

NASSGAP Executive Committee
Meeting – 8/7/2017 – 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
- *Diane Lindeman, KS - Other
- *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 – 12:01 PM EST
 - a. Approval of minutes from 7/10/17 meeting – Clantha asked for any additional comments or corrections, to which there were none. The minutes will stand approved as distributed.

2. Officer's Reports
 - a. President – Clantha McCurdy: Clantha – Clantha updated the group on the room block issue with the conference hotel (non-EC members filled the October 23 date before all EC members could make room reservations). The hotel has added 10 additional rooms at a reduced rate, which is in the process of being finalized. Clantha asked any EC members who need to reserve their rooms to do so as quickly as possible to take advantage of the reduced rate. Rachelle indicated we should give Elizabeth McDuffie, incoming President-Elect, an overview of what has happened for future contract reviews, and also to make a note in the NASSGAP P&P to make sure contracts cover this issue appropriately.

Clantha received a notification from the hotel that there has been a room rate tax increase by the District of Columbia (increase from 14.5% to 14.8%) that will be in effect at the time of the October 2017 conference. Rachelle questioned the wording in contract and whether it includes any protections against increases, and Clantha believes there is a disclaimer concerning tax rate increases. Clantha indicated she can circulate the contract to the EC for review, if desired.

Clantha thanked the EC for their work and quick decisions on NASSGAP issues and projects throughout the year so far. She asked EC members to notify her if there have been any items, other than passing the budget, that need to be taken care of before she finishes her year as President.

- b. Past-President – Stephanie Butler: Stephanie – Will be unable to attend the conference in October due to a work commitment. Stephanie will send a Past Presidents report in writing for that meeting. She also reported she is continuing to work on the P&P manual and that Rachelle has offered to assist with that project.
- c. President-Elect – Rachelle Sharpe: Rachelle – No report at this time, other than assisting Stephanie with P&P updates and revisions.
- d. Treasurer – Mark French: Mark – Unable to participate in the call; no report provided at this time
- e. Secretary – Katie Harrison – Reported that there have been website glitches affecting the order of minutes on the repository. All minutes are available, but may not be in the correct date order. The switch to the new website should provide a fix for this problem.
- f. Members-at-Large – Diane provided the conference committee report. There will be a conference committee call Monday, August 14th, at 2:00 CST. Several conference sessions have been confirmed at this time and accommodations have been made for guest speakers' schedules.

On a related note, Clantha indicated that NASSGAP should consider submitting a session proposal for 2018 NASFAA conference in Austin when they put out their call for sessions.

3. Committee Reports

- a. Ed Technical – Donna Thomas: Donna – No updates at this time; Frank indicated he has heard that the Department may have new rules for agencies on utilizing and disclosing applicant financial information from the FAFSA. Todd stated he had recently received an inquiry about prepopulating income information on the state application; Iowa doesn't practice this, so the conversation stopped. Donna said she will follow up with the Department concerning this issue.
- b. Web – Julie Leeper and Todd Brown: Julie – Committee has been working with FreshySites concerning updated logos and other website updates. Clantha authorized the vendor to create a new logo for NASSGAP. The committee is in the process of putting together required documents for transitioning information from current site, and everything seems to be moving forward at this point.
- c. Conference – Diane Lindeman: Diane – Provided conference report during Member-at-Large report.

- d. Federal Relations – Frank Ballmann/Ritchie Morrow: Ritchie unable to participate in the call, but asked Lee Andes to participate on his behalf. Lee discussed the possibility of the renewal of the LEAP grant for adult learners and the need for NASSGAP’s input in the process. This program would require matching funds at the state level. The intended recipients would be adults enrolled in certificate programs or those working toward degree completion.

Frank provided additional information and stated that House staff members have expressed interest in more specific proposals on adult LEAP program. It is understood that states would be able to decide whether to participate. Clantha stated any proposals would not want to be in conflict with any state-specific goals. Lee mentioned NASSGAP has been consistent in its message about getting federal government to enter back into a federal-state partnership, and this would be an opportunity to do so. There was agreement that there should be flexibility on how states define and contribute their state matching funds. Jennifer R. asked if we should schedule a federal update call with the general membership. Frank indicated he would prefer a group call with the EC once proposal is created prior to circulating to the full membership for review.

Frank discussed the Gap Assistance Program in Nebraska, which focuses on degree and certificate completion for adult learners who are in close reach. This could be a good benchmark program to base proposal on. Lee indicated there would need to be a reference to Maintenance of Effort in any proposal put forth to the Department. Frank asked EC members to communicate any insight to Frank, Ritchie, and Lee prior to next EC meeting, as they would like to have a draft proposal available to discuss.

- e. Membership –Jennifer Rogers: Jennifer R. – Jennifer R. said we have 31 paid member states at this time, compared to a total of 45 last year. This represents a higher number than at this time last year. There are also four associate members paid at this time. Jennifer R. indicated she will send invoices out to unpaid member states again after she receives the next payment update from Mark.
4. Old (Other) Business – None
 5. New Business – None
 6. Adjournment: Meeting adjourned at 12:54pm EST

Next Meeting: Date 9/11/2017

To-do list – highlighted in grey