

**Executive Board Meeting  
Tampa Waterside Marriott  
Tampa, FL  
November 2 - 4, 2007**

**November 3, 2007**

**CALL TO ORDER**

President Lisanne Masterson called the meeting to order at 9:00 a.m.

**WELCOME**

Lisanne opened the meeting by welcoming everyone to Tampa, FL. Everyone introduced themselves and as an icebreaker told everyone their favorite dessert.

**There were no changes to the agenda and Sharon Oliver will be substitute voting for Tony Carter after lunch (2:00 p.m.). The Chair declared a quorum.**

**ACTION: Ben Baker moved that we approve the agenda with the president authorized to make adjustments to facilitate the flow of business. The motion being seconded by Tabatha McAlister was approved.**

**INTRODUCTIONS**

Wayne Bodiford, Florida president welcomed us to the great state of Florida.

The minutes were approved as presented.

The treasurer report was presented.

**ACTION: Terri Parchment moved to update the Policy and Procedures, page 9. Section 2 Corporate Structure to read: SASFAA has been granted an exemption of sales taxes in the following states covered by the Association.**

- Florida
- North Carolina – Must pay taxes and apply for a refund of amounts paid.
- Tennessee

**Committee chairs or officers who hold meetings in these states should present a copy of the appropriate certificate when contracting for or paying for services associated with SASFAA business. For North Carolina proper documentation of expenses should be provided to the Treasurer. The motion being seconded by Brent Tener was approved.**

The following elected board members were present: Lisanne Masterson, President, Brent Tener, Past-President; Heather Boutell, President-Elect; Pat Arauz, Vice President; Terri Parchment, Treasurer and Deborah Byrd, Secretary.

State Presidents in attendance were: Pat Kelly, Virginia; Clyde Walker, Tennessee; Tabatha McAlister, South Carolina; Peggy Shoemake, Mississippi; Bryan Erslan, Kentucky; Dave Bledsoe, Georgia and Wayne Bodiford, Florida.

Committee Chairs in attendance were: Jane McNaughton, Budget and Finance; Charlene Morgan, Diversity, Laura Diven-Brown, Membership; Janet Sain, Site Selection; Lester McKenzie, Vendor and Sponsor; Brad Barnett, Conference, Keith Reeves, Electronic Services; Sharon Oliver, Newsletter and Bill Spiers, Legislative Relations.

Special Appointee in attendance was: Sandra Neel and Betty Whalen.

Liaison in attendance was: Clark Aldridge, Lender and Tracy Ireland, Agency Liaison.

The following board members were absent: Tony Carter, North Carolina President.

**REPORTS FROM THE OFFICERS  
SEE ATTACHMENT A**

**Report from President, Lisanne Masterson**

SWASFAA will not participate with the Mid Level workshop. The GASP report recommends designating a minimum of five representatives to attend the NASFAA Leadership Conference.

**ACTION: Ben Baker moved to adopt the policies for E-Meetings and Conference Call Meetings of the SASFAA Executive Committee. The motion being seconded by Dave Bledsoe was approved.**

The policies read as follows:

*Policy for E-Meetings of the SASFAA Executive Committee*

1. A member of the Executive Committee wishing to present a motion shall request the President to call an e-meeting.
2. The President will send notice of the motion to the Executive Committee. A member of the Executive Committee must second the motion in order for an e-meeting to be called.
3. Notice of an e-meeting will be sent by the President to the Executive Committee (and others on the board, when appropriate), a minimum of 24 hours prior to the opening of the meeting, telling the time and day the meeting will be Called to Order, as well as restating the motion and fact that it has been seconded.
4. Once the e-meeting has been Called to Order and a Call for Discussion is made, members of the Executive Committee will “reply all” indicating their presence and offering any discussion.
5. When the majority of members of the Executive Committee have indicated their presence and offered discussion, or when 48 hours has elapsed from the Call to Order (whichever is earlier), the Chair will declare a quorum and call for the vote.
6. Members of the Executive Committee will “reply all” with their vote within 24 hours of the call for the vote.
7. After 24 hours from the call to vote, the Chair will declare the motion passed or failed and adjourn the meeting.
8. The Secretary will preserve all emails stating presence, votes, and disposition, and file same with the original copy of the minutes of the called meeting.

*Policy for Conference Call Meetings of the SASFAA Executive Committee*

1. A member of the Executive Committee wishing to present a motion shall request the President to call a conference call meeting.
2. The President will send notice of the motion to Executive Committee. A member of the Executive Committee must second the motion in order for a conference call meeting to be called.
3. Notice of a conference call meeting will be sent via email by the President to the Executive Committee (and others on the Board when appropriate) a minimum of 24 hours prior to the opening of the meeting, telling the time and day the meeting will be Called to Order, dial-in information, as well as restating the motion and the fact that it has been seconded.
4. All members of the Executive Committee will “reply” indicating their receipt of the meeting call.
5. The Chair will initiate (host) the conference call and Call the meeting to Order.
6. Meeting proceeds in the same manner as a face-to-face meeting, with the exception of a Roll Call vote in all instances.

**ACTION: Brent Tener moved to allow the president, president elect and four other members at the president’s discretion to attend the NASFAA Leadership Conference. The motion being seconded by Pat Kelly was approved.**

**Report from President Elect, Heather Boutell**

Heather said that Janet Sain (NC) has agreed to chair Site Selection again for 2008-2009. Heather attended the Alabama, Kentucky and Tennessee conferences.

**Report from the Vice President, Pat Arauz**

Pat attended the conference committee meeting and made recommendations for sessions and plans for the one day NAOW.

**ACTION: Pat Arauz moved for SASFAA to hold the NAOW at Bellarmine University in Louisville, KY, May 28 – June 2, 2008. She also moved for SASFAA to hold the Mid-Level Training Workshop at the Garden Inn Hilton Airport in Louisville, KY, May 29 – 31, 2008. The motion being seconded by Clyde Walker was approved. Heather Boutell abstained from voting.**

**ACTION: Pat Arauz moved to approve the members of the Professional Development Committee as listed below. The motion being seconded by Brent Tener was approved.**

The members are: Sandra Neel, Terri Parchment, Dawn Graviss, Janet Jones, Brenda Brown, Kim Jenerette, Mike Reynolds, Janet Sain, Greg Martin, Cedric Trigg, Forrest Stuart, Jill Rayner, Kiesha Pope, Sharon Oliver, Wayne Bodiford, Buddy

Jackson, Runan Pendergrast, Tony Patterson, Patrick James, Marilyn King, Sherryl Fern, Lauren Mack, Brenda Paganelli, Chester Priest, Allison Snyder and Torrence McKnight.

**Report from the Past President, Brent Tener**

Brent stated that Stephanie Wherny was the recipient of the past president scholarship at Vanderbilt University.

**ACTION: Brent Tener moved to replace Tom Morehouse with Barry Simmons, Virginia. The motion being seconded by Clyde Walker was approved.**

**Report from the Secretary, Deborah Byrd**

Deborah discussed her activities since the previous board meeting.

**ACTION: Deborah Byrd moved to add Section 2 to Article VI in the Bylaws. The motion being seconded by Heather Boutell was approved.**

**Article VI, Section 2 – Individuals serving in the offices of vice president, president-elect, president and immediate past president shall be an active member who is affiliated with a postsecondary institution.**

**Training Activity, Legislative Advocacy**

Bill Spiers conducted legislative advocacy training workshop for the board. He discussed ways that we could keep up with legislative information and activities.

**STATE PRESIDENT'S REPORTS  
SEE ATTACHMENT B**

**COMMITTEE REPORTS  
SEE ATTACHMENT C**

**Report from the Budget and Finance Chair, Jane McNaughton**

Jane recommended increasing line item #213 from \$2,000 to \$5,750 and decreasing line item #224 from \$11,000 to \$7,250.

**ACTION: Terri Parchment moved that the changes to the 2007 – 08 budget be made as presented. The motion being seconded by Dave Bledsoe was approved.**

Jane discussed why SASFAA should adopt an alcohol reimbursement policy. Jane recommended the following policy for approval from the board.

**ACTION: Brent Tener moved to adopt the policy as presented. The motion being seconded by Wayne Bodiford was approved.**

*Alcohol Reimbursement Policy*

**SASFAA will not pay for or reimburse members' expenses for alcoholic beverages at committee or Executive Board meal functions. SASFAA committee chairs are responsible for their committee's compliance to this policy.**

**With a concern for our shared professionalism and a sense of both social responsibility and fiscal constraint, the SASFAA Executive Board authorizes the purchase of alcohol for SASFAA events. The SASFAA Executive Board is expected to exhibit good judgment in the amount of SASFAA funds spent on alcoholic beverages at these functions.**

**The meeting recessed at 12: noon for lunch.**

**ACTION: Moved into Executive Session at 1:00 p.m. and adjourned at 2:01 p.m.**

**The meeting was called to order by Lisanne Masterson at 2:05 p.m.**

State presidents and committee chairs continued with their reports.

**Report from the Electronic Services Chair, Keith Reeves**

Keith Reeves will recommend a policy for Posting to the Listserv at the February board meeting.

Unfinished Business

Everyone with the exception of Janet Sain signed the Conflict of Interest Policy Statement.

Lisanne Masterson adjourned the Executive Board meeting at 4:24 p.m.

**November 4, 2007**

**CALL TO ORDER**

President Lisanne Masterson called the meeting to order at 8:55 a.m.

There was no new business.

**ACTION: Moved in Executive Session at 9:00 a.m. and adjourned at 9:01 a.m.**

The meeting adjourned at 9:05 a.m.

Respectfully submitted,  
Deborah Byrd, Secretary

## **REPORTS FROM THE OFFICERS ATTACHMENT A**

### **President's Board Report Lisanne Masterson**

#### **Summary of Activities**

**GAP 6:** Continue the development of potential leaders of the Association through workshops, symposiums, conference sessions, etc.

**GAP39:** The Master Conference Manual would be a great asset to the Association and recommends its completion during the 2007-08 year.

**Activity:** Appoint a Special Projects Chair for State Training to include three projects – 1) create an Interstate Visit program for State Presidents and Presidents-elect, 2) finish the SASFAA Site Selection/Conference Manual and modify it for training on the state level, and 3) have regional speakers and programs/sessions available for visiting SASFAA representatives to present at the state level (e.g. Treasurer/Audit Guidelines, archiving records, etc.)

**LRP2 Finances:** Incorporate the financial impact of vendor sponsorship in the budget planning process annually.

**Activity:** Direct the Vendor/Sponsor Chair to review possible alternatives to the Vendor/Sponsor Policy.

#### **Discussion**

This will be an exciting year to have the 45<sup>th</sup> SASFAA Conference in Washington DC's back yard, here in Crystal City! The Conference Committee has already started working to make this an informative and activity-filled conference – offering us an opportunity to incorporate more of a legislative awareness slant. VASFAA is rising up to the challenge of hosting us this year – seeing true southern hospitality at its best. Since it is an anniversary year, we will also be planning an activity on the opening day of the conference to honor our past.

You have put much thought and effort into your goals and objectives for the year in composing activities that meet the Association's Long Range Plan outline as well as the Governance & Planning recommendations. The excel spreadsheet format, created last year by Brent Tener, will assist the GAP Committee in doing their work at the end of the year, so your willingness to work with it is greatly appreciated. Your board reports will also assist in that process by highlighting the goals/activities worked on since the previous report, as well as your annual report due late next Spring.

Committee chairs are to be commended for using the Volunteer list to put together their committees, even though some of our committees have set membership (e.g. nominations & elections, membership, newsletter, and legislative relations). Half of all volunteers are already on a committee, with many of those remaining to assist on conference sub-committees.

#### **NASFAA Board Meeting and Conference**

The NASFAA Board Meeting held as a pre-conference event in Washington DC this month was once again focused on our profession's current scrutiny and issues affecting how our Associations (national, regional & state) might be affected. In addition, we (Brent Tener, Guy Gibbs, and I) spent an entire day working through the process of selecting and the characteristics needed and wanted in a new NASFAA President – which was subsequently voted upon by the Board of Directors.

A President Search Committee will be formed consisting of a Past National Chair (chair), the NASFAA Chair, Past Chair and Chair-elect who are in office at the time of formal notice given, one representative from each of the six NASFAA regions, and a NASFAA staff member. A Request for Proposal (RFP) will be issued to secure bids from qualified search firms to conduct preliminary portion of the search to include advertising the position, collecting and reviewing applications, screening applicants for qualifications, and ranking applicants based on pre-determined criteria. The Search Committee will rank the top candidates and select the semi-finalists. Writing samples and background/credit checks will be done as well as conducting the initial interview. The Search Committee will submit no more than two finalists for the Executive Committee of the Board of Directors for final interviews and selection. The successful candidate would then meet with the NASFAA Chair, Past Chair and Chair-elect, as well as NASFAA Legal Counsel, to negotiate and finalize the employment contract.

## Personal Goals/Comments

There are many issues currently facing our profession, but rather than react instinctively and rashly, it provides us with an opportunity to review our policies, procedures, and norms for doing business – essentially forcing us to get back to the basics. This is a good thing! It allows us to focus on what we are about – helping students and families through the financial aid process in pursuit of attaining the higher education of their dreams. No bells, no whistles – just doing the good work of the Association. This is something for which we can take great pride. And is something that will propel us forward, together.

### **President-Elect's Report Heather Boutell**

#### Summary of Activities

**LRP3.4:** Select an appropriate mix of returning and new committee chairs to ensure that continuity of Association business and the development of future leadership.

**PP 5.31:** Selects committee chairs and members prior to the transitional Board meeting using the volunteer form.

**LRP 3.5:** Ensure that committee chair appointments, to the extent possible, reflect inclusiveness.

Activity: Janet Sain (NC) has agreed to chair Site Selection again for 2008-2009.

**PP 5.33:** Represents SASFAA at selected SASFAA affiliated state meetings.

Activity: Heather Boutell attended the Alabama Association meeting in Auburn, AL, in early October. While at the conference, she presented the SASFAA Update, and led a panel general session on "Ethics in the Financial Aid Profession." Heather wishes to thank Ben Baker and AASFAA for the warm welcome she received while there.

Heather Boutell attended the Tennessee Association meeting in Nashville, TN, in mid October. While at the conference, she presented the SASFAA Update, and conducted a concurrent session entitled, "Leadership in the Financial Aid Office: Reality TV Style". Special thanks to Clyde Walker and TASFAA for their kindness.

Heather Boutell attended the Kentucky Association meeting in Louisville, KY, in mid October. While at the conference, she presented the SASFAA Update, and led a panel concurrent session on "ACG and SMART: Best Practices." Special thanks to Bryan Erslan and KASFAA for giving Heather a wonderful welcome home.

**PP 5.36:** Begins initial planning for the next annual conference and for the promotion of the event.

Janet Sain and Ron Day visited the Myrtle Beach hotels and Convention Center to begin discussions for the 2009 Conference. The Conference will be held February 8-11, 2009. Since Ron is moving to Georgia, Heather will need to seek a replacement as a Local Arrangements Chair. Information has been provided to this year's Conference Committee about a booth for advertisement, and about the Presidents-Elect workshop on Sunday. Sandy Neel, 2009 Conference Chair, and Heather Boutell will visit the site later this spring.

**PP 5.38:** Conducts an orientation session at the annual conference for state presidents-elect.

Susan Little has agreed to help with the orientation for the presidents-elect. Thanks to Lisanne Masterson for sending last year's materials so work can begin on the schedule for the Sunday workshop.

**GAP 33:** The professional growth and competencies of members are addressed by offering workshops, seminars, meetings and other training opportunities.

**PP 5.34:** Consults with the Board and budget chair in developing future initiatives.

The contract for the Management Institute was signed by Lisanne Masterson. The Management Institute will be held December 8-10 at The Grove Park Inn in Asheville, NC. The room rate for the conference will be \$159. This conference will take place the week after the FSA Conference in Las Vegas, NV.

The Leadership Institute will be held simultaneously with the Management Institute, allowing the future leaders to network with the managers in attendance. The Leadership Institute will be held December 8-10 at The Grove Park Inn in Asheville, NC.

**PP 5.32:** Serves as the alternate voting representative to the NASFAA Board of Directors, provides reports of NASFAA activities to the SASFAA Board and publishes reports in the newsletter or on the Web site as appropriate.

Heather Boutell has participated in monthly conference calls with the NASFAA Board, listening and observing. The first Board meeting will be held November 11-14 in Las Vegas, NV. Heather will be in attendance for training and for observation of the Board in action.

## Discussion

Special thanks to Janet Sain for finalizing the contract work for the November Board meeting in 2008. That meeting will be held at Inn at Ellis Square in Savannah, GA, November 7-9, 2008. Rooms were secured for \$119 per night, and a continental breakfast is included with this rate.

## **Vice-President's Report** **Pat Arauz**

### Summary of Activities

**GAP32:** Continue the "track" sessions at the annual conference to ensure a good cross-sectional offering to address the various needs of the Association.

**Activity:** Pat attended the Program Committee meeting in July and made recommendations for sessions and plans for the one day New Aid Officers' pre-conference workshop to be held on February 17, 2008.

**GAP35:** Continue to provide outstanding training by experienced aid administrators at the NAOW at accessible and affordable sites.

**Activity:** Proposal for both the dates and location of the 2008 NAOW are being submitted to the Board for approval at this meeting.

**GAP36:** Sites for the NAOW should be selected and confirmed for 2-3 future years. If at all possible, a member of the financial aid staff at selected sites should be involved as a "site coordinator" to assure smooth planning and to facilitate the week's activities.

**Activity:** Once this year's site is approved, sites for 2-3 years in the future will be looked at.

**GAP38:** GASP recommends a review of the current relationship with SWASFAA for the presentation of a Mid-Level Conference

**Activity:** A site and faculty have been selected for the Mid-Level Workshop and are being submitted for approval at this board meeting. Planning for the program has begun.

**LRP4.2:** Ensure that committees with broadly-defined responsibilities such as legislative relations, professional development, and annual conference include at least one representative from each state in the region. Discuss appointments with the current state presidents at the time of selection.

**Activity:** The Professional Development committee members for both New Aid Officers and Mid-Level Workshops are being submitted at this board meeting.

## Discussion

### Planning for 2008 Training

Planning has continued for the 2008 New Aid Officers' Workshops and Mid-Level Training Workshop. Instructors have been contacted and the staffs for both workshops are being presented to the Board for approval at this November Board meeting. Janet Sain spent a day in Louisville with Pat looking at possible sites for both workshops. A conference call was held on October 19 with Pat and the returning Mid-Level faculty members. Program planning is underway for an exciting Mid-Level Workshop. Pat & Sandy are working on the agenda for the one day pre conference New Aid Officers' workshop. Proposed dates and locations for the summer workshops are being presented to the Board for approval at this November Board meeting.

### Recommendations:

The recommendation is made for SASFAA to hold New Aid Officers' Workshop at Bellarmine University in Louisville, KY, May 28-June 2, 2008. (Wednesday- Monday)

The recommendation is made for SASFAA to hold Mid-Level Training Workshop at the Garden Inn Hilton Airport in Louisville, KY, May 29-31, 2008. (Thursday- Saturday)

The recommendation is made for approval of the members to the Professional Development Committee as listed on the attached sheets.

### 2007-2008 SASFAA New Aid Officers Staff Contact

Position	Name	Title and Address	E-mail	Phone #
Vice President	Pat Arauz	Director, Student Financial Aid University of Louisville Student Financial Aid Office Louisville, KY 40292	<a href="mailto:p.arauz@louisville.edu">p.arauz@louisville.edu</a>	502-852-6145(W) 502-896-1166 (H) 502-802-6746(C)
Curriculum Coordinator	Sandy Neel	Director, Financial Aid University of Tennessee at Martin 205 Administration Bldg Martin, TN 38238	<a href="mailto:sneel@utm.edu">sneel@utm.edu</a>	731-881-7044 (W) 731-414-4251 (C)
Local Arrangements	Dawn Graviss	Senior Financial Aid Counselor Bellarmine University 2001 Newburg Rd. Louisville, KY 40205	<a href="mailto:dgraviss@bellarmine.edu">dgraviss@bellarmine.edu</a>	502-452-8280 (W)
Treasurer	Terri Parchment	Assistant Vice President Edamerica 298 N. Seven Oaks Dr. Suite 105 Knoxville, TN 37922	<a href="mailto:tparchment@edamerica.net">tparchment@edamerica.net</a>	615-441-2939 (W)
Vice President Elect				
Returning Instructor	Cedric Trigg 4-yr public	Senior Counselor Financial Aid Office University of Louisville Louisville, KY 40292	<a href="mailto:cdtrig01@louisville.edu">cdtrig01@louisville.edu</a>	502 852 1405 (W) (502-494-4495 C)
Returning Instructor	Forrest Stuart 4-yr private	Director of Financial Aid Rhodes College 2000 North Pkwy Memphis, TN 38112	<a href="mailto:stuart@rhodes.edu">stuart@rhodes.edu</a>	901-843-3810 (W) 901-830-6240 (C)
Returning Instructor	Jill Rayner 4-yr public	Director of Financial Aid North Georgia College and State University Office of Student Financial Aid Dahlonega, GA 30597	<a href="mailto:jprayner@ngcsu.edu">jprayner@ngcsu.edu</a>	706-864-1688 (W) 678-294-5662 (C)
Returning Instructor	Kiesha Pope 2-yr public	Director Financial Aid J Sargeant Reynolds College 1701 E. Parham Road Richmond, VA 23285	<a href="mailto:kpope@reynolds.edu">kpope@reynolds.edu</a>	804-523-5855 (W) 804-683-3340 (C ) 804-275-0566 (H)

Returning Instructor	Sharon Oliver 4-yr public	Director Financial Aid North Carolina Central University PO Box 19496 Durham, NC 27707	<a href="mailto:soliver@ncsu.edu">soliver@ncsu.edu</a>	919-530-7412 (W) 919-943-9321 (C) 919-765-9759 (H)
Returning Instructor	Wayne Bodiford 2-yr public	Director Financial Aid St Johns River Community College 5001 St Johns Ave Palatka, FL 32177	<a href="mailto:waynebodiford@sjrcc.edu">waynebodiford@sjrcc.edu</a>	386-312-4040 (W) 386-546-2105 (C)
Returning Instructor	Buddy Jackson 4-yr private	Director of Financial Aid Faulkner University 5345 Atlanta Hwy Montgomery, AL 36109	<a href="mailto:bjackson@faulkner.edu">bjackson@faulkner.edu</a>	334-386-7293 (W) 334-399-1346 (C)
New Instructor	Runan Pendergrast 2-yr public	Director Financial Aid Bluegrass Community & Technical College 121 Oswald Bldg. 470 Copper Dr. Lexington, KY 40506	<a href="mailto:Runan.penderdrast@kctcs.edu">Runan.penderdrast@kctcs.edu</a>	859-246-6503 (W)
New Instructor	Tony Patterson 4-yr public	Associate Director Financial Aid North Carolina State University 2016 Harris Hall Box 7302 Raleigh, NC 27695	<a href="mailto:Tony_patterson@ncsu.edu">Tony_patterson@ncsu.edu</a>	919-513-0417(W)
New Instructor	Patrick James 4-yr private	Director Financial Aid Millsaps College Box 15150 Jackson, MS 39210	<a href="mailto:Patrick.james@millsaps.edu">Patrick.james@millsaps.edu</a>	601-974-1221 (W)
New Instructor	Marilyn King 4-yr public	Senior Associate Director Virginia Polytechnic Institute 300 Student Services Building Mail Code 0222 Blacksburg, VA 24061	<a href="mailto:kingm@vt.edu">kingm@vt.edu</a>	540-231-7914 (W)
New Instructor	Sherryl Fern 4-yr public	FWS Coordinator University of Georgia 220 Holmes/Hunter Academic Building Athens, GA 30602	<a href="mailto:sfern@uga.edu">sfern@uga.edu</a>	706-542-2028 (W)
New Instructor	Lauren Mack 4-yr private	Financial Aid Director Limestone College 1115 College Drive Gaffney, SC29340	<a href="mailto:lmack@limestone.edu">lmack@limestone.edu</a>	864-488-4577 (W)
New Instructor	?			

Returning Lender Rep	Brenda Paganelli	Regional Director of Business Development, NSLP 104 N. Nash Street Starkville, MS 39759	<a href="mailto:brendap@nslp.org">brendap@nslp.org</a>	601-214-7224 (C)
Returning Lender Rep	Chester Priest	KHEAA/ Student Loan People P.O. Box 798 Frankfort, KY 40602	<a href="mailto:cpriest@kheaa.com">cpriest@kheaa.com</a>	502-696-7266 (W) 502-382-7354 (C) 502-330-5471 (C)
New Lender Rep	Allison Snyder	SunTrust Bank 1369 Bursal Ave. Cincinnati, OH 45230	<a href="mailto:allison.snyder@suntrust.com">allison.snyder@suntrust.com</a>	865-617-7700 (C)
New Lender Rep	Torrence McKnight	Citibank 4475 Whisperwood Drive Collerville, TN 38017	<a href="mailto:torrence.mcknight@citigroup.com">torrence.mcknight@citigroup.com</a>	901-861-1720 (C)
Dept. of Ed. Liaison	Greg Martin	Training Officer U.S. Department of Education 100 Penn Square East, Suite 511 Philadelphia, PA 19107	<a href="mailto:Gregory.Martin@ed.gov">Gregory.Martin@ed.gov</a>	215-656-6452 (W)

### 2007-2008 SASFAA Mid-Level Staff Contact

Position	Name	Title and Address	E-mail	Phone #
Vice President	Pat Arauz	Director, Student Financial Aid University of Louisville Student Financial Aid Office Louisville, KY 40292	<a href="mailto:p.arauz@louisville.edu">p.arauz@louisville.edu</a>	502-852-6145(W) 502-896-1166 (H) 502-802-6746(C)
Treasurer	Terri Parchment	Assistant Vice President Edamerica 298 N. Seven Oaks Dr. Suite 105 Knoxville, TN 37922	<a href="mailto:tparchment@edamerica.net">tparchment@edamerica.net</a>	615-441-2939 (W)
Vice President Elect				
Returning Instructor	Janet Jones	Assistant Director, Financial Aid University of Kentucky 131 Funkhouser Building Lexington, KY 40506	<a href="mailto:jjones@email.uky.edu">jjones@email.uky.edu</a>	606-257-3808 (W)
Returning Instructor	Brenda Brown	Director of Financial Aid University of Miami-School of Law 1311 Miller Drive Room A395 Coral Gables, FL 33146	<a href="mailto:bbrown@law.miami.edu">bbrown@law.miami.edu</a>	305-284-5032 (W)
Returning Instructor	Kim Jenerette	Director of Financial Aid University of South Carolina-Upstate 800 University Way Spartanburg, SC 29303	<a href="mailto:kjenerette@uscupstate.edu">kjenerette@uscupstate.edu</a>	864-503-5340 (W) Ext. 5341
New Instructor	Mike Reynolds	Auburn University		
Lender Rep	Janet Sain	Assistant Vice President SunTrust Education Loans 716 Hampton Way Dr. Winston Salem, NC 27107	<a href="mailto:janet.sain@suntrust.com">janet.sain@suntrust.com</a>	336-831-3137 (W)
Dept. of Ed. Liaison	Greg Martin	Training Officer U.S. Department of Education 100 Penn Square East, Suite 511 Philadelphia, PA 19107	<a href="mailto:Gregory.Martin@ed.gov">Gregory.Martin@ed.gov</a>	215-656-6452 (W)

**Past President's Report**  
**Brent Tener**

**Summary of Activities**

**GAP7:** Increase the scholarship given to the immediate Past President's institution in recognition of his/her service to the Association to \$2,000.

Evaluate the possibility of increasing the scholarship effective for the Past President during the 2008-2009 year.

Activity: The Past President's Scholarship, in the amount of \$2,000 was awarded to Stephanie Wherry, who is a Divinity student at Vanderbilt. Stephanie extends her heartfelt appreciate to SASFAA for this award.

**LRP5.5:** Provide a forum at the SASFAA conference for recognition of any state project(s) submitted to NASFAA.

The Past President will review all projects submitted to NASFAA for award consideration and provide recognition for submission of these awards. In addition, special recognition will be given to any states winning a NASFAA award.

Activity: I will work with Lisanne and Brad Barnett, Conference Chair, to find a few minutes to discuss state awards, and to recognize Virginia for winning a NASFAA State Award in the "Service to Other Constituencies" category, which was announced at the July 2007 NASFAA Conference.

**PP 5.71:** Serves as a SASFAA voting representative to the Board of Directors of NASFAA.

Activity: I will attend the NASFAA Board meetings Las Vegas and Orlando (two meetings) as one of two SASFAA voting members.

**PP5.72 PP5.73 PP 6.134 PP 6.135 PP6.21 and PP6.22:** Solicit nominations for SASFAA office and SASFAA awards.

Activity: During the fall the Immediate State-Presidents worked to identify individuals from their state who would be interested in having their name considered for one of the SASFAA elective offices that will be filled for 2008-2009. Those three positions are President-Elect, Vice President and Secretary. During this same time the Chair of the committee posted emails on the SASFAA listserv on a number of occasions seeking nominations from the general membership and similar notices were forwarded to state listserves. In addition, information regarding the nominations process was included in the fall newsletter. The same was true for identifying potential candidates for SASFAA awards.

The Nominations and Elections Committee met via phone to discuss all nominations and finalize a slate. This meeting was held on Friday, October 19, 2007. All committee members were present for the entire call. A copy of the minutes will be distributed when the election slate is discussed.

The Executive Board was notified that they are required by SASFAA policy to identify and approve qualified individuals for awards. These are the Distinguished Service Award, Honorary Membership and NASFAA Distinguished Service Award.

**PP 6.131:** The chair shall submit candidates' biographical and other pertinent data to the SASFAA newsletter editor. Also, notice shall be given in the SASFAA newsletter that any member wishing to present a nomination during the opening business session of the annual conference should advise the president and chair of nominations and elections.

(1) The recommendation slate of candidates will be made to the board in early November.

(2) Upon approval, the slate along with their biographical and other data will be submitted to the newsletter editor for inclusion in the upcoming winter newsletter.

(3) An article will be provided for publication explaining the electoral process including nominations from the floor at the 2008 conference.

Activity: I will be providing biographical information to Sharon Oliver for posting in the newsletter and in my newsletter article. I will provide notice regarding nominations from the floor at the conference.

**PP 6.132:** The past president (chair) shall submit the recommendation of candidates to the Board in advance of the annual conference to allow notification to the membership at least thirty (30) days prior to the annual business meeting.

The proposed list of candidates will be presented for consideration by the board at the November board meeting.

Activity: The slate of candidates will be submitted to the Board for consideration during the November 3 meeting and the appropriate notifications will be sent to the membership, both in the Newsletter and via the listserv in advance of the 30 day requirement.

**PP 6.136:** The chair sets the date, time and place for a full meeting of the committee. The chair should make every effort to schedule the meeting the same weekend and location as the fall Conference Committee meeting to coordinate the logistics for voting procedures. Normally the meeting is held prior to the November Board meeting and avoids conflicts with state association meetings.

Activity: In order to save costs, the Nominations and Elections Committee met via phone on October 19, 2007.

**PP 6.137:** The chair shall prepare and present to the Board a written report that includes the proposed slate, the rules adopted by the committee, members present at the committee meeting, and recommendations for consideration for future committee meetings. This is typically reported at the November Board meeting.

Candidates proposed for SASFAA elective office and recommended by the nominations and elections committee will be presented for consideration by the full board at the November 3 board meeting to be held in Tampa, FL.

Activity: The work of the Nominations and Elections Committee will be discussed in Executive Session at the November 3 Board meeting. A complete slate of candidates, two individuals for each office, will be submitted to the Board for approval.

**PP 6.138:** A polling place will be established for conducting the election. SASFAA members will, after verification of membership status, be provided an opportunity to vote.

On-site voting will be held at the annual conference in February 2008 and oversight will be by members of the nominations and elections committee.

Activity: I will work with the Conference Committee to identify the polling place for electronic voting at the annual conference.

**PP 6.22:** Make recommendations to the Board.

Potential award recipients recommended by the nominations and elections committee will be presented for consideration to the full board at the November 3-4 Board meeting.

### *Discussion*

#### **Committees**

The Past President would like to submit the following individuals for the Nominations and Elections Committee: Barry Simmons, Virginia, replacing Tom Morehouse.

#### **Secretary Report Deborah W. Byrd**

#### *Summary of Activities*

**Code # PP 5.62:** Prepares and submits meeting minutes with supporting documents and publications, including annual conference programs, special reports, and membership directories to archives.

**Activity:** Reviewed, posted to web and printed the July Board Meeting minutes. The minutes were distributed at the November Board Meeting.

**Code # PP 5.64:** Orders and distributes the Association's official stationery.

**Activity:** Created an MSWord document of the Association's stationery. Emailed the Association stationery file to the President, President-Elect, Past President, Conference Chair and Vendor/Sponsor Chair.

**Code # PP 5.66:** Facilitates meeting arrangements, including lodging, meal functions and meeting rooms for Board meetings.

#### **Activity:**

1. Sent email to the board and committee members requesting room requirements.
2. Contacted the Marriott Tampa Waterside Hotel and Marina and arranged for the hotel rooms for the Executive Board.
3. Printed the meeting agenda.

**Treasurer's Report**  
**Terri Parchment**

**Summary of Activities**

**GAP 43:** Recommend continued use of a CPA firm to assist with the completion of the 990 and 990T. Using an outside company for preparation of the 990 and 990T has allowed the Association to stay current with non-profit requirements for filing taxes.

**Activity:** Worked with Budget and Finance Chair to give the CPA firm all of the necessary information to complete the 990 and 990T.

**GAP 45:** Recommend that a quarterly budget statement be posted on the SASFAA Web site.

**Activity:** Budget report was posted to the SASFAA Web Site.

**GAP 82:** Send quarterly statements to all of the committee chairs and officers letting them know their current budget expenses.

**Activity:** Quarterly statements were sent to all committee chairs and officers with current budget expense information after the end of the first quarter (July 2007 – September 2007).

**PP 5.51:** Receives and disburses monies of the Association.

**Activity:** Provided payment for Expense Reports to date. Deposited funds to date.

**PP 5.52:** Pays the bills of the Association within thirty (30) days.

**Activity:** All bills have been paid upon receipt.

**PP 5.53:** Receives meeting registrations and membership dues.

**Activity:** Membership dues are actively coming in to the Treasurer and being processed as received.

**PP 5.55:** Arranges in coordination with the budget and finance chair for an annual independent audit of financial records.

**Activity:** All necessary documentation and records for the 2006-2007 year were sent to Budget and Finance Chair McNaughton for her committee's review.

**PP 5.56:** Files IRS form 990 for the fiscal year by the prescribed deadline, currently November 15, and all financial reports in a proper and timely manner.

**Activity:** Completed. Report will come from Budget & Finance Chair

**PP 5.57:** Sets up master accounts and obtains credit for the Association as appropriate.

**Activity:** Master accounts or credit accounts have been obtained as needed.

**Update for SASFAA P&P**

**Page 9, Section 2: Corporate Structure**

**2.3 Certificates of Exemption**

**Current –**

SASFAA has been granted an exemption of sales taxes in the following states covered by the Association.

- Florida

Committee chairs or officers who hold meetings in this state should present a copy of the appropriate certificate when contracting for or paying for services associated with SASFAA business.....

**Change to –**

SASFAA has been granted an exemption of sales taxes in the following states covered by the Association.

- Florida
- **North Carolina – Must pay taxes and apply for a refund of amounts paid.**
- **Tennessee**

Committee chairs or officers who hold meetings in **these states** should present a copy of the appropriate certificate when contracting for or paying for services associated with SASFAA business. For North Carolina proper documentation of expenses should be provided to the Treasurer.....

**Discussion**

Total Cash on Hand as of October 30, 2007:

BB&T Savings: \$98,219.52  
 Fifth Third Savings: \$49,854.01  
 Fifth Third Checking: \$81,371.40

**SASFAA, Inc.**  
**Budget vs. Actuals: SASFAA Budget - FY08 P&L**  
 July 2007 - June 2008

	Actual	Budget	Total \$ Over Budget	% of Budget
<b>Income</b>				
01 Membership Dues	22,750.00	36,000.00	-13,250.00	63.19%
02 Professional Development	675.00	125,000.00	-124,325.00	0.54%
03 Annual Meeting		170,000.00	-170,000.00	0.00%
04 Vendors/Sponsors/Patrons	54,000.00	125,000.00	-71,000.00	43.20%
05 Advertising	26,700.00	40,000.00	-13,300.00	66.75%
07 Interest Earned	7,587.48	20,000.00	-12,412.52	37.94%
08 Miscellaneous Income	2,460.60	1,000.00	1,460.60	246.06%
09 Balance Forward		126,500.00	-126,500.00	0.00%
<b>Total Income</b>	<b>\$ 114,173.08</b>	<b>\$ 643,500.00</b>	<b>-\$ 529,326.92</b>	<b>17.74%</b>
<b>Expenses</b>				
101 President	3,431.41	9,000.00	-5,568.59	38.13%
102 President-Elect	1,662.13	8,850.00	-7,187.87	18.78%
103 Vice President	1,012.63	4,500.00	-3,487.37	22.50%
104 Secretary	1,103.92	4,500.00	-3,396.08	24.53%
105 Treasurer	511.92	5,700.00	-5,188.08	8.98%
106 Past President	4,032.30	7,675.00	-3,642.70	52.54%
201 Membership/Directory	956.70	6,000.00	-5,043.30	15.95%
202 Electronic Services	5,082.05	12,400.00	-7,317.95	40.98%
203 Professional Advancement	3,750.00	150,000.00	-146,250.00	2.50%
204 Newsletter	528.52	3,675.00	-3,146.48	14.38%
205 Budget and Finance	1,002.85	4,250.00	-3,247.15	23.60%
206 Annual Meeting Program	14,079.54	300,000.00	-285,920.46	4.69%
207 Site Selection	952.54	1,600.00	-647.46	59.53%
208 Nominations and Elections		5,550.00	-5,550.00	0.00%
210 Executive Board	9,330.33	47,500.00	-38,169.67	19.64%
211 President's Contingency		2,000.00	-2,000.00	0.00%
213 Advance Program Planning		5,750.00	-5,750.00	0.00%
214 Diversity Issues	598.52	2,000.00	-1,401.48	29.93%
215 Prior Administration Bills	754.00	1,000.00	-246.00	75.40%

<b>216 Legislative Relations</b>	1,647.80	6,000.00	-4,352.20	27.46%
<b>217 Long Range Planning</b>		3,900.00	-3,900.00	0.00%
<b>218 Vendor/Sponsor/Patron</b>	1,150.54	4,500.00	-3,349.46	25.57%
<b>219 Special Projects</b>	1,750.75	34,900.00	-33,149.25	5.02%
<b>221 Computer Hardware/Software</b>		2,500.00	-2,500.00	0.00%
<b>224 Accounting Fees and Taxes</b>	3,672.00	7,250.00	-3,578.00	50.65%
<b>225 Online Payment Processing Fees</b>	132.05	2,500.00	-2,367.95	5.28%
<b>Total Expenses</b>	<b>\$ 57,142.50</b>	<b>\$ 643,500.00</b>	<b>-\$ 586,357.50</b>	<b>8.88%</b>
<b>Net Operating Income</b>	<b>\$ 57,030.58</b>	<b>\$ 0.00</b>	<b>\$ 57,030.58</b>	
<b>Net Income</b>	<b>\$ 57,030.58</b>	<b>\$ 0.00</b>	<b>\$ 57,030.58</b>	

Thursday, Nov 01, 2007 09:49:27 PM GMT-5 - Accrual Basis

## **REPORTS FROM STATE PRESIDENT ATTACHMENT B**

### **Virginia Pat Kelly, President**

VASFAA members have been hard at work this fall, not only in their own jobs helping students with their financing, but also working within VASFAA's mission of helping educate its members.

The Training Committee is in the midst of Support Staff Training Workshops, chaired by Liza Bruce. Five workshops are being held, with 132 financial aid personnel registrations over the 7 day period. The agenda is full of helpful information focusing on Stafford and PLUS Loan Basics, The Practical Side of Federal Methodology, Dealing with Office Gossip and Being a Successful Team Member, Financial Aid Resources: What They Are and Where to Find Them, and Steps to Success (on image). Lunch is included with the registration fee of \$15 for VASFAA members and \$45 for non-members. A Town Hall Meeting will be held during the lunch.

A New Aid Officer Training, co-chaired by Donna Taylor and Elizabeth Desi, is also scheduled for November 8 at the University of Mary Washington. Thirteen new financial aid administrators will be gathering for this full day meeting to learn the ropes in financial aid administration.

The Experienced Aid Officer Training, chaired by Katherine Lister, is not being held this fall due to budget constraints. Instead the concept for this training will be included at the annual conference in Newport News in May 2008. Sessions will be geared specifically to the needs of the experienced or veteran financial aid administrator, in hopes of offering this group challenging opportunities in training.

The VASFAA Board will convene its fall meeting on November 7 in Richmond. The meeting will conduct VASFAA business regarding the budget, reports from the commissioners and officers, and introduce new business for the upcoming months. The annual operating budget is an ongoing challenge this year due to the policy changes regarding relationships with the lending community.

The Secondary Schools Committee, chaired by Carolyn Ware, is holding its one-day trainings for high school counselors updating them on financial aid application. Workshops began this past October 26 and will continue through mid-December at various colleges throughout the state. In total, 16 institutions are participating. These workshops, free to high school counselors, inform them about information they need to keep their students current about financial aid application for 2008-09. VASFAA is pleased to have included the USED National Training for Counselors curriculum in its agenda. A report on the success of these workshops will be given at the next SASFAA Board meeting in February.

The Awareness Committee, co-chaired by Mary Gore and Suzanne Angheloni, is also meeting and planning its activities for February 16, VASFAA's Super Saturday effort. VASFAA members will be on the front line offering presentations on financial aid application for various communities in the Commonwealth. Each year, this effort increases and assists numerous families in completing the FAFSA right in their own areas such as high schools, colleges, and universities. VASFAA members enjoy "meeting the constant of change" with their neighbors both in and out of their offices whenever the opportunity arises.

The Conference Committee, co-chaired by Jeanne Holmes and Pam Rambo, is reworking the annual conference agenda, in attempting to contain costs and retain quality. As the conference approaches, an update on any innovations will be shared with the other SASFAA states.

Speaking of conferences, the Interstate Visitation Program was a wonderful way to gain invaluable experience at another state's conference, even with monsoon winds and rains outside the hotel. The FASF AA Fall Conference was held Oct 16 through 19 in Destin Florida. The Florida conference format is pretty similar to the conferences held in Virginia, though attendance is larger. The sessions were very informative, and the opportunity to present at FASF AA was an even better way to gain insights into how Florida's campuses deal with written compliance requirements. The Hilton Sandestin Beach Golf Resort and Spa made for a very nice meeting ground, even though the beach was off-limits due to the nasty weather. There was so much to do inside the hotel that no one really missed going outside. The food was great, especially the barbecue the last night of the conference. Welcoming touches were added with the introductory session, where a color guard brought the US flag in and the Mayor of Destin gave the key of the city to Wayne Bodiford, FASF AA's President. Sessions were well attended and registrants were keenly interested in hearing about ethics and the future of student loans. The conference registration information, agenda, conference bag and materials, and session notes have already been passed through a VASF AA conference co-chair. More reporting on the conference will be done officially at the upcoming VASF AA Board meeting this week. Thank you, FASF AA, for the warm welcome and nice memories you left this VASF AA President with.

The year is progressing as well as can be expected, given the current climate surrounding the financial aid industry. Resilience is part of what makes a good financial aid person and making lemons into lemonade helps sweeten the lot that has been cast through no fault of the helping individuals who make up the financial aid profession! "Refreshing Our Spirit, Meeting the Constant of Change" is what these great individuals are all about!

**Tennessee Report**  
**Clyde Walker, President**

The biggest event of the TASFAA year thus far was the Fall 2007 TASFAA Conference, which was held October 21-23, 2007, at the Cool Springs Marriott in Franklin. The theme for the conference was "TASFAA: *In Focus*." A total of 325 registered for the conference, and the level of participation in the general and concurrent session offerings and the generally positive feedback received for conference sessions served to confirm that the conference was a success. Our keynote speaker for the fall conference was Rebecca Paul Hargrove, President and Chief Executive Officer of the Tennessee Education Lottery Corporation. Other general sessions included in the conference offerings were a "Washington Update", a "Federal (USED) Update" and a "Tennessee Student Assistance Corporation (TSAC) Update." One of the highlights of the conference was the SASFAA Address delivered by Heather Boutell, SASFAA President-Elect. We received a number of very positive comments about Heather's uplifting speech, and it was a pleasure for us to have her as our honored guest throughout the conference. Jeff Gerkin, TASFAA President-Elect, served as Chair of the Fall Conference Committee, and under his leadership, the Fall Conference Committee did a truly outstanding job in planning and carrying out the conference.

The second official 2007-08 TASFAA Executive Board Meeting was held on Sunday, October 21, preceding the beginning of the fall conference. The next scheduled Board Meeting will be January 24, 2008, at the Cool Springs Marriott Hotel in Franklin, Tennessee. We are looking forward to having Amy Berrier, NCASFSA President-Elect, as our guest during that meeting through the *SASFSA Inter-State Visit Program*.

The Spring 2008 TASFAA Conference will be held in Memphis March 30 - April 2, 2008, at the Memphis Hilton. Karen Hauser, Vanderbilt University, will Chair the Spring Conference Committee, which will meet on January 25, 2008, at the Cool Springs Marriott Hotel in Franklin to begin their work in planning the conference.

**South Carolina**  
**Tabatha McAllister, President**

**Summary of Activities**

SCASFSA held the annual Fall Conference in Columbia, SC at the Embassy Suites on October 7 and 8<sup>th</sup>. Greg Martin (Dept of Ed) provided Federal Update and a session on Distant Learning. SASFAA President Lisanne Masterson provided SASFAA update, training on parliamentary procedure during the Executive Board meeting and served on a panel on Ethical Practices in the Financial Aid Profession (Other panel members: Robert Godfrey, USC-Columbia and C.E. Andrews (CEO, Sallie Mae). The conference had a record number of attendees and was successful. Committee Chair, Nikisha Dawkins (York Technical College) and the program committee provide a great conference with the theme: "Shake Rattle and Roll – We have been Shaken, our cages have been Rattled and know we must Roll with the changes."

SASFSA conference state meeting invitation letters mailed to SC legislatures, responses pending.

**Upcoming SCASFSA Events**

November 6 & 7	New Aid Officers Workshop
December 4	NASFSA Decentralized Workshop
January 2008	Executive Board Meeting
February	Diversity Workshop
February 28	Leadership Symposium
March 27	SCASFSA Workshop
April 20-23	Annual Spring Conference
June 23 & 24	Transitional Board Meeting

**North Carolina**  
**Tony Carter, President**

**Summary of Activities:**

The Executive Board approved a new Exhibitor Policy to replace the old Vendor/Sponsor Policy. Major changes to the policy included elimination of all sponsored activities, flat exhibitor fees, elimination of tiers, and the elimination of comped membership dues and conference registration fees. With the new policy in place, a conservative estimate for exhibitor revenue was used for the 2007-2008 NCASF AA budget. Fortunately, exhibitor revenue this year has already exceeded the budget estimate. President Carter and President-Elect Amy Berrier will visit the Exhibitor Caucus at the Fall Conference to gauge future exhibitor support in light of recent lender subsidy cuts.

The Executive Board also approved an Alcohol Policy which eliminated the purchase or reimbursement of alcoholic beverages using association funds. The policy was disseminated to the conference membership with the announcement that the Conference Hospitality Suites will now be BYOB. Only one comment was received from the membership and it was a positive one.

President-Elect Amy Berrier and Treasurer-Elect Kim Driggers were recommended as participants in the 2008 NASFAA Leadership Conference next March in Washington, DC.

The fall conference will be held at the Embassy Suites in Greensboro November 5-7. Lisa Koretoff, Fall Program Chair, and her committee has planned an exciting conference with the theme, "The Winds of Change", playing on both the time of year and the ever-changing political and regulatory climate that the financial aid profession faces. The conference will be preceded by two events; 1) Kay Stroud from Appalachian State University and Tony Patterson from NC State University will complete the third and final session of NASFAA Training Workshops; and 2) Dana Kelly with Student Loan Express and her Professional Advancement Committee, will be hosting a Leadership Symposium.

Brenda Burke, VASFAA President-Elect, will be our guest at the Executive Board meeting on Sunday, November 4, in Greensboro. NCASF AA President-Elect Amy Berrier will be visiting a TASFAA Board Meeting in January.

NCASF AA is continuing its partnership with our sister association of CCCSFAAA (California Community College Student Financial Aid Administrators Association) by hosting their President-Elect Brad Hardison at our Fall Conference next week in Greensboro. In December, President-Elect Amy Berrier will be representing NCASF AA at CCCSFAAA's annual conference in San Francisco.

For the NC state meeting at the SASFAA Conference, letters of invitation will be sent to Sen. Elizabeth Dole, Sen. Richard Burr, Rep. Virginia Foxx who serves on the House Education Committee, and Rep. David Price who serves on the House Appropriations Committee.

**Mississippi**  
**Peggy Shoemake, President**

The Transitional Meeting of the old and new MASFAA Board was held on July 19-20, 2007, at the Pearl River Community College Woodall Advanced Technology Center, in Hattiesburg, Mississippi. One of the biggest issues and concerns of the new board was coming up with a balance budget for the 07-08 year to fit with a new sponsorship policy that would need to be discussed and approved by the board and implemented for the new year. After long discussion and great ideas from board members, a revised policy was approved and a budget was created, but not yet balanced. There were a couple of issues that the Treasurer, Steve Greenough, had to check into before this could take place. In August we had a conference call with some discussion, and finally voted on a balanced budget submitted by Steve! That was a giant step to complete for us! So far, response has been good on the revised policy from our vendors.

Things moved along for our Vice President, Cammie Champion, whose main responsibility is training; her committee met early in September and got the ball rolling for our Fall Training. On October 12, 2007, our training was held at the University of Mississippi satellite campus in Tupelo, using the NASFAA training materials and presented by Ann Hendricks of Education Services Foundation and Isabelle Patterson of Millsaps College. There were approximately 67 aid administrators in attendance. Ann and Isabelle did a great job teaching, making it "fun" for everyone with the interaction sessions they incorporated in their presentation.

Our High School Relations Committee, chaired by Kim Reves, are in the planning stages of putting together 3 or 4 workshops across the state for high school counselors. They will be using the curriculum that NASFAA and NCHelp went in together to produce this past year, for any of the states that may not have something already in place in training their counselors. We are treating this as a pilot, and hope that the results will be favorable to continue this for years to come and build upon it each time. MASFAA has wanted

something like this for a long time, to help train our counselors and also establish a better relationship with them all across the state. They hope to hold these workshops early next year.

Unless there is anything that comes up that will be urgent, our next meeting in person will take place at the end of March, first of April, in conjunction with our Financial Aid 101 workshop at the Duncan Gray Center in Canton, Mississippi.

The Conference Committee has met and is moving along with plans for our June conference in Biloxi. MASFAA is excited about being back on our coast for a meeting! The Beau Rivage will certainly be a grand place to return!

Nominations will be requested for officers for the 2008-09 year, early in 2008. It is hard to believe that it will already be that time again! Garry Jones will head this committee in this process as part of the Past President's responsibilities.

Our association members are being encouraged by Laura Diven-Brown to join SASFAA and attend the February conference. Hopefully we will have more to join and attend the conference this year.

We continue to hope that our balanced budget ends up being just that by the end of the year! One issue at a time.

Our Executive Council is a great one to work with this year and I have been truly blessed by them!

## **Kentucky** **Bryan Erslan, President**

The last few months have been extremely busy with a variety of KASFAA projects. On Oct. 24-26, KASFAA held the fall conference, KASFAA, Celebrating 40 years, Through the Sands of Time. Program Chairs Shelley Park and Margie Childress along with their committee did an outstanding job putting the conference together and comments from the evaluation form have been very positive.

Vendor Participation at the conference was down five vendors from last spring, however, the budgeted amounts expected from Vendors was exceeded by approximately \$4,000. However, conference expenses have not yet been finalized to see how all of the expenditures went for the conference. Jamie Malone, Federal Trainer from the Chicago office conducted two presentations throughout the conference and was well received by the membership. Heather Boutell also provided greetings from SASFAA and conducted a concurrent session.

Support for all of the KASFAA Training events have been steadily coming in and the association has met budgeted income for those events with one exception, College Goal Sunday, which is approximately \$17,000 short from last year. The CGS committee has met and is looking at a variety of ways to reduce costs and to also keep the scholarship drawing at each site that was begun last year.

KASFAA has a number of projects to occur over the next few months. Much of the planning for some of these events has already occurred. There are the High School Counselor Workshops at various sites across the Commonwealth. NASFAA Training will be conducted at two sites in November, Frankfort and Madisonville.

The Public Relations committee is busy trying to find a date for the annual KET (Kentucky Public Television) Financial Aid Call In Show for late January or early February. College Goal Sunday will be held on January 27, 2008 at 20 sites across the State. KASFAA will also be contacting the governor again to request a declaration that February be Financial Aid Awareness Month in the state. The Legislative Committee is busy trying to put together a state bill to increase both the need based and merit based financial aid programs with the next Congressional session. The Support Staff Workshop Committee is busy preparing for a training day for all of the support staff within the financial aid offices across the state. Finally, the spring conference committee has begun planning for the Spring Conference to be held in Owensboro, KY at the Executive Inn, April 16-18, 2008. We look forward to welcoming NCASFAA President Tony Carter and SASFAA President Lisanne Masterson to the conference.

## **Georgia** **Dave Bledsoe, President**

### **Fall Conference**

The annual GASFAA Fall Conference was held October 18-19 at the Atlanta Gwinnett Place Marriott. This was GASFAA's 40<sup>th</sup> Anniversary and all attendees had a great time celebrating. The conference theme was *GASFAA: Fit, Fabulous and Focused on the*

*Future.* The Program Committee chaired by Jon-Paul Keenan planned outstanding sessions built on the conference theme. Lisanne Masterson brought greetings from SASFAA on Friday morning. We had 356 attendees of which 41 were attending their first GASFAA conference.

### **New Aid Officers Workshop**

Vice President Douglas Tanner, the Professional Development Committee Chair presented the New Aid Officers Workshop as a pre-conference training event. GASFAA had over 50 colleagues attend this workshop.

### **NASFAA's Decentralized Training**

GASFAA will sponsor NASFAA's decentralized training on the campus of Central Georgia Technical College in Macon November 28, 2007. Douglas Tanner and his committee will serve as the primary trainers for this event. The Professional Development Committee expects approximately 70 attendees. In the past, GASFAA has had attendance requests from aid administrators outside the GASFAA region and it is anticipated this will continue.

### **College Goal Sunday**

GASFAA's Community Action Committee chaired by Jennifer Codemo-Thomas will host the second annual College Goal Sunday in February 2008. The College Goal Sunday Steering Committee Chair, Brenda Vaughn, has secured 15 sites and coordinators for the statewide effort.

### **"It's My Life"**

A national event hosted in Atlanta for foster children coming out of foster care was co-hosted with NASFAA this past September. Our Community Action Committee and the Diversity Committee Chair represented NASFAA and GASFAA to a national audience exceeding 800 students and representatives.

### **National Training for Counselors and Mentors (NT4CM)**

GASFAA will host a guidance counselor training December 11<sup>th</sup> at Georgia Gwinnett College. Jill Rayner and Philip Hawkins will co-host the initial kick off event. Discussions are underway with the Georgia School Counselors Association to incorporate an annual pre-conference event for subsequent years.

### **By-Laws Change**

The GASFAA membership voted at the Fall Conference for a By-Laws change. This change will allow the formation of a standing Budget/Finance Committee. The committee will assist the Executive Board with fiduciary responsibilities.

## **Florida**

### **Wayne Bodiford, President**

Following are events and/or other items of interest that have occurred since the last report in July, 2007:

- Some changes and new additions have been made to the FASFAA Executive Board as follows:
  - Kurt Wolf, Ringling School of Art and Design, is serving as interim Treasurer and Gwen Francis, Retired, is serving as Bookkeeper due to resignations in both of these positions
  - Mary McKinney, University of Central Florida, is serving as Member-At-Large for Cultural Diversity/Minority Concerns
  - Trayce Smith, Rollins College, is now serving as Member-At-Large for Electronic Services
- At the Executive Board Retreat/Meeting, August 1-3, 2007, the executive board initiated changes to the vendor/sponsor policy that somewhat mirrored SASFAA's policy.
- The Fall Conference was held October 17 – 19, 2007, at the Hilton Sandestin, Destin, Florida. The theme for the conference was, "Surfing the R.I.P.T.I.D.E." The acronym meant "Responsibility, Integrity, Professionalism, Trustworthy, Innovative, Dedicated, and Enthusiastic." FASFAA was pleased to have SASFAA President Lisanne Masterson on hand to provide an update from SASFAA at the opening luncheon, and to present a session titled, "Verification 101—Keeping Afloat." FASFAA was equally delighted to have VASFAA President Pat Kelly at the conference. Pat attended as part of SASFAA's Interstate Visit program and co-presented a session titled, "The A to Zs of Written Policy Requirements." Approximately 300 people were in attendance at the conference and reported enjoying the conference despite the fact that it rained the entire week (the sun did finally appear on the last day—after everyone left!). A special order for sunshine was placed for President Kelly since she was staying until Saturday.

### **Upcoming Events:**

- FASFAA is participating in the NASFAA Fall Training Series on November 9, 2007. Anh Do from St. Thomas University and Yours Truly will be presenting at the workshop. With 75 seats available, over 60 are already registered. The workshop is being sponsored "free of charge" by FASFAA to FASFAA members.

- Regional training workshops are being conducted in three regions next week, November 7 – 8. Another regional workshop is scheduled for December 7, 2007.

## **Alabama**

### **Ben J. Baker, President**

I participated in an AASFAA board meeting with the elected officers and other board members of AASFAA by teleconference on Friday, August 10, 2007. The purpose of this meeting was to consider the following:

- adoption of changes to the AASFAA bylaws to be presented to the membership
- adoption of a code of ethics to be presented to the membership
- adoption of a statement of ethics to be presented to the membership
- adoption of a mission statement to be presented to the membership
- consideration of a donation to Enterprise, Alabama High School
- discussion of a location for a SASFAA conference to be held in Alabama in the future
- discussion of the amount of AASFAA membership dues and the expiration date of an AASFAA membership

I appointed a special committee in August 2007 to study the exhibitor/sponsor fee structure for AASFAA. The purpose of this committee is to draft a proposal for an exhibitor fee to be charged to those persons or companies wishing to exhibit at AASFAA events. This committee is expected to have a proposal that will be voted on by the AASFAA Board by the spring conference.

I participated in an AASFAA board meeting with the elected officers and other board members of AASFAA by teleconference on Thursday, August 30, 2007. The purpose of this meeting was to discuss selling banner advertisements on the AASFAA website and the amount to be charged per year for such advertisements. The board voted to charge \$1,000 for ads on the AASFAA website.

I participated in a meeting in Auburn, Alabama on Friday, August 31, 2007 to propose a budget for the 2007-2008 year. There was a considerable amount of discussion and calculation regarding income derived from lenders. The committee approved a budget that was presented to the AASFAA Board and the membership at its fall meeting. The budget was approved.

AASFAA conducted its fall conference at the Auburn University Hotel and Dixon Conference Center in Auburn, Alabama on October 10-12, 2007. The theme of the conference was “Be an Anchor of Integrity and Service in Stormy Times.” We had over 165 persons to register for this event. The conference featured a session on “Ethics in the Financial Aid Profession” conducted by Heather Boutell. Her presentation was one of the most pertinent and inspiring sessions we have had at AASFAA in some time. We also were delighted to have Kay Ivey, Alabama State Treasurer, provide a luncheon address at which she spoke on the benefits of college savings plans and the tax benefits due to contributors of such plans. At the General Business Session, the AASFAA membership adopted a code of ethics, a statement of ethical principles, a mission statement, and approved two bylaws changes.

The NASFAA Fall Training Workshop on *Counseling Students and Families: Tackling Financial Issues* is scheduled for Friday, November 30, 2007 at Huntingdon College in Montgomery, Alabama. AASFAA Vice President Andy Weaver from the University of Alabama in Huntsville will conduct the training session.

My goals as AASFAA President for our association include, but are not limited to, (1) continuing the opportunities for financial aid training and leadership development for AASFAA members; (2) maintaining the financial stability of AASFAA; (3) promoting and affirming the integrity of our AASFAA members, and (4) providing vocational support and fellowship among all within our industry. I have asked each AASFAA committee chairperson to develop at least one goal with one objective for the 07-08 year.

**COMMITTEE REPORTS  
ATTACHMENT C**

**Budget and Finance  
Jane McNaughton, Chair**

**Summary of Activities**

**GAP 7** - Increase the scholarship given to the immediate Past President's institution in recognition of his/her serve to the Association to \$2,000.

Activity – Added \$2,000 to Past President's budget line item.

**Discussion**

\$2,000 check payable to Vanderbilt University and Stephanie Wherry was sent to Brent Tener, Past President, on September 17, 2007

**GAP 43** - Recommend continuation of the use of a CPA firm to assist with the completion of the 990 and 990T.

Activity – Contacted Mike Dunn, CPA and began tax return process for FY 2006 year.

**Discussion**

**Tax Return Preparation** – Received engagement letter from Mike Dunn at Blankenship CPA Group for Lianne's signature to begin the tax return preparation process. Will work with Mike to determine estimated quarterly tax payments on advertising income

Mike Dunn, CPA, completed the 990 and 990-T Tax Returns for tax year ending June 30, 2007. SASFAA Budget and Finance Chair Jane McNaughton obtained President Lianne Masterson's signature on the forms and Jane scheduled the mailing of returns before November 15, 2007 (filing deadline) and documented the need for certified mail with postmarked receipts as written proof of timely filing/paying. Per Mike Dunn's suggestion, Mike prepared a Power of Attorney (tax form and not legal form) allowing the IRS to speak with Mike as SASFAA's representative. Jane obtained Lianne's signature on this document and also scheduled the mailing of this document to the IRS. Mike also provided as part of the 990-T Tax return the estimated quarterly tax payments on advertising income through June 2008. Jane gave Terri Parchment copies of the 990, 990-T (with estimated tax amounts and due dates) and Power of Attorney documents for her files as well as gave copies to Deborah Byrd for the Secretary files.

**GAP 44** - Recommend the Vendor/Sponsor Chair be appointed as a member of the Budget & Finance Committee.

Activity – Lester McKenzie, SASFAA Vendor/Sponsor Chair as an ex-officio member of the Budget/Finance Committee at the July meeting.

**LRP14.2** - Provide for the establishment, maintenance, investment, and monitoring of a sufficient Associational reserve fund.

Activity – Jane presented a copy of the Certificate of Deposit report. Jane will contact Jim Mills to reinvest maturing Certificates of Deposit scheduled between November 2007 and February 2008. Jane will submit a CD report to the Board at the February 2008 Board Meeting.

**PP 6.34** - Recommend budget adjustments, as appropriate, to stay within budget guidelines.

Activity – Based on the October 1, 2007 SASFAA Board conference call to discuss increasing the Annual Conference expense line item, Jane presented the budget report and reviewed the updates to the budget resulting from that call. Jane also presented an update to the budget to accommodate two deposits for events (December 2008 – one for \$2,500 and the other for \$1,250) outside the 2007-2008 budget year. The proposed change would be to increase line item 213 Advance Program Planning from \$2,000 to \$5,750 and decrease line item 224 Accounting Fees and Taxes from \$11,000 to \$7,250. The total expenses would remain the same.

**PP 6.38** - Monitor expenditures, analyzes cash flow trends, and advises the Board regarding short-term and long-term investments.

Activity – Jane distributed a contract analysis spreadsheet showing SASFAA's financial liability on outstanding meeting contracts. Jane will update this report as new contracts are signed to document SASFAA's ongoing liability.

**Guide to Financial Management 6.3.b** – The Budget and Finance Chairperson will make an audit report to the Board no later than the February Board Meeting following the end of the previous fiscal year.

Activity – Jane distributed and presented a copy of the SASFAA Financial Review.

**LRP14.4** - Review routinely all risks and liabilities affecting cash management and contractual obligations.

Activity – Per the request of the Board at the July 2007 Board Meeting to determine the need for an Alcohol Policy, Jane presented an Alcohol Policy and documentation from SASFAA’s Insurance Agent.

Holding Company	Account #	Contact Information	Purchase Date	Amount	Interest Accrual	Term	Maturity Date	Rate	Interest Pa
Capmark Bank	DFL006262	James A. Mills SunTrust Securities	5/1/2007	\$25,000	n/a	12	5/2/2008	5.05%	Paid
<b>Chestatee Bank*</b>	DFL006262	SunTrust Investment Group	11/29/2006	\$65,000	n/a	12	11/30/2007	5.05%	Paid
Business First Bank	DFL006262	James A. Mills Sr. Investment Officer SunTrust Securities Corporation 500 Main Street, 5th Floor Norfolk, VA 23510 Phone: 757-624-5626 Fax: 757-624-5629 jim.mills@suntrust.com	6/6/2007	\$70,000	n/a	24	6/22/2009	5.20%	Paid Mon A
CIT Bank Utah	DFL006262	SunTrust Investment Group	9/19/2006	\$45,000	n/a	24	9/29/2008	5.10%	Pays se Check
Hibernia National Bank	DFL006262	SunTrust Investment Group	6/18/2004	\$75,000	n/a	60	6/30/2009	4.35%	Paid Mon A
Pacific Crest Savings Bank	DFL006262	SunTrust Investment Group	6/8/2005	\$50,000	n/a	36	6/13/2008	4.05%	Paid Mon A
American National Bank	DFL006262	SunTrust Investment Group	1/16/2004	\$25,000	n/a	48	1/16/2008	3.35%	Paid Mon A
Bartow Cnty BK	DFL006262	SunTrust Investment Group	7/14/2006	\$25,000	n/a	24	7/28/2008	5.50%	Paid Mon A
<b>Flagstar Bank*</b>	DFL006262	SunTrust Investment Group	7/18/2007	\$50,000	n/a	24	7/24/2009	5.25%	Paid Se Check
Community Shores Bank	DFL006262	SunTrust Investment Group	9/16/2005	\$50,000	n/a	36	9/29/2008	4.35%	Paid Mon A
Middleton Community Bank	DFL006262	SunTrust Investment Group	1/7/2005	\$25,000	n/a	36	1/11/2008	3.65%	Paid Mon A
Wright Financial	DFL006262	SunTrust Investment Group	9/19/2006	\$45,000	n/a	24	9/26/2008	5.10%	Paid Se Check
First Internet Bank of Indiana	DFL006262	SunTrust Investment Group	7/7/2004	\$50,000	n/a	48	7/16/2008	3.90%	Paid Mon A
<b>TOTAL INVESTMENTS</b>				\$600,000					

\* denotes Endowment Fund

10/31/2007

SASFAA Hotel Contracts - October 31, 2007

**1) Marriott - Tampa, FL - November 2007 - Board Meeting  
November 2-4, 1007**

52 room nights booked - SASFAA pays \$159 (plus 12% tax) for each room not utilized below 45 room nights

Tax is 7% and service charge is 22%

\$1,700 minimum food and beverage commitment - SASFAA owes 35% of the shortage

Cancellation provisions

72 hours cancellation - \$1,700 minimum due in full within 72 hours

**\$9,950 due within 30 days of cancellation of meeting**

**2) Don CeSar - St. Pete Beach, FL - June 2008 - Board Meeting  
June 5-8, 2008**

Have to meet 90% of guest room commitment - SASFAA must pay unused portion  
Tax is 11% and resort fee is \$10 per person, per day)  
90% of 50 guest room commitment - 45 rooms  
90% of 40 guest room commitment - 41 rooms  
SASFAA can reduce guest room commitment by 10% 30 days prior to arrival date  
\$1,800 minimum food and beverage commitment - SASFAA owes difference in actual vs. minimum  
145(50 on Thursday and Friday and 45 on Saturday) room nights (@\$147) = \$21,315

Cancellation provisions

**6/13/04 - 181 days - 25% of anticipated revenue = \$5,329 plus \$1,800**

180 days - 91 days - 50% of anticipated revenue = \$10,658 + \$1,800

90 days - 31 days - 75% of anticipated revenue = \$15,987 + \$1,800

Within 30 days = \$21,315 + \$1,800

**3) Inn at Ellis Square - Savannah, GA - November 2008 - Board Meeting  
November 7-9, 2008**

54 rooms @ \$119/night plus 13% tax and \$1 city ord. charge

**\$3,969 deposit due 10/7/2008 with remainder due at check-in**

**Cancel less than 30 days upon arrival forfeits deposit of \$3,969**

**4) Hyatt - Arlington, VA - February 2008 - Annual Conference  
February 14-20,  
2008**

1,526 guest room commitment - SASFAA must pay \$145 plus 10.25% tax per room if  
guest room commitment falls below 80%

\$60,000 food/beverage minimum

If minimum falls below \$60,000, SASFAA owes difference in minimum less actual times 40% plus tax

**Credit arrangements - direct bill due November 16, 2007 via credit application**

Cancellations provisions

5/10/05 - 730 days from start of conference - \$103,000

729 days to 365 days - \$133,000

364 to 180 days - \$183,000

**179 days or less - \$213,000**

**5) Sheraton Myrtle Beach Convention Center- Myrtle Beach, SC - February 2009 - Annual Conference  
February 5-11, 2009**

1,760 room nights plus 10% tax - room rate is \$115

**Deposit of \$2,000 due 60 days prior to event (12/5/2008)**

Catering minimum is \$80,000 - SASFAA owes difference in actual vs. minimum

Room/Services not used

10% or less - SASFAA pays -0-

10% to 30% - SASFAA pays 40% of lost revenue

30% to 60% - SASFAA pays 60% of lost revenue

Over 60% - SASFAA pays 100% of lost revenue

Cancellation provisions

**Greater than 360 days - \$44,400 (15% of TAR) - TAR is total anticipated revenue**

Between 360 and 60 days - \$74,000 (25% of TAR)  
60 and 46 - \$148,000 (50% of TAR)  
45 and 31 - \$222,000 (75% of TAR)  
30 and 2/5/2009 - \$296,000

**6) Hampton Inn - Myrtle Beach, SC - February 2009 - Annual Conference Additional Rooms  
February 8-12, 2009**

Cancellation is 48 hours for individual room reservations  
Group cancellation is 90 days prior to 2/8/2009

Must provide insurance converges to the City of Myrtle Beach no later than 10 days prior to scheduled move-in date. Public liability and workers' compensation and employers' liability - See License Agreement 30 days notice to city. Liquor liability and host liquor liability coverage required if event involves the distribution or sale of alcohol

**7) Marriott - Louisville, KY - February 2010 - Annual  
Conference  
February 18-25,  
2010**

\$80,000 food and beverage minimum commitment - SASFAA pays difference in minimum and actual

1,640 room night commitment @\$149 - 80% must be used - tax is 15.01%

Cancellation provisions  
**3/31/07 - 2 years prior -  
\$66,190**  
2 years - 1 year - \$132,380  
1 year - 6 months - \$198,570  
Less than 6 months - \$264,760

**8) Hyatt - Louisville, KY - February 2010 - Annual Conference Additional Rooms  
February 19-24,  
2010**

670 room nights \$149 - 80% must be used - tax is 15.01%

Cancellation provisions  
**3/30/07 - 730 days - \$39,932 (40% of rooms)**  
729 days -365 days - \$49,915 (50% of rooms)  
364 days - 180 days - \$69,881 (70% of rooms)  
170 days or less - \$79,864 (80% of rooms)

Total liability as of October 31, 2007 is \$384,570. Liability changes based on individual contracts and timing

**Conference Committee  
Brad Barnett, Chair**

**Summary of Activities**

**GAP28-32, 39, LRP12.2, 12.3, 12.7, PP 6.67 & PP 6.68:** The professional growth and competencies of members are addressed by offering workshops, seminars, meetings and other training opportunities.

**Activity:** Planning is well underway for the 2008 annual conference, which will be SASFAA's 45<sup>th</sup> annual conference. The theme of the conference is "SASFAA – 45 Monumental Years of Helping Students."

Two Conference Committee meetings have taken place, each committee member has their assignments, subcommittees have been developed, and the committee is right on schedule with accomplishing the tasks necessary to have a great conference. Additionally, the conference website is live, hotel reservations may be made, and new content is being added to the website as it becomes available.

There are 56 concurrent sessions planned for the conference and the committee has taken great care to provide the attendees with sessions discussing The College Cost Reduction Access Act. The Department of Education has agreed to send several individuals to conduct sessions and be available for questions. We will also have four pre-conference workshops. The first is the traditional New Aid Officer's Workshop. The second is a workshop focusing on legislative issues. The third is a workshop for treasurers and/or aspiring treasurers. The fourth is the state president-elects.

**LRP4.2 & PP 6.61:** Committees should be of sufficient size and number and represent the diversity of the membership to accomplish the goals of the Association and to develop future leadership while being fiscally responsible.

**Activity:** This has been accomplished and the committee members were approved by the Board. Due to the location of the 2008 conference and the current issues within our industry, the SASFAA Legislative Relations Chair has been added as an ex-officio member of the 2008 Conference Committee.

Additionally, a zero-based budget was created to assist in planning and monitoring of the conference committee expenses. Sub-committee chairs were allocated specific amounts from this budget and informed they must keep their expenses within that amount. The Conference Chair is to be notified if it appears the actual expenses will exceed the budgeted amount so the overall budget can be adjusted to account for the revised amounts.

**LRP5.5:** Members who possess leadership aspirations and capabilities will be identified and developed for significant involvement within the Association.

**Activity:** The configuration of the Conference Committee meets these standards.

**LRP14.1:** The future financial stability of the Association is provided through careful and regular planning and evaluation.

**Activity:** Conversations between with the Board to raise the conference fee for 2008 were unsuccessful and revenue stream for this year's conference will be very different than in prior years due to changes within the industry and the SASFAA Sponsorship Policy. Members of the Board (e.g., President, Budget/Finance Chair, Vendor/Sponsor Chair, etc.) have been hard at work reviewing the anticipated revenue for the association as it relates to the conference

A zero-based budget was created to assist in planning and monitoring of the conference committee expenses. Sub-committee chairs were allocated specific amounts from this budget and informed they must keep their expenses within that amount. The Conference Chair is to be notified if it appears the actual expenses will exceed the budgeted amount so the overall budget can be adjusted to account for the revised amounts.

**PP 6.60 & 6.601:** Review evaluations from the prior year conference to assess interest and need for appropriate adjustments for current conference plans and prepare a conference evaluation for use by the next conference chair.

**Activity:** The 2007 conference evaluation was given to the 2008 committee and taken into consideration when planning for the 2008 event. An evaluation of the 2008 conference will take place and the results will be made available to the 2009 Conference Chair.

**PP 6.62 & PP 6.64:** Disseminate quality information to enhance communications among members in a timely and cost-efficient manner.

**Activity:** Keeping the membership up-to-date about the conference is extremely important. The Conference Chair and Publicity/Signage Liaison will maintain primary responsibility for all listserv postings. The first listserv posting has already been sent. The Conference Chair will submit articles to the SASFAA Newsletter and the Publications & Printing Liaison is developing a postcard that will be mailed to the SASFAA membership. Additionally, responses to the two "Call for Sessions" e-mails that were sent to the SASFAA listserv requesting session ideas for the 2008 conference were considered when developing the tentative agenda for the event.

**PP 6.65:** Fiscal integrity will be ensured.

**Activity:** A zero-based budget was created to assist in planning and monitoring of the conference committee expenses. Subcommittee chairs were allocated specific amounts from this budget and informed they must keep their expenses within that amount. The Conference Chair is to be notified if it appears the actual expenses will exceed the budgeted amount so the overall budget can be adjusted to account for the revised amounts.

**PP 6.66:** Maintain the records of the Association.

**Activity:** Records are being maintained throughout the conference planning process.

**PP 6.69:** Coordinate conference activities with the sponsorship, professional development, finance and audit, membership and local arrangements committees.

**Activity:** Conversation and planning have taken place with the President, Vendor/Sponsor Chair, and Hotel Liaison, and Conference Committee members regarding the various aspects of the conference. These communication channels will remain open and active. Conference subcommittee assignments have been made to each committee member and a description of the tasks associated with each assignment has been disseminated and they are working on their activities.

### Discussion

Overall, conference planning is going very well and the committee members are doing a great job following through with their assignments. I am very impressed with everyone's work. I would also like to say that I sincerely appreciate the Board understanding the unique financial circumstances associated with this year's conference and for approving an increase in the conference budget as a result of those. We will do our best to make SASFAA proud!

**Recommendations: None**

### **Membership**

**Laura Diven-Brown, Chair**

#### Summary of Activities

**GAP10:** In 2006-2007, the persistence rate of members and an analysis of the reasons for discontinuing membership were not completed. It is recommended that consideration be given to determining if this information can be obtained from archived records and that a survey instrument be mailed to those that discontinued their membership and their reasons for doing so.

**Activity:** It is difficult to determine member persistence because of database limitations. When researching past years, there is no way to obtain rosters of the members during a particular year. The SASFAA database is not currently structured that way. The Chair will continue to look for archived data available from other sources, but since there are no consistent snapshots of the database at the end of each membership year, it is not expected that any data found will be very useable for analysis.

There is a question on the membership form (optional) regarding "Starting Year in SASFAA". Of the 1089 members for 2007-08, 124 never indicated on their membership form the year they began membership in SASFAA. Perhaps this question should be made mandatory on the membership form.

After subtracting the 29 Honorary Members, the remaining 936 people average 6.98 years since they first joined SASFAA. (It is not possible to determine whether membership was constant during those years.) The break-down is as follows:

30+ years	23
20-29 years	77
15-19 years	70
10-14 years	85
5-9 years	171
2-4 years	176
1 year (joined during calendar year 2006)	127
0 years (joined during calendar year 2007)	207

The Membership Committee will address a survey of members who failed to renew their membership. There are currently 849 people with membership end dates in August 2007 that have not renewed yet for 2007-08. 288 are from public schools, and 193 from

lender/guarantor organizations (accounting for 56.7% of the total). The others are a mix of government, grad/professional schools, proprietary, secondary markets, etc., with many of the organizations marked “Not Specified”.

Many of these individuals could still join, though. Perhaps it is more significant to look at the prior year. 512 people had membership end dates of 2006. They never rejoined for the 2006-07 membership year.

Note - 323 organizations were set up in the database as “Not Specified” (without an organizational type such as 2-year public, 4-year public, 4-year independent, lender, etc.) The Membership Committee is already identifying the proper category for each organization and entering corrections, which will make statistical break-downs in this area more meaningful.

**LRP6.1:** Seek to increase membership.

**Activity:** Our friendly state membership competition will compare 2007-08 membership numbers to the 2006-07 numbers. The state with the highest percentage increase will be recognized as the award winner. The Membership Committee was asked to promote the competition within their associations and copy the chair on any emails sent to their respective lists. The chair received a copy from five states (KY, FL, VA, SC, and MS) and a confirmation by AL that an email was sent. The GA member requested and received membership statistics for promoting SASFAA at the GASFAA fall conference.

Current 2007-08 membership by state and 2006-07 comparison				
State	Current 2007-08*	Prior 2006-07**	Number Difference	Percentage of 06-07 Reached
Alabama	48	103	55	46.6 %
Florida	165	321	156	51.4 %
Georgia	134	203	69	66.0 %
Kentucky **	88	145	57	60.7 %
Mississippi	53	86	33	61.6 %
North Carolina	137	170	33	80.6 %
South Carolina	110	149	39	73.8 %
Tennessee	123	204	81	60.3 %
Virginia	136	192	56	70.8 %
Out of Region	95	171	76	55.6 %
TOTAL	1089	1744	655	62.4 %

\*The 2007-08 membership totals are provided as of November 1, 2007. At this same time last year (as reported at the November 2006 Board Meeting), membership stood at 827. The current figure represents a 31.7% increase.

\*\* The 2006-07 totals were recorded as of June 27, 2007, and included 153 people with membership end dates of 6/30/08 (as a result of registering for the New Aid Officers Workshop in summer 2006).

North Carolina is currently winning the state competition with 80.6% of last year’s numbers reached, with South Carolina in second with 73.8%.

**PP 6.113:** Maintain membership forms received from the treasurer in alphabetical order.

**Activity:** The Chair, in agreement with the Treasurer, can confirm that this duty is not relevant for electronic data. It only applies to paper membership forms, which are not used anymore. It is recommended that the item be eliminated from the P&P.

**PP 6.114:** Maintain the database on a personal computer diskette that is backed up at least once per month.

**Activity:** Periodic downloads of the database has been saved to a PC. However, ATAC has confirmed that they perform daily back-ups of the data. It is recommended that the item be eliminated from the P&P. The decision may depend on whether the Board feels that adequate safeguards for the database are in place. Database back-ups are presumed as part of the database management role that ATAC is contracted to perform, but they are not specifically addressed in the ATAC contract. A question to consider is: Should copies of the member database be kept outside of ATAC as a precaution?

**PP 6.115:** Forward to the Webmaster a monthly report of new members.

**Activity:** SASFAA Webmaster duties have been assumed by ATAC. The membership database is available online, real-time, and therefore sharing a report of new members with ATAC serves no purpose. Instead, membership statistics are provided to the membership through the newsletter. It is recommended that the item be eliminated from the P&P.

There is a related issue, though, with identifying “new members”. As currently structured, the database has limitations. When researching past years, there is no way to obtain rosters of the members during a particular year. There is a question on the membership form (optional) regarding “Starting Year in SASFAA”, but responses are given as calendar years. Individuals who joined SASFAA for the 2007 Conference would answer “2007”, same as those who joined this fall for the first time. It may be possible to determine 2007-08 new members by running a list of people with SASFAA start dates in 2007 and manually removing individuals who were on the 2007 Conference or NAOW rosters, but this is not ideal.

In discussions with the ATAC and the Electronic Services Chair, it appears that SASFAA will gain the ability to store year-specific data with the upcoming website upgrade. This will apply to data from the current year and beyond only – not past years.

**PP 6.117:** Produce labels of current and previous year members for mailings and provide labels to those approved to purchase labels.

**Activity:** In lieu of labels, several reports were run. A list of non-school organizations was provided to the Vendor/Sponsor Chair in August. A list of members by state from the last 2 years was provided to the Conference Committee in September for assistance with identifying individuals to assist with conference AV duties. The Chair will be providing labels for conference reminder postcards within the next 2 weeks.

**PP 6.119:** Provide alphabetical lists of current paid members to the nominations and elections committee to facilitate voting at the annual conference.

**Activity:** The Membership Chair verified with the Conference Committee Chair that this duty is out-dated. Electronic voting procedures verify that an individual is an active member, so the lists serve no purpose. Member status can be confirmed by online searches at any time. It is recommended that the item be eliminated from the P&P.

### **Discussion**

Decisions will need to be made to schedule the following activities over the next couple of years: a new membership survey, and a review of membership structure, categories, and dues.

**Vendor/Sponsor**  
**Lester McKenzie, Chair**

### **Summary of Activities since Last Report**

**GAP44:** Fiscal integrity will be ensured.

**Activity:** The vendor/sponsor chair be appointed as a member of the budget committee. On Saturday, October 27, 2007 I attended and assisted with the Annual Review of the Association’s records/books.

**GAP50:** The future stability of the Association is provided through careful and regular planning and evaluation.

**Activity:** With the assistance of current SASFAA Treasurer, Terri Parchment, I have done a same time comparison of vendor support for the past three years. The in-kind support that the Association has benefited from in the past has been severely reduced and opportunities for increased advertising revenue have been developed and approved at the last Board meeting.

**PP 6.1610:** Disseminate quality information to enhance communications among members in a timely and cost-efficient manner.

**Activity:** Created an email distribution list for all vendors/sponsors to communicate changes in the SASFAA vendor/exhibitor policies. Sent an email via the distribution list to outline Board approved changes to policy and disseminate sponsorship opportunities to all interested parties. With assistance of Electronic Services Chair, Keith Reeves, created and published sponsorship page on the SASFAA website.

### **Discussion**

#### **Sponsorship Environment/ Committee Expansion**

Over the next year SASFAA will need to continue to evaluate the lender environment. Given the unsure direction it will lead us; I would to establish a more substantial committee with a lender rep and school rep from each state to assess where the state associations are going and what direction/guidance SASFAA can take from it. Given this, I am requesting an expansion of the current committee

structure from one lender rep and one school rep. I expect no increase in cost as we would meet via electronic communication and at the annual conference.

I would seek advice from each state president to nominate two individuals to serve on this committee. If possible I would like the current vendor liaison from the state to serve on the committee and one additional person as stipulated above. I would also like to suggest that, when possible, the persons nominated be from the current SASFAA volunteer list.

**Legislative Affairs**  
**Bill Spiers, Chair**

*Summary of Activities*

**GAP 21/24:** Legislative alerts and monthly digest of information should be posted to the SASFAA Website.

**Activity:** The Legislative Affairs Committee Chair has started working with the Electronic Services Committee to get the web page updated and information posted as it is sent to the membership. We should have this accomplished shortly after this Board meeting. Monthly legislative reading digests and member alerts will be posted to the site.

**GAP 25:** The SASFAA Legislative Guide was last revised in 2003. This guide needs to be updated after each congressional election.

**Activity:** The SASFAA Legislative Guide has been revised and is being posted to the SASFAA website. The membership will be notified when this is finished.

**GAP 27:** The committee should work with NASFAA staff to prepare for Hill visits since the annual conference will be held in Arlington (Crystal City) Virginia and will provide easy access to Capitol Hill.

**Activity:** The Legislative Affairs Committee provided a suggested letter for state presidents to use inviting Legislators and their staff to our meeting at the conference. We are appreciative of SC who actually wrote the letter and we modified for SASFAA use. The Legislative Symposium is now set and we have two representatives speaking, one Democrat and one Republican, David Cleary and Chris Raymond will present to the group. In addition we will review the SASFAA Legislative Guide and have some time for role play. The concurrent interest session should be finalized early next week.

**LRP4.2:** Ensure that committees with broadly-defined responsibilities such as legislative relations, professional development, and annual conference include at least one representative from each state in the region. Discuss appointment with the current state presidents at the time of selection.

**Activity:** The Legislative Affairs Committee has representation from every SASFAA state and is representative of SASFAA's diversity.

**PP. 6.86:** The Legislative Committee is pleased to report that Marie Mons on of Georgia Tech is on the NASFAA Legislative Committee and is attending all of our conference calls. In addition, the SASFAA Legislative Affairs Committee has agreed to serve as a "sounding board" for NASFAA.

**Other Information:** The Legislative Affairs Committee has conducted two conference calls and will have a third in early December. Final regulations are now on the street for loans. The biggest surprise is the prohibition on guarantee agencies and lenders conducting entrance and exit interviews. The Legislative Committee is concerned that we still are unsure what is going on for next year. Funding levels are of particular concern. In addition, there is effort on the part of some institutions to keep the financial aid office quiet on loan issues. Marie Mons said this was evident in the number of responses sent through NASFAA or actually received by the Department on the loan issues. The SASFAA Legislative Affairs Committee expressed concern to Marie about sharing NASFAA information with non-NASFAA schools. Because they have less information it is felt this is the time we need to share and be more open. Marie agreed to take our concerns back to her committee.

**Electronic Services**  
**Keith Reeves, Chair**

**Summary of Activities**

**GAP12:** The SASF<sup>AA</sup> Policy and Procedures Manual shall be updated and updates posted to the SASFAA Web site upon approval by the Board. The Web site shall be updated in a timely manner.

**Activity:** Another updated (2<sup>nd</sup> of the year) version of the Policy and Procedures Manual was provided by the Secretary and forwarded to ATAC for posting to the web.

**GAP23:** Legislative alerts are to be announced via the listserv; however, these same alerts shall be posted to the SASFAA Web site for continued review by the membership.

**Activity:** The Legislative Relations Chair has provided an updated Legislative Guide that has been forwarded to ATAC to replace the existing guide.

**Discussion**

- The Conference mini-site has been deployed and is being updated as information becomes available. The conference registration form will be ready for testing the week of November 5<sup>th</sup>.
- A down payment has been made on an upgrade to the membership and payment database. The upgrades will allow more reporting access and will allow members to retrieve forgotten passwords online. The upgrade will require the web site and listserv to be unavailable for several days. It appears that the best time to do this will be about 3 weeks after the conference. This should provide enough time for members to complete the conference evaluations and be prior to NAOW registration.
- Based on Board instructions from the July meeting, a digital camera has been purchased for the Association.
- Committee chairs are encouraged to use the "Executive Board/Chair" functionality on the web site, especially to list committee members. There is a link on the "Online Forms" page.

**Newsletter**  
**Sharon Oliver, Chair**

**Summary of Activities**

**GAP 42:** Articles will appear in the newsletter that will address current financial aid issues and the dates for workshops, seminars, meetings, and training opportunities will be published.

**Activity:** The fall newsletter was published on October 23, 2007.

**LRP10.2 and PP 6.121:** Email newsletter reminders to the SASFAA board, committee chairs and membership to solicit articles for the newsletter; state newsletter chairs will be asked to submit an article from their newsletter; establish a movers and shakers section in the newsletter; include pictures for each newsletter

**Activity:** Email reminders were sent to the SASFAA board, committee chairs and membership to solicit articles for the fall newsletter. Several announcements were received for the movers and shakers section. There were pictures displayed throughout the newsletter. Reminders were also sent to sponsors to obtain ads.

**PP 6.125:** Newsletter will be posted on website by ATAC.

**Activity:** The fall newsletter was posted by ATAC. An email notice which included the direct link to view and print the newsletter was sent to the membership.

**PP 6.127:** Meet with Budget and Finance Chair to discuss the advertisement rates for 2007-08

**Activity:** Met with the Budget and Finance Chair to determine the advertisement rates for 2007-08. It was recommended by the Budget and Finance Chair that the advertisement rates remain the same.

**PP 6.128:** Coordinate with Vendor/Sponsor Chair ads published in the Newsletter; forward vendors and sponsors interested in advertising in the Newsletter to the Vendor/Sponsor Chair.

**Activity:** An email was sent to all sponsors who did not purchase ads for the new fiscal year for the newsletter. Reconciliation was performed to ensure that sponsors who were interested in advertising in the newsletter appropriately completed the sponsorship form which validated the size of the ad purchased. The newsletter deadline was extended to accommodate sponsors.

**PP 6.129:** Vendors and Sponsors who choose Option #2 Newsletter Advertising on the Sponsorship Form ads will be published in the newsletter either quarterly or per selected issue.

**Activity:** All sponsors who purchased ads were published in the fall newsletter.

### **Newsletter Contents**

We appreciate the timely submission of articles for board members. Thank you very much for your contribution and each article added value to the fall newsletter. The next newsletter shall include news of interest to student aid administrators including professional development information and events pertaining to aid administrators in the SASFAA region. The newsletter shall contain the following items:

- Message from the President
- Annual Conference
- Treasurer's Report
- Committee Reports
- State Reports
- Calendar of training and development activities in the region
- Candidate Statements provided by the Nominations and Elections Chair

### **Newsletter Deadline**

The winter edition of the newsletter is due in December. The deadline for articles is **November 10, 2007**. All submissions (articles, ads) should be provided to the Newsletter Editor, Sharon Oliver, at [soliver@nccu.edu](mailto:soliver@nccu.edu). Materials should be sent as a word attachment, new times roman font, 10 pitch, and third person.

### **Diversity**

**Charlene M. Morgan, Chair**

### **Summary of Activities**

The 2007-08 Diversity Committee has been confirmed and contacted. The first conference call meeting was scheduled for October 26 but was postponed temporarily. Submitted information for the Fall Newsletter in September.

### **Future Activities**

Reschedule the Diversity Committee meeting and plan an activity for the SASFAA Annual Conference.

### **Site Selection**

**Janet Sain, Chair**

### **Summary of Activities**

**GAP5:** Committees should be of sufficient size and number and represent the diversity of the membership to accomplish the goals of the Association and to develop future leadership while being fiscally responsible.

**Activity:** The Site Selection Committee has added Wendy Hutchins from MS who will be our servicer rep on the committee and will also be the state rep from the committee if SASFAA is held in AL 2011. She would work with Jonna Gibson from AL. If FL hosts SASFAA 2011, then Ruthanne Madsen will be the state rep from the committee.

**GAP35, GAP36, and PP 6.56:** The professional growth and competencies of members are addressed by offering workshops, seminars, meetings and other training opportunities.

**Activity:** Site visits were made to Bellarmine University and the University of Louisville as two possibilities for the NAOW in 2008. The Hilton Garden Inn in Louisville was visited for the site of the SASFAA Mid-Level workshop to be held in 2008. Cost comparisons were requested for all sites as well as facility offerings in conjunction with a minimum required listing created by the Vice President and her instructors and lender liaisons. Final bids were to be presented to the Vice President.

**LP12.12:** Provide for the professional growth and competencies of members by offering workshops, seminars, meetings and other training opportunities to meet the needs of the membership.

**Activity:** The SASFAA Conference Manual/Guidebook has been reviewed by the Site Selection Committee who met on Oct 1-2 in Charlotte, NC. Revisions, edits and updates were suggested and will be incorporated into the final manual. Discussions were held in regards to adding the NAOW items into the manual. We are currently soliciting items from past Vice Presidents and Curriculum Coordinators. Once those items are received, they will be added to the manual. Discussions were also held in regards to the submission of the manual as a NASFAA Regional Award for 2008.

**PP6.151:** Provide site selection guidelines to state presidents at the July/August Board meeting.

**Activity:** Site Selection guidelines for NAOW, Mid-Level, Management Institute and Leadership Symposium are in the works for Phase Two of the manual.

**PP6.152:** Solicit from each state president a conference site proposal that includes tentative meeting dates and facility requirements.

**Activity:** The Site Selection has added this objective/task to their goals for 2007-08. Each member was assigned one or two states with the responsibility of securing viable sites for the annual conference and the NAOW workshop at college institutions utilizing the site selection criteria.

**PP6.155:** Work to secure final contracts for the president's signature.

**Activity:** Contracts have been approved and signed by the President for the following sites: Wingate Hotel by Wynham in Charlotte, NC for Site Selection meeting, Hilton Garden Inn in Nashville, TN for the Finance and Budget Committee meeting, Inn at Ellis Square in Savannah, GA for the November 2008 Executive Board meeting, the Grove Park Inn in Asheville, NC for the Management Institute and the Leadership Symposium in December 2008. Pending contracts include the Sheraton Convention Hotel in Myrtle Beach for the August 2008 Executive Board and Conference Committee meeting. An addendum for the annual meeting in 2009 was created and approved for changes in the room blocks at the Sheraton and at the Hampton Inn overflow hotel.

### **Discussion**

The Site Selection Committee distributed the new SASFAA Conference Manual/Guidebook CD to each state and the following states have acknowledged they are creating their own state manual: VA, NC and SC.

Final contract for August 2008 meeting must be completed and added to the contract liability worksheet. We need to ensure that all contract liabilities have been forwarded to the Finance and Budget committee for inclusion.

### **Recommendations:**

1. Gather more information for the completion of the manual/guidebook from past NAOW Vice Presidents and Curriculum chairs and Management Institute Coordinators. Solicitations have been made.
2. Approval of an additional committee member:

Wendy Hutchins, SLMA, MS rep, Servicer rep. has been assigned MS and AL to locate sites for annual meeting and NAOW.

**Special Appointee**  
**State Training**  
**Sandra Neel**

### **Summary of Activities**

**GAP 6:** Continue the development of potential leaders of the Association through workshops, symposiums, conference sessions, etc.

**LRP 12.9:** The professional growth and competencies of members are addressed by offering workshops, seminars, meetings and other training opportunities.

**LRP 5.4:** Members who possess leadership aspirations and capabilities will be identified and developed for significant involvement within the Association.

**Activity:** Plan a Pre-conference workshop for Treasures, Treasurer-Elects, and those who aspire to run for the office of Treasurer. Coordinate the inter-state visit program. Work with members of my committee to develop program sessions that can be made available for SASFAA states to use at their conferences.

### Discussion

The Treasurer Pre-conference workshop is planned. Dave Cecil worked with NASFAA to obtain the rights to use the materials free of charge if he would update them. Dave originally developed the materials for NASFAA. Information has been sent to Keith Reeves so that it can be placed on the SASFAA website under conference activities. (See Attached)

The assignments have been made for the Inter-state program visit and have been sent out to each state president. I still have not heard from some of the president-elects with their travel preference; however I expect to hear from them soon since an email was sent this week regarding the program. (See attached)

Janette Overton, Ellen Green, Tamy Garofano and I have been emailing and trying to hold a conference call for developing sessions that can be used at the state level at their conferences. To date we have decided to submit the "Building Your Financial Aid Toolbox" and a "Professional Judgment" session to be placed on the web with suggested speakers. I will need to meet with Keith to see how we want to proceed with getting this on the SASFAA Website.

**Special Appointee**  
**Anniversary/History**  
**Betty Whalen**

### Special Projects – 45<sup>th</sup> Anniversary Celebration

LRP5.3            GOAL: Members who possess leadership aspirations and capabilities will be identified and developed for significant involvement within the Association.

OBJECTIVE: Provide recognition of state and regional leaders.

LRP6.7            GOAL: The membership of the Association should represent the composition of financial aid professionals in the region.

OBJECTIVE: Provide mentoring opportunities for new members.

Committee Members:	Mary Givhan	Thomas More College	KY
	Susan Little	UGA	GA
	Barry Simmons	VA Tech	VA
	Betty Whalen	Winthrop University	SC

The committee met October 6 in Matthews, NC and proposes the following for the 45<sup>th</sup> Anniversary Celebration.

### **Send a special invitation to all past presidents for the 45<sup>th</sup> Anniversary Celebration.**

A letter from the president (to be mailed in November) should be sent to each of the past presidents. We may ask current state presidents to assist us with addresses we may not have. There should be different wording for the past presidents who are totally retired vs. the ones who are still working, but no longer directly in financial aid vs. the ones who are still in active financial aid careers.

Our committee suggests that we consider offering complimentary registration and cover the Sunday night hotel charge for the past presidents who attend and who are **TOTALLY** retired.

We request that special nametags with blue sapphire colored ribbons be used to identify the past presidents.

### **Opening Session**

We would like for all past presidents in attendance to be introduced and seated at a sub-head table. One past president in attendance could have about 2-3 minutes for remarks.

The presiding officer should strongly encourage all in attendance to meet as many of these past presidents as possible at the reception to follow the opening session. Indicate that these past presidents will be presented with a small token in recognition of their outstanding service to SASFAA during the reception.

### **Sunday Evening Reception**

On an elevated stage, if possible

All past presidents would be on stage (not re-introduced) and presented a gavel lapel pin; continue the tradition of giving a gavel lapel pin in future years to each president at the end of his/her term.

Secure champagne glasses with printing on the glass "Celebrate SASFAA's 45 Years, 1963 - 2008." Have hotel staff serve glasses filled with sparkling cider or grape juice for a toast to SASFAA's past presidents.

Balloon drop of blue balloons would be a great touch, if possible. Take photos of all past presidents in attendance.

### **Past Presidents' Breakfast/Lunch**

We recommend moving this to Monday, in order for those past presidents who may be at the conference only Sunday/Monday to attend. A suggestion has been made to have one breakfast function which would honor past presidents and the new aid officers.

### **Follow-up with Past Presidents**

Even those past presidents who cannot attend should be sent a letter after the conference along with a copy of the program and a photo of all the past presidents in attendance. Letters and photos should also be sent to those in attendance.

### **Display at Conference**

Visual display of timeline of financial aid events, SASFAA milestones and pivotal points, and 'what in the world was going on when' to be open throughout the conference. We could also display any SASFAA 'memorabilia' which we might have. The video which was produced a few years ago with comments from past presidents and distinguished service award recipients will be copied to a DVD to be played during the times the display is available.

### **Continuation of the Video**

We will continue the interviews with other past presidents and distinguished service award recipients and add these to the current video. When completed this video could be placed on the SASFAA web site. After all, our 50<sup>th</sup> is not far away.

### **Other ideas**

Design pins commemorating our 45<sup>th</sup> anniversary for each person in attendance.

Send out a plea for any SASFAA photos that may be available to be used in the display.

The Florida Five have agreed to perform. Time TBA.

### **Suggestions/Questions for Consideration**

Reinstate the years of service pins for 20, 25, 30, etc. years of service in the financial aid profession.

The archives have been scanned and are on disc; the P and P probably need to be updated regarding the maintenance/storage of these archives and additions to them. The 'who, what, where, what, and when' need to be spelled out.

Add to the P and P specific guidance for keeping up with past presidents and their addresses.

Do we need an historian?

Identify all SASFAA officers throughout SASFAA's history. We should have this info in place before the 50<sup>th</sup> Anniversary.

Consider a Time Capsule which could be opened every 5 years and something of significance added to the contents.

Start promoting SASFAA's Golden Anniversary which will be in 5 short years.

Submitted by Betty Whalen, Special Appointee

**LIAISON REPORTS  
ATTACHMENT D**

**Lender Liaison  
Clark Aldridge, Chair**

The recent passage of the College Cost Reduction and Access Act has significantly impacted lenders and guarantors. Most provision of the bill is effective October 1, 2007. Of significance to lenders are:

- Cut by 55 basis points the special allowance Stafford and Consolidation Loans made by for profit lenders and 40 basis point for non-profit lenders.
- Cut by 85 basis points the special allowance for Grad PLUS loans made by for profit lenders and by 70 basis points for Grad PLUS loans made by non-profit lenders.
- Cut by the same amount for parent PLUS loans not subject to the auctions that commence for loans made after July 1, 2007.
- Eliminate the exceptional performers designation.
- Reduce lender insurance from 97% to 95% made on or after October 1, 2012
- Double the lender paid origination fee for all loans to 1%
- Beginning in July 2009, establish an auction in each of the 50 states where lenders bid for the right to make parent PLUS loans. The low lender that bid to accept the lowest return on the loans in each state would make all PLUS loans to parents of dependent students in the state. The maximum special allowance rate the government will accept as a winning would be 3 month Commercial Paper plus 1.74%

As a result of the Act's passage and the substantial cuts to the margins, lenders are reviewing their borrower benefits. Several lenders have made announcements related to benefit changes. As lenders assess their individual situations other announcements will be forthcoming.

The Congressional Budget Office has scored "The Private Student Loan Transparency and Improvement Act" and determined that the bill would cost the government very little. This bill would prohibit public institutions of higher education from participating in certain lending practices and financial arrangements with private lenders. It would also, increase the disclosure requirements for lenders of certain educational loans.

Specifically, the bill would prohibit institutions, their officers, and employees from receiving and gift from a private lender in exchange for any advantage for the lender in its loan activities. The bill would also, prohibit lenders from sharing profits with the institution in exchange for some advantage for the lender in its loan activities. Lenders could not co-brand their loans with the institution's logo or mascot. It would also prohibit lender from charging prepayment or early payment fees on their loan.

Lenders would be required to make additional disclosures to borrowers at three stages of the application process:

1. Advertising or solicitation of loans
2. With approval of loan applications
3. With consummation of loan.

Applicants would have up to 30 days to accept it with no changes and up to three days to change their minds once the loan has been consummated with the lender.

Senator Clinton, has recently said that she want to eliminate the federally guarantee student loan program. The Senator said she would kill the program to help pay for a range of reforms to federal higher education policy without raising the federal deficit.

Attorney General Cuomo recently announced that he had broadened his inquiry into a new area by subpoenaing 33 companies for information on direct marketing of student loans. Included are more than two dozen lenders that he says use sweepstakes, phony checks, and gift cards, official-looking mail solicitations and aggressive mail campaigns to market their loans. These loans are marketed directly to students, outside financial aid offices.

An amendment to the 1996 Audit Guide Compliance Audits has been released (copy attached). The amendment outlines additional testing required to determine if schools are complying with the requirement that they certify loans for lenders not on the schools lender list and that they make that fact known to borrowers. Also, insure that lenders are not offering inducements in exchange for loan volume.

**Agency Liaison**  
**Tracy Ireland, Chair**

**Summary of Activities**

Since the last Board meeting, the only activity has been preparation for the November Board meeting and Fall Newsletter. This includes the standard requesting of reports from all of the agencies, notification of the State Presidents of these requests and follow up as needed. It has proven difficult to obtain responses from some of our member agencies. To help obtain information, we have begun a telephone call campaign through which we are attempting weekly phone contacts with agencies to prompt responses.

**Discussion**

Agency Liaison

The topics of preferred lender lists and prohibited inducements continued to dominate the industry through September and October. Multiple organizations including schools, lenders, professional associations and guarantors have adopted codes of conduct and or reached settlement agreements with the N.Y. Attorney General as well as other state officials. In September Senator Kennedy released a second report that further identified activities that are identified as inappropriate. Further investigations by Mr. Cuomo have recently targeted lenders who participate in direct to consumer marketing programs. While the latest investigation largely references alternative loans, it is sure that FFEL is also part of the concern. Many lenders and guaranty agencies are changing their programs and borrower benefits to offset the costs associated with recent legislative changes.

On November 1, 2007, the Department published regulations related to the recent legislation signed into law by President Bush. Early evaluations by industry professionals indicate some discrepancy between the NPRM draft regulations and the final regulations. In short, there were apparently some surprises.

Guarantors continue to cooperate to provide students and families with information on attending and paying for college as part of the College Access Initiative.

The reports included herein from member agencies, as in recent board reports continue to focus upon non lending related activities including FAFSA awareness, promoting college access and awareness, training, default prevention and technology enhancements.

Submitted by: Tracy Ireland, Vice President Financial Aid Operations, Georgia Student Finance Commission.

**National Association of State Student Grant and Aid Programs (NASSGAP)**

*No report submitted.*

**National Council of Higher Education Loan Programs (NCHELP)**

Though no activities report was submitted, discussion has ensued with NCHELP representatives about obtaining ongoing information about the organization and its activities. In the interim, the following is a brief description of the organization and its areas of focus.

**Information**

NCHELP provides information and analysis on the activities of Congress and the Department of Education relating to policies and programs affecting FFELP. Through daily emails, subscriptions to education resources, priority mailings, meetings, conferences, and conference calls with members, NCHELP keeps members informed on key issues. In addition to the "Morning Briefing" email that reviews and analyzes student loan issues, NCHELP provides a subscription to *The Chronicle of Higher Education* to every member organization.

**Involvement**

One of the most valuable membership benefits is participation on one or more of NCHELP's committees. The committees address operational and regulatory issues of interest to the student loan community. By working together, NCHELP members are able to meet the challenges associated with providing financial assistance to millions of students every year. The committees are as follows: [Debt Management Committee](#), [Electronic Standards Committee](#), [Financial Aid Professionals Committee](#), [Legal Affairs Committee](#), [Membership Education and Training Committee](#), [Private Loan Committee](#), [Program Operations Committee](#) and the [Program Regulations Committee](#).

## Advocacy

NCHELP works vigorously to keep up with public policy and student loan regulatory issues and strives to improve legislation and regulation.

## Education

NCHELP hosts four major conferences and conventions annually. The Fall Leadership Conference and Spring Convention focus on new and proposed legislative and regulatory changes, professional development, and other topics of interest to the student loan community. The Training Conference is designed to enhance the knowledge and skills of those managing the operations of the student loan program and the Debt Management Conference offers new insights on how to prevent student loan defaults and increase collections.

For more information about NCHELP including current activities, committees and conferences, please visit them online at [www.NCHELP.org](http://www.NCHELP.org)

## Alabama

Alabama Commission on Higher Education

*No report submitted*

Kentucky Higher Education Assistance Authority, designated guarantor for Alabama

*See Kentucky.*

## Florida

Florida Office of Student Financial Assistance, State Scholarship and Grant Programs

*No report submitted.*

Florida Office of Student Financial Assistance, Federal Family Education Loan Programs

*No report submitted.*

## Georgia

Georgia Student Finance Commission Designated Guarantor (GHEAC) for Georgia.

### State Legislative Summary

The 2007 session of the Georgia General Assembly has ended, and Governor Sonny Perdue has finished signing – or vetoing – this year's bills. Several actions impacted GSFC programs.

The Fiscal Year 2008 budget includes enhancements to assist Georgia students pursuing education beyond high school, including:

- Additional nursing faculty service cancelable loans;
- Additional HERO Scholarships, available to members of the Georgia National Guard or U.S. Reserves who have served for a specified period in a combat zone; and
- An increase in the Tuition Equalization Grant (TEG) award from \$1,000 to \$1,100 per academic year. The grant is available to Georgia residents enrolled in undergraduate degree programs at eligible private colleges and universities in Georgia.

### Transcript Exchange

Some changes made to the Georgia HOPE law in 2004 revised the guidelines used to determine which high school graduates are eligible to receive the HOPE Scholarship. As we previously reported, GSFC developed the Transcript Exchange (TrEx), and for the past two years we have worked in partnership with more than 600 Georgia high schools to implement the process. It's being done electronically, primarily using School Information Systems (SIS) and [GACollege411.org](http://GACollege411.org).

The final GPA calculation process began in early May and concluded in mid September. GSFC processed high school transcripts for more than 100 thousand students from more than 600 high schools across the state. This represents transcript information for more than 99% of high school graduating seniors in Georgia.

[GACollege411](http://GACollege411.org)

In addition to being the vehicle for completing the HOPE GPA calculations we are now adding the feature for Georgia students to release their transcripts to Georgia colleges electronically when they apply to those colleges via GAcollge411.org. Meanwhile, usage of the site continues to grow. Since the initial launch in 2005:

- 92 Georgia colleges and universities participating in online admissions applications
- 147,748 online admission applications have been submitted
- 568,327 My411 personal accounts have been created
- More than 4.8 million total visits have been recorded

Other coming enhancements to the site include a Spanish translation of the site and a new section for students interested in enrolling in graduate school.

#### Outreach

GSFC will significantly expand its outreach programs during the current and subsequent fiscal years. This includes adding additional staff and expanded direct contact with students, parents and guidance counselors via direct mail and other media. In addition, GSFC will double the number of outreach sessions conducted at high schools.

Submitted by: Tracy Ireland on behalf of Tim Connell, President Georgia Student Finance Commission.

## Kentucky

### Kentucky Higher Education Assistance Authority

#### Student Aid

The Kentucky Higher Education Assistance Authority (KHEAA) disbursed \$188.8 million in state aid during FY 2007, a 6.5% increase over last year.

#### Kentucky's Affordable Prepaid Tuition (KAPT)

For FY 2007, KAPT disbursed over \$3.3 million on behalf of 571 beneficiaries. As of June 30, KAPT held over \$137 million in assets for over 7,100 participants.

#### Kentucky Education Savings Plan Trust (KESPT)

For FY 2007, KESPT held \$100.6 million in total assets, a 29% increase compared to FY 2006. The total number of accounts at the end of FY 2007 was 10,259, an increase of 9.2%. As of June 30, KESPT disbursed over \$3.2 million on behalf of 976 beneficiaries.

#### Website Redesigned

KHEAA's website will soon have a new look! The site has been redesigned to be more user-friendly. Some of the new features on the site are fill-in PDF forms, ability to order publications directly from the web, and new technological approaches. The redesigned site is scheduled to go live October 20.

#### Common Record: CommonLine

KHEAA has implemented the latest industry-wide technical enhancement—Common Record: CommonLine (CR:C), an improved data-exchange standard format for processing Federal Family Education Loan Program (FFELP) loans. The CR:C functionality joins dozens of other technical configurations that KHEAA already supports for its school and lender partners.

As one of the first FFELP partners to implement CR:C, KHEAA believes the CR:C format will enhance processing capability for years to come. The technology that supports CR:C will allow future enhancements and upgrades to be more easily achieved and with fewer resources.

#### Zip Access Loan Processing Enhancements

We are continuing our efforts to make improvements to KHEAA processes to better serve our school partners. The following Zip Access Loan Processing enhancements were implemented in June.

- Initial landing page within Zip Processing
- Initial landing page options
- Pre-defined borrower search criteria
- Optional expanded borrower search criteria, including search by date ranges
- Online loan application delete functions
- Disbursement date range batch loan changes
- Certify and School Certify Date value default options

### Online Access to Entrance/Exit Counseling Data

We recently made several enhancements to our Entrance and Exit Counseling processes. These enhancements were made to provide schools with greater flexibility and access to information for controlling the disbursement processes at their institutions.

Schools are now able to directly access historical Entrance and Exit Counseling data at any time and to manually enter Entrance and Exit Counseling data online for students who choose to complete the counseling process via a paper format or directly with someone from your institution.

### Entrance Counseling Enhancements

KHEAA will now monitor entrance counseling for our schools. The schools can decide whether they want the student to complete the entrance counseling just once or if they would prefer the student to complete the entrance

## Mississippi

USA Funds, designated guarantor for Mississippi

USA Funds awards Mississippi residents \$537,000 in scholarships

USA Funds® awarded \$537,000 in scholarships to help 364 low-to-moderate-income students in Mississippi pursue higher education.

For the 2007-2008 academic year, USA Funds awarded more than \$210,000 in scholarships to 140 Mississippi residents who are first-time recipients of USA Funds Access to Education Scholarships®. In addition, USA Funds awarded more than \$327,000 in renewal scholarships to 224 Mississippi residents who previously had received awards under the program.

Awards to Mississippi students through the program total \$2.7 million in the last six years alone.

To see a list of first-time recipients of USA Funds Access to Education Scholarships for 2007-2008, visit

[www.usafunds.org/scholarship](http://www.usafunds.org/scholarship).

USA Funds fall-2007 workshop series coming to Mississippi

USA Funds announced three Mississippi locations for the USA Funds Fall-2007 Financial-Aid Workshops. Financial-aid professionals attending the workshops will get the latest information to help them administer federal student loans and other financial-aid programs.

Dates and locations for the Mississippi workshops are Nov. 13 in Tupelo, Nov. 14 in the Jackson area, and Nov. 15 in Hattiesburg. To learn more, visit the USA Funds Web site, [www.usafunds.org](http://www.usafunds.org), and select "Training" from the Express Links drop-down box. Then select "financial-aid administrators" and "Financial-Aid Workshops."

Submitted by: Vicky Keller, Customer-relations Manager, USA Funds

## North Carolina

North Carolina State Education Assistance Authority Designated Guarantor for North Carolina.

Three new programs were funded in the 2007-09 biennial budget approved by the NC General Assembly in August 2007. Two of the programs will be administered by the NC State Education Assistance Authority (NCSEAA) and one will be overseen by the Department of Human and Health Services (DHHS).

The largest program, Education Access Rewards North Carolina (EARN) will provide \$60 million in the first year for dependent students and those dependent on the courts if their family incomes are equal to 200% or less than the federal poverty guidelines. Qualifying students will receive \$4,000 for attendance at community colleges or UNC campuses beginning in the 2008-09 year. The program is designed to replace loans for qualifying students for two years, which would enable students who are enrolled in a Learn and Earn School and earn an associates degree at the same time as a high school diploma to complete their last two years of college with no debt. Funds, however, are available to all students meeting the eligibility criteria and will serve to reduce loan debt for dependent low income students who take four years to complete their degrees. Details of the program are being developed by an implementation team comprised of community college and university financial aid administrators along with the SEAA.

The John McLendon Scholarship was created by the General Assembly to recognize one male and one female athlete at each of the ten Historically Black Colleges and Universities in North Carolina. The twenty awards will be valued at \$1,250 each and will be awarded on the basis of leadership and academics in August 2008.

A new program is under development now to assist foster youth and youth who were adopted from the foster program after the age of 12 with the cost of higher education. DHHS is currently seeking a contractor to administer the \$3 million program and tentatively plans to make funds available as early as February 2008 for the 2007-08 year. NCSEAA will assist DHHS by disbursing the funds to the campuses. The funds will supplement the Education Training Voucher program which currently funds 250 students. More information will be made available on CFNC as the program nears implementation in 2008.

#### Aid for Students Increases in 2006-07

Need-based aid grants and scholarships provided to college students by the State (through multiple agencies) increased by 17% and non-need based grant aid increased by 8% from 2005-2006. Overall, grant and scholarship aid increased by \$32.5 million over the 2005-06 academic year.

The full annual report can be accessed on the SEAA website at [http://www.ncseaa.edu/About\\_NCSEAA.htm](http://www.ncseaa.edu/About_NCSEAA.htm)

#### FAFSA Filings Outpace National Average

Recent tables released by the Department of Education indicate that the number of FAFSAs (first transactions only) filed in NC in the first two quarters of the year (Jan-June 2007) is 5.6% greater than the number filed by NC residents last year. On a national basis, FAFSA filings are up 2.5% over the same period last year. As you might have suspected by looking at your files, more NC residents are applying for financial aid! To see your institution's numbers go to <http://www.ifap.ed.gov/eannouncements/0914NumbofAppsbySchoolbySource.html> and compare the 07-08 charts to the identical cycle for the previous year.

#### New Aid Administrator Training

NCSEAA has just concluded a four-day training for new aid administrators with 42 participants. Due to strong demand and a wait list for the September training, we are planning another session in early December. Since beginning the training three years ago, over 300 individuals have attended the training and one has returned as a presenter! With emphasis on North Carolina, as well as federal program requirements, the training is an excellent introduction to financial aid in North Carolina.

#### FAFSA Day

FAFSA Day is Saturday, February 9, 2008 at 56 sites across North Carolina. Sponsored by College Foundation of North Carolina and NCASFSA, we assisted more than 3,000 students and their families at 52 sites at FAFSA Day 2007. We look forward to providing this free service again to help North Carolina's students qualify for college funding opportunities. For more information, please contact Robbie Schultz at 919-248-4686 or [robbie@ncseaa.edu](mailto:robbie@ncseaa.edu).

Submitted by: Elizabeth McDuffie, Director, Grants, Training and Outreach

### **South Carolina**

South Carolina Tuition Grants Commission

*No Report Submitted*

South Carolina Student Loan Corporation, designated guarantor for South Carolina

#### Financial Aid Outreach

We continue to support the high school guidance counselors with our monthly newsletter. In addition we have been providing 'Financial Aid Nights' throughout the state. Of special target are those who may be interested in the teaching profession. We have also been working with guidance counselors, training them on the use of the SC College and Career Planning system. Our other speaking engagements have included seminars on 'Money Management' and 'Transitioning from High School to College'.

#### SCSL Helps Expand Drop-Out Prevention Program

The South Carolina Department of Education announced that the South Carolina Student Loan Corporation has donated \$3 million dollars to help establish a drop-out prevention program at 16 middle and high schools in the state with chronically low-performing students. The donation will help the South Carolina Department of Education create a "Star Academy" at each of these 16 schools to provide accelerated instruction for students who are falling behind in their academic studies and are considered to be at-risk for dropping out in order to help them complete eight and ninth grade in one school year. "Our donation is part of the SC Student Loan's on-going effort and mission to support education in the state of South Carolina," said South Carolina Student Loan President and CEO Chuck Sanders. ". . . Our hope is that the Star Academy will become a statewide model to help reduce the high school dropout rate." In the last year alone, SCSL has contributed \$3 million in scholarships for students attending the state's private and public colleges and universities, has promoted financial literacy through the S.C. JumpStart Coalition chapter, and has provided support to "Call Me

MISTER,” a program among 11 colleges in South Carolina designed to encourage African-American males to teach at the elementary school level.

#### Getting a “Fair” Chance at Higher Education

The coming of fall also brings on an annual tradition, the State Fair. We will be manning a booth this year at the South Carolina State Fair in order to provide financial aid information to students and their parents. Mike Fox, Vice President of Public Information will be taking a booth shift along with other Student Loan employees. Although he claims to be attending for company business, look for him at the giant turkey leg stand!

Submitted by: David Roupe, Vice President of Guaranty Services

South Carolina Commission on Higher Education

*No Report Submitted*

#### **Tennessee**

The Tennessee Student Assistance Corporation

The legislative session of the Tennessee General Assembly ended in June with no significant changes to Tennessee HOPE Scholarship. Other than increased award amounts, no other changes came from the 2007 session.

The Tennessee Student Assistance Award program, the state’s largest need-based program, received an additional \$13.8 million due to a one-time appropriation from lottery reserve money and a base increase from state appropriations. These funds will help approximately 6,500 students receive awards for the 2007-08 academic year. The additional funds represent a funding increase of over 30 percent from the 2006-07 academic year.

Two new programs, the Graduate Nursing Loan Forgiveness Program and the Math & Science Teachers Loan Forgiveness Program, are in full swing and awards are being made to applicants from these programs. Meanwhile, TSAC expects to disburse approximately \$211 million to 68,000 students for the Tennessee HOPE Scholarship for the 2007-08 academic year. Additionally, TSAC estimates that approximately \$59 million will be disbursed to over 37,000 financially-needy students for the TSAA program.

Under the communications services division, TSAC is currently about to introduce a “live chat” system on the agency’s Web site for students and parents. The system will work a lot like instant text messaging. Once implemented, TSAC will be the first Tennessee state agency to offer this service on its Web site.

TSAC’s compliance division is happy to be offering a repeat of the successful New Aid Officer Training Workshop that was offered earlier this summer on September 28, 2007. The agency had 46 participants at the July workshop. Topics for the upcoming program include an overview of 2008-2009 FAFSA, verification process, student eligibility, state grants and scholarships and lottery scholarship updates. In addition, e\*GRandS training is scheduled as the last session of the day.

TSAC’s loan department continues to be very involved in educating schools, attorneys general, and auditors about student loan ethics issues in Tennessee. In addition, the agency has begun planning to participate in the National Training for Counselors and Mentors (NT4CM) program. This will be a more focused training for counselors than TSAC has participated in the past. The audience will be primarily high schools and middle schools, but training will be a collaborative effort from college financial aid folks. The materials will be provided that were created by the U.S. Department of Education for the audience to receive. TSAC plans to begin our coordination effort within the fourth quarter of this year.

Submitted by: Micaela Brown for Dr. Robert Ruble. Tennessee Student Assistance Corporation

#### **Virginia**

State Council of Higher Education for Virginia (SCHEV)

Virginia is experiencing huge gains in student financial aid.

From FY06 to FY07 there was a \$13.8 million increase in need-based aid for students attending a public institution and nearly \$10 million increase in resident benefits for students attending a private institution.

A new program has been passed that will encourage students to take advantage of a 2+2 program by beginning their education at a two year college. The Virginia Two Year College Transfer Grant program is available to these students who demonstrate financial need. There are some unusual elements to the program that restricts eligibility to those who are first-time freshman as of fall 2007 and with financial need, GPA, enrollment, and degree program elements included in the criteria.

Dependents of military members who were killed in action or disabled have received free tuition/fees but now have an additional \$750 stipend (grant) that will help with other educational costs.

Virginia continues to review how to be more military-friendly and has increased availability of reduced tuition to military members.

A recent revenue shortfall has resulted in state-wide budget cuts that will impact general fund for the colleges and universities. The amounts per institution and impact of those cuts are yet to be determined.

Educational Credit Management Corporation (ECMC), designated guarantor for Virginia

#### College Nights

ECMC is sponsoring a series of college nights in Virginia and Oregon in November. Much as College Goal Sunday is a series of state-wide events, all on the same day, November 26 is "College Night in Virginia". These events are being co-sponsored by the State Council of Higher Education for Virginia (SCHEV), VASFAA, the Virginia College Access Network and several host colleges. More information on College Night in Virginia can be found at [www.collegenightinva.org](http://www.collegenightinva.org).

#### Opportunities Booklets

On an annual basis, ECMC produces "Opportunities", a publication that helps students plan for college and learn how to pay for it. As in previous years, this project is jointly sponsored by SCHEV and VASFAA. The 2007-2008 edition is now available.

ECMC has produced 110,000 copies for distribution in Virginia and 55,000 for Oregon. Additionally, ECMC printed 50,000 copies for Louisiana as part of our agreement to assist in LOFSA's recovery from hurricanes Katrina and Rita. While Spanish versions have been available online in previous years, in 2007-2008 printed versions are also available.

Submitted by: Mike Hawkes, Director, Government Affairs