

**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.*