CUSAD Minutes  
Thursday, November 15, 2012, 1:30-3:30 p.m. CT  
Conference Call

Present:
- Betty Schumacher, Chair, and Marsha Pritchert, VCSU  
- Jeff Jacobs, BSC  
- Valerie Heilman, DCB  
- Kathy Nelson, DSU  
- Katie Nettell, LRSC  
- Shirley Hanson, MaSU  
- Dale Gehring and Laurie Weber, MiSU  
- Shelley Blome, Nikki Davis, Kassi Griffin, and Sheila Dolan, NDSCS  
- Jeanne Enebo and Sandy Prudhomme, NDSU  
- Janelle Kilgore UND  
- Erica Renville, WSC  
- Dennis Junk, Sue Applegren, and Diane Peterson, Campus Solutions  
- Gina Padilla and Sheila Tibke, NDUS

Betty called the meeting to order.

Approval of October 18, 2012, CUSAD Minutes
It was suggested the minutes be revised to add Val to the list of names that drafted the Financial Aid Global Service Indicator. It was moved by Dale and seconded by Shelley to approve the October 18, 2012, CUSAD minutes as revised. The motion was unanimously approved.

Additions to Agenda
Gina would like to discuss the ACH process.

Ready to Package with Verification Skip Option
Jeff said that at the RMASFAA conference during a PeopleSoft session there was discussion about packaging student aid and North Dakota schools were the only ones that award before verification is complete. He did some checking and found he has students that once awarded don’t follow through with the verification process. Jeff asked Dennis what options campuses have and Dennis suggested using the ready to package option, which could be set as a run control option at each campus. Jeff would like to proceed with this as an option to automate the process. Katie asked if admissions would have a concern not having an award letter for students and agrees with holding off on packaging until verification. It was the consensus of the group that Dennis set this up.

Differential Tuition Rates
Jeanne said differential tuition rates will be a nightmare when setting up financial aid budgets and could take NDSU a full week to get it all set up. She said for their engineering program they
have 72 lines of code for just the full time students. Adding in residency codes and less than full time students will add additional lines of code. She suggested financial aid talk with their business offices about these concerns. The chancellor is proposing fees be rolled into tuition beginning fall 2013 to give the students a better idea of what their cost of education will be. Jeanne suggested this issue be added to the December CUSAD meeting agenda. It was mentioned that the chancellor wants the new differential tuition rate models on his desk December 31, 2012.

**Verification Letter and Verification Reminder Letter**
Jeff asked about the possibility of sending the verification reminder letter more than one time. Dennis said a campus can send the letter multiple times; it’s just a matter of running it.

**ACH**
Gina reported her and Sheila met with the controllers group regarding the ACH process. The controllers will be working on getting this set up and NDSU volunteered to be a pilot during in month of November. Jeff and Janelle said they preferred getting a separate ACH for each program and Gina said she’d visit with the NDUS accountant to see if this is possible.

**Global Financial Aid Service Indicator**
Katie said she’d provide additional information on this issue at the December CUSAD meeting.

**Old Business**

**CUSAD Meeting Schedule**
Betty said CUSAD will meet in Bismarck December 11, 2012, which will be in place of the regularly scheduled December 20 CUSAD conference call.

**NDU Deficiency Report**
Jeanne had nothing more to report. Betty suggested, and Jeanne agreed, that this item could be combined with COA. *(Gina, I thought Betty suggested combining these two but to me they don’t fit together. Did I hear wrong?)*

**COA**
Incorporated with NDU Deficiency Report.

**Unofficial Withdrawals – Discussion with SR**
Nothing to report

**Pell Graduation Rate Disclosure**
Dennis reported student records is putting something together for DSU for their program review. He said another area the program review team is looking at is the date funds are returned and suggested campuses populate the field with the date funds were returned.

The meeting adjourned at 2:22 p.m.
Minutes prepared by
Sheila Tibke