



NDASFAA Business Meeting
Thursday, April 15, 2021
1:00 PM CST, Zoom

Welcome/Call to Order – Outgoing President Marcia Pritchert virtually passed gavel to incoming President Judy Hager. President Hager called the meeting to order at 1:02 pm.

Outgoing President Marcia Pritchert asked members to indicate their intent to make a motion by raising hand in chat function and to say first and last name for minutes.

Approval of the Agenda – President Hager requested edits to agenda. None given. Bethany Vincent moved to approve agenda. Laurie Weber seconded. Agenda approved.

Roll Call/Approval of the Minutes – Roll was called by Secretary Chelsea Larson. Eighteen of the 21 member institutions were in attendance as indicated below. Quorum reached. Laurie Weber moved to approve minutes. Scott Lingen seconded. Minutes approved.

INSTITUTIONS	VOTING MEMBER	Present
Bismarck State College	Scott Lingen	x
Cankdeska Cikana Community College	Tina Ploium	x
Dakota College at Bottineau	April Abrahamson	x
Dickinson State University	Chris Meek	x
Lake Region State College	Kelsey Walters	x
Lynnes Welding Training	Becky Gunn	x
Mayville State University	Susan Cordahl	x
Minot State University	Laurie Weber	x
North Dakota State College of Science	Shelley Blome	x
North Dakota State University	Matt Sanchez	x
Nueta Hidatsa Sahnish College	Connie King Gottschall	x
Rasmussen University-Fargo	Kim Garske	
Sitting Bull College	Donna Seaboy	x
Trinity Bible College	Amanda Belmont	
Turtle Mountain Community College	Kodi DeCoteau	
United Tribes Technical College	Scott Skaro	x
University of Jamestown	Judy Hager	x
University of Mary	Karrie Huber	x
University of North Dakota	Chelsea Larson	x
Valley City State University	Marcia Pritchert	x
Williston State College	Andrea Carver	x

Treasurer's Report – Bethany Vincent

See report attached and posted to website. Bethany indicated Conference expected income \$1350 from registration of 27 registrants. Twenty-four paid, and the rest are in process. Minimal expenses due to virtual delivery. Renewals included all 21 institutions, 8 associate members, and 3 new associate members: Discover, Credible, Earnest. High School Counselor Workshop was managed virtually, so no

expenses. BND donated breakfast money to scholarship fund and awarded for academic year 21-22. Seven scholarships will be awarded based on \$2000 donated from BND plus \$100 donation from NDASFAA. Thank you, BND! All ND State filings are current. Tina Ploium moved to approve Treasurer's Report. Donna Seaboy seconded. Treasurer's Report approved.

Committee Reports

Nominations: Chris Meek

Two positions were open for elections. Electronic voting process was used again due to COVID, and voting members received a voting link. Associate members did not receive a ballot because there was not an open associate position. Votes have been counted, and 15 of 21 member institutions cast ballots. NDASFAA has elected:

President Elect – Sheila Dolan, NDSCS

Treasurer – Bethany Vincent, NDSU

Sheila and Bethany thanked the group and are looking forward to serving and continuing to serve the association. Chris asked for motion to destroy electronic ballots. Scott Lingen so moved. Becky Nielsen seconded. Motion carried.

Conference 2021: Lindsey Benson & Laurie Weber, co-chairs

Lindsey discussed the change in registration fee to \$50 and hoped it was reasonable for members. She will reach out to get all conference attendee listing to ensure communications are received and to provide to the Department of Education. Thanks to the online delivery, we have 15 first-time attendees! It was also helpful that presenters were able to commit quickly. Lindsey hopes that attendees have enjoyed presenters and topics so far. She reminded the group about the Dollars for Scholars philanthropy project. She also announced that next year's conference will be held at Williston State's campus at their ARC, April 6-8. Laurie Weber thanked Lindsey Benson for her excellent work to get conference set up and organized.

Awareness: Staci Holzheimer & Tammie Reger, co-chairs

Staci discussed changes this year. High School Counselor Workshop was virtual with seven pre-recorded videos that were uploaded to YouTube and posted on NDASFAA site. Total watch time was over 34 hours. Average duration of viewing was 7 min 51 seconds. No video not watched in its entirety. There is no way to track who watched what. Staci also indicated that 7 \$300 scholarships will be awarded from the \$2000 contribution from BND and \$100 from NDASFAA. 127 students completed Financial Aid Night scholarship applications. Becky and Crystal created a form to collect the applications electronically. This number is down from 389 students last year, which is an indicator that COVID slowed opportunities. Staci will call students tomorrow to award the scholarships. Staci discussed the NDUS FAFSA completion project and SNAP benefits. The committee is looking into how to help as a financial aid community across the state to create standard language to aid in discussion and promotion with students. Bethany offered to reach out to ND Department of Human Services. Awareness committee will meet again in June to help with FAFSA completion initiative. The goal is to work together as unified financial aid team across state. They will work on ideas like email and text templates that high school counselors could plug and send to their students.

Awards & Membership: JaLee Lynnes & Kristen Kihle, co-chairs

Rookie of the Year – President Hager read the nomination of this year's winner. Congratulations to Kelsey Walters at Lake Region State College! Kelsey thanked the community for their support.

Retirees – we have six this year, and all six will attend tonight's social. Thank you to the biography writers for these honorees. JaLee reminded everyone to please attend the social to honor these retirees.

JaLee provided an update and thanked those who organized conference. The committee did not meet last year. Tammy Fraase reached out to new people to ask them to join. Some membership changes. Years of Service – Please see listing attached to minutes.

President's Award – Outgoing President Marcia Pritchert awarded the President's Award, the highest award of NDASFAA for those making a long-term contributions to the association. Marcia read the nomination and presented the award to Lindsey Benson!

JaLee indicated that plaques will be mailed to award winners.

Electronic Initiatives: Becky Nielsen & Crystal Tangsrud, co-chairs

Becky Nielsen indicated that the group had a few new attendees yesterday, which is very exciting. Their busiest time is before the conference to update members and forms. Timeline and files will be better organized on website.

Diversity and Multi-Cultural Initiatives: Brenda Zastoupil, chair

Brenda Zastoupil discussed the philanthropy project that the group worked on for last year's conference but which we were unable to complete due to cancellation of the conference. She thanked BND and Staci for help with this year's project. Our goal is to fund 2 \$500 scholarships, and we are 88% of way to goal today. Will go to first-time ND residents in AY22-23. The committee lost several members this year. Kathy Lowe handled yesterday's meeting. The committee is looking to add a few members.

Professional Development: Marcia Pritchert & Judy Hager, co- chairs

Marcia Pritchert discussed the option of fall training, which has not been held since 2018. She will work with the Electronic Initiatives committee on a survey to members. Discussed whether the pandemic has changed training since there are now so many virtual training opportunities. The group will post a resource page to website to inform members of these other options. The group is also considering a monthly newsletter to share opportunities. Marcia and Judy discussed the development of a Strategic Long Range Plan (SLRP). Many associations have their own and are willing to share. They asked the association for thoughts and feedback and discussed forming an ad hoc committee to work on this. Judy provided background on NASFAA encouraging state associations to develop their own SLRP's. Our first step would be to develop a mission statement first. Brenda asked what other associations have thought about their SLRP's once they implemented them. Judy indicated that it helps prioritize activities, what to improve, and development needs. It is a pivotal time in our association, given so many retirements and leadership changes. It would help with continuity for the association going forward. The committee will issue as a survey to the group and ask anyone who may be interested in this sort of project to raise your hand to assist. Marcia also indicated that the RNASFAA Board is interested in knowing whether state members are planning to attend the RNASFAA conference in-person or virtually. She asked members to please email her. RNASFAA will be in Omaha, Nebraska, October 10-13. Judy also noted that she and Karrie Huber are driving to Summer Institute, in Kearney,

Nebraska together and that others are welcome to join them. April 30th is early bird registration deadline.

Old Business

NDASFAA Bylaws on Archiving (Electronic Initiatives Committee)

Crystal Tangsrud discussed that the old website content was discussed at the 2019 conference. The committee was tasked with reviewing options for archiving the old content. Space is not an issue in the online library. Concerns were raised around access to historical information. There is a tool (plugin) that would allow for organized archiving and then grant access by request to individuals to search pictures, documents, etc. The information would not live publicly. It would help with classification and improve search functionality on website and would be a project to get it organized. The association had discussed a 5-year retention for public facing website content. After five years, it would move to the archive. The archive website would be updated to indicate how to get access. This product would be no cost as it is part of NDUS website platform already.

New Business

Conference Rotation Schedule (Policy & Procedures)

Judy proposed a change on behalf of the Board to the rotation schedule. Currently, Williston is the proposed site for 2022. Per the schedule, Valley City is scheduled for 2023. The current schedule puts pressure on smaller institutions/sites to host with limited local resources. The Professional Development committee discussed this yesterday. The Executive Board proposed a rotation revision: Bismarck, Fargo, Members' Choice, Minot, Grand Forks. Bethany Vincent added that proposal is a result of smaller institutions and towns not being able to accommodate larger groups. It would still allow a Members' Choice location/institution an opportunity to host and would reduce the sites from seven to five. Laurie Weber asked whether DSU has lost some space. Chris Meek indicated that it has not lost space, but that hotels are difficult to reserve and prices are very high. However, it could still be a Members' Choice in future. Judy indicated the proposal would begin in 2023 and would work as follows:

2022 = WSC

2023 = Bismarck

2024 = Fargo

2025 = Members' Choice

2026 = Minot

2027 = Grand Forks

Donna Seaboy moved to accept new rotation and to update the Policy and Procedures. Becky Nielsen seconded. No further discussion. Motion carried.

Other

Karrie Huber moved to adjourn. Laurie Weber seconded. Meeting adjourned at 2:02 pm.

Minutes submitted by Chelsea Larson, Secretary.

Years of Service

40 Years:

Donna Seaboy-2021

35 Years:

Char Skjonsby—2016
Kathy York—2016
Michele Rolewitz—2017
Shelley Blome—2018
Carla Toso—2018
Dan Johnson-2020
Carmen Marohl-2021
Sandy Prudhomme-2021

30 Years:

Shirley Glass—2015
Sandy Klein—2016
Carmen Marohl—2016
Sue Applegren—2017
Shar Martin—2017
Jeff Jacobs—2018
John Kramer—2018
Kristie Myers-2020

25 Years:

Kristie Myers—2014
Kathy Nelson—2014
Mary Ann Whitman—2014
Karen Keller—2015
Shirley Hanson—2017
Mary Gerardy—2018
Wally Erhardt—2019

20 Years:

Wally Erhardt—2014
Katie Nettell—2016
Linda Greenstein—2017
Debora Murray—2017
Laurie Weber—2017
Robb Cummings—2018
Brad Riebel—2018
Mary Smith—2018
Marcia Pritchert-2020
Patti Rickford-2020
Brenda Zastoupil-2021

15 Years:

Lynn Brekke—2014
Sylvia Brockman—2014
Marge Michael—2014
Patti Rickford—2014
David Hanson—2015
Marcia Pritchert—2015
Brigit Sprenger—2015
Carol Buchli—2016
Brenda Zastoupil—2016
Bob Baier—2017
Mike Mutziger—2017
James Barnhardt—2018
Michelle Marks—2018
Kristin Ellingson—2019
Doreen Hoffman-2020
Janelle Kilgore-2020
Christopher Meek-2021
Kathy Lowe-2021
Audrey Sayler-2021
Carolyn Keegan-2021

10 Years:

Kristin Ellingson—2014
Doreen Hoffman—2014
Janelle Kilgore—2014
Janica Sabot—2014
Carolyn Keegan—2015
Kathy Lowe—2015
Angela Osborn—2015
Audrey Sayler—2015
Joshua Brorby—2016
Laura Fiedler—2016
Christopher Meek—2016
Kellie Choate—2017
Tammy Fraase—2017
Kimberly Garske—2017
Bonnie Litton—2017
Linda Murphy—2017
Bethany Vincent—2017
McKay Brekke—2018
Susan Cordahl—2018
Elaine Erickson—2018
Kristen Jezek—2018
Megan Kragness—2018
Melissa Rystad—2018
Rachel Minske—2019
Megan Kragness—2019
Lucas Winterberg-2020
Scott Skaro-2020
Lindsey Benson-2021
Thomas McNaughton-2021

5 Years:

Rachel Minske—2014
Scott Skaro—2014
Lucas Winterberg—2014
Valerie Heilman—2015
Lindsey Benson—2016
Andy Berntson—2016
Carin Kruger—2016
Thomas McNaughton—2016
Dixie Omen—2016
Sheila Dolan—2017
Jennifer Duffy—2017
Vitaliano Figueroa—2017
Alexsis Marcellais—2017
Lindsey One Bear—2017
Tammie Reger—2017
Tom Ternes—2017
Amanda Allard—2018
Sherry Bisek—2018
Tanya Brandt—2018
Judy Hager—2018
Courtney Heiser—2018
Karrie Huber—2018
Scott Lingen—2018
JaLee Lynnes—2018
Amy Myers—2018
Laurie Running Hawk—2018
Roxy Jacobson—2019
Crystal Lovik-2020
Crystal Tangsrud-2020
Kelli Marchand-2020
Tonya Critz-2020
Alexandria Bauer-2020
Tina Ploium-2021
Becky Nielsen-2021
Nikki Davis-2021
Kathy Bodensteiner-2021
Jacquelyn Zeltinger-2021
Katie Dunphy-2021
Kaitlin Lockett-2021
Kari Lommen-2021
Chelsea Jones-Thomas-2021
Laurie Kovar-2021
Andrea Carver-2021



Other Awards

President's Award

Bethany Vincent-2017
Rohit Kulkarni —2014
Marcia Pritchert —2012
Donna Seaboy —2011
Julie Kubisiak —2010
Bruce Helgerud —2010
Wally Erhardt —2009
Don Flaherty —2008
Education Asst. Corp—2007
SLND —2007
Margery Michael—2006
Katie Nettell—2005
Lynn Aaberg—2004
Ruth Gress—2003
Jeff Jacobs—2001
Dale Gehring—2000
Diane Christenson—1999
Charlene Schuchard—1998
Bob Neas—1997
Wayne Tesmer—1996
Betty Kuss Schumacher—1995

Special Awards

Lifetime Achievement:

Jeanne Enebo—2014
Dale Gehring—2013
Peggy Wipf—2012

Friend of NDASFAA:

Brett Lief—2008

Inspirational Leadership:

Katie Nettell—2008
Laura Teigen—2008
Brenda Zastoupil—2008

Super Star:

Laurie Weber—2007

Rookie of the Year

Kelsey Walters-2021
Crystal Tangsrud-2020
Becky Gunn-2019
Tammy Fraase— 2018
Scott Lingen— 2017
Heather Fink—2016 Donna
Joyce—2015 Andrew
Berntson—2014 Tom
Ternes—2013
Valerie Heilman—2012
Janelle Kilgore—2010 Tara
Thorson—2009 Kathy Lowe
—2009
Robyn Bancroft—2008
Laura Teigen—2007 Brenda
Zastoupil—2006 Margery
Michael—2005 Peggy
Anderson—2004 Kristie
Holler—2003
Holly Schirado—2001
MaryAnne Whitman—
2001 Ruth Gress—2000
Lynn Aaberg—1999
Lynn Haverlock—1999
Katie Nettell—1998
Beth Boustead—1995

Retirees 2020-2021

Shirley Hanson
Sue Applegren
Jeff Jacobs
Dave Hanson
Katie Nettell
Doreen Hoffman

RMASFAA Distinguished Service Award

Jeff Jacobs—2015

RMASFAA Hall of Fame

Jeff Jacobs-2018

RMASFAA Ron Smout Award for Teaching & Men- toring

Bruce Helgerud—2003

RMASFAA Oscar R. "Jack" Hendrix Award (formerly Rookie of the Year)

Katie Nettell—2000
Rohit Kulkarni-2014
Shawn Rosaasen-2018
Lindsey Benson-2019

RMASFAA Distinguished Service Award

Bob Neas-2002

NASFAA Leadership Award

Bob Neas—2002
Donna Johnson-1997