

CCCSFAAA Meeting
March 24, 2003
Sheraton Grand Hotel, Sacramento, CA

Present: Andi Schreibman, Allison Sandera, Kim Myles, Candy Cannon, Adela Jacobson, Sheri Hancock, Pat Maga, JoAnn Bernard, Craig Yamamoto, Brad Hardison, Katherine Lister, John Muskavitch, Melissa Moser, Karen Micalizio, Toni DuBois, Judy Cohen
The meeting began at 2:25 p.m.

Resignation of Vice President (Beth Asmus)

Beth has resigned as CCCSFAAA VP effective immediately. John has had an initial discussion with Sandy Clark, who was on the ballot for VP along with Beth, to ask if she would be interested in taking over the VP position for the remainder of 2003. Sandy said she would be willing to take over the position given her supervisor's approval. A motion was made by Andi Schreibman that we ask Sandy to take the position of VP. JoAnn seconded the motion. Under discussion Allison asked what we would do should Sandy not be allowed by her supervisor to take the position. John responded that he would then go to the current board members for volunteers. If no one were interested, we would conduct an election.

A discussion of the roles of Financial Aid Regional Representatives (FARR) in relation to CCCCO versus their role in relation to CCCSFAAA. Our EOPS and Student Rep also had questions about their roles.

Toni brought up the fact that we do not have bylaws addressing the alternate Regional Coordinators. The bylaws state that Regional Coordinators must be elected. She is concerned about the fact that the alternates were not elected. We will have Joaquin address the issue of bylaws that would address alternates for Regional Coordinators.

EOPS

The Association voiced their appreciation for CCCSFAAA's support via the letter sent to senators in support of no program cuts.

EOPS has cancelled their annual conference that was to be in San Diego. They will have regional conferences and connect with the CCCCO via teleconference. They will charge a minimal fee.

State Issues

Craig feels it would be beneficial for CCCSFAAA to draft a position letter to present to the CCCCCO on pending legislature we feel strongly about. Much discussion ensued about our position on the impending fee increase.

Federal Issues

There was an email distributed that gave the current standing on reauthorization.

CASFAA/CCCSFAAA Conference MOU

Contact John or Toni if you have any suggestions/input for site selection criteria.

CCCSFAAA Directory

Toni researched the cost to reprint 400 copies of the 2003 directory due to the exclusion of schools in the first publication. Toni will contact EdFund to ask if they will cover the estimated cost of \$2766 for one color printing. John will contact Joaquin to see if he is ok with us using a new cover on this reprint. If he is ok with a new cover, Toni will determine the cover to be used on the reprint based on cost.

Meeting adjourned at 5:15.

Financial Aid Regional Representatives - CCCCCO

3/25/03 at 8:15 a.m.

Present: Mary Gill, Pat Maga, Craig Yamamoto, JoAnn Bernard, Brad Hardison, Susan Jones, Judy Cohen, Karen Micalizio, Tim Bonnel, Candy Cannon, Toni DuBois, Melissa Moser, Katherine Lister, John Muskavitch

Mary lead a debriefing of CASFAA Day at the Capitol. We talked extensively about Cal Grant decentralization. **Mary would like for CCCSFAAA to come up with a list of the problems with the current Cal Grant process to be presented to CSAC.**

Toni made a motion to approve the minutes from 2/7/03 as amended. Craig seconded the motion.

CCCSFAAA Newsletter - Chris Jordan

Chris was unable to include all articles submitted due to limited space. Chris will explore the possibility of enclosing another sheet with the Treasurer's report and some of the other articles that were not

included such as Beth's report on the scholarship fundraiser from the conference.

There was a discussion of advertising in the Newsletter. One concern was that the cost of the ads is too low to cover printing costs and the extra pages that ads could require. **Past minutes need to be researched to determine previous conversations pertaining to this issue of including advertisements in the newsletter.** John said we will address this issue again at the next meeting. Another concern is that there is not a current financial aid professional involved in the editing. John has an individual willing to assist with the Newsletter after June. We need someone to assist with the June issue. John will work on finding a volunteer to cover the June issue.

The estimated mailing date of the Newsletter is April 1, 2003 provided he gets the current Membership database from Melissa (who has volunteered to put it in an accessible format) this weekend.

Susan Jones has a copy of the current Volunteer List which she passed on to Chris Jordan so he can look for a volunteer to help him with the newsletter. John suggested that we ask Joaquin to pass out the Volunteer Application at the spring meetings.

VP Vacancy

John got word from Sandy Clark that her supervisor has given his approval of her accepting the CCCSFAAA VP. Judy made a motion that we accept Sandy Clark as the new Vice President. JoAnn seconded the motion. It passed unanimously.

Scholarships – Melissa Moser

5001 raffle tickets were printed. If all tickets are sold at six tickets for \$5.00 we would raise \$4166. Expenses include \$600 for the gift cards and approximately \$100 for printing and postage.

Scholarship for CCCSFAAA members to attend the 2003 Conference
Selection Criteria:

- *CCCSFAAA volunteerism
- *CCCSFAAA member

Items to be included on the application:

Name, college, years in financial aid, description of volunteer activities within CCCSFAAA.

The Scholarship Committee will create scholarship applications for both the CCCSFAAA member scholarships to attend the conference and the student scholarships. The applications will then be presented to the Board at the June meeting. The committee will also create the procedures for advertising the member scholarship and the selection criteria. The question was asked as to how we will inform members of the scholarship opportunity. One suggestion was to mail a postcard to inform the financial aid community of the scholarship opportunity. The expense may make this prohibitive.

Treasurer's Report – Toni DuBois

Statement of CCCSFAAA account balances as of 3/18/03 (copy attached).

Current CCCSFAAA Budget for 2002. Outstanding income: one CCCSFAAA conference registration. Possible outstanding expenses: conference shirts, June meeting travel expenses

2003 Budget

Conference is not included in this budget.

2002 conference "income over expenses" was used as income on the 2003 budget. Toni felt this was a better way to operate than to try and estimate what the conference income for 2003 will be in order to include it as income for 2003.

Expenses for NASFAA Leadership Conference were eliminated because Craig was not able to attend.

Craig made a motion to approve the Treasurer's Report and Judy seconded it. The motion passed unanimously.

Broke for lunch at 12:00

Reconvened at 1:20

JoAnn Bernard: She wants to modify the letter written to The Speaker of the House and Senators in regards to the mid-year cuts to EOPS to address budget cuts to education overall. The message we got during CASFAA Day at the Capitol is that the bigger the stack of letters pertaining to an issue, the more notice they take. It was noted that we, as individuals, can write letters. Karen has a letter written by Mike Rasmussen that can be modified to serve the purpose JoAnn is looking for. She will forward a copy to the Board for consideration.

It was mentioned that Bruce Hamlett requested a letter yesterday, during our visit, that voiced a collective statement on where the next dollar would best be spent in financial aid. No action was taken on this. We also discussed sending letters to those staffers that met with us during the Capitol visit. It was noted that CASFAA should write a letter since it was slated as their event. We acknowledged that it would be appropriate for CCCSFAAA to also write a letter since the staffers took notice that CCCs were in the majority in the group. No action was taken on this.

CSAC Update – Sarah

First new screens on Web Grants to go live are student inquiry screens. They are expected to be live within the next week.

Award Summary Extract is to find out if a student who did not list your school first, has a Cal Grant award.

Rosters will not be printed by CSAC. They can be printed by the school in landscape mode on 8 1/2 x 11 paper.

Once new Web Grants goes live, the old payment screens will no longer be available.

Schools will be allowed to update demographic information for students in the new system.

Schools will be able to complete the College Cost Estimate Form on-line.

Last thing to go live will be payment reconciliation report – will be supplemental piece of on-line roster

Sarah gave the following handouts:

- CA Journal & State Net Roster and government guide

- FAFSA Tip Sheet for Students (English & Spanish)

- Facts At Your Fingertips – Grant & Loan Programs 2001-02

- Special Teen Supplement of La Opinion and the CSAC

- Dinero para la universidad

- Web Grants Operations Advisory Operations Memo 2003-03

3/1/03

Conference Report – Susan Jones

We have contracts with three hotels; Double Tree, Mariotte and

There is no contract with the Convention Center at this time. Toni is working on that as CASFAA Conference Chair

Theme: Branching Out on New Opportunities (The discussion was to change the theme to Branching out **To** New Opportunities – Susan will take that back to her committee)

Conference fee will be \$125 (\$95 registration + \$30 membership)

The committee is anticipating that the sponsorships may be fewer than prior years.

There will be a contest for students to submit logos for the conference.

Scholarship awards for the top logos will be \$250, \$150 and \$100.

Social entertainment will be Saturday night

The conference budget presented is a break-even budget after using an estimated \$20,000 out of the CCCSFAAA reserve.

Karen made a motion that we accept the proposed conference budget as submitted. It was seconded by JoAnn. Discussion: add \$2000 to revenue for CASFAA \$2000 breakfast subsidy and \$2000 added to audio/visual equipment rental. Amendments accepted by Karen and JoAnn. The motion passed unanimously.

Transitional Meeting – Craig Yamamoto

Craig is proposing that we hold our transition meeting in October rather than December. The December transition is difficult because most of those on the CCCSFAAA Board are also involved in the operation of the conference. John proposed that we move our October meeting to November and include the transition. It may be a three day meeting. John will check with Tim. The first day would be the old Board, the second day would include the entire group and the third day would be the new Board.

Fund Development Committee – Toni DuBois

Toni would like to see a more organized way of obtaining sponsorships and of fund raising for things such as scholarships. It was suggested that we develop a brochure for soliciting funds. Toni will bring a proposal on a Fund Development Committee next meeting.

John will work with Toni, Craig and Karen to seek sponsors for the Spring Meetings.

Meeting was adjourned at 3:00 p.m.