DRAFT
CUSAD Minutes
Thursday, January 21, 2010
Conference call
1:30-3:00 p.m. CT

Present:
Jeff Jacobs, BSC
Kim Gourneau, DCB
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
Laura Glatt, Peggy Wipf and Gina Padilla NDUS

Approval of December 17, 2009 CUSAD minutes
Jeanette Enebo suggested the December 17, 2009 CUSAD minutes be clarified to state under the New item type to utilize the charge priority list agenda item that if a student only gets aid for one term, it is prior term, or if they are there a full year, it is prior year. It was agreed that the minutes should be amended to state “. . . prior term or year charges based on the number of terms financial aid is used by the student.”

It was moved by Shelley, seconded by Lynn to approve the December 17, 2009 CUSAD meeting minutes as amended. The motion carried.

Addition of items
The following items were requested to be added to the agenda:
- Campus compact
- Staff issue
- Regulation Z

Overview from Laura Glatt
Laura Glatt joined the meeting to update the committee members on current projects within the University System.

Collaborative student process
Laura Glatt stated that there are compliance concerns based on the federal audit recommendation on how we are complying with regulations on the collaborative student process. She said she expects in the future auditors will verify that campuses are following the appropriate system procedures to ensure compliance. She said Julie Schepp and Mike Hillman are working with student records staff on ensuring compliance, but she encouraged the financial aid directors to discuss this with their student records staff as well. In response to a question from Jeff, Laura stated that SBHE Procedure 404 is the procedure in place for the collaborative student process. In response to a question from Katie on the reports for collaborative students available by Campus Solutions, Laura stated that they should contact Julie Schepp in the NDUS offices to discuss issues with current reports.

Interim HE committee
Laura said the Interim Higher Education Committee has been very active, meeting most every month. She stated that the committee’s high level of involvement has increased the number of information requests the campuses have received.

2011-13 budget process
Laura stated that the 2011-13 budget process began last October, with special requests for new funding due in December 2009. In February the CAB will be identifying priorities to be included in the request. The largest costs will be cost to continue 09-11 salary increases, new 11-13 salary increases, the cost of maintaining employee health insurance, utilities, etc. An increase in financial aid will be needed to continue the new ND Academic and ND CTE scholarship programs as it continues to ramp up to four full classes for the four year scholarship. The board will finalize the budget requests in April. Laura stated that the annual budget process will also begin in February. The committee discussed the projected number of students who will qualify for the new scholarship programs and Laura indicated that since we have no participation experience at this point, the level of participation is an estimate, at best. The committee stated that it is important for them to receive the notification of award of the new scholarship program as early as possible so the awards can be included in the financial aid package information distributed to parents and students.

Tuition study
Laura Glatt said a special SBHE taskforce was created review and make recommendations regarding the long-term finance plan and tuition and fees. Although there will be some limited tuition and fee recommendations that will move to the SBHE in either February or March, a more comprehensive study will need to be completed by Fall 2010, including possibly reducing the number of non-resident categories, moving all campuses to a per credit hour tuition model, and the related impact on waivers. At the earliest, resulting changes would not take effect until Fall 2011.

Direct lending
Laura reported that information was presented to the cabinet and SBHE on the potential change in regards to direct lending, and the steps the system is taking to ensure services for students will not be jeopardized. Laura stated that by March 2010 a decision will have to be
made as to if the NDUS campuses will stay with FFELP or transition to Direct lending, in order to allow for a timely transition for financial aid packaging for the 2010-11 AY. Laura stated that this date was identified since the UND SOMHS will begin packaging aid in early May. She said there needs to be adequate roll out time, training and testing before go live. Jeff Jacobs requested that the final decision date be fluid in case there is movement in Congress prior to that. Laura said it is helpful to know the financial aid personnel are willing to extend the date as needed, even if the campuses may need to repackage. Robin said the medical school packages in the beginning of May and they would prefer any implementation change to occur before that time. Jeff was also concerned how it would impact enhancements and software updates for nationally offered software packages. Laura reported that the NDSA recently took a position in support of direct lending. Laura said that while the NDUS supports the current arrangement and services provided by BND, we will do what is in the best interest of NDUS students. Dale pointed out that the Congressional delegation has worked hard to provide a special carve out that would allow the Bank of North Dakota (BND) to continue to offer FFELP loans, in the event that direct lending is mandated. In response Laura said that while we are aware of this, it has not received final Congressional approval, and furthermore, there is no indication that the BND will be able to compete in that environment and be able to continue to offer FFELP loans. All of these variables will need to be taken into account in the final analysis. Some expressed concern about ND students who want to transfer in and out of state and differing loan procedures in ND versus other states that would create an island effect for ND students.

It was moved by Sandy, seconded by Dale to not make a final decision date to transition to direct lending until the latest possible date. Sandy moved to amend the motion to list the final decision date as April 8, Dale refused the second. The original motion failed.

It was moved by Sandy, seconded by Robin to recommend that the SBHE delay a final decision on any lending changes until Congress reaches a final decision, but that a final decision for the 2010-11 AY be made by to no later than April 8, 2010. The motion carried.

Katie suggested they discuss having an option for students who transfer in with direct loans. Dale stated that students can always consolidate under a direct loan if needed.

**New truth and lending laws effective 2-14-2010 (Regulation Z)**

Janelle stated that UND provides loans that will be affected by the new truth in lending law. Because of this they need to have some way to monitor that they are in compliance with the necessary requirements. She said campus based loans, such as the federal nursing loan, and healthcare loans through the medical school, and faculty loans with a payment plan that are over a year in duration or if interest is charged are subject to the new regulations. NDSCS also reported that they have an institutional loan that falls into this category. It was moved by Jeff, seconded by Shelly to have Campus Solutions develop a checklist specific to the self-certification form. The motion carried.

Dennis stated that the letters may have to be requested manually based on priorities. Dale asked that the SBHE attorney review the forms and checklist to ensure they meet the requirements. Janelle said the self certification is from the DOE and should be standard. She
also stated that the UND general counsel will conduct a review. Peggy stated that if the UND attorney conducts a review and then sends it through the NDUS attorney it would be appropriate.

**SAP and transfer/collaborative student**

Sue stated she has talked to PeopleSoft about being able to track the institutional GPA’s as well as the cumulative GPA’s. She said PeopleSoft has been asking for additional information. She commented that for schools that have transfer credits but do not include them in the GPA, none of the transfer credits are being counted for SAP purposes. This has been recognized as an audit issue at both the state and federal level.

Sue said a school submitted a ticket where students have been on disqualification for fall and they were put on probation for spring. This should have indicated on the file “ready for counselor review” but that did not happen. Sue reviewed what happened for this situation. It was the consensus of the council that they would like to be notified if students go from disqualified to any other status, but not if they go from probation to meets.

**Net price calculator**

Dale said he reviewed NCES’s net price calculator and does not know if he would suggest that as the calculator MiSU will integrate onto their website. It was mentioned that NCES is hosting a webinar on their net price calculator on January 27. Several committee members expressed interest in attending the webinar. The committee agreed to discuss possible options for implementing a net price calculator on their websites at the February CUSAD meeting.

**How to award, disburse, and report PELL crossover and track life of student – Robyn**

Robyn reported that UND did not have a test situation for PELL distribution like what was discussed by the committee in December. She said she is willing to do testing for that situation and report the results at the February CUSAD meeting.

The next CUSAD meeting is scheduled for February 18, 2010 from 1:30-3:00 CT. Discussion items include net price calculator, campus compacts, and pell crossover and tracking the life of the student.

The meeting was adjourned at 2:56 p.m. CT.