Present:
Jeff Jacobs and Linda Greenstein, BSC
Sandy Klein and Kathy Lowe, DSU
Katie Nettell, LRSC
Shirley Hanson, MaSU, Chair
Dale Gehring, MiSU
Shelley Blome, Carmen Marohl, Nikki Bernard and Kassi Griffin, NDSCS
Jeanette Enebo, Bonnie Litton, and Sandy Hill, NDSU
Robin Holden, UND
Lynn Aaberg, WSC
Marsha Pritchert and Betty Schumacher, VCSU
Dennis Junk, and Susan Applegren, Campus Solutions
Gina Padilla, NDUS

Aid year rollover schedule
Dennis Junk suggested performing the financial aid year rollover on January 2-3, 2010. The stage copy-over would be done on December 22, which would give the campuses two weeks to do item type clean-up. Dennis stated he would send out the instructions to review term section tables so the registrars can make the necessary corrections. He suggested that this is the time to inactivate packaging plans that may not be needed any longer so they do not roll over.

The group approved the rollover schedule by consensus.

New item types to utilize the charge priority list
Jeannie Enebo explained that due to changes in federal regulations, prior term charges over $200 can’t be paid. It has been proposed to have an item type for the federally funded items and to create a new priority to stop from paying prior term charges. Other charges not using federal funds could be paid. This would not be mandatory for all campuses. Dennis said a FedAid priority type has been set up for this use.

It was suggested that consistent item types be used. Jeff Jacobs asked if there is a training document listing what needs to be changed for setting up the federal item types. Dennis stated he will run this by Angela, and then he and Sue will put a document together to show what needs to be changed and will suggest item types.

Year Round Pell
Jeff Jacobs asked how the NDUS would be handling the crossover year for the year-round Pell since the first year is optional. Jeff asked if this should be a system wide decision, especially to ensure collaborative students are not adversely affected. It was suggested that if loans are done as trailers to the school year, all the programs should be consistent.

Dale Gehring asked Dennis if the next year ISIR can be pulled into this year to do the awarding, and Dennis said he does not believe so. In response to a question from Jeff on if there should be different item types for even and odd years, as well as different project numbers, several members stated that their campuses used that process.

It was suggested to use summer as a trailer and to pay students after July 1 for the current year. Dale said if students were at MiSU during the fall and spring, they plan to use that rate as a trailer. If students wanted to apply for summer Pell they could. For students who are starting in the summer and apply with the 2010 FAFSA, they could be dealt with as they apply. Dale said he will use this year’s ISIR for PELL eligibility on an individual basis using the 2009-10 FAFSA.

In response to a request from Dale, Robin Holden stated that she would be willing to share how UND processed year round Pells. Robin will provide the process she uses at the next CUSAD meeting. Other members will also prepare to share information they have available on processing the year round Pell at the January meeting.

**SAP**

Carmen Marohl said the federal guidelines state that campuses must count the transfer credits that apply toward a student’s current program. She stated that campuses that only use institutional GPA are not getting the GPA and credit information they need. Jeff said the registrars and aid directors indicated that if some of the campuses are choosing to use only institutional GPA, PeopleSoft should be set up to include a process to capture cumulative GPA.

It was stated that when transfer credits are loaded without the GPA option being checked, then the Satisfactory Academic Progress is not able to be determined. Collaborative courses are also affected, as the auditors have included in their past findings. Dale said if collaborative credits are not graded, they can’t be included in the enrollment credits for the student and the student will not be paid properly. The PeopleSoft system requires all credits to either be accepted or not accepted. Dale asked if this is an item that should be decided by the NDUS office.

Carmen said she would forward the document she had on SAP to the group. Sue said she believes Peoplesoft allows campuses to carry more than one GPA in the system, but it causes transcript problems. Sue summarized the discussion by stating institutions want to use institutional GPA’s, without adding grades from courses transferred in to the institutional GPA. They do want courses transferred in added into collaborative course GPAs. Sue said she would write the case to PeopleSoft, but they need to know how the student records offices are treating the transfer credits.
Service indicator for student athletes
Jeff Jacobs said BSC is trying to identify student athletes for items that have to be handled differently. Jeff asked if Dennis and Sue could set up a service indicator for athletes and have another available in community service. The council agreed unanimously to set up a service indicator for student athletes.

Other business
Dennis Junk stated that at the information session held in Minot, they were asked for a list of lenders that students worked with over the past 5 years. He asked if he could send the entire list to the directors, or if they would prefer to have the data broke out by campus. It was the consensus of the group to accept the list in its current form.

Approval of minutes from November 19, 2009 CUSAD meeting
The council approved the November 19, 2009 CUSAD meeting minutes by consensus.

The next CUSAD meeting is scheduled for January 21, 2009 from 1:30-3:00 CT.

The meeting was adjourned at 3:03 p.m. CT.