Draft CUSAD Minutes
Thursday, November 19, 2009
Conference call
2:30-4:00 p.m. CT

Present:
Jeff Jacobs, BSC
Sandy Klein, DSU
Katie Nettell, LRSC
Shirley Hanson, MaSU, Chair
Dale Gehring, MiSU
Shelley Blome, NDSCS
Jeanette Enebo, NDSU
Robin Holden, UND
Lynn Aaberg, WSC
Marsha Pritchert, VCSU
Dennis Junk, and Susan Applegren, Campus Solutions
Peggy Wipf and Gina Padilla, NDUS

Approval of minutes from October 15, 2009 CUSAD meeting
The council approved the October 15, 2009 CUSAD meeting minutes by consensus.

Direct loan go-live processing date
The council discussed the draft whitepaper submitted by Peggy Wipf on the current direct lending scenario.

Dale Gehring expressed his concerns regarding how a decision now from the University System campuses on a go-live date could potentially undermine the efforts of the ND Congressional delegation. He recommended that campuses should prepare, but that no decision to convert should be made at this time.

In response to a question from Dale concerning why the information paper drafted by Peggy Wipf would have to be approved by the Cabinet and Board, Peggy stated that in trying to best serve students, and since it is her understanding that running dual systems is not an option, the campuses will need sufficient time to package students for the next year, which begins in March, and the board’s role is to decide what is best for the entire system.

In response to a question from Dale asking if the schools could prepare the packages based on the current system and repackage if a change is required by law, Jeff Jacobs stated that there would be a considerable amount of work associated with the re-mail, as well as packaging other components that go with the awarding.
Robin Holden stated that if they wait until after the change to direct lending is mandated, even if that is not required for an additional year, finding a new lender for the next year or two could be difficult. In response to a question by Peggy Wipf regarding what the rule is for the number of lenders which need to be listed on a preferred lender list, the campuses responded that they need to list a minimum of three lenders. Some of the campuses said they have pulled their preferred lender list but have maintained a list of lenders on the ConnectND self-service list, which is considered a preferred lender list. It was mentioned that the Department of Education’s November 18th webinar did not provide an indication that the rules for preferred lenders would be relaxed.

Peggy Wipf stated that the draft paper would be on the Chancellor’s Cabinet and the Board agendas as an informational item, but that a final decision would be needed at the February 18 SBHE meeting to ensure readiness for AY 2010-11. The council discussed the setup training scheduled in December. BSC, LRSC, WSC and DSU will be attending the training in Minot, and MaSU, VCSU, NDSU and NDSCS will be attending at UND. Dennis Junk said he would provide times for the training to the members. Dennis also suggested that they have a communication plan to inform students.

In response to a question from Dale regarding if the conversion expenses would be covered by funds that have been set aside by the federal government, Peggy said she would check with the congressional delegation once she receives a copy of the source of Dale’s information which states funding is available. Robin Holden also reminded the group that in addition to reconciliation costs, campuses will also be assuming costs of such things as financial literacy, default management, MPN processing, etc.

In response to a question from Shirley Hanson regarding if both FFELP and Direct Lending systems could be run at the same time, Dennis said both could be run but it would be more complex because some processes would have to be done manually by the campuses. He stated that running both systems should not be a significant added expense. In response to a question from Shirley on if the setup work could be rolled over if the implementation date is delayed, Dennis stated that they would be able to use preparation work no matter what the implementation date may be.

The council agreed to do the initial set-up, and to then wait for further direction. In response to a question from Peggy Wipf concerning if the campuses are planning to prepare both sets of consumer information, BSC, LRSC, and UND stated that they will be preparing information for both scenarios.

Dennis asked if they have permission to move forward on the charter or if changes are needed to the dates/timelines he provided. It was agreed to add a timeline item on March 1 to address school communication efforts. It was mentioned that if all summer loans end up being through direct lending, the training dates would have to be adjusted.
It was asked if the go-live date included packaging time, and Dennis said he has a February 15-28th date identified for schools to determine how to package, which should be in Peggy’s document with a March 15 due date.

Peggy stated that the white paper would be on the December 2 Chancellor’s Cabinet agenda. In response to a request from Jeff to receive the white paper version that goes to the Cabinet, Peggy stated that once the meeting materials are distributed to the Cabinet, she will forward it to the CUSAD members. Peggy Wipf suggested that the financial aid directors discuss the document with their presidents once it is made available.

Dennis stated he would provide the council with a step-by-step example on how to perform the monthly reconciliation.

**ND State Grants**
Shirley Hanson explained that campuses have been facing situations where students are not reaching the 24 credits per year requirement relative to state grant awards. Peggy Wipf stated that she has reviewed the current business process and the past actions which have formed the processes. She provided a history of the current processes and said that she will be suggesting changes for next year. She said she will be researching if there is a formal or informal state auditor’s finding that states students need to be enrolled in a course of study that is deemed full-time and reviewing how and when this should be verified. She is then planning to request changes, as appropriate, to the procedure to check a student’s status at the time of award disbursement and to seek clarification if it is possible to eliminate the enrollment verification process. It was recommended that this item remain on the agenda so Peggy can provide updates as they develop.

**New State Grant awards – Dale**
Peggy Wipf provided information on the decision to disburse additional state grant awards during the fall semester. The council discussed different scenarios that have occurred due to the late award cycle. It was suggested by Dale that prior to late awards being made, the schools review the award list so students who no longer meet the awarding requirements would not be included in the awards. This would help avoid having information packages prepared for ineligible students. Peggy did encourage campuses, that whenever possible, that they downsize a student loan and replace it with a state grant.

**Development request prioritization – Dennis**
Dennis Junk said the new priority list was distributed on November 2. He explained how the list was developed. In response to a question from Dale, Dennis stated that the direct lending conversion was not included in the prioritized items. In response to a question from Lynn Aaberg on if item 10 is still a valid priority item, Dennis stated that all of the items on the list were voted upon as priorities. The council unanimously approved the priority list.

**Loading email addresses from ISIRs**
Dennis Junk provided an overview of the current processes available for populating blank fields for ISIRs email addresses. He asked the council how they would prefer to have the ISIRs email address populated until a campus email address is assigned. It was moved by Jeff Jacobs, seconded by Robin Holden, that if the ISIRs email address is currently blank it should be set to be populated with the students home email address until a campus provided email address is available. The motion passed unanimously.

**Summer Pell/year round Pell**

Sandy Klein expressed concerns on if information was available on implementing summer Pell Grants. NDSU said they have had one for which they successfully submitted a COD. Jeff Jacobs stated it was his understandings that since final rules do not take effect until July 2010, they would not need to deal with these Pell Grants until the summer of 2011. In response to a question on how far out the new FAFSA can be submitted to find the best case scenario for the student, council members said September 30 for 2009-10.

**Iraq and Afghanistan Service Grant**

In response to a question from Sandy Klein as to if the Iraq and Afghanistan Service Grant will be handled as a new Title IV item type, Dale said the Department of Education will be providing guidance on how these should be processed. Shirley Hanson stated that this agenda item would be revisited at a future meeting.

**Net Price Calculator**

In response to a question from Dale Gehring on the options being explored by the campuses for implementing the net price calculator, Jeff Jacobs stated that he has contacted their web master about having the calculator in place by October 2011.

In response to a question from Dale on if campus connection would be able to assist with the implementation, Dennis stated it would have to be behind the firewall if it were part of the PeopleSoft system. Other questions the council members did not have an answer for were if the cost of attendance budgets would have to be set up to match the calculation fields on the net price calculator, if the scholarship information about full-time, first-time students would come from IPEDS, and if this is broken down by EFC, and how long it takes to set up the calculator.

**Other business**

In response to a question from Peggy Wipf on if the item types for the ND Academic Scholarship and the ND Career and Technical Education Scholarships would be consistent across the system, Dennis Junk said the numbers would be consistent. He said the number assigned to the ND Academic Scholarship is 90000004600 and the number assigned to the ND Career and Technical Education Scholarship is 90000004700.

The next CUSAD meeting is scheduled for December 17, 2009 from 1:30-3:00 CT.

The meeting was adjourned at 3:53 p.m. CT.