Council of University Student Aid Directors (CUSAD)

MINUTES

Thursday, January 19, 2017

Conference Call

PRESENT

BSC       Scott Lingen, Linda Greenstein, Josh Brobry
DCB       Val Heilman
DSU       Chris Meek
LRSC      Katie Nettell
MiSU      Laurie Weber, Lindsay Benson
NDSCS     Shelley Blome, Shelia Dolan, Carmen Marohl
NDSU      Bonnie Litton, Sandy Prudhomme, Jeff Jacobs
UND       Janelle Killgore, Kellie Choate
VCSU      Marcia Pritchert
WSC       Heather Fink
CTS       Sue Applegren, Crystal Tangsrud, Chad Gilbertson
SLSC      Kelly Bisek
NDUS      Brenda Zastoupil, Alexandria Bauer

NOT PRESENT

MaSU

Val called the meeting to order at 1:30 pm.

ADDITIONS TO AGENDA

NEW BUSINESS

1. Approval of November Minutes
   Laurie motions to approve November minutes
   Scott seconds the motion
   Motion passes
   Minutes approved
2. **Electronic signature authentication process for the Perkins promissory note** – Kelly Bisek
   Kelly, Crystal, and Sue will need to confer to work on the documentation needed for the auditors.
   Printing in PDFs will be looked into since Oracle items are delivered.

3. **NDUS Updates** – Brenda Zastoupil
   - Early notices of the ND Academic Scholarship and CTE Scholarship – once ready, it will be an easy process. In either in February or March, offices will have access to that data. NDUS will provide the language for the offices to use if you decide to send early awards. E-transcripts will populate automatically. There will not be any evaluation on the school side, unless FA offices are really questioning something.
   - Procedure updates: NDUS Procedure 502 (Financial Aid); NDUS Policy 830.2 and Procedure 830.2 (Refunds); NDUS Policy 830.1 and Procedure 830.1 (Student Payment) – needs to be updated (last updated 2004).
   - **2017 Legislative Session Update** – repeals student financial assistance program advisory board (NDUS supports) and replace it with a broader advisory group that would encompass all state aid programs and other financial aid topics. The goal would be to bring together key stakeholders to provide strategic direction on establishing and maintaining financial aid programs that support post-secondary education for ND residents. Recommending the financial aid offices track HB1283.

4. **CTS Updates** – Crystal & Sue
   - CTS Updates: Upcoming Outages:
     - **Stage**
       - 2/14 from 8am-3pm: Bundle 44 Installation
     - **Production**
       - 2/6 from 8pm-12am: FA History Run
       - 2/18 from 6am-6pm: Bundle 44 Installation
   - **Lunch & Learn** – first one on Student Center 1/26/17 at noon. It will also be recorded if you are not able to attend.
   - **AY Rollover on Feb 7th** – 9:00am start time
5. **Recommendations under NDUS Procedure 403.7.5 – Laurie Weber**

To make sure students were treated equitably within the system schools. Jeff motions under this procedure strikeout and courses grades with W, I, or F. Janelle seconds the motion.

For students who first enroll in the fall 2010 semester or later, institutions must enter into the student administration system as individual courses all undergraduate courses in an undergraduate career, including all upper and lower division courses, and transfer courses and courses with grades of W, I, and F. All attempted credits must be entered into both the "Incoming Course" and "Equivalent Course" blocks on the ConnectND Transfer Credit Evaluation screens with appropriate entries. Course evaluation for institutional GPA purposes is addressed in later screens.

BSC - No
DCB - No
DSU - Yes
LRSC - Yes
MaSU - Absent
MiSU - Yes
NDSCS - No
NDSU - Yes
UND - Yes
VCSU - No
WSC - Yes

Motion passes

**Addition**

**Old Business**

**MEETING ADJOURNED**

The next meeting is Thursday, February 16 at 1:30 pm. Val adjourned the meeting at 3:13 pm.

Minutes prepared by Alexandria Bauer, NDUS