

**NYSFAAA Executive-Council Meeting**  
**June 15 – 17th, 2011**  
**College of St. Rose/Courtyard Marriott, Albany, NY**

**Wednesday, June 15, 2011- College of St. Rose**

1:00 Call to Order & Welcome – Tramuta

- |                      |                        |
|----------------------|------------------------|
| ✓ Dan Tramuta        | ✓ Dan Robinson         |
| ✓ Howard Leslie      | ✓ Maria DeInnocentiis  |
| ✓ Steve Dwire        | ✓ Shalena Duprey       |
| ✓ Clair Jacobi       | ✓ Lisa Simpson         |
| ✓ Gina Soliz         | ✓ Vera Senese          |
| ✓ Rachel Barker      | ✓ Jan Scheutzow        |
| ✓ Rick Cole          | ✓ Kathy Flaherty       |
| ✓ Jackie Darquea     | ✓ Anne Barton (Friday) |
| ✓ Bryan Kelly Austin |                        |

Absent:

Curt Gaume

Wayne Harewood

Ray Villalona

1:10 Reading & Approval of the **February 7th, 2011** Exec-Council Meeting Minutes – Soliz

**MOTION:** A motion to waive the reading of the 2/7/11 minutes was made by Rick Cole.

Second: Howard Leslie

Motion approved.

**MOTION:** A motion to approve the minutes was made by Jackie Darquea.

Second: Rachel Barker.

2/7/11 Minutes approved unanimously.

1:20 Treasurer's Report – Dwire

- Audit Reports/Update for 2008-09, 2009-10, 2010-11
- Review & Discuss Arcara & Borczynski Recommendations Doc.
- Review 2010-11 "Profit & Loss" Statement
- Update on Migration to One Main Account with Regional Sub-Accounts

The 08-09 is complete. They are working on 09-10 audit & 10-11 and 09-10 should be complete by end of July. 10-11 may be complete by end of the summer, which will mean we'll have three years of audit reports to bring to the Fall 2011 Annual Conference.

\$18,500 was the cost for 08-09 – some additional costs were incurred because of the delays. At the conference, we will be reporting a large expense for all three audits. We will pay the 08-09 audit fee out of the current budget. The 2009-10 audit bill may be around \$10,000 (or as high as \$15,000). The cost is associated with billable hours, and we didn't have a good history of keeping up with documentation or being as responsive as we should have been.

The auditor, Alicia Breinlinger, put together some recommendations to NYSFAAA.

Ex. #3 – the Treasurer should reconcile the bank statements, but then the Past President or Treasurer Elect should also look at those statements.

A discussion took place regarding the role of the Treasurer. Council may need to consider suggesting a constitutional amendment to change the position to an appointment, or perhaps consider hiring a part time bookkeeper. Even with the additional cost of an hourly bookkeeper, the cost of the audit could potentially be less (in other words, we could actually pay less by hiring a part time person).

Regional Treasurers need to send Steve (by end of June) first three quarters of bank statements for the 2010-11 fiscal year (July 2010 – June 30, 2011) (they need to send Steve the quarterly statements through March 2011). One region is always selected to provide detailed documentation for that particular audit (Steve will find out which region has been selected for this in-depth audit). That region will need to provide all copies of checks, receipts, deposits, etc. It was suggested that we select on a rotating basis one or two additional regions to submit all financial records to Council (Treasurer) for review of consistent recordkeeping. Once the centralized treasury is in place, we may be in better shape to keep better records and have a more efficient method to reconcile (and to provide auditors with the records they require).

1. Be responsive to auditors
2. Proper internal controls
3. Consider a bookkeeper
4. On a rotating basis, one or two regions will provide all financial records

Steve passed out the Profit & Loss statement. He noted that all of the income activity hasn't been properly recorded in QuickBooks. For example, the annual due payment of \$60 wasn't automatically entered. So, the auditor is helping to get that entry into our books. The Expense side has been accounted for, but the income revenue will increase. We are estimating a \$50,000 profit in 10-11.

As of 5/31/11: Smith Barney account balances

TRAK account value is \$238,238

Scholarship Account \$180,260

- By July 15<sup>th</sup> we'll have the letter to go to the bank for the centralized account with regional sub-accounts. Then, by late September, the account should be ready and the regions can close their old accounts and use the new accounts. Vivian from HSBC will provide envelopes to make the correct deposits.
- June 30, 2011, the revenue sharing checks will be issued (it will be the same amount as December 2010).
- By June 30, 2012 all regional accounts should be closed.

A discussion took place regarding hiring a bookkeeper and how we should move forward - It doesn't seem to be a NYSFAAA By-law conflict. What minimum things should that person do? Can one be recommended by the auditors? Is there a standard fee that we should be looking to pay (no more)? Ask

the auditor how much less the audit would cost? How much is the monthly reconciliation to the Quick Books account? Or, if the CPA auditors would be willing to continue helping reconcile, we may not need to hire a bookkeeper.

**MOTION:** A motion to accept the Treasurer's Report was made by Bryan Kelly Austin.

Second: Dan Robinson.

Motion approved.

2:30

Officer's Reports

<sup>1st</sup> Vice President's Reports – Jacobi

- Membership – Adrienne King

There are 1208 members for 10-11. There are already some people who have signed up for membership in 2011-12 (65 new members and 59 renewal memberships).

A discussion took place regarding having schools pay for a certain number of members and get one free.

**MOTION:** Maria made a motion to form a committee to review the membership policy and make a recommendation on institutional membership.

SECOND: Clair Jacobi.

Clair then made a Friendly Amendment: to form a committee to review membership discounts.

Maria accepted Clair's friendly amendment.

Motion approved.

- Mentoring – McGrath/Valee

Jim Valee had ideas about giving out a scholarship to attend the annual conference. Novice attendees filled out sign-up cards. If the 11-12 budget process allows for it, they could grant two free conference registrations.

Awards – Flaherty

The NYSFAAA Awards Committee continues to enjoy its work. We will begin accepting nominations for this year's awards shortly. We encourage members to nominate a deserving colleague to receive an award for efforts they have made to further the mission of the organization.

It has been brought to our attention that our program/website may not include all of the recipients of past awards. This was noted in a case where there were dual recipients of an award. We will be asking each region to verify awards that are listed so that updates can be made.

We expect that we will continue to present Regional and Rising Star awards at a Conference luncheon while the other awards will be presented at the Conference banquet.

At this time we are establishing our Committee membership for 2011. The following members have agreed to serve: Troy Martin (1), Susan Romano (2), Dawn Langdon (3), Rob Zasso (5), Debra Evans (7).

Submitted By: Kathy Flaherty, Awards Committee Chair  
Committee:

Kathy Flaherty, SUNY Oswego

Chair

Troy Martin, Houghton College

Region 1

Susan Romano, Finger Lakes CC

Region 2

Dawn Langdon, Hobart & William Smith	Region 3
Bryan Kelly-Austin, College of St Rose	Region 4
Robert Zasso, Dutchess Community College	Region 5
Fiona Approo, Pratt Institute	Region 6
Debra Evans, Adelphi University	Region 7
Pat Farmer, St. Lawrence University	Region 8

Regional chairs should check with regions to make sure the award recipients have received recognition (check the website). The Elections Committee will send an email to the NYSFAAA Secretary with notification of outgoing council representatives. Then, the Secretary will notify the Awards Committee chair so that Circle Awards could be prepared in time for the annual conference.

#### Officer's Reports

3:15 Past-President – Gaume

- Nominations & Elections Committee – Gaume

There is one candidate for each position. Election will take place at the end of June. Regional elections are being held - councilpersons will be elected.

A discussion took place regarding whether an Executive Councilperson is holding the office or representing their region. In other words, the constitution reads that Councilpersons may succeed themselves once. The question is whether the person can represent more than one region and hold terms succeeding more than once

- Don Taylor, IMN Solutions “Conference Re-Up Proposal” - Tramuta

The reason why we hadn't continued with Don's services was because the organization grew smaller, and it wasn't as difficult to find meeting/hotel/conference space. Mr. Taylor still receives a 10% commission from the hotel for the room block booked. He wouldn't have been paid by NYSFAAA. Dan Tramuta has spoken with Don recently to thank him for the work that he had done. We had a problem the last time we were in Saratoga with follow-through on overflow hotels (we had changed the dates and shortened the conference, and Don hadn't notified them of these contract changes).

Lisa Simpson is currently negotiating the 2012 conference and is happy to provide bullet points on how to negotiate free meeting space, reduced hotel overnight room costs, etc. She will pass that training document onto the next person (or council) prior to negotiating the next contract.

4:00 NYS GEAR UP Program Update – Patella

#### NYSFAAA Proposal Outline for NYGEAR UP Cohort 2011-2017

HESC serves as the lead agency. Schools will put in requests for funding. NY is the only state that has state partners, and will be trying to have schools throughout all regions. NYSFAAA is a partner, as is College Board, SUNY Central, CUNY, CICU, and the proprietary association. All of these partners provide services to the schools. Last time, we were a minor partner, using \$20,000, and we developed the “I'm going to college” theme products.

The question now is: what do we want to do for the next cohort? The recommended model is to go back to the basics: a committee made up of at least one person from each region. We need to develop the core, similar to how the high school guidance counselor workshops used to be managed. In the first cohort, it was difficult for the one chairperson to do it all. There needs to be a regular contact person in each of the schools, and have more of a presence in the schools. Consequently, having representatives across the state will be helpful.

#### Mission of GEAR UP

*This grant program is designed to increase the number of low income students who are prepared to enter and succeed in postsecondary education.*

#### NYSFAAA's Program Goals:

*To be the primary resource for financial literacy, debt management and financial aid by:*

- Provide financial literacy education to students, families, and counselors.
- Prepare students financially for postsecondary education by providing federal, state, and institutional financial aid application process information.
- Provide "I'm Going to College" themed products (bracelets, backpacks, agenda, calendars) to
- Participate in the annual state conference and attend the NCCEP Capacity Building and National Conferences.

#### Strategies to Achieve Goals:

- Tutorials
- Written materials
- Presentations
- Web links
- Train-the trainer sessions
- Existing programs: "Novice Training," School Counselor Training, and College Goal Sunday.

#### The Next Steps for NYSFAAA

- Form a NYSFAAA NYGEAR UP committee comprised of a member from each region.
- Train a Program Coordinator during the 2011-2012 academic year on the formal reporting procedures required by HESC.
- Create the RFI to be sent to organizations that may be interested in designing specific NYSFAAA/NYGEAR UP activities and training materials.
- Complete the NYGEAR UP Application Proposal for 9/1/2011 – 8/31/2017.

For every dollar we receive, we need to match it with in-kind services. We'll need to work in conjunction with College Goal Sunday – those services will be used to match. Volunteer forms would need to be completed, and those forms would be collected and coordinated by the state-wide committee members.

The schools haven't yet been determined.

We would call it the "Gear Up Foundation" and the foundation members would meet twice a year (the costs of the meetings could be paid by the grant). We could expand the program to provide services to the parents of students at those schools.

If we developed a financial literacy program, all members of NYSFAAA could use those materials.

We would need to find someone to oversee the regional volunteers. That person may be an active or retired member, for example.

During the February 2011 Executive Council meeting, we voted to move forward with the Gear Up Grant proposal.

When we write the RFP, we should include an "opt out" clause, so that anyone we hire to create financial literacy pieces, we can evaluate and determine if we are happy with the results. We will calculate how much in-kind support we could match, and find out how much the development of the financial literacy. The RFP would go out widely, and be as clear and as transparent as possible. Put out in "contract reporter" so that a widespread audience could respond. Then we would need the committee to review the proposals.

4:30                    HESC Update – John Austin

HESC is dealing with the changes surrounding the elimination of FFELP. Call George at 518-476-6192 if you have questions about CACG and GEAR UP. New applications are due now for both of those programs. 5 grants 250,000 each and 10 at \$50,000.

VFA – voluntary flexible agreement. – 5 guaranty agencies had VFAs in the past. ED has determined that some services are not being provided and there is still billions of dollars' worth of FFEL volume. There are four groups of services: claims, default prevention, school training & school oversight, lender & lender oversight. Guaranty agencies need to determine if they should do a VFA. HESC will either stay the way they are or move to the VFA model and work in those four groups of services. You can't do default prevention if you are doing collections. ED wants to see outcomes. HESC would provide numbers on completed FAFSAs, for example. Oversight should focus on training. Slick financial literacy brochures are expensive, but there is no evidence of outcome. What outcome are they looking for, and how would they get there? VFAs are due in early August. State agencies can match up and work on any of the four groups of services. HESC would still be a student agency.

AG funds- call center is ready to go, after the funding is finalized.

### Thursday, June 16th, 2011- Courtyard Marriott

8:30 Novice 2011 Recap – Simpson

Novice took place last week at SUNY Brockport. 91 people participated. 2 people showed up who weren't registered. 12 people inquired about registering after the deadline. To help with last minute inquiries in the future, Lisa suggested that we open registration a week earlier. 8 small group leaders participated (Dan Hunter, Curt Gaume, Theresa Weimer, Tonya Patterson-Stanley, Mark Stephens, Perry Brown, Pat Johnson, LaSonya Griggs). Lisa will be sending a survey monkey evaluation this week. There was a mix of ages and experience of participants. Heather McDonnell helped, Scott Atkinson, Joe Bailey, Sam Veeder did large group training sessions.

All of the participants filled out mentoring cards. The group was extremely dynamic and excited to attend. A discussion took place about how to get them involved in other NYSFAAA events (regional meetings, webinars, the annual conference...).

9:00 Conference 2011 Update – Jan Scheutzow

Planning is well underway. The theme is NYSFAAA 43 – Helping Students Catch Their Dreams. Facilities will be using Turning Stone A/V - \$9100 is the estimated cost (well under budget). The food budget changed because they have a new menu, with new prices (up 50%), so the per person cost is going up. They negotiated it back down to the 2008 prices plus 10%. Wednesday there will be three meals, but instead of having a big breakfast, they are considering giving everyone a Turning Stone gift card voucher (example \$15) that could be used towards Tuesday night dinner or Wednesday morning breakfast. They will still have coffee and tea in the room on Wednesday morning, but not a breakfast.

Executive Council meeting will begin around 8:30 on Monday morning 10/17/11, prior to the conference beginning on Tuesday 10/18/11.

- Room rate is \$115/night.
- Program committee has planned a greeting session for Tuesday at 11:00 for new attendees. Tuesday Opening Noon session is Joe Russo, and the conference committee has ordered his book – the Art & Science of Student Aid Administration.
- Registration is working with Ideta and is planned to open on 8/1/11.
- Entertainment is planned for Wednesday night (DJ, photo booth, karaoke).
- Publicity has sent a “save the date” email.
- Financial Aid Day is in the middle of the conference, so FAAs should send photos of their office to be streamed during the conference.
- Transportation has sent an email.
- Exhibitor booth (table, skirt, etc.) – has been contracted out to a third party.

**MOTION:** Maria made a motion to charge a \$300 vendor fee for the 2011 conference to be used to fund statewide training initiatives.

SECOND: Rick Cole.

A discussion took place about what the ATAC costs are and what the exhibit space costs are.

In Favor: 9

Opposed: 2

Abstain: 1

10:00 Secretary – Soliz

- Communication – Daniels/Worley

We are in need of articles, editorials, regional activities and news about the membership for the summer edition of the NYSFAAA Webletter Connection. Please send your submission to Laura Worley by Monday June 27, 2011. Her new email address is [Lauraworley@discover.com](mailto:Lauraworley@discover.com).

Remember, all submissions must be informative in nature and not promotional. The next edition of the Connection will be the Fall 2011 Conference edition. Deadline November 14, 2011.

Charles Scheetz, ADFA at Keuka College is now assisting Laura and Vince in putting the webletter together. Committee members and Chairs should expect emails from him requesting updates from their committee activities or region.

- High School Outreach – P. Johnson

High School Counselor Workshops, 2011-12, Planning Session

Region chairs of the High School Counselor Workshops convened via conference call May 24<sup>th</sup> to wrap up 2010-11 and begin planning for 2011-12. The wrap-up is included in a separate document as the final report.

HESC will once again be able to provide financing for NYSFAAA High School Counselor Workshops to be held as half day events in November and December. All regions will host one or two workshops with the exception of Region V who will again participate in the Guidance Expo that is put on by the counselors' association. This works well for them in regards to timing, location and attendance. They will be asking for an additional session this year to offer a FA 101 or Novice session.

HESC has secured locations and dates and this information will be forthcoming shortly. They will also provide morning refreshments and lunch for each workshop. We will provide them with the locations where we need a break out room for Novice training and a copy of our agenda. We are also asking for the mailing labels even though HESC will email the invitations to the counselors. Because we have more time emails will be going out early for 'Save the Date' to get the workshops on the calendars.

Funding has been requested in the NYSFAAA budget (\$4,000) for the printing of the wall charts as well as some additional funding for miscellaneous expenses. Region V has requested \$300 for refreshments for their session. HESC will also be assisting with the printing and distribution of the charts as they did last year.



Committees are/will be meeting soon to discuss their agendas that will include at minimum federal and state updates with the state sessions being presented by a HESC representative. Other session suggestions include Novice, professional judgment, earl awareness, CSS profile, case studies of special circumstances, etc.

I just learned last week that we will be again working with Lisa Simpson at HESC on the counselor workshops and that funding has been secured for both morning refreshments and lunch (something new!) Lunch might be a nice opportunity for some round table discussion before sending them back to school. She has dates and sites that she'll send me shortly and I'll pass along.

#### High School Counselor Workshops, 2010-11, Final Report

High School Counselor Workshops were held in Regions I, II, III, IV, VI, VII and VIII across the state in November and December supported by HESC. Region V participated in a Guidance EXPO sponsored by a counselors association. Approximately 670 counselors attended all of the events and information provided was very well received. Many counselors indicated they preferred the stand alone workshops over the 2-hour session at the Guidance Expos.

Workshops were half day events with morning refreshments provided with the exception of Region VIII where lunch was also provided due to the distance many of the counselors traveled to attend. Sessions covered federal and state updates, special circumstances, scholarship searching, saving for college, admissions, EOP/HEOP, and Novice sessions. Regions I and III held 2 workshops to accommodate the distances covered in their regions.

Other than the lateness of getting the planning in place and minor glitches with emails and mailings all preparation went well.

HESC assisted with the preparation, printing and mailing of the Wall Charts enabling the HS Counselor committee to keep expenses down. NYSFAAA paid for the actual printing and the only mailing expenses incurred were for Region IV. HESC emailed counselors notifying them of the workshops with the date, agenda, start time and location. We did have a different start time on the email than on the agendas but this will be corrected for next year.

Suggestions for additional sessions include CSS Profile, support for undocumented students, scholarship resources, FA 101 and FA 102. Each region will consider a Novice session as well. From the committee members we would like mailing labels and a list of the emails. HESC has obtained 3800 emails thus far for next year, a substantial increase over last year.

#### Committee Chairs:

Region I	Michelle Rizzo
Region II	Scott Atkinson Nancy Van Zetta
Region III	Pat Johnson
Region IV	Ronni Jones
Region V	Debra Boulabidi
Region VI	Lucy Villaquiran
Region VII	Amy Kahn
Region VIII	Kerry Lubold

My thanks go out to all of the region chairs and the great work at pulling together these successful workshops on short notice as well as to HESC for financing through the Challenge Grant and their support in securing sites, contacting the counselors and registration.

Respectfully submitted, Pat Johnson, Chair NYSFAAA High School Counselor Workshops

11:00            2<sup>nd</sup> Vice President – Leslie

- Professional Development – Senese/Post-Lundquist  
**NYSFAAA Statewide Training Committee Report –2011 (Report Submitted by Vera Senese 6/15/11)**

### **Training Committee Members**

Vera Senese and Beth Post-Lundquist Co-Chairs

Region 1	Kevin Ryan	Region 5	Amanda Manuel
Region 2	Sylvia Gonzalez	Region 6	Lucy Villaquiran
Region 3	Kathy Flaherty	Region 7	Sandy Filbry
Region 4	Earl Tretheway	Region 8	Pat Farmer

### **Winter Training Workshops**

January 7<sup>th</sup>, 2011. The committee organized 8 workshops across the state.

Content The training topic for these workshops was the new USDE Program Integrity Regulations. Fred Sellers and Carney McCullough from the USDE came from their Washington offices to Teachers College in NYC to present.

Format The training session was video cast to the regions from Teachers College. There was a Q & A session after the presentation and each region had the ability to ask the presenters questions. The Q & A period was shortened at the request of the two presenters. This time, the technology worked almost perfectly. Each region was able to ask questions. There may have been a couple of brief outages, but the video and audio were restored almost immediately.

Outcome A survey was conducted after the training via SurveyMonkey.com and 105 people responded. The results were very positive and are available for review. We were also able to record the training and post it to the NYSFAAA website, along with the PowerPoint presentation for those members that were not able to attend.

The workshops were held at the following sites:

- Region 1            Canisius College            Michelle Rizzo, coordinator
- Region 2            Nazareth College            Jan Scheutzow, coordinator
- Region 3            SUNY IT            Sharlene Bowen, coordinator
- Region 4            Hudson Valley CC            Ronni Jones, coordinator
- Region 5            Berkeley College            Amanda Manuel, coordinator
- Region 6            Teachers College            Lucy Villaquiran, coordinator
- Region 7            Hofstra            Sandy Filbry, coordinator
- Region 8            North Country CC(Malone)            Shalena Duprey, coordinator

266 members registered for the training. The following shows the breakdown of how many members registered (most showed up) in each region:

- Region 1 45 members Canisius College
- Region 2 30 members Nazareth College
- Region 3 24 members SUNY IT
- Region 4 37 members Hudson Valley CC
- Region 5 15 members Berkeley College
- Region 6 62 members Teachers College
- Region 7 37 members Hofstra
- Region 8 16 members North Country CC(Malone)

### **Spring Training Workshops**

March 10, 2011 – The committee organized 8 workshops across the state.

Content: Jim Briggs (the “Tax Detective”) offered his “Having Fun with Taxes; Federal Taxes, Verification and Conflicting Information” 2011 presentation covering the 2010 tax forms, substantial details from the Application and Verification Guide, and relevant data from tax instructions.

Format: The format was via Webinar (Go-To-Meeting software) which was a change from the videoconferencing used in the past three training offerings. Jim Briggs was located in his home office in Texas. The webinar format required less technical support. This event also allowed for questions from each region. The technology worked almost perfectly.

Outcome A survey was conducted after the training via SurveyMonkey.com and 85 people responded. The results were very positive and are available for review. Some of the handouts were available prior to the workshops. The document was too large to email to registrants. We included a link to the NYSFAAA Resource Center page in the registration confirmation email to steer registrants to the link for the handout. The PowerPoint presentation and the other handout were posted to the NYSFAAA website afterwards for those members that were not able to attend.

The workshops were held at the following sites:

- Region 1 Villa Maria College Christina Horner, coordinator
- Region 2 Roberts Wesleyan College Jan Scheutzow, coordinator
- Region 3 Tompkins Cortland CC Tammy Oliver, coordinator
- Region 4 Excelsior College Tom Dalton, coordinator
- Region 5 Berkeley College Amanda Manuel, coordinator
- Region 6 The Julliard School Joan Warren, coordinator
- Region 7 Hofstra University Sandy Filbry, coordinator
- Region 8 SUNY Potsdam Pat Farmer, coordinator

285 members registered for the training. The following shows the breakdown of how many members registered (most showed up) in each region:

- Region 1 28 members Villa Maria College
- Region 2 25 members Roberts Wesleyan College
- Region 3 23 members Tompkins Cortland Community College
- Region 4 38 members Excelsior College
- Region 5 24 members Berkeley College – White Plains
- Region 6 69 members The Julliard School

- Region 7            63 members            Hofstra University
- Region 8            15 members            SUNY Potsdam

### **Future Training**

The committee plans to continue to offer training via webinars using the Go-To-Meeting software. We hope to offer webinars both in central locations and at member's desktops. We may also offer a video-conference. We plan to have three or four training events for the upcoming year.

Vera had originally considered doing one large fall training and one spring training. With the new webinar technology (Go To Meeting), webinars can be developed and attendees could view them at their own desks (in addition to the big training events). Howard will begin the paperwork to purchase the software and should create a short document describing how to set up the webinar events.

In the past, the format was a long morning session.

Topic ideas (either for webinar or training): gainful employment, novice-specific training (or novice follow-up), consumer information, SAP policies, DL servicers, exit counseling (borrowers with split servicers), 3 year CDR, using social media to talk with students (or using technology to communicate with students), financial literacy, new GI Bill).

- Novice Training Planning for 2012 – L. Simpson
- TIC Committee – Macri/Newer/Villaquiran

### Goals Met:

- Committee is up and running. While we would still like representation from all regions, we have 7 people total (including the co-chairs)
- Launched a technology survey distributed on the list-serv.
- Using Google Docs and/or Chat to perform all "calls" and "meetings".
- Maintain/sign-up NYSFAAA in Facebook and Twitter.

### Future Goals:

- Continue to be available to regions and/or committees in meeting their technology needs.
- Determine our vision and goals for Facebook and Twitter.
- Begin our own research on products, software, websites that can help NYSFAAA's regions and committees be more efficient and effective.

### Summary:

We are still looking for survey responses. We have only received 16 responses to date. We will continue to send out reminders on the list-serv to please complete this survey. The intention of the results is to provide numerous choices for meetings, trainings, etc. that can be evaluated by size and cost. Without numerous responses to compare and contrast availability, it yields the results pointless. Please encourage your institutions to complete the survey!

We have had several conference calls and have begun to use Google Docs and Chat to hold our meetings. We highly recommend this method and can provide instruction/help if any other committee is interested in this method of meeting (and it's free!). Our next chat is scheduled for July 8<sup>th</sup>.

We believe that using and maintaining NYSFAAA's social media falls under our vision, mission, and goals. We have begun to maintain the Facebook page ([www.facebook.com/nysfaaa](http://www.facebook.com/nysfaaa)), thanks to Gina Soliz. We have also started an account for NYSFAAA in Twitter ([www.twitter.com/nysfaaa](http://www.twitter.com/nysfaaa)). We are still discussing plans for both social media outlets. If you have any suggestions, please contact us at [nysfaatic@gmail.com](mailto:nysfaatic@gmail.com).

Also, we hope to start reviews and recommendations for software, websites, and other products that are cost-effective and accessible. We hope, long-term, that these reviews and/or recommendations might be available via the NYSFAAA newsletter, on our website, via social media and occasionally sent out on the list-serv.

- Web Redesign Update – (Soliz & Leslie)

12:00            **WORKING LUNCH**

Officer's Reports

Treasurer – Dwire

- Grant Writing – **VACANT** since October 2010

12:30-1:00     Past-Treasurer – Harewood

- College Goal Sunday – (CGS Evaluation Data)

1:00            2011-12 Budget Presentation – Lubold (Finance & Budget Chair), Dwire & Harewood

Kerry Lubold presented a spreadsheet of income and expenses. The executive council negotiated some of the figures. We approved most additional budget requests that were received, new webinar software, website upgrade. After a discussion a balanced budget was proposed - income and expenses - each total \$246,545. The proposed 11-12 budget is lower than 10-11, to accommodate some additional statewide initiatives.

**MOTION:** Howard Leslie made a motion to approve the 2011-12 budget as revised.

**SECOND:** Rachel Barker.

Motion passed unanimously.

3:00            Officer Reports

President's Committees

- Federal Government Relations Committee – (Holly Z & Horner)

We have met on a conference call every month since January, 2011. Our State Relation Committee Chairs have been invited to join us and at times have provided an update. We share a copy of our meeting notes with NYSFAAA President and State Relations Committee Chairs.

- On February 2, 2011 we approached President Tramuta and helped craft a letter from NYSFAAA to Representative Timothy Bishop, thanking him for introducing Res. 63 that recognized Financial Aid Awareness Month. Copy attached.

- On March 6, 12 we again approached President Tramuta and helped draft a letter supporting maximum Pell signed by NYSFAAA President Tramuta to all members of Congress on the Appropriations Committee. The letter urged restoration of max Pell and SEOG funding and the reversal of other student aid cuts in proposed H.R. 1. Copy attached. Dan's office put forth a herculean effort to fax all the letters!

Thanks to the work of FRC member, Katrina Delgrosso, and with the blessings of NYSFAAA members Cathy Patella and Peg Stearns (both with experience in grant writing and mission statements), we have adopted our new Mission Statement. We hope to include this statement on a new and improved web presence for FRC on NYSFAAA.org

Katrina is also working on a Financial Aid 101 Tip Sheet to be left as a resource during Congressional visits.

Mike Pede has agreed to take on Budget as his area of interest and growing expertise. In addition, Mike will regularly monitor NASFAA's Today's News . Mike will also share news from Today's News, as appropriate.

Mike was selected to represent FRC at the NASFAAA Leadership Conference but because of the last minute request that garnered approval by Exec Council, the cost was prohibitive. We acknowledge Exec Council's approval to send Mike next year. The cost has been added to the Budget Request for 2011-12. Elaine has agreed to take on DOE Regulations as her area of interest and growing expertise. In addition Elaine will regularly monitor NASFAA's Advocate . Our April conference call identified several questions about the new Program Integrity Regs on "reporting requirements" . Elaine researched and briefed the committee during May's conference call. FRC posted a message to the entire List-serve that the new reporting requirements were not just for prop schools but for potentially all schools that offer on-line classes.

Janet McGrath of Trocaire and Christine Horner of University of Buffalo spend an afternoon visiting the local offices of both Representative Brian Higgins and Senator Gillibrand. The visit was a great relationship builder! Christina has joined the financial aid office at University of Buffalo and will continue as Co-Chair of FRC.

Fred Zuccala, with permission from NYSFAAA President Dan Tramuta, printed personalized Federal Relations Business Cards for our committee members. We look forward to using them.

Scott Heigl has accepted responsibility for our Resource Spreadsheet. This not only has contact information of our members, but also DC Associations and Congressional staff. It will be a "go to" resource.

Ceceilia Lacayo joined our FRC from Lab Institute of Merchandizing (LIM) in Region 6 but even before our next scheduled conference call, she had left the school. So, again, we are without representation from "downstate".

The FRC brochure has not yet been tackled but it is on our To Do List

- State Government Relations Committee – (Sistarenik, Evans & Cavin)

In the past, there was just one government relations committee, so the split between federal and state is a recent committee development. In the past year, they have travelled to Albany, to meet with legislative aides.

In late summer of 2010 there was a consensus that we needed a presence in Albany and a core group to share responsibilities, to recruit new members and set the committee moving forward quickly, given the State budgeting challenges ahead.

Three Co-Chairs were established to brainstorm and re-institute goals and plans for the committee under the able leadership of Sue Mead of Dutchess CC, Dan Sistarenik of SUNY New Paltz and Bill Cavin of SICAS, Oneonta/Albany. These three core leaders met at the Fall Conference and also in the summer in Poughkeepsie and quickly recruited enthusiastic NYSFAAA members for the committee to move forward.

Shirley Clarke, Christina Rourke, Mike Williams, Jim Gathard and Ken Clough (along with input from Lisa Simpson) worked closely with the three Co-Chairs to develop an effective NY/FAAA presentation for legislative staff in Albany.

The late fall presentation on Financial Aid trends, history and issues was well-received and re-established NYSFAAA/State Legislature contacts for future initiatives. The presentation was shared with Executive Council and warmly received.

They have a mission statement, P&P

They would like to have NYSFAAA members from the Albany area involved in the committee work, so that it would be easy to travel to the state legislators (not just during budget time, but year-round). A topic of concern: TAP, APTS, more flexibility/reform in state programs. The committee could survey the membership to find out what concerns they have on their campuses.

They are developing a calendar regarding what they can do on an ongoing basis. They would like NYSFAAA to become a resource to state legislators. Regions could invite legislators to their regional meetings and have a Q&A or a town hall type meeting.

- Scholarship Committee – (Evans)

In 2010-11 we awarded 5 NYSFAAA Scholarships of \$1,500 each, one in each of the following categories: 2-year public, 2-year private, 4-year public, 4-year private and graduate. The total out-lay for scholarships in 2010-11 was \$7,500.

Donations were very disappointing (specifics regarding income can more accurately be obtained from Steve Dwire). At this time, the scholarship program is operating at a deficit and we are required to draw on the income from the principle to continue the awards.

4:00- 5:00 Regional Meeting(s) Discussion - (Tramuta)

How do we get more members involved? There are some regions that haven't had good turnout or don't have enough paid members to volunteer on committees. Could we revive/update the membership brochure? We should consider password protecting the posted webinars on our website.

**Friday, June 17th, 2011-Courtyard Marriott**

8:30 Regional Reports (1-4) (Written)

9:00 Regional Reports (5-8) (Written)

9:30 Old Business

Dan Tramuta thanked the council for some of the recent successes our organization has had:

- 11-12 balanced budget
- Opportunity for improvement with audit. 08-09 audit is complete, 09-10 should be completed by end of summer, 10-11 will be done by end of December
- College Goal Sunday has gone very well. Credit goes to Wayne Harewood. We are leaders in the country in NY State
- GEAR UP – last program/cohort went really well, we'll be able to execute the upcoming cohort,
- Statewide training in the past year was tremendous – next year we'll be able to do more with the new webinar meeting software
- Revive membership brochure and reach out to new types of members
- Next statewide training could open with remarks from Dan Tramuta, which could be very inspiring to get new members
- Program Integrity – the FA Office is not the only place where it resides – it is a college-wide commitment. With that being said, we want to include other departments in NYSFAAA.
- The “mini Novice sessions” could still be offered (AKA the “Monroe Project”). Lisa Simpson will continue to work on this idea.
- Updating the constitution/By-Laws with wording of serving for two consecutive terms (so that there isn't confusion about whether you can run in two different regions).

MOTION: Shalena made a motion to adjourn

SECOND: Maria D.

10:00 New Business

2012 conference – Saratoga Hilton –

- Conference 2012 - Saratoga Hilton, free meeting space, \$155/night for overnight guest rooms, keep one night on own for dinner. Tuesday, October 9<sup>th</sup> through Thursday, October 11<sup>th</sup>, 2012.
- 2013 conference - region 7 will be asked if they want to host it. Clair will have people in the region talk about hosting, and will report back to Exec Council in October.

11:00 Adjourn



NYSFAAA REGION III MINUTES  
Owasco Country Club  
May 6, 2011

26 members in attendance

**TREASURER REPORT:** Pat Johnson

- The current balance is \$4,631.47
- Service fees are adding up and Pat is looking into different options.
- We should receive revenue sharing after June.
- Funds are available for training.
- Trying to get the College Access Money
- Region must submit budget.
- Kathy Flaherty made a motion to make a donation to the scholarship fund in memory of Region3 family members who passed away during the year. Rose Hartson 2<sup>nd</sup> it and the motion passed.

**SUPPORT STAFF WORKSHOP** – Annette Broski

- June 1 at LeMoyne College with a \$10 registration fee.

**REGIONAL ELECTIONS** – Annette

Electronic ballots will be going out next week.

**FEDERAL RELATIONS FOR NYSFAAA** – Kathy F. for Holly Z

- Gainful employment is not just for the profit schools.
- Advocating to maintain the current level of aid and not asking for increase.
- Promoting everyone to contact their legislature and inform them of the number of pell recipients in their district.

**COUNSELORS WORKSHOP** (Fall 2011) – Pat

- Rose Hartson and Shelly Lee volunteered to chair next year.
- Not sure what HESC plans are.
- Talking about a Webinar to make it more convenient and reach a larger region.
- More involvement with Admissions counselors.
- More in-school session similar to “Say Yes”.

**REGIONAL ACTIVITIES**

- Need volunteers for state wide training committee.
- Let Kathy know if you want to serve on any of the committees.

**OTHER TOPICS:**

- The Technology Committee is surveying colleges to see what is available for training sites and what the fees are to use the facility.
- Eileen Muhlig passed around a list of Webinars

**NYSFAAA Region V Report**  
**June 13, 2011**

- Region V has had a productive few months. We hosted 2 sites for the Jim Briggs statewide training. Despite bad weather, we had a total turnout of 25 members. Thanks to the training committee for an excellent program
  
- On May 13 we co-hosted the Tri-Regional meeting at Monroe College. It was a strong agenda that brought about much discussion.
  - HESC update by Michael Turner and John Austin
  - Veteran's Update from the VA – this was the hot item of the day. The VA reps did not have a lot of answers. Howard Leslie assisted when possible and Michael Turner ended questions when things began to get uncomfortable for the presenters
  - The Federal Update was provided by Nautochia Webb and Sandy Santana. The obvious topics were of SAP and Gainful Employment were highlighted and discussed at length
  - Megan Mclean from NASFAAA provided a Federal Legislative update. It included a discussion on what is happening now on the hill as well as what we can expect in the future
  - School panel had a very brief forum discussing what was happening in the different sectors – public, private and proprietary. This was the end of the day and did not last very long
  - A great job by Howard getting us the speakers. Thanks to Monroe College for hosting and providing breakfast and lunch
  
- We hosted our Spring meeting on June 1 at Rockland Community College. We had 25 members attending – our largest non-Holiday turnout in a few years.
  - Region chair, Roberta Daskin, spoke about upcoming state-wide elections and asked for people to volunteer
  - Michael Turner provided the HESC update and also followed-up on some issues from Tri-Regional about Veteran's Benefits
  - Elaine Hughes from Vassar discussed Federal updates, which triggered the Gainful Employment conversation
  - We had 4 discussion points led by various members:
    - Roberta Daskin talked about dealing with difficult situations – students, co-workers, etc.
    - Perry Brown discussed Verification errors and how to rectify them
    - Gloria Goodwin discussed Student Employment
    - Dan Robinson led the discussion on getting involved with NYSFAAA. This led to Roberta speaking about regional elections. Her term is up and we are seeking co-chairs to lead the region.
      - Big thanks to RCC for hosting and to Roberta for serving 2 terms as the region chair
  
- Election taking place and will close on June 25. All candidates are running unopposed
  - Executive Council – Dan Robinson
  - Region Co-Chairs
    - Susan Twomey – Rockland Community College
    - Anne Gorrick – SUNY New Paltz
      - Treasurer – Perry Brown – College of Westchester
      - Secretary – Gloria Goodwin

**Region VI Report**  
**Maria DeInnocentiis, Regional Chair**  
**June 15-17, 2011**

**March Meeting at Julliard – 3/11/11**

This was held after the featured Statewide Training for Jim Brigg's Tax Workshop. We discussed changes in July, the upcoming Tri-Regional Meeting in June and upcoming elections for various Regional and Statewide positions.

**Tri-Regional Conference – 5/13/11**

Was a great success for the Committee who worked tirelessly to ensure a frugal but informative Conference. It was held at Monroe College and the Agenda included:

1. NYS Budget and Legislative Update  
John Austin, Senior Vice President for Customer Relations and  
Michael Turner, Client Relations Manager, HESC
2. Upcoming changes to Veteran's Aid under Post 9-11 GI Bill  
Ursula Bailey, Educ. Compliance Survey Specialist, U.S. Dept. of V. A. (NYC Office)
3. Federal Regulatory Updates – Program Integrity legislation  
Nautochia Webb, Training Officer, U.S. Dept. of Education

Our President Daniel Tramuta addressed our membership and welcomed all to the Conference. There were over 100 members attending and thanks to the generosity of Monroe College for the 3<sup>rd</sup> year in a row, the cost of the conference was minimal. Vera discussed having next year's event in Region 5 or Region 7 in order to broaden participation.

**Region VI Elections**

Open positions include:  
Executive Council Rep  
Regional Co-chair

As this is my last Executive Council meeting, I would like to officially thank all the NYSFAAA members whom I have had the pleasure working with during my 2 terms as Executive Council Rep. NYSFAAA has survived some of the worst times any organization can face and we have prevailed. This could only have been accomplished by a dedicated, focused and determined group who were willing to sacrifice individual needs for the entire group. I enjoyed being part of this magnificent Team. - Maria

## **NYSFAAA Region VIII Report - June 17, 2011**

Treasurer's Report: Mary Ellen Chamberlain reported that Region VIII has a current account balance of \$4598.36. The account has increased from deposits of \$465.00 for 2009 and \$245.00 for 2010 revenue sharing. Mary Ellen also reported that there was recently an audit done that looked at lots of information. A motion was made to accept by Carolyn Corcoran and seconded by Mary Chris Jones.

Membership Update: An official update was not provided but it was reported that two new members had joined our region to take part in the statewide trainings that have been offered.

The Nominations/Elections Committee is looking for a regional council person to organize elections for our region. This person will handle ballots and solicit nominees for elections. Carolyn Corcoran volunteered for this position.

Committee Updates: None provided

### Old Business:

College Goal Sunday- Pam Nichols reported eight families attended the event. There were ten volunteers for the day which allowed each family individualized attention. There were good reviews provided by the families as well. In total there had been nine families pre-registered with two no shows and 1 walk-in. The funding for future events is undetermined at this time but it was felt it would be worth trying again.

Support Staff Workshop- Mary Ellen Chamberlain will look into the availability at PSC for the end of May/early June.

### New Business:

Deceased Colleagues- Curt Gaume has received a request from EASFAA to provide a list of all deceased colleagues to be recognized at the conference in May.

Also anyone attending the EASFAA conference May 15<sup>th</sup>-18<sup>th</sup> should contact Curt Gaume to recommend any emerging leaders.

HESC Update: Erica Terwilliger phoned in to provide the update.

There have been changes made to the disbursement reports to allow bursars to more easily recognize College Savings Plans.

TAP has not been affected by the President's continuing resolution. There has been a continuation of last year's changes with Governor's 2011 Budget Proposal. There will however be an elimination of the \$75.00 reduction that was made across the board.

Survey information has been taken into consideration for the NYHELPS application process. There has been a determination to reduce the required documentation to help streamline the application process. There have been a number of schools that have recently joined the NYHELPS program.

The next possible meeting was discussed but will be determined at a later date.