Southern Association of Student Financial Aid Administrators
July Board Meeting

Agenda and Board Report

Prepared by Secretary Tarik J. Boyd
**Table of Contents:**

Agenda:............................................................................................................. 4-5

President Board Report: ................................................................. 6-8

President Elect Board Report: ............................................................. 9

Past President Board Report: .............................................................. 10

Vice President Board Report: ............................................................... 11-12

Secretary Board Report: ................................................................. 13

Treasurer Board Report: ................................................................. 14

Treasurer Elect Board Report............................................................... 15

Budget & Finance Chair Board Report: ............................................ 16-21

Conference Committee Chair Board Report: .................................... 22-23

Sponsorship Chair Board Report: ...................................................... 24

Communications and Outreach Chair Board Report: ......................... 25

Electronic Services Chair Board Report: ........................................... 26

Legislative Relations Committee Chair Board Report: ....................... 27-28

Membership Chair and Treasurer Elect Board Report: ......................... 29

Site Selection Chair Board Report: .................................................... 30

Global Issues Chair Board Report: ..................................................... 31

Legacy and Long Range Plan Committee Chair Board Report: ............ 32

Alabama State Report: ........................................................................... 33

Florida State Report: ........................................................................... 34

Georgia State Report: ........................................................................... 35

Kentucky State Report: ......................................................................... 36

Mississippi State Report: ....................................................................... 37

North Carolina State Report: ............................................................. 38

South Carolina State Report: ............................................................. 39-40

Tennessee State Report: ......................................................................... 41-42

Virginia State Report: ........................................................................... 43-44

Conference Guide Taskforce Chair Board Report: ............................... 45

Financial Review Taskforce Chair Board Report: ................................ 46

Vendor/Sponsor Guide Taskforce Chair Report: .................................... 47
Appendices:

A. Motion/Action Item(s)...........................................................................................................
B. Policy & Procedure: Changes/Recommendations.................................................................
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

- Quorum established, and president Erslan began meeting at 9:03am.  Amber

9:15 AM  Approval of Prior Minutes  Tarik

- June Board Meeting – corrections made by Steve.
  - Moved by Steve, second by Jamie. Motion carries no further discussion.

Motion/Action items

- Consent of written board reports
  - April moved, second by Sharon. No discussion. Motion carries.

- Present and approve the 2018-2019 Budget
  - Nancy provided overview of itemized budget items. There was discussion regarding the conference budget. Ron questioned why we weren’t tax exempt in GA. Amber stated that for GA they didn’t fit into the specific criteria. Ron suggest we look into it. Nancy stated we weren’t tax exempt when we were here for the 50th either. Katie mentioned majority of the budget will go towards F&B minimum. Tarik moved, Jenelle second budget proposal. No discussion. Motion carries. Friendly
amendment to the motion. Motion made to approve the budget with an exception to the zero-based budget as we are spending $44,998 from assets to balance the budget. Motion carries. Discussion - this was done to avoid increasing conference fees as a benefit to members. Ron reminded board that budgets are living documents. Much discussion regarding when reimbursement starts and ends for state presidents. Nancy stated she will review section 10.6.7 in their task to clarify.

- Site Committee recommends purchasing alcohol up to the amount of $100 for each meeting during the 2018-2019 fiscal year.
  - Bill moved, Amber second. Amendment made by Tarik. SSC recommends purchasing alcohol not to exceed $150 for each board meeting’s hospitality suite and not to exceed $300 for annual conference and new aid in the hospitality suite during 18-19 fiscal year. Discussion. Motion carries.
- Bill moved, David second for the Chair to have authority to adjust meeting agenda as needed. No discussion. Motion carries.
- Present and approve all committees
  - President Erslan reviewed list of committee members and those who wish to volunteer. Charged board members to reach out to all members who haven’t been selected yet. Celena suggested that all members who have committees send those members who are on their committees to Chad and Celena and they will compare against the list in which they volunteered. Joan Z moved, Tiffany second to accept committee’s members with possible updates. No discussion. Motion carries.
- Present and approve elected officers and committee chairs goals & objectives
  - Each board members highlighted their goals. There was discussion regarding membership dues and when members can pay. How we can accept bundle payments via check or credit card. Wayne will review and bring recommendations back to the board.
  - Celena moved, Steve second to accept goals. No discussion. Motion carries.

10: 45 AM  
Break

11:00 AM  
Tour of facility

12:00 PM  
Lunch

1:00 PM  
Round of Successes (2-3 minutes)
  - All shared updates

2:30 PM  
New Business
Update/Review on Management Institute/Leadership Symposium
  
  Celena offered updates on what to expect during the management/leadership symposium. During leadership sasfaa will cover registration and lodging for first guest, only registration for second guest. 18 from states, 12 open slots. Hosting state will cover travel for first guest and travel/lodging for second guest. Encouraged board members to attend. Working on selecting presenters. Discussion surrounding cost of conference fee vs non-conference activities. It was suggested SASFAA consider incremental increase possibly over 5 years. President Erslan charged Marian and her taskforce to review the possibility.

Celena

Review of report format
  
  Members expressed possible need for separate report for executive board vs states president. State presidents state they do need some sections. Agreed we will add activities and state specific items.

State President Exchange
  
  President Erslan advised for state presidents to let their conference chairs to reach out to them with any pertinent information needed for when they visit. Sandy spoke regarding state president exchange. Charged presidents to do a write up to explain benefits of doing the state president exchange. Sandy will work to set a goal, discussion surrounding whether we will send presidents or president elect.

Tarik

Old Business

Assign volunteers
  
  done

  Bill moved to adjourn, Jenelle second. No discussion. Meeting adjourned at 3:03pm.

All

6:00 PM Meet in lobby for Dinner at Gordon Biersch All
9:00 PM Hospitality 1702

Sunday, July 22, 2018

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.
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

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

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!
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 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.
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.
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 21st 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
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 - confirmed
- Sarah Dowd, Trident Technical College, SC - confirmed
- Laura Keown, Centre College, KY - confirmed
- Ron Day, Kennesaw, GA - confirmed
- Marilyn DeBerry, Allen University, SC
- Audrey White, Samford University, AL - confirmed
- Angela Black, University of Louisville, KY - confirmed
- 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
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:
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 Association’s financial matters.
- Ensure fiscal integrity.
- Complete all responsibilities timely and as required by the governing documents.

Motion/Action Item(s):

Policy & Procedure: Changes/Recommendations:
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.

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.

**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

<table>
<thead>
<tr>
<th>Month/Year</th>
<th>Ending Value</th>
<th>Change in Value</th>
<th>Investment or Withdrawal</th>
<th>Income</th>
<th>Advisory Solutions Program Fee</th>
<th>Cumulative Income (Income-Fees)</th>
<th>Cumulative Change in Value</th>
<th>Cumulative Investment</th>
<th>Balance Sheet</th>
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<td>July 2017</td>
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<td>October 2017</td>
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<td>$1,471.18</td>
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<td>November 2017</td>
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<td>$-41.52</td>
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<td>December 2017</td>
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NASFAA Charles Schwab Account

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AcruaI basis: Sunday, July 15, 2018 05:23 PM GMT-04:00
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
Committee Members

Katie Harrison (as conference chair)

Confirming other participants – Biz Daniel, Great Lakes
Chesa Donovan, Global Financial Aid Services
Lenny Akins, Sixup

Committee Goal for 2018-2019:

Goal – Raise $100,000 in support of SASFAA.

Activities
Levels of sponsorship and a la carte items are under review. The a la carte options will be discussed with conference chair and presented to the Board for approval.
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.
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.
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 Secondary 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:
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:

- **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
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
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.
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
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 19th.

Motion/ Action Item(s): N/A

Policy & Procedure: Changes/ Recommendations: N/A
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 9th and 10th. The planning of the Fall Workshop is underway with tentative dates of October 3rd and 4th. 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
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.
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:
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 in-coming 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 22nd, Nikisha Howze presided over the first meeting of the 2018-19 Board. I presented my theme to the board.
<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Nikisha Howze</td>
<td>York Technical College</td>
</tr>
<tr>
<td>President-Elect/Special Projects</td>
<td>Melanie Gillespie</td>
<td>Southern Wesleyan University</td>
</tr>
<tr>
<td>Past-President/Nominations &amp; Elections</td>
<td>Jennifer Williams</td>
<td>Clemson University</td>
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<tr>
<td>Vice President/Professional Development</td>
<td>DJ Wetzel</td>
<td>Greenville Technical College</td>
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<tr>
<td>Treasurer/Budget</td>
<td>Angela Fowler</td>
<td>Anderson University</td>
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<tr>
<td>Treasure-Elect</td>
<td>Missy Perry</td>
<td>Piedmont Technical College</td>
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<tr>
<td>Secretary/By-Laws</td>
<td>Zachary Christian</td>
<td>SC Tuition Grants Commission</td>
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<tr>
<td>Member-at-Large/Membership</td>
<td>Gerrick Hampton</td>
<td>Commission on Higher Education</td>
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<tr>
<td>Annual Conference</td>
<td>Bridget Blackwell</td>
<td>USC-Palmetto College</td>
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<td>Association Involvement and Leadership</td>
<td>Samantha Hicks</td>
<td>Coastal Carolina University</td>
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<td>Task Force</td>
<td>Ashley Stuckey</td>
<td>Trident Technical College</td>
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<td>CHE Advisory</td>
<td>Michelle Upchurch</td>
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<td>Communications</td>
<td>Kelly Savoie</td>
<td>Sallie Mae</td>
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<td>Consumer Relations</td>
<td>Justin Pichey</td>
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<td>Electronic Services</td>
<td>Earl Mayo</td>
<td>SC Tuition Grants Commission</td>
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<tr>
<td>Financial Planning</td>
<td>Traci Singleton</td>
<td>The Citadel</td>
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<tr>
<td>Global Issues</td>
<td>Joey Derrick</td>
<td>University of South Carolina</td>
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<td>Legislative Concerns</td>
<td>Ray Jones</td>
<td>SC Student Loan Corporation</td>
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<td>Lending Liaison</td>
<td>James Kellam</td>
<td>Converse College</td>
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<tr>
<td>Site Selection</td>
<td>Nikki Miller</td>
<td>Coastal Carolina University</td>
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**Committee Members/State Executive Board:**

Tennessee—TASFAA Executive Board:

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

HS 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
Motion/Action Item(s):

Policy & Procedure: Changes/Recommendations:
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