

## VASFAA

### **BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM**

(Add additional objectives and status reports as needed)

**Committee:** President

**Commissioner/Board Position:** Brenda Burke/President

**Year (e.g., 2005-06):** 2008-09

**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 methods 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:** 10/8/08

**Report:** Year began with a successful Transition Board meeting at Wintergreen. I have sent several emails to the Executive Board and committee chairs regarding VASFAA related of policy and procedures. I have submitted an article to both the SASFAA newsletter and VASFAA newsletter. I have had several conversations with committee chairs and commissioners on topics related to the year's activities.

**Date:** 2/2/09

**Report:** First Board meeting was October 8 at Hampden Sydney College. The Board began with a very aggressive agenda. I have posted several items to the listserv on a variety of topics. I have submitted newsletter articles to both the SASFAA and VASFAA newsletter. I have been in regular communication with board members and committee chairs via e-mail and telephone. I have spoken to television and radio programs promoting VASFAA related activities. I have presented at various VASFAA functions promoting membership and volunteerism in the organization.

**Date:** 4/24/09

**Report:** The Winter Board meeting was February 2-3 in Hampton, VA. Part of the discussion focused on providing a flexible registration option for conference attendees- "Flex-Fee". I have submitted listserv messages on a variety of topics. I have sent letters to Congress related to the PLUS auction and the FFELP vs Direct loan discussions. I have tried to keep the membership up to date with communication on these and other current issue topics. I have spoken to television and newspaper medias on VASFAA related issues.

**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:** 10/8/08

**Report:** I attended the June SASFAA Transitional Board meeting. I also attended the NASFAA annual conference. This was a learning experience for me as the 2007-2008 Board was there transitioning out and the 2008-2009 Board was there transitioning in. In addition, I attended the August Board. We left the meeting with a balanced budget. I presented a SASFAA state report. I continue to speak with other state presidents on associational business.

**Date:** 2/2/09

**Report:** I attended the November SASFAA Board and gave a VASFAA state report. I continue to speak with other state presidents on associational business.

**Date:** 4/24/09

**Report:** I attended the February SASFAA Board meeting and gave a VASFAA state report. I also attended the SASFAA annual conference. While at the conference I attended the President Elect workshop along with the other state presidents to help prepare these individuals for their year as state president. In addition, moderated a session and spoke on behalf of Karen Koonce who received the Distinguished Service award. I also attended the President Elect workshop along with the other state presidents. I continue to speak with other state presidents on associational business. Lastly, I was asked and accepted, to be the Virginia representative on the SASFAA 2010 conference committee.

**Objective 3** (HOW the committee plans to achieve the stated goal): Work to increase enhance interactions between VASFAA and external entities (e.g. legislators, state agencies, VCAN, other aid associations, etc).

**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:** 10/8/08

**Report:** I attended the NASFAA annual conference. After a discussion with Dr. Day from NASFAA, I extended an invitation to him to speak at the VASFAA annual conference.

**Date:** 2/2/09

**Report:** I worked with the Virginia Dept of Rehabilitative Services to renew the Memorandum of Understanding between the two agencies. I invited Erica Loveless, MA, CRC to present at our annual conference to update the membership on the process of completing necessary paperwork. Dr Day cannot attend the VASFAA conference due to scheduling demands but Justin Draeger from NASFAA has agreed to speak in his absence. I did not attend the VCAN conference this year due to budgetary restraints however several VASFAA members did attend and presented while at the conference.

**Date:** 4/26/09

**Report:** I attended the SASFAA annual conference. While at the conference I met individuals related to the topic of Unaccompanied Homeless Youth and applying for financial aid. I extended an invitation for them to present at the conference and offered in exchange to present at their conference. I communicated with Joseph Wharff at the Virginia Dept of Education and extended an invitation to him to speak to VASFAA on how his office interacts with constituents and the financial aid process. He cannot attend but recommended Dr. Craig Herndon attend and speak on the Virginia Education Wizard. I have sent letters to Congress on current legislative issues. I spoke with two aides as follow-up to the letters. I had communication with the Governor Kaine on the issue of financial aid and funding sources in Virginia

**Standard Goal 2:** Lead the Association by providing opportunities for professional educational growth for the membership and awareness opportunities for students. (Strategic Plan Reference: Section 1.0, 2.0, 4.1A(3), and 4.5A(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:** 10/8/08

**Report:** I met with the Budget and Finance committee prior to VASFAA Transition Board meeting to determine preliminary budget for upcoming year. Met with old/ new VASFAA board and new committee chairs at VASFAA Transition Board meeting to discuss goals for year- increased communication amongst membership and focus on training opportunities. Met with Diversity Chair to discuss ideas for upcoming year, including that of a committee name change. Spoke with Non-conference committee chairs on vision for upcoming year. Yearlong webinar series to begin this month. In communication with Conference committee regarding planning for 2009 conference.

**Date:** 2/2/09

**Report:** Spoke with Secondary School committee Chair about HS Guidance counselor workshops. In communication with Awareness committee on Super Saturday events. Communicated with Nominations and Awards committee on plaques for award recipients. Communicated with Electronics committee chair about updates to website. In communication with Conference committee regarding planning for 2009 conference. I was in communication with the Non-Conference committee on the December New Aid Officer's workshop. In communication with Conference Training Committee on possible session topics and presenters for 2009 Conference.

**Date:** 4/24/09

**Report:** Spoke with Non-Conference training chairs about New Aid Officer's workshop in April. Spoke with Governmental Relations chair about VASFAA letters sent to Congress about Reconciliation process involving FFELP loans and PLUS loan auction. In communication with Conference committee and Conference Training committee regarding planning for 2009 conference.

**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:** 10/8/08

**Report:** This continues to be a topic of discussion on how to involve old and new members in VASFAA and promote leadership opportunities.

**Date:** 2/2/09

**Report:** I have had discussions with the Past President and President-Elect regarding potential leaders for VAFSAA. Some potential future leaders identified.

**Date:** 4/24/09

**Report:** The Board discussed names of possible candidates for VASFAA awards. Continued to have discussions with Past President and President-Elect regarding potential leaders for VAFSAA.

Item (Broad general categories) **BUDGET**

**Cost**

**Board Approved Amount:**     \$3500.00

**Date:**                             June 24, 2009

*(Use separate sheet if necessary.)*