

VASFAA

BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM

(Add additional objectives and status reports as needed)

Committee: New Century Educational Endowment Fund, President’s Council

Commissioner/Board Position: Margaret Murphy/Treasurer-Elect

Year (e.g., 2009-10): 2009-10

Committee Members:

- Chair, New Century Educational Endowment Fund – Brad Barnett
- Chair, Budget and Finance – Bobby Clemmer
- Past President – Brenda Burke
- Manager of New Century Fund – Keith Wellings
- Member at Large (Appointed by the President) – Erik Melis

Standard Goal 1: Review/approve/award/reject applications from the membership for New Century awards.

Objective 1

Distribute applications to committee members for review/approval/rejection.

Status Reports of Objective 1 *(Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):*

Date: 10/7/09

Report: The Council received four applications for New Century Awards during this reporting period. The following three were approved:

- Longwood College, Karen Schinabeck, \$2,000 for FSA Conference
- Emory & Henry College, Margaret Murphy, \$1,200 for FSA Conference
- Southern Virginia University, Etta Feinauer, \$1,726 for FSA Conference

A request from Longwood for Banner training was denied.

Date: 1/21/10

Report: The Council received three applications for New Century Awards during this reporting period. The following one was approved:

- Virginia Commonwealth University, Susan Kadir, \$500 for FSA Conference
- Bluefield College, Susan Davis, \$500 to attend the SASFAA Mid-Level Officer Workshop

A second request from Bluefield College, Carly Kestner to receive \$500 to attend the VASFAA Annual Conference has been received and is being reviewed by the committee.

Date: _____

Report: _____

Objective 2

Execute funding to membership if funding is approved.

Status Reports of Objective 2 *(Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):*

Date: 10/7/09

Report: Each individual who was approved to receive a New Century Award was directed to the VASFAA Treasurer, Kerrie Roth, to secure funding for their event. Kerrie was copied on all e-mails sent to the applicants notifying them of their approval and the direction to contact her for funding.

Date: 1/21/10

Report: Susan Kadir (VCU) and Susan Davis (Bluefield) were directed to the VASFAA Treasurer, Kerrie Roth, to secure funding for their respective approved requests.

Date: _____

Report: _____

Objective 3

Perform follow-up to any approved funding to evaluate results where appropriate.

Status Reports of Objective 3 *(Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):*

Date: 10/7/09

Report: Not applicable at this time.

Date: 1/21/10

Report: Not applicable at this time.

Date: _____

Report: _____

Standard Goal 2: Advertise availability of funding to the membership.

Objective 1

Use newsletter to advertise availability.

Status Reports of Objective 1 *(Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):*

Date: 10/7/09

Report: Articles were submitted and published in the Summer 2009 and Fall 2009 editions of the VASFAA Voice soliciting applications. Additionally, the Fall 2009 VASFAA Voice contained a report by Kristi Hall, Director of Financial Aid & Enrollment Services, Mountain Empire Community College, regarding the New Century Funds she received to attend the SASFAA 2009 New Aid Officer's Workshop.

Date: 1/21/10

Report: An article was submitted and published in the Winter 2009 edition of the VASFAA Voice soliciting applications. Reports from Emory & Henry College and Southern Virginia University regarding the results of their awards were published in the Winter 2009 edition of the VASFAA Voice. Lastly, reports from Sandra Morris at Virginia Tech (2008-09 Buddy Award recipient for tax training that was just recently completed) and Longwood

University for the FSA Buddy Award they received this year were submitted to the be included in the next edition of the VASFAA Voice.

Date: _____

Report: _____

Objective 2

Advertise at VASFAA fall functions (i.e. Leadership conference.)

Status Reports of Objective 2 *(Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):*

Date: 10/7/09

Report: No action taken on this at this time.

Date: 1/21/10

Report: No action taken on this at this time. The committee is receiving requests based on other advertising avenues.

Date: _____

Report: _____

Standard Goal 3: Establish standard goals, membership standards and an operations calendar for the VASFAA Policies and Procedures.

Objective 1

Chair to write goals/calendar for committee and board review/approval.

Status Reports of Objective 2 *(Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):*

Date: 10/7/09

Report: The Council is proposing a revision to Section 7.10.2.4 of the VASFAA P&P. The suggested revision was submitted to the Council's Commissioner to present to the VAFSAA Board for review and approval. The suggested revision is below, with the changes designated by the yellow highlights. If approved, the VASFAA Secretary will update the VASFAA P&P to reflect these changes.

7.10.2.4 Award Amount

Awards may range from a minimum of \$250 to a maximum of \$1,500. An amount of \$500 is deemed to be the maximum that can be approved for expenses related to a state, regional, national, or federal financial aid conference (e.g., VASFAA, SASFAA, NASFAA, & FSA). Exceptions to these limits may be made by a unanimous vote of the President's Council.

Date: 1/21/10

Report: The VASFAA P&P changes to section 7.10.2.4 noted in the 10/7/09 report under this goal were approved by the VASFAA Board. The committee began operating under those guidelines following the approval.

Date: _____

Report: _____

BUDGET

Item *(Broad general categories)*

Travel for Meetings (mileage, meals & lodging)

Board Approved Amount:

Date:

(Use separate sheet if necessary.)

Cost

\$0

\$0