

**Minutes
WVASFAA Business Meeting – 10/28/2011**

DATE: 10/28/2011	PLACE: Charleston House	CONVENED: 10:35 a.m.	CONCLUDED: 10:55
MINUTES RECORDED BY	Alicia Frey		
NEXT MEETING	April 2012 – Spring Conference		
ITEM	DISCUSSION		
1. Secretary's Report	Minutes from 10/28/2010, and 04/22/2011 were distributed to all in attendance; the 10/28/2010 minutes were also distributed at the 4/22/2011 meeting but were inadvertently not offered for approval; Sharon Howard motioned to accept the 10/28/10 minutes, and Cindy Hudok 2 nd – all in favor; Damia Dobbs motioned to accept the 4/22/2011 minutes, and Cindy Hudok 2 nd – all in favor.		
2. Treasurer's Report	A copy of the General ledger was provided in attendees packets.		
3. 2010-2011 Committee Reports			
Archives	No report		
Awareness	Judy Kee spoke with Mrs. Tomblin (governor's wife), who will declare February 2012 Financial Aid month again Judy also spoke with Jessica Kennedy with HEPC about adding WVASFAA to the CFWV website and including WVASFAA as support for College Goal Sunday		
Awards	The following were presented awards: Patricia King - MASFAA 20 year Service Award Brian Weingart – MASFAA President's Award Judy Kee – WVASFAA Meritorious Award Patricia King - WVASFAA President's Award Tresa Weimer – WVASFAA President Plaque		
Email Blaster/Newsletter	No report		
Government Issues	No report		

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High School Counselor Training	DOE requested all site coordinators to complete a site form – Steve emailed to all coordinators on Monday to complete
Long Range Planning	Spring 2012 Conference will be at Charleston House also April 25-27 – based on evaluations reviewed already, looking at new room for vendors
NASFAA Training	No report
Nominations	No report
Policies, Procedures, Constitution	No report
Recruitment and Retention	No report
Web Page	Evelyn encouraged members and others to “Like” WVASFAA’s Face Book page
Associate Member Representative	No report
Associate Member Representative – Elect	(Vacant)
Fall 2011 Conference updates	Everyone was reminded to fill out the conference evaluations
4. Fall 2011 Conference Sector Meetings:	
Public	<p>Fairmont offered to host a Batch Posting workshop for HEPC; the group discussed the following:</p> <ul style="list-style-type: none"> • Upcoming verification and SAP changes • Still owe lists • 1-day conference in the Fall and a full conference in the Spring <ul style="list-style-type: none"> ▪ Due to funding = beneficial ▪ Not good for large staffs that are split ½ Fall Conference, and the other ½ Spring Conference ▪ Recommended a 2-day conference for Fall and Spring both <p>Brian with HEPC discussed deadlines, appeal processes, and policy and procedure manuals for each program in works.</p>

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Private	<p>A lot of new members were present for the meeting so the group reviewed each school's systems and contacts</p> <p>The following topics were discussed:</p> <ul style="list-style-type: none"> • Changes in scholarships • Challenges of enrollments • Net Price Calculator – most outsourced versus using the DOE version • Challenges with potential award letter changes
Community and Technical College	<p>The following topics were discussed:</p> <ul style="list-style-type: none"> • Monitoring classes within or not in major and aid being paid • Attendance records • Default rates
Proprietary/Technical	<p>Brian (HEPC) shared the following:</p> <ul style="list-style-type: none"> • there is still funding available in the Workforce HEAPS program • FAMS is being moved to a different server and they are hoping it will be faster • Training on the FAMS website may be offered <p>Diane Clothier stated that she has volunteered to do a couple of nuts/bolts sessions on clock hours for future conferences.</p> <p>The technical schools would like to see more conference program options applicable to their processes, and some sessions duplicated (e.g. verification) in case overlapping with other pertinent sessions</p>
Associate	<p>Carla Strawn was re-elected Associate Member, Alan Ishada was elected Associate Member Elect</p> <p>The conference vendor room was a little small for 6 vendors</p> <p>Associates discussed the registration fee – suggested a discount be offered for early registrants and/or a late fee be subjected also (like regular members have now)</p>
5. Old Business	<p>Tresa noted that MASFAA is in WV in 2014 and that the President-Elect at the Spring 2012 conference will be President during MASFAA</p> <p>Members were encouraged to volunteer with committees</p>
6. New Business	<p>The gavel was passed to Trish Harmon – Trish encouraged members to contact her at pharmon@newriver.edu with comments, concerns, questions</p>

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7. Adjournment

Sharon motioned, Damia 2nd at 10:55 a.m.