Council of University Student Aid Directors (CUSAD)

MINUTES

Thursday, March 24, 2016
Conference Call

PRESENT

BSC  Scott Lingen, Linda Greenstein
DCB  Val Heilman
DSU  Kathy Lowe, Chris Meek
LRSC Katie Nettell
MaSU Shirley Hanson
MiSU Lindsay Benson
NDSCS Shelley Blome, Carmen Marohl
NDSU Bonnie Litton, Jeff Jacobs, Sandy Prudhomme
UND Janelle Killgore
VCSU Betty Schumacher, Marcia Pritchert
WSC Scott Bauer
CTS Crystal Tangsrud
NDUS Brenda Zastoupil, Alexandria Bauer
SLSC Kelly Bisek

NOT PRESENT
None

Scott called the meeting to order at 1:32 pm.

ADDITIONS TO AGENDA

Update State Grant Summer Awarding List - Brenda

NEW BUSINESS

1. Approval of February Minutes
   Scott motions to approve February minutes
   Janelle seconds the motion
   The motion passes
   Minutes approved
2. **Auditor request for SFA program controls – Discussion**
   Janelle – UND’s second request to complete the form. They are wanting to see what types of system setups in place. Janelle will send UND’s SFA to the CUSAD group.
   Scott – It sounds like they are comparing schools with each other for internal knowledge to see the similarities and differences.
   Jeff – They want to make sure checks and balances are in place. Jeff will send NDSU’s SFA to the CUSAD group.

3. **CTS Updates – Crystal**
   - **Upcoming Outages** – none are scheduled for this month during normal/scheduled business hours.
   - **Perkins Disclosure** - The disclosure itself is a relatively easy process to assign, but as we starting working with our working group we discovered that there was an aspect of this project we did not discuss with CUSAD: packaging Perkins. Because new borrowers and continuing borrowers have different awarding criteria it became clear we would need to develop some new packaging equations. Crystal will send the project “proposal” to the CUSAD group.
   - **17-18 Tentative Bundle Schedule** – This tentative schedule is subject to change based on delivered items, staffing, and Production environment needs.
     - 2016-17 Notes/Schedule:
       - Regs 1 (Bundle 39) – Released 10/23/2015, in Production 11/21/2015
       - Regs 2 (Bundle 40) – Released 1/24/2016, in Production 2/27/2016
       - Due to new functionality this will be the last Oracle delivered Pell Schedule
       - Regs 3 (Bundle 41) – Anticipated Release 4/22/2016
       - Regs 4 – What is previously known as Regs 4 will be released with Regs 1 for 2016. This is usually included in July Bundle (see Bundle 38)
   - **Important Dates**
     - **Fall 2016**
       - 8/15/2016-8/29/2016 – Anticipated CS Freeze
       - 8/22/2016- Fall 2016 Start
       - 9/2/2016 – Fall 2016 FA Census
       - 9/3/2016-9/7/2016 – Fall 2016 Disbursements
       - 9/7/2016 – Fall 2016 Bill Due Date
       - 10/1/2016 – 2017-18 FAFSA Available and FISAP Due Date
       - 12/16/2016 – Fall 2016 End
     - **Spring 2017**
       - 1/3/2017-1/16/2017 – Anticipated CS Freeze
       - 1/9/2017 – Spring 2017 Start
       - 1/21/2017 – Spring 2017 FA Census
       - 1/22/2017-1/25/2017 – Spring 2017 Disbursements
       - 1/25/2017 – Spring 2017 Bill Due Date
       - 5/12/2017 – Spring 2017 End
   - **Orientation letter (attachment)** – Taking the 3rd party award letter to help with orientation – has budget and an area for a checklist. If you have any changes, please email Sue. Checklists will be done in the run control. You can pick what you want or don’t want to be included on the award letter.
NDU_FA_271 Item Type Mismatch – Sue ran the query and put the lists in your Sophie folder. If you want it a public query and have any suggestions, please email Sue.

ISIR Correction Bug - should be fixed in the next bundle. Please check your setup.

4. PPY Discussion:
   o Priority funding deadline – The Chancellor removed the priority deadline. It has been changed to as soon as possible. It was too late to change the 16-17 FAFSA so it will list an April deadline.
   o NASFAA PPY Town Hall meeting March 31st – at noon – you can register for it. Great Lakes had one this morning. GL talked about what was and wasn’t allowed for PJ and gave some guidance and documents/resources.

5. NDASFAA Conference April 6-8
   51 registrants as of today. The registration and conference agenda are on the website. The presentations are on the agenda. It isn’t too late register! There will be sessions on PPY, verification, PJ, etc.

Additions

State Grant Summer Awarding – Brenda Zastoupil
List will be sent within the next week. The aggregate limits need to be reviewed first. Transfer forms will not be ready for spring semester. Brenda is not doing batch awards but is looking at every student being sent to her. Each student has their own census date, in a way. Disbursement can start a couple weeks after the spring semester ends. Please send students you’d like NDUS to review to Brenda.

Old Business

MEETING ADJOURNED
The next meeting is Thursday, April 21st at 1:30 pm. Scott makes a motion to adjourn the meeting. Shelley Blome seconds the motion. Scott adjourned the meeting at 2:50 pm.

Minutes prepared by Alexandria Bauer, NDUS