

Southern Association  
of Student Financial  
Aid Administrators  
October Board  
Meeting

Agenda and  
Board Report



Prepared by Secretary Tarik J. Boyd

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**AGENDA**  
**SASFAA Board Meeting**  
**Grand Hyatt Buckhead – ATL, GA.**  
**July 20-22, 2018**  
**Meeting Room - Veranda**

*Far and away the best prize that life offers is the chance to work hard at work worth doing. – Theodore Roosevelt*

***Friday, July 20, 2018***

4:00 PM	State Presidents Meeting	Sandy
6:00 PM	Dinner on own	All
9:00 PM	Hospitality	Suite 1702

***Saturday, July 21, 2018***

8:00 AM	Breakfast Buffet	Hotel Restaurant
9:00 AM	Call to Order, Welcome and Introduction of Guests	Bryan
	Establish a Quorum	

***Action Item: Approval of Agenda with authority given to the President to make changes as needed in order to facilitate the flow of business.***

	Welcome to Georgia	Amber
9:15 AM	Approval of Prior Minutes	Tarik
	<ul style="list-style-type: none"><li>• June Board Meeting</li></ul>	

Motion/Action items

- Consent of written board reports
- Present and approve the 2018-2019 Budget
- Site Committee recommends purchasing alcohol up to the amount of \$100 for each meeting during the 2018-2019 fiscal year.
- Present and approve all committees
- Present and approve elected officers and committee chairs goals & objects

10:45 AM	Break	
11:00 AM	Tour of facility	
12:00 PM	Lunch	
1:00 PM	Round of Successes (2-3 minutes)	

2:30 PM	New Business	
	<ul style="list-style-type: none"> <li>• Update/Review on Management Institute/Leadership Symposium Celena</li> <li>• Review of report format</li> <li>• State President Exchange</li> </ul>	Tarik
	Old Business	
	<ul style="list-style-type: none"> <li>• Assign volunteers</li> </ul>	All
6:00 PM	Meet in lobby for Dinner at Gordon Biersch	All
9:00 PM	Hospitality	1702
<b><i>Sunday, July 22, 2018</i></b>		
8:00 AM	Breakfast Buffet	Hotel Restaurant

***If the business meeting does not conclude on Saturday, the board meeting will resume on Sunday at 9:00 am.***



Southern Association of Student Financial Aid Administrators

Bryan Erslan/President

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

**Committee/State Goals for 2018-2019:**

**President's Goals for 2018-19**

- Review Bylaws and as an Executive Board and if necessary make adjustments sparingly and judiciously
- Review Long Range Plan to ensure Goals set for the year are working toward LRP objectives
- Continuously review Policies and Procedures throughout the year to ensure they shall be reflective of current practices and shall be compliant with the By-law
- Create a zero-based budget for the year
- Continue to seek ways to increase membership
- Be fiscally prudent with decisions made throughout the year with regards to association expenses
- Provide exceptional training events throughout the year in a variety of mediums, Fall Training Event, Webinars on key issues, Pre-Conference Sessions, Annual Conference, and New Aid Officers Workshop
- Provide timely legislative updates to the membership and be responsive when and if key legislation is pending
- Partner closely with NASFAA and continue to serve as an advocate for financial aid programs and continue to develop key partnerships and relationships at the state and federal levels
- Create a taskforce to consider the financial structure of the association.
- Create a taskforce to update the Conference Handbook
- Continue the taskforce to create a Vendor/Sponsor Handbook
- Utilize Past Presidents to seek guidance and ideas from throughout the year
- Continue to award some kind of Scholarship Program for students within SASFAA Region

**Motion/ Action Item(s):**

n/a

## **Tasks/Accomplishments**

President Erslan worked with Immediate Past President Oliver and President Elect Spiers to ensure SASFAA would be represented at every state conference within the region. Please see below who is going where. If state Presidents could ask conference chairs to reach out in advance

### **SASFAA State Conference Travel Schedule for 2018-19**

<b>KASFAA Fall Conference, October 10-12, 2018</b>	<b>Bryan</b>
<b>NCASFAA Fall Conference, November 3-7, 2018</b>	<b>Sharon</b>
<b>SCASFAA Conference, November 12-14, 2018</b>	<b>Bill</b>
<b>AASFAA Annual Conference, March 19-22, 2019</b>	<b>Bill</b>
<b>TASFAA Annual Conference, March 24-27, 2019</b>	<b>Bryan</b>
<b>NCASFAA Spring Conference, April 6-10, 2019</b>	<b>Bryan</b>
<b>KASFAA Spring Conference, April 10-12, 2019</b>	<b>Bryan</b>
<b>VASFAA Annual Conference, May 4-8, 2019</b>	<b>Sharon</b>
<b>FASFAA Annual Conference, May 20-24, 2019</b>	<b>Bill</b>
<b>GASFAA Annual Conference, May 29-31, 2019</b>	<b>Bryan</b>
<b>MASFAA Annual Conference, June 19-21, 2019</b>	<b>Bryan</b>

### **Transition Meeting**

Board orientation for new members was conducted during SASFAA's transition meeting held on June 11-13, 2018 at the Westin hotel in Fort Lauderdale, FL. All new members were present for the transition meeting with the exception of the Electronic Services Chair. It was a time for all board members to begin to become a new board. President Elect Erslan reviewed the SASFAA Bylaws as well and history and current Long Range Plan so that board members gained an understanding of what work needed to be done this year. At the end of the day President Elect Erslan shared his goals for the 2018-19 year, which can be found as a part of this report for the July board meeting.

### **NASFAA Conference**

Attending the NASFAA conference afforded President Elect Erslan an opportunity to attend the regional and state presidents' luncheon as well as the NASFAA Board Meeting prior to the conference. The sessions and presenters throughout the conference were tremendous and although it was extremely warm in Austin, the conference was huge success! A great way to begin work with NASFAA and President Erslan looks forward to representing SASFAA these next two years on the NASFAA Board, this year as an observer and the following year as a voting member along with Immediate Past President Oliver!

### **SASFAA Volunteers**

A list of volunteers was disseminated to the entire board in late June to encourage committee chairs to select desired members as a part of their board reports for the July board meeting. Every volunteer will be asked to serve in some capacity during 2018-19. Committee members who are unassigned will be vetted with committee chairs and assigned to a committee during the first board meeting. President Erslan and Electronic Services Chair Chad Sartini will be preparing that list of volunteers prior to the July Board meeting.

### **Budget Preparation**

President Erslan, Budget/Finance Chair Nancy Tate, Treasurer Jenelle Handcox, and Immediate Past President Oliver began this discussion back in May with the first meeting held on June 3, 2018. Of course, thank you to all of

you for getting Nancy your budget projections for 2018-19. The budget will be presented during the July board meeting. A huge thank you to these three women, SASFAA is very fortunate to have them and please thank them for their commitment to serving this association!





Southern Association of Student Financial Aid Administrators

Bill Spiers/President Elect Report

Executive Board Report/July 2018

As President-Elect I will be participating in activities assigned by the President for the next year. I am looking forward to working with President Erslan as he continues SASFAA's rich heritage of leadership. In this year of learning and preparation I hope to have the goals listed below addressed and have plans in place for the 19-20.

**Goals for 2018-2019:**

Review all SASFAA By-Laws, Policies and Procedures, and governing documents.

Review the Long Range Plan to ensure all issues are being or have been addressed.

Represent the President as requested. Right now I am planning on attending the Alabama Conference, the South Carolina Conference, and the Florida Conference.

Establish all committees and have chairs in place by February.

Conduct the President Elect Workshop in conjunction with the annual conference in Atlanta. Invitations will be sent to the nine president-elect's and presenters by December 15, 2018.

Participate in the Inter-Regional Exchange Program. Details are pending at this point. I will include details in my next Board report.

Establish goals for 2019-2020 year by January 1, 2019

Participate in the NASFAA Leadership Conference.



Southern Association of Student Financial Aid Administrators

Sharon Oliver/Past-President

Executive Board Report/July 2018

### **Committee Members**

GAP – TBD

Awards and Nominations & Election Committees

The immediate past state presidents have been contacted to serve on both committees. President David Alexander appointed Joan Bailey to serve as the Florida representative. The following information was provided:

- Policies and procedures sections that govern Awards and Nominations & Election was disseminated
- SASFAA and NASFAA Awards were provided
- Deadline for nomination officers (fall board meeting)
- Membership renewal reminder was included in the notification sent to immediate past state presidents

Confirmations have been received from the following Awards and Nominations & Election Committee members as of July 13, 2018:

- Stacy Walker (MS)
- Jennifer Williams (SC)
- Joan Bailey (FL)
- Michael Birchett (KY)

### **Committee Goals for 2018-2019:**

Goal 1: GAP - Conduct Annual Assessment

Goal 2: Solicit nominations for SASFAA and NASFAA Awards

Goal 3: Solicit nominations for President-Elect and Vice President with a dual slate of candidates

### **LRP and GAP Goal Activity to date:**

#### **Motion/ Action Item(s):**

#### **Policy & Procedure: Changes/ Recommendations:**

- Paid membership dues on 7/11, also encouraged committee members to pay as soon as possible or no later than September 1, 2018.



Southern Association of Student Financial Aid Administrators

Celena Tulloss/Vice President

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

Felicia Ailster, Perimeter College, GA  
Sarah Dowd, Trident Technical College, SC  
Donna Quick, Emmanuel College, GA  
Audrey White, Samford University, AL  
Heidi Hunter-Goldsworthy, UNC Chapel Hill, NC  
Larry Rector, University of the Cumberlands, KY  
Kevin Jacobs, Middle Tennessee State University, TN  
Tolly Tollefson, UNC Greensboro, NC  
Katie Conrad, Florida International University, FL  
April Tretter, Bellarmine University, KY  
Amy Berrier, UNC Greensboro, NC  
Jonah Miller, Appalachian State University, NC  
Sarah Baumhoff, Kennesaw State University, GA  
David Haggard, Bryan College, TN

**Committee/State Goals for 2018-2019:**

Conduct a minimum of 3 webinars  
Host the Management Institute as the fall workshop  
Offer 2 pre-conference workshops, including the Leadership Symposium  
Hold the New Aid Officer Workshop with a goal of 90 attendees

The evaluation for the 2018 New Aid Officer Workshop was completed with 55 responses. 71% of the respondents had 2 years or less experience. 85% rated the classrooms, location, meals and dorms “good” or better. 90% said the topics were “beneficial” or “very beneficial”. 93% rated the instructors as “good” or “excellent”. 95% of the respondents want to see the use of NASFAA credentialing continued and 73% plan to take at least one credential exam.

The 2018 SASFAA Management Institute will be coordinated by David Gelinas, Davidson College. The theme will be “Higher Education in the 21<sup>st</sup> Century” and will include a host of guest speakers across the many areas on and off

campus that impact not only the financial aid office, but the school as a whole. Registration is scheduled to open in late July.

The budget for the Leadership Symposium was discussed at length with the President, Treasurer, Budget and Finance Chair, Conference Chair and President Elect. Since the Association wants to ensure a leadership pipeline, the recommendation was made to offer complimentary registration to 2 participants from each state. Additionally, the room charges for one participant from each state would be covered through the Professional Development budget. In addition to the 18 state representatives, there will be 12 available paid slots for the workshop.

**Motion/ Action Item(s):** N/A

**Policy & Procedure: Changes/ Recommendations:** N/A



Southern Association of Student Financial Aid Administrators

Tarik Boyd/Secretary

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

By-Laws committee, chaired by secretary, annually reviews By-Laws governing the Association. The By-Laws committee recommends necessary changes to the Board.

Committee members TBA:

- Eileen Brzozowski, Eastern Florida State, FL
- Sarah Dowd, Trident Technical College, SC
- Laura Keown, Centre College, KY - confirmed
- Ron Day, Kennesaw, GA - confirmed
- Marilyn DeBerry, Allen University, SC
- Audrey White, Samford University, AL
- Angela Black, University of Louisville, KY
- Chesa Donovan, Global Financial Services - confirmed
- Danielle Rymer, University of SC-Columbia, SC - confirmed
- Chad Sartini, Virginia Western CC, VA - confirmed

\*The members listed above have all been notified, but not all has confirmed\*

**Committee/State Goals for 2018-2019:**

Ensure that deadlines are met and the P&P is updated as needed timely.

**Motion/ Action Item(s):**

n/a

**Policy & Procedure: Changes/ Recommendations:**

n/a



Southern Association of Student Financial Aid Administrators

Jenelle L. Handcox/Treasurer

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

**Committee/State Goals for 2018-2019:**

- Expense claims, travel claims and other reimbursements paid upon receipt
- All bills paid upon receipt
- Deposits posted bi-weekly
- Records and accounts maintained weekly in BB&T, QuickBooks and Wild Apricot
- Payments for registrations, membership dues and sponsorships will be posted and receipted weekly
- Financial reports submitted to each Board member
- Bank accounts reconciled monthly
- Credit card reconciled and outstanding balance paid monthly
- PayPal reconciled and deposited monthly

**Motion/ Action Item(s):**

**Policy & Procedure: Changes/ Recommendations:**



Southern Association of Student Financial Aid Administrators

Leah Louallen/Treasurer Elect

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

**Committee/State Goals for 2018-2019:**

- Review and understand all Association governing documents in order to best perform Treasurer Elect responsibilities.
- Assist the Treasurer in overseeing and managing the Associations financial matters.
- Ensure fiscal integrity.
- Complete all responsibilities timely and as required by the governing documents.

**Motion/ Action Item(s):**

**Policy & Procedure: Changes/ Recommendations:**



**Southern Association of Student Financial Aid Administrators**

**Nancy C. Tate/Budget & Finance Chair**

**Executive Board Report/July 2018**

**Committee Members:**

Barkowitz, Daniel, Florida (Public, 2 Year)  
Barnett, Brad, Virginia (Public, 4 Year)  
Barree, Zita, Virginia (Private, 4 Year)  
Baumhoff, Sarah, Georgia (Public, 4 Year)  
Birchett, Michael, Kentucky (Public, 2 Year)  
Boutell, Heather, Kentucky (Private, 4 Year)  
Day, Ron, Georgia (Public, 4 Year)  
Feldman, Rachelle, North Carolina (Public, 4 Year)  
Jernigan, Vanessa, North Carolina (Public, 2 Year)  
Kelly, Michael, South Carolina (Public, 2 Year)  
Parchment, Terri, Tennessee (Guaranty Agency)  
Savoie, Kelly, Georgia (Lender)  
Handcox, Jenelle, Treasurer, ex-officio  
Louallen, Leah Treasurer-Elect, ex-officio

**Committee Goals for 2018-2019:**

- Publish final budget to the membership no later than August 1, 2018.
- Develop and maintain a zero base budget – August 1, 2018.
- Review and update the Guide to Financial Management – March 1, 2019.
- Conduct 2017-2018 financial review – December 1, 2018.

**Motion/ Action Item(s):**

- Present and approve the 2018-2019 Budget and Finance Committee
- Present and approve the 2018-2019 Budget

**Policy & Procedure: Changes/ Recommendations:**

- None at this time

**Hotel/Contract Liabilities**

**Grand Hyatt Atlanta – Atlanta, GA – February 15–20, 2019 – Conference**

Room rate is \$169 single or double occupancy; \$194 triple occupancy; \$219 quadruple occupancy

Cut-Off Date is Friday, January 25, 2019

Total Contracted Guest Room Block: 1275

Total Guest Room Revenue Commitment: \$214,425; Total Guest Room Revenue Minimum: \$171,330



A rebate in the amount of \$10 per fully paid occupied room night, at the contracted guest room rate within the Guest Room Block will be credited to SASFAA following Group's payment in full of the Master Account. Group shall disclose the existence of this rebate to its members and attendees prior to the Event in all pre-Event collateral and program materials.

No food and beverage may be brought into the Hotel: public spaces or guest rooms. All food and beverage consumed in the Hotel must be purchased in the Hotel. With less than 24 hours notice, a fee of one night's room and tax will be assessed for all guest who depart Hotel earlier than the departure date confirmed at time of booking and/or listed on the registration card presented at check-in.

Hotel will provide one complimentary room for every forty revenue-producing guest rooms occupied by Group on a cumulative basis over the official event dates.

Meeting and event space rental is waived based on achieving the F&B Revenue Commitment=\$60,000

In the event that Group actualizes a minimum of eighty percent of its contracted guest room revenue commitment, Hotel, as a special consideration to Group, will provide:

- Complimentary meeting space based on a \$60,000 F&B minimum
- Complimentary high-speed wireless guest room internet
- Complimentary meeting room internet for all attendees
- Ten (10) rooms at the prevailing per diem rate over the program dates
- One complimentary one-bedroom Presidential Suite over the program dates
- One complimentary Governors Suite over the program dates
- Eight upgrade to a one-bedroom grand suite at the group rate over the program dates
- Discounted overnight self-parking at \$20 per vehicle, per day over the program dates
- Twenty-five complimentary boxes received and stored for the SASFAA office
- Three VIP roundtrip airport transfers from Hartsfield-Jackson Atlanta International Airport (ATL)
- 15% off AV equipment with exclusive use of PSAV
- 10% off F&B menus in place at the time of the program, does not apply to package or custom pricing
- Complimentary beer/wine reception hosted by hotel for one hour
- Hotel will offer complimentary meeting space for pre-planning meeting (up to 30 people) and guestrooms at the 2019 conference rate (subject to hotel availability)
- Hotel will offer a signing bonus of 50,000 Hyatt Gold Passport Points in addition to the points at program conclusion (up to an additional 50,000)

**Total liability 6/16/18–10/15/18: \$168,097.50**

#### **The Westin Fort Lauderdale Beach Resort – June 9-12, 2019 – Transition Board Meeting**

- Total guest room night commitment is 96.
- Standard room rate is \$139. Suite rate is \$278. Currently 11% taxes. Resort fee waived.
- Overnight parking discounted from \$39 to \$25.
- Cut-off date to reserve room is May 10, 2019.
- Function space rental fee is \$0.
- All food and beverage served at Hotel must be supplied and prepared by Hotel. Group will spend a minimum of \$5,000.
- Must advise Hotel of expected method of payment by June 9, 2019.

**Total liability: \$17,385.**

#### **Hilton Norfolk the Main – Norfolk, VA – February 7-12, 2020 – Conference**

- Room rate is \$159 single or double occupancy. For triple and quadruple occupancy there is a \$20 additional charge per adult per room per night with maximum occupancy of four persons per room
- Attrition @ 85% of the total room nights. Attrition amounts will be offset by revenue received for no-shows and individual cancellation fees. All rooms booked outside of the block will be credited to the group block and applied to any attrition performance.
- Cut-off date is January 8, 2020.

- Guestroom cancellation – no penalty will result if notice is received at least 72 hours prior to arrival and a cancellation number is obtained. If the reservation is not cancelled by this time, one night room and tax deposit is forfeited.
- Check-in time is 4 pm. Check-out time is 11 am. Rooms vacated prior to reservation will result in early departure fee of one night's room and tax.
- A minimum of \$50,000 in food and beverage revenue from group-sponsored functions at Hotel is required in connection with the event.
- Must notify Hotel of the exact number of attendees for each outlined function by noon three business days prior to the event.
- Hotel requires that only food and beverage purchased from Hotel be served on Hotel property. In addition, no food or beverage, including alcoholic beverages, can leave the property if it has been prepared specifically for on-property, private functions. Under no circumstances may liquor be brought in from outside Hotel or served by anyone other than a designated Hotel representative.
- Hotel will provide, at no charge, a reasonable amount of meeting equipment (chairs, tables, cloths, podiums, etc.)
- A Master Account will be created for billing purposes.
- If direct bill not approved, Hotel required 50% of the entire estimated amount of guestroom and catering charges 30 days prior to arrival. Remaining balance will be due 3 business days prior to arrival.
- There is a parking deck attached to the Hotel. Self-parking for overnight guests is \$16 per car per night. Valet parking for overnight guests is available at the rate of \$26 per car.
- Banners, posters, props and similar decorations may not be adhered to walls, ceilings, windows, doors or floors, without the express written consent of Hotel and supervision of Hotel's staff. There is a \$50 labor charge for hanging each banner or sign.
- A non-refundable deposit of \$500 is due within 60 days of execution of this agreement.

Will be provided with the following concessions:

- 1-40 comp on a cumulative basis
- 3 suite upgrades at the group rate
- 1 comp Presidential Suite
- 1 comp hospitality suite
- \$10 rebate that can be credited toward the master account
- 10 rooms at prevailing per diem
- 10% off AV pricing
- 8 deluxe kings at the group rate
- Complimentary meeting space
- Complimentary six foot exhibit tables up to 30
- There is a one-time fee of \$25 for power per table if needed
- Complimentary wireless internet in the guestrooms and meeting space
- Discounted self-parking for in and out privileges – was \$20 charging \$16
- Complimentary room rental for pre-planning board meeting. Sleeping rooms to be offered at the conference rate.
- Hilton Honors Meeting Planning Points will be awarded at the conclusion of the event for room revenue and Food and Beverage
- 75,000 Point Signing Bonus
- 3 round trip VIP airport transfers
- One hour complimentary beer and wine reception hosted by the Hotel
- 5% off banquet menus

**Total liability until February 6, 2019: \$49,665**

**Norfolk Waterside Marriott – Norfolk, VA – February 9-12, 2020 – Conference Overflow**

- 330 room nights
- Rate is \$159 and includes a \$10 rebate to the master account for each paid room night.

- Cut-off date is January 19, 2020.
- Attrition is 75%.

**Total liability until February 8, 2019: \$13,118.**

**Grand Hyatt Atlanta – Atlanta, GA – July 20-July 23, 2018 – Pre Planning Meeting**

- 69 room nights
- Rooms cancelled with less than 48 hour notice will be charged a fee of one night's room and tax.
- Rate is \$169 and includes 1 breakfast buffet in hotel restaurant. Any rooms with double/triple/quad occupancy will have to pay for additional breakfast buffet.
- Cut-off date is June 29, 2018.
- Meeting space is complimentary.

**Total liability after July 17, 2018: Up to \$11,661.**

**Hyatt Place Knoxville Downtown – Knoxville, TN - October 5-10, 2018 – Fall Board Meeting and Management Symposium**

- 119 room nights
- Rate is \$139 and an additional \$10 will be added to the guest room rate for any additional guests over two people.
- Cut-off date is September 5, 2018.
- Minimum food and beverage is \$3,000.
- Complimentary daily hot breakfast, Wi-Fi throughout the hotel (guest rooms & meeting room), and room night policy on a 1:50 scale.
- Valet parking is \$20 per night with unlimited in and out privileges.

**Total liability until August 5, 2018: \$11,270.50.**

**Total liability: \$271,197**

## Edward Jones Advisory Solutions Account

Month/Year	Ending Value	Change in Value	Investment or Withdrawal	Income	Advisory Solutions Program Fee	Cumulative Income (Income-Fees)	Cumulative Change in Value	Cumulative Investment	Balance Sheet
July 2017	\$414,739.19	\$4,007.37	\$0.00	\$774.34	\$472.64	\$29,762.83	\$6,707.26	\$373,055.44	\$402,818.27
August 2017	\$415,187.39	\$937.53	\$0.00	\$724.65	\$489.33	\$29,998.15	\$7,644.79	\$373,055.44	\$403,053.59
September 2017	\$417,733.77	\$3,039.43	\$0.00	\$1,086.10	\$493.05	\$30,591.20	\$10,684.22	\$373,055.44	\$403,646.64
October 2017	\$418,724.92	\$1,471.18	\$0.00	\$752.67	\$480.03	\$30,863.84	\$12,155.40	\$373,055.44	\$403,919.28
November 2017	\$421,041.57	\$2,814.59	-\$41.92	\$744.66	\$497.94	\$31,110.56	\$14,969.99	\$373,013.52	\$404,124.08
December 2017	\$423,243.90	\$2,685.17	\$0.00	\$2,994.42	\$482.84	\$33,622.14	\$17,655.16	\$373,013.52	\$406,635.66
January 2018	\$428,251.11	\$5,508.60	\$0.00	\$488.25	\$501.39	\$33,609.00	\$23,163.76	\$373,013.52	\$406,622.52
February 2018	\$418,792.57	-\$8,952.30	\$0.00	\$760.92	\$506.24	\$33,863.68	\$14,211.46	\$373,013.52	\$406,877.20
March 2018	\$417,458.63	-\$885.74	\$0.00	\$1,018.57	\$448.20	\$34,434.05	\$13,325.72	\$373,013.52	\$407,447.57
April 2018	\$415,400.10	-\$1,562.33	\$0.00	\$803.42	\$496.20	\$34,741.27	\$11,763.39	\$373,013.52	\$407,754.79
May 2018	\$417,242.42	\$2,321.31	\$0.00	\$763.77	\$478.99	\$35,026.05	\$14,084.70	\$373,013.52	\$408,039.57
June 2018	\$417,538.71	\$791.04	\$0.00	\$1,329.53	\$494.75	\$35,860.83	\$14,875.74	\$373,013.52	\$408,874.35

## NASFAA Charles Schwab Account

Month/Year	Cash	Bond Cost Basis	Equity Cost Basis	Total	Difference	Dividends or Capital Gain/Loss	Management Fee	Cumulative Earnings by Year
July 2017	\$21,030.21	\$89,274.20	\$210,074.67	\$320,379.08	\$246.19			\$7,201.99
August 2017	\$20,640.19	\$89,442.33	\$210,144.97	\$320,227.49	-\$151.59			\$7,050.40
September 2017	\$20,891.35	\$89,658.56	\$210,545.08	\$321,094.99	\$867.50			\$7,917.90
October 2017	\$29,618.13	\$81,089.75	\$210,863.77	\$321,571.65	\$476.66			\$8,394.56
November 2017	\$29,213.15	\$81,204.28	\$210,935.24	\$321,352.67	-\$218.98			\$8,175.58
December 2017	\$29,416.86	\$81,786.27	\$214,476.56	\$325,679.69	\$4,327.02			\$12,502.60
January 2018	\$29,218.32	\$87,346.43	\$209,237.77	\$325,802.52	\$122.83			\$12,625.43
February 2018	\$40,402.80	\$87,418.96	\$196,373.53	\$324,195.29	-\$1,607.23	-\$1,379.57	\$419.00	\$11,018.20
March 2018	\$40,455.04	\$87,648.28	\$196,519.70	\$324,623.02	\$427.73			\$11,445.93
April 2018	\$40,410.79	\$87,773.09	\$196,680.73	\$324,864.61	\$241.59			\$11,687.52
May 2018	\$39,995.76	\$87,846.93	\$196,865.83	\$324,708.52	-\$156.09		\$420.00	\$11,531.43
June 2018	\$40,000.95	\$88,513.42	\$197,400.93	\$325,915.30	\$1,206.78			\$12,738.21

SASFAA, Inc.

**BALANCE SHEET**  
As of June 30, 2019

	<b>TOTAL</b>
▼ ASSETS	
▼ Current Assets	
▼ Bank Accounts	
BB&T Checking	2,842.34
BB&T Savings	47,888.09
BBT Checking II	77,029.09
Edward Jones-Money Market	2,742.29
<b>Total Bank Accounts</b>	<b>\$130,501.81</b>
▼ Other Current Assets	
Advisory Solutions 20/80 @ Edward Jones	408,874.35
Charles Schwab (NASFAA)	325,915.30
<b>Total Other Current Assets</b>	<b>\$734,789.65</b>
<b>Total Current Assets</b>	<b>\$865,291.46</b>
<b>TOTAL ASSETS</b>	<b>\$865,291.46</b>
▼ LIABILITIES AND EQUITY	
Liabilities	
<b>Total Liabilities</b>	
▼ Equity	
Opening Balance Equity	757,980.87
Retained Earnings	107,310.59
Net Income	
<b>Total Equity</b>	<b>\$865,291.46</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$865,291.46</b>



Southern Association of Student Financial Aid Administrators

Katie Harrison/Annual Conference Chair

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

Joan Bailey	University of South Florida	Global Services
Sarah Baumhoff	Kennesaw State University	Local Arrangements
Michael Birchett	Bluegrass Community & Technical College	Site Selection
Tarik Boyd	Norfolk State University	Virginia State Rep
Zachary Christian	SC Tuition Grants Commission	South Carolina State Rep
Portia Cook	Tennessee Higher Education Commission	Tennessee State Rep
Jenny Cun	University of South Florida	Florida State Rep
Bryan Erslan	Eastern Kentucky University	President
Jenelle Handcox	University of North Carolina – Pembroke	Treasurer
Katie Harrison	SC Tuition Grants Commission	2019 Conference Chair
Wayne Kruger	St. Petersburg College	Membership
Janet Nowicki	Guilford Technical Community College	North Carolina State Rep
Nicole Patrick	Mississippi University for Women	Mississippi State Rep
Chester Priest	KHEAA	Sponsorship
Chad Sartini	Virginia Western Community College	Electronic Services
Amber Singletary	Georgia Northwestern Technical College	Georgia State Rep
Michelle Standridge	Spalding University	Kentucky State Rep
Charmaine Truelove*	University of West Alabama	Alabama State Rep
Celena Tulloss	University of Tennessee	Vice President/Professional Development
Joan Zanders	Northern Virginia Community College	2020 Conference Chair

\*Pending

**Committee/State Goals for 2018-2019:**

- To provide a premier training opportunity for the Association that will offer attendees exceptional sessions, networking opportunities, and a time to reflect on what we do as aid administrators and how we can do it better. The committee will plan and execute the annual conference to be held at the Grand Hyatt Buckhead in Atlanta, Georgia, February 17-20, 2019 to meet this goal in accordance with Sections 6.6 and 11.1 of the SASFAA Policies & Procedures.
  - Plans for an outstanding conference are under way, and the conference committee will hold its first official meeting July 22, 2018. A number of guest presenters have already been secured, including David Bartnicki (FSA), Justin Draeger (NASFAA), and Robert Weinerman (Iron Bridge Resources). Jasmine Payne from the Atlanta Community Food Bank will conduct a workshop called “The Community Food Experience,” which will address the issue of food insecurity. This

will be set up as a two-part concurrent session and will be presented by Joan Bailey and the Global Services committee. The opening session will focus on students. The “Voices of Lee University” will sing the National Anthem and a few Georgia-themed songs, and the committee plans to feature local students who have benefitted from aid programs in lieu of a traditional keynote speaker.

- SASFAA LRP I. Organizational Structure/Policies and Procedures – Continuously review P&P and document review of P&P
  - Conference Chair has preliminarily reviewed Sections 6.6 and 11.1 of the P&P. A more thorough review will be completed during the year, and any resulting recommendations will be presented to the Executive Board.
- SASFAA LRP I. Committees – Committees should represent the mosaic abilities of the membership.
  - Conference Chair has vetted committee members based on volunteer interest, length of membership in the Association, sector representation, and with sensitivity to a diverse representation of the SASFAA membership.
- SASFAA LRP I. Committees – Expand the benefits of membership by providing services and resources that meet the needs of all sectors.
  - Conference Chair has discussed the needs of the proprietary/technical/vocational school sector with the President and Membership Chair and will work with the committee to ensure training is available for those members at the conference.
- SASFAA 2017-2018 GAP Committee Recommendations – Provide Leadership Symposium as a pre-conference event.
  - Conference Chair has worked in conjunction with the Vice President to ensure meeting space is available for a 2-day pre-conference leadership symposium. February hotel room blocks have been adjusted accordingly to accommodate anticipated pre-conference attendees.

**Motion/ Action Item(s):**

None at this time

**Policy & Procedure: Changes/ Recommendations:**

None at this time

Sponsorship Chair Board Report:





Southern Association of Student Financial Aid Administrators

Sarah Dowd

Communications and Outreach

Executive Board Report/July 2018

### **Committee Members**

Invited all 19 volunteers, representing 6 states, no volunteers from Alabama, Mississippi, or Virginia.

Reminded all to renew membership as soon as possible, in order to be eligible to serve.

Acceptances as of July 12, 2018

Laura Keown - KY  
Aristea Williams - GA  
Cynthia Henley - MS  
Jill Towns - GA  
Rosalind Elliot - SC  
Richard Smelser - TN  
Zachary Christian- SC

### **Committee Goals for 2018-2019:**

- assist the association in promoting events
- provide relevant and timely professional information
- increase the number of blogs published
- include more members in social media postings

### **LRP and GAP Goal Activity to date:**

In progress - Building committee, Updating website, Building July Blog posting, Sending emails to listserv

### **Motion/ Action Item(s):**

None at this time.

### **Policy & Procedure: Changes/ Recommendations:**

None at this time.



Southern Association of Student Financial Aid Administrators

Chad Sartini/Chair, Electronic Services Committee

Executive Board Report/July 2018

**Committee Members/State Executive Board:** Jonah Miller, Celena Tulloss, Angie Black, Jeremiah McMahon, Arminta Johnson, Daniel Barkowitz, April Tretter, Jennifer Archer, Zachary Christian, Chester Priest (ex officio) – all members pending approval (most are returning members from last year)

**Committee/State Goals for 2018-2019:** To be determined

Archived 1914 contacts in Wild Apricot – these are contacts who have not renewed since 2015 or earlier. So, they have not been active or participated in a SASFAA event for 3+ years.

**Motion/ Action Item(s):** None

**Policy & Procedure: Changes/ Recommendations:** None

Notes: The chair contacted all volunteers who listed Electronic Services or Conference A/V. The members listed above responded with interest in serving on the committee.



Southern Association of Student Financial Aid Administrators

Ron Gambill/Legislative Relations Chair

Executive Board Report/July 21, 2018

**Committee Members/State Executive Board:**

Ron Gambill, Tennessee  
Brett Lief, Virginia

**Committee/State Goals for 2018-2019:**

- Provide weekly updates for Congress when in session and other D.C. related activities impacting higher education.
- Review relevant NPRMs and Congressional legislation as appropriate for comment.
- Conduct a DC Hill visit with appropriate proposals for the HEA Reauthorization in the Spring of 2019.
- Provide legislative webinar following the November election relative to the impact on Reauthorization.
- Develop a committee listserve and establish conference calls for committee communications.
- Have a committee member designated by the State President of each SASFAA state.

**Legislative Updates:**

On the evening of July 11, 2018, the House Appropriations Committee passed its version of the Fiscal Year 2019 Labor, Health and Human Services, Education and Related Appropriations Act. The bill provides almost \$71 billion for programs under the U.S. Department of Education, which is \$43 million above the FY2018 enacted level. The legislation sets the maximum PELL Grant award at \$6,095; includes \$1.06 billion for TRIO Programs and \$360 million for GEAR UP.

There were two education related amendments offered that were approved by the committee. One was to require Secretary DeVos to set new criteria for how FSA employees become eligible for bonuses; the criteria would have to be approved by Congress. The second would allow a borrower of a student loan who is undergoing cancer treatment to defer payment on the loan.

Education Secretary DeVos promoted Diane Jones to the position of Acting Under Secretary, as well as delegated the role of Assistant Secretary of Postsecondary Education at USDE.

CFPB Acting Director Mick Mulvaney promoted Brian Johnson to serve as the new Deputy Director following the resignation of Leandra English.

The PROSPER Act is not expected to be moved to the floor for a vote as there are not enough votes to pass the bill as yet.

The House will be out most of August but the Senate is expected to be in session most of August.

**Motion/ Action Item(s):**

**Policy & Procedure: Changes/ Recommendations:**



Southern Association of Student Financial Aid Administrators

Wayne Kruger / Membership Chair

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

None at this time but as of the first meeting I will determine who has been selected by other committees and determine how many committee members we would need for assisting membership during the year and how many might be needed to help out at the conference.

**Committee/State Goals for 2018-2019:**

I have asked for and been granted membership access to Wild Apricot and will begin to learn how to use the increased access. I have also updated the P&P and ByLaws based on end of 2017-2018 updated and once reviewed by current president and secretary they will be posted online. I have also submitted as part of this report the final meeting minutes from the 2017-2018 board for approval. Finally I am working on and hope to submit my blog post by the start of August.

Based on the current LRP there are three goals that pertain to the Membership Chair.

**Goal: Increase membership**

Plan to review Wild Apricot to ensure we are using all tools available to reach out to members, to ensure that invoices and payments are received and develop policy and procedure for marketing membership better.

**Goal: Expand mentoring opportunities**

Plan to work with the VP to create a mentorship guide and potential mentorship program for new members.

**Goal: Expand the benefits of membership**

Plan to work with outreach chair to develop communication detailing all the benefits of membership. Also plan to reach out and work with the conference chair to ensure that we have sessions that speak to all sectors specifically thinking about clock hour aid.

**Motion/ Action Item(s):** None at this time

**Policy & Procedure: Changes/ Recommendations:** None at this time



Southern Association of Student Financial Aid Administrators

Michael Birchett / Site Selection Chair

Executive Board Report – July 2018

**Committee Members/State Executive Board:**

- AL – Theresa Mays
- FL – Joan Bailey
- GA – Brandi Esuzor
- KY – Michael Birchett (Chair)
- MS – Brenda Pittman
- NC – Precious Ward
- SC – James Kellam
- TN – Celena Tulloss
- VA – Tarik Boyd

**Committee/State Goals for 2018-2019:**

The site selection committee is charged with searching for sites to accommodate SASFAA. The Site Selection Committee seeks to secure the following sites:

- 2019 GAP
- 2020 NAOW
- 2020 Transition
- 2021 Annual Conference

**Motion/ Action Item(s):**

- Site Committee recommends purchasing alcohol up to the amount of \$100 for each meeting during the 2018-2019 fiscal year.

**Policy & Procedure: Changes/ Recommendations:**

- N/A



Southern Association of Student Financial Aid Administrators

Name/Position

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

Only some members confirmed at the time of report writing so will provide a full list as a separate document at the meeting.

**Committee/State Goals for 2018-2019:**

1. Seek representation and inclusion of each state on the Global Issues Committee.
2. Promote diversity and inclusiveness in the association by ensuring make up of committees etc is representative of the diversity of the organization.
3. Ensure the association is provide training and information for all sectors that we serve.
4. Providing articles for the SASFAA Nine news – intention is to provide at least one article per month starting August 2018 addressing timely in the news matters.
5. Work with the membership committee to explore possible utilization of experience members as a means to support upcoming young professionals providing helpful resources and a support system.
6. Continue to bring attention to the available resources for specific categories of students such as but not limited to DACA, homeless, hungry students.
7. Propose or seek members to propose at least 4 diversity related sessions for the conference.

**Motion/ Action Item(s):**

No Motions at this time, Worked on soliciting members to serve on this committee. I hope to have finalize the members by the board meeting. Meetings will be conducted via phone. First meeting will be held in August.

I have started working closely with the conference chair ton a conference diversity topic/charity idea etc.

**Policy & Procedure: Changes/ Recommendations:**

None at this time.



Southern Association of Student Financial Aid Administrators

Sandy Neel/State President Liaison and LRP

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

State Presidents

**Committee/State Goals for 2018-2019:**

1. Provide mentorship and guidance to the State Presidents
2. Organize and arrange for the State Exchange program
3. Finish the “Getting Involved” project and submit it for a NASFAA award
4. Work with President and President-Elect on any Long Range Plan items
5. Other duties as assigned by the President

**Activities:**

The chair has set-up a distribution list of the State-Presidents for communication among the group. A meeting of the group was held Friday July 20, 2018 to discuss the goals for the year and to start planning for the state exchange program. The chair looks forward to an exciting year working with a great group of people! A conference proposal was submitted on “Responding to NPRM Request and Volunteering for Negotiated Rulemaking Teams” in-line with Advocacy/Policy in the Long Range Plan.

**Motion/ Action Item(s):**

None

**Policy & Procedure: Changes/ Recommendations:**

None





Southern Association of Student Financial Aid Administrators

Stephanie Miller/Alabama State President

Executive Board Report/July 2018

**Committee Members/State Executive Board:** N/A

**Committee/State Goals for 2018-2019:**

AASFAA's Fall NASFAA Credentialing Workshop will be held on October 18 at HC Trenholm Community College with the Fall Workshop on October 19 at Auburn University Montgomery.

AASFAA's Spring Conference will be held at Wind Creek Resort in Atmore Alabama March 20 – 22, 2019 with a NASFAA Credentialing preconference on March 19, 2019.

In addition to our annual events as listed above, we will be working with various agencies within the US Department of Education and other third parties to offer our members additional training opportunities throughout the year.

AASFAA's Transition meeting will be held on July 19<sup>th</sup>.

**Motion/ Action Item(s):** N/A

**Policy & Procedure: Changes/ Recommendations:** N/A



Southern Association of Student Financial Aid Administrators

David Alexander-Florida President

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

I am excited to serve on the board as the Florida President. I plan to assist in any capacity needed to further our association. As the Florida President, I hope to help increase volunteerism for SASFAA. I look forward to having a successful year 2018-19.

**Committee/State Goals for 2018-2019:**

- Ensure that our members are given appropriate training and resources needed to continue student success
- Annual conference in May 2018
- Clock-hour workshop in October 2018
- Participate in the President's Swap for 18-19
- Continuation of the Leadership Program for 2018-19
- Increase volunteerism and advocacy

**Motion/ Action Item(s):**

**Policy & Procedure: Changes/ Recommendations:**

N/A



Southern Association of Student Financial Aid Administrators

Amber Singletary/Georgia President

Executive Board Report-July 2018

**Committee Members/State Executive Board:**

Stephen Andersen: Immediate Past President-Georgia Northwestern Technical College  
Lakisha Sanders: President-Elect-Clayton State University  
Joe Buchholz: Vice President of Professional Development-Kennesaw State University  
Donna Childres: Secretary-Georgia Highlands College  
Angela Tate: Treasurer-Lanier Technical College  
Kristie Teasley: Treasurer-Elect -Chattahoochee Technical College  
Maria Hammett: Program Chair-Mercer University  
Pennie Strong: Budget and Finance-Georgia Student Finance Commission  
Brandi Esuzor: Diversity and Community Action-Chattahoochee Technical College  
Syreeta Monroe: Vendor/Sponsor Chair-Savannah State University  
Dustin McDaniel: Legislative Affairs-Athens Technical College  
Susan Smith: Membership Development Chair-University of North Georgia  
David McMillion: Communications and Technology-Piedmont College

**Committee/State Goals for 2018-2019:**

- Provide training that addresses the needs of all institutions in the area of compliance
- Grow the technical aspect of trainings and encourage institutions to share best practices.
- Encourage opportunities for networking which we hope will lead to members becoming resources for each other.

Activities: The GASFAA Transition Board Meeting was held on July 9<sup>th</sup> and 10<sup>th</sup>. The planning of the Fall Workshop is underway with tentative dates of October 3<sup>rd</sup> and 4<sup>th</sup>. The Professional Development Committee looks to have three different tracks, one of which will focus on audits and compliance.

**Motion/ Action Item(s):**

None

**Policy & Procedure: Changes/ Recommendations:**

None



Southern Association of Student Financial Aid Administrators

April Tretter/ KASFAA President

Executive Board Report-July, 21 2018

**Committee Members/State Executive Board:**

The KASFAA Executive Board and committee chairs for 2017-18 held their last board meeting for the fiscal year in conjunction with the transition meeting for the new 2018-19 Executive Board and committee chairs on June 7-8 at General Butler State Park. The transition meeting focused on the responsibilities and expectations of the various roles within KASFAA, as well as a review of the KASFAA Policies and Procedures and Long Range Plan. Time for getting to know each other and transition was set aside. Goals for the upcoming year include increasing our membership and conference attendance, as well as offering effective training. We also have plans for a membership survey. The first 2018-19 Executive Board meeting and fall conference/program planning meeting will take place on August 2-3, in Florence, KY. We also hope to utilize our social media presence, as well as other cost-effective avenues, to communicate with and keep our membership informed and excited about the upcoming training opportunities KASFAA has to offer. The fall 2018 conference will take place on October 10-12 at the Hilton Cincinnati Airport. The KASFAA executive board and committee chairs are working hard to ensure a focus on KASFAA's mission, vision, and the goals of the long range plan is in compliance with the bylaws and policies and procedures.



Southern Association of Student Financial Aid Administrators

Steven Taranto/MASFAA President

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

MASFAA held its annual conference from June 13-15 at Pearl River Resort in Philadelphia, MS (108 attendees). We raised \$965 for our Jan Lee Memorial Scholarship for Professional Development and \$1500 for a charitable contribution to MACE (Metro Area Community Empowerment). The distinguished Jack Woodward Award was granted to Laura Diven-Brown (University of Mississippi), and our Honorary Lifetime Membership Award to Jane McNaughton.

MASFAA's transition/planning meeting is scheduled for July 25-26. Our theme for 2018-19 is "Believing and achieving in all we do." All board positions are filled, except Diversity Chair and Audit/Finance Chair.

A State Aid Redesign Task Force was recently established and is headed by MS Sen. Briggs Hopson. Growing demand for state grants has caused funding shortfalls in recent years, triggering the need to assess and modify the current programs to ensure future stability, given budgetary constraints. The Task Force includes three state senators, three state representatives, Higher Education Commissioner Al Rankins, Mississippi Community College Board Executive Director Andrea Mayfield, Postsecondary Board Chairman Dr. Jim Turcotte, five college presidents, and representatives from workforce and college access. Unfortunately, the Task Force will not include anyone from the financial aid community. Instead, the Task Force will hold public hearings, and MASFAA representatives will be allowed to provide testimony. To prepare for this opportunity, MASFAA's financial aid directors gathered in Jackson on Thursday, July 12, to discuss needs and concerns, as well as ideas for redesigning the programs. The meeting was facilitated by MASFAA's State Aid Liaison (and the Director of the Mississippi Office of Financial Aid) Jennifer Rogers. The group is gathering information for the Task Force that will be reflective of all state sectors, while recognizing that there are differences across student populations at the various institution types. Successful grant programs in other states are also being examined. We look forward to working with the Task Force and MS State Legislature to assist in this important endeavor.

**Committee/State Goals for 2018-2019:**

**Motion/ Action Item(s):**

**Policy & Procedure: Changes/ Recommendations:**



Southern Association of Student Financial Aid Administrators

Jamie Pendergrass/North Carolina President

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

**Committee/State Goals for 2018-2019:**

**Motion/ Action Item(s):**

**Policy & Procedure: Changes/ Recommendations:**

**State Activity to date** - North Carolina had their transition meeting for the 2017-18 and 2018-19 Boards on June 14. It was a great meeting where many members brought forth ideas for the 2018-19 year and how to make those ideas become successful.

The theme for NCASFAA for 2018-19 will be “Fulfilling Dreams. Embodying Compassion. Empowering Our Community.” It is serendipitous that North Carolina’s theme ties into President Erslan’s theme for the year for SASFAA. North Carolina’s focus will predominantly be on “empowering our community” by willing to sponsor a few members participation in training and leadership events offered via SASFAA member states, SASFAA, and NASFAA and by ensuring both the fall and spring conferences will deliver a great array of interesting and helpful breakout sessions.

North Carolina will hold a conference call on July 18 to settle on their budget for 2018-19 and have their first full Board meeting on September 14, 2019 at Rowan-Cabarrus Community College in Salisbury, NC, right outside the Charlotte metro area.



Southern Association of Student Financial Aid Administrators

Nikisha Howze/South Carolina State President

Executive Board Report/July 21, 2018

**Committee/State Goals for 2018-2019:**

- Ensure that SCASFAA is represented at all SASFAA Board Meetings
- Encourage SCASFAA participation in SASFAA conference, training and events
- Participate in the state President's exchange
- Take advantage of the networking opportunities involving the state presidents and the SASFAA Board

**Summary of State Activities/Events:**

The SCASFAA Transitional Board meeting was held on June 21-22 in Rock Hill, SC at The Hilton Garden Inn. Jennifer Williams presided on the morning of June 21 for the final 2017-18 board meeting. The out-going and incoming officers and committee chairs held one-on-one transitioning meetings in the afternoon. The group participated in an escape room activity at Escape Kings before enjoying a meal together that evening. On June 22<sup>nd</sup>, Nikisha Howze presided over the first meeting of the 2018-19 Board. I presented my theme to the board.



President	Nikisha Howze	York Technical College
President-Elect/Special Projects	Melanie Gillespie	Southern Wesleyan University
Past-President/Nominations & Elections	Jennifer Williams	Clemson University
Vice President/Professional Development	DJ Wetzel	Greenville Technical College
Treasurer/Budget	Angela Fowler	Anderson University
Treasure-Elect	Missy Perry	Piedmont Technical College
Secretary/By-Laws	Zachary Christian	SC Tuition Grants Commission
Member-at-Large/Membership	Gerrick Hampton	Commission on Higher Education
Annual Conference	Bridget Blackwell	USC- Palmetto College
Association Involvement and Leadership	Samantha Hicks	Coastal Carolina University
Task Force		
CHE Advisory	Ashley Stuckey	Trident Technical College
Communications	Michelle Upchurch	Limestone College
Consumer Relations	Kelly Savoie	Sallie Mae
Electronic Services	Justin Pichey	York Technical College
Financial Planning	Earl Mayo	SC Tuition Grants Commission
Global Issues	Traci Singleton	The Citadel
Legislative Concerns	Joey Derrick	University of South Carolina
Lending Liaison	Ray Jones	SC Student Loan Corporation
Site Selection	James Kellam	Converse College
Sponsorship	Nikki Miller	Coastal Carolina University





Southern Association of Student Financial Aid Administrators

Tiffany Summers/TASFAA President

Executive Board Report/July 2018

**Committee Members/State Executive Board:**

Tennessee—TASFAA Executive Board:

<b><u>Name</u></b>	<b><u>Board Position</u></b>	<b><u>Institution</u></b>
Tiffany Summers	President	Lipscomb University
Joe Myers	President-Elect	Motlow State CC
Charles Harper	Past President/Nominations and Elections	Belmont University
Stacey McDonald	Treasurer	ETSU
Kacee Hardy	Secretary	Dyersburg State CC
Eric Farmer	Member-at Large	TSAC
Chanell Thomas	4 Year Private Sector Rep	Vanderbilt University
Jennifer Buckles	4 Year Public Sector Rep	UT-Chattanooga
Mary Kidd	Proprietary Sector Rep	Nossi College
Holly Malone	2 Year Public Sector Rep	Northeast State CC
Cara Suhr	TCAT Sector Rep	TCAT-Nashville
Jeff Gerkin	Association Governance	UT Knoxville
Amy Wood	Awards	TSU
Melissa Smith	Budget & Finance	Vanderbilt University
Danette Seale	Conference	Carson Newman
Regina Gilbert	Diversity	Watkins College
Jeff Norrod	Electronic Services	Tennessee Tech
Dick Smelser	FA Awareness/TASFAA Advocacy	Pellissippi State CC
Ron Gambill	Governmental Relations	Edsouth
Lacey Weese	Historical	TN Wesleyan
Jo Wallace	Membership	TCAT McKenzie
Ashley Edens	Public Relations/Blog	Tusculum College
Leah Louallen	Site Selection	TSAC
Haley Greenway	Sponsorship	TCAT Elizabethton
Darolyn Porter	State Programs Liaison	TSAC
Kevin Jacobs	Training	MTSU

**Committee/State Goals for 2018-2019:**

TASFAA Goals for 2018-19

- Ensure that TASFAA is represented at all SASFAA Board meetings
- Encourage TASFAA members to join SASFAA, if not already a member
- Encourage TASFAA participation in SASFAA events

- TASFAA President-Elect will participate in the SASFAA Presidents' exchange
- Offer Fall training in October across the state's three regions
- Increase volunteerism and engagement at the state level for TASFAA members
- Update and Review TASFAA's Policy & Procedures to insure information is accurate and up-to-date
- Offer pre-conference events at the TASFAA annual conference
- Continue Professional Development/Credentialing for TASFAA members
- Work with TASFAA Governmental Relations on State Hill visits
- Continue to strengthen relationship with THEC/TSAC for student advocacy

**Motion/ Action Item(s):**

None

**Policy & Procedure: Changes/ Recommendations:**

None



Southern Association of Student Financial Aid Administrators

Joan A. Zanders, President

Virginia Association of Student Financial Aid Administrators

Executive Board Report/July 2018

### **State Executive Board: VASFAA President's Report**

**VASFAA Activity for 2018-2019:** The VASFAA theme for 2018-2019 is *“Be the light...and the voice!”* Outgoing 2017-2018 and incoming 2018-2019 Board members and select committee chairs met June 3-5 for a wonderful transition retreat held at the historic Carter Hall Conference Center in Millwood, Virginia. Following the 2017-2018 final Board meeting, retreat participants engaged in group activities that helped us define our values, arrive at an updated mission statement, and reach preliminary consensus on goals for a new strategic plan. The Board approved our new mission statement:

*The mission of the Virginia Association of Student Financial Aid Administrators (VASFAA) is to provide a safe and open environment for financial aid professionals from all sectors to interact, learn, and exchange ideas. With the highest level of integrity, VASFAA provides training and support and advocates for the profession so students and families seeking to afford post-secondary education in the Commonwealth are well-served.*

A concentric circle exercise was followed by small group work to “image” a better VASFAA. Each small group approached the exercise in a slightly different way but arrived at very similar conclusions as to what we wanted VASFAA to be. As President, I am compiling their work into a proposed strategic plan with specific “To Do List” items.

A balanced budget was presented thanks to the Budget & Finance Committee, who held a planning meeting two weeks before the retreat and presented a well-constructed, tentative budget. Prior to the retreat, committee chairs were charged with preparing tentative goals, which they shared during the retreat. All who completed volunteer forms will be contacted for specific committees.

### **The 2018-2019 VASFAA Calendar**

Tuesday, September 18, *Sweet Briar College*

**VASFAA Directors' Summit**

Friday, September 21, 10:00 a.m.

**H S Counselors' Webinar**

Tuesday, October 16, *Zehmer Hall, UVA*

**VASFAA Fall Training**

Wednesday, October 17, *Carruthers Hall, UVA*

**VASFAA Fall Board Meeting**

December, 2018, NOVA + Sites TBD

**H.S Counselor Workshops**

Thurs-Fri, February 7-8, *Hilton Norfolk The Main*

**VASFAA Winter Board Meeting**

Saturday, May 4, *Hilton Norfolk The Main*

**VASFAA Spring Board Meeting**

Sunday-Wednesday, May 5-8, *Hilton Norfolk The Main*

**VASFAA Conference**

**Motion/ Action Item(s):**

**Policy & Procedure: Changes/ Recommendations:**



Southern Association of Student Financial Aid Administrators

Runan Pendergrast / 2018 – 2019 Conference Taskforce Chair

Executive Board Report – July 22, 2018

### **Committee Members**

The following SASFAA members have been asked to service on the taskforce, a confirmation to service has not been received.

Zita Barree, Hampden-Sydney College, VA  
Jeff Daniels, PNC Bank, FL  
Janet Norwicki, Guilford Technical Community College, NC  
Carolyn Sparks, Wofford College, SC  
Runan Pendergrast, Bluegrass Community and Technical College, KY

### **Taskforce Goals for 2018-2019:**

- To review current Conference Guide
- Work with other Taskforce to create an inclusive guide for future committees
- Present recommendation to the SASFAA Executive Board at the June 2019 Board Meeting.

### **LRP and GAP Goal Activity to date:**

**GOAL 7:** Committees should represent the mosaic abilities of the membership.  
Worked with SASFAA President to create a diverse committee.

### **Motion/ Action Item(s):**

No motions or action items at this time

### **Policy & Procedure: Changes/ Recommendations:**

No Policy & Procedures changes or recommendations at this time.

### **New Ideas/Suggestions/ Personal Thoughts and Recommendations:**

Most meetings will be conducted via conference call. An in-person meeting will be held during the SASFAA Conference in February. If possible, an additional in-person meeting will be held with other taskforce.

Financial Review Task Force

Vendor/Sponsor Guide Taskforce