Council of University Student Aid Directors (CUSAD)
MINUTES
Thursday, February 15, 2018
Conference Call

PRESENT
BSC    Scott Lingen, Linda Greenstein
DCB    Val Heilman
DSU    Chris Meek
MaSU   Shirley Hanson
MiSU   Laurie Weber, Lindsey Benson
NDSCS  Shelley Blome
NDSU   Bonnie Litton, Sandy Prudhomme, Jeff Jacobs
UND    Janelle Kilgore, Kellie Choate
VCSU   Marcia Pritchert
WSC    Heather Fink
CTS    Crystal Tangsrud, Sue Applegren, Chad Gilbertson
SLSC   Kelly Bisek
NDUS   Brenda Zastoupil, Kristin Ellingson, Alexandria Bauer
BND    Char Skjonsby

NOT PRESENT
LRSC

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

ADDITIONS TO AGENDA

NEW BUSINESS

1. Approval of January Minutes
   Laurie motions to approve January Minutes
   Janelle seconds the motion
   Motion passes
   Minutes approved
2. **CTS Updates – Crystal**
   - **Budget Process using Population Update**: tabled depending more research
   - **Query NDU_FA_0020 roll into Tuition Residency Errors Report (NDU_FA_0222)**
   - **AY Rollover Walkthrough** – February 26 starting at 9am

3. **Mapping Your Future Discussion – Char Skjonsby**
   BND has been paying for the use of Mapping Your Future for the entrance and exit counseling. Some schools are using it for the Perkins and some nursing loans for the exit counseling. Would the schools still have access in case of an audit?
   Working group: Tammy Fraase, NDSU, Kellie Choate, UND, Crystal from CTS, Lindsey Benson, MiSU, Kelly Bisek, SLSC, someone from NDSCS

4. **Student Generated Third Party Award Notification – Jeff Jacobs**
   CTS is not sure how this would function, but a webpage may be generate for the student to print. A communication would have to go through Com Gen.
   The shopping sheet may work for this. It is in their student center under financial aid on their award summer page. Each student has their individual shopping sheet with their EFC on the bottom of the page. Changes are updated in real time, but the assignment is not in real time. There is not a summer shopping sheet.
   To access the shopping sheet go to: Campus Community, Student Services Center, Student. If you do not see Student Services Center, you will need access. Contact Crystal at CTS.

5. **Data Privacy and Third Party Award Notifications – Scott Lingen**
   Some links to read up on 3rd party data sharing. This is the branch of the Dept of Ed’s student privacy office PTAC:
   - Homepage: https://studentprivacy.ed.gov/
   - Fin Aid specific page: https://studentprivacy.ed.gov/search/node/financial%20aid
   - Document with some good guidance (review the Q&A near the end): https://studentprivacy.ed.gov/sites/default/files/resource_document/file/FSA_final_o.pdf

6. **ND Indian Scholarship Board Proposed Form – Brenda Zastoupil**
   The needs analysis form has been change. Statue requires us to verify admission and residency. The form needs to be submitted by the student. It cannot be mailed, faxed, or emailed from the college. Please review the form and let Brenda know if there is something you are not comfortable completing.
7. **Scholarship Awarding – Marcia Pritchert**
   Email will just be sent to the listserv because of time.

**Additions**

**Old Business**

**MEETING ADJOURNED**
The next meeting is Thursday, March 15 at 1:30 pm. Chris adjourned the meeting at 2:57 pm.

Minutes prepared by Alexandria Bauer, NDUS