

Minutes
WVASFAA Business Meeting – October 30, 2015

DATE: October 30, 2015	PLACE: Glade Springs Resort	CONVENED: 9:02	CONCLUDED: 9:48
MINUTES RECORDED BY	Donna Feijo		
NEXT MEETING	TBD		
ITEM	DISCUSSION		
	Kathy Bialk called the meeting to order at 9:02		
1. Secretary’s Report – Donna Feijo	Donna Feijo indicated that the April 2, 2015 WVASFAA Business Meeting Minutes was provided in the conference packet for review. Brian Weingart made a motion that the minutes be accepted. Nadine Hamrick second. Passed unanimously.		
2. President’s Report - Kathy Bialk	Kathy reported that WVASFAA conducted two executive committee meetings since the last conference, one on July 8, 2015 and the other on October 27, 2015. WVASFAA partially sponsored Katie Cooper’s and Sarah Griffith’s attendance at the MASFAA Leadership Symposium, which was held from June 2-5, 2015, in Indianapolis, IN. Kathy Bialk represented WVASFAA at the NASFAA Conference, July 19 – 22, 2015, in New Orleans, LA. Kathy also represented WVASFAA at MASFAA’s 15-16 Planning Retreat, August 6 – 7, 2015, in St Louis, MO. Kathy thanked the Conference Committee, Sponsors and WVASFAA Leadership for all their hard work.		
3. Past President Report – Amanda Sites – not present	No report.		
4. Nominations & Elections – Amanda Sites not present	Kathy Bialk asked the membership to consider running for a 2016-17 WVASFAA Office. Nominations for the positions Secretary, Treasurer, and President-elect are being sought.		
5. Treasurer Report – Jeanie Spitznogle	Jeanie Spitznogle indicated that the Treasurer Report was provided in the conference packet. The report was discussed.		
6. Finance and Budget Chair Report – Sandra Oerly Bennett	Jeanie Spitznogle reported that the rough draft of the budget has been prepared. Anyone wanting to review this document can see Jeannie. The final budget should go the Executive Committee in November or December.		
7. President-elect Report – Katie Cooper	Katie reminded the membership to think about nominations and running for WVASFAA office.		
8. Conference Program Chair Report – Katie Cooper	Katie Cooper reported that the Request for Volunteer Form with a survey link is in the conference packet and encouraged members to volunteer.		
9. Fall Conference Site Chair Report – Carrie Watters	Brian Weingart reported on behalf of Carrie Watters. Carrie extended her appreciation for Sharon Howard’s and Tresa Weimer’s help with the conference site planning. Tresa Weimer, Spring Conference Program Chair announced that the WVASFAA Spring Conference will be held at Oglebay Resort in Wheeling, April 6 – 8, 2016. The theme is, “What’s the Buzz”. Tresa made a call for		

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	suggestions for presentations and invited anyone interested in serving on the conference committee to contact her.
10. Associate Members Report – Ben Brudnock	Ben Brudnock stated that he has been an Associate member since 2002. He indicated that associate members are at a happy medium point with the involvement of associate members. There were 10 sponsors. Sponsorship reflects about 10% of WVASFAA's reserve money. Sponsors represented were 5 private, 2 processing systems, 3 outsources. Sponsors must justify conference attendance to their management. He also reminded members to make sure that if they have a lender list the list is neutral.
11. Long-range Planning Chair Report – Carla Strawn	Carla Strawn announced again that the 2016 Spring conference will be at Oglebay Resort. The Fall 2016 Conference will be October 19-21 at Bridgeport.
12. Professional Development & Training Chair Report – Brian Weingart	Brian Weingart reported on the following: September 28, 2015, Loan Default Management Training, 80 were in attendance October 1-2, 2015, Federal Financial Aid Academy (FAA) Training using NASFAA Core Materials – 40 in attendance. WVASFAA Pre conference Training using NASFAA Core Materials – over 30 in attendance. Considering training in the spring on the topic of gainful employment Brian reminded all those who attended the FAA or Pre-conference training to pick up the flash drive that has all the NASFAA Core materials.
13. Financial Aid Training for Counselors Chair Report – Karen Martin	Brian Weingart reported the following on behalf of Karen Martin.: Financial Aid Training for Counselors Workshops will be from November through November 17, 2015. There are 3 new sites this year: Potomac State, WV Wesleyan, and University of Charleston. There are currently 358 individuals registered for this training.
14. Membership Chair Report – Rachel Hagen	Rachel Hagen reported the following: 194 total members, which includes memberships for the past year and a half Of this group, there are 29 new members Rachel plans to work on retention.
15. Constitution & Bylaws, Policy & Procedures Chair Report – Candi Frazier	Candi Frazier reported that a vote took place in July, which included making a few changes in our constitution and bylaws. This was removing the terminology of Federal Family Education Loan and Program staff changing to full time staff and Higher Ed Policy Commission. This vote passed. The other vote which permitted auxiliary members to vote, hold office and serve as committee members or chair persons also passed. Based on these changes, additional changes are needed which require membership approval. Candi will review the Constitution and bylaws, provide suggested changes to the membership for a 30 day comment period and then if applicable for a vote.
16. Government Relations Chair Report – Debbie Turner	Debbie reported that she was asked to serve on MASFAA Federal Issues committee and AEGPC Financial Aid Advisory committee.

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17. Website / Electronic Initiatives Chair Report – Evelyn Hansen	Evelyn Hansen absent. Kathy Bialk reported that the WVASFAA Web site home page has a new look with the photo of WVASFAA members. ATAC, WVASFAA’s website service, is providing the support to make all website updates and changes.
18. Awards Chair Report – JoAnn Ross	JoAnn reported that WVASFAA recognition of awards occurs in the Spring.
19. Auxiliary Member Representative Report – Chris Baker	<ol style="list-style-type: none"> 1. Thank you for accepting our involvement and including sessions relevant to both FAA members and Aux members. 2. WVDRS / RSA Changes– Pre-employment Transition Services (PETS) versus Transition Services – Voc. Rehab counselors will work with students earlier and support the FA process. 3. VERIFICATION: Helpful to know how it works <ol style="list-style-type: none"> a. WVDRS counselors can help get the process completed early to allow funding to go through on time. b. Good communication between FA/WVDRS reps - It is helpful to know when our students get chosen for verification. Likewise it helps FA offices to know amount of funding WVDRS sponsors towards tuition. 4. FA to Vocational Rehab Referrals – WVDRS receives referrals from FA offices. We can provide basic information to FA reps regarding sponsorship services and our requirements under state policy. <ol style="list-style-type: none"> a. Not all students may be approved for a training plan that allows WVDRS to sponsor post-secondary tuition payments. 5. Social Media – WVDRS is willing to provide info for social media content. LINK TO DRS FROM FB PAGES. 6. ACT testing accommodation forms earlier with earlier testing. WE FACILITATE THE FORM PROCESS SO WILL HELP ON GETTING ACT TESTS STARTED SOONER. 7. WVDRS representation at conferences – all 6 districts represented. We are happy to provide information at future conferences.
20. Newsblog Chair Report – Sharon Howard	Sharon Howard absent
21. Social Outreach and Promotion Chair Report – Susan Musgrave	Gave a plug for Facebook
22. Association Governance Chair Report – Sandra Oerly Bennett	Sandra Oerly Bennett absent
23. Sector Meetings	4 year – Tresa Weimer – Lots of conversation, but no major concerns. Discussion on enrollment reporting with NSLDS, OASIS transition, Net Price Calculator, PPY took place. Talked about coordinating a conference call starting in the spring to discuss how PPY it is being handled and to give ideas. Dianne Sisler was gracious to offer her Banner monthly call (not every month) to allow a focus on PPY.

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	<p>2 Year – Donna Feijo – 7 Community Colleges were represented. Discussed cohort default rates (one school is making contact with their first time borrowers monthly utilizing financial literacy for contact and will be keeping data to assess outcomes), appeal process, V5 verification group, PPY, and special circumstances and appeals.</p> <p>Private – Molly Daniels - 6 people representing 4 different institutions. Talked about the importance of conferences/training and working them into their budgets. Institutional processes for Veterans, internal processes for missing documents, mid-term grades, approval rate of Parent Plus Loans, FA Self Service vs what already using, reporting issues for Gainful Employment and the increase of C code for unusual enrollment.</p> <p>Clock hour – Charlotte Lake - 6 schools were represented. Discussion on Gainful Employment, Net Price Calculator, the changes coming up from COE, importance of reporting on V4 and V5 and reconciliations that to Carrie Watters.</p>
24. Unfinished Business	None
25. New Business	None
26. President Remarks – Kathy Bialk	Kathy Bialk asked new members to not feel shy and not to hesitate to contact anyone in the association if they have questions. We are here to help one another in our profession. We have a lot to offer each other. Kathy thanked her staff for allowing her to do what she has this year in the association.
27. Adjournment	Katie Cooper made a motion to adjourn, Dianne Clothier seconded the motion, and motion passed unanimously at 9:48 am.