Present:
Jeff Jacobs, BSC
Valerie Heilman, DCB
Sandy Klein, DSU
Katie Nettell, LRSC
Shirley Hanson, MaSU
Dale Gehring, MiSU
Shelley Blome, NDSCS
Jeanette Enebo and Bonnie Litton, NDSU
Robin Holden, UND
Betty Schumacher, VCSU
Lynn Haverlock, WSC
Dennis Junk, Campus Solutions
Peggy Wipf and Gina Padilla, NDUS

Approval of May 26, 2011 CUSAD meeting minutes
Jeff Jacobs made an amendment to the minutes to reflect Linda’s last name as Greenstein. The minutes of the May 26, 2011 CUSAD conference call were approved as amended by consensus.

State Grant Acceptances - Peggy
Peggy Wipf asked how the changes which were made to clarify and simplify the state grant program have been working for the campuses and what kind of feedback they have been receiving from students. The CUSAD members asked for a copy of the award letter. Jeff Jacobs said the main feedback they are hearing from students is that they are trying to accept the grant on campus connection. He asked if there was some way to inform the students that they would not be able to see that the grant has been accepted for several weeks on campus connection. Peggy said this could be added to the information sheet that is enclosed with the award letters.

Katie asked if it was clear in the letter which time period the grant is for since a couple of students thought the award was for the summer and Peggy mentioned that this could be clarified on the pink sheet too. In response to a question from Peggy on which schools sent out electronic award notifications, BSC, MiSU, VCSU, and NDSU indicated they did. Peggy said that they are having problems with students accepting the grant even if it has not been awarded. Peggy asked if only students getting the state grant could be getting the link from the campuses. Katie said communications are only going to students getting the grant. Katie suggested putting a statement on the NDUS State Grant Acceptance webpage which states the students must have been awarded a grant in order to accept a grant.
Academic and CTE Scholarships
Peggy Wipf stated that the Academic and CTE Scholarship requirements have been changed by the legislature. She said cohort 1 needed a 2.75 GPA or they lost the scholarship, but now there is an exception that if the GPA drops below 2.75 once, they get a second chance. Full-time is now defined in law for these two programs as 12 credits for the first two terms, and 15 credits for each term thereafter for students to receive the scholarships. Peggy asked the campuses how they would like the new scholarship information to be given to them. The CUSAD members agreed that there should be separate lists for students needing 15 credits and for students needing 12 credits so separate item types can be set-up.

Gainful employment
Sandy Klein asked if anyone has gotten the gainful employment query to work. Katie said when she ran the query for the peace officer training program it brought up the students, but she will have to re-calculate the amount of the loans for the semesters in which they attended that program. Katie said it is her understanding that it is the loans student received while they were enrolled in the certificate program. NSLDS is where the loan information will be coming from, and what is submitted to the FED’s is the students name and their private loan amounts, based on 2010-11 if it is available. Dale suggested the group call individual campuses if further guidance is needed.

Pell Grant Funding Changes for 2011-12
Robin Holden asked how the other schools are planning to implement the Pell Grant funding changes since the pell grant will not give a funding level until it is paid, and unless they can make disbursements and then request funds, or send actual disbursement records to Pell prior to it being disbursed. Jeff asked if it has to be posted to the student account, and Dennis said it does for Pell but not for loans.

Combining degree and non-degree program/plans under the same program code (certificate issue)
Robin said this issue has come up in the past and came up again recently on the UND/NDSU Joint Master’s program because UND offers a certificate option. The records office can select a check box which indicates for the program if it is eligible for financial aid or not. The programs are set up so that if different degree levels are offered for the same program, they can select that it is either eligible for financial aid or not eligible. If only one level of the program is different, the financial aid eligibility has to be changed manually.

Jeff said this was discussed at the Academic Affairs Council retreat. He said BSC has the same problem and have asked to have the checkbox for financial aid in the subplan instead of in the plan. Dennis said this is a people soft issue whose fix may be years away. Jeff said another suggestion has been to change the certificate of completions so they can have a separate plan that would not be federal aid eligible. Jeff said he would forward the handouts from the Academic Affairs Council meeting to CUSAD. Robin said her registrar is trying to fight this at the board office. Peggy Wipf asked how soon the campuses would need this to be completed and if it would be helpful to ask Mike Hillman to attend the next call so the financial aid issues could
be explained. Dale asked Jeff, Robin, Peggy and Dennis to look at the issue and maybe have Mike Hillman participate in the group if it would be useful.

**Collaborative Student Reports**
Dale said the collaborative student report rows are not lining up with the columns. Dale asked if this program could be run for the campus, is the group in favor to have the report changed to print and a run control option to identify school specific information. It was moved by Dale, seconded by Lynn that the reports be run for the campuses and to have the report changed to print and a run control option to identify school specific information. The motion passed unanimously and Dale said he would take it forward to the collaborative group.

**Return Title IV Funds for second term class**
Robin said Rohit has not mentioned anything new on this topic. In response to a question from Jeff Jacobs, Dennis said PeopleSoft is adding an enhancement by adding rows so if students drop more than once it can be handled. Katie asked for time to review the return of title IV funds and then to revisit this issue at the next meeting.

**Remedial Courses**
Dennis said Sue indicated that everything has been discussed with the SAP committee.

**Repeated Courses Tracking – Fed Update**
Dale Gehring asked if tracking repeated courses is going to be handled in PeopleSoft. Dennis said they are working on a query and he will know more tomorrow.

**SAP Changes**
Dennis said Sue asked him to share the outcomes of the latest meeting on SAP changes with CUSAD. Dale commented that SAP items depend on if they are graded with a pass/fail or a letter grade. Dale said as a letter grade it is not counted as part of the completed credits, NDSCS is using pass/fail and it is just in the completion since there is no grade associated. Katie said Dan Johnson at LRSC (present with Katie) asked if the letter grade, sat/unsat grading, or pre-college, and an audit grading basis which would make a difference. Dale said the campuses should look at remedial and how it is set up and how it may change how the campuses are calculating SAP. Dale asked Dan to send the group information on the grading basis so they can discuss this with their registrars. Dennis said most schools are running the current SAP for summer 2011 and then switching to the new after summer. He said Sue will have a new setup by July 1, 2011 that will be ready to use. Sandy asked what the campuses are using for appeal if students did not attend summer. Dale said they were updating the SAP Report which would help identify how these students and their records should be processed.

**Other**
Dale congratulated RMASFAA President Elect Jeff Jacobs on his election.

The meeting adjourned at 2:37 p.m.