

**NDASFAA Executive Board Meeting - Minutes**

**July 29, 2021**

**Welcome/ Call to Order –** President Judy Hager called the meeting to order at 2:00 pm.

**Roll Call –** Secretary Chelsea Larson confirmed roll by viewing members present in Teams meeting.

**Approval of Agenda** – Verification topic was added to agenda, and then Marcia moved to approve agenda. Seconded by Sheila Dolan. Agenda approved.

**Approval of Minutes** – Marcia Pritchert approved minutes from Executive Board meeting held on

April 14, 2021. Sheila Dolan seconded. Minutes approved.

**Treasurer’s Report** – Chelsea Larson approved report. Marcia Pritchert seconded. Treasurer’s report approved.

**New Business:**

* NASFAA – Diversity and Mentoring
	+ Marcia indicated that this is a priority for NASFAA and RMASFAA
	+ NDASFAA already has a diversity committee, but we could focus on this at state conference going forward
	+ Professional development committee could discuss mentoring – push to create a leadership pipeline similar to RMASFAA – happens somewhat organically with ND due to our size, but it would be helpful to connect new members
	+ Scott Skaro is the chair of RMASFAA
	+ Judy will talk to Brenda Hicks for more information and then consider surveying NDASFAA
	+ Judy provided some information about RMASFAA’s program – good networking opportunity – would provide structure for ND
* 2022 RMASFAA Conference Update
	+ Marcia attended RMASFAA Board Meeting this morning
	+ Virtual and in-person option originally, but virtual is no longer an option due to the vendor issues – cost came in extremely high – only 5 had registered for hybrid at the time. Since there was no signed contract, canceled virtual option.
	+ 5 institutions will be refunded
	+ 51 registered in-person so far, but still early in cycle
	+ Marcia will email NDASFAA – want people to sign up hotels tomorrow
	+ Will announce fall conference in Omaha
	+ Leadership pipeline – deadline is tomorrow
	+ Judy’s staff is going – Judy driving if anyone needs a ride
	+ Diversity and Inclusion scholarship – no applications yet – deadline extended to 8/13
	+ Beginning strategic long-range planning
	+ Marcia attend as outgoing board member, and Judy attending as incoming
* NDASFAA Committee Updates
	+ Professional Development – mentoring program – have not met recently
	+ Judy working with Crystal and Becky to update site
	+ Nominations committee – Marcia is chair and will be seeking nominations
	+ Conference management committee – present and future
		- Andrea Carver –
		- Lindsay and Laurie willing to help
		- Chelsea will assign someone from UND to assist – ask volunteers – should not be very time-consuming at this point
		- Future: Sheila, Marcia, Bethany, Judy – 2023 – Bismarck
	+ Awards and Membership – no update
	+ Awareness Committee – Stacy, Tammy and Sheila
		- Sheila: Working on promotion of FAFSA completion and HSCW – working on dates and hosting for in-person meetings
		- No money for marketing the FAFSA completion program
		- Amanda shared ideas that committee is considering – TBD
	+ Electronic initiatives – no updates
	+ Diversity and Multicultural Initiatives
		- Expanded their membership
		- Melissa Casanova (UND) is new co-chair with Brenda
	+ Need to coordinate committee meetings and minutes in order to provide more structure – worked on cleaning up membership lists – work to have committees submit minutes to website
* Verification regulatory flexibility
	+ 2021-22 – option to waive verification
		- Sheila: NDUS schools – Crystal Tangsrud working with the Verification working group. Working on system programming and setup. Each school deciding independently: waive all, hybrid (still reviewing each and then deciding). Still have to verify 400/401 and amended tax returns.
		- Communication to tell students that they can appeal (for HEERF III)

**Unfinished Business:**

* Insurance for state association
	+ Determined that this is not necessary for our organization
* NDASFAA Professional Development – survey
	+ Marcia – only 4 people indicated that they would not attend a fall training of 20+ responses
		- Topics: Varied responses
	+ Do you believe we should have a long-range plan?
		- “Yes” to forming a committee ad hoc
	+ Marcia will send survey results to board
	+ Review results with Professional Development committee
	+ Consider using presentations at RMASFAA to NDASFAA training – Professional Development committee will discuss
* Strategic Long-Range Plan – survey – work with Professional Development committee to review
	+ Marcia = interest in survey
	+ Ask for people to raise hands to assist
	+ Use resources from NASFAA and RMASFAA
* SNAP Benefits
	+ Awareness committee – Laurie Weber heard back from ND Department of Health & Human Services – Sheila will send to group
	+ Must be eligible for FWS to receive – do not have to be working in FWS position
	+ 0 EFC on FAFSA required
	+ Marcia sent information on broadband to her campus
* P&P Update with new conference rotation
	+ Marcia working on the updates
	+ Just update and review at next year’s business meeting to provide the updates to everyone

**Other:**

* Save the Date: NDASFAA 2022 Conference – April 6-8 Williston
* Marcia will email NDASFAA today with updates

Meeting adjourned at 2:55 pm.

*Minutes submitted by Chelsea Larson, Secretary.*