

SASFAA Executive Board Meeting
TradeWinds Resort, St. Pete Beach, Florida
November 8, 2003

CALL TO ORDER

President Ron Day called the meeting to order at 8:34 AM in the Blue Heron Room at the TradeWinds Resort.

WELCOME

President Day welcomed Tom Dalton, EASFAA President-Elect; Howard Thomas, MASFAA President-Elect; Karen Fooks, Chair of SASFAA Management Institute and Susan Little, Co-Chair of SASFAA Past Presidents Council.

SUBSTITUTE VOTING AND CHANGES TO THE AGENDA

There were no changes to the agenda. The following absences were noted: Lester McKenzie, Treasurer; Lenora Jackson, Georgia President; Erik Melis, Electronic Services Chair and Amy Moser, Lender Liaison.

INTRODUCTIONS

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

State presidents in attendance were: Deborah Byrd, Alabama; Nathan Basford, Florida; Ron McMakin, Kentucky; Patrick James, Mississippi; Bruce Blackmon, North Carolina; Keith Reeves, South Carolina; Nancy Beverly, Tennessee and Sherwin Hibbets, Virginia.

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

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

APPROVAL OF THE MINUTES

ACTION: Deborah Byrd moved to accept the minutes of the August 2, 2003 board meeting held at the Sheraton Hotel in Birmingham, Alabama. The motion, seconded by Karen Koonce, was approved.

REPORTS FROM THE OFFICERS

SEE ATTACHMENT A

Report from Treasurer, Lester McKenzie (given by Jane McNaughton)

Jane proposed that \$500 be moved from 205 (Finance and Audit) into 221 (Computer Hardware/Software) to cover expenses.

President Day and Jane requested that all board members and committee chairs be considerate of SASFAA's resources and try not to schedule flights in and out on the same day.

President Day stated that he felt SASFAA needed to establish a procedure to be followed each time a board member or conference chair sets up a conference call with Global Crossing. Whenever a conference call is made, the person setting up the call will need to complete a Miscellaneous Expense Claim Form to be sent to Lester soon after the call is completed. Also, Lester would need to know the date the call occurred, the approximate time of the call, the names of the individuals participating in the call and the length of the call.

REPORTS FROM THE STATE PRESIDENTS

SEE ATTACHMENT D

State Presidents' Group Report

The state presidents indicated that they would like to be given more direction from the SASFAA President or President-elect as to what issues they should discuss during their meeting. They felt it would be a good idea for the SASFAA President or President-elect to sit in on their meeting. The group had gotten the impression from their predecessors that they had been made aware of issues that would be discussed in the board meeting the next day, and they were able to discuss these issues in their meeting and decide how they wanted to respond as a group. President Day apologized for this impression and stated that it was not true. The purpose for the state presidents meeting as a group the day prior to the board meeting was so that they could discuss issues that they may be dealing with in their states, to share their experiences with each other and offer advice and support to each other. The question was asked as to what issues are discussed in the elected board meeting. The presidents felt that if the elected board discussed issues that would need to be voted on the next day, then the state presidents should be made aware of these issues prior to the board meeting. However, President Day stated that the elected board did not discuss issues that would require a vote, but rather discussed SASFAA activities/responsibilities each of them had been involved in the last several months. It was stated that there had been issues in the past about "block" voting, and a suggestion was made that perhaps something should be placed in the policy and procedures manual about this subject.

COMMITTEE REPORTS

SEE ATTACHMENT B

The board meeting recessed at 10:27 a.m.

The board meeting reconvened at 10:54 a.m.

Committee Reports Continued

Report from Audit and Finance Chair, Jane McNaughton

There were some travel concerns addressed in reference to individuals flying in to a city for a meeting and flying out the same day. This is a big expense and should not be done if at all possible. Driving versus flying was discussed and it was stated that if an individual chooses to drive, he/she would only be reimbursed up to the cost of coach airfare. It was suggested that airline tickets be purchased 14-21 days out in order to get the best deals. The observation was made that SASFAA is in good financial shape and that the members should be considerate of SASFAA's resources and spend wisely.

Report from Membership Chair, Forrest Stuart

Forrest stated that SASFAA currently has 767 members; and of this number, 136 are new members. The new members include 71 individuals that registered during the summer new aid officer workshop.

Forrest reported that the SASFAA membership by state was as follows:

Alabama	45
Florida	118
Georgia	93
Kentucky	75
Mississippi	26
North Carolina	95
South Carolina	100
Tennessee	86
Virginia	86

Forrest indicated that statistical data should be added to the registration form for the SASFAA new aid officers workshop.

The issue of web privileges for the membership was discussed. It was stated that the Web site should be accessible to both members and non-members, but that perhaps certain portions of the site should be restricted to non-members. The comment was made that the Web site should not be password restricted, and that the benefits to new members should be highlighted. Discussion was generated about the setup of other regional association's Web sites and the length of their membership. More discussion will occur on this issue once the Web site is operational and policies and procedures are developed.

The board meeting recessed for lunch at 12:30 p.m.

The board meeting reconvened at 1:35 p.m.

Committee Reports Continued

Report from Electronic Services Chair, Erik Melis (given by Forrest Stuart)

In Erik's absence, Forrest gave a brief update on the status of the new SASFAA Web site. Many concerns and questions were asked about the new Web site and its functionality. A concern was expressed about the SASFAA listserv being password protected since this is currently the main vehicle used to solicit membership. However, ATAC will send e-mails through the web, rather than through the listserv, to the entire membership database (both current members and non-members). Another concern was expressed about whether conference registration will be on the new Web site. Will sponsorship be on the new site or will there be a link that will take one back to the old sponsorship site? When will the Web site go live? If the new Web site will be used for voting, it would need to be up in time to accompany the nominations and elections timeline that must be followed in the SASFAA bylaws. Will all of the information on the old site be moved to the new site? How will archives and the minutes be handled? All of these issues and questions must be addressed soon. President Day indicated he would pass these concerns and questions on to Erik for some answers.

LIAISON REPORTS

SEE ATTACHMENT C

SPECIAL REPORTS

SEE ATTACHMENT E

Report from Management Institute Chair, Karen Fooks

Karen announced that the SASFAA Management Institute would be held December 10-12, 2004 at Grove Park Inn. The committee is comprised of Crusie Lucero, Joel Harrell, Carol Mowbray, Dave Cecil and Mike O'Grady. Ex-officio members are Ron Day and Janet Sain. Karen stated that she selected seasoned veterans who have been involved in policy issues. The committee will meet in Orlando on December 14-15, 2003, at which time they will discuss the specifics of the Management Institute training. A ninety-room block has been secured at the Grove Park Inn, and participants will be limited to 100-125 so that the meeting can be kept to a small number.

The board meeting recessed at 3:50 p.m.

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

Special Reports Continued

Report from Past Presidents' Council Co-Chair, Susan Little

The Past Presidents' Council was charged by SASFAA President Ron Day to discuss several issues of concern. They were requested to review the structure of the board; finances; increasing reserves; SASFAA workshops and membership categories.

The discussion on the structure of the board indicated that the membership criteria (active/associate) should be reviewed in determining the make-up of the Board. The goals of the association should be reviewed and a determination made as to how the set-up of the Board would fit within these goals. Some questions to be addressed included: Should there be an agency representative on the Board as a voting member? Should SASFAA be structured the same as NASFAA with commission directors overseeing several committees? Should there be other representatives at the Board meeting other than the state presidents and the elected board? Several comments were made including the fact that the SASFAA President can limit the individuals that attend a board meeting. Some individuals thought it would be a good idea to have commission directors because this would give others the opportunity to participate, diversify the board and save on expenses. It was suggested that the positions on the board should be reviewed and certain positions be given voting rights. Another suggestion was to create positions on the Board that are needed (i.e. Chair of Diversity).

During the discussion of financial issues, a concern was stated about whether the \$400,000 in SASFAA's reserve account would be enough for a year if it had to be used. If, for some reason, a conference or workshop were only attended by half of the membership, SASFAA would need a big reserve to meet expenses it would be liable for based on its contract. It was suggested that current and future contracts be reviewed to determine what it would cost the association if it could not meet in any one year. Also, it was suggested that financial records be placed on the web.

It was the consensus of the group that training is a part of SASFAA's core; it promotes professionalism and SASFAA must offer training workshops to its members. The training workshops could be organized and promoted better than they are currently. A suggestion was made to hold SASFAA's Mid-Level training workshop in states other than Mississippi when it's SASFAA's year to conduct the training. It was stated that the meetings have been held in Mississippi in an effort to make it closer to the SWASFAA group.

However, SASFAA can choose to not partner with SWASFAA for this training and provide the training on its own. SASFAA, as an organization, exist to train and help financial aid administrators, and its existence cannot be justified if training were not provided. It was stated that the location of a workshop would not prevent one from attending if the workshop were actually needed. As technology changes, not all training has to be a conference or workshop. A variety of resources can be used to provide training. SASFAA has the opportunity to expand training because it has the resources. SASFAA training allows one to see that one is dealing with people and with lives. The association has the opportunity to be sure that the “humanness’ in what it does remains and is passed on to others. Part of what the association does has a bearing on what it represents, and it is training people to help people. There is no dollar amount that can be placed on this. It was suggested that an electronic format could be developed for training and shared with the membership.

While discussing the categories of membership, it was stated that “who can vote” is not a crucial issue in what SASFAA does. However, another comment was made that only financial aid administrators should be allowed to vote. It was stated that financial aid administrators have basically given up their roles and others (such as lenders) have taken over responsibilities that used to be conducted by the aid administrators. It is felt that the association is losing leadership, and that financial aid administrators need to get more involved and lead the association. On the other hand, lenders and others can bring as much to the table as a financial aid administrator. Lenders contribute much to the association, and the conference could not be held without the lending community. There must be a way to get financial aid administrators involved without excluding other groups. MASFAA has associate memberships, and three or four of the committee chairs are associate members. MASFAA has found that these individuals bring a different perspective to the board and they can learn from the aid administrator.

After discussing these concerns that were reviewed by the Past Presidents’ Council, President Day assigned board members to investigate these issues further and be prepared to report at the next board meeting.

Old Business

The Newsletter Sub-committee will not have an editorial board.

All issues dealing with the Membership Sub-committee will be resolved with the implementation of the new Web site.

The Site Selection Sub-committee is developing a sample contract. The committee needs prioritization on what should be done by the committee in the remaining year.

What happened to the letter President Day sent to the Department of Education about SASFAA’s willingness to pay for Department officials to attend SASFAA conferences/board meetings? Greg Martin will check on this issue.

New Business

The requirements for the GAP Report can be found in the notebook each board member was given in June.

Howard Thomas thanked the board for its hospitality and stated that he had an enjoyable time.

Tom Dalton thanked the board and stated that these meetings accomplish what they are suppose to, which is the sharing of knowledge and new ideas.

ACTION: Nathan Basford moved to adjourn the Executive Board meeting. The motion, seconded by Karen Koonce, was approved. The meeting adjourned at 5:10 p.m.

Respectfully submitted,

Dee Talley, SASFAA Secretary

ATTACHMENT A – OFFICERS REPORTS

Report from the President, Ron Day

Ron Day, SASFAA President, reported that following the August SASFAA board meeting, he attended a variety of SASFAA and NASFAA activities. He stated that he attended the following:

- AASFAA Fall Conference – Auburn University
- RMASFAA (Rocky Mountain) – NASFAA Inter-regional visit in Big Sky, MT
- SASFAA Conference Meeting – Greensboro, NC
- NASFAA Finance Committee Meeting – Washington, DC

He thanked Janet Sain and other SASFAA Executive Board members for updating the states regarding SASFAA information. He also thanked Janet Sain, SASFAA President-Elect, for designing a spreadsheet for needs, dates, locations, hosts, airport information, and time of presentation of the SASFAA update for both the state fall and spring conferences.

Ron mentioned the NASFAA Finance Committee, which is chaired by Dave Cecil for 2003-2004 and Susan Little for 2004-2005, worked with the NASFAA staff to develop a plan for offering members access to the NASFAA Encyclopedia. He encouraged members to view the Encyclopedia this month – during the “free access month” – to discover the wonderful resource it is for all FAOs and other members.

Ron recognized all the members of the board for their hard work on various projects. He encouraged all sub-committees to continue working to achieve their goals. He also stated that several sub-committees have discovered that their work will continue into next year.

One sub-committee he brought special attention to was the Web Site Re-design Sub-Committee, under the direction of Erik Melis. Erik notified Ron that he could not attend the board mtg., however he did send a Power Point presentation that will be available in the hospitality suite for viewing. He noted that vast amount of work that the sub-committee has put into many, many different aspects of this re-design.

Ron also recognized Freida Jones, SASFAA VP, for the work on various workshops. The sites have been determined and Freida gave an update during her report.

Ron thanked Susan Little and Clark Aldridge, Co-Chairs of the Past President’s Task Force, for their hard work. He stated that he was excited about their report and the possible changes their hard work will present.

He thanked Karen Fooks for agreeing to chair the Management Institute for December 2004. Karen gave an update about the workshop. Ron talked about the conference and its plans. He stated that he did not want to “steal any of Zita’s thunder,” however, that the plans are ahead of schedule and that a great agenda has been designed.

Ron then offered his condolences to Freida in the death of her father.

Report from the President-Elect, Janet Sain

Fall Meetings have included visits to the downtown Richmond Marriott for the VASFAA meetings and to Lake Lanier Resorts for the GASFAA meeting. Both groups were extremely hospitable and Janet was able to visit with her colleagues and see how their meetings were conducted.

Janet was unable to attend the VASFAA Board meeting prior to the conference, but she was able to make the SASFAA Update presentation during their opening session. This included hearing their general speaker, Mr. William Thro, address the impacts of the University of Michigan Affirmation Action cases. Janet was very impressed by their new “Get to know.....VASFAA” brochure designed by their Publications committee headed up by Joann Carreras. Great Job! Thanks to Sherwin and VASFAA for the warm welcome.

GASFAA’s meeting was held at the PineIsle Resort on Lake Lanier Island. The place was simply BEAUTIFUL! Great place for a conference. They held their Executive Board meeting on Wednesday afternoon and Janet was able to attend. Short, sweet and to the point. She loved it! She wanted to commend them on their newsletter and membership directory. Jane was able to attend their entire conference and the program committee did an excellent job with their selection of presenters and session topics. The SASFAA Update was given during their closing session and she was totally impressed with the attendance until she realized they were really all there for the door prizes! Hey, whatever works! Thanks again to Lenora and GASFAA for their hospitality.

Continuing efforts in the sub-committee for Site Selection, assisting in the further development of a SASFAA Conference Manual and the development of the SASFAA Management Institute are Janet’s future agenda items.

Report from the Vice-President, Freida Jones

The instructors, coordinator, and lender assistants have been chosen and approved by the Board for the New Aid Officers Workshop (NAOW) in June 2004. The University of South Florida (USF) has provided enough planning and resource information for the NAOW committee to begin specific planning and arrangements. Lodging on campus is available in the Magnolia Apartments. Those interested in viewing the apartment layout on line may go to <http://www.reserv.usf.edu/magnolia.html>. Each living unit includes four single occupancy bedrooms, two baths and a common living area and kitchen.

Possible off campus events might include Busch Gardens, the Museum of Science and Industry, and USF’s Riverfront Park. Plans are under way.

There will be a one-day workshop in conjunction with the SASFAA Conference, Sunday from 8:00 – 4:00, February 15th. There will also be a booth with flyers about the workshop in June.

The Mid-level workshop plans are coming together nicely. The contract has been signed and the location of the workshop will be at Millsaps College in Jackson, MS, June 26-29, 2004. Mary Givhan is the Coordinator of the workshop. Wendy Hutchins of Sallie Mae, formerly of Millsaps, will serve as Site Coordinator. The Mid-level committee has a meeting scheduled for November 14, 2003.

This report also includes a sample flyer that will be distributed at the conference and to the membership.

HAVE YOU BEEN TROUBLED WITH THOSE EVIL EFCs, THOSE CRIMINAL PROFESSIONAL JUDGEMENTS, THAT PESTY AWARD PACKAGE AND ITS SIDEKICK, OVERAWARD?

COME JOIN THE F.O.R.C.E.

(FAFSAs, Overrides, Regulations, Calculations, and Eligibility)



*THE SUPERHEROS OF
THE SASFAA SUMMER NEW AID OFFICERS WORKSHOP*
CAN STAMP OUT THAT DASTARDLY DOUBT AND HELP YOU FIGHT BACK WITH
KNOWLEDGE

June 19-25, 2004

University of South Florida

Intended Audience: New Aid Officers with three (3) years of experience or less

STAY TUNED AND MAY THE “F.O.R.C.E” BE WITH YOU!!

Contact: Freida J. Jones, fjjones@gsw.edu
Registration forms on line: www.sasfaa.org

(229)928-1378

Report from the Past President, Karen Koonce

The Nominations and Elections committee met in Atlanta, Georgia on October 25, 2003. Members present included: RoseMary Stelma from North Carolina, Nancy Melton from Kentucky, Julia Perreault From Georgia, Barry Simmons from Virginia, Mike Reynolds from Alabama, and chair, Karen Koonce, past-president. Cara Shur from Tennessee was unable to join us at the last minute due to a family emergency. We were able to contact the other members by phone: Dewey Knight from Mississippi, Anita Kaminer from South Carolina, and Leonard Gude from Florida.

The committee reviewed the resumes for each potential candidate. We took several things into consideration.

1. General overall qualifications for the position.
2. Diversity of the board as a whole.
3. Past, current, and future roles the candidates play at the state, regional, and national levels.

The committee also recognized that some nominations appeared to be last minute, and therefore felt they may not be as serious about the position. We will encourage those interested parties to consider future leadership roles with SASFAA.

The Nominations and Elections presented the following slate for the 2004-2005 year:

President-Elect	Guy Gibbs, Virginia
Vice-President	Debra "Dee" Talley, Alabama Zita Barree, Virginia
Secretary	Sandra Neel, Kentucky Brenda Paganelli, Mississippi

Each candidate will supply a resume, photo, and a statement to be published of 500 words or less. This information will be posted on the website in the newsletter, along with information about using the absentee ballot. Information about on-site voting times and procedures will be announced during the opening session at the conference in February.

An e-mail was sent to the board of directors list serve soliciting recommendations for SASFAA awards. These include: NASFAA Leadership award, SASFAA Distinguished Service Award, and Honorary Membership. Unfortunately, it appears that some of the list serves no longer work correctly so many members did not receive the email. A discussion was held at the board meeting to address these awards.

Report from the Secretary, Dee Talley

Dee reported that since the August board meeting, she has received the updated stationary and envelopes. If anyone needs any of these items, please let Dee know and she will mail them to you.

Dee will be doing the yearly review of the P&P manual in the next month. She should be informed of any changes that may need to be made to the manual. Dee anticipates there will be several changes due to the work being done by several of the sub-committees.

Dee will be contacting the Sheraton Hotel in Birmingham next week to reserve rooms for the conference in February 2004. She asked that everyone let her know if they plan to arrive early or stay later so that their reservations can be made accordingly. If anyone will be sharing a room, Dee will need to be informed. If anyone has already made their reservations, please let Dee know so that she can avoid double booking.

Dee reminded everyone to e-mail their board reports to her when they return to their office next week, if they have not already done so.

Report from the Treasurer, Lester McKenzie

See the next page.

Budget vs. Actual
July 1 through October 21, 2003

	Actuals	Budget	\$ Over Budget	% of Budget
Income				
01 · Membership Dues	16,800.00	30,000.00	-13,200.00	56.00%
02 · Professional Advancement	5,739.00	80,000.00	-74,261.00	7.20%
03 · Annual Meeting	0	120,250.00	-120,250.00	0.00%
04 · Vendors/Sponsors/Patrons	39,591.40	120,000.00	-80,408.60	33.00%
05 · Advertising	5,603.60	20,000.00	-14,396.40	28.00%
06 · Publications	0	0	0	0.00%
07 · Interest Income	29,312.84	13,000.00	16,312.84	225.50%
08 · Miscellaneous Income	1,806.50	500	1,306.50	361.30%
Total Income	98,853.34	383,750.00	-284,896.66	25.80%
Expense				
101 · President	1,197.36	7,500.00	-6,302.64	16.00%
102 · President-Elect	504.57	6,900.00	-6,395.43	7.30%
103 · Vice President	355.2	4,000.00	-3,644.80	8.90%
104 · Secretary	9.14	3,600.00	-3,590.86	0.30%
105 · Treasurer	965.87	7,200.00	-6,234.13	13.40%
106 · Past President	1,043.46	2,200.00	-1,156.54	47.40%
201 · Membership/Directory	1,674.39	6,200.00	-4,525.61	27.00%
202 · Electronic Services	694.22	8,000.00	-7,305.78	8.70%
203 · Professional Adv	6,609.32	94,000.00	-87,390.68	7.00%
204 · Newsletter	899.95	4,000.00	-3,100.05	22.50%
205 · Finance and Audit	223.76	4,400.00	-4,176.24	5.10%
206 · Annual Meeting Program	13,643.42	165,000.00	-151,356.58	8.30%
207 · Site Selection	209.76	1,700.00	-1,490.24	12.30%
208 · Nominations and Elections	0	7,000.00	-7,000.00	0.00%
209 · By-Laws	0	0	0	0.00%
210 · Executive Board	5,724.89	30,000.00	-24,275.11	19.10%
211 · President's Contingency	0	3,275.00	-3,275.00	0.00%
212 · Archives/Research	0	800	-800	0.00%
213 · Advance Program Planning	546.56	1,975.00	-1,428.44	27.70%
214 · Diversity Issues	2,147.84	4,500.00	-2,352.16	47.70%
215 · Prior Administration Bills	4,132.37	4,000.00	132.37	103.30%
216 · Legislative Relations	0	3,500.00	-3,500.00	0.00%
217 · Long Range Planning	0	4,000.00	-4,000.00	0.00%
218 · Vendor/Sponsor/Patron	799.76	4,000.00	-3,200.24	20.00%
219 · Special Projects	0	4,000.00	-4,000.00	0.00%
221 · Computer Hardware/Software	2,102.00	2,000.00	102	105.10%
Total Expense	43,483.84	383,750.00	-340,266.16	11.30%
Net Income	55,369.50	0	55,369.50	100.00%

ATTACHMENT B – COMMITTEE REPORTS

Report from Audit and Finance, Jane McNaughton, Chair

Jane submitted copies of the current investments for the Board's review. Since the August meeting, one certificate of deposit matured and was reinvested at 2.75% for 36 months after Jane consulted with Jim Mills, SASFAA's Investment Officer at SunTrust Bank in Norfolk, Virginia. One certificate of deposit matures in 2003 (December 29) and Jane will consult with Jim Mills to reinvest these funds according to SASFAA's investment strategy.

Jane reported that Anne Rochester, CPA, from edsouth, has completed SASFAA's 990 Income Tax Return. Jane mailed the return on Monday, November 3 and has distributed copies as necessary. Jane will begin the audit process for 2002-2003 in order to report the results of the audit to the Board at the February 2004 meeting.

Jane distributed copies of SASFAA's assets with updates from the Summer Workshop and new purchases. She asked the members of the Board who are in possession of these items to verify the accuracy of the report and update her with any changes.

Report from Conference Committee, Zita Barree, Chair

The theme for SASFAA 2004 is *Access – the Key to Brighter Futures*. The committee has been very hard at work since its first meeting, held at the Sheraton Birmingham in early August. A second meeting occurred on October 10-11 at the Sheraton Greensboro Hotel at Four Seasons in order to firm up sessions, activities, speakers, entertainment, etc. It promises to be a great conference.

Highlights include:

- Wintley Phipps, U.S. Dream Academy, Inc., Keynote Speaker
- Diversity, Experienced Aid Officers, New Aid Officers, and Technology session tracks
- Special NASFAA inter-regional guests: Kate Peterson, Jim White, and Betty Davis
- NASFAA Chair Dave Mayette will be in attendance
- Diversity Committee Special activities and General Session Speaker
- Jeff Baker and Kay Jacks, Federal Update (tentative)
- President's Reception at the Birmingham Museum of Art
- Special trip to the Civil Rights Institute on Monday afternoon
- Reauthorization Panel
- Large exhibit space, new Ask the Feds booth
- Alabama Hospitality/Commuter Suite with Mardi Gras theme
- Detailed mailer going out in mid-November followed by postcard reminder in January prior to early registration and hotel room cut-off deadlines
- Portfolios instead of bags
- Federal sessions spread out over Monday and Tuesday
- Return to state meetings for Monday's lucheon
- New format for Tuesday evening – the SASFAA Dinner Club
- And many more activities

Special thanks go to the committee members who have made all this possible:

Mike Reynolds, Local Arrangements Co-Chair
Dorenda Adams, AL rep
David Bartnicki, DOE rep
Heather Boutell, KY rep
Jolene Burke, VA rep
Bridget Ellis, NC rep
Antoinette Esposito, GA rep
Wendy Hutchins, MS rep
Andrea Perry, SC rep
Brent Tener, TN rep and 2005 Conference Chair
Rick Wilder, FL rep

Ex-officio members:

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

Areas of concern:

- 1. Front desk registration and parking issues at hotel**
- 2. Some of the hotel rooms are not clean/attractive**
- 3. There is a hotel airport shuttle but it will have limited availability**

Tentative Agenda

Friday, February 13, 2004

TBA	Local Arrangements Committee Meeting
TBA	State Presidents' meeting
2 – 5 PM	Conference Committee meeting

Saturday, February 14, 2004

TBA	Golf Tournament
8 am – 5 pm	SASFAA Board meeting
9 am – 5 pm	Conference Headquarters open
12 – 5 pm	AASFAA Hospitality/Commuter Suite open
1 – 5 pm	Conference registration
1 – 5 PM	SASFAA Community Project – FAFSA Workshops – coordinated by Diversity Committee
6:30 – 8 pm	President's Appreciation Reception (by invitation only)

Sunday, February 15, 2004

8 am – noon	Vendor set-up
8 am – 3 pm	New Aid Officer's workshop
8 am – 3 pm	President-elect's workshop
9 am – 5 pm	Conference Headquarters open
9 am – 5 pm	AASF AAA Hospitality/Commuter Suite open
9 am – 5 pm	Conference registration (closed 1 hour for lunch)
12 – 4:45 pm	Vendor exhibits open
12 – 5 pm	Computer Lab open
3:30 – 4:30 pm	First time attendees/New Aid Officer's reception
5 – 6:30 pm	Opening session – keynote speaker is Wintley Phipps, U.S. Dream Academy
6:30 – 9:30 pm	President's Reception at Birmingham Museum of Art

Monday, February 16, 2004 – School Spirit Day

7:30 – 8:45 am	Continental Breakfast
7:30 am – 3 pm	Exhibit area open - closed during lunch
8 am – 3 pm	Conference registration (closed 12 – 1 pm for lunch)
8 am – 3 pm	Conference headquarters open
8 am – 3 pm	Polls open (closed during lunch)
8 am – 3 pm	AASF AAA Hospitality/Commuter Suite open (closed during lunch)
8 am – 3 pm	Computer Lab open (closed 12 – 1 for lunch)
8:45 – 10 am	8 – 10 concurrent sessions
10 – 10:30 am	Break
10:30 – 11:45 am	8 – 10 concurrent sessions
12 – 1:30 pm	Luncheon - State meetings with box lunches
1:45 – 3 pm	General Session – sponsored by Diversity Committee: Steve Morgan as speaker, rep from Civil Rights Institute and then opening video from Institute
3 – 6 pm	Afternoon at the Civil Rights Institute – refreshment break to be catered by Sheraton
Evening	Note: transportation will be arranged from Sheraton to Civil Rights Institute and back Dinner on your own Bingo to begin at 9 pm

Tuesday, February 17, 2004

7 – 8:30 am	Continental breakfast
8 am – Noon	Conference registration
8 am – Noon	Polls open
8 am – 5 pm	Conference headquarters open
8 am – 5 pm	AASF AAA Hospitality/Commuter suite open (closed during lunch)
8 am – 5 pm	Computer Lab open (closed during lunch)
8:30 – 10 am	General session – Federal Update and Q & A
10 am – 3:30 pm	Exhibit area open – closed during lunch
10 – 10:30 am	Break
10:30 – 11:45 am	8 – 10 concurrent sessions
11:45 am – 2 pm	Lunch on your own Nominations & Elections Committee meeting & luncheon Professional Advancement Committee meeting & luncheon Legislative Relations Committee meeting & luncheon Diversity Leadership luncheon

2 – 3:15 pm	8 – 10 concurrent sessions
3:15 – 3:45 pm	Break
3:45 – 5:00 pm	8 – 10 concurrent sessions
6 – 7 pm	Cocktail Social – cash bar
7 – 10 pm	SASFAA Dinner Club - dinner plus entertainment to start during dessert

Wednesday, February 18, 2004

8 am – 5 pm	Conference Headquarters open
8:30 – 11:00 am	Breakfast and Closing session - Dallas Martin with “Washington Update” and Reauthorization panel discussion to follow
11:00 am – 1:00 pm	Conference Committee transition meeting/lunch

Concurrent Session Topics:

Angry Eyes
 Broadening the Scope of Diversity
 Building Teams Far and Wide
 Building Your Financial Aid Tool Box
 Cash Management
 Clock Hour Issues
 COD
 College Funding Consultants – Financial Aid Experts or Snake Oil Salesmen?
 Consortium/Contractual Agreements
 Creating Interactive Forms Using Microsoft InfoPath
 Creatively Leveraging Your Staff Resources
 Debt Management
 Default Prevention
 EDEExpress
 Electronic Transactions (E-signatures, E-mpns, etc)
 Ethics and the Law
 Financial Aid – Anytime and Anywhere
 Fraud and Abuse – IG to present
 FWS Best Practices – Campus Compact and Service Learning
 Graduate/Professional Roundtable
 I Don’t Trust Martians (Except for the Ones I’ve Actually Met!)
 Increasing Office Functionality with Microsoft Access and Excel
 Justifying Your Worth – Positioning Your Office on Campus
 Legal Issues and Diversity
 Loan Consolidation
 NSLDS
 PLUS MPN
 Professional Judgment
 Senior Administrators Roundtable
 Summer Aid
 Surviving an Audit or Program Review
 Surviving Your First Year as a Financial Aid Officer
 Teaching Money Management to Students
 Technology Pyramid
 The Paperless Office
 Title IV Compliance Issues
 Understanding Completed Tax Returns
 Unlock the Future – Early Awareness Programs for middle school youth and their families
 Updating Your Student Employment or Federal Work Study Office
 Verification

Report from Diversity Committee, Mary Givhan, Chair

The Diversity Committee has had two committee meetings. The first meeting was held on September 27, 2003 in Birmingham, Al. The second meeting was held by conference call on November 4.

Update on committee plans are as follows:

1. Financial Aid Fair for area high school student.
Pebblin Warren will be speaking to the Alabama Counseling Association to inform them of this workshop and to solicit their assistance and support of project. We also plan to publicize the workshop using local media, television and radio, including getting Ron on the television announcing this project.

We will also be soliciting assistance from our fellow financial aid administrators who to help parents complete the FAFSA. We plan to have a general session about completing the FAFSA and then students can meet with individuals FA administrators to assist them in completing the FAFSA. An announcement of the workshop was included in the newsletter to let member know of this project and to consider assisting with it. Each state will also be asked to announce this on their list serves. A Financial Aid Fair Volunteer form will be placed on the website.

In addition to completing the FAFSA we also plan to give each participant a “goodie bag”. Our lender partners will be asked to supply information and materials for the bags. KHEAA has been asked to provide refreshments. In addition KHEAA is also providing 300 copies of a publication titled **Affording Higher Education – Financial Aid Programs for Alabama Students**. It lists federal and state financial aid programs. It also lists all the public and private in Al with a listing of the different financial aid programs each school offers.

2. The Diversity Committee was also asked to work on 4 concurrent sessions for the annual conference. We are in the process of finalizing those sessions. Pebblin Warren, Em McNair, Anita Haynes and Mary are working on this project with committee input.
3. Liza Bruce is working on articles on diversity to include in two issues of the newsletters. The Diversity Brochure that was introduced in 2001 will be re-designed and updated and distributed at the luncheon. Liza Bruce and Anita Haynes are working on this project.
4. We are working on identifying a speaker for the Diversity Luncheon. Our first choice is not available.
5. Tour of the Civil Rights Institute – The membership will have an opportunity to visit the institute on Monday from 3-6. To make this more affordable we will have to hold a reception at the institute that will begin after 5:30. Otherwise it will cost us \$4 per person to tour the institute. Normally the institute is not open on Mondays, but since February is Black History Month it is open to the public and they will not let us have exclusive use of the facility during the day. So to keep us from having to pay \$4 person they will allow us to rent it and have exclusive use after 5:30 and well will just have to pay the rental fee which amount to about \$670

Report from Legislative Relations, Clark Aldridge, Chair

As was reported earlier, the House approach to reauthorization is different than the process that has been employed in the past. Rather than passing one reauthorization bill, the House has elected to pass several bills (as many as seven) that will become the House version of reauthorization. As of this date the House has passed four of the expected seven bills. Those passed include:

- The Ready to Teach Act
- The Teacher Recruitment Act
- Graduate Opportunity Act
- The International Education Act

The Senate held its first reauthorization hearing last month. Since then two bills dealing with reauthorization issues have been introduced. These bills will be detailed later in this report.

It is expected that the House, which began the reauthorization process this summer, will be the first to act. The Senate bill is expected after the first of the year. The Administration's bill will be delivered with the President's budget bill in February. However, there is some speculation that reauthorization may be delayed another year. Some higher education groups are in favor of a delay in hopes of having additional funds available to support program enhancements. Others believe it is in the President's best interest politically to have a bill as part of a campaign strategy.

While the House leadership has been the most vocal concerning rising college cost and consumer information, you will likely see the same issues addressed in the Senate's version of reauthorization.

With very little money available for new or expanded programs, you will see much more in the way of partisan rhetoric as the process moves forward. Senator Kennedy has signaled that he intends to be an active player with the introduction of his reauthorization bill introduced in the Senate.

Other bills dealing with reauthorization issues are as follows:

Financial Aid Simplification Act

Introduced by Rep. Buck McKeon and Rep. Rahm Emanuel. This bill would require a thorough examination of the FAFSA and the need analysis formula. The bill would direct the Advisory Committee on Student Financial Assistance, which provides advice and counsel to Congress and the Secretary of Education on student financial aid matters, to conduct a thorough study of how the needs analysis model in the Higher Education Act could be simplified. Among the list of study requirements the Committee will examine are: whether the formula can be simplified without significant adverse effect on program intent, cost, integrity, delivery and distribution of awards; whether the number of data elements and the complexity of questions can be reduced; whether the application can be streamlined; and whether students can complete limited sections of the FAFSA according to their specific circumstances.

H.R. 30309 Expanding Opportunities in Higher Education

Amends the independent student definition to include active duty military; reauthorizes the GEAR Up program for five years; eliminates the 90/10 rule; repeals the 50% rule; makes changes in Student Aid Need Analysis; changes the Performance Based Organization and requires the PBO to reduce costs for higher education programs.

H.R. 2505

Allows out of schools borrowers to consolidate student loans and provide for increased Pell Grant funding.

H.R. 2711

Permits students the freedom to select a student loan consolidator.

H.R. 3080

Increase the annual amount of student loans that federal agencies can help employees pay back from the current \$6,000 per year to \$10,000 per year and increases the lifetime maximum repayment amount from \$40,000 to \$60,000.

Affordability in Higher Education Act

This long awaited bill by Rep. Buck McKeon would establish a “College Affordability Index,” a standard measure by which the consumers of higher education can understand and compare tuition increases in real terms. The index is simply determined by comparing tuition and fee increases over a three-year period, starting in 2005-2006, to increases in the rate of inflation over the same time period. The resulting information will be made available through a user-friendly Department of Education Web site.

If a school increases its tuition and fees by more than two times the Consumer Price Index over a three-year period, that institution must take specific action to control cost.

Beginning in 2008 such schools must submit a document explaining the reasons for the increase. The school must also submit a management plan stating how the school plans to curb increases and an action plan with a schedule of actions to be taken. Schools that fail to comply after two years with its management plan will be placed in “cost affordability alert” status. If they don’t comply after one more year, the schools will be declared ineligible for campus-based aid. However, students receiving Pell grants and Stafford/Direct Loans will not be affected. Low-cost colleges, the least costly 25% of institutions in their sector will be exempt. The bill would also “eliminate barriers for transfer students” by requiring colleges not to base the acceptability of courses presented for transfer credit solely on reasons considered to be territorial or political. The bill states that the legislation “does not mandate what course work must be accepted by any institution,” -- it does state that “the agency or association that accredited the institution must not be the sole reason course work is not accepted for transfer.” Schools would be required to report their transfer credit acceptance rate to the Secretary of Education. All of this would be included in the schools Participation Agreement.

Finally, the bill creates a College Affordability Demonstration Program, which allows participating schools to implement “innovative strategies in their delivery of financial aid and education to improve affordability.”

S.1742

Introduced by Sen. Ben Nighthorse Campbell, would tie all future loan interest rates for student borrowers to the bond equivalent rate of the 91-day T bill and would cap loans at 7.75% and PLUS loans would be capped at 8.5%. Campbell said, “This bill would automatically refinance outstanding loans to current interest rates on a routine basis and would avoid the problems associated with refinancing of old loans under new rate structures. The bill would also mitigate the extraordinary costs to the government associated with the consolidation of student loans under a fixed structure. This bill would also allow savings which will ensure that federal resources can be directed to those who have not yet had an opportunity to pursue or to complete an educational program thereby ensuring future access to higher education.”

The College Quality, Affordability, and Diversity Improvement Act of 2003

Introduced by Senator Kennedy, the bill includes three changes to ensure that no student has unmet financial need, giving \$1,500 more to middle-class families and \$3,800 more in college aid to low income families. It increases the Pell Grant maximum by \$450 and the average SEOG Grant by \$250; it increases the HOPE Tax Credit from \$1,500 to \$3,000 and from two years to four years, and makes it refundable for low income families; it eliminates loan origination fees on all subsidized student loans; facilitates voluntary limits on price growth, creates incentives for colleges to reduce costs, reduces regulatory burdens on colleges that increase cost, and ensures better parent and student information about the true cost of higher education.

- a) Requires states to maintain 90% of the previous year state fiscal effort for higher education in order to receive new financial aid;
- b) Requires the Secretary of Education to convene a higher education “arms control summit,” whereby groups of competing schools agree to limit future growth in college tuition;
- c) Provides \$5 million to start up funds to college consortia that agree to reduce costs through bulk purchasing, joint faculty appointments, and distance education programs, shared library acquisitions, joint legal counsel, among other areas. Half of all savings generated must be dedicated to increase student aid;
- d) Eliminates obsolete, needless, and costly reporting requirements such as institutions reporting on foreign gifts received;
- e) Requires each college to disclose in its application materials the annual trend data on the extent and average amount of its tuition and fee discounts from the base “sticker price.”

The bill limits student loan debt burden, creates a new student loan refinancing option for those now repaying their student loans, and saves the federal government money in the Direct Loan program, passing a portion of these savings on to low-income students.

- a) Converts the current tax deduction for student loan interest into a tax credit for student loan interest;
- b) Forgives outstanding Direct Lending student loans for student in public sector jobs after 10 years in income-contingent repayment, instead of the current 25 year requirement;
- c) Enables all graduates to refinance their student loans just as they would refinance a home mortgage. Students who make multiples payments for multiple variable interest rate student loans can consolidate their loans into a single fixed rate loan, at a historically-low rate of 3.42%;
- d) The bill offers schools that choose to participate in the Direct Loan programs a percentage of federal savings, and earmarks that reward for campus-based financial aid.

The bill exempts the first \$9,000 of regular college student earnings and up to \$18,000 of adult student earnings from financial need calculations. The bill also closes a \$400 million loophole in the4 student loan program that provides a small number of lenders with a guaranteed and government-subsidized 9.5% rate of return on a tiny subset of student loans.

House GOP Leaders recently announced the creation of “College Cost Central”, a Web site for students and parents to input their opinions by completing a survey on college cost and what the federal government can and should do to keep college affordable.

Report from Membership Committee, Forrest Stuart, Chair

As of membership data entered 10/24/03, here are the membership numbers:

TOTAL: 730

By State (Alpha):		By State (Rank)		Ethnicity:	
AL:	39	FL:	104	White, Non-Hispanic:	484
FL:	104	SC:	96	Black, Non-Hispanic:	89
GA:	87	NC:	91	Hispanic:	16
KY:	75	GA:	87	Asian or Pacific Is:	6
MS:	25	VA:	86	Other:	1
NC:	91	TN:	85	Not reported:	134
SC:	96	KY:	75		
TN:	85	NON-SASFAA:	42	Gender:	
VA:	86	AL:	39	Male:	168
NON-SASFAA:	42	MS:	25	Female:	439
				Not reported:	123

1. The individual members of the Membership Committee are to be commended for passing along reminders about SASFAA membership to their individual states. They have also passed along the state numbers as a kind of “competition” and “rally” for membership.
2. The membership sub-committee has reviewed a couple of recommendations for updated policies and procedures. However, until the web is available for further investigation, a full slate of proposals can not be made. At last report from Erik Melis, the web will be ready for viewing around November 6, 2003.
3. Regular “reconciliation” between the treasurer database and the membership database are taking place to ensure data accuracy.

Report from Newsletter Editor, Guy Gibbs

Since the last board meeting in Birmingham, the following activities have transpired:

- The **SASFAA September 2003 Updates** was completed and posted to the SASFAA Web site. The state of Alabama was featured in the update and thanks to AASFAA President Deborah Byrd and Dr. Bill Wall for such an informative article.
- The first quarterly edition of the newsletter, **SASFAA October 2003 Newsletter**, was placed to the SASFAA Web site and accessible October 27, 2003. A special thanks to the elected board, state presidents, committee chairs and liaisons for providing reports for the newsletter. In addition, SASFAA members provided other articles for publication, and the newsletter editor was able to add additional information pertinent to financial aid and the mission of the association. The SASFAA sponsors came through again and provided a number of full- and half-page advertisements. The state of Virginia was highlighted in the October newsletter. A special thanks to VASFAA President Sherwin Hibbets for providing information concerning the Virginia association. Also, thanks to Bob Godfrey for working with the sponsors and obtaining a commitment for newsletter advertisements and to Erik Melis for his efforts in getting the update and newsletter posted to the SASFAA Web site.
- Due to the short span of time from the publication of the **SASFAA October 2003 Newsletter** and the **SASFAA 2003 November Update**, it was decided not to publish a November update. This decision was reached in consultation with President Ron Day. It was felt that there would be so little time between the November updates and the quarterly December newsletter that it was best to wait and only publish the newsletter. As a result of this decision, the December newsletter will highlight two states, Florida and Tennessee.

December Quarterly Newsletter

Articles and ads for the December newsletter letter need to be submitted to the newsletter editor no later than Monday, November 17, 2003. Every effort will be made to have the newsletter available on the SASFAA Web site the second week of December.

As indicated, the FASFAA and TASFAA associations will be highlighted in the December newsletter. Other state presidents are encouraged to provide articles for inclusion as well. All elected officers, committee chairs, and liaisons are also encouraged to provide articles for inclusion and to keep the SASFAA membership informed of activities taking place. As indicated, articles need to be provided to the newsletter editor by mid-November, if at all possible. Exception may be made. Contact the newsletter editor at 703-323-3085 or by e-mail at ggibbs@nvcc.edu if the deadline cannot be met.

The December newsletter will also provide the SASFAA membership with information about the upcoming election to be held in conjunction with the annual conference. Candidates for secretary, vice president and president-elect should have their bios, candidacy statements and photos to the newsletter editor no later than November 17, 2003. Photos should be in either a jpg or gif format. One page will be devoted to the candidacy of each nominee.

Past President Karen Koonce, chair of the Nominations and Elections Committee, will be asked to have a sample absentee ballot, instructions for voting by absentee, and directions for return of a completed absentee ballot to the newsletter editor by the referenced date.

Report from Site Selection, Ron Gambill, Chair

Site selection visits for the 2007 SASFAA Annual Meeting will be conducted prior to the February Board Meeting. Based on the conference requirements, sites in Nashville and Memphis will be visited. Nashville has two potential sites, the Opryland Hotel and the Renaissance/Convention Center with the new Hilton as overflow. In Memphis, the potential site is the Peabody Hotel with a Holiday Inn Select across the street as overflow. Preliminary proposals will be obtained and a recommendation made for the Executive Board's consideration.

The Grove Park Inn has been contracted for the SASFAA Management Institute in December 2004. The dates are December 10-12. Ninety rooms have been placed in a block for SASFAA. Based on a 20% attrition clause, there are no charges for meeting space. We have a general session room and three breakouts in the contract.

The Site Selection Subcommittee will be reviewing the guidelines/checklist for the New Aid Officers Workshop. This was developed by Lynda Sayer from Furman University.

After discussions with other regions and NASFAA, the concept of using Professional Conference Planners to secure future meeting locations and handle contract negotiations is not recommended. This was a recommendation of the GAP committee, but after review, we do not believe it is appropriate for SASFAA at this time, based on those who have previously used this process.

Report from Vendor/Sponsor, Bob Godfrey, Chair

1. Sponsorship of November Board Meeting

All meal functions of this meeting have been fully sponsored. Those providing support for this meeting include:

- Ed South – Friday night dinner
- National Education – Friday and Saturday night hospitality
- Bank of America – Saturday night dinner (co-sponsor)
- Sallie Mae – Saturday night dinner (co-sponsor)
- NSLP – Saturday morning breakfast
- Chase – Saturday refreshment breaks
- Collegiate Funding Services (CFS) – Saturday lunch
- Sun Trust Bank - Sunday breakfast

2. Banner Ads for New Web Site

Commitments from 11 sponsors have been received for banner ads on our new web site. Thanks to Erik Melis for his invaluable assistance with technical issues as they arose.

The banner ad option has been added to our Web site as an option and we hope to continue to collect ads. Once the site comes up and folks view it, it is hoped that more sponsors will sign on.

To date, those who have committed to banner ads include:

Access Group
Citibank
USA Funds
Ed America
Chase
Bank of America
Sun Trust
Regions Bank
Am South Bank
Great Lakes Agency
Right Now Technologies

3. Newsletter Ads

We have received requests for newsletter advertising from 11 sponsors. Most want to advertise for all four editions. Guy Gibbs, newsletter editor did a great job in placing the ads into the newsletter for the sponsors.

4. Conference Committee October Meeting

Sponsorship for the Conference Committee's October meeting in Greensboro, NC was received from the following sponsors:

Sallie Mae – dinner
North Carolina SEEA – lunch
Bank One – refreshment breaks

5. Annual Conference

Sponsorship information for the conference was placed on our current web site in late September affording plenty of time for our sponsors to sign up. Thanks to Erik Melis for an expert job in laying out the sponsorship page, making it very easy for sponsors to sign-up.

To date, 21 sponsors have committed to providing support for the conference. The breakout according to sponsorship level is as follows:

Platinum (\$4200 and up)	5
Gold (\$2400 - \$4199)	6
Silver (\$1500 – \$2399)	4
Bronze (\$1185 - \$1499)	6
Total	21

For the 2003 conference in Jacksonville, there were 53 conference sponsors.

Efforts will continue to encourage previous sponsors to commit for this year's conference and to develop new sponsors.

Despite repeated efforts, no response has been received from software companies when support is sought for SASFAA sponsorship. The sponsorship chair has written these companies on several occasions, and encouraged them to consider holding user group meetings prior to our conference. No a single response has been received. Efforts will continue with this initiative.

The drayage company/exhibit management company has been selected for the conference. Three bids were solicited from two companies in Birmingham, and one from the company we used last year in Jacksonville. Veal Convention Services, of Birmingham, provided the most competitive bid and they were selected.

The company is located about eight blocks from the convention center which should make any last minute problems much more manageable.

Attention will now focus on contacting the exhibitors regarding shipping details and information needed for the printed program.

Report from Electronic Services Committee, Erik Melis, Chair

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

- Updated Calendar by Date and Calendar by State listings
- Posted June 2003 Board Meeting minutes in "final" version
- Posted August 2003 Board Meeting minutes in "draft" version
- Posted September update issue of SASFAA Newsletter to the web
- Posted October issue of SASFAA Newsletter to the web
- 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
- Made updates to sponsorship information including Banner Ads sponsorship opportunity for new Web site.
- Updated Miscellaneous Expense and Travel Expense forms.
- Updated 2004-2005 Volunteer Form.
- Coordinated submission of membership information, newsletter information and sponsorship information (including numerous Banner ads) to ATAC for inclusion in the new SASFAA Web site.

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

- The new SASFAA Web site through ATAC is scheduled to be available for preview on November 6th. It is hoped that the Board will get a chance to look at it during the November Board meeting and that it will be blessed with go-live shortly after that.
- The Web Development Sub-Committee will review the functionality of the new SASFAA Web site and recommend P&P changes to the various committees once the site is live.

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

- Established new listserv for SASFAA Management Institute group

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

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

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

ATTACHMENT C – LIAISON REPORTS

Report from Lender Liaison, Amy Moser

No report submitted.

Report from the Department of Education Liaison, Greg Martin

Application and Delivery System 2004-05

The application's color scheme is pink and purple (parental sections which remain purple each year). A redesigned first page contains a clarified section on deadlines. Revised text more clearly differentiates between deadlines for federal versus state aid; it also stresses that schools may have separate deadlines. Additionally, a statement on page 1 reminds students to correct any estimated income data reported on the FAFSA as soon as they file their tax returns.

On page 3, containing demographic data, the student's email address is now Question 13 in the same area where name, address and other identifying information is requested. Text clarifying how the email address will be used has been added, with student's advised to leave the question blank if they do not wish CPS communication with them to be electronic.

Based on comments from the aid community, questions pertaining to student assets (page 4) have been reordered so that cash, savings and checking account amounts are first followed by the investment question. The same changes have been made to the order of parent asset questions on page 5. Notes remind applicants not to include as investment the amounts cash, savings and checking in Questions 43 and 81.

Changes to Step Three, where dependency questions are asked, include a revision in the wording of the graduate status question. Previously, the question asked, "During the 2004-05 school year will you be working on..." It now reads, "At the beginning of the 2004-05 school year will you be working on a master's or doctorate program..." This question was changed so that students who will still be undergraduates in the fall will answer the question "No", because unless they meet another criterion, these students should be treated as dependent – at least for part of the year. Another of the dependency questions (Question 53) is changed to read, "Are both of your parents deceased, or are you or were you, until age 18, a ward of the court?" This change was made because of confusion over the meaning of the term "orphan".

Some changes to the application have been made in the event that legislation permitting a data match with the IRS in 2004-05 is passed. In addition to parents' last name and SSN, first name initial and date of birth will be requested. These new data elements are found in questions 57 through 64.

On page 6, Step Six, the five separate enrollment questions into one question. The enrollment question is now for the start of the enrollment period instead of individual terms. The question was moved from Step One to Step Six so that it is being answered about the school the applicant is most likely to attend.

All of the FAFSA changes will apply to the paper renewal FAFSA that will have the same questions as the paper FAFSA. Except for income information and the cash, savings and checking account responses, all information from the current year FAFSA will be preprinted. For 04-05, all school codes listed on the transaction used to create the renewal application will be printed. In addition, students' housing plans for each school listed on the FAFSA will roll forward rather than be left blank (many students were not answering this question). Because of the single enrollment status question on the 04-05 application, five separate 03-04 enrollment status responses must be converted to one. If the student answered any 03-04 enrollment status question as "full time", the answer will be converted to "full time on the Renewal FAFSA. If not, the question will be left blank.

Income fields will no longer be preprinted for students who qualified for an automatic zero EFC in the previous year. Also, parents SSNs and last names will not roll forward.

Beginning in 04-05, parent information for dependent students will be sent to SSA for confirmation that they are correct. SSA will return the matches in the same way they currently do for students. A successful match for at least one parent will be required. A parent's SSN will not be sent to SSA for matching if it is the same as the SSN reported for the student. If SSA reports a date of death for the parent it will not be rejected, as it would be for the student.

Four new CPS rejects are being added for this year. These are rejects 6,7,S and T. Rejects 6 and 7 occur when a SSN reported for a parent is not found on the SSA database and there is no successful match for the other parent. These rejects are non-verifiable. For reject 6, the SSN reported for the father was not found at SSA and there was no successful match for the mother. Reject 7 is the reverse of this. Reject S (verifiable) occurs when the father's reported date of birth differs from the date on file at SSA and there is no successful match for the mother. Reject T (verifiable) is the reverse of this.

With verifiable rejects, the applicant must submit a correction in order for the reject to be suppressed. If the incorrect data resides with SSA and the reported value was correct, the reject will still be suppressed. However the parent should be sure to contact SSA to resolve the discrepancy.

Other changes include Reject 12 (non-verifiable). It has been expanded to include dependent students and occurs when the amount of taxes paid is greater than or equal to AGI. Currently this reject is limited to independent students and parents of dependent students who meet this condition. Reject G is a new reject that occurs if the amount of a dependent student's taxes paid is greater than or equal to 40% of the AGI. In 00-04, parents and independent students get reject C, dependent students get a warning.

In the "Office Information" section of the ISIR changes have been made to the Data Source-Data Type codes. The format and valid content for the fields has been revised. Currently (03-04), it is a two-character field with seven valid numeric values. In 04-05, the two-character field is alphanumeric. The first character will be a number representing the data source and the second field a letter representing the data type.

In 04-05, the ISIR will contain all the match flag results for the parent's SSN match. Two new flags, "Father/Stepfather SSN Match Flag" and "Mother/Stepmother SSN Match Flag." These fields will have the same valid values as the SSN Match Flag used for the student

Report from the Agency Liaison, Michael Morgan

The National Association of State Student Grant and Aid Programs (NASSGAP) an organization dedicated to the promotion of high standards in the administration of grant and student aid programs, recently met in Indianapolis to address many issues relevant to its mission. During one of the sessions the organization asked each state to identify a few issues in relation to student aid. Below are the topics submitted by the state agencies of the nine SASFAA states:

(continued on next page)

STATE	ISSUE
Alabama	<p>Here is an issue with Alabama: On September 9, 2003, the citizens of Alabama once again voted down a Tax Referendum which would have provided funding to K-12 and postsecondary institutions. The citizens said no tax; therefore, the Governor brought out his ax. The proposed budget recommended by the Governor was to eliminate our state aid programs. The Legislature went into Special Session and did restore some funding (25% of the last year's funding) to some of the programs. Because of the significantly reduced funding in the state's only need-based program, we no longer meet our required maintenance of effort to qualify for LEAP funding. As a result, Alabama will not receive federal funds for 2003-2004 or 2004-2005.</p>
Florida	<p>The 2003 Legislative Session afforded a budget with a 4% increase overall. No programs were cut and none added; the increase was to accommodate tuition increases needed in both our need and merit programs. Although there was great debate and many bills suggesting amendments to the Florida merit program, Bright Futures, the only modification was to allow leniency for military students to begin using the scholarship. A bill passed in a late session that allows for three-year high school diploma options to be implemented immediately. Such outcome of earlier release of students would aid in class size reduction efforts, but is intensive in the implementation.</p> <p>The new K-20 Organization for the Florida Department of Education, now a Governor's Agency, streamlines operations, budget and coordinates the divisions of K-12, community colleges and state universities. A new research arm is in place to collaborate on studies and accountability measurement activities.</p> <p>The Department considered out-sourcing the Office of Student Financial Assistance, with emphasis on the FFEL Guaranty Program. However, no proposals were awarded and the Department is now creating a business plan to instill renewed operation efficiency to promote earnings with the goal of funding more need grants.</p>
Georgia	Nothing new to report.
Kentucky	<ul style="list-style-type: none"> ▪ New administration in December 2003 as a result of November Gubernatorial Elections. ▪ Significant state budget shortfall expected to have impact on future aid appropriations. ▪ Postsecondary access and affordability <ul style="list-style-type: none"> ○ Large tuition increases at KY public colleges ○ Funding unmet need in primary grant programs and Kentucky's merit scholarship with projected decline of dedicated financing

	<ul style="list-style-type: none"> from net lottery revenues ▪ <i>Go Higher Kentucky!</i> Web site ▪ Suspension of new participants in Kentucky Affordable Prepaid Tuition (KAPT) plan. ▪ Kentucky Higher Education Assistance Authority (KHEAA) developing Financial Aid Delivery System (FADS) – streamlining the delivery system for student aid programs.
Mississippi	No Report
North Carolina	Tuition increases of 5% implemented for the state universities (Increase is less than \$100/semester); 3.2% for the community colleges (Full-time students will pay \$568/semester).
North Carolina (Continued)	<p>To balance the tuition increases, need-based grants were increased as well: -The University system increased 53% from \$19 million to \$29 million –The Community college system increased 43% from \$7 to \$10 million –The private colleges received \$2.8 million to accommodate expected enrollment growth.</p> <p>Two new programs set up to assist students:</p> <ul style="list-style-type: none"> -First program provides a grant for tuition at a state university for graduates of the NC School of Science and Mathematics (select residential high school for 11th and 12th grades). -Second program assists students attending “certain” institutions that are excluded from the other program for private schools....Currently the new program will assist students attending Bible colleges that are accredited by SACS.
South Carolina – <i>Tuition Grants Program</i>	<p><u>South Carolina Tuition Grants Commission Update</u></p> <p>2002-2003 Highlights</p> <ul style="list-style-type: none"> *Need-based Grants to SC residents attending 20 in-state Independent Colleges *Year #3 of 5-year Conversion to a \$2,200 Program wide Maximum Grant *Total Funding Level: \$26.6 million *11,747 awards *2,240 average grant *Two state-wide budget reductions: 5% and 3.73% *\$3 million in one-time Lottery Funds enabled one-time \$250 add-on to all grants *Legislative Proviso exempted Grants Program from Mid-year Reductions <p>2003-2004 Highlights</p> <ul style="list-style-type: none"> *Need-based Grants to SC residents attending 20 in-state Independent Colleges *Year #4 of 5-year conversion to \$2,200 Program wide Maximum Grant *Total Funding Level: \$26.5 million *Projected 12,000 awards *Projected \$2,205 average grant *\$3.5 million in Lottery Funds *Legislative Proviso Exempting Grants Program from Mid-Year Reductions Included Again
South Carolina – <i>Commission on Higher Education</i>	<ul style="list-style-type: none"> • Dr. Conrad Festa was appointed the new Executive Director of the South Carolina Commission on Higher Education at the end of August 2003. • Although it’s early in the 2003-04 fiscal year, we anticipate at least another

	<p>4% reduction.</p> <ul style="list-style-type: none"> • The Commission on Higher Education Foundation is sponsoring a study to develop a public agenda for higher education in South Carolina. A preliminary report will be available during the December 2003 monthly Commission meeting. • The Commission is proposing several legislative amendments that will continue to make the various state scholarships and grant programs more consistent. For example: we have recommended that the Lottery Tuition Assistance Legislation be amended to the requirement that students can not be convicted of any felonies, or any alcohol or drug-related misdemeanor offenses within the past academic year.
Tennessee	<p>The name of the game is lottery. Tennessee joined several other states that have some of the proceeds going to lottery scholarships. After much deliberation and a little political squabbling, the General Assembly passed the enabling legislation and the Governor signed it on June 11, 2003.</p> <p>Dubbed the Tennessee Education Lottery Scholarship Program, the statute actually contains 5 different scholarship or grant programs.</p> <ul style="list-style-type: none"> • Tennessee HOPE Scholarship • General Assembly Merit Scholarship • Need-Based Supplemental Award • Access Grant Award • Wilder-Naifeh Technical Skills Grant <p>It is a bold attempt to mix merit-based, need-based, and work force assistance programs.</p> <p>TSAC was designated as the state agency to administer the new program. It is estimated to grow to \$200 million with recipients in each class. The challenge is to implement this considerably large scholarship program in 6 months without one lottery ticket being sold. It involves the submission of GPA and course data from high schools, the tracking of recipients as they progress toward degree completion, and other statute requirements too numerous to mention. With a 50% increase in personnel, TSAC will probably never be the same again.</p>
Virginia	No Report

The 2002 report “Losing Ground”, a report from the National Center for Public Policy and Higher Education, examined the affordability of higher education. The basis for assessing affordability in this study was to examine Cost of Attendance (COA) in relation to family income. Though the study looks at affordability from a national perspective the policy and issues addressed may have state and institutional implications. The study identifies five national trends regarding the affordability of postsecondary education.

The trends identified in the report are:

- Increases in tuition have made colleges and Universities less affordable for most American Families.
- Federal and state financial aid to students has not kept pace with increases in tuition.
- More students and families at all income levels are borrowing more money than ever before to pay for college.
- The steepest increases in public college and university tuition have been imposed during times of greatest economic hardship.
- State financial support of public higher education has increased, but tuition has increased more.

You may find out more about this study at http://www.highereducation.org/reports/losing_ground/ar.shtml .

Below is a chart the study developed outlining family incomes and cost of attendance at 2-year public, 4-year public and 4 year private institutions. The tables were composed of data from 1990 through 1999.

ALABAMA
<p>Tuition and Fees</p> <ul style="list-style-type: none"> • Tuition at public two-year institutions increased 54% (from \$1,277 to \$1,964). • Tuition at public four-year institutions increased 41% (from \$2,313 to \$3,261). • Tuition at private four-year institutions increased 17% (from \$8,263 to \$9,698).
<p>Income</p> <ul style="list-style-type: none"> • Median family income increased 8% (from \$48,940 to \$52,915).
<p>Appropriations</p> <ul style="list-style-type: none"> • Appropriations per student increased 18% (from \$5,700 to \$6,751).
<p>Student Financial Aid</p> <ul style="list-style-type: none"> • State grant aid per student decreased 46% (from \$84 to \$46). • State spending on aid to low-income students equals 1% of federal Pell Grant aid distributed in the state.
FLORIDA
<p>Tuition and Fees</p> <ul style="list-style-type: none"> • Tuition at public two-year institutions increased 24% (from \$1,226 to \$1,525). • Tuition at public four-year institutions increased 18% (from \$2,153 to \$2,551). • Tuition at private four-year institutions increased 27% (from \$11,118 to \$14,113).
<p>Income</p> <ul style="list-style-type: none"> • Median family income increased 8% (from \$52,641 to \$56,926).
<p>Appropriations</p> <ul style="list-style-type: none"> • Appropriations per student increased 40% (from \$4,342 to \$6,077).
<p>Student Financial Aid</p> <ul style="list-style-type: none"> • State grant aid per student increased 116% (from \$239 to \$516). • State spending on aid to low-income students equals 12% of federal Pell Grant aid distributed in the state.
GEORGIA

<p>Tuition and Fees</p> <ul style="list-style-type: none"> • Tuition at public two-year institutions increased 7% (from \$1,394 to \$1,486). • Tuition at public four-year institutions increased 20% (from \$2,074 to \$2,480). • Tuition at private four-year institutions increased 32% (from \$10,596 to \$13,956).
<p>Income</p> <ul style="list-style-type: none"> • Median family income increased 14% (from \$53,668 to \$61,182).
<p>Appropriations</p> <ul style="list-style-type: none"> • Appropriations per student increased 24% (from \$5,200 to \$6,449).
<p>Student Financial Aid</p> <ul style="list-style-type: none"> • State grant aid per student increased 605% (from \$147 to \$1,033). • Georgia provided no financial aid to Pell Grant recipients. (In 2001, Georgia changed its HOPE Scholarship criteria to include those receiving Pell Grants. In prior years, low-income students were not eligible for Pell Grants.)
<p>KENTUCKY</p>
<p>Tuition and Fees</p> <ul style="list-style-type: none"> • Tuition at public two-year institutions increased 64% (from \$884 to \$1,450). • Tuition at public four-year institutions increased 44% (from \$2,018 to \$2,897). • Tuition at private four-year institutions increased 43% (from \$7,371 to \$10,558).
<p>Income</p> <ul style="list-style-type: none"> • Median family income increased 12% (from \$47,142 to \$52,707).
<p>Appropriations</p> <ul style="list-style-type: none"> • Appropriations per student increased 28% (from \$5,376 to \$6,854).
<p>Student Financial Aid</p> <ul style="list-style-type: none"> • State grant aid per student increased 83% (from \$191 to \$350). • State spending on aid to low-income students equals 35% of federal Pell Grant aid distributed in the state.
<p>MISSISSIPPI</p>
<p>Tuition and Fees</p> <ul style="list-style-type: none"> • Tuition at public two-year institutions increased 7% (from \$1,189 to \$1,278). • Tuition at public four-year institutions increased 17% (from \$2,732 to \$3,207). • Tuition at private four-year institutions increased 36% (from \$7,273 to \$9,886).
<p>Income</p> <ul style="list-style-type: none"> • Median family income increased 8% (from \$44,133 to \$47,649).
<p>Appropriations</p> <ul style="list-style-type: none"> • Appropriations per student increased 49% (from \$5,275 to \$7,872).

<p>Student Financial Aid</p> <ul style="list-style-type: none"> • State grant aid per student increased 1,143% (from \$15 to \$190). • State spending on aid to low-income students equals 1% of federal Pell Grant aid distributed in the state.
NORTH CAROLINA
<p>Tuition and Fees</p> <ul style="list-style-type: none"> • Tuition at public two-year institutions increased 41% (from \$703 to \$992). • Tuition at public four-year institutions increased 47% (from \$1,536 to \$2,255). • Tuition at private four-year institutions increased 33% (from \$11,041 to \$14,683).
<p>Income</p> <ul style="list-style-type: none"> • Median family Income increased 13% (from \$51,926 to \$58,831).
<p>Appropriations</p> <ul style="list-style-type: none"> • Appropriations per student increased 21% (from \$7,062 to \$8,526).
<p>Student Financial Aid</p> <ul style="list-style-type: none"> • State grant aid per student increased 183% (from \$137 to \$387). • State spending on aid to low-income students equals 30% of federal Pell Grant aid distributed in the state.
SOUTH CAROLINA
<p>Tuition and Fees</p> <ul style="list-style-type: none"> • Tuition at public two-year institutions increased 52% (from \$1,221 to \$1,856). • Tuition at public four-year institutions increased 23% (from \$3,080 to \$3,790). • Tuition at private four-year institutions increased 38% (from \$9,561 to \$13,152).
<p>Income</p> <ul style="list-style-type: none"> • Median family income increased 14% (from \$50,886 to \$57,896).
<p>Appropriations</p> <ul style="list-style-type: none"> • Appropriations per student increased 4% (from \$6,248 to \$6,495).
<p>Student Financial Aid</p> <ul style="list-style-type: none"> • State grant aid per student increased 246% (from \$193 to \$666). • State spending on aid to low-income students equals 34% of federal Pell Grant aid distributed in the state.
TENNESSEE
<p>Tuition and Fees</p> <ul style="list-style-type: none"> • Tuition at public two-year institutions increased 42% (from \$1,149 to \$1,626). • Tuition at public four-year institutions increased 62% (from \$2,002 to \$3,246). • Tuition at private four-year institutions increased 37% (from \$9,722 to \$13,289).
<p>Income</p> <ul style="list-style-type: none"> • Median family income increased 13% (from \$50,129 to \$56,461).

<p>Appropriations</p> <ul style="list-style-type: none"> • Appropriations per student increased 2% (from \$5,022 to \$5,135).
<p>Student Financial Aid</p> <ul style="list-style-type: none"> • State grant aid per student increased 2% (from \$113 to \$116). • State spending on aid to low-income students equals 17% of federal Pell Grant aid distributed in the state.
<p>VIRGINIA</p>
<p>Tuition and Fees</p> <ul style="list-style-type: none"> • Tuition at public two-year institutions decreased 25% (from \$1,553 to \$1,159). • Tuition at public four-year institutions decreased 10% (from \$4,251 to \$3,841). • Tuition at private four-year institutions increased 27% (from \$10,757 to \$13,677).
<p>Income</p> <ul style="list-style-type: none"> • Median family income increased 21% (from \$57,847 to \$69,990).
<p>Appropriations</p> <ul style="list-style-type: none"> • Appropriations per student increased 29% (from \$4,649 to \$5,998).
<p>Student Financial Aid</p> <ul style="list-style-type: none"> • State grant aid per student increased 202% (from \$131 to \$395). • State spending on aid to low-income students equals 45% of federal Pell Grant aid distributed in the state.

It should be noted, at least two states, Kentucky in 1998 and Tennessee in 2003 passed legislation that significantly increase the funding of both need based and merit based aid programs in the respective states. The resulting student financial aid increases of these developments do not appear in the charts above.

ATTACHMENT D – STATE PRESIDENTS REPORTS

Report from Alabama State President, Deborah Byrd

AASFAA's Fall Conference was held October 15 - 17, 2003 at the Auburn Conference Center, Auburn, Alabama. The conference theme was *The Future is Now*. The fall conference committee chaired by Andrew Weaver did an excellent job planning the program sessions that were presented at the conference. Some of the program sessions were: Student Loan 101-103, International Students, COD Update, Personal & Professional Development: Preparing for Success and Planning for a Successful Financial Future: Wills and Estates.

Also at the conference, Ron Day, SASFAA President brought greetings from SASFAA; Jay Powell, Sallie Mae won the AASFAA Over Award; Dr. Bill Wall, Program Director, ACHE and former SASFAA Secretary announced his retirement effective December 31, 2003; and our community services project collected \$2,000 from the membership and gave to Children's Harbor (a not-for-profit affiliate of Children's Hospital of Birmingham).

NASFAA's Decentralized Training will be conducted on December 10 from 9:00 a.m. until 4:30 p.m. at RSA Building in Montgomery. The training will be conducted by Cindy Massey, Michael Reynolds and Andrew Weaver.

AASFAA is embarking on a special project chaired by Tommy Dismukes, KHEAA. The goal of this project is to provide financial aid information to at least 1 or 2 schools in every county (67) in the state of Alabama. Presentations will be done between now and January 31, 2004...just prior to Financial Aid Awareness in February 2004.

KHEAA and the Xap Corporation have announced **AlabamaMentor**, a comprehensive web-based system that will provide students and their families with the information and tools necessary to help them make informed decisions regarding higher education opportunities in the state. This Mentor system can assist students and families seeking information about education choices available to them.

AlabamaMentor (www.alabamamentor.org) currently represents the independent colleges and universities in the state. Expansion to a statewide Mentor system will include public, two year and four year colleges and universities. The expansion is scheduled to take place by April 2004.

Spring Conference
April 13 – 16, 2004

Perdido Beach Resort, Perdido Beach, Alabama

Report from Florida State President, Nathan Basford

FASFAA's Fall 03 Conference was held in Naples Florida, at the Naples Beach Hotel & Golf Club. We had a record breaking attendance of 391. NathanI would encourage any state to consider having a conference at the Hotel.

"Time for a Cool Change," the theme of the Fall conference, is indicative of what we all face every day of our working lives. The paradox is true – change is one of the only constants in the life of a financial aid professional. However, keep in mind that we all must experience change in order to learn and grow as professionals and human beings.

Our patrons, sponsors, and vendors continue to support our Association. Their contribution and support help to keep our conference fees low and allow us to provide the many activities and training opportunities that are the hallmarks of our Association.

Please visit our website at: www.fasfaa.org, for upcoming events.

Report from Georgia State President, Lenora Jackson

GASFAA held its Fall Conference on October 16-17, 2003 at the Renaissance PineIsle Resort at Lake Lanier Islands. Our theme this year was “Fishin’ for Financial Aid”. We were happy to have Janet Sain, SASFAA’s President Elect with us for our Executive Board Meeting on Wednesday, October 15 as well as throughout the conference. Janet did a workshop for us entitled “Become a big fish in a little pond”. The discussion was centered on how to become involved in your state or regional association as well as talking about opportunities for individual growth while fostering your spirit of volunteerism.

We had a record number of 32 vendors and 2 brand new vendors participating this year in our fall conference. We had 249 attendees at the conference. Our Professional Development Committee had 50 participants at our New Aid Officers workshop which was held on Wednesday afternoon and Thursday morning. The committee did an outstanding job. A golf event was held on Thursday morning of which 16 people participated.

A survey was circulated asking for a yes or no answer to the question as to whether or not GASFAA should change the way we select our Vice President for Programs. Currently that position is an elected position and we are thinking about changing that position to an appointed position. We had 120 people participate in the survey, with 103 agreeing to change to an appointed position and 17 wanting it to remain the same. Since this will be a bylaw change we are anticipating putting this on the ballot during the spring conference.

GASFAA’s spring conference will be held at the Marriott in Savannah on May 19-21, 2004.

Report from Kentucky State President, Ron McMakin

KASFAA held its Executive Board Meeting on Tuesday the 28th of October at the Hilton Inn in Florence, Ky. Program Chair Runan Pendergrast reported on the Fall Conference and talked about the events that would take place over the next three days. The Conference had 220 registered with 20 Vendors exhibiting. The theme GETTING A CLUE WITH KASFAA will have a murder mystery going on for three days and ending on Friday morning. Shelly Park Vice President of Training talked about the nine High School Counselors Workshops scheduled from November 5th thru the 21st and the NASFAA Fall training that is taking place at the KHEAA Building in Frankfort on the 13th of November. Charles Vinson from Murray State University will be the Trainer. There will also be Support Staff Training schedule for November the 10th at Eastern Kentucky University. Rhonda Bryant reported that there will be 17 Sites for the College Goal Sunday Program which will be held in February on Sunday the 8th. Borshoff Johnson Matthews will again handle the public relations. The kick-off assemblies at the high schools will be replaced with videos this year allowing more flexibility for the students and saving money. This program provided assistance to over 2000 students in Kentucky last year filling out the FAFSA. This will be the fourth year Kentucky has hosted this event. The Spring 2004 Conference will be held in Louisville at the Marriott East beginning April the 7th. The Fall 2004 Conference will be held in Owensboro, Ky at the Executive Inn Rivermont from October 20th thru the 22nd. It was also announced that KASFAA has 29 new members this year and about 25 will be attending a New Members Workshop at the Conference and have lunch with the Executive Board. The next Program Meeting for planning the Spring 2004 Conference will be held in Louisville on December the 11th with Executive Board the following day.

Report from Mississippi State President, Patrick James

Mississippi will be hosting the NASFAA Decentralized Training on November 13 at Hinds Community College. MASFAA has 120 participants signed up for the training at this time.

MASFAA Secretary Wanda Partridge resigned her position in September. Patrick James, MASFAA President, appointed Levis Hughes of Nelnet to the position of Secretary with the approval of the MASFAA Executive Board. Levis will serve as Secretary for two years.

MASFAA will be sending six members to the NASFAA leadership conference in Washington, DC. Attendees will be Patrick James, Bob Walker, Billye-Jean Stroud, Laura Diven-Brown, Searcy Taylor and Janice Prather.

Report from North Carolina State President, Bruce Blackmon

No report submitted.

Report from South Carolina State President, Keith Reeves

Fall Conference

The 37th annual Fall Conference was held October 20-21, 2003 at the Embassy Suites in Columbia. Total attendance for the conference was 165, which included 20 first-time attendees. The theme for the conference was "In Pursuit of Excellence." In addition to federal and state updates, there were sessions regarding citizenship issues, loan consolidations, DSS and Foster Care, and using various software products in the office. Liza Bruce provided an inspiring diversity speech during the closing luncheon. Kim Jenerette (USC-Spartanburg) and the Program Committee received high marks on the conference evaluations.

Decentralized Training

SCASFAA's version of NASFAA Decentralized Training will occur on the campus of Midlands Technical College in Columbia on November 13th. Hank Fuller (The Citadel) will serve as the trainer. The Professional Development Committee is expecting approximately 125 attendees, including several requests from aid administrators outside of the SCASFAA region to attend.

New Aid Officer Training

SCASFAA will provide New Aid Officer Training on December 1-2 at the AmeriSuites in Columbia. Faculty for this event are Meg Hurt (Coastal Carolina) and Jeff Holladay (Anderson College).

Change in the Executive Board

Due to a change in employment and residency, the Vice President, Nancy Garmroth, was required to resign her position. SCASFAA by-laws allows the President to appoint a member to complete the term with approval from the Executive Board. Sandra Rhyne (Lutheran Theological Southern Seminary) has been appointed to complete the Vice President term for 2003-2004.

Peer Support

Ed Miller (USC-Columbia) and the Peer Support Committee are nearing completion of the initial phase of a peer support network. The committee is currently soliciting volunteers who will serve as "mentors" and/or as resource persons to the membership. A "Peer Support Provider" form has been mailed to the membership (and is available on our web site) where individuals can choose to be listed as an "expert" in various facets of financial aid. Once this phase is complete, a Peer Support area will be created on our web site that will list individuals who have agreed to provide "expert" help in various categories (ex. COD, State scholarship programs, student eligibility issues, etc).

Report from Tennessee State President, Nancy Beverly

TASF AA's Executive is hard at work. The most recent Executive Board Meeting was held prior to the TASF AA Fall Conference, April 19, at the Cool Springs Marriott in Franklin, TN.

Major goals to complete this year are as follows:

Updating the TASF AA Policies and Procedures Manual
Considering the purchase of ATAC – web page design system
Scanning of TASF AA Newsletters, TASF AA Executive Board Meeting Minutes, etc. and providing access to the documents via the web

The Financial Aid Awareness Committee, under the direction of Debby Nuchols, SunTrust Bank is planning the annual PBS broadcast, "*Funding Your Future.*" The broadcast is scheduled to air in late January or early February.

NASF AA Decentralized training will be offered in East, Middle, and West Tennessee during February 2004. The dates and locations are to be arranged by the TASF AA Training Committee, under the direction of Janette Overton, Johnson Bible College. Clyde Walker, Vanderbilt University, will serve as the trainer for these workshops.

TASF AA's District Chairs first planned meeting for the year consisted of the Department of Education's Videoconference on the 2004 Federal Application & Delivery System. The next meeting being planned has a financial aid awareness focus and will include the attendance of high school guidance counselors and vocational rehabilitation counselors from each district in the state.

The TASF AA Fall Conference was a huge success thanks to Joanie Walker, Vanderbilt University, and the TASF AA Program Committee members. A record attendance was experienced, which most likely had to do with interest in receiving information about the upcoming Tennessee Lottery Scholarship Programs. Sponsorship also was at an all time record high, exceeding \$40,000. The theme of the conference was *Solving the Financial Aid Mystery*. The keynote speaker was Claude Pressnell, Executive Director of the Tennessee Independent Colleges and Universities. The opening entertainment was Miss Marples Mystery Dinner Theatre presenting, "*Death by a Rose.*" Greg Martin did a great job providing the federal update.

A New Aid Officers Workshop was offered prior to the conference on Sunday, October 19. There were approximately 35 attendees. Janette Overton, Training Chair, and her committee did a great job of providing training. The Mentoring Committee, under the direction of Naomi Derryberry, TSAC, provided a fun scavenger hunt and goody bags to the new members as they registered for the workshop. There were also concurrent sessions offered throughout the conference agenda specifically geared toward new aid officers.

The next TASF AA Executive Board Meeting is scheduled for January 28, 2004 at the Cool Spring Marriott, Franklin, TN. A Spring Program Committee will follow on January 29, 2004. The Spring Conference is scheduled for April 25 – 28 at the MeadowView Conference Resort and Convention Center, Kingsport, TN.

Report from Virginia State President, Sherwin Hibbets

VASF AA 2003-04 Theme

- "Going the Distance"

One of the things impacting most upon VASF AA members this fall has been the impact of the history-making **Hurricane Isabel**. Shortly after the storm, the President took a moment to remind the membership

of how thankful all are in the Commonwealth of Virginia. Hurricane Isabel is now passed, but clean-up of the results of the storm continues in some areas. It is amazing how we have come to expect rather than appreciate the privilege of such common things in our society—electricity, and consequently, the

availability of pure water and gasoline. But, in the larger view, all must be grateful that the effects of Isabel were mostly confined to property and disruption of conveniences, rather than to the lives of those dear to each. (If you were one of the few who have had a loss of a loved one as a result of this storm, our thoughts and prayers are with you!) Thanks are given for and to all the public servants, whether employed in the public arena or private sector, who assisted during this dramatic time.

Some of the highlights in Virginia are:

- The VASFAA **Fall Conference** has just been completed. Early indications are that we have had the second largest attendance of registered attendees in the last seven years! Kudos to the Conference Committee (chaired by Leslie Thomas of George Mason University), the Training Committee (chaired by Gail Catron of Wytheville Community College), and the Vendor/Sponsor Relations Committee (chaired by Tanya White of Old Dominion University).
- VASFAA conducted a **half-day New Aid Officers Workshop** (NAOW) preceding the Fall Conference, under the direction of Representative-at-Large, Brad Barnett of James Madison University. This year, for the first time, we offered a “day rate” for those who wanted to attend the NAOW, but were not able to attend the entire conference. This proved to be a positive offering and we had 38 new colleagues register for this session. Consideration is being given to offer a full day expanded version of this workshop preceding the Spring Conference in May.
- The State Council of Higher Education for Virginia (SCHEV) in partnership with the Council of Independent Colleges of Virginia (CICV) has introduced the **VirginiaMentor** program as a link off its main web site (schev.edu). It may also be accessed directly at viriniamentor.org. This public-private venture provides an online resource to help students and their families select a college, apply for admission, and plan to finance higher education. The site went live on September 22, 2003. The site was produced in conjunction with XAP Corporation.
- The **SCHEV Executive Director**, Phyllis Palmiero, resigned with an effective date of September 17, 2003. Dr. Nancy Cooley, Director of Academic Affairs and Planning for SCHEV has been named acting Executive Director. A nationwide search will be undertaken to find the person to assume the leadership role of SCHEV. SCHEV is responsible for the state financial aid programs in Virginia.
- VASFAA will co-sponsor an **Awareness Summit** in conjunction with SCHEV and the Education Credit Management Corporation (ECMC) on November 9-10, 2003 in Richmond, VA. The theme is *Virginia Partnerships for College Access*. The goals of the Summit are to foster a cooperative effort to centralize Virginia college access services and to coordinate a network of service providers. Some of the objectives for the summit are to:
 - Identify college access services currently available
 - Identify needs of people seeking postsecondary education
 - Provide an opportunity for service providers to network
 - Create a centralized, comprehensive information bank
 - Establish workgroups to develop the Virginia College Access NetworkChristina Milano, Executive Director of the National College Access Network and Chief Executive Officer of the Ohio College Access Network will be the keynote speaker.
- VASFAA’s Secondary School Relations Committee, chaired by Anita Aymer, has scheduled **High School Guidance Counselor Workshops** at 14 sites around the state this year.
- The **VASFAA Spring Conference will be held May 2-5, 2004** in Virginia Beach, VA at the Founders Inn & Conference Center.

VASFAA is a proud participant in SASFAA’s success through the **involvement of our members** serving in various SASFAA capacities. Serving on the 2003-2004 **SASFAA Board** are:

Karen Koonce, SASFAA Immediate Past-President; also, Chair, Nominations & Elections

Committee, and Governance & Planning Committee
Sherwin Hibbets, VASFAA President; also, Member, sub-Committee on Workshop Site Selection

The following VASFAA members are serving on **SASFAA committees** in 2003-2004:

Brad Barnett, Curriculum Coordinator, New Aid Officers' Workshop;

also, Member, sub-Committee on Workshop Site Selection

Michael Barree, Instructor, New Aid Officers' Workshop

Zita Barree, Chair, Conference Committee

Marie Bennett, Member, Legislative Relations Committee

Liza Bruce, Member, Diversity Committee

Brenda Burke, Member, Membership Committee

Jolene Burke, Member, Conference Committee

Biz Daniel, Lender Assistant, New Aid Officer Workshop

Guy Gibbs, Chair, Newsletter Committee

Karen Koonce,

Erik Melis, Chair, Electronic Services Committee

Carol Mowbray, member, SASFAA Management Institute Task Force and Past

Presidents' Council

Mike O'Grady, Diversity Committee

Francis Pileggi, Member, Lender Liaison Committee

Barry Simmons, member, Nominations committee

The next scheduled **VASFAA Board meeting is January 29-30, 2004**. The location is to be announced.

Report from Past Presidents' Council, Susan Little, Co-Chair

This report was generated based on a request from President Day for the past presidents to review several topics. The council met at the SASFAA meeting in February 2003 and agreed to work as a group on issues President Day presented. There were conference calls between President Day, Clark Aldridge and Susan, a survey was sent to all past presidents to determine who was available to assist, four groups of past presidents were assigned to one of the topics listed below with a conference call to discuss their work before the written report was finalized.

There were four areas discussed: Levels of Membership, Voting Expansion of Board Members, Financial Issues, Construction, and Training Activities. The council is cognizant that this report is advisory in nature; the Executive Board obviously has the full decision making authority over any suggestion which is being made.

Levels of Membership

Currently, SASFAA has one basic active membership category. Should we consider others, some voting some not; or, a different dues charge for categories?

Every regional association other than SASFAA and the three largest state associations (NY, CA, TX) have at least two levels of membership. The two levels are associate members which includes everyone who is not actually working in an institutional student financial aid office and full members who are practicing aid administrators.

Associate members do not vote or hold office. They pay regular dues and can be committee chairs and/or committee members. Several associations have a lender liaison voting position on the Executive Board which is elected by lender representatives during the regular election process. This provides direct lender input to the Board deliberations.

Several issues support the formation of a dual membership model

- 1) Only school members have the perspective of the full range of financial aid programs and activities and can speak to the issues concerning these. This has a direct impact on our comprehensive training activities.
- 2) The full view of a student's aid package and process are best represented by those who deal with all programs.
- 3) Only practicing aid administrators can sit on the NASFAA Board which creates problems if one of an association's three presidential positions is held by a lender representative.

The past presidents' counsel recommends that the Board approve a By-Laws change proposal to be presented to the membership in February for a vote on allowing for a dual membership model. Definitions such as those represented in the EASFAA By-Laws should be included as the Board wishes.

1. The Associations shall have three (3) classifications of membership.

1. Life membership shall be an honorary membership granted by the Regional Council for appropriate reason. A Life member shall be entitled to all rights of membership except those specifically reserved for Regular members.

2. Regular memberships shall be the voting membership and shall be limited to individuals engaged in the administration of student financial aid in post-secondary education institutions and public and non-profit corporations and agencies involved in the student aid process within the states, commonwealths and territories of Maine, Vermont, New Hampshire, Rhode Island, Massachusetts, Connecticut, New

Jersey, New York, Pennsylvania, Maryland, Delaware, the District of Columbia, Puerto Rico and the Virgin Islands.

3. Associate membership shall consist of all members not eligible for Life or Regular membership. Associate members shall be entitled to all rights of membership except those specifically reserved for Regular members.

The issue of differing dues amounts for different levels of membership is an issue we felt to be separate from the actual membership levels. All regional associations have a higher dues charge than does SASFAA. Therefore, we believe that the issue of varying dues amounts is part of a larger issue of the amount of dues we charge and should be addressed elsewhere, perhaps by the Task Force mentioned in the next section.

Voting Expansion of Board Members:

***Currently SASFAA has 5 elected officers and 9 state presidents who are voting members of the Board. A survey of other regional associations was conducted to see how their voting is structured. Would SASFAA be benefited by having elected representative-at-large with specific responsibilities which might even include chairing committees? There has been some discussion that some of our members do not perceive that SASFAA does much for them. Should the SASFAA Mission Statement be reviewed to determine if the responsibilities of it are being met?**

Other regional associations have structures much like SASFAA's, with one exception. MASFAA By-Laws indicate that:

The Executive Council shall be composed of the incumbent officers, the immediate Past President, one member selected by each of the state associations listed in Article IV, Section 2(a), and four members elected at large. Members elected at large serve two-year terms with two terms expiring each year. All members of the Executive Council must be members of MASFAA. The members of the Executive Council shall be not less than three.

Also, two other associations have an elected position "Lender Liaison" (see the topics above concerning membership levels). This provides a voting member representing the lending community. Several state associations have regional representatives and representatives-at-large but no other regional association seems to follow that lead.

The past presidents were unable to come to a consensus on this topic. The depth of the issues seemed to be beyond our charge. Therefore, we recommend that the Board consider naming a Task Force to consider the basic organization structure of the Association. This could include a survey of the membership to determine their wishes/perceptions. Typically, at large slots are set to add representation to the Board. Additional members could represent minorities, lender or guarantee members, or even types of institutions which are underrepresented on the Board. Or, an advisory committee which represents various constituencies might be a better consideration. There are many ways of configuring the Executive Board. A review of the current structure and any possible changes at least would confirm that what we have is the best structure to meet the needs of our members.

Any changes should take into consideration the intent of our Mission State. The 1996-2001 Long Range Plan has a Mission Statement but we were unable to determine if it is accurate.

Financial Issues:

In a period of tight dollars and concerns about saving for a rainy day, it seems appropriate to review the entire process by which SASFAA manages its funds.

Are there ways we might make better use of our dollars?

There was general agreement that SASFAA is managing its money appropriately. The core mission of SASFAA is to provide training/professional development activities. A review indicates that our number of participants at both the annual conference and New Aid Officer's Training seem to have topped out in the mid-90's. Our annual conferences seem to have peaked at roughly 850 and now are attracting close to 800. There has been a decrease from 125 to roughly 100 participants at the Summer Workshop. We recommend a review of the numbers for the past 3-4 years to determine if any characteristics of our decline can be determined - sector, size of school, state, etc. to see if any proactive actions can be taken to increase meeting participation. It will also be important to determine as early as possible federal and other training opportunities to confirm that we are not duplicating efforts. Consideration should be given to maximizing publicity for all of our workshops and confirming that the VP has strict control over the budget of any training activity.

Are we setting aside adequate dollars in our reserve or are we saving too much?

The committee noted that we have \$400,000 in the reserve fund which is approximately equal to one year's expenses. There were two perspectives on this question. One was to increase our reserve from the current \$400,000 to an amount equal to 18 months' budget (\$600,000). The reason for this to be considered is the increasing punitive nature of hotel contracts in today's economy. Penalties for reducing the number of participants or, in a catastrophic situation canceling the entire meeting have become extreme. The opposing view is that we need to be providing more services to our membership and should be using our resources for current membership enhancement.

The intent to maintain a healthy reserve fund is strongly supported, with a suggestion that a goal of \$600,000 be set for a target reserve. However, the length of time needed to obtain this reserve should be carefully considered. With a strong reserve already in place, SASFAA should balance carefully the need to save versus using our available dollars to provide services to our members. There is a balance to be reached between saving too rapidly to the detriment of training and other activities versus going on a spending spree and depleting the resources we have. With our historical conservative fiscal policies, there is no danger of spending too freely; rather it might be possible to focus on saving at a rate which could decrease funds available to meet the stated mission of the Association.

Do we have adequate safeguards in how our dollars are handled?

It was noted that SASFAA has a Guide to Financial Management as well as a Treasurer's Policy and Procedures Manual. Use of these, along with the current structure of the Finance and Audit committee, provides very good safeguards for the Association. Otherwise, there are no comments on this topic.

Do we need to mandate electronic or other specific financial management means in order to have consistent budget information available from year to year?

It was noted that the current year-end budget reports are not available in Excel or any other common format. We encourage addressing this as soon as possible. NOTE: Dave Cecil has volunteered, if it would be helpful, to gather the paper end-of-year audit reports for the past 5 years and post them to the Web site in Excel for reference by all. A second part of this recommendation would be for the Finance and Audit committee to annually post the end-of-year budget report to this site as soon as it is available. The committee also recommends that SASFAA strongly encourage future Treasurers to use the current electronic banking features of Quick Books to the fullest extent as is being done now.

Training Activities Review

All training activities of SASFAA should be reviewed in the context of what should be continued, discontinued, expanded or changed. Each event should be reviewed for an affirmation of who is the

intended audience and is it fiscally responsible/feasible to continue? This would include the New Aid Officers' Workshop, Management Institute, and the Mid-Level Workshop held in conjunction with SWASFAA.

Our first recommendation is that SASFAA determine and keep an annual record of whether or not we are making any money on our three training events - New Aid Officers' Workshop, Middle Managers, and the Annual Conference. This relates back to the recommendation that end-of-the year budget reports be posted to the Web site.

Without knowing the status of PPM's for the training events, it is recommended that SASFAA confirm that all three training events have detailed Manuals for use by those responsible for organizing the events. These may already be in place. We were just not certain of that fact and believe the Mid-Managers Workshop as the newest event might need the most work on a PPM.

For the Management Institute, it is recommended that:

SASFAA not just do routine training topics, but should continue to focus on significant management issues. An emphasis should be placed on actually giving participants something to take back to their offices from the training. This could be software, detailed instructions for an assessment of some part of their office operation of other types of hands-on assistance. The choice of speakers should be crafted to build skills needed by upper-level managers in student financial aid. A training environment which provides actual experiences which can be taken back to the participants' offices and used should be a constant training goal. Our perception is that the Management Institute has not been a money-making event but that it definitely should be continued. The possibility of announcing the scheduled years of the Management Institute very early on was recommended (a 3-4 year rotation that could be publicized).

There was strong agreement among the past presidents that SASFAA should endeavor in all of its training activities to speak to the core reason we are in the profession. Something which would speak to the "missionary zeal" with which many go about their professional lives and how we impact students should be a part of all training activities to remind us that students are our business, not just regulations.

A final training consideration is for SASFAA to determine if it is feasible to provide a cutting-edge listing of all other training activities in the region as they are announced. Perhaps a calendar on our Web site with Dept. of Education, NASFAA, state and SASFAA training events so that members would be aware of all sources of training assistance.

The past presidents would like to thank President Ron Day and the entire Board for the opportunity to provide some input into these important issues. We appreciate this means of staying active in SASFAA and hope that you will use us as a resource whenever you feel it is appropriate.

