

IASFAA EXECUTIVE COUNCIL TELENET MINUTES (Approved)
Wednesday, August 6, 2003

President Tracie Pavon called the meeting to order at 12:34 p.m.

Members of the Executive Council present were: Nancy Ankeny, Debbie Craig, Heather Doe, Julie Dunn, Mike Epema, Robin Fisher, Jeff Fritz, Amy Gaffney, Beverly Hickman, Catherine Hoch, Mary Jacobsen, Connie Jensen, Steve Loven, Julie Molenburg, Lois Mulbrook, Tracie Pavon, Cindi Reints, Jen Sassman, Mary Jo Smith, Aaron Steffens, Jean Vander Wert.

The minutes from the June 10, 2003 Executive Council meeting were approved with an amendment to the treasurer's report. Robin Fisher made the motion to accept. Julie Dunn seconded the motion. Motion carried.

OFFICIER'S REPORT:

Treasurer Robin Fisher reported the following:

ASSETS	
Cash and Bank Accounts	
Money Market Checking	\$48,071.33

TOTAL Cash and Bank Accounts	\$48,071.33
Other Assets	
Discover Bank Greenwood	15000.00
Discover Bank Greenwood DE	15000.00
Household Bank CD	15000.00
Stillwater National Bank & Tst	15000.00

TOTAL Other Assets	\$60,000.00

TOTAL ASSETS	\$108,071.33
LIABILITIES	0.00

OVERALL TOTAL	\$108,071.33

Robin also reported that some income has come in from dues, with little expenses. The monthly income and expenses for the month are July are \$1265 and 791.57, respectively, which would bring a net of +473.43 for the month. Lois suggested a final report as of 6/30/03. Robin agreed and will submit a year end report to Tracie Pavon.

Lois Mulbrook motioned to accept the treasurer's report. Jean Vander Wert seconded the motion. Motion carried.

Past President: Lois Mulbrook reported that she is in the process of submitting her final MASFAA report for the 02-03 year as the Iowa delegate.

She is working with the program committee to help organize the 35th Birthday party. She has already asked for assistance with finding some of our former presidents. As details are finalized, she will be asking for more help in getting the word out about the celebration. She thanked those who have assisted with locating past presidents.

President: Tracie Pavon reported that Iowa was well represented at MASFAA planning meeting this past weekend. There is a scholarship to apply for to go to a MASFAA conference that she will email to IASFAA members. MASFAA plans to give nine scholarships; one from each state.

Finance committee is getting together Aug 18 in Waterloo. One trainer has been identified, and she is still working on a second. We will only have fall training this year. Don Duzik will lead Membership Task Force.

President Elect: Julie Dunn no report.

Vice President: Jean Vander Wert no report.

Secretary: Jen Sassman no report.

Delegates Mike Epema no report. Nancy Ferguson absent. Amy Gaffney reported that the delegates are working on two of the suggestions from the June retreat. 1) A survey of the membership of talents, hobbies, etc..., and 2) Developing a format for all committee to use at the end of the year to summarize their activities. Once we feel a good draft has been created, it will be forwarded on to Exec council for review.

ICSAC REPORT: Julie Molenburg reported that the student assistantship grant training for August 11 and 12, 2003 is canceled. Schools who had students involved should contact ICSAC as to how they should proceed.

COMMITTEE REPORTS:

Associate Members: Cathy Hoch reported that her committee plans to meet in September.

Awards: Mary Jacobsen no report.

By-Laws: Delegates no report.

Community Outreach: Aaron Steffens reported that 12 members were present at their meeting on July 22, 2003. They discussed and are making plans for several events this year:

College for a Day: It was decided to hold the event again in Des Moines (5 schools), Cedar Rapids, and Dubuque and possibly Sioux City and the Quad Cities area. The committee plans to provide more detailed guidelines to the guidance counselors as to how to choose the students. The colleges chosen in Des Moines will be ISU, DMACC, Drake, Hamilton and will add Mercy College. Exec Council suggested doing "College for a Day" for parents. It was suggested that the committee could possibly utilize TRIO and/or upward bound.

Sophomore Event: This will be held in Feb in conjunction with Financial Aid Awareness month and the students who attended College for a Day as a freshman last year will be invited.

Financial Aid Awareness Month: Luann will again work with the governor's office to obtain a date for him to sign the proclamation. The recipient of the Student Success Story will be invited. A member of the committee will be contacting schools to remind them about doing events during this month.

Financial Aid Chat Nights: Efforts to make this event more visible include public service announcements, email reminders to guidance counselors, and having the dates announced during the Guidance Counselor ICN training as well as putting the info in their packets. The info will also be provided to IASFAA members in case they receive calls about these dates. Aaron suggested trying to attend the guidance counselor state conference to also make ourselves more visible.

Fill Out the Forms Night: It was decided not to sponsor a state-wide event.

Planning Your Child's Future Brochures: There is approximately 17,000 brochures left from last year's printing. Tracy suggested we could possible target banks this year. Tracy will try to get a list of banks and check to see if they have a conference that someone from the committee could attend.

Make High School Count: This was held the very 1st year at UNI and last year at Drake. Both years have been very successful. Tracy will be meeting with Tracie Pavon to try to write a grant proposal to get some more money for this program. If we received a grant we would try to use the money for a direct mailing of the event to be sent to parents. It was decided to hold it again this year and the Admissions Counselors are interested in continuing with it also. It was suggested to have the event in late August or September when students are just starting back to school. Tracy will head this subcommittee.

Next Meeting will be held September 17 beginning at 1:30.

Tracie Pavon reported that she has a grant that she plans to submit a proposal for Make High School Count through Prairie Meadows. It is due August 15, 2003 and she plans to meet with Tracy Havenor to go over a few things before it is submitted.

Electronic Services: Nancy Ankeny reported that the renewal process is under way. We currently have 181 renewals. Roughly 66 have not renewed. A reminder will go out. The Membership Task Force has been implemented to follow through with the items discussed at the Executive Council Retreat. Don Duzik will lead the task force. Mary Jo Smith added that IASFAA is low with MASFAA memberships. Mary Jo made a verbal appeal to encourage involvement, stating there are a lot of benefits to being a MASFAA member. It was suggested that Don and Mary Jo connect to solicit membership to both organizations.

Federal and State Issues: John Parker no report.

Finance: Tracie Pavon reported that the committee plans to meet in Waterloo on August 18. She will have budgets to the Executive Council members by August 20, 2003.

Long Range Planning: Debbie Craig reported that she will update the budget as soon as Finance Committee meets.

Newsletter: Heather Doe apologized for not getting the newsletter out. It will be out soon Heather is working to establish a committee and schedule of distribution for the year. The committee will also brainstorm on the content of the newsletters.

Professional Development: Julie Molenburg reported that Iowa will participate in Fall NASFAA Training which will take place in Davenport in November. The Leadership Planning Team has released an application to participate in the 2003-2004 Symposium. It is located on the IASFAA web site and all interested are encouraged to apply. The committee will meet in September to plan for the rest of the year.

Program: Beth Oakes absent, no report. Tracie reported that the committee does plan to meet the week of August 18th. And thanked Lois Mulbrook for her work putting together the 35th b-day bash for the fall conference.

School Relations: Steve Loven reported that the School Relations Committee met on Tuesday, July 22nd. They established Thursday, October 30th as the date for the annual financial aid training for high school guidance counselors on the ICN. The agenda will include the Basic Financial Aid Process, FAFSA Updates and Common Mistakes, FAFSA on the Web, ICSAC Update, and a report from the Community Outreach Committee on their activities. 28 sites have been confirmed for the program, and he would expect to add 5-10 more. Registration forms will go out in September to the counselors.

They also established the tentative night for the financial aid program on the ICN as Thursday, January 29th. The ICN scheduler won't be able to confirm this date until September. His committee members are Nancy Ferguson from ICSAC, John Holland from the College Planning Center, Connie Jensen from AIB, and Roberta Johnson from Iowa State. These programs would not be possible without the generous support of ICSAC, and we thank them for their contribution.

The College Planning Center sponsored a lunch at a guidance counselor conference lunch. Steve was able to advocate the profession and services for about five minutes at the luncheon.

Site Coordinating: The Site Coordinating Committee has its members selected. They are: Pam Perry-Cornell College; Amy Perrin-Union Planters; and Jeff Fritz-Wells Fargo (Chair). Jeff met briefly with the Holiday Inn in Davenport to pick up menus and begin the organization process for the Fall Conference. He will be talking to Beth Oakes to organize a meeting there in the first weeks of September. He is still on the hunt for a site to hold the Fall 2004 conference.

Sponsorship: Bev Hickman reported the letters are ready to be sent to sponsors for the fall conference Take five minutes to think of two organizations that could benefit from exhibiting at our conference and email them to Bev Hickman.

Mentoring Task Force: Mary Jo Smith and Connie Jensen met to discuss the goals and plans of the Mentoring Task Force.

The goal of the force is to get new and inactive members of IASFAA involved and comfortable participating in association activities. In order to get these members involved, the Directors at each of the colleges need to be supportive of the goals of the force.

Mary Jo and Connie have asked six IASFAA members to serve on the task force. A face-to-face meeting will be held in August or September to brainstorm ideas. The task force will be responsible for Newcomers at each of the conferences and will also put together another function for new and inactive IASFAA members this year.

OLD BUSINESS: a) Tracie Pavon reminded everyone that budget reports were due July 14, 2003, and she is still missing several: Newsletter, Electronic Services, Site Coordination, and Secretary.

b) **Finance Committee.** If Tracie does not hear from you concerning your budget requests for next year, she will assume the amount allotted for last year is sufficient.

NEW BUSINESS: Debbie Craig requested people remember to submit Debbie Does.

The next meeting is September 3 via telnet.

Amy Gaffney made the motion to adjourn the meeting. Mike Epema seconded the motion. Motion carried.

Meeting adjourned at 1:14p.m.

Respectfully submitted,
Jen Sassman
Secretary