

VASFAA

BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM

(Add additional objectives and status reports as needed)

Committee: President

Commissioner/Board Position: Brad Barnett/President

Year (e.g., 2005-06): 2005-06

Committee Members:

N/A

Standard Goal 1: Promote VASFAA's Vision, Mission and Purposes. (Strategic Plan Reference: Section 1.0, 2.0, and 3.0)

Objective 1 (*HOW the committee plans to achieve the stated goal*): Communicate with VASFAA members throughout the year via listserv, newsletter articles, phone calls, meetings, e-mails, in person, and other appropriate method to meet this goal.

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: 8/19/05

Report: As this report, I have sent several e-mail messages to the Executive Board and committee chairs regarding VASFAA issues of policy and process, as well “thanks” for all of their hard work and commitment. I also e-mailed the committee volunteers following the retreat thanking them for their volunteerism. Additionally, I submitted an article for the Summer 2005 edition of the newsletter, and have had several individual e-mail and phone conversations with committee chairs focusing on topics such as membership, web site updates, conference, training, and public relations. Many of these conversations focused on planning the year’s activities.

Date: 11/4/05

Report: I have sent several e-mails to the listserv regarding a variety of VASFAA issues. I have also kept the membership informed of SASFAA events by soliciting input from them on what to report from VASFAA, providing summaries of the SASFAA Board Mtg, and letting them know the results of the SASFAA states collaborating to assist AASF AA and MASFAA in their Hurricane Katrina relief efforts. I have submitted newsletter articles to VASFAA and SASFAA, and a VASFAA Board Meeting is scheduled for 11/14/05. I have spoken with several VASFAA members, chairs, and committee members via the phone to conduct VASFAA business. The VASFAA President-Elect and I have also spoken on the phone and communicated via e-mail several times regarding issues pertinent to VASFAA today, as well as in the future. This line of communication will help maintain some continuity within the association in preparation for next year’s Board.

Date: 1/13/06

Report: E-mailed volunteer numbers to listserv, showing membership the number of volunteers from each sector and thanking those who volunteered. Wrote an article for the newsletter. Had several e-mail and phone conversation with VASFAA Board Members, committee chairs, and some members regarding VASFAA topics. E-mailed the VASFAA listserv providing a review of the last SASFAA Board Mtg, as well as other topics in the reporting period. Actively participating in the coordination of a Super Saturday event on the

campus of Bridgewater College, including organizing volunteers from JMU, EMU, BRCC, Bridgewater College, and Mary Baldwin College, submitting public relations stories to the local newspaper and radio stations, and being part of an interview that will take place on 1/14/06 for the local television station. Established an ad hoc committee to review the current Vendor/Sponsor Policy with regards to vendor contributions above and beyond what is required for the lottery process.

Date: 4/7/06

Report: I continue to send e-mails to the listserv to communicate with the VASFAA membership. I have also had several phone and face-to-face conversations with several VASFAA members and Board members during this reporting period. I have submitted newsletters articles for all the newsletters and have worked with several committee chairs providing input and feedback and the work they doing towards meeting their goals and objectives.

Objective 2 (*HOW the committee plans to achieve the stated goal*): Represent VASFAA on the SASFAA Executive Board.

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: 8/19/05

Report: I attended the June SASFAA Transition Retreat and July SASFAA Executive Board Meeting. The transition retreat was a learning process for me as the 2004-05 Board transition out and the 2005-06 Board transition in. Much was accomplished at the July meeting, including approving a balanced budget for SASFAA, reviewing the format of the Long Range Planning Committee Retreat to take place in November and that will focus on the "state of SASFAA," communicating with the other eight SASFAA states regarding things going on within their associations, and reporting to the Board on behalf of VASFAA. I sent an e-mail to the VASFAA membership summarizing some of the activities that occurred during the meeting.

Date: 11/4/05

Report: I attended the SASFAA Executive Board meeting 10/28/05-10/30/05 and presented a state report for VASFAA. I solicited input from the membership prior to writing the report, and then shared the report with the membership via the listserv once it had been written. I will attend the SASFAA Long Range Planning Retreat 11/10/05-11/12/05 to review the SASFAA Long Range Plan and discuss the future of the organization. I have also worked with all the state presidents and the SASFAA President to develop an organized plan to assist AASFAA and MASFAA in their Hurricane Katrina relief efforts.

Date: 1/13/06

Report: I attended the SASFAA Long Range Planning Meeting 11/10/05 -011/12/05 and have had e-mail communications with the other SASFAA State Presidents regarding issues related to SASFAA and our state associations.

Date: 4/7/06

Report: I attended the SASFAA Board Meeting that took place in conjunction with the SASFAA 2006 Annual Conference. Following the conference I sent an e-mail to the VASFAA membership to report on the Board Meeting. At the conference I also participated, along with the other SASFAA state presidents, in the State President Elect Workshop to help prepare these individuals for their year as a state president. I also served as a general session moderator and presented three concurrent sessions during the conference. I continue to talk to the other SASFAA state president about associational issues. Lastly, I was asked, and accepted, to be the SASFAA 2008 Annual Conference chair.

Standard Goal 2: Lead the Association by providing opportunities for professional educational growth for the membership and awareness of financial aid awareness opportunities for students. (Strategic Plan Reference: Section 1.0, 2.0, 4.1 A (3), and 4.5 A (1-4)

Objective 1 (*HOW the committee plans to achieve the stated goal*): Work with appropriate VASFAA committees to ensure quality professional development opportunities are afforded to the membership.

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: 8/19/05

Report: I continue to communicate with the Conference and Training Committee Chairs regarding planning for the May 2005 conference. I have sent an e-mail to the Support Staff Training Chair and Commissioner regarding workshops offered by that committee. Lastly, I have had discussions with Experienced Aid Officer's Committee Chair to plan the Fall 2005 Leadership Symposium.

Date: 11/4/05

Report: I have worked with the Training Committee and associated commissioner to reach the conclusion that VASFAA should offer a fall New Aid Officer's Workshop, which is something the membership has been requesting. This is being done in December. I have worked with the Board to approve signing an agreement to partner with NASFAA on LearningStudentAid.org. That agreement has been signed. I have supported the Support Staff Training Committee offering two professional development events in the fall entitled "Verification and Income Tax." I have worked with the Experienced Aid Officer's Committee Chair and Commissioner to coordinate a Leadership Symposium that will be held 11/14/05-11/15/05. I have forwarded information to the Awareness Committee regarding VASFAA participation in a College Expo in Richmond. There are anticipated to be approximately 2,000 people attending the expo and VASFAA is scheduled to be the only organization conducting a presentation at this event. I will represent VASFAA at the 1st annual Commonwealth College Access Network (CCAN) conference in December and conduct a breakout session during this event. I am participating as a presenter for the VASFAA High School Guidance Counselor Workshop at Mary Baldwin College and am planning to assist with Super Saturday at Bridgewater College once that event is scheduled.

Date: 1/13/06

Report: I have continued communicating with the Training Committee and Conference Committee regarding the annual conference in May, as well as had communications with committee chairs/members and Board members regarding the December New Aid Officer's Workshop and the Fall Support Staff Training Workshops. I also attended the VASFAA Leadership Symposium on 11/14/05 – 11/15/05. I have been communicating the SASFAA membership numbers by state to the membership via the listserv, reinforcing VASFAA membership in SASFAA which will aid in the professional development of the members. As of 1/9/06, VASFAA has 129 SASFAA members, which is the 2nd highest of the SASFAA states. We had a total of 131 members, so we are on track to have more members working as part of SASFAA this year. Our SASFAA membership numbers will likely increase with the SASFAA Annual Conference. Actively participating in the coordination of a Super Saturday event on the campus of Bridgewater College, including organizing volunteers from JMU, EMU, BRCC, Bridgewater College, and Mary Baldwin College, submitting public relations stories to the local newspaper and radio stations, and being part of an interview that will take place on 1/14/06 for the local television station. I represented VASFAA at the CCAN conference and co-presented a breakout session. I see some real opportunities for VASFAA and CCAN to work together on access issues for individuals desiring post-secondary education, in addition to joining forces to provide professional development opportunities to VASFAA and CCAN members that would normally not be available.

Date: 4/7/06

Report: During this reporting cycle most of our professional development efforts have focused on getting ready for the annual conference in May. I have continued my work with the Conference Committee, Training Committee, Diversity Committee, and Membership

Committee, as well as the Executive Board, towards the goal of having a conference that is fun and able to fulfill the professional development needs of the membership.

Objective 2 (HOW the committee plans to achieve the stated goal): Communicate with the Executive Board and committee chairs to identify future leaders of the association.

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: 8/19/05

Report: This continues to be a topic of discussion, but no formal action has taken place in this reporting period other than encouraging participation of new members on committees, as well as discussing possible candidates for future office with the Past President as he begins his search for a 2006-07 slate of candidates.

Date: 11/4/05

Report: We are very fortunate to have several people serving in leadership positions within the association who have not traditionally done so in the past. These new leaders are working with the Board, their commissioners, and other VASFAA members to get their tasks done for the year, and hopefully put themselves in a position to continue providing leadership for the association. A lot of effort is being put into developing more leaders from our school members. The Leadership Symposium is a key event in this process, as the attendance is limited to non-leaders.

Date: 1/13/06

Report: I have continued my discussions with the Past President and President-Elect regarding potential leaders for VASFAA. We have also had discussions on this topic at Board Meetings. Some potential future leaders identified. The President-Elect and I have had discussions regarding the nature of next year's Leadership Symposium. The Board has discussed names of possible candidates for VASFAA awards. If a candidate is selected for one of these awards, then the individual would also receive a VASFAA sponsorship to a leadership event, with the goal of helping to develop future leaders for the association.

Date: 4/7/06

Report: I continued my discussions with the Past President and President-Elect regarding candidates for the elections that will take place at the annual conference in May, as well potential committee chairs for next year. Many of these discussions have also been about potential leaders for the association after next year. I have also been involved with discussions within the Executive Board about possible leaders for the future in conjunction with conversations about the VASFAA Financial Aid Leadership Development Award.

BUDGET

<u>Item</u> (Broad general categories)	<u>Cost</u>
Primarily travel for VASFAA and SASFAA activities	\$4,500
_____	_____
_____	_____
_____	_____

Board Approved Amount: \$4,500

Date: 6/8/05

(Use separate sheet if necessary.)