**CASFAA 2010 Executive Council Meeting**

**August 1-2, 2010**

**Hampton Inn, San Diego**

**Minutes for Sunday, August 1, 2010 *Fiscal Planning Meeting***

**Executive Council Members Present**: Joanne Brennan, Lindsay Crowell, Denise Donn, Sunshine Garcia, Yvonne Gutierrez-Sandoval, Melissa Moser, Lawrence Persky, Beryl Schantz, Jamie Shrode, Veronica Trejo

**Others Present**: Angelina Arzate, Dewayne Barnes, Addalou Davis, Thalassa Naylor, Daniel Reed,

**Absent**:Michael Dear, Bryan Dickason, Lynn Fox, Catherine Graham, Colleen MacDonald, Maureen Mason-Muyco, Pat Robles-Friebert, Ryan Smith, Barbara Bickett, Kentiner David, Susan Murphy, Merilyn Sweet,Kim Thomas

**Fiscal Planning Meeting** - Joanne Brennan (12:11 P.M.)

**CASFAA Member Agenda Item submitted**

There is a request for 2k in funding from CASFAA to support the, “*I am Going to College,*” program at the University of California, San Francisco. Because the budgets for the 2010 year have already been approved, the EC is not in the position to award additional funds. It might prove worthwhile to submit this request for review and approval by the 2011 EC, prior to budget approvals.

Denise puts on the projector for the EC’s review: CASFAA Budget vs. Actuals: CASFAA Budget – FY11 P&L (April 2010 – March 2011).

**Motion**: Denise moved to table the discussion regarding Budget vs. Actuals until the EC conference call on September 14th. It was seconded by Joanne with no votes against or abstentions.

**Motion Carried**

TO DO – Yvonne to review the MOU

TO DO – Addalou to draft a contract for Caryn

**Minutes for Sunday, August 1, 2010 *Executive Council Meeting***

**Call to Order/Introductions** – Yvonne Gutierrez-Sandoval, President (1:20 P.M.)

**Approve Minutes from the July 13th Executive Council Conference Call**

**Motion**: Joanne moved to approve minutes as amended. It was seconded by Beryl with no votes against or abstentions.

**Motion Carried**

**“To-Do’s/Follow-Up Items”**- Jamie Shrode

From January 31st EC Meeting

o **~~Lawrence~~** ~~to see about developing a numerical identifier for members. Inquire with MemberClicks for advice.~~ **~~(~~**~~Email sent to Catherine)~~

From March 14th EC Meeting

o **Denise** to contact auditors for suggestions on how we may strengthen our internal controls by the May conference call. **To meet Joe, the accountant, in August**

* **Joanne/ Sunshine** to renegotiate contract with food at a max cost of $75K.

From the April EC Meeting Agenda

* **Addalou** to organize current point totals, with the names in which they are under, the user names and passwords. Information to be sent to the Denise.

o **Susan** to draft of training survey based on previous draft versions. To be sent to Dewayne.

From April 27th EC Meeting

* **Denise** to coordinate with Lynn Fox (president-elect) to reconcile accounts beginning with the April statements.

From May 18th EC Meeting

* **Barbara** to forward candidate photos and bios to Colleen for inclusion in the CASFAA Newsletter.
* **Lawrence** to follow up with Terrance regarding instructions on how to sign up for job board updates. Instructions to be forwarded to Addalou.
* **Lawrence** to blast membership with instructions on how to sign up for the various listserves.
* **Joanne** to follow up with Colleen regarding the progress of the Conference Logo.

From June 13th EC Meeting

* **Dewayne** to send Barbara spreadsheets containing the data of committee participation certificates for years 2008 & 2007
* **Addalou** to correct address with Rust.
* **Addalou** to create a spreadsheet with positions of those who are to receive CASFAA mail/ documents.
* **Lawrence** to follow up with Katherine in regards to the calculation error on the Reimbursement Form embedded in our MemberClicks site.
* **Lawrence** to include “How to complete volunteer form” in FAQ’s
* **Membership Committee** to discuss the invoice option and to come back to the EC with a recommendation.
* **Joanne & Sunshine** to visit the CASFAA storage locker.
* **Joanne & Sunshine** to send Lawrence the registration info for implementation on Cvent.
* **EC members** are to forward contact info from any solicitors to the Fund Development Committee
* **Addalou** to draft a letter to the bank informing them of the policy.

From July 13th EC Meeting

* **Barbara** to follow up with legal counsel regarding Katherine’s contract
* **Barbara** to contact Lawrence about sending a follow up email to members who have not yet voted
* **Barbara** & **Addalou** to create a blast to be sent to the individual segments, on behalf of their representatives, reminding them of the open election and their need to vote.

**TO DO** – Addalou to contact Wayne regarding possible Marriott and Bank of America points

**Motion**: Lindsay moved to refer discussion to the Nominations and Elections Committee for review and certification of the election results. It was seconded by Beryl with no votes against or abstentions.

**Motion Carried**

**Nominations and Elections**

Election results reviled to EC and are to remain confidential. Results will be shared with the membership once the President and President-Elect complete courtesy calls.

Discussion regarding payments received for summer trainings including where checks should be mailed and who is updating data on Cvent for those who have paid.

TO DO – Addalou, Dewayne, Daniel, Lawrence and Sunshine to draft an initiative regarding the receipt, tracking, and accounting for payments received.

**Treasurer** – Denise Donn

*Treasurer’s Report*

* Balances as of June 30th:
  + Checking Account - $71,633
  + Asset Reserve - $813,458.44
    - Paid IRS amount due - $9,999
* Denise sent Joe, the accountant, suggestions on how we might strengthen our internal controls
* We have a Bank of America nine month CD that will soon be maturing
* Book keeper is reconciling accounts up through May
* Joanne has updated the budget spreadsheet with 2010 budgets
* Job Target is generating approximately $1,500/ month

**Motion**: Sunshine moved to approve the Treasurer’s Report. It was seconded by Joanne with no votes against or abstentions.

**Motion Carried**

TO DO – Denise to see if there are any points associated with our Bank of America account and who is listed as an authorized user on the account.

TO DO – Denise to contact Caryn Byork, the bookkeeper, for recommendations on how best to proceed with our maturing CD.

**Membership/Volunteers -** Kim Thomas/Daniel Reed/Dewayne Barnes

Daniel has drafted an invoice to be sent to institutions listing all members and the fee associated with renewing all of their memberships for 2010. If it was sent via email, a link can be included for payments by credit cards. Discussion reveals that the idea of the invoice is liked by the EC, but it is thought best to wait to send until January.

In addition, it was determined that Daniel should make outreach to school who are not current CASFAA members by mailing CASFAA Conference postcards.

TO DO – Joanne to mail Daniel leftover conference postcards.

Dewayne shared input that he has received suggesting that Associate Members be made voting members.

**Electronic Issues Update** - Lawrence Persky

*Independent Contractor Proposed Contract* – pending review by legal council

*Registration for Summer Trainings* – closed

*General Election* – closed

*Conference Registration* – pending the finalization of the contract, as well as the agenda/ program

**Conference Committee 2010** – Sunshine Garcia & Joanne Brennan

A finalized contract with Manchester Grand Hyatt is still pending.

**Federal Issues** - Beryl Schantz

**Motion**: Lawrence moved to approve the CASFAA NPRN response letter. It was seconded by Denise with no votes against or abstentions.

**Motion Carried**

**Meeting recessed** – (4:58 P.M.)

**Minutes for Monday, June 14th 2010 *Executive Council Meeting***

**Executive Council Members Present**: Joanne Brennan, Lindsay Crowell, Denise Donn, Sunshine Garcia, Yvonne Gutierrez-Sandoval, Melissa Moser, Lawrence Persky, Beryl Schantz, Jamie Shrode, Veronica Trejo

**Others Present**: Angelina Arzate, Dewayne Barnes, Addalou Davis, Brian Dickason, Virginia Higgins, Thalassa Naylor, Daniel Reed,

**Absent**:Michael Dear, Bryan Lynn Fox, Catherine Graham, Colleen MacDonald, Maureen Mason-Muyco, Pat Robles-Friebert, Ryan Smith, Barbara Bickett, Kentiner David, Susan Murphy, Merilyn Sweet,Kim Thomas

**Call to Order** – Yvonne Gutierrez-Sandoval, President (8:30 A.M.)

**CSAC Update -** Bryan Dickason

AB 187

The Student Aid Commission released a Special Alert announcing the Cal Grant Alternative Delivery System (ADS) Pilot Program public comment period for the proposed AB 187 emergency regulations.

As part of the process required by law for adopting emergency regulations, the Commission is providing a five-day public comment period, beginning Wednesday, July 28, 2010, to allow all interested parties to comment on the proposed emergency regulations. Written comments need to be directed to the Office of Administrative Law (OAL) and the Commission within five calendar days. The public comment period deadline for submitting comments is August 2, 2010 at 5:00 p.m. The Notice of Proposed Rulemaking has information regarding the regulatory process, instructions on how to submit comments, and whom to contact at the Commission and OAL.

Grant Special Alert GSA 2010-25, regarding the proposed regulations, can be found at http://www.csac.ca.gov/secured/specialalerts/2010.asp

UPDATE: SB 1382

SB 1382 has been signed into law by the Governor. This bill eliminates the requirement in law that the Commission calculate new Cal Grant need according to the methodology in place during the 2001-02 academic year. This will conform Cal Grant practice to Title IV financial aid practice where veterans’ education benefits are concerned. This bill makes no other substantive changes. If enacted, this bill will take effect January 1, 2011. Information regarding the implementation of this bill will be provided in the future.

CSU Fee Increase

The CSU Board of Trustees adopted a 5 percent undergraduate fee increase. The Commission adjusted the CSU Cal Grant award amounts to conform to the fee increase.

Additional Funds Authorized for 2009-10 Cal Grant Disbursements

2009-10 Cal Grant disbursements had been on hold since April 12, 2010 due to insufficient funding authority. Additional 2009-10 Cal Grant funding was authorized to allow the Commission to process payment requests submitted from April 12 - June 17, 2010. Payment requests submitted after June 17 will be processed as additional funds become available. Schools should have received these funds approximately July 6th.

Detailed information on 2009-10 Cal Grant payment processing can be located in Special Alert GSA 2010-23 dated July 2, 2010. If you have further any questions regarding 2009-10 Cal Grant disbursements, please contact School Support Services at 888.294.0153 or schoolsupport@csac.ca.gov.

We will keep you apprised of updates as they become available.

2011-12 Fund Your Future coming this Fall

The Commission is working in concert with EdFund to develop the *2011-12 Fund Your Future (FYF)* publication series. The series includes a printed FYF workbook and brochure produced in English and Spanish. The *2011-12 Counselors’ Guide* will also be available online as a PowerPoint presentation. High school counselors and financial aid administrators may use and modify the guide to suit their efforts to reach out to students and parents about financial aid opportunities.

APLE Postcard Reminders Mailed

Assumption Program of Loans for Education (APLE) postcards were sent to qualifying students as a reminder to submit their 2010-11 APLE application by the September 30, 2010 priority deadline. Detailed information about the APLE application process can be located in Operations Memo GOM 2010-13. We appreciate your continued outreach efforts to help spread the word about the APLE program to California’s future teachers.

Television Coverage of EdFund/CSAC

In case you did not see it, here are the EdFund videos on channel 13 in Sacramento.

http://cbs13.com/search?searchstring=edfund&tabid=0

Legislative Items

At their June 24th meeting, the Commission took a position of support on each of the following four bills:

AB 1997 (Portantino) *Community Colleges: student financial aid: pilot program*

Establishes a voluntary pilot program to increase student participation in state and federal financial aid programs.

AB 2086 (Coto) *Cal Grant Program: qualifying institutions: publication of license examination passage rates*

Requires Cal Grant participating institutions to provide a link on their admissions Web site or in student program materials to the state licensing or regulatory agency where licensing passage rates for their programs is electronically available.

SB 957 (Price) *Student financial aid: Cal Grant C awards*

Proposes that Cal Grant C applicants pursuing programs that meet two of the three following criteria receive selection priority: high-need, high-growth, high-wage or high-projection fields. This bill supplements the current selection criteria. Students pursuing all eligible vocational programs will still receive Cal Grant C award consideration.

SB 1460 (Cedillo) *Student financial aid: eligibility: California Dream Act of 2010*

Allows students who are exempt from paying nonresident tuition at California public institutions

(AB 540) to apply for and receive private, institutional, and state financial aid.

**CLFE Update** - Thalassa Naylor

CLFE continues to experience active interest from our membership in having a single organization that can represent lenders, servicers (TIVAS – Title IV Additional Servicers), and those providing services related to student loan borrowing (e.g. guarantors that will be providing default prevention and debt management services, financial literacy, etc.). We have not charged our members any dues or fees this year and have continued as a “free” organization in 2010 for our continuing members during this transition year.

Members are in support of continuing for 2010 to provide the following information and support to CASFAA, CCCSFAAA and schools:

* + Resources and information on private loans, private loan regulations, federal loan servicing and the new complexities, financial literacy/default prevention/debt management resources, etc.
  + We will provide interest sessions at the upcoming CASFAA Conference made up of “expert members” from the servicing, private lending and financial literacy areas.
  + We will continue to provide support to the CASFAA and CCCSFAAA executive council to both provide updates, solicit sponsorships and participation in events or committees, and research issues as needed and requested.

Over the next six months will be exploring new direction for our organization to reflect the changed student loan environment. We have formed two short term committees to be in place for the next several months:

* + Website and communications - which will be focused on updating our website and cleaning up our membership database and contact information on our website. This team will work on updating the messages, contact information and membership database for CLFE to get it current after all the changes this year.
  + CLFE Re-Engineering – a committee made up of the remaining CFLE board members and several interested CLFE members which have both historical perspective and active interest today in seeing CLFE survive as an organization to provide value to our higher education partners. This team will work on developing a new mission and objectives for CLFE which will be presented to the membership in September. The membership will then vote on the change, and we can move forward to develop new by-laws and have elections to put a new CLFE officers group in place for 2011. (A name change for the organization depending on new direction may also be considered).

Please provide any feedback or comments, ideas and suggestions that you may have for us as we consider our future. We are here to support you, and want to make sure that we have your best interests and needs in mind as we move forward as an organization.

**Department of Education** - Virginia Hagins

**Summer Training Update** - Dewayne Barnes

Had a budget of $4,000 and didn’t spend near that amount. There were about 70 registrants in total.

**High School Counselor Workshops -** Angelina Arzarte

Angelina is working to finalize the last few sites. She has a total of 20 sites secured at this time.

**Cash for College Update -** Michael Dear

Nothing to report at this time

**Ethnic Diversity** – Lawrence Persky

Committee assisted with summer trainings. There are now going to move their attention to the annual conference. Lawrence has not used any of the EDC budget, at this time, and would like to possible organize a second event at the conference, to be held in the morning.

**Community College** – Melissa Moser

15% of Community Colleges have decided to not participate in a lending program. This is up from 9% prior to the transition to DL.

**Grad Professional** – Sunshine Garcia

The GP committee has just completed summer trainings. Focus will not turn to the GP Symposium.

**UC -** Lindsay Crowell

Nothing to report at this time

**Proprietary** – Veronica Trejo

Nothing to report at this time

**CASFAA Member Agenda Item submitted**

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**Motion:** Joanne moved that CASFAA not fund the “*I am Going to College*” program, as we have cut spending across the board for the year, even eliminating scholarship funding to this year’s annual conference. It was seconded by Beryl with no votes against or abstentions.

**Motion Carried**

**Meet and Greet with CASFAA Attorney** - Jessica Hardy

**2010 CASFAA Summer Training Workshop General Evaluation** – Dewayne Barnes

**Motion**: Joanne moved to approve the Training Workshop General Evaluation. It was seconded by Lawrence with no votes against or abstentions.

**Motion Carried**

**Motion**: Lawrence Moved to adjourn the meeting. It was seconded by Sunshine with no votes against or abstentions.

**Motion Carried**

**Meeting adjourned -** Yvonne Gutierrez-Sandoval, President (10:48 A.M.)

**Summary of Motions**

**Motion**: Denise moved to table the discussion regarding Budget vs. Actuals until the EC conference call on September 14th. It was seconded by Joanne with no votes against or abstentions.

**Motion Carried**

**Motion**: Joanne moved to approve minutes as amended. It was seconded by Beryl with no votes against or abstentions.

**Motion Carried**

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