for the manual was developed and adopted by the board.

Dee stated that Section 2.3 of the P&P manual (Certificates of Exemption) state that SASFAA has been granted an exemption of sales taxes in North Carolina and South Carolina. However, SASFAA does not have a tax exemption status for South Carolina. In North Carolina, SASFAA must first pay the tax and then apply for a refund of the amount paid. SASFAA does have tax exempt status in Florida, and a copy of that certificate has been received by Dee. This section of the P&P manual will need to be updated.

Dee asked that all board reports be e-mailed to her as soon as possible after returning to work.

Report from the Treasurer

Sonja McMullen had to resign from her position as SASFAA Treasurer due to her acceptance of a new job outside of the financial aid arena. Her duties for the remainder of the year has been assumed by Audit and Finance Chair, Jane McNaughton. See Audit and Finance Report.

ATTACHMENT B – COMMITTEE REPORTS

Report from Audit and Finance, Jane McNaughton, Chair

Jane submitted copies of the current investments for the Board's review. Three certificates of deposit mature in 2003 (July 7, September 19 and December 29) and Jane will work with Jim Mills of SunTrust Bank Investment Services to reinvest these funds according to SASFAA's investment strategy.

Jane reported that the SASFAA Audit for 2001-2002 was completed by Devonda Munson of Bank One in Lexington, Kentucky. Devonda was pleased with the quality of the audit and stated that it was much improved over the previous audit. Jane thanked Sonja McMullen for her hard work.

Jane reported that Sonja McMullen had left Sallie Mae in April 2003 and that Karen Koonce, Lester McKenzie, incoming Treasurer, and Jane were transitioning the treasurer work until Lester took office on July 1. Lester will open a new checking account with Bank of America to have convenient branch access and the Investment Account will remain with SunTrust Investment Group.

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.

Report from Conference Committee, Janet Sain, Chair

The 2003 SASFAA Annual Conference in Jacksonville, Florida was a huge success! Attendance was 753 plus 31 speakers and guests. Mega thanks go out to the committee members and most especially the local arrangements co-chairs. Included are the summaries of the overall conference evaluations as an attachment to my final report. Once again, the conference committee was able to present some timely and informative sessions which could be enjoyed by all.

Some issues and concerns as well as some suggestions for next year's conference are as follows:

- Continue to solicit presentation ideas and actual sessions. It cut our work in half.
- Continue having Dept of Ed rep on committee to organize all Dept of Ed sessions, BUT see if at all possible that that rep doesn't have to do any sessions themselves. Almost impossible to do, but try.
- Do not recommend using Adam's Mark in Jacksonville or any other state for that matter. My experiences from Jacksonville, Winston Salem and Charlotte hotels have all been negative in regards to NCASFAA and now SASFAA. Hotel just doesn't cater to non-profit groups.
- Have an expert on committee or on-site that can handle all troubleshooting issues if we use AV equipment that is not the hotels.
- Recommend using hotel AV staff for the general sessions. Didn't realize they would not supply any assistance unless we asked for it and paid for it. Caused some technical issues.
- Though great that we got sponsorship paid for some general session speakers, I would still recommend getting a tape of a presentation. Dr. Hill great, Dr. Frager was not.
- Recommend making Diversity chair an ex-officio of committee if we go with the track theme in the future. It was very difficult to have expectation of their level of involvement and chair not officially part of the committee. Made for some stress and miscommunication for both Deb and myself.
- Get all BEO's up front as soon as possible and go over them with a fine-tooth comb. Many mistakes still occurred even after pre-conference meeting with hotel. DOCUMENT everything about any changes or decisions made. It saved us over \$13,000 this conference.

- Echo Expo great drayage company to work with
- Mark Turko great person to work with for conference tote bags, gifts, shirts, etc.
- I recommend adding an additional trip to site in December with Sponsorship chair, Conference chair and local arrangement chair. I wouldn't give the hotel too much of a heads up and see what happens. Very much of an eye-opener for us when we went in Dec.
- Always make the assumption that the folks you start out with at the hotel will not be there when you actually have the conference. Add those pertinent hotel folks to the conference listserv. AND keep their email responses in a special file to verify any decisions that were made with any staff that happens to leave before the conference begins.
- Continue letting the conference chair select committee as soon as possible and with folks they know they can count on. Also, do continue to have the next year's conference chair on the committee as the current chair's shadow.
- Continue having separate website master for conference only.

Overall, the conference committee members saw the good, the bad and the ugly. BUT, the attendees did not and that is what counts. Thanks to Karen for giving me this opportunity and wonderful learning experience. Everyone should do it at least ONCE in their lifetime with SASFAA!

Report from Diversity Committee, Deborah Clark, Chair

The 2002-2003 Diversity Committee was challenged to do more than select a speaker. As a result, several activities were developed and coordinated for the 2003 SASFAA Conference.

As a pre-conference activity, a Diversity Expo focusing on organizations and the services they provide for those who are physically challenged was presented. The following agencies disseminated their materials from individual booths: Florida School for the Deaf, Spencer for Independent Living, Florida Division of Blind Services, Florida Business Leadership Network, and committee member Liza Bruce represented the Southeastern Dog Guides.

A Diversity Exhibit was on display throughout the conference and included items such as a Bibliography of Diversity related publications, a Bibliography of resources (by state) listing agencies that provide assistance to those with special needs, leader dog promo items (pencils, lense cleansers, calendars), 2003 Women's Health Daybooks, Braille cards, etc.

The Diversity Tract included the following interest sessions (1) Courting Diversity or Courting Disaster (scholarships as a diverse student recruitment initiative and the Michigan Case) (2) 10 Delicious Ways to Bring Diversity Into Your Financial Aid Office, (3) Developing High Performing, Culturally Diverse Teams for the 21st Century, and (4) Tribal Colleges (the students and scholarship opportunities available for them).

A night of fun and celebration, Mardi Gras Night offered a taste of international deserts (French, German, Hungarian, and Italian delicacies were offered), drinks, dancing as well as a local DJ. There was also a costume contest with Linda Calvanese (Education America Southeast College of Technology) being announced as the first-place cash prize winner. Mardi Gras Night was a huge success and extremely well attended.

Mr. Hallerin Hilton Hill, the General Session Speaker earned a standing ovation for his motivational presentation entitled **Make 'em Say WOW!** Mr. Hill is the CEO and founder of Wisdom House (a multimedia company), a radio talk show host, TV commentator, motivational speaker and trainer. He is the

author of the book the *Seven Pillars of Wisdom* and a Grammy nominated songwriter. Whitney Houston recorded His song, *Who Would Imagine A King*, for the movie *The Preacher's Wife*. This session was well attended and Conference evaluations gave Mr. Hill an exceptional rating.

Former SASFAA presidents **Joel Harrell** and **Cruz Lucero** were the keynote speakers for the Multi-Cultural Leadership Luncheon, which was held on Tuesday, February 25th. The speakers shared the personal experiences in leadership positions, reminded the attendees of the difference they make in the lives of students, and encouraged them to give back by serving the association. The festivities included musical selections (*I Believe In You And Me* and *Somewhere Over The Rainbow*) by Bridget Ellis of Sallie Mae, who was accompanied on the piano by committee member Mike O'Grady, and a power point presentation featuring snapshots of past leaders and conferences. An interactive exercise soliciting suggestions for the future culminated the luncheon. Approximately 65 members attended this limited seating function.

The Committee was successful in securing sponsorship in the amount of \$6,500.00 to cover the cost of the General Session Speaker and the Multi-Cultural Leadership Luncheon.

The 2002-2003 SASFAA Diversity Committee members were pleased to be a part of this first time initiative to enhance the diversity related conference activities.

Report from Legislative Relations, Karen Fooks, Chair

APPROPRIATIONS

FY 04 Budget

On April 15, Congress passed Congressional Resolution 95, a non-binding budget resolution that would level-fund the maximum Pell Grant (\$4,050) although it increases the appropriation by \$1.3 billion. This may or may not off-set the Pell Grant shortfall depending on whose numbers you believe. Higher Ed groups were disappointed that the Senate did not stick with its original proposal to include enough funds to increase the Pell Grant maximum to \$4,500. On the positive side, the resolution did not include \$10 billion in cuts (over 10 years) to federal mandatory programs would were included in the original House measure. Since the resolution is non-binding and just provides guidance to the various appropriations committees, the final numbers could still change, but it does give a sense of the likely priorities or lack thereof.

REAUTHORIZATION

The House has begun several public hearings on various reauthorization issues. The Education Committee held the first hearing on May 13 which focused on the issues of controlling costs, increasing access and improving higher education institution accountability. The Subcommittee on 21st Century Competitiveness held a hearing on teacher colleges on May 20. This is part of the congressional focus on accountability and improved quality of teacher training.

The House also indicated that it plans to break reauthorization of HEA into four separate bills: teachers (including loan forgiveness,) college costs/affordability, accountability and minorities (including TRIO and GEAR UP). No word yet and where/how financial aid would shake out but mostly like it will be taken up with cost/affordability piece.

On June 4, the House Subcommittee on 21st Century Preparedness passed by unanimous voice vote H.R.438, the Teacher Recruitment and Retention Act and H.R. 2211 the Ready to Teach Act. This is the first of the HEA reauthorization bills. H.R. 438 would increase loan forgiveness to a maximum of \$17,500 for teachers of math, science and special ed. who teach in certain Title I schools for five years.

In April, the Senate HELP committee requested community comments concerning the reauthorization recommendations. There has been no indication that they will take the same reauthorization path as the House and break up the act into separate bills.

LEGISLATION

H.R. 2150

Description: Would make Hope and Lifetime Learning refundable and allow students to use the refund as collateral for short-term student loans (maximum \$1,500 for first year students, \$1,000 all others).

Status: Introduced by Rep. Andrews (R-NJ) May 19. Referred to Ways and Means Committee.

S 901 "Fed Up" Higher Education Technical Amendments

Description: Makes clarifying and technical changes. Includes provisions to allow colleges to use email for the Internet to provide certain information to students. Reinstates waiver of 30-day delay/multiple disbursement in a single term loan provisions.

Status: Introduced April 11 by Sen. Gregg (R-NH)). Referred to the Education Committee.

S 835 Choice of Lenders for Student Loan Consolidation

Description: Would eliminate the "single holder rule" and provide student loan borrowers with a choice of lenders for student loan consolidation.

Status: Introduced April 9 by Sen. Landrieu (D-LA). Referred to the Education Committee.

H.R. 1643 Low –Income Educator Assistance and Relief Now (LEARN) Act

Description: Would provide a \$2,000 non-refundable tax credit to full-time teachers who work at schools where at least 40% of students are eligible for the federal free or reduced-price lunch program.

Status: Introduced by Rep. Wilson (R-NM) April 3. Referred to Ways and Means Committee.

H.R. 1412 Higher Education Relief Opportunities For Students Act

Description: Would allow ED to waive federal financial aid requirements for U.S. military reserves or National Guard called to active duty.

Status: Introduced March 25 by Rep. Kline (R-MN). Passed the House on April 1.

H.R. 1304 College Affordability and Lifetime Savings Act

Description: Would replace the student loan tax deduction with a tax credit and raise income eligibility caps to \$75,000 for single filers and \$150,000 for married couples.

Status: Introduced March 18 by Rep. Miller (D-CA) Referred to Ways and Means Committee

S 565 Homeland Security and Tax Hike Prevention Act

Description: Would require, as a condition of receiving homeland security grants, that states maintain their expenditures for K-12 and higher education and not raise net tuition (after scholarships and waivers) at public colleges and universities by more than the inflation rate.

Status: Introduced March 6 by Sen. Edwards (D-NC). Referred to the Appropriations Committee.

H.R. ???? College Affordability Higher Education Act

Description: Would provide sanctions to schools who raise tuition at twice the rate of inflation more than two years in a row.

Status: Introduced March 7 by Rep. McKeon (R-CA). Has not yet been referred to committee.

S 479 Protect America Scholarships Act

Description: Would provide federal scholarships of up to \$10,000 per year for students who agree to work for public agencies in high-need areas related to homeland security.

Status: Introduced February 27 by Sen. Edwards (D-NC). Referred to the Education Committee.

H.R. 942 Choice of Lenders for Student Loan Consolidation

Description: Would eliminate the "single holder rule" and provide student loan borrowers with a choice of lenders for student loan consolidation.

Status: Introduced February 26 by Rep. Regula (R-OH). Referred to the Subcommittee on 21st Century Competitiveness.

S. 174 Tuition Assistance for Families

Description: Expands Lifetime Learning Tax Credits from \$10,000 to \$12,000, increase income limits for Hope and Lifetime Learning from \$40,000-\$55,000. Increases Pell Grant awards from \$4,000-\$4,500.

Status: Introduced January 15 by Sen. Biden (D-DE). Referred to finance committee. No further action to date.

H.R. 12 "Fed Up" Higher Education Technical Amendments

Description: Makes clarifying and technical changes. Reinstates waiver of 30-day delay/multiple disbursement in a single term loan provisions.

Status: Introduced January 7, 2002 by Rep McKeon (R-CA). Failed to pass the House on July 16. Currently on motion to suspend the rules and pass the bill as amended. Referred back to the Subcommittee on 21st Century Competitiveness.

H.R. 129 Higher Education Affordability and Fairness Act

Description: Amends the tax code to provide a deduction for higher education expenses. Creates an annual study by the Comptroller General to examine whether higher education tax incentives affect tuition rates.

Status: Introduced January 7 by Rep Holt (D-NJ). Referred to Subcommittee on 21st Century Competitiveness. No further action to date.

S8 Educational Excellence for All Learners Act

Description: Raises the maximum Pell Grant to \$4,500, makes Hope and Lifetime Learning tax credits refundable. Phases out the loan origination fees.

Status: Introduced January 7 by Sen. Daschle (D-SD). Referred to education committee. No further action to date.

S. 55 Veteran's Higher Education Opportunities Act

Description: Provides veteran's assistance for the average monthly costs of tuition and expenses for commuter students at public institutions that award baccalaureate degrees.

Status: Introduced January 7 by Sen. Johnson (D-SD). Referred to the Committee on Veterans Affairs. No further action to date.

H.R. 227 Student Loan Disbursement

Description: Reinstates waiver of 30-day delay/multiple disbursements in a single term.

Status: Introduced January 7 by Rep. Wu (D-OR). Referred the Subcommittee on 21st Century Competitiveness. No further action to date.

Sources for articles: AASCU, NASFAA, Student Aid News

Report from Membership Committee, Maureen McFarlane, Chair

2002 – 2003 has been a very busy and productive year for the SASFAA Membership Committee. The membership drive consisted of electronic communications via the SASFAA listserv, e-mails sent to individual e-mail addresses, notifications posted on state listservs, as well as direct mail outs via USPS. An integral part in our membership drive was to solicit members at institutions where there had not been a member for the last couple of years. To accomplish this goal, USDOE furnished the membership chair with a list of all institutions in the southeast region. The membership chair then determined which schools had no current or previous members and sent membership information to these institutions.

After all of the membership committee's effort to increase membership, at this time SASFAA has 1,283 members, exactly the same amount of members in 2001-2003. Unfortunately, the committee did not meet the 10% increase in membership that was set by President Koonce in the beginning of the year. However, the committee is pleased to announce that this year the association had 411 new members. This is a significant increase over 2001's new member numbers!

One of the biggest challenges this year was the lack of on-line processes. The membership chair must enter in each registration individually into the database, as well as changes to names, addresses, telephone numbers, e-mails, etc. In addition, the listserv is not supported to its fullest potential and therefore, each member must be added individually. It is recommended by the membership committee that SASFAA

utilize the services of an electronic hosting service so that membership registrations and conference registrations can be completed on-line, as well as members having the ability to update their information on-line.

The transition for the membership chairs from 2002-2003 to 2003-2004 should go smoothly. The 03-04 membership chair assisted at the annual conference to get a feel for what his responsibilities would be for next year and the current chair has kept in contact with the incoming chair since that time. The membership chair is confident that the 2003-2004 membership chair will bring membership to another level during his term.

Report from Newsletter Editor, Sandy Neel, Chair

Sandy thanked Karen and SASFAA for giving her the opportunity to serve as the Newsletter Editor this year. She stated it was challenging at times but very rewarding.

Sandy apologized for the last newsletter being posted to the web late. Three things occurred that posed problems.

1. There was an issue of payment for an advertiser.
2. The newsletter was too large to be sent through e-mail to Erik. Finally it was split in three parts and emailed individually. One ad used too many megabytes and so the newsletter exceeded Sandy and Erik's email capabilities.
3. Sandy broke her ankle and was out of the office for a couple of weeks so Erik had to send out the notice of the newsletter being on the web.

The last issue of the newsletter for 2002-2003 is in June. It will be published after Sandy returns from the NAOW. State Presidents were asked to get their articles to Sandy as soon as possible with the statement "SASFAA Newsletter Summer Issue" in the heading of the e-mail.

This is the first year that actual ads appeared in the newsletter and Sandy feels it was fairly successful. In the winter issue there were 11 advertisers. In the spring issue there were 13 advertisers.

Sandy closed by thanking Erik and Alan for all the help they gave her throughout the year.

Report from Site Selection, Ron Gambill, Chair

Based on the SASFAA Board of Directors' recommendation, a contract with the Sheraton Four Seasons Hotel in Greensboro, NC was finalized for the conference in 2006. The specific dates covering the conference and pre-conference meeting will be February 9-15. The contracted room rate is \$120 flat rate (single, double, triple, quad). Meeting space and exhibit space are complimentary assuming we meet 80% of our room night request. Peak nights (2) are 600. If we see the conference growing, we can negotiate the number up. In addition to the complimentary Presidential Suite, there will be 10 upgrades provided at the \$120 rate.

Every effort was made to keep SASFAA's liability to a minimum.

Report from Vendor/Sponsor, Alan Whittington, Chair

SASFAA has had tremendous support, as always, from its sponsors. Some of the contributors include the following:

Sixteen advertisers in the e-newsletter for a total sponsorship of \$12,950.
Fifty-three sponsors for the annual conference for a total sponsorship of \$118,240

New Aid Officers workshop sponsors:

PNC Bank –Polo shirts for instructors
USAF – T-shirts for participants
Chase – Binders/workshop materials

Many thanks to our sponsors for the transitional board meeting:

Hospitality – Bank of America
Friday morning continental breakfast – KHEEA
Friday lunch – Citibank
Friday afternoon break – Amsouth Bank
Friday night dinner – Edsouth & Union Planters Bank
Saturday night dinner – Chase/Edfirst

Recommendations to the 2003-2004 committee:

1. Recommend that all sponsorship requests/activities be requested through the Sponsorship Committee.
2. Sponsorship Chair be responsible for all invoices to sponsors to ensure that sponsors are billed for all items they want to sponsor.
3. Sponsorship Levels –

Level	Amount	Average	Actual #
Platinum	\$4,200+	\$4,360	10
Gold	\$2,100 - \$4,199	\$2,445	11
Silver	\$1,500 - \$2,399	\$1,500	15
Bronze	\$1,185 – 1,499	\$1,190	17

Recommend levels remain as is. May make suggestions to 2003-2004 committee chair by June 30.

4. Drayage for annual conference – Echo Expo, Inc. did a good job and was reasonably priced (\$4,195.20). They have asked to be contacted so they can bid on the 2004 conference.
5. Exhibit hall setup – No major problems except that we could not get the entire hall the night before – Suggest that the 2004 contract be reviewed to make sure we can get the entire hall to begin setup on Saturday.
6. Exhibit hall breakdown – Recommend that all exhibitors use the drayage company services. If not, there may be problems with shipping or acquiring bellmen with the hotel to move displays/booth materials. This committee had some exhibitors who were upset with the hotel. The hotel assumed that all exhibitors were using the drayage company so additional bellmen staff was not available.

Report from Electronic Services Committee, Erik Melis, Chair

The 2002-2003 Electronic Services Committee chair, Erik Melis, was not able to attend the February 2003 board meeting.

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

- Updated Calendar by Date and Calendar by State listings
- Posted February 2003 Board Meeting minutes in “draft” version
- Updates made to 2002-2003 budget information for March 2003
- Posted April issue of SASFAA Newsletter to the web

- Posted 2003 SASFAA election results
- 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
- Added Mid-Level Summer Workshop information to the web
- Updated New Aid Officer Workshop information on the web
- Posted SASFAA Conference presentations and photos to the web

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

- Working with ATAC Corporation to develop a formal web-hosting proposal to be presented to the board to look into:
 - Evaluating the possibility of member-protected areas for the web site
 - Evaluating the possibility of board and committee specific areas for the web site
 - Evaluating web site functionality on other state and regional financial aid association web sites to determine what additional functionality might be of benefit to SASFAA
 - Evaluating online membership database functionality

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

- Updated SASFAA Summer Aid Workshop list for the New Aid Officers Aid Workshop to include lender representatives

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 look for other potential listserv hosting options since our current host no longer provides technical support

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, Karen Gibson

Pending

Report from the Department of Education Liaison, Greg Martin

Training Issues

Region IV has a new Training Officer, Yolanda Blackmun. Although many of you have already met Yolanda, it is my pleasure to formally introduce her at this Executive Board meeting. Yolanda will gradually assume responsibility for state conferences throughout SASFAA (not including Virginia in Region III) beginning this spring.

Yolanda will attend the Kentucky and Tennessee conferences with me, and the remaining spring conferences with David Bartnicki. She is already conducting Department sponsored training workshops in the SASFAA region. Yolanda is enthusiastic about being about being a Training Officer in Region IV. Please join me in wishing her what I know will be a successful tenure in this position.

Title IV Issues

In view of the number of Federal presentations scheduled to take place during the SASFAA Conference, including a Federal Update from Jeff Baker, the scope of this report is limited to a few changes and publications about which you should be aware. Foremost among them is DCL GEN-03-03 (February 2003), announcing a PLUS Master Promissory note. After a one-year transition period, it will replace the current approved promissory note for Federal PLUS loans made under the FFEL program beginning with the 2004-05 academic year. Copies of the PLUS MPN and related forms are included in the enclosure to the DCL. The PLUS MPN may first be used for loan periods beginning on or after July 1, 2003 and must be used for loan periods beginning on or after July 1, 2004 or for any loan certified on or after July 1, 2004, regardless of the loan period.

The PLUS MPN is designed as a multi-year note for one dependent student borrower. Generally, as long as the borrower, the dependent student and the lender are the same, a new PLUS MPN is not required. Each loan received under a PLUS MPN is a separate and distinct loan. The terms applicable to each loan are dependent on the terms in effect at the time each loan is made.

Each school and lender must establish and document the process under which one of the parties will collect the requested loan amount from the parent borrower. The school certification form is designed to be utilized for this purpose. However, schools may use any number of other methods including a separate PLUS loan amount request form, a parent response section on the institution's award letter, or documented telephone or electronic requests. Loan adjustments are permitted. Such adjustments may be requested by the parent borrower in writing, by telephone, or electronically. A record of adjustment requests must be made.

02-12-2003 Electronic Announcement addresses notification of stop payment due to unprocessed deobligations. Effective February 17, 2003, the Department has begun placing a stop payment on funding in the Pell Grant and Campus Based programs. This stop payment action will effect approximately 200 schools and school system offices that have not taken actions necessary to resolve negative balances.

A negative balance occurs in Pell when the net amount of funds drawn by a school through GAPS for a particular year exceeds the net amount of student level transactions accepted by our systems. This

frequently happens when a school reports a downward adjustment to a student's previously reported Pell disbursement without either (1) reporting that it spent the released funds on other students, or (2) returning the unspent funds to the Department.

02-18-2003 Electronic Announcement addresses distribution of the FY 01 draft cohort default rates. On February 18, 2003, the Department distributed the fiscal year 2001 cohort default rate notification packages. For schools enrolled in the Electronic Cohort Default Rate (eCDR) process, delivery was made to the SAIG destination point designated by the school. Each eCDR package contained (1) a cover letter (message class SHDRLROP), (2) a reader friendly loan detail record report (message class SCHDRRPOP), and an exact-type loan record detail report (Message class SHCDREOP).

Time periods for challenging the FY 01 draft cohort default rates begin on Wednesday February 26, 2003. For domestic schools that had not enrolled in the eCDR process and for all foreign schools, the Department mailed a hard copy notification package on February 18, 2003. Schools that have not already done so are strongly encouraged to complete an eCDR enrollment form available at www.sfawebenroll.ed.gov.

02-19-2003 Electronic Announcement is a compilation of frequently asked questions regarding the eZ-Audit process. Ez-Audit will provide schools with a single point of submission for financial statements and compliance audits through the web. Ez-Adit will be available in April of this year. OMB still requires submission of A-133 reports to the Federal Audit Clearinghouse. Essentially, this means that public and private nonprofit institutions cannot use eZ-Audit at this time.

Sources of Assistance for Schools, updated through February 2003, is now available through fsadownload.ed.gov. Contact and/or customer service phone numbers for all Department process are listed in this publication.

INS Issue

The SFA Handbook Volume 1, Student Eligibility, states that a student with a non-immigrant visa isn't eligible for SFA funds unless he or she has an I-94 with the appropriate endorsement (Processed for I-551; Temporary Form I-551; Refugees; Asylees; Conditional entrants, Parolees; Cuban-Haitian entrants). The Handbook lists some, but not all, of the possible non-immigrant visas a student might possess. A complete list of non-immigrant visas is available on the INS website at www.ins.gov/services/visas.htm. The INS chart available at this site clearly identifies and explains all of the non-immigrant classifications.

Report from the Agency Liaison, Ken Player

Colleges and universities are in the process of announcing their tuition costs for the coming academic year and significant increases are all too common. Schools are being forced into these increases to compensate for shortfalls in state education funding. The other result of the budget cuts is reduced funding for state grants, further complicating this issue.

With the newly announced, lowest ever, interest rates (2.82% during in school and 3.42% during repayment), lenders and guaranty agencies are bracing for another round of loan consolidations after July 1st. Guaranty agencies continue to be concerned about aggressive telemarketing and mail campaigns to encourage borrowers to change lenders when they consolidate. Loan consolidation is on most of the higher education groups' reauthorization lists. Guarantee agencies feel that borrowers need better counseling at the time they consolidate.

New and innovative debt management and default prevention programs continue to be introduced by guaranty agencies for lenders and borrowers. Credit card debt continues to be a concern and some borrowers are experiencing problems when entering repayment. The goal of debt management programs is to educate borrowers prior to their incurring excessive debt and to teach them how to manage their finances during and after school.

The PLUS Master Promissory Note, which was recently finalized, is now in use by many lenders and guaranty agencies. Use of the form is permitted now, and will be required beginning with the 2004-2005 academic year. The PLUS MPN allows parents to borrow in subsequent years without having to sign a new note.

Reports were received from the following states:

Alabama Report

Governor's scholarship plan on hold pending result of state vote on tax proposal

According to a report in the Huntsville Times, Alabama Governor Bob Riley clearly intended to make a scholarship program a selling point for his tax reform and government accountability plan he unveiled May 19 – at the start of a Special Session of the Alabama Legislature.

Item No. 10 on his 24-point proclamation -- "Legislation related to a college scholarship program for students who meet prescribed levels of achievement."

Riley's finance director, Drayton Nabers, had called it a "centerpiece" of the plan. But later, Nabers told lawmakers Riley would not introduce legislation to create a scholarship program until after voters approve his plan, which calls for the biggest tax increase in state history.

Riley spokesman David Azbell said the governor still hoped to bring a scholarship bill during the current special session convened to consider the plan. Azbell explained the contradiction by saying Nabers had been more involved with the governor's \$1.2 billion revenue package than the education reform and program enhancement elements of the plan.

In discussions about a scholarship program, Riley had suggested as a benchmark for acceptable academic achievement. He recently added he intended his scholarship program to include all qualified students, regardless of economic circumstances.

Providing scholarships for qualified students isn't a new idea. Former Gov. Don Siegelman used one to try to sell a statewide lottery, which voters rejected in 1999. Former Lt. Gov. Steve Windom and other lawmakers later pushed a plan that would have helped students with both demonstrated academic prowess and financial need, but it never materialized.

The abrupt removal of the scholarship plan from Riley's package surprised several lawmakers, who saw it as a carrot to sell the tax increase.

Azbell said the governor and others were still trying to hammer out which academic standards to set for high school graduates to qualify for a full-tuition scholarship. Riley told The Birmingham News for a story today that shifting the qualifying level even slightly greatly affects the projected size and cost of the program.

Riley told the News he hopes to cap the scholarship program at \$100 million a year.

Nabers said the plan would be based on Georgia's lottery-funded Hope scholarship or Louisiana's Taylor plan. The Taylor plan, passed in 1989, now pays full tuition for any public state college or partial tuition to a private institution for students who have a 2.5 grade-point average and who score at least 20 on the ACT test.

The Taylor plan cost Louisiana \$105 million in 2001 and helped more than 40,000 students.

Submitted by: William H. Wall, Ph.D.

ECMC Update

ECMC Implements PLUS MPN

On March 10, ECMC began processing the new PLUS Master Promissory Note. In 2002, ECMC made significant changes to its guaranty system to accommodate the PLUS MPN, leaving only minor programming changes to be made once ED approved the new note.

At the same time, ECMC added the PLUS MPN as an option in our PIN-less e-signature process. Parents are asked to indicate when the school year for their dependent student starts - after June 30 or before July 1. Based upon the answer, parents electronically sign either the existing PLUS note or the new PLUS MPN.

ECMC Foundation Projects

The ECMC Group Foundation is the recipient of all surplus revenues generated by ECMC Group companies, and applies its resources to charitable and other purposes that benefit education. The Foundation has actively been working on the following projects:

- The *ECMC Scholars Program* is a scholarship program designed to increase participation in postsecondary education by economically disadvantaged students, and challenge such students to better prepare for postsecondary education during their junior and senior years of high school. In addition, it is anticipated that this program will motivate such students to successfully complete their initial year of postsecondary education, the year when the vast majority of students fail.
- *TheCollegePlace* will open this summer in Northern Virginia. This walk-in center will provide one-to-one counseling and advising to students interested in pursuing postsecondary educational opportunities. The center will serve a diverse population of underserved, disadvantaged students and will promote the benefits of higher learning.
- The Foundation commissioned the study “Cultural Barriers to Incurring Debt: An Exploration of Borrowing and Impact on Access to Postsecondary Education.” The study examined whether students do not seek a postsecondary education because of cultural barriers toward borrowing. The Foundation is preparing a Request for Proposal to develop a pilot program for improving financial literacy of students and their parents as it pertains to achieving education beyond high school.
- The ECMC Foundation and The STAR Scholarship Foundation will award 60 scholarships to Richmond high school students at an awards luncheon on May 31. The STAR (Stand Tall and Reach) Scholarship Foundation was established in 1992 with the express purpose of helping African-American students achieve their higher education goals. ECMC Foundation has collaborated with STAR to expand this program to include Richmond, awarding a total of \$71,750 to 92 students in the past two years. This competitive scholarship program is open to all African American 9th, 10th and 11th graders in participating school districts that meet the 3.0 grade requirement and show achievement in extra-curricular areas such as employment or community service.

Additional information on these ECMC Foundation projects can be found at www.ecmcfoundation.org.

Submitted by: Mike Hawkes

KHEAA/KHESLC Update

- For FY2003, KHEAA disbursed:
 - 35,600 need-based College Access Program (CAP) Grants totaling \$36 million.
 - 10,300 need-based Kentucky Tuition Grants (KTG) totaling \$15.7 million.
 - 56,000 merit-based Kentucky Educational Excellence Scholarships (KEES) awards totaling \$63 million.
- KHEAA's Student Aid Advisory Committee, composed of financial aid officers from public, private, and proprietary sectors, met three times in FY2003 to discuss topics such as portability of state grants; system enhancements to loan, grant, and scholarship programs; federal developments; and statutory and regulatory changes impacting state aid programs.
- Administration of the Robert C. Byrd Honors Scholarship will transfer from the Kentucky Department of Education to KHEAA, effective for the 2003-2004 award cycle.
- According to the state budget bill enacted in the 2003 Kentucky General Assembly, administration of Kentucky's Affordable Prepaid Tuition (KAPT) program will transfer from the State Treasurer's Office to KHEAA, effective July 1, 2003.
- The Kentucky Education Savings Plan Trust, administered by KHEAA, began offering a guaranteed investment option and online enrollment on May 15, 2003. The new option has been added to managed allocation and 100 percent equity options.
- For FY2004, appropriations for CAP will increase from \$31.1 million to \$43.6 million. Maximum individual awards will increase from \$1,260 to \$1,400. KTG appropriations will increase from \$13.3 million to \$23.2 million. Maximum individual awards will increase from \$1,800 to \$2,400.
- The following bills become law on June 25:
 - SB 17 was KHEAA's housekeeping bill that includes ratification of the Governor's Executive Orders providing identical membership for the KHEAA and KHESLC Boards of Directors.
 - SB 130 allows KHESLC to finance alternative loans.
 - HB 40 allows student financial aid funds, including KEES, to be used for students majoring in theology, divinity, or religious education at postsecondary institutions that do not have programs comprised solely of sectarian instruction.
 - HB 376 establishes a library science scholarship to be administered by the State Librarian.
 - HCR 141 directs the Interim Joint Committee on Education to study the KEES program to determine if it needs adjustments and make recommendations as needed to the General Assembly.
- During the first nine months of FY2003, KHEAA loan guarantees increased 23.3 percent, KHESLC FFELP disbursements increased 29 percent, and KHESLC loan consolidations increased 67 percent.

- Theresa Hommrich has joined the KHESLC staff as Operations Support Manager. She is responsible for database administration, project management, and business analysis.
- The new Student Loan People Web site, www.studentloanpeople.com, is now online. The site includes sections specifically for students, parents, adult learners, and current borrowers.
- Chattahoochee Valley Community College joined KHEAA's FFELP program in May 2003.
- To provide our partners with better service and speed the delivery of funds, KHEAA implemented a next-day disbursement process on April 1. Schools can now receive their funds on the scheduled disbursement date, and loan data can be received and processed up to the scheduled disbursement date.
- KHEAA experienced a dramatic decrease in its default aversion loan reoccurrence rate in February and March 2003. KHEAA has been using new default aversion tools since September 2002 to help reduce and/or eliminate loan delinquencies.

Months	2002	2003	Decrease
February	44.81%	32.93%	11.98%
March	66.8%	46.67%	20.13%

- Federal approval has been received to use the PLUS Master Promissory Note in FFELP. KHEAA will implement the new form and allow parent borrowers to use eSign on June 1, 2003.

Submitted by: Dr. Joe L. McCormick

North Carolina State Education Assistance Authority

CFNC Update

The College Foundation of North Carolina partnership of College Foundation, Inc., the North Carolina State Education Assistance Authority, and Pathways of North Carolina continues its success. Currently there are over 300,000 users with free accounts on the system - and new accounts continue to be added at an average of over 400 per day. With these accounts users store information that can be used to populate college admissions applications, the FAFSA, loan applications, 529 savings program forms, and a variety of other services.

Among the newest features of the site, <http://www.CFNC.org>, are free test preparation for SAT and ACT and a "redirection pool," which students who are denied admission by a college may have their records considered by other colleges that still have vacancies. This "redirection feature" will be turned on at the appropriate time in each admissions cycle and provides every student desiring to go to college with communication from at least one college that he or she may find attractive.

North Carolina graduates around 70,000 students from public high schools each year. Our user accounts now amount to over four times that number, or the equivalent of an account for every high school student in the state. We are very pleased to be a partner in this effort to increase access to college in our state.

Grants Update

Grants for needy students under the North Carolina Student Incentive Grant, North Carolina Community College Grant, and the University of North Carolina Need-Based Grant programs continue to be delivered

via internet for 2003-2004 processing. At this writing there is not yet a state budget, but we anticipate that all three programs will have additional funding over the budget for the 2002-2003 year.

Submitted by: Steve Brooks

South Carolina

The South Carolina Student Loan Corporation held its Annual Loan Programs Workshop on March 11, 2003 in Columbia, SC with 108 financial aid and business officers from around the state in attendance. Workshop topics included Navigating our Web Site, What's New in Regs, Overawards, Mapping Your Future, Repayment Options, Separation Date Reporting to the NSLDS and the Clearinghouse, Training for New Financial Aid Staff, Debt Management, and a Reauthorization Update. Conference evaluations were very positive.

The Corporation's new scholarship program called the "\$1K Giveaway!" is a resounding success. In an effort to raise the awareness of available financial aid opportunities, the Corporation is encouraging students to access its web site where links provided to South Carolina state and institutional financial aid programs. Each month the Corporation awards a \$1000 scholarship to a student who registers on our web site. Students who take out a Federal Stafford or alternative loan are automatically entered as well. The Corporation's first drawing to award scholarships for the 2003 – 2004 academic year was held March 15. Registrants' names are kept "in the pot" and will remain eligible until September 14. Beginning September 15 new registrations will be accepted for the 2004 - 2005 academic year.

Borrowers continue to want to take advantage of locking in a low fixed rate with the Federal Consolidation Loan program. To assist our borrowers even more, the Corporation is advising them to delay consolidation until after July 1 to take advantage of even lower interest rates. We will also continue to offer our borrowers a 2 percent reduction of their interest rate for their first year of consolidation.

The Corporation continues to offer its borrowers some of the best incentives in the industry. The Corporation charges no origination fee or guarantee fee on Federal Stafford loans and its private Palmetto Assistance Loan. On Federal PLUS loans, we have eliminated the guarantee fee and credit the 3% origination fee back to the borrower's account. Also for PLUS borrowers, loans are interest free for the first year of repayment.

Submitted by: Cheryl Hughes

SC TUITION GRANTS PROGRAM

The SC Tuition Grants Program is a need-based grants program enacted by the SC General Assembly in 1970. The grants program was created to help offset the cost of attending SC independent colleges for our state residents, just as the State helps offset the cost of attending SC public colleges. The program also assists the State in gaining maximum usage from all educational facilities located in our state, promotes healthy competition between the public and private college sectors, and gives SC students a choice of attending the college that best meets their educational and academic needs. In the current 2002-2003 award year, a total of almost \$26.5 million will be awarded to 11,600 eligible SC students attending the 20 SC independent colleges approved for participation in the SC Tuition Grants Program. The average award across the program will be approximately \$2,280.

Across-the-board state budget reductions experienced in 2000 and 2001 totaling almost \$2 million mandated that the maximum grant to eligible students be reduced from \$3760 to \$2,200, only \$200 above

the maximum grant level of over 20 years ago in 1980. Also, over the past three years, the number of eligible students being awarded has increased by over 1,500 to an all-time high of 11,600 in 2002-2003.

Although budget reductions have necessitated that the award amounts be lowered to 1980 levels, the program was very fortunate to have a legislative proviso in the 2002-2003 state budget that exempted the SC Tuition Grants Program from mid-year reductions. This proviso saved the grants program almost \$1.7 million in 2002-2003 that would have been lost to the 5% and 3.73% mandated state budget cuts had the proviso not been in the state budget. The SC Tuition Grants Program was also very fortunate to receive \$3 million in one-time Lottery Funds in 2002-2003 that will allow the commission to award all students enrolled full-time in the Spring, 2003, semester, a one-time additional award of up to \$250 for the 2002-2003 award year.

At the writing of this update, the 2003-2004 state budget has been passed by the House and is soon to be debated by the Senate. The House version of the budget includes approximately \$19.4 million in base funds and \$3 million in Lottery funds for SC Tuition Grants and also includes the proviso exempting the grants program from mid-year budget reductions in the 2003-2004 fiscal year. In such tight economic times of our state, having the Lottery funds restored and having the exemption from mid-year reductions is very fortunate. We are hopeful that the Senate will concur with the House recommendations or perhaps even increase the funding allocation for the SC Tuition Grants Program in 2003-2004.

The 2003-2004 state budget must ultimately be approved by a House-Senate Conference Committee and signed by Governor Sanford, so there is still some time before the budget becomes final.

There is no doubt that the SC Tuition Grants Program gives our South Carolina students the choice of attending the college or university that best meets their academic needs and also saves the state millions of taxpayer dollars each year by attracting students into the private sector and thereby saving the almost \$6,000 per student state subsidy that goes to all students (regardless of financial need) that enroll in SC public colleges.

For over 30 years the SC Tuition Grants Program has served the State of South Carolina and its residents by making college attendance more affordable and thereby helping in the education of our citizens. The bipartisan support of this grants program over the years by the members of the SC General Assembly and by our state's citizens has been very strong. We are very appreciative of the past support and ask for continued support of this worthy program during these difficult economic times of our state.

Submitted by: Eddie Shannon

ATTACHMENT D – STATE PRESIDENTS REPORTS

Report from Alabama State President, Mike Reynolds

The Alabama Association of Student Financial Aid Administrators held the Spring Conference at The White Sands Resort in Gulf Shores, Alabama May 12-May 14, 2003. The theme for this conference was “Cruising Through Re-Authorization” and was AASFAA’s farewell voyage at this facility since it will be replaced by condominiums in September. The conference was both informative and enjoyable due to great planning by the Program Committee as well as the Local Arrangements Committee. Once again AASFAA had tremendous support from its Lender Partners who play such a huge role in the success of their conferences. Special thanks also to the U.S. Department of Education, David and Yolanda, in providing a major portion of our training opportunities. As always David Bartniki was the ultimate showman in delivering the training information for this conference.

AASFA held its annual election for officers for the upcoming year. Thanks to Dot Wilkerson, Past President, AASFAA had a strong slate of candidates. The results of the election are as follows:
President: Deborah Byrd, Calhoun State Community College
President –Elect: Dr. Chip Quisenberry, Enterprise State Community College
Vice-President: Cindy Massey, SouthTrust Bank
Treasurer: Charles Holloway, Bishop State Community College
Treasurer-Elect: Ben Baker, University of North Alabama
Secretary: Cheryl Newton, Alabama Commission on Higher Education

At the Spring Conference, AASFAA selects recipients for its two highest honors, the Buchanan for the individual outside the financial aid profession that provides support to the association, and the Padgett for the financial aid professional that has given continued support to AASFAA. This year’s recipient for the Buchanan Award was Dr. Roy Johnson, Chancellor of Post Secondary Education in Alabama, and James Berry, Director of Financial Aid at South College in Montgomery, Alabama. In addition, there were two Merit Awards given to individuals that have also continued to give additional support to AASFA, one went to David Bartniki, U.S. Department of Education and to Robin Reynolds, Mike’s wife and co-pilot through this year as AASFA President.

It has been such a learning experience being on the SASFA Board this year and has been great working with the other state presidents to share our experiences and hopefully learn leadership qualities that will continue to move our associations in the right upward direction. It is really an eye-opening experience to see how much planning and coordination goes into the SASFAA conferences and training opportunities.

Plans are set for the Fall Conference to be held at the Auburn University Hotel and Conference Center, October 15-17, 2003 and the Spring Conference at the Perdido Beach Resort in Gulf Shores, AL April 14-17, 2004.

Report from Florida State President, Leonard Gude

The charge to the association and to the Executive Board for this year was "Dream it, Do it!"

A small, action oriented team, was assembled to serve as your 2002-2003 FASFAA Executive Board.

Each one of them was asked to do twice as much as in previous years and they all stepped up to the challenge.

In June of last year, the Executive Board gathered at Bahia Beach near Ruskin, Florida for the Advance. At the Advance, the board members completed the "Dream it" phase of the charge. They looked at the history of FASFAA, its mission statement, goals, values and beliefs, where we currently are, what we have done right, what we have done wrong, what we need to keep doing, what we need to stop doing, and what we need to change.

The board members then reviewed member comments and recommendations from the three question survey that were posted to the FASFAA listserv. After reviewing all this information, the board members developed the following action items for this year:

- Enhance and expand current outreach and early awareness programs**
- Develop future FASFAA leaders**
- Develop a training plan for leaders**
- Evaluate training opportunities**
- Seek information on the feasibility of providing CEU credit for participation in training activities**
- Review frequency and length of conferences**
- Develop conference planning handbook**
- Rewrite FASFAA organization brochure**

The FASFAA Outreach/Early Awareness Committee is working with OSFA on distributing 100,000 "Be Cool, Go to School" brochures to eighth graders throughout the State. They will go to 687 Middle Schools and 58 District Offices. The School Districts that will not receive the brochure are Broward, Collier, Dade, Hillsborough, Lee, Leon, Palm Beach, Pinellas and Volusia. Earlier this year, the committee developed and printed 8,100 "What Seniors want to Know About Financial Aid" brochures and distributed them to 607 District Guidance Counselor and High School Guidance Counselors in the State of Florida the week of January 6th. Requests for additional copies of the

brochure were received from High School Guidance Counselors around the State and they were sent additional copies of the publication.

Other activities completed this year by the association included development of a new organizational brochure, a vote not to change the association logo, completion of a review on the number and length of conferences and planning for an advanced leadership workshop.

See the task list at the end of this report for additional information on the current status of the action items.

With regard to electronic services, the association moved its accounting system to “Quickbooks on the Web”. This was done to insure that the associations accounting information is backed up regularly and to provide daily access to the associations fiscal records by the fiscal concerns committee and the executive board. The association is also in the process of moving its website off of University of Florida’s server and on to a commercial web hosting service site. The executive board reviewed options for commercial maintenance of the site but decided to continue to use the existing electronic services developed by Tony Gordon.

Despite the budget cuts, attendance at all the training activities exceeded expectations (with over 1,200 attendees at the 13 association events) and association membership grew by nearly 8% (from 783 to 843 members) this year.

“Fishing for your Destiny” was the theme for the SASFAA Fall Training Conference held October 30-November 1, in Destin, Florida at the Sandestin Hilton. Bill Spiers, Tallahassee Community College chaired the conference committee. Despite concerns about budget cuts and perceived difficulty in getting to the site, 310 made the journey.

Ron Day, SASFAA President-Elect, represented SASFAA at the conference. The attendees were welcomed to the Florida panhandle by Dr. James Richburg, President, Okaloosa-Walton Community College. Keynote speakers included Dr. Dave Schjott, Okaloosa-Walton Community College and Peter Wilken, Pensacola Junior College.

The Florida Secretary of Education, Jim Horne provided a State of Florida K-12 education update at the general session. The program committee created a program that was both fun and informative. Thursday evening’s activities included a bonfire, volleyball, and dancing on the beach. Conference evaluations have high marks for both the program and the facility. Almost all recommended returning to this site for a future conference and we will do so in Fall 2004.

Regional "Fall Training" workshops for staff were held in each of the five regions of the State.

Region I	24 attendees	November 08, 2002	Florida State University (Panama City)
Region II	43 attendees	November 13, 2002	University of North Florida (Jacksonville)
Region III	25 attendees	December 12, 2002	Florida Institute of Technology (Melbourne)
Region IV	23 attendees	December 11, 2002	Manatee Technical Institute (Bradenton)
Region V	61 attendees	November 30, 2002	Keiser College (Ft Lauderdale)

Julie Wright and her committee did an outstanding job with the SASFAA Hospitality Suite at the February SASFAA conference. The Jacksonville Adam’s Mark Daytona room was transformed into

“Margaritaville” by the time the conference started and the suite was continuously visited and enjoyed by all during the conference.

FASFAA held its Experienced Aid Officer Workshop at Dodgertown in Vero Beach on April 2nd and 3rd. Ron Anderson and his committee delivered a great training event targeted towards developing future FASFAA leaders. Topics included Promotion of the Fin Aid Office, Operational Budgets, Management of Financial Aid Resources, Human Resource Management, System Implementation, and Customer Service Management. 55 individuals participated in the event. All of the presenters did an outstanding job and the event was lauded by the attendees.

Regional "Spring Training" workshops for staff were held in each of the five regions of the State.

Region I	57 attendees	April 11, 2003	Florida State University (Panama City)
Region II	33 attendees	April 17, 2003	Sante Fe Community College (Gainesville)
Region III	31 attendees	April 10, 2003	Stetson University (Deland)
Region IV	27 attendees	April 17, 2003	Centrepointe (Tampa)
Region V	63 attendees	April 30, 2003	Florida Computer College (Pembroke Pines)

FASFAA completed its annual election of officers and is pleased to announce the results for the 2003/04 year. The election results are as follows:

President-elect: Ron Anderson, University of Florida
Vice-President: Maureen McFarlane, Valencia Community College
Secretary: Gail Rogers, Florida State University
Region I: Jacqueline Hill, Fifth-Third Bank
Region II: Lisa Douglas, Education America
Region III: Alice Cole-Miller, Barry University
Region IV: Nick Boyer, National Education
Region V: Carol Hanson, Barry University

Several Bylaw changes were presented to the membership for approval by the membership. Members have until June 10th to submit their ballots.

FASFAA's Spring Training Conference, themed “Celebrate FASFAA Magic”, was held at the Wyndham Palace in Lake Buena Vista on May 21st through 23rd (adjacent to Downtown Disney). A total of 476 members attended the conference. Kathleen Donohue of Nellie Mae chaired the conference committee.

Karen Koonce, SASFAA President, represented SASFAA at the conference. The attendees were welcomed to central Florida by Dr. Harold Nixon, Vice President for Student Affairs, University of South Florida. Keynote speakers included Dr. Ann McGee, President of Seminole Community College and Grammy award winner, Wintley Phipps, CEO, US Dream Academy. The general session was titled “The Financial Aid Profession and Everyday Ethics” was presented by Robert Lavat, Senior VP and Deputy General Counsel, Sallie Mae. Thursday evening’s activities included a “Weakest Link” competition between the regions, entertainment by the “FASFAA 5”, dancing and the silent auction.

Lee Ann Wolfenden and the Bonnie L Pirkle Memorial Scholarship Committee had an outstanding year of fund raising which culminated in the Silent Auction at the Spring Training Conference. The committee collected nearly \$12,000 this year in funds for the scholarship program. Tomi Steinruck, a USF student pursuing a bachelor degree in Social Work, was awarded the Bonnie L. Pirkle Memorial Scholarship for 2002-2003. She gave a very moving thank you speech at the Spring conference and was very appreciative of receiving the award.

We asked you to volunteer and you did. In the Spring awards program, we attempted to recognize all those who volunteered this year and I want to thank each and everyone of you who stepped up to “Do it!” and make this a very successful year for FASFAA.

Report from Georgia State President, Julia Perreault

GASFAA had a busy spring. Since our January board meeting at Emory University in Atlanta, aid directors from Georgia State University, the Georgia Institute of Technology and the University of Georgia and I participated in WSB radio’s annual panel discussion on financial aid. The panel discussion, during which we explained the financial aid process and timeline and took calls from listeners, was presented on Mike Cavanaugh’s “Money Matters” show in February.

February was Financial Aid Awareness month in Georgia and many GASFAA members also participated in the Financial Aid Chat Night and Default Prevention Chat Night held at the state agency and coordinated by GASFAA’s Community Action Committee.

Glenn Newsome, the Executive Director of the Georgia Student Finance Commission, retired in January and Shelley Nickel was appointed to be the new Executive Director. Shelley comes from the Governor’s Office of Planning and Budget.

* Unfortunately, I was not able to attend the annual SASFAA Conference held in Jacksonville, Florida, this year because I had been subpoenaed to testify in a financial aid fraud case in Los Angeles and the timing conflicted with the SASFAA Conference. However, many GASFAA members did attend and reported that it was an excellent conference.

GASFAA’s Professional Development committee delivered more opportunities for training than in prior years. They held a New Aid Officer’s Workshop, two NASFAA training workshops, two Support Staff workshops, a Mid-Level Managers workshop and a “hot topic” workshop prior to the spring conference. Attendance was good at all the sessions and attendees found the workshops very helpful. And, knowing that the best way to learn is by teaching, members of the Professional Development Committee are more knowledgeable than ever before. This committee is a tremendous asset to GASFAA.

In May, GASFAA introduced a new initiative, modeled on Tennessee’s existing high school guidance counselor training program. Experienced senior level financial aid professionals delivered two and one-half days of training to high school guidance counselors. These counselors were matched with colleges, universities and technical schools and will work in the aid office for four to six weeks this summer. We are still waiting to hear whether they will receive CEU’s for participating in the training and serving in the internships. Although we could have accommodated more counselors than were in attendance, this was tremendously successful for our first year. The counselors truly enjoyed the opportunity, as did the instructors. We expect this to become an annual offering of GASFAA.

GASFAA’s Spring Conference was held on St. Simon’s Island at the King and Prince Beach Resort. As of the last report, GASFAA now has more than five hundred members and more than three hundred attended the conference. GASFAA’s Program committee delivered a great conference. The weather was perfect, sessions were informative and well attended and our entertainment at the banquet, Prince Pele’s Polynesian Review, was delightful. Our keynote speaker was Michael Vollmer, current President of Abraham Baldwin Agricultural College, and one of the creators of the Georgia HOPE Scholarship program. For serving as keynote speaker, he was presented with the GASFAA Peach Trophy, a first time offering from GASFAA. The trophy is given to a non-GASFAA member who contributes in some way to GASFAA and the GASFAA President selects the recipient.

We did make our first award from the GASFAA Memorial Scholarship fund. The award this year was for \$500 and went to Augusta College.

The election of 2004-2005 officers was held during spring conference and we have now have a new slate of officers to continue our excellent tradition of leadership. Our incoming President, Lenora Jackson, will take office July 1. The GASFAA transitional board meeting will be held the end of June at Lake Lanier Islands Pine Isle Resort which is also the site of our Fall Conference. Lenora has devoted a lot of time to planning in her year as president-elect and is well prepared for her year. She has added a new committee on diversity since GASFAA has not had one in the past.

I have enjoyed my year as GASFAA President and thank all those from GASFAA and from SASFAA who helped make it a successful year.

Report from Kentucky State President, Nancy Melton

Michael Morgan, President of KASFAA presided over the Transitional Board Meeting June 27, 2002 at Natural Bridge State Park and passed the gavel to Nancy Melton for her presidency for the 2002-2003 year. As always, KASFAA had many goals, and Nancy along with her board tried to set goals for the new year. Nancy had listed several goals she had for KASFAA. Those goals were: to improve communications with our list serv, continuing offering training to all the membership, reach minority groups of people underserved in the past, such as Hispanic and home schooled students, and to offer conferences that were informative and fun to attend.

In trying to meet those goals, we had a Fall Conference in October at the Marriott Hotel in Lexington with a record attendance of vendors, sponsors and financial aid professionals. Sandy Neel was Program Chair and Chester Priest was our Vendor/Sponsor Coordinator and both did an excellent job of providing a truly great conference. Our Department of Educations folks, were great in providing up to date sessions. Our opening Speaker, Charlie Bruce, NASFAA Chair helped get the conference off to a good start by reminding us where our priorities should be. To help all new members feel at home, and know how to volunteer and become more involved, we sponsored a New Aid Officer Work-shop and luncheon. April Kendrick and her committee helped with this endeavor. We had an evening meal at the Spindletop where Tim Rhodes and June Eiseman were awarded honorary lifetime members.

Our second conference was April 9-1, 2003 at the University Plaza in Bowling Green. Rosemary Tutt was Program Chair and Chester Priest was our Vendor/Sponsor and both are to be commended for a job well don. We didn't have as many in attendance as the Fall Conference, but had some extra special activities planned to celebrate 35 years of our organization. We honored over 20 past presidents of KASFAA as we went on a Sentimental Journey, with a special reception and recognition of each individual president. Michael Barlow our Historian, along with some others from Lexington Community College, provided an excellent power point presentation and posters to high light the past 35 years. We had a special banquet at the Corvette Museum where we had a wonderful meal, listened to some 50's and 60's music, while enjoying the different styles and designs of old and new Corvettes. Our special Eleanor Starr Award was presented by Marilyn Clark-Watkins to Nimmi Wiggins. Nimmi has continued to serve KASFAA in so many roles. Congratulations, Nimmi. Mr. Velasquez, spoke to our membership on "What you don't know, you don't know". He helped make every one aware of cultural differences, many of which we were not aware.

The other training activities in which we have been involved were two NASFAA work-shops help at the University of Kentucky. The training was organized by Lynda George, Training Coordinator, and the Fall presenter was Shelly Park and the Spring speaker was Manuel McMillan, Sr.. Both training sessions were well attended and had very positive evaluations. The presenters had gone to Washington, D.C. to be trained at NASFAA.

Runan Pendergrast and her committee organized a support staff work-shop in the Fall and is planning one this Spring. This work-shop is designed for those in the office who talk with students and parents every day, but perhaps aren't able to attend other conferences. This was a one- day drive in work-shop with several sessions on needs analysis, soft ware helps and tips, and communication skills.

We voted to have a Vice-President of Training next year and elected Shelly Park to this office. This will be a one year term and the Vice-President will be responsible for coordinating all training activities.

We were very busy conducting over 10 high school counselor work-shops in the Fall. Lissa Caldwell and Rhonda Swim were training co-chairs. They along with many other volunteers held financial aid work-shops for high school counselors through out the state. In February, Financial Aid Awareness Month, Veronica Allison and Dena Spivey helped organize a KET call in show to inform the public of kinds of financial aid and how to apply. Volunteers were on hand to answer phone calls and a TV panel consisted of Michael Morgan from KHEAA, Bob Sprague from University of Louisville, and Nancy Melton from Alice Lloyd College answered questions from the television audience. Sandy Neel and Ron McMakin co-chaired College Goal Sunday in February. Our College Goal Sunday has proved to be quite successful and all those on the committee have worked really hard to get this going. We had financial aid work-shops in selected sites all over the state for students and their parents and had over 1200 participants.

In the mean time, to keep us all in touch Elaine Brumbeck kept trying to keep an up to date list of all our members. If any of you know how to keep this accurate, please let us know. This list seems to grow and grow. We're always getting new names and never take off the old ones. Meredith Robinson and her committee did an excellent job of getting out the Newsletter to keep everyone aware of news worthy events.

Jennifer Cosens has helped modify and create several new links for our web-site @ KASF AA.com. We have tried to make our web-site as informative as possible by providing conference and training information to our membership.

As you can tell we've had a very busy year and it took everyone's help to get the job done. Others on our board not mentioned so far, who without their help we couldn't have gotten things done this year were; Heather Boutell, Treasurer, and the following Representatives: Lori Dail, Public Schools, Rich Nickel Lenders, Robin Buchholz Agencies, Charlene Geiser, Proprietary Schools, Chris Thomas, Private Schools, and Mary Ann Olson Technical Colleges, Charles Vinson, Awards Chair, Dave Cecil, Budget and Finance Chair, Diversity Concerns Chair, Anthony Bowles, Carl Rollins II, Legislative Issues Chair and Michael Morgan, Past-President. All of these folks and those mentioned earlier and their committees helped KASF AA have a very successful year. Nancy Melton wished to thank all these individuals, for their hard work and dedication. As Rosemary mentioned in an earlier article for North Carolina, do you know what a breakfast costs at one of our conference hotels. Yes, we know what they cost in Kentucky as well, and we want to thank all of KASF AAs vendors and sponsors who have helped support KASF AA in every way, financially and otherwise. Without the help and support of vendors and sponsors, we could not have had the excellent, low cost conferences we had this past year.

Ron McMakin is President Elect of KASF AA and will begin his term in June, 2003. KASF AA will be having their transitional board meeting in Louisville at the historic Farmington House on June 12. Conference dates are set for October 29-31, 2003. Arrangements are being made for the Spring Conference to be in Louisville, with Becky Carsen as Program Chair. KASF AA elected Heather Boutell as President Elect and we know she and Ron will be a great team working for KASF AA. Nancy Melton will continue to assist KASF AA in her role of Past-President.

Report from Mississippi State President, Dewey Knight

Spring, 2003 has been very busy in Mississippi. The Spring Training Event using the NASF AA De-centralized curriculum was a great success. Thanks to Linda Phillips and Belhaven College for hosting, and to Linda and Betty Yeatman for doing a super job as trainers.

Financial Aid 101 was held April 8-10, 2003 at Gray Center. Thirty-eight new Financial Aid Administrators attended – a record! Thanks to Garry Jones and his faculty for doing a super job. This

workshop continues to draw rave reviews from the participants and wonderful support from MASFAA's vendors/sponsors. Mark your calendars for April 13-15, 2004, for the next Financial Aid 101 workshop. It will be held at Gray Center, once again.

Other MAFSAA committees have been very active as well. Bruce Crain and his State Aid Program Committee have met and are working with the State Office of Student Financial Aid to make better use of the State of Mississippi's Aid Programs.

The Long-Range Planning/Nominations Committee under the able leadership of Brenda Paganelli developed a Mission Statement and a Vision Statement for MASFAA. The Board of Directors adopted these statements which are found below. The Nominations Committee put forth a dual slate of candidates (see also below) that will be voted on at the Conference in June.

The new MAFSAA Web site will be launched on June 3, 2003. Please visit at www.msmafaa.org. Thanks to the generous sponsors who are making this wonderful source of information possible.

Also new to MASFAA is a Conference Call Meeting Service from Intercall. The MASFAA Board and several committees have already taken advantage of this wonderful technology that provides the ability to hold meetings by conference calls and save much time and money. This is another innovation that will certainly be widely used in the future.

The Annual Conference set for June 18-20 at the Grand Hotel and Casino in Biloxi. This year's event will be the largest ever – more breakout sessions, social functions for everyone on both nights of the Conference, premier speakers, and lots of fun in the sun on Mississippi's wonderful gulf coast. Chuck Parker and the Conference Committee have great plans for a sensational event.

Finally, thanks to the MASFAA membership and Executive Council for all the wonderful support this year. Teddy Roosevelt is credited with saying, "A good executive is one who surrounds him (or her) self with talented people and has the wisdom to get out of their way." I certainly have been surrounded by great and talented people and, hopefully, I have stayed pretty much out of their way. Thanks for all that each of them do for MASFAA and the students we are so privileged to serve.

Report from Tennessee State President, Cara Suhr

Spring Conference, April 27-30: Under the leadership of conference chair, Joanie Hall, the 35th Anniversary conference Sentimental Journey, was a wonderful success. After a slow start with the number of registrations and room reservations, we had a good turn out. Overall the conference attendance was smaller than past years, but we covered our contracted room and meal counts.

Moving the Business Meeting to a General Session rather than including it in the lunch program was well received. I believe that this change will be continued at future conferences.

Due to the current budget status in Tennessee and many institutions with travel frozen, a subcommittee was appointed and met to discuss the current offering of two conferences a year. A survey has been provided to the membership for input on changing to one conference per year. This will be a major discussion at our transition meeting. As we are currently contracted for conferences through Fall 2004, there would be another year to implement any changes.

Elections: The results of the 2002-03 elections are as follows:

President-elect: Joanie Hall
Secretary: Terri Parchment
Treasurer: Marian Huffman

District 1: Lynn Holliday
District 2: Bryan Nelson
District 3: Clyde Walker
District 4: Tracey James
District 5: Fred Clark
District 6: Dianne Jackson

Awards: TASFAA's Distinguished Service Award was presented to Pat Shannon of Tusculum College. Pat has been in financial aid over thirty-three years. He began in 1969 as Assistant Director at ETSU. Pat led the ETSU financial aid office in moving from 3 X 5 "master card", to being one of the most sophisticated computerized financial aid systems within the state Board of Regents system. He was responsible for developing the first computer system with which to process financial aid, and included possibly the first automated on-line packaging system.

Additionally, five members were presented 30 year service awards, two were presented 25 year service awards, two 20 year service awards, five were presented 15 year service awards, five were presented 10 year service awards, and seven members were presented five year service awards.

Upcoming Events:

June 16-17 2003. TASFAA Transition Meeting, University of the South, Sewanee, TN.
October 19 – 21 2003. TASFAA Fall Conference, Marriott Hotel, Franklin, TN
April 18 – 21 2004. TASFAA Spring Conference, Marriott Meadowview, Kingsport, TN
October 17 – 19 2004. TASFAA Fall Conference, Marriott Hotel, Franklin, TN

Report from North Carolina State President, Rosemary Stelma

The Spring 2003 NCASF AA Conference was held at the Hilton Riverside in Wilmington, NC April 14-16, 2003. It was a great success with over 280 in attendance.

At the annual meeting, members voted to keep two classifications of members – active and associate. The following individuals were elected to office:

Sharon Oliver – President-Elect
Dana Kelly – Vice President
Amy Berrier – Secretary
Theodore Hindsman, Monty Hickman, and Joanne Carreras - Representatives to the Nominations
and
Elections Committee

The transition board meeting will be held at Wingate University in Charlotte on June 23, 2003.

Report from South Carolina State President, Anita Kaminer-Elliott

Last June at the Transitional Board Meeting, goals were outlined and committee charges were presented for the 2002/03 SCASF AA Board. As this SCASF AA year comes to an end, many accomplishments and goals have been achieved. Each member of the SCASF AA Board should be commended for his or her dedication and hard work. In addition, all committee members who volunteered their time and effort should be commended. Listed below is a brief summary of the work of each committee and the service the committee chairs have rendered to our Association.

Fall Conference—Sandra Rhyne, Lutheran Theological Southern Seminary; Spring Conference—Bill Whitlock, Central Carolina Technical College

These two committees under the leadership of Sandra Rhyne and Bill Whitlock provided two outstanding conferences that exceeded attendance goals, 158 attendees for fall and 161 attendees for spring (budgeted 115 for fall and 125 for spring). With a year full of budget constraints, both Sandra and Bill worked hard to provide a solid agenda highlighting the training, leadership and personal growth opportunities for our membership. They should be commended for a job well done. Special thanks are extended Ellen Green, Karen Koonce, Bob Godfrey, and David Bartnicki.

Counselor Relations—Betty Whalen, Winthrop University

Under Betty Whalen's leadership, this committee continued not only to address financial aid awareness, but also meet the needs of our constituents with the publication of *FACE the Facts* and the growth of SCASFAA's Internship Program.

Diversity—Sandra Gibson, Morris College

Sandra Gibson and her committee provided a diversity project/program for the fall and spring conferences.

Historian—Cheryl Hughes, SC Student Loan Corporation

Cheryl Hughes provided vital information and a leadership perspective to our Board discussions as well as a helping hand to any task for our Association.

Legislative Concerns—Ken Player, SC Student Loan Corporation and Kim Jenerette, USC-Spartanburg
Both chairs provided membership with the latest updates and pertinent information throughout the year. They are thanked for their relentless pursuit of keeping us informed.

Lender/Agency Liaison—Bill Mackie, SC Student Loan Corporation

As always Bill Mackie continued his service to the Board by providing the analysis and perspective needed dealing with lender issues.

Newsletter Editor—Neal Kiker, Educaid

Neal Kiker's committee and team exceeded all expectations for a new look and agenda for this year's *Palmetto Pages*. He is thanked for all of his hard work and his courage in pursuing change.

Peer Support—Ed Miller, USC

This committee continued the work from last year in assessing the needs of our membership to determine its direction. Ed Miller and his committee have provided a blueprint from which next year's Board will decide to either implement or modify. Ed Miller is commended for agreeing to be a part of something that no one could describe, but everyone felt necessary.

Site Selection—Violette Hunter, USC-Trio Programs

Violette Hunter and her committee have worked hard to provide the Association adequate and reasonable conference and meeting sites. The Madren Center was approved for fall 2004. Ocean Dunes was selected as the spring 2005 site at Transitional Board this June.

State Agency Liaison—Dr. Karen Woodfaulk, SC Commission on Higher Education

Karen Woodfaulk's year has been a busy one, and she is commended for continuing to keep us informed on state legislation and the state programs.

Vendors/Sponsors—Martin Carney, Furman University

Marty Carney's hard work is truly evident in the increased number of vendors at our conferences and their continued generosity and support of our Association. Many thanks are extended to Marty for increasing vendor support by approximately \$12,000.

Long Range Planning—Margaret Hunt, Midlands Technical College

Margaret Hunt and her committee have presented at long last a Long-Range Plan for SCASFAA. Margaret and her committee are commended for seeing this project through to the end.

Membership—Ward Logan, The Citadel

The culmination of Ward Logan's work will be the Membership Directory that will be distributed soon. SCASFAA membership has increased to 378 members this year.

Budget—Nancy Garmroth, Spartanburg Technical College

Nancy Garmroth and her committee have advised and addressed budgetary issues throughout the year. She is also working to bring liability insurance to the Association. This behind the scenes committee is a vital component of our Association, and Nancy is thanked for her hard work and dedication.

By-Laws—Elizabeth Milam Lomas, Clemson University

Elizabeth Milam Lomas and her committee have addressed changes to the P&P Manual as well as to our By-Laws. The most recent By-Laws change voted on by membership at Spring Conference modifies the duties for President-Elect and Past President. Both documents are now available to membership through the website due to her efforts.

Professional Development—Jeff Dennis, Southern Wesleyan University

Jeff Dennis and his committee planned and hosted several outstanding training opportunities for membership throughout the year—F.A.C.T.(36 attendees), Decentralized Training (41 attendees) and the Leadership Symposium (27 attendees).

Nominations and Elections—Keith Reeves, Clemson University

Keith Reeves worked with his committee to provide membership a slate of candidates for elections held at Spring Conference. The results of that election are as follows: President-Elect, Betty Whalen; Vice President, Nancy Garmroth; Treasurer, Jeff Dennis. Keith also continued to serve as web manager and assisted me as needed. He is thanked for all of his hard work and wished much success next year.

In addition to the outstanding work and accomplishments of our committees, the work of our two honorees that were presented awards at Spring Conference in April should be commended. David Bartnicki was awarded Distinguished Service Award for his service to our state as a federal trainer. Ken Player was awarded Distinguished Service Award as well as Lifetime Membership for his service to SCASFAA, especially the Budget Committee.

It has truly been an honor to serve as SCASFAA President and as SCASFAA's representation on the SASFAA Board. Throughout this year, many of you have expressed kind words of support, encouragement and appreciation. It has truly been an honor to have had the opportunity to gain new friendships, to serve with you and to have had this leadership experience.

Report from Virginia State President, Barry Simmons

It has been a year of "Embracing Change..." thirty-five years of "Embracing Change." Our conferences have been held later in the Fall and Spring. The features of the conference have changed. There's a change in our governance in that we've added a new treasurer-elect position to the board for 2003-04. There were called board meetings conducted by conference call as well as a called meeting in Richmond during August of 2002. There have been many other changes, some subtle some not. We recognized thirty-five years of change at our Spring conference. And of course, our planned change indicated by our elections held at that Spring Conference. Another change is the presentation and content of this "President's Report." Best of all, all committees appear to be on track to meeting their 2002-03 goals.

Traditionally, presidents have produced a rather lengthy year-end written report at the Spring Conference. A "President's Report" is called for in the Association Bylaws. But the report presented at the annual business meeting was brief like this one. There will be supplements to the report published on the Association website in early July to permit more coverage of, our thirty-fifth celebration as well as closing activities of the year to coincide with the closing of our financial matters. These later supplements will also contain more reflective thought on the past as well as the future of VASFAA.

So a listing of major activities and commentary follows. While not all-encompassing, this list will “hit the high spots” so to speak.

Awards and Nominations---produced a solid slate of candidates, but more members need to come forward and make themselves available for office, especially the president-elect position. Election results are:

- President –Elect-Tom Morehouse, Thomas Nelson Community College
- Secretary -Jeanne Holmes, Educational Credit Management Corp.
- Treasurer-Elect -John Crowley, Sallie Mae
- Representative-At-Large -Joann Carreras, SunTrust
- Representative-At-Large-Erik Melis, George Mason University

Awards presented include:

- The New Professional of The Year Award -Dennis Moy, Citibank
- The Excellence Award -Lisa Tumer ,James Madison University
- The Life Member Award -Faye Becker, formerly with Wachovia/Educaid/First Union

Awareness---coordinated Super Saturday financial aid information sessions and opportunity to have FAFSA completion supervised...also coordinated television appearances and Financial Aid Awareness Month.

Board---participated in frequent and unprecedented called meetings.

Budget and Finance---produced several iterations of the budget, provided oversight of association finances and provided leadership in an external audit. Made mid-year adjustments for chronically under-funded categories.

Conference---executed a highly successful Fall conference in a short time frame. Staged an outstanding Thirty-Fifth Celebration for the Spring conference with in excess of 235 in attendance. The celebration banquet was a particular treat with the presence of eighteen past presidents.

Diversity---provided conference sessions on diversity, insights to the challenges of diversity and emphasized the inclusion aspect of diversity.

Electronic Services---provided enhanced web services and consultations in technology-oriented situations.

Experienced Aid Officers Training---planned for special training opportunity but postponed due to uncertain economic conditions.

Federal and State Relations---provided inroads into the state policy-making apparatus as well as kept the membership abreast of funding issues in Washington. Achieved significant legislative action blocking implementation of an embattled regulation for SAP enacted by the State Council for Higher Education in Virginia.

Membership---educated new members, re-introduced mentoring and exceeded the 410 mark in general membership.

New Century Fund---provides national leadership in funding opportunities for professional development as well as service delivery programs.

Newsletter---introduced totally ‘changed’ html format, different feel and new content including commentary to a very positive reception.

President---helped to change SASFAA support for presidents-elect, represented VASFAA in Virginia Mentor and presented at NASFAA Leadership Conference.

President-Elect---represented the Association in the stead of the President; worked diligently with the Board in preparing for review of the strategic plan; and patiently coped with uncertainty regarding frequency of future meetings.

Public Relations---produced an innovative public relations brochure in addition to having Virginia Governor Mark Warner designate February as Financial Aid Awareness Month and raised funds for charities at conference sites.

Representatives-at-Large---provided representation, counsel and support of Association goals.

Secondary School Relations---provided high school counselor workshops across the state including recommending a standardized curriculum for such workshops.

Secretary---provided accurate records of a higher than normal number of Board meetings.

Sector Coordination---**provided opportunity for VASFAA leadership to learn of sector-specific concerns.**

Site Selection---**faced significant uncertainty in frequency of future meetings.**

Strategic Planning---revised the strategic plan to include a diversity element and explicit review mechanism and put forth unique strategic plan learning opportunity at the Spring conference.

Special Board Appointees---provided support, counsel and insight helping to make board activities more efficient, substantive and productive.

Sue D. Ross Fund---**continues to be a model for the nation providing grant assistance to students.**

Training---**organized and executed regular training conferences including a panel of three college/university presidents at the Spring Conference.**

Treasurer---managed Association finances through several iterations of the Budget.

Vendor Sponsor---exceeded revenue goal of \$68,000 in vendor participation by securing in excess of \$80,000 in support for VASFAA from vendors and evaluated available levels of sponsorship.

ATTACHMENT E

SASFAA LONG-RANGE PLAN (2001-06) 2002-03 Governance and Planning Committee Assessment

ORGANIZATIONAL STRUCTURE

BY-LAWS

GOAL: Ensure that the By-Laws reflect the mission of the Association and support the viability of the organization.

OBJECTIVE: Review annually to ensure that the By-Laws continue to further the mission of the Association.

Activities:

The Secretary reviewed the By-Laws of the Association to ensure that they did reflect the mission of the Association and did support the viability of SASFAA. All 17 articles of the By-Laws were read and reviewed with this objective in mind.

Assessment:

It was determined that the By-Laws continue to reflect the mission of SASFAA.

Recommendations: None.

EXECUTIVE BOARD

GOAL: Ensure that the terms of office for elected officers be of sufficient length to provide continuity and to complete official business while providing opportunities for new leadership.

OBJECTIVE: Review the terms and composition of office of elected officers at least once every five years.

Activities:

The Nominations and Elections committee developed a dual slate of candidates for the positions of president-elect, vice president and treasurer. The timeline established by the 2001-02 Nominations and Elections committee was followed.

Assessment:

The GAP committee commends the Nominations and Elections committee, chaired by Past President Aldridge, for having a diverse slate of candidates and for its use of a strict timeline for nominations.

Recommendations:

The GAP committee recommends that:

- the Chair of the Nominations and Elections committee continue to ensure, to the extent possible, that minorities are represented on the slate of candidates.

- the Nominations and Elections committee should continue to use the timeline and procedures set up by the 01-02 committee and adhered to by the 02-03 committee.
- the Nominations & Elections committee reviews the election procedures to determine the value of continuing the practice of candidate speeches and to make recommendations for changes if warranted.

GOAL: Ensure that the advice and assistance provided to the executive board by committee chairs are such that the goals of the Association are readily accomplished, future leadership is developed, and board activities remain fiscally responsible.

OBJECTIVE:

- Assess the purpose and need for each committee when making committee chair/liaison appointments.
- Consider whether all committee chairs should be in attendance at all executive board meeting, keeping in mind the need to develop future leadership for the Association yet maintaining the ability to conduct business at the lowest, most reasonable cost.
- Select an appropriate mix of returning and new committee chairs to ensure the continuity of executive board business and the development of future leadership.
- Ensure that committee chair appointments, to the extent possible, reflect the diversity of the Association, including sector, gender and ethnicity.

Activities:

The number of committees was reduced from the previous year's total of sixteen to twelve. There were seven new committee chairs. Of all committee chairs and liaisons, three were four-year public, three were two-year schools, four were lender/guarantor, one was from the Department of Education, and one was proprietary. The private school sector was not represented. There were five males and seven females. Eleven were Caucasians and one was African American. Although no committee chairs were from Alabama, three members of the elected Board were from that state.

Assessment:

The organizational structure of the association's committees and liaisons was reasonable to accomplish the work of SASFAA. There was good representation by member states. Qualified individuals serving for the first time as a committee chair as well as re-appointments formed an excellent framework for new perspectives and leadership development as well as continuity in vital services. President Koonce should be commended for reducing the number of committees, increasing the number of new committee chairs as well as for the representation across school types and states.

Recommendations:

The GAP committee recommends that:

- SASFAA continue to identify and aggressively pursue potential minority leaders.
- the Board should review the possibility of the Membership chair serving a two-year term, which would run concurrently with the Secretary's term of office (so that continuity exists over two Treasurers' terms).

COMMITTEES

GOAL: Ensure that committees are of sufficient size and number and represent the diversity of the membership to accomplish the goals of the association and to develop future leadership while being fiscally responsible.

OBJECTIVES:

- Appoint committee members, to the extent possible, who represent diversity including sectors, genders, and ethnicity.
- Ensure that committees with broadly defined responsibilities such as legislative relations, professional development and the annual conference include at least one representative from each state in the region.
- Ensure that other committees, unless otherwise specified in the By-Laws, function with the fewest number of members sufficient to accomplish the goals of that committee.
- Ensure that the committee chair, if responsible for making his/her committee appointments, makes every effort to select an appropriate mix of returning and new members to assure the continuity of committee business and development of future leadership.
- Consider alternatives to on-site meetings whenever possible to keep costs at the most reasonable level. Such alternatives include conference calls, electronic mail and arranging committee meetings in conjunction with other meetings where some committee members would normally be in attendance.
- Ensure that committee meetings are held at such times and locations that keep travel and lodging costs to a reasonable level.
- Ensure that each committee provides a written annual summary of its activities so this information may be included in the president's annual report.

Activities:

Please see Attachment A for a detailed analysis of the members of committee for 2002-03. This information was obtained from the annual reports that were submitted by committee chairs; there were several missing, however.

Assessment:

For the 2002-03 year, only four percent of SASFAA's membership served as a member of a committee. In addition, another observation that was made is that there is a lack of committee members from the two-year institutions.

Committees are to be commended for electronic communications as an economical alternative to in-person meetings and for meeting in conjunction with other state and regional activities to reduce the cost of meetings.

Recommendations:

The GAP committee recommends that:

- SASFAA identify potential leaders from committee and elected Board membership and provide funding to send them to the NASFAA Leadership Training each March. Efforts should be made to target under-represented groups.

- The Lender Liaison and State Agency Liaison should coordinate their reports to the Board to lessen overlap in areas of reporting information.
- all committees and elected board members should use the standard annual report format (template provided in Attachment B) to submit their summary of activities at the end of the year.
- SASFAA work to increase the number of members from two-year institutions who are committee members/chairs.
- all one-person committees are expanded to include more members. While not all members would travel in an official capacity, they could help to review site proposals, gather information that is needed for the website, or provide information for the lender liaison to report back to the Board, to name just a few type of possible tasks.
- the Diversity committee be represented by every SASFAA state and where possible by every minority.

MEMBERSHIP

GOAL: Ensure that the membership of the Association represents the composition of financial aid professionals in the region.

OBJECTIVE:

- Review membership categories and aggressively seek to increase membership in under-represented areas.
- Undertake a review of the membership categories for appropriateness at least once every five years
- Review membership structure at least once every five years to determine if membership should be individual, institutional or on some other basis.
- Explore additional membership categories such as associates (non-voting) membership for former aid administrators, students, guidance counselors, or others.
- Conduct a survey at least once every five years to determine membership needs.

Activities:

The Membership chair requested a list from the U.S. Department of Education of all institutions in the southeast region. A membership mailing was sent to all institutions that had no previous members.

Assessment:

Even with budget cuts in many states, membership numbers did not decrease from prior year's levels.

Recommendations:

The GAP committee recommends that:

- by no later than August 1, every school located in the 9 states of SASFAA (according to the U.S. Department of Education), as well as current and prior year SASFAA members, should receive a letter from the President and the Membership chair promoting the time to renew membership or asking them to join for the first time.

- the Membership chair should be asked to provide basic statistics with their committee's annual report, such as but not limited to, a breakdown of membership by school type, state, experience levels, and status (paid, honorary and complimentary).
- the Membership committee chair provides a monthly back up of the membership database to the Secretary.

GOAL: Promote and encourage active participation by all members in activities of the Association.

OBJECTIVE:

- Provide opportunities for the participation and growth of new members.
- Promote continued involvement among all members.

Activities:

SASFAA conducted the New Aid Officer's one-day workshop at the annual conference and will conduct the one-week New Aid Officer's Workshop at Furman University in June and a Mid-level Aid Officer's Workshop with SWASFAA in Louisiana also in June. President Koonce provided information on volunteers (from members not currently assigned committee work) to the Conference committee to ensure that these volunteers were invited to participate in the annual conference.

Assessment:

The GAP committee commends Vice President Green for assigning mentors from the Board, committee chairs and other volunteers to all those identified as first time attendees at the conference.

Recommendations:

The GAP committee recommends that mentoring activities should be encouraged and continued.

POLICIES AND PROCEDURES

GOAL: Ensure that the policies and procedures are accurate and complete in order to provide consistent associational direction.

OBJECTIVE:

- Establish a procedure to ensure that the policies and procedures are accurate and complete and that the Association is in compliance with these rules.
- Review the policies and procedures annually to ensure that they continue to further the mission of the Association and its financial integrity.
- Ensure that officers and committee chairs are responsible for the review and updating of all policies under their purview
- The secretary shall be responsible for reviewing and updating as appropriate, all other policies and procedures.
- Ensure that any recommendations for policies and procedures changes be approved by the SASFAA board.

Activities:

The Policy and Procedures manual was reviewed for accuracy and completeness. Changes were recommended to Section 8.4.6.1 Newsletter Rates and Section 10.5.7 Travel for State Presidents and

President-elects. In Section 8.4.6.1, it was recommended that the newsletter ad rates be adjusted to reflect the cost of the web-based advertisement rather than the paper form. In Section 10.5.7, it was recommended that the wording be changed to reflect that SASFAA will be responsible for paying the hotel and room expenses for each state's President-elect to attend the SASFAA transitional meeting. These recommendations were approved by the Board and the changes were made to the manual and posted to the website.

The Secretary developed a cover for the Policies and Procedures Manual with the assistance of Erik Melis, Guy Gibbs, and Bill Wall. These individuals developed several different designs for the Board's consideration and a final design was approved.

SASFAA's operational calendar was also updated during the year. Each officer and committee chair were contacted and asked to review their section of the calendar and report any changes/deletions/additions to the Secretary. All of the reported changes were added to the calendar and the updated version will shortly be posted to SASFAA's website.

Assessment:

The GAP committee commends Secretary Talley for all her efforts to keep the SASFAA Policies and Procedures manual and operational calendar current and accurate.

Recommendations:

The GAP committee recommends that:

- the Policies & Procedures manual is updated to specify that the Vice President have oversight responsibility for all training activities to include the New Aid Officer's workshop, the Management Institute and the Mid-level financial aid administrators' workshop.
- SASFAA should update the Policy and Procedure manual to change the due date of annual reports to April 1 instead of April 15 to ensure all information is received prior to the GAP committee's review meeting.
- The Policies and Procedures manual should be updated to reflect a description and role for each standing and ad hoc committee.

GOAL: Maintain the records of the Association.

OBJECTIVE:

- Establish procedures to maintain the records of the Association.
- Periodically review the methods and location used to maintain records.
- Ensure the accessibility and continuity of the Association's records.

Activities:

The GAP committee understands that information for archives is being sent to South Carolina Student Loan Corporation for scanning and electronic storage.

Assessment:

The GAP committee did not have enough information to adequately assess this goal. However, we are concerned about how and when the Association's records are being archived.

Recommendations:

The GAP Committee recommends that:

- archived data is accessible through a secured Internet site.
- a determination needs to be made as to what should be archived and how it will be sent to SCSLC in a timely manner. The Secretary for Board approval should develop a Policy and procedure. The GAP committee further recommends that the Secretary be responsible for ensuring that the records of the Association are maintained according to the P & P manual.
- consideration should continue to be given to recording statistics of annual events and membership data.

COMMUNICATION/COLLABORATION

GOAL: Facilitate alliances between and among various sectors and diverse members of the financial aid community.

OBJECTIVE:

- Work with all sectors of the region's financial aid community to ensure representation and participation in all Association programs and activities.
- Provide membership services so the needs and interests of all sectors are addressed fairly and equitably.
- Serve as a link with and between various sectors of the Association, and as a link between the state associations and the National Association of Student Financial Aid Administrators.

Activities:

SASFAA is represented on the NASFAA Board of Directors by President Koonce, Immediate Past President Aldridge, and President-elect Day (as an observer). In addition, Crusie Lucero serves as NASFAA Past Chair and Susan Little serves as a commission director. President Koonce and President-elect Day attended the state meetings of SASFAA member states. Through NASFAA's Interregional Visitation program, Katherine Brewer and Suzy Allen attended the SASFAA conference as visiting regional presidents. The state presidents continue to meet prior to each Executive Board meeting to share ideas and provide support for each other. President-elect Day held the Elected Officer's Retreat in St. Petersburg, Florida on June 5, 2003. President-elect Day also held a state president-elect workshop at the annual conference in February. Karen Fooks conducted this workshop.

Assessment:

None.

Recommendations:

None

GOAL: Disseminate information to enhance communications among members in a timely and cost-efficient manner.

OBJECTIVE:

- Provide timely information useful to all sectors of the membership.
- Address a full range of issues, ranging from policies to daily operations.
- Provide the SASFAA president's annual report to the membership in accordance with Section 1, Article 7 of the By-Laws.
- Provide a means of networking between and among all sectors of the membership.
- Enhance the use of new and emerging technologies (i.e., internet, etc.) as a more timely and cost-efficient means of communicating with the membership.

Activities:

Most of the communication to membership was accomplished through the SASFAA listserv. Significant activities and accomplishments reported by the Electronic Services Committee included the following:

- Updated 2002-2003 Board and Committee information and made the elected officers and state presidents a separate item on the SASFAA web menu from the Committee Chairs and Liaisons
- Modified and updated SASFAA Volunteer Form per request from Ron Day
- Updated Calendar by Date and Calendar by State listings
- Posted Board Meeting minutes in "draft" and "final" version
- Posted 2001-2002 President's Annual Report
- Posted the 2002 version of the SASFAA P&P manual (The manual has been converted to Adobe PDF format and the bookmarks are being added to allow for easier online navigation)
- Worked with Sponsorship Committee Chair to post updates to Sponsorship information for 2002-2003
- Updated to 2001-2002 budgets and added 2002-2003 budget information
- Posted SASFAA Newsletter to the web
- Posted information to web for Summer New Aid Officers Workshop and Mid-Level Aid Officers Workshop
- Posted web-based information for the 2003 SASFAA Conference (the updates were actually provided by last year's Electronic Services chair, Lester McKenzie, who is serving on the 2003 Conference Committee).
- 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
- Created SASFAA State Legislative Relations listserv for use by Legislative Relations Committee in communicating with state association counterparts
- Created a SASFAA Summer Aid Workshop list for the New Aid Officers Aid Workshop
- Added functionality to web for people to subscribe to SASFAA listserv or unsubscribe from SASFAA listserv directly through web

Assessment:

Since SASFAA is conducting more and more of its business in an electronic format, it is even more important that the membership database be updated in a timely manner so that all other services can be updated accordingly and members can receive listserv e-mails in a timely manner.

The GAP committee commends the Newsletter chair, Sandra Neel, for her timely publications of the newsletters and for the new format.

The GAP committee also commends the Electronic Services committee, chaired by Erik Melis, for all of the accomplishments and activities listed in the Activities section above and for continuing to allow SASFAA to make advancements in the electronic media.

Recommendations:

The GAP committee recommends that:

- an ad-type link to the newsletter be created on the first page of SASFAA's website.
- the chairs of Membership, Conference and Electronic Services along with the Treasurer should be tasked with completing a requirements document for the creation of an integrated database on membership information. The process whereby membership information is updated must be done in a timely, streamlined manner that would allow all members access to the services supplied to the membership. This should also include the ability for a member to change their demographic information on-line.
- the effectiveness of the newsletter in its current format is evaluated.
- SASFAA evaluate the current functionality and design of the website. A review other regional association websites should be conducted for possible enhancements for our own. A "What's New" section should be included on the website and a process by which items are posted and removed.
- the Association investigates contracting web hosting and maintenance with a third-party vendor.

GOAL: Apprise members of legislative issues affecting the profession, educate members of alternative approaches, encourage involvement on issues and advocate positions when reasonable consensus exists.

OBJECTIVE:

- Apprise members of legislative issues affecting the profession.
- Educate members of alternative approaches.
- Encourage timely, effective involvement in financial aid issues affecting the profession.
- Advocate positions when a reasonable consensus exists.

Activities:

The Legislative Relations committee drafted three letters to appropriate Congressional representatives concerning the Pell Grant maximum and the FY2003 and FY2004 education budgets. The committee also developed and submitted SASFAA's reauthorization position and sent it to the House higher education committee, the U.S. Department of Education and NASFAA. A reauthorization session was offered at the annual conference. The SASFAA Legislative Guide is being updated and should be posted to the web before June 30, 2003.

Assessment:

The GAP committee commends Legislative Relations chair, Karen Fooks, for this committee's hard work and prompt attention to reauthorization issues.

Recommendations:

The GAP committee recommends that in addition to timely e-mails to the listserv on legislative issues, any related documents should be cross-posted to the website at the same time.

PROFESSIONAL DEVELOPMENT

GOAL: Provide for the professional growth and competencies of members by offering workshops, seminars, meetings, and other training opportunities to meet the needs of the membership.

OBJECTIVE:

- Determine the training/professional development needs of members, recognizing categorical distinctions among members such as experience, institutional type, and level of responsibility.
- Improve and enhance the annual conference on the basis of systematic reviews and evaluation of previous conferences, as well as current needs of members.
- Present programs and sessions possessing both vitality and relevance for all members.
- Provide a diversity of topics recognizing both the need for regulatory and technical knowledge, as well as the need for skills in management and human relations.
- Provide open forum opportunities to accommodate timely topics not considered when the program was planned.
- Recognize and encourage the development of informal “networking” strategies for sharing information and locating job opportunities.
- Encourage worthy and thought provoking research, publications, and presentations by members.
- Recognize and provide opportunities for pre- and post-conference training and recreational activities.
- Continue to provide an annual, intensive training workshop designed to provide new aid administrators the basic framework of knowledge needed to administer student financial assistance programs.
- Encourage participation in professional development activities by experienced members who represent the diversity of the membership and are capable of motivating and teaching others.
- In cooperation with other organizations such as the National Association of Student Financial Aid Administrators and the Department of Education, maintain a core curriculum with revisions and updates necessary.
- Provide training sites, which are geographically accessible, financially feasible, and educationally enhancing.
- Offer periodic opportunities for experienced aid administrators to grow in leadership, management, and other advanced functions of aid administration.
- Offer advanced training programs and seminars for experienced members on unique topics related to financial aid administration after considering whether such activities are geographically accessible, financially feasible, and educationally enhancing.
- Provide special attention to new technologies as both an object of training efforts and as a vehicle for presenting other topics for training, discussion, and advancement.

Activities:

SASFAA will sponsor a New Aid Officer’s workshop and a Mid-level Officer’s workshop in June 2003. SASFAA sponsored a one-day New Aid Officer’s workshop at the annual conference in February 2003.

The SASFAA annual conference provided a range of sessions that appealed to various experience levels and sector interests. A total of 753 people attended the conference plus 31 speakers and guests. The 40th anniversary of SASFAA was celebrated at the conference.

Assessment:

The GAP committee commends the conference committee, chaired by Janet Sain, for providing a conference that met the expectations and professional needs of 96% of the participants who evaluated the conference.

The Diversity committee, chaired by Deborah Clark, should also be commended for the organization of successful events at the annual conference. The committee made significant accomplishments during the year to include: selection of a quality speaker at the conference, support of the conference program by providing a diversity track in the conference program, hosting of an evening event to celebrate diversity among cultures of the membership, and hosting of a quality luncheon and program for invited conference attendees.

Recommendations:

The GAP Committee recommends that:

- a professional track for experienced aid officers be offered at the annual conference that would provide training on topics that will assist Directors and Associate Directors enhance their management skills.
- SASFAA investigate outsourcing the PC lab for the annual conference.
- the amount of time scheduled for the SASFAA state president-elects workshop be increased.
- the Site Selection committee investigates the option of using a professional meeting planner to assist SASFAA in selecting future annual conference locations.
- SASFAA only select sites for the Summer Workshop where the host institutions agree to provide a staff member to be the site coordinator.
- the curriculum coordinator and site coordinator for the next year's Summer Workshop attend this year's workshop to learn first hand the details involved in delivering a quality program.
- the New Aid Officer's workshop and the Mid-level workshop are promoted at the annual conference by staffing a booth in the exhibit hall and providing a brochure or flyer in each conference attendee's registration packet.
- the curriculum coordinator is selected from a pool of previous attendees or instructors.
- site selection for the New Aid Officer's workshop needs to start a minimum of 12 months but preferably 24 months in advance of the delivery of the training program.
- the Mid-level workshop is continued at least every other year in coordination with SWASFAA.
- the SASAA Executive Board make a decision if and when to pursue the next Management Institute event.

FINANCES

GOAL: Ensure Fiscal integrity.

OBJECTIVE:

- Adhere to the practices outlined in the SASFAA Guide to financial Management.
- Review the SASFAA Guide to Financial Management periodically to ensure the continuity of sound financial practices.

Activities:

Although the Finance and Audit committee provided an annual report, the audit for 01-02 is not yet complete. The committee did present the report from the most recent audit (2000-01) completed. Several recommendations were made in that audit and corrective measures have been incorporated into current policies and procedures to rectify the problems identified.

The Finance and Audit committee did investigate the use of credit cards for registration and membership fees but based on survey results, the demand did not seem to support the expense.

Assessment:

Since the audit for 2001-02 is not yet complete, this goal cannot effectively be assessed.

Recommendations:

The GAP committee recommends that:

- the Treasurer should submit the 990 tax return by November 15, 2003 and then report the results of the 2002-03 audit to the SASFAA Board at the February 2004 Board meeting. This will ensure that the audit is completed prior to the GAP committee holding its review meeting.

GOAL: Provide for and ensure the future financial stability of the Association through careful and regular planning and evaluation.

OBJECTIVE:

- Determine the appropriateness of fees assessed for dues, the annual conference, workshops, and ancillary services including vendors, at least once every five years.
- Provide for the establishment, maintenance, investment, and monitoring of a sufficient Associational reserve fund.
- Review routinely all risks and liabilities affecting cash management and contractual obligations.
- Determine the appropriate cash balance to be brought forward annually.
- Periodically evaluate the financial impact of vendor sponsorship.

Activities:

All but one certificate of deposit investment accounts were consolidated with SunTrust Investment Group.

As of April 1, 2003, a total of \$132,865 had been received from sponsors for the 2002-03 year.

Assessment:

The GAP committee commends Sponsorship Chair, Alan Whittington, for his efforts to bring in large number of sponsorship contributions this year.

Recommendations:

The GAP committee recommends that:

- the Sponsorship chair should make a recommendation to the Board for the amount to charge vendors for the use of a double booth in the exhibit area.
- the Sponsorship chair should send letter of intent to potential sponsors within seven days after the August Board meeting.

