Council of University Student Aid Directors (CUSAD)
MINUTES
Thursday, April 21, 2016
Conference Call

PRESENT
BSC Scott Lingen, Linda Greenstein
DCB Val Heilman
DSU Kathy Lowe, Chris Meek
MaSU Shirley Hanson
MiSU Laurie Weber
NDSCS Sheila Dolan
NDSU Bonnie Litton, Jeff Jacobs, Sandy Prudhomme
UND Janelle Killgore
VCSU Betty Schumacher, Marcia Pritchert
WSC Heather Fink
CTS Crystal Tangsrud, Sue, Chad Gilbertson
NDUS Brenda Zastoupil, Kristin Ellingson, Alexandria Bauer
SLSC Kelly Bisek

NOT PRESENT
LRSC

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

ADDITIONS TO AGENDA

NEW BUSINESS
1. Approval of March Minutes
   Scott motions to approve March minutes
   Janelle seconds the motion
   The motion passes
   Minutes approved
2. **SLSC Updates – Kelly Bisek**
   Email was sent requesting access to the e-campus based system
   Directors will be getting a request from a Richard Lazomba
   Please do not deny the request
   Check your PPAs and remove (indicate an end date) SLSC as a third party servicer (for consistency). It’s a support office relationship.
   NDSU requesting an email to all to verify which servicers should be on the PPA
   If you have not been receiving Kelly’s emails, please let him know so he can update his distribution list.

3. **CTS Updates – Crystal & Sue**
   - **Upcoming Outages**
     - **Stage**: 5/16/2016 5am-6pm (Bundle 41 Installation)
     - **Production**: 5/21/2016 5am-6pm (Bundle 41 Installation)
   - **Orientation Letters** – It’s in the stage environment and ready to test
   - **Pell Reconciliation Files** – Request has been sent to COD asking for clarification on the school codes being in the title of the file as well as different codes within the document. The file is viewable and downloadable, but you cannot use FA923 to create the report.
   - **NDU Undisbursed Loans Query/Report** – It will be improved and sent out to CUSAD at the next meeting for the group to consider

4. **CUSAD Chair/Secretary rotation, minutes discussion – Scott**
   History: used to be on rotation, then decided the system office would do it.
   Minutes are published on the CTS site under training and documents under the financial aid section.
   Help transcribing minutes from April – July would be appreciated.

5. **PPY Discussion**
   Pell schedules will not be out any earlier
   Review of date set up with the Registrar’s office – it all needs to be in place by October 1, if you want to be able to load ISIRs. So sometime in July/August, CTS will be doing the campus solution part for aid year rollover. Dates have not been finalized, but definitely by September before it moves into production.
   Actual rollover will occur end of August or early September

6. **Summer CUSAD Meetings: May 19, June 16, July 21**
   FYI
Additions

**Loan Indebtedness update** – Tom wasn’t on the call. Crystal and Sue will get back to the group

**EFC mismatch issue on the ISIR load page update** – Not fixed in bundle 41. Nothing new to report. It’s still a known bug and still not working. No word on a fix for this.

Old Business

None

MEETING ADJOURNED

The next meeting is Thursday, May 19 at 1:30 pm. Scott makes a motion to adjourn the meeting. Linda Greenstein seconds the motion. Scott adjourned the meeting at 2:23 pm.

Minutes prepared by Alexandria Bauer, NDUS