

NASSGAP Executive Committee
Meeting – 1/9/2017 - Phone

Participating:

- *Clantha McCurdy, MA – President
- *Rachelle Sharpe, WA – President-Elect
- *Stephanie Butler, AK – Past President
- *Mark French, CT – Treasurer
- *Irala Magee, OK – Treasurer-Elect
- *Katie Harrison, SC – Secretary
- *Brenda Zastoupil, ND – Member-at-Large
- *Jennifer Lanphear, ME – Member-at-Large
- *Jennifer Rogers, MS - Membership
- *Donna Thomas, MD – Ed Technical Forms
- Julie Leeper, IA – NASSGAP Website
- Todd Brown, IA – NASSGAP Website
- *Mike Solomon, IL – NASSGAP Website
- *Ritchie Morrow, NE – Federal Relations
- Frank Ballmann, NY – Federal Relations

**indicates member in attendance*

1. Call to order – 12:02 PM EST
 - a. Approval of minutes (as distributed with corrections) from 12/5/16 meeting – Minutes were reviewed and approved unanimously.

2. Officer's Reports
 - a. President – Clantha McCurdy: Clantha – Reminded EC of spring meeting in Washington, DC in May. Clantha will be circulating information to EC within a few weeks regarding that meeting, and she encouraged EC members to research and book flights sooner rather than later. She then informed the EC that she will be attending the National Postsecondary Student Aid Study Technical Forum January 25-26, representing NASSGAP as President.

 - b. Past-President – Stephanie Butler: Stephanie – Mentioned the proposal regarding membership and conference fees that she and Rachelle had worked on, which was recently circulated to the EC; Clantha opened the floor for discussion; Stephanie provided a summary of the proposal (see attached proposal at the end of this document).

There was discussion and clarification about the status of non-profit and federal governmental agencies and whether they pay membership fees in addition to conference registration fees, and it was confirmed that all state aid agencies would still be required to hold membership in order to attend the conference. The intent

of the change would be to extend the opportunity for federal agency partners and other non-profit organizations focusing on higher education issues to attend the conference without becoming members of NASSGAP. The recommendation was made to insert the word “federal” where the proposal discusses guest government agencies in order to eliminate potential confusion.

Rachelle asked how the user guide would be impacted, and it was discussed that the Past President will incorporate the final approved version into the user guide. Ritchie and Clantha suggested using generic language concerning fee amounts, in lieu of outlining our current fees in the written document, in the event the fees are changed in the future.

- c. President-Elect – Rachelle Sharpe: Rachelle – Reviewed geographical composition of where conferences have been held over the past ten years and discussed accessibility for members. The three most prominent possibilities for the 2018 Conference based on her analysis were Georgia, Idaho, and New Mexico. The EC discussed the potential of a few additional states; however, after discussion, Rachelle performed an informal poll, and the EC agreed to limit the options to Rachelle’s initial recommendation of Georgia, Idaho, and New Mexico. Rachelle will begin researching potential site locations within those states.
- d. Treasurer – Mark French: Mark – Reported that the total membership dollars paid of date is \$48,000. Majority of expected states have submitted renewal memberships.
- e. Secretary – Katie Harrison: Katie – No report
- f. Members-at-Large – Brenda Zastoupil/Jennifer Lanphear: Brenda – Brenda and Jennifer L. have scheduled conference committee meetings via teleconference for the last Monday of each month at 12:30 EST. The final outstanding registration fee has been collected for the 2016 Conference, with one outstanding guest meal charge remaining. Jennifer L. reported that she finished updating the 50th anniversary history book and will communicate that information to the membership.

3. Committee Reports

- a. Membership –Jennifer Rogers: Jennifer R. – Reported that there are 44 paid states at this time; Jennifer R. has made contacts with the other states as indicated previously.
- b. Ed Technical – Donna Thomas: Donna – Reported that she has communicated to the membership about FAFSA deadlines and has received 13 responses to date; she plans to continue requesting this information on a weekly basis. Donna also stated that she had received a response back about Central Standard Time being

used on the FAFSA, and it is because the CPS reporting system is located in a central time zone.

- c. Web – Julie Leeper: Julie – Not on call, but asked Clantha to remind EC members to respond to Julie’s recent email concerning the website; Julie will compile responses and review prior to the next EC meeting. Mike emphasized the importance of communicating requested changes and ideas for website to Julie, as it is best to make as many changes and updates at the same time.
 - d. Conference – No additional comments other than the Members-at-Large report.
 - e. Federal Relations – Frank Ballmann/Ritchie Morrow: Ritchie reviewed an email sent by Frank the previous Friday and discussed current federal issues, including the upcoming confirmation hearing for the Secretary of Education position.
4. Old (Other) Business – Clantha confirmed the EC meeting dates of May 18-19, 2017, with a travel date of May 17.
 5. New Business – None.
 6. Adjournment: Meeting adjourned at 12:50 pm EST

Next Meeting: Date 2/6/2017

To-do list – highlighted in grey

Proposal for NASSGAP Membership and Conference Fees

Updated December 30, 2016

Underlying Goals and Principles:

- EC retains discretion to make exceptions on a case-by-case basis since no policy can anticipate all the unusual situations or organizational needs that may arise
- NASSGAP benefits from encouraging diverse participation at the conference, especially from experts or potential partners in the financial aid or higher education access field who can advocate for state aid with their organizations and who can inform our understanding of higher education priorities (and requiring membership of these partners/organizations could inhibit conference registration)
- The benefit of membership accrues primarily to the states with advocacy
- NASSGAP does not have a goal or business need to grow the membership size beyond voting members and is not actively recruiting associate members

Proposed Changes to Membership Classes and Rates:

- No changes to membership rates in the bylaws are proposed at this time
- Vendors who wish to be NASSGAP members would need to pay the associate member rate (\$1,000)
- Vendors must be members in order to attend the NASSGAP conference
- Friends of NASSGAP who wish to be members in the capacity of working for a higher education organization or vendor would need to pay the associate member rate (\$1,000)

Conference Registration Fees:

Current Situation:

- Current registration fee is \$450
- Individuals may also register for "Sunday and/or Monday" OR "Tuesday and/or Wednesday" only and pay 50% of the conference fee (full rate is charged to those attending Monday and Tuesday)
- Speakers may attend at no cost on the day they present and are invited to lunch if they present immediately before or after lunch, but are charged 50% of the conference rate if they wish to attend a second day

Proposed Changes:

- To eliminate unnecessary complexity, charge just one fee for the conference
 - o Membership is not required for non-profit organizations or government agencies to attend the conference; assuming we see benefit to expanding the conference attendees to those working in the field of financial aid, \$1,450 is a steep conference fee. We believe there is a benefit as it advances the needs of states' roles and advocacy.
 - o Membership is required for states and for vendors to attend (technical note: online membership form could include a drop-down menu of categories to determine if a fee is required, including noting that we will follow up if it appears a fee is required)
 - o Speaker discount and two-day rates are eliminated (individuals with specific issues may request special exceptions from the EC)
 - o Members who are also speakers still pay the conference fee, since they get the benefits of attending (and can request a scholarship if they experience financial hardship)
- Speakers continue to be able to stay for the day they speak but would have to pay the full fee for any additional participation