

CAFAA Executive Committee and Board of Directors Meeting

April 18, 2008 11:00 am – 3:10 pm

Denver University

In Attendance: Jerry Martinez, Kimberly McKay, Cindy Vadeboncoeur, James Broscheit, Natasha Ambrose, Meg Brewer, Jen Sprinkle, Misti Ruthven, Carolee Goldsmith, Julia Alexander, Tammy Dybdahl, Phil Schroeder, Thad Spaulding, Elaine Redwine, Shannon Sheaff, Maureen Connors, Lydia McMillian, Theresa Clapham

Absent: Deedra Allbritton, Aimee Rogers, Ellie Miller, Trina Gutierrez, Tresa England

Call to Order: James called to order

Approval of the Minutes: Minutes from 2/1/08 were approved via email on 2/26/08 by Meg Brewer. Seconded by Tammy Dybdahl.

Officer Reports:

- President – James Broscheit
 - Read CAFAA goals for 0809 from the last meeting's minutes; requested ideas for additional goals
 - Reminded all present to renew CAFAA membership if haven't already
 - Reported on the RMASFAA board meeting that was in Utah at the beginning of March
 - RMASFAA is working on a new strategic plan. James is also working on CAFAA's strategic plan. Together with Phil & Elaine, the current plan will be reviewed and brought up for discussion at a later time.
 - Discussion of increasing institutional membership fees for RMASFAA. However, no change has been made at this time
 - Plans for increasing attendance at Summer Institute were discussed. Current enrollment is around 65 for the 'core' tract. Promotional items include reminder emails and postcards. Location and cost to Colorado schools were also discussed as possible reasons for the decline in enrollment. James is hopeful for a Colorado location again in the future
- Past-President: Phil – no report at this time
- President-Elect -- Elaine Redwine
 - Together with Thad Spaulding, reported on the CDHE meeting attended earlier this morning
 - CSG allocation was discussed for 0809 and 0910
 - Concerns for less than half time enrollment and students in consortium
- Vice-President – Thad Spaulding
 - Together with Elaine Redwine, reported on the CDHE meeting attended earlier this morning.

- Current FTE model uses \$5775 as EFC cap for CSG. Will be raised to \$6062. New model will be available from CDHE on Tuesday, April 22, 2008.
 - There will be a \$1.7 million increase in work-study
 - COF has been set at \$92 per credit hour for 0809
 - CDHE did not discuss reutilization reports. However, they are asking for under-spent money to be returned.
- Secretary – Theresa Clapham -- no report at this time
- Treasurer – Maureen Connors
 - Unable to hand out Treasurer’s Report due to low battery on laptop. She will email to everyone for approval
 - Handed out Membership Revenue List for 1/1/08 to 3/31/08
 - Handed out CAFAA Contributor List for 1/1/08 to 3/31/08
 - Discussed two questionable membership checks received for \$25 each
 - One from the Lehman Brothers. No membership application on file. Will inquire via email about who or what this check is for
 - One from Bob Thacker, with ELM. He paid prior to the web being changed with the updated fee. Will see if he is willing to pay additional \$15. If not, we will let it go
- Treasure Elect – Jerry Martinez, no report at this time

Sector Reports

- 2-year Public Representative – Carolee Goldsmith – no report at this time
- Proprietary Representative – Tammy Dybdahl – no report at this time
- 4-year Public Representative – Meg Brewer – no report at this time
- 4-year Private Representative – Jen Sprinkle – no report at this time
- Vocational-Technical Representative – Kimberly McKay – no report at this time
- Service Organization – Julia Alexander
 - Reported on AASFAA spring training where she presented to the novice tract. She suggested that CAFAA do something similar with a one day training (with tracts for beginner, intermediate, and advanced sessions)

Committee Reports

- Annual Conference – Misti Ruthven and Meg Brewer
 - Theme for 08 in Steamboat “Lights, CAFAA, Action!”
 - Similar to SI, this year’s conference will have different tract levels (i.e., a tech tract, beginner tract and director level tract). This is to encourage attendance for people who would be interested in specific sessions.
 - Presentations will include Dave Gruen, incoming NASFAA Chair. He will be sponsoring a community service project working with autism.
 - Misti requested getting the conference information on the web ASAP
 - Discussion on vendor contributions as compared with other states and previous years. Expectation is that CAFAA will see approximately ½ the vendors it had last year. We will attempt to pursue vendors outside of the traditional range for financial aid. Many previous entities may no longer be in existence.

- Diversity Issues – Deedra Allbritton -- absent, no report at this time
- Financial Aid Awareness/High School Relations – Aimee Rogers – absent, but sent report through James
 - She is still looking for a Co-Chair and volunteers
 - Also noted that website needs to be updated. Sharon’s name is still listed
- Historian – Ellie Miller -- absent, no report at this time
- Membership – Cindy Vadeboncoeur
 - 251 (paying) members as of 4/17/08. 298 members total (including lifetime members)
 - Approximately 95 from last year have not renewed.
 - Discussion about reasons for decline and ways to increase. It is possible that some of our Associate Members belong to entities that no longer exist. It is also possible that membership may increase after the beginning of the new fiscal year.
 - Discussion on a CAFAA brochure and website. Misti will look for the electronic copy of the out-dated brochure. Cindy suggested updating it to a generic brochure that can be used for multiple years. Jen suggested updating the website to include “benefits of a CAFAA membership”. James will email all of directors in the state reminding them of CAFAA. Cindy will send another membership reminder email.
- CAFAA Crier Editor – Natasha Ambrose
 - Reported that last edition of the Crier was sent in the form of a pdf file due to issues with the website
 - Requested new article ideas, information on upcoming events, and pictures. She stated that we can email her at any time
- Professional Development – Shannon Sheaff
 - Reported that 35 people attended the Support Staff training session and 52 attended the Spring Training Session. This is an increase from last year with a slight demographic shift from director level to advisor level attendees.
 - Will generate a survey on what types of training people would like to see from the PDC.
 - Reported that sponsorship for the Tax Detective has fallen through. His fee is over \$3,000 (not including additional materials). Even if members paid for their own lunches, CAFAA does not have enough money in budget to cover his fees. This brought up discussion of creating a Teach Grant training session after re-authorization.
 - Shannon is still looking for a Co-Chair and additional volunteers
- Technology & Webmaster – Tresa England, -- Absent, no report at this time.

Old Business

- College Goal Sunday – Lydia McMillan
 - In 2008, CGS was held at 15 Colorado locations, with over 650 student attendees, 250 volunteers and \$1000 scholarships were awarded to 15 students.

- Budget: thanks to Lumina Foundation and other sponsors, CGS will have “carry-forward” money again for 09.
- 2009 CGS scheduled for Sunday, February 8th.
- Lydia announced her retirement and called for a replacement

New Business

- Budget – James handed out the CAFAA 2008 budget
 - Phil has not heard from an additional sponsors and believes that \$14,300 in sponsorship revenue is accurate
 - Membership dues, interest earned are ok as posted
 - The “Other” listed is from some PD project last year. Maureen will check to see what that was from. It may not be something we will have again this year
 - Discussion of conference fees: Misti calculated food costs for one person at \$150. She also calculated non-negotiable, direct costs at \$22k, with additional costs (entertainment and speakers) at \$8k. Assuming that we increase the registration fee to \$110 per member, CAFAAs Conference expense drops to approximately to \$17,900 (\$125 for late registration, after 9/1/08 and \$150 for non-members w/ membership included)
 - Tammy motioned to approve the 2008 budget at \$35090. Meg seconded. Approved by all but one. Jen opposed. Motion carried.
- Vo-Tech to CTE – Discussion tabled since Kevin Simpson not present
- Membership
 - Discussion about Jay Murray from “tuition for solutions”. James had emailed the CAFAA board a link to this website for review prior to meeting. He is a college financial planner who has his own for-profit organization. The CAFAA mission was discussed as it relates to charging students for financial aid services.
 - Joe Eberle, President of the College Store, also works for a for-profit organization
 - Jen motioned to decline membership to Jay Murray and Joe Eberle. Seconded by Kimberly. All approved
 - Cindy passed out copies of new applicants (it was determined that Beth Walker is actually a renewal, her name changed from Anderson):
 - Andrea Maes, On Stop Counselor, Adams State College
 - Kasia Parecki, Financial Aid Advisor, DU
 - Catherine Barnes, Financial Aid Counselor, Regis
 - Natalie High, Financial Aid Counselor, CU – Boulder
 - Bill Leitheiser, Recruitment Specialist, PPCC
 - Gisela Mendez, Admin Assistant, Morgan Community College
 - Michael Nguyen, Financial Aid Counselor, Metro State College
 - Julep Watt, Financial Aid Administrator, CO School of Traditional Chinese Medicine
 - Triva Wilson, Administrative Assistance, ACC
 - Jen motioned to approve new applicants. Julia seconded. All approved

Next meeting date: Friday July 18, 2008. Location TBA
Meeting was motioned to adjourn by Meg. Seconded by Tammy