IASFAA Program Committee

Conference Call Minutes

08/16/2013

* Amy received a lot of response to her email asking for assistance. Once the list is final, she will email it out to everyone.
* VIP Handler-Molly Weber has some great ideas and will be helping Amy along with Tracie Pavon and Marcia R.
	+ Unsure who the VIPs will be. Both are checking dates.
		- Possibly Laurie Vedder (MASFAA President) UPDATE: Vedder coming to spring ‘14
		- Possibly Minnesota President-Elect
* Printing-Jennifer at ICAN and Gary Adams have agreed to assist. Chris Ditter and Mary Jacobsen will help. Need to get them the information so everyone is on the same page.
* Promo Message: Pam King has volunteered. Everyone can help out by letting their business offices know and work-study coordinators know. This is not just for IASFAA but open to other groups as well.
* Newsletter articles-Amy and Denise Sullivan will get information to Newsletter Committee for IASFAA and MASFAA.
* Janet Kuper has agreed to do minutes for the conferences calls.
* Interest Sessions Moderators: coordinating the session does not mean you have to be the moderator. You can recruit others to help out and get others involved. Reach out to the leadership committee. Kristi Fuller is the contact person.
	+ Student Vet Session-Amy G and Brittany P are in charge of this session. Amy G meeting with local vet to further develop idea of how session could be most helpful to FAOs et al
	+ McGladrey Sessions-Molly W is in charge of both sessions and they are good. They would like to do back-to-back sessions on Wednesday.
	+ Data Integrity Session-Gary Adams unavailable on call to report
	+ 2014-15 verification-Carolyn S is handling session. Dave Bartlett cannot join us but Jamie Malone has agreed to come and will be doing both the verification and the 150% sub sessions.
	+ Default Mgmt.-Laura Steinbeck in charge. Both sessions are coming along. This is a big deal with the Feds and they are looking at getting each school to have a documented plan into place.
	+ Community Service-Amy G handling session. Presenters on board and eager to present.
	+ Excel and Data Presentation-Julie Dunn is in charge. Julie is to talk with Ean and has someone who has flexible time to do this.
	+ Trends in Financial Aid Packaging session has been changed to FERPA session. Heather Gaumer and the rest of the committee agreed this would be a great topic and that the Trends could be a session at another conference where more time would be allotted for the topic. Debbie Murphy will be presenting.
	+ Communication-Mary Jo is in charge of this session. This session is to address generational communication and learning to listen. Vast variety of ages on campus and this covers entire aspect. Denise from Discover has agreed to present.
	+ AR Collections/Skip Tracing/Institutional Delinquency-Laura Steinbeck is heading up this session. She has a Business Officer lined up to present.
	+ ~~TILA/Reg Z-Kristie Fuller is working on this session. Shelia Goodwin is helping. No further details as of yet.~~ Cancel this session, advised Kristi F.
* General Sessions
	+ HEA Reauthorization. Julie Dunn is coordinating this session. Laurie Wolf will present but it will be a 45 minute presentation and she cannot do it on Wednesday.
	+ 150% sub staff limits-Carolyn Schwendeman is doing the session and Jamie Malone will be presenting.
	+ Speed Dating-Let Angie Carlson know if yourself or someone you know that will be attending the conference would be willing to help. Topics are: UEHL, PJ Documents, Shopping Sheet, Loan debt counseling [May need to reduce to 3 topics]
	+ Customer Service- Heather Gaumer is in charge of this session. She has reached out to Beth Triplett at Clarke and she agreed to do it. It will be a 45 minute session Wednesday over lunchtime. It is a great session. Energizes us and she knows she is the kickoff keynote speaker. Amy Norton will help.
* Moderators-Janet K and Brandi S-M will be doing the packets.
* Meals-Chad emailed the hotel but has not heard back yet. Looking to see what the commitment is and what we have to spend. Believe the food minimum is low. May not need to have dinner on site, but use for off site tour of colleges event.
* Coordinate with Exhibitor Relations Chair. Karen S says it is moving forward and nothing to report.
* Entertainment-tour of 6 Dubuque colleges. Molly has done research. Groups will rotate at each college with food at 3-4 locations. Finish out at the hotel. Will use Trolley, possibly, for transportation. Tours will last 15-20 minutes at each campus. It is a great opportunity to see different environments. Dueling pianos is an option for entertainment on Thursday evening.
* Sector Meetings-nothing is done yet. Brittany P is in charge and if she needs help, she will ask.
* Registration Table-Carolyn S and Brandi S-M. a recommendation came to put the names of attendees on both sides
* Newcomers-Lunch will be for everyone, not just for new. Jen Schroeder is in charge of this.
* Charity-Needing items and someone to get it together. Sara Edwards volunteered. May need to have 1-2 more helpers. Amy will get the names and pass them on to Sara. How do we want to do it? A drawing? We want to have it out for a couple days…the longer the better. It was been done with MASFAA. Aaron Steffen may know, so he can be contacted. Do NOT need to be present to win. Amy G will check if we need to register this with the state to hold Raffle. Amy G had looked it up online but may need our CPA to advise our status…
* Program Printing-will work with Tara Kamin at ISL for getting her info for printing, proofreading, etc. Janet K and Heather G will help with proofing.
* Conference Evaluations-working with GLHEC to have online evaluations.
* Pre-Conference Workshop-Chad said Ann (with Student Employment Training NSEA) is willing to do. Would need to setup registration through their website though and there would be a separate training fee paid to MSEA.
* NASFAA training pre-conference Fall Only-Jen Schroeder is in charge. Chad Olson is reviewing materials to see if he will present and would like another school to print with him. Topic will be R2T4 and importance of collaboration on campus as well as notifying the clearing house when complete.