

2006-2007 SCASFAA COMMITTEE RESPONSIBILITIES

BUDGET COMMITTEE: Evaluates the fiscal policies and practices of the Association; makes recommendations concerning fiscal matters of the Association to the Executive Board; insures the budgetary health and well being of the Association.

BY-LAWS COMMITTEE: Insures that the Association operates in compliance with its approved By-Laws; reviews and makes recommendations to the Executive Board concerning revisions to the Policies and Procedures Manual; reviews and makes recommendations to the Executive Board concerning amendments to the Association's By-Laws.

COUNSELOR RELATIONS COMMITTEE: Develops and disseminates information concerning financial aid opportunities as well as financial planning to as wide an audience as possible through use of available media; coordinates with other Association committees to insure that all pertinent information concerning their activities which affect the public is made available through appropriate media. Provides assistance, as appropriate, to secondary schools in scheduling, coordinating, and conducting financial aid workshops for parents and students; seeks input from secondary school counselors and personnel concerning financial aid information and training needs; provides financial aid training and information to secondary counselors and personnel.

DIVERSITY COMMITTEE: Provides sensitivity training to the Association as it relates to each other, the community, and the students served; develops activities that support recruitment and retention of minority members of the Association; actively solicits the involvement of leadership development of minority members.

LEGISLATIVE CONCERNS COMMITTEE: Apprises the Association of important legislative matters concerning student financial aid; develops and recommends to the Executive Board the Association's responses to important legislation initiatives regarding statutes, regulations, and Notices of Proposed Rule Making.

LONG RANGE PLANNING/GOVERNANCE COMMITTEE: Identifies strengths and weaknesses of the Association and recommends actions or direction to the Executive Board that will promote the accomplishment of the goals of the Association. Monitors the Association's progress toward meeting goals.

MEMBERSHIP COMMITTEE: Actively solicits membership in the Association from eligible individuals involved in the administration of financial aid; maintains a current membership roster publishes and distributes a Membership Directory; prepares mailing labels for various Association needs.

NEWSLETTER COMMITTEE: Responsible for the production of the Association newsletter.

NOMINATIONS/ELECTIONS COMMITTEE: Conducts the nominations and election process for the Association's elected offices; recommends to the Executive Board revisions or additions to the Association's policies and procedures on nominations and elections of officers.

PROFESSIONAL DEVELOPMENT COMMITTEE: Plans and/or coordinates all training activities for the Association including the New Aid Officers Workshop, NASFAA Decentralized training, video conferences, symposiums and other training opportunities.

PROGRAM COMMITTEE: Coordinates all activities for the Association's Fall and Spring Conferences including program content and local arrangements.

SITE SELECTION: Secures appropriate conference sites for future fall and spring meetings.

VENDORS/SPONSORS: Solicits support from vendors and sponsors for all Association activities; coordinates display areas at Association conferences.