**NASSGAP Conference 2017 – Planning Meetings**

**Meeting 2 - March 27, 2017 Attendees:** Clantha McCurdy; Frank Ballmann; Irala Magee; Jennifer Rogers; Julie Leeper; Katie Harrison; Ritchie Morrow; Mark French; Rachelle Sharpe; Stephanie Butler; Todd Brown; Mark French; Susan Degen **Unable to attend:** Stephanie Butler; Mike Solomon; Diane Lindeman; Donna Thomas; Marilyn Cargill

1. **The Committee:**
	1. **The Conference list serve includes those who express interest to participate in the conference planning. It’s good to recruit someone from the host state if possible. William Henderson and Terence Howard have been invited. Clantha will follow-up.**
	2. **Committee Members as of today**

|  |
| --- |
|  **CONFERENCE COMMITTEE & OFFICERS** |
| **STATE** | **CONTACT** | **E-MAIL** | **Title/Role** |
| Massachusetts  | Clantha McCurdy | president@nassgap.org; cmccurdy@bhe.mass.edu | President |
| Alaska | Stephanie Butler | Stephanie.butler@alaska.gov | Past President |
| Connecticut | Mark French | mfrench@ctohe.org | Treasurer |
| Illinois | Mike Solomon | michael.solomon@isac.illinois.org  | Web Committee |
| Iowa | Julie Leeper | julie.leeper@iowa.gov | Web Committee co-chair |
| Iowa | Todd Brown  | Todd.Brown@iowa.gov | Web Committee co-chair |
| Kansas | Diane Lindeman | dlindeman@ksbor.org  | Conference Committee |
| Maine | Jennifer Lanphear | jlanphear@famemaine.com | Member at Large/Conference Site Chair |
| Maryland | Donna Thomas | donnae.thomas@maryland.gov | Ed Technical Forms Chair |
| Mississippi | Jennifer Rogers | jrogers@ihl.state.ms.us | Membership Chair |
| Nebraska | J. Ritchie Morrow | ritchie.morrow@nebraska.gov | Federal Relations Chair |
| New York | Frank Ballmann | Frank.Ballmann@hesc.ny.gov | Director of Federal Relations |
| N. Dakota | Brenda Zastoupil | Brenda.zastoupil@ndus.edu | Member at Large/Conference Program Chair |
| Oklahoma | Irala Magee | imagee@osrhe.edu | Treasurer Elect |
| Oklahoma | Lacy Myers | lmyers@ogslp.org | Conference Committee |
| Oregon | Susan Degen | degens@hecc.oregon.gov | Ed Technical Forms |
| South Carolina | Katie Harrison | katie@sctuitiongrants.org | Secretary |
| Vermont | Marilyn Cargill | cargill@vsac.org | Membership Committee |
| Washington | Rachelle Sharpe | rachelles@wsac.wa.gov | President Elect |

1. Registration
	1. **Brenda emailed Elizabeth to see if North Carolina can host again. Jennifer R. will ask Elizabeth if she’d like to be on the conference committee or if she’d like her assistant to be on the committee.**
	2. **Will try to improve the registration to ensure attendees understand what the cost covers.**
	3. **Welcome bags – Jennifer will work on**
	4. **Jennifer L. will develop a list of responsibilities for new attendee “buddies”.**
2. Promotion – We agreed to send a “Save the Date” in April using the same theme as the Save the Date provided at the October 2016 conference.
	1. **Yes – do this using the same one as in the 2016 packet (attached). There was no objection stated during the last call about using this theme.**

****

* 1. **Conference Communications is listed under the responsibilities of the first year member at large. Rachelle will revise the save the date from 2015 DC conference perhaps adding a few bullet points to entice people to attend.**
		+ **Recommended bullet points?**
		+ **Promotional Flyer with night-time shot of DC**
		+ **Will send draft to committee for review**
		+ **Incorporate our 50th logo**
1. Budget – **Jennifer L. is working on gathering pricing and meal options. She will send those out to the committee. She is still working on other items, such as AV costs. Clantha will send Jennifer L a copy of the contract and will copy Rachelle. Conference budget is set at the May EC Meeting. $22,500 budget for 2016. Registration form is typically available mid-June.**
	1. **food cost estimates:**
	2. **AV costs – highly suggested to rent the projector**
	3. **Registration rate? TBD**
	4. **President’s reception – no entertainment needed; venue is nice.**
		* **We are in a mezzanine area. Sticks out over atrium (where happy hour is held).**
		* **Clantha, Frank, and Jennifer will schedule a call to discuss and then will report back to committee.**
		* **Biggest decision point is handling beverages and numbers served with food. [ask what is their most popular item]**
	5. **Following the meeting Frank, indicated that we should attempt to get the tax exempt certificate from DC. Whomever reaches out to DC-OSSE. Clantha will make contact with William Henderson and Terry Albert.**
	6. **Frank happy to participate in any calls when his schedule permits.**
2. Hotel – room block-
3. **Clantha noted that the block is for 12 on Monday and 40 for the rest of the week; she felt that it could be increased if needed. The cost is $231/night. Frank sent a follow-up that because of the location, some from the local area might not need a room and that 40 for now is okay.**
4. **Holding 40 rooms right now.**
5. **Clantha confirmed in a follow-up that Anthony (Tony) Scarnecchia is the Group Sales Manager on the contract There is another contact for the actual site details, however – Jennifer?** **Catering manager, Tamara Clarke**; **tclarke@tworoadshotels.com.**
6. Buddy for the new attendees –
* **YES – this is a good idea but we need to make sure the buddies know of each other in advance. Jennifer L will put together a list of “duties” so the person linked to the buddy can reach out (ie. make a point to connect with them at president reception, invite them to come along on the free night,etc…)**
* **In addition, once Jennifer starts to receive registrations, she will ensure that the newbie gets a special email informing them about what occurs at the conference.**
1. **Second Year Member-at-Large is Conference Program Chair – Clantha recommends bringing someone in as Conference Program Chair, ask Diane Lindeman as past president. Will present to EC on Monday. Clantha will reach out to Diane and report to EC on Monday.**

**Program Ideas – around 17 time slots to fill**

* 1. **Survey in process – highlights**
		+ **New administration’s plan for higher education**
		+ **Update from FSA under the new administration**
		+ **Linking state aid to state goals**
		+ **Hottest issues in higher education, especially once closer to conference-changing landscape**
		+ **Program design to incent completion**
		+ **Translating data collection and analysis into policy change @ state level**
		+ **FAFSA early awarding results from states**
		+ **Financial aid reform within the states**
		+ **FAFSA simplification results and issues**
		+ **Efforts to increase FAFSA completions and evidence of an increase of low income students attending**
		+ **Hear from states regarding data they collect, how to evaluate program effectiveness/impact on recipient, and recipient behavior**
		+ **State based work study programs**
		+ **Highlight one or two state programs and have the state go into detail about the grant program, what works, challenges, etc… Give us more knowledge of what our peer states are doing and also is a great source of new ideas to consider.**
	2. **Canada – In the surveys, none of the respondents have instituted Canadian ideas. The committee felt this interaction was still useful. Mark noted that if they come, they should be provided the opportunity to present again. Possibly change-up what they present, such as working them into a session as a panel participant. Also, Brenda will reach out to Noah to gauge his thoughts on the interaction, and to see if they intend to come again in 2017. YES – still pursue. Clantha reported that Alexandria forwarded an email from Noah Morris emailed Brenda. Noah from Canada inquired and would to attend and participate. Ideas for presentation or panel. How do we handle their conference fees? Rachelle will follow-up with Noah and Noel.**
	3. Roll call ideas
		+ **Mark suggested rather than expanding the roll call, to better focus the discussion to states that have something to present.**
		+ **Jennifer R suggested a variety of topics, or more open discussion to avoid the repetitive nature of the state responses. What are the most pressing issues/challenges in a state? Hot new ideas or initiatives, etc…**
		+ **Move up in agenda – It was suggested to move up roll call on the agenda. Brenda played with the agenda and by providing around 5-7 minutes for each state, the roll call might fit into about 3 slots on day 1 and 2. Rachelle will consider this and feels it is OK to deviate for a specific question or topic.**
		+ **Another idea was to have veteran attendees present first to provide a level of comfort for new attendees. Rachelle will take into consideration.**
	4. Consolidation of regulatory/legislation
		+ **Potential presenters – NCHER, NASFAA, Fed Update, DOE, staffers?**
		+ **Frank indicated that it is still early to nail down presenters as hot topics will unfold in the next several months (ie. reauthorization.) Frank is contemplating some options, however, such as Kathleen Smith or possibly the Sec. of Ed (?).**
		+ **Keep NASFAA separate.**
	5. Executive Committee on 10/24 –
		+ S**uggested on the fall survey to be a full day; Clantha will need to determine if this is necessary, as there is additional cost with the extra day.** **Additionally, the EC will not have 50th celebration to cover in 2017.**
	6. Fall survey suggestion – ?? - **make lunch longer**
* **The committee thought 1.25 hours was OK and if necessary, make the AM break a few minutes longer.**
* **Will continue to consider depending on how the schedule looks.**
	1. Formal Introductions and acknowledge newbies – Yes - place on agenda
		+ **YES, the committee liked this idea.**
		+ **Donna Thomas suggested an ice breaker – she will think about some ideas.**
		+ **Remember the new attendees, including pictures**
	2. Host state happenings - Yes
* **This was a nice way to start the conference in FL.**
* **Suggested to think beyond DC and possibly look at DC (William Henderson & Terry Albert)/Maryland (Donna Thomas)/Virginia (Lee Andes) – this could even be the start of the “roll call” but provides a deeper insight that normal roll call does not.**
* **Host “region” happenings?**
* **Donna Thomas offered to present. We could ask Donna if she’d like to put together a regional panel presentation. Jennifer L. will make the request.**
	1. Engage adult learners/Workforce initiatives – Yes - updating skills, part-time, modes of deliver, etc…; we had this in 2016, what would be a new twist? **DISCUSS FURTHER DURING APRIL CALL**
* **Frank suggested bringing in a company (IBM) to talk about its education focus. They have a program that focuses on CTE training and P-TECH classes (high school on a path to a job at IBM). focus is CTE education and PTECH – in high school on path to job @ IBM. How are they re-engaging adult learners and enticing high school students?** [**https://www-03.ibm.com/press/us/en/presskit/42300.wss**](https://www-03.ibm.com/press/us/en/presskit/42300.wss)
* **Workforce Initiatives – focus on attainment and completion. TN has programs that align businesses with CC – give the employers what they want. Mark Schneider??**
* **Partnering - College presidents getting together with industry to align colleges with degrees.**
* **Aligning Curricula With Manufacturers’ Needs**

[**https://www.insidehighered.com/quicktakes/2017/02/23/aligning-curricula-manufacturers-needs**](https://www.insidehighered.com/quicktakes/2017/02/23/aligning-curricula-manufacturers-needs)

* 1. Program review – Yes **DISCUSS FURTHER DURING APRIL CALL**
		+ **Mark suggested a topic on program reviews. What are states doing to review, audit, and enforce the rules at the school level?**
		+ **Also a good tie-in to reviewing decentralized vs centralized – compare/contrast.**

* 1. College Affordability – Yes
		+ **Jennifer R. would like to see something on college affordability. What are states looking at? Are there formulas or a model? (ie. Max Pell + max need-based grant = X)**
		+ **Do states compile affordability data? If yes, what looked at?**
		+ **IIHEP (Institute for Higher Education Policy) recent report on Affordability. Jennifer R. will reach out. Ritchie indicated that there is a section on states.**
	2. Early FAFSA Implementation – Focus on the rate of completion, projects within states, Colorado Professional Learning Community, state perspective on moving up the award date, impact. **Put this out to membership about panel or case studies to present. Recommendation after discussion is to pause on early FAFSA.**
		+ **Statewide Framework – Stephanie Ricker, CO, willing to present – a new twist on the impact of implementation**
		+ **Felt this might not be fresh data from Stephanie since 29 states are involved with PLC. Topic yes, speaker questionable, depending on what she can provide.**
		+ **Would like to see something on 1-year post “early FAFSA”. What have the states done to convert this into innovative ideas for the schools/districts? Has it made a difference? What are the results? How do the partners use the data to make a difference?**
	3. “Knocking At College’s Door” – WICHE series
		+ **Sarah Ohle Leibrandt is willing to present. Brenda may have already reached out.**
		+ **Prefers an engaging panel of few states where need-based aid makes up the majority of the aid. Look at states with the highest projected growth to sit on the panel. She suggests:**
		+ **Rachelle co-presented with WICHE – very data-heavy with high school graduate data; it takes leap to jump to the state aid conversation; prefer more about attainment broadly.**
		+ **Inside Higher Ed Thursday - ECS Ed Clips –Workforce – ties back into “I” above – partnerships.**
		+ **Look at need based policy. Consider for later.**
	4. **Friday will need to be an engaging session if roll call is moved to day 1 and 2, possibly more of an interactive group-type day.**
	5. **Clantha attended conference NPSAS data; feels would be happy to present changes they are planning. Clantha will follow-up once the conference committee decides whether or not they’d like this presentation included.**

**Be sure to discuss the following presentation topics at the April 24, 2017 conference planning meeting:**

Engage adult learners/Workforce initiatives

Program review

**ACTION ITEMS 03/27/2017**

**Jennifer R. will ask Elizabeth if she’d like to be on the conference committee or if she’d like her assistant.**

**Rachelle will draft April “Save the Date” and circulate to conference committee**

**Clantha will send Jennifer L. a copy of the contract and will copy Rachelle.**

**Clantha, Frank, and Jennifer L. (and perhaps Diane Lindeman) will schedule a call to discuss President’s reception and then will report back to committee.**

**Clantha will make contact with William Henderson and Terry Albert for tax exempt number.**

**Jennifer L. will make the request to Donna Thomas put together a regional panel to present “Host Region Happenings”.**

**Jennifer L. will develop a list of responsibilities for new attendee “buddies”.**

**Jennifer L. will schedule conference call with hotel catering manager, Tamara Clarke**; **tclarke@tworoadshotels.com**

**Clantha will ask Diane Lindeman to be Conference Program Chair due to Brenda’s extended medical leave.**

**Rachelle will follow-up with our Canadian friends, Noah and Noel about their interest in attending/presenting at the conference.**

**Jennifer R. will reach out to IHEP about the possibility of presenting their recent report “Limited Means/Limited Options.”**

**Jennifer L. list the following presentation topics at the April 24, 2017 conference planning meeting: Engage adult learners/Workforce initiatives and Program review**

**Diane will review list of program topics to determine next steps and will schedule conference calls the last Monday of the month.**

**Donna T will think about some ice breaker ideas for formal Introductions and acknowledge newbies**

**PROGRAM IDEAS – OUTLINE**

**TOPICS - definitely include per 02/2017 meeting**

1. Welcome – formal introductions & acknowledgement of newbies
2. Roll Call – days 1 & 2
3. Host Happenings – regional panel (VA, MD, WV). Jennifer L. will follow-up with Donna.
4. Engage adult learners/workforce initiatives – more discussion to come
5. Program Review – more discussion to come
6. College Affordability
7. Frank’s update
8. Partner Updates
	1. New administration’s plan for higher education
	2. Update from FSA under the new administration
	3. NASFAA

**TOPICS – no definitive decision made; investigate or discuss further per 03/2017 meeting**

1. Canadian Counterparts Noah & Noel. Rachelle will follow up.
2. IHEP report regarding unaffordability. Jennifer R. will follow up.
3. Linking state aid to state goals
4. Hottest issues in higher education, especially once closer to conference-changing landscape
5. Program design to incent completion
6. Translating data collection and analysis into policy change @ state level
7. FAFSA
	* Early FAFSA implementation
		+ Stephanie Ricker from CO is an option. More discussion needed.
	* Early awarding results from states
	* FAFSA simplification results and issues
	* Efforts to increase FAFSA completions and evidence of an increase of low income students attending
8. Hear from states regarding data they collect, how to evaluate program effectiveness/impact on recipient, and recipient behavior
	* Changes to NPSAS data; Clantha will follow up.
9. Financial aid reform within the states
10. State based work study programs
11. Highlight one or two state programs and have the state go into detail about the grant program, what works, challenges
12. Knocking at Colleges Door. Look at need based policy. Consider for later.
13. Brainstorm about Friday sessions to ensure these are engaging