

**MINUTES**  
**SCASFAA Board Meeting**  
**South Carolina Student Loan Corporation**  
**January 28, 2011**

Present:

Jeni Rone  
Jeff Holliday  
Chuck Sanders  
Allison Sullivan  
Ken Bernard

Jennifer Williams  
Nikisha Dawkins  
Kenneth Cole  
Aria Simmons

Katie Harrison  
Rosalind Stevenson  
Violette Hunter  
Kimberly White-Grimes

Absent:

Missy Lutz  
Ellen Green  
Vickie Sutton

Forrest Stuart  
Emily Staggs

Sarah Dowd  
Hank Fuller

**CALL TO ORDER**

President Jeff Holliday called the meeting to order at 10:25 am. A quorum was established with the majority of voting members present.

President Holliday asked if there were any adjustments or additions to the agenda, to which there were none. The agenda was approved as presented, with the allowance that the President could modify as needed throughout the meeting.

The minutes of the October 25, 2010 Board meeting were reviewed and accepted as public record.

**REPORT OF OFFICERS**

***President (Jeff Holliday)***

President Holliday reported that the NASFAA Leadership Conference will be held March 6-8, 2011, and that Allison Sullivan and Missy Lutz will attend as representatives of SCASFAA.

Jeff discussed the outlook for student financial aid programs on the federal and state level and encouraged the Board members to pay attention to state and federal budgets as aid programs are reviewed and amounts are determined. Although SCASFAA hasn't taken an active role in efforts to contact legislators as an organization, Jeff encouraged us to address representatives on behalf of students.

***President-Elect (Allison Sullivan)***

Allison reported that she, Ken Cole, Nikisha Dawkins, and Missy Lutz are planning to begin working together on a transitional document for the Treasurer-Elect position, which will serve as a timeline and instructional document for the position. Nikisha and Ken have discussed the document via email, but the official work will begin within the next few weeks. Allison is hoping to have a draft document in place by the next Board meeting to present to the Board for approval. The document would then be available after the election for the upcoming Treasurer-Elect.

***Vice President (Kenneth Cole)***

Ken reported on the New Aid/Intermediate Officers Workshop, which was held in September. A total of 42 members attended the workshop over the two-day period. The cost of workshop was \$40 for one day, and \$60 for both days. The overall revenue was \$2100, with the cost to SCASFAA being \$375 after the revenue was taken into consideration. The NASFAA CORE material was used as a basis for the training. All attendees received a manual including the presentations, along with a CD.

Ken then reported on the Fall update via the Tech Net system. The main issue was that the federal trainer did not have enough time to cover specific topics because the overall federal update was so lengthy. Feedback indicated that members preferred the presenter should be at the central location instead of being in a remote site. There were a total of 88 pre-registered attendees; however, some people attended without registering.

The Mid-Level Leadership Symposium will be held on March at Columbia College's Breed Leadership Center. The theme for the symposium is "Leading to Success: Becoming a Leader in the Middle of It All." Ken provided a brief biography for the first presenter, Dr. Ron White, and indicated that fees have been waived by presenter and the college. The Board discussed the training material and the DISC online assessment. The second session will be a SCASFAA Past Presidents roundtable and will be an interactive session focusing on leadership within the profession and association.

Ken indicated that SCASFAA was unable to put a webinar together for January, but will be determining topics for the webinars after hearing what will be available at the conference. The plan is to create webinars on topics that are not already going to be covered at the conference.

***Secretary (Katie Harrison)***

No report for the Board at this time

***Treasurer (Nikisha Dawkins)***

Nikisha presented a copy of the updated budget. There are currently 317 paid members as of this date, and the goal was to have 375 paid members for the year. Nikisha then reviewed the status of the CDs and checking account. She indicated that the New Aid Officers workshop was over budget by \$34, but a vote is not required because the overage isn't over the 10% threshold.

***Note: President Holliday asked Nikisha to set a date for the budget committee meeting for late February.***

Lastly, Nikisha reported that SCASFAA's taxes were completed on November 13, 2010 by H&R block at a cost of \$150.

***Treasurer-Elect (Missy Lutz)***

Absent; no written report for the Board at this time.

***Member at Large (Emily Staggs)***

Absent; no written report for the Board at this time.

***Past President (Hank Fuller)***

In Hank's absence, Allison Sullivan presented the slate of candidates as approved by the Nominations & Elections committee. The slate is as follows:

President-Elect: Sarah Dowd

Vice President: Donna Quick and Carolyn Sparks

Treasurer-Elect: Violette Hunter and Vickie Sutton

Member at Large: Kevin Perry and Rosalind Stevenson

**President Holliday dismissed the group for a break at 11:06 a.m., and the meeting reconvened at 11:14 a.m.**

**REPORT OF COMMITTEE CHAIRS**

***Consumer Relations (Violette Hunter)***

Violette reported that the College Goal SC committee met last week to finalize plans for the upcoming event. There will be 15 locations throughout the state. Anderson University, Erskine College, and USC Beaufort are not participating this year due to the low turnout at those locations last year. Promotional materials include palm cards and posters, and Violette shared those with the Board members. She reported that CHE helped solicit \$1500 from the SC Chamber of Commerce, which was donated toward College Goal SC this year. These funds will provide t-shirts for all students who attend the workshop. Billboards are located throughout the state, and commercials are being aired.

The SCASFAA website and Facebook page will be updated to highlight the upcoming event. The deadline for SCASFAA members to volunteer is February .

***Counselor Relations (Vickie Sutton)***

Absent – no written report submitted at this time

***Diversity (Rosalind Stevenson)***

Rosalind reported that the Diversity Workshop was held December 9th at SC Student Loan with a total of 15 attendees. The topics of the workshop were Bullying of LGBT students, and Understanding Religious and Cultural Differences. There was also a roundtable discussion, facilitated by Allison Sullivan and Donna Quick. Certificates were provided to all attendees. Rosalind is currently working on identifying a speaker for the conference.

***Electronic Services (Ken Bernard)***

Over the next several weeks, Ken will be working with Aria to get spring conference information posted to the website. He reported that ATAC's service and response times have improved significantly since the last Board meeting. However, Ken has set up a test site with Wild Apricot and will continue to test and compare the differences with ATAC.

***Legislative Relations (Forrest Stuart)***

Absent – no written report submitted at this time

***Newsletter (Jennifer Williams)***

Jennifer reported that the spring edition of the newsletter has to be made available to the membership 30 days prior to Spring conference per By-Laws concerning the election. The deadline for submissions will be March .

***Peer Support (Kimberly White-Grimes)***

Kimberly is working on cleaning up the database for the Peer Support Network by deleting people who are no longer part of SCASFAA. She suggested that we look into utilizing a function similar to what SASFAA uses to capture members' areas of expertise. This type of information would allow the Peer Support chairperson to run an up-to-date query in order to keep the directory more current. In addition to updating the database, Kimberly has also sent an email to all new members letting them know the network is available to them.

Kimberly and Aria are working together to bring back peer mentors for new members at the conference. Jeff suggested having a location during the conference for an "Ask a Peer" location, where mentors would be available for newer members of the association to ask questions and communicate with. The Board discussed possibility of ordering ribbons, stickers, or buttons for peer mentors to wear during the conference so they could be easily identifiable.

***Lender Liaison (Chuck Sanders)***

Chuck Sanders reported that customer service calls at SCSL have continued increasing with repayment questions, although originations have dropped off. SCSL is in the process of becoming a subcontractor for DL collection agencies. In addition, a DL servicing proposal was submitted to the Federal Department of Education in December by SCSL and nine other non-profit organizations. Chuck also discussed ELM's increased pricing schedule, which has caused SCSL and many other private lenders to drop their contracts with ELM and the NDN.

***Program (Aria Simmons)***

Aria reviewed the tentative agenda for the conference. The shorter length of the conference has proven to be a challenge because we have so many topics to cover, so she and the committee are trying to find room in the program for more concurrent sessions. Columbia Mayor Steve Benjamin has been invited to attend and welcome attendees to the conference, and Aria is waiting to confirm whether or not he will be able to attend. The software vendors are in the process of confirming their attendance. Aria indicated that at this point, the conference committee is under budget and that registration should be available within the next few weeks.

Aria also reported that David Bartnicki and Wood Mason will be attending the conference to present, representing the Federal Department of Education.

President Holliday asked Aria to tentatively schedule Jeff Dennis and Ron Day to provide SASFAA and NASFAA updates.

After reviewing the tentative agenda further, President Holliday indicated that the Board meeting will begin at 10:00 a.m. on Sunday, April .

***Site Selection (Jeni Rone)***

Jeni reviewed the documents that she had previously submitted to the Board comparing potential sites for 2012. The Board reviewed proposal information from three hotels in the Charleston area and three hotels in Myrtle Beach. Jeni announced her committee recommendations, based on overall price and location, as the Sheraton Myrtle Beach Convention Center or the Embassy Suites North Charleston. The Board discussed all options available based on information provided by the Site Selection committee.

**Action Item:** Allison Sullivan moved that the Board select Embassy Suites North Charleston as the site for the 2012 Conference, to be held April 1-4, 2012; Nikisha Dawkins seconded. The Board voted unanimously to approve the location and date.

**Note:** Jeni will plan to create a flyer, announcing and promoting the dates and location for the 2012 conference, to have available for attendees at the upcoming 2011 Conference.

**SCASFAA Advisory Council to CHE (Ellen Green)**

Absent – written report submitted to Board prior to meeting

**Sponsorship (Sarah Dowd)**

Absent – written report submitted to Board prior to meeting

### **UNFINISHED BUSINESS**

No unfinished business reported

### **NEW BUSINESS**

In order to provide the DISC profile assessment at \$25/person for the upcoming Leadership Symposium, the budget needs to be increased by \$500. Ken Cole indicated that he does not believe the association will need to use the full \$500 increase, but he would rather allow for the increased budget upfront instead of facing the potential of going over the original budget.

**Action Item:** After further discussion, Ken Cole moved that we increase the budget for "other workshops" by \$500 to cover potential increased fees for the Leadership Symposium, if needed. Katie Harrison seconded the motion. The Motion carried after the Board vote.

**President Holliday dismissed all non-voting members from the meeting at 12:55 p.m. and asked all voting members to stay in order to vote on the award recipients.**

All present voting members discussed the award nominations for the Achiever, Emerging Leader, and Fearless Nine awards. President Holliday reviewed the criteria for each award separately. The Board reviewed the nominees and consulted the current membership directory to make sure all nominees qualified based on the criteria outlined in the Policies & Procedures Manual. After review and discussions, the Board members voted on the recipients for the current year, and those awardees will be announced and presented with their awards during the upcoming conference.

**Note:** Jeff will work with Emily to determine any Quarter Century award recipients, who will also be recognized during the 2011 Conference.

**Action Item:** After further review of the current Statement of Revenue and Expenditures, Ken Cole moved to raise the New Aid Officers Workshop revenue line item from an anticipated amount of \$1520 to the actual amount of \$2100 and reduce the contingency fund by \$80 to \$11325 in order to raise the Leadership Symposium budget by \$500; Allison Sullivan seconded. The motion carried unanimously.

**Katie Harrison moved to adjourn the meeting at 1:45 p.m. Ken Cole seconded it. The motion passed, and the meeting was adjourned.**