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

**ADDITIONS TO AGENDA**
- COM Gen – Crystal
- Upcoming Trainings – Val

**NEW BUSINESS**

1. **Approval of August Minutes**
   - Scott motions to approve August minutes
   - Val seconds the motion
   - Motion passes
   - Minutes approved
2. **Borrower Separation and Exit Process used by the SLSC – Kelly Bisek**
Identify borrowers being put into repayment. The state auditors were asking about the required grace notifications. Run the report every single month regardless of summer enrollment (or not). Would like to put students into repayment who are less than half time instead of having the school review the registrar matched list. Suggestion to run letters the end of the month for the summer terms. Send lists monthly to be in compliance.

3. **CTS Updates – Crystal & Sue**
   - **Com Gen** – to reduce bounce back emails use the campus email as the primary on your com gen parameters
   - **Upcoming Outages**
     - State – Refreshed with a September 11th date
     - 9/22 starting at 2PM: Grey Heller Multi-factor Authentication Work
     - 9/27 starting at 2PM: ISIR Patch Installation
     - 10/18 4PM to 10/19 6PM: Stage Refresh
   - **Query/Report**
     - 9/29 from 5AM-9AM: ISIR Patch Installation
   - **Production**
     - 9/19 from 8PM-12AM: FA History Run (1710 Census)
   - **Review Tentative 2017-18 CS Schedule**
   - **2017-18 ISIR Load Update** – stay tuned for updates
   - **Aid Year Rollover** – make sure your dates are correct in the term session table. Recommending cleaning up item types (inactive the do not use ones). Deadline noon on Sept 26th for the schools. Then CTS will start their portion.
   - **Brief Review of Verification Changes**
     - **Conflicting Information (399 Code)** – Central Processing System (CPS) will, after the applicant has submitted a 2017-2018 FAFSA, perform a comparison between the applicant’s last 2016-2017 ISIR transaction, if any, and the 2017-2018 ISIR. This review will determine if there is conflicting income and/or tax information between the two ISIRs and, more importantly, if any identified conflicting information would, once resolved, produce a significant change in the student’s expected family contribution (EFC). If so, the CPS will flag the applicant’s 2017-2018 ISIR as requiring institutional resolution of the conflicting information. An applicant’s 2017-2018 ISIR will not be flagged for institutional resolution, even if there is a significant change in the EFC, if—
       - The student is not expected to be Pell Grant eligible based on the 2017-2018 ISIR;
       - There was a change in the student’s dependency status between the two FAFSA years;
       - There was a change in the student’s or parents’ marital status between the two FAFSA years; or
       - Professional judgment was performed in either year. We remind institutions that upon making a professional judgment determination, it is very important that the CPS “Professional Judgement Flag” be set to ‘1.’If the CPS process described above results in the possibility of a significant change in a student’s EFC, and resultant Pell Grant eligibility, the student’s 2017-2018 SAR and ISIR will be flagged with a ‘C’ code and a special new Comment Code 399 informing the institution that it must resolve the possible conflicting information. If the new
Comment Code 399 is not included on the student’s 2017-2018 SAR and ISIR, the institution is not required to determine if there are any differences in income or tax information between the two ISIRs. Reference: http://ifap.ed.gov/dpcletters/GEN1614.html

- **Priority Date Discussion** – Let CTS know by November if you are going to do something other than April 15th. UND and NDSU have a February 1st priority date.
- **TSM Update** – Transfer student monitoring – Found an issue where when the Feds send us a file with more than one school in it, Peoplesoft will only process it for one school and not for the rest. CTS has split up the file so every school has their own file. The work is almost complete and should be ready to test next week.
- **Future Training/Webinar Ideas:**
  - Rebudgeting
  - Repackaging
  - **Update to 2017-18 Campus Solutions-Financial Aid Tentative Schedule**
    - No NDHUG due to budget constraints

4. **Create New Checklist Item – Jeff Jacobs**
   Create a new checklist item to use in conjunction with the verification process. The checklist item would notify students their alternative loan will remain in pending status and not display on Campus Connection until the verification process is complete. Requested text is: NOTE - Your alternative loan application has been received but will not be processed or appear on Campus Connection until the verification process is completed. Communicate with students that during the verification process their alternative loan will not show on Campus Connection and it will be processed as soon as verification is complete. This would allow the notification to run with verification communications and show on student's To-Do List. This is not automatic and would be added/removed on a case-by-case basis. This will probably be a part of the FAVREY or FAVROY checklist with its own checklist item.

5. **Discussion items from Campus Community Meeting – Katie Nettell**
   - **Second Parent Address in Campus Connection** (requested by student financial to aid with collections) – No objections from financial aid
   - **Add preferred gender in Campus Connection** – This will not affect the financial aid processes. The financial aid offices approve this request.
   - **Visa type for students** who are taking online classes outside the US. There is a request to add a new visa type with a description of “No Visa Currently – student permanently outside the US.” This will help with reporting to the Institute of International Education who does not want us reporting data for online students from outside the US in the annual Open Doors Report – This will not affect the financial aid processes. The financial aid offices approve this request.
Addition

**NDASFAA Fall Development Conference** – On the BSC’s campus November 9th and 10th. Please register to attend. The tentative agenda is on the website. Registration deadline is November 1st. Please do not wait that long to register. Block of rooms is reserved at the Radisson.

**RMASFAA Conference** – October 23-26th in Rapid City, SD

Old Business

**MEETING ADJOURNED**
The next meeting is Thursday, October 20 at 1:30 pm. Scott makes a motion to adjourn the meeting. Betty seconds the motion. Val adjourned the meeting at 2:53 pm.

Minutes prepared by Alexandria Bauer, NDUS