Professional Development Committee
Meeting Minutes

Date: July 19, 2005
Time: 10:30 – 3:00
Location: Boone County National Bank, Columbia Missouri
Chairperson: John Bailey

In attendance:
John Bailey, smartFUNDS
Sara Edwards, Educaid/Wachovia
Kim Foley, MDHE
Ron Ramey, Bank of America
Jennifer Haynes, Moberly Area Community College
Daniel Holt, William Jewel College
Kathy Morriss, MOHELA
Kelly Fleming, Barnes-Jewish College of Nursing
Chris Christensen, College Loan Corporation
Connie Holmes, Security Bank
Robyn LeGrand, NSLP
Kyla McCarty, College of the Ozarks - via phone

Summer Institute
• The meeting opened with a review of the Summer Institute evaluations. Kim Foley provided a detailed summary. Overall, the evaluations were very positive. It was suggested that next time, we add a space on the evaluation which indicates the level of the attendee – beginning or advanced. Having this information would allow us to make a better assessment when reviewing their comments. Some suggestions for the next SI included offering coffee each morning, providing a campus tour and ensuring presenters provided enough copies of their presentations. It was suggested that we, like NASFAA, make our materials available electronically on the MASFAP website. The entire group agreed that this was a great idea. 32 evaluations were completed; 51 total attendees.

• David Bartlett was unable to present this year due to scheduling conflicts. He requested that next year, the committee notify him early so he can get the date on his schedule.

• The sessions on Verification went over well, but more time is needed due to an abundance of questions. It was suggested that perhaps the last hour of the day we set aside as Q&A, having the presenters available to answer questions from the day.

• Need more calculators next year for the session on Hand Calculations/Need Analysis. Had 10 this year and people had to share.

• John suggested that, based on evaluation results, the following sessions should be repeated:
  
  FAFSA Basics, Student Eligibility 1&2, Program Review, Verification 1&2, Campus Based Aid, Hand Calculations/Need Analysis, Student Loan Basics, Consolidation/Alternative Loans and Financial Literacy.

• Financial Literacy session definitely needed more time. Suggested that this be one of the last sessions offered to entice people to stay, as personal finance applies to everyone.

• This year $2400 was spent on the Branson Belle event. Much discussion on whether this should continue. It was agreed that it is a good bonding experience and was enjoyed by all. More discussion needed.

• Talked about the possibility of having more attendees at the next SI and how we would accommodate them. Kyla offered the auditorium for general sessions and assured us that we could work something out.

• Discussion on reaching out to neighboring states. John feels our primary focus should be on maximizing attendance from Missouri institutions. Will continue to invite neighboring states via listserve announcements, but will save real advertising dollars for our own membership at this time.
In order to get good rates and secure presenters, we decided on the dates for the 2006 SI. **The 2006 Summer Institute will be 6/13/06 – 6/16/06 at the College of the Ozarks in Branson Missouri.** The committee felt that the location was central and it went over well. Thank you to Kyla and the College of the Ozarks for being a fantastic host!

The committee decided to continue with the LaQuinta Inn. Kyla will contact the sales office and reserve rooms again. This past time, when booking rooms, people were directed to the sales office and had a hard time booking their room. Kyla will address this when reserving the rooms.

### High School Counselor Workshops

- **Defined:** Purpose of these workshops is to educate high school counselors. Discussions on FAFSA, reauthorization, state program information; anything to help better equip them to counsel students.
- Discussed our role which is not extensive as it is not clearly defined at this time.
- Jeff Ford will be playing a large role in helping us advertise these events to the high school counselor population throughout Missouri, as Springfield has been so successful with the largest turnout.
- Dan Peterson suggested that we advertise through his contact, John Robbins, at the Department of Elementary and Secondary Education (DESE). John is the Supervisor of Guidance and Placement Services.
- DESE listserve only available to public institutions. Kim Foley offered to provide information on private institutions. Kim will work with Jeff in getting the information to John at DESE. Whatever information we send to DESE we will send to private institutions on MASFAP letterhead.
- Discussion for next year: Chris Christensen suggested that we take a more unified approach to these workshops. In Kansas, a traveling team of presenters is organized and a common agenda is presented by this group. It was agreed that this would be a good idea and will be discussed at a later date.

### Learnstudentaid.org

- Jon Gruett received a letter from NASFAA asking MASFAP to partner with them in promoting learnstudentaid.org. They offer four training modules which are taken online. Courses can be taken individually or the entire cluster can be taken.
- NASFAA will offer reduced rates to our membership if we agree to partner. Agreeing to partner requires us to promote their site, provide a link to their site on our site and send out bimonthly reminders to our membership of the availability of this program.
- Much discussion and comparison to SFA Coach, which is free. Although the committee felt as though the cost of LSA is high ($65 per course or $240/four course package), it is irrelevant since the school pays the fee. It all came down to
notification of our membership. The committee feels that excessive repetition of this training to our membership could potentially hurt us in the future when advertising other events. We fear the membership will stop reading our emails and simply delete them, thinking it is another reminder. The end result is that we support LSA and the materials offered, but at this time do not endorse it. The MASFAP Executive Board will be asked to make the decision on whether or not to become a state partner with learnstudentaid.org.

**NASFAA Decentralized Training**

- Topic: Administrative Capability: Campus-Wide Compliance. This is everything that Financial Aid is responsible for – not necessarily doing, but ensuring it gets done. Required to operate in Title IV, whether FA or someone else does, it must be done.
- Agreed that we really need to explain and advertise this topic well.

Dates/Locations:

10/13/05 Drury University, Springfield, MO (in conjunction with OAKFAP)
10/25/05 MOHELA, Chesterfield, MO
10/26/05 Columbia College, Columbia, MO

- Need lunch at all locations
- Potential presenters: Michelle Holt, Chris Rethlake, Jan Brandow and Dave Rice.
- We will order 60 binders which was perfect last year. Can send extras back for credit if need be.
- Much more planning to follow.

**Student Loan Symposium**

- Tony Georges at UMSL requested that MASFAP host a Student Loan Symposium where discussions are held relating to Reauthorization, School as Lender, Preferred Lender Lists and FFELP/Direct discussions. Tony put together a proposed agenda, offered his campus for the site and suggested September as a possible month to hold this symposium. There was much discussion, and all
agreed that the idea had merit. The committee agreed that, due to reauthorization, it would be better to wait until spring to discuss the possibility of us doing this. John will suggest that Tony approach the 2006 PD Chairperson so the committee can revisit this after Reauthorization has occurred.

Next Meeting: 9/14/05 at Boone County National Bank in Columbia from 10:30 – 3:00.

Assignments:

- John Bailey to contact David Bartlett to reserve him for next Summer Institute
- Kyla McCarty to reserve rooms at LaQuinta
- Kim Foley to provide list of private schools for the high school counselor workshops and to work with Jeff Ford in promoting these events
- Kathy Morriss to contact Drury and MOHELA to secure locations for NASFAA Decentralized training.
- Kathy Morriss to contact Michelle Holt regarding being a presenter
- Sara Edwards to contact Chris Rethlake regarding being a presenter. If Chris declines, Sara will then ask Jan Brandow, then Dave Rice. Both Sara and Kathy will let John Bailey know who accepts ASAP.
- John to order training materials from NASFAA and complete the instructor info and submit it to NASFAA.