Present:

Jeff Jacobs, BSC
Valerie Heilman, DCB
Sandy Klein, DSU
Katie Nettell, LRSC
Shirley Hanson, MaSU
Dale Gehring, MiSU
Shelley Blome, Michelle Griffin, and Kassi Griffin, NDSCS
Jeanne Enebo and Sandy Hill, NDSU
Rohit Kulkarni and Bruce Helgerud, UND
Betty Schumacher, VCSU
Lynn Haverlock, WSC
Dennis Junk and Sue Applegren, Campus Solutions
Gina Padilla, NDUS

Lynn Haverlock, CUSAD Chair, called the meeting to order.

Approval of August 18, 2011 CUSAD meeting minutes
The minutes of the August 18, 2011 CUSAD conference call were approved by consensus as presented.

Agenda additions
WSI Educational Loans
Ability to benefit information for students when processed through COD

Unsubsidized Interest – Servicers
Lynn Haverlock said that the Department of Education has removed the interest from the MPN. Students can get the information if they contact the Fed Loan Servicers, but if they do not they would get a notice at 20 days prior to the end of the grace period on what they would have to pay to avoid charges from the Fed Loan Servicers. In response to a question on how to find out who services the students loan, Dennis said the servicer information should be on the NSLDS page on the system.

2012-2013 Cost of Attendance Line Items
Personal Expense Line Item - Gina Padilla said the cost of attendance line items are set every year in September. She said Robin Holden emailed information to the council on the personal expense line item. She provided an overview of Robin’s email, which stated that in the past the personal expenses proposal has been based on supporting documentation from the College Board. This year Robin submitted a recommendation, based on a recommendation from the
State Auditor, that the personal expenses be based on CPI data, since it is the data used to support budget appeal requests. CUSAD discussed the differences in the amounts of the two recommendations, $3,400 for the College Board recommendation and $6,600 from the CPI estimates. Multiple campus representatives expressed concerns with increasing the amount too drastically. It was mentioned that the increase may be justifiable for independent students, but it would be hard to support the possible increase in loan debt for dependent students. The council requested that Robin provide more information on the audit response for the October CUSAD meeting. The personal expense cost of attendance line item was tabled until the October meeting.

Book Expense Line Item for 2012-13 - Betty Schumacher said book expenses have gone up at VCSU. Members from other CUSAD campuses said they have been able to keep book prices down by offering book rentals. It was moved by Sandy Klein, seconded by Betty Schumacher to increase the 2012-13 book expense line item to $1,100. The motion carried unanimously.

WSI Educational Loans – Betty said WSI established a educational loan program in 2005 and since inception, only 15 loans have been made. She said it is a private loan fund which does not require school verification. Eligible borrowers can get up to 120% of the cost of the institution minus other financial aid awarded for the term. The funds go directly to the student. Betty found out about the program when a student asked for an award letter for the loan. Betty stated that this is an informational item.

Providing Ability to Benefit information for students when processed through COD – Sandy Klein said in NASFAA news it stated that campuses must report ability to benefit for students receiving federal aid. Sandy said there are students who are non-degree seeking that are receiving federal aid and she does not know how to identify these students so they can be reported or how home schooling should be reported to COD.

Jeff Jacobs asked if the students were admitted as regular students through ability to benefit. Jeff said BSC does not admit students unless they have a diploma or GED. In response to a question from Sandy on if students have one semester to submit the information, Jeff said they did. Jeff said for home schooling, they verify that the student has earned their high school diploma through either the parent or the affiliated company who provided their education. In response to a question from Sandy on if the campuses are coding on COD, Katie Nettell responded that they were not.

Unofficial withdrawals – Discussion with records – Jeff and Lynn
Discussions have not been held with the FUG to ask if when the faculty members are entering grades they could also enter last day of attendance so a query could be run to identify the drop dates for students. Dale Gehring said MiSU uses the middle of the term for students who unofficially withdrawal. Lynn Haverlock said she and Jeff would take this question to the FUG group.

Right-to-Rescind Comm Gen - Dennis
Dennis said he believes a letter should be developed for the parents with plus loans, but pulling in the information is complicated. He would like to develop this as a comm gen letter. He said CUSAD needs to agree prior to work being conducted. It was moved by Dale Gehring, seconded by Shirley Hanson that a right to rescind letter be developed for parents with plus loans. The motion passed unanimously.

**Remedial courses – discuss impact on FA with Academic Rpt (Charles Fjeld)**
Sue Applegren said there is nothing new to report.

**Repeated courses tracking – fed update – SAP Committee**
Sue Applegren said they have been able to fix some of the issues as they have been identified and they feel it is working the way it should. Sue reminded everyone that part of the original design, it was requested that only students with a Fafsa for the current year would appear on the query results. Jeannie Enebo said they asked for a column to be added to identify SAP, and Sue said that is being addressed.

**SAP changes**
Sue said there is nothing new to report.

**IRS Data Retrieval tools**
Jeff said there is nothing new to report.

**Other business**
In response to a question from Jeff on what the state grant percentage is on the SEOG match, it was stated as 95.87% for 2010-11.

In response to a question from Sandy on if anyone has done anything on the gainful employment reporting, Dennis said a report should go to stage on Monday. Dennis said he would send the instructions out when it goes to stage.

The meeting was adjourned at 2:25 p.m.

Next meeting is scheduled for October 20, 2011.