

# Memo

To: Roger Miller, Meily Lightcap, Steve Doherty, Carol Heeter, Makida Coulter, Mike Collins, Erick Martin, Laura Cosby, Paige Eagan, Sarah Hubbell, Dawn Pantaleo, Ashley Williams

From: Sue Newington

CC: Institutional Effectiveness Council, Nancy Young (Archives)

Date: 8/16/2016

Re: Financial Aid Advisory Council Minutes – April 14, 2016

---

**Present:** Miller, Cosby, Hubbell, Doherty, Lightcap, Collins, Heeter, Coulter, Pantaleo, Newington

**Absent:** Eagan, Martin, Williams

## **Approval of Minutes**

Minutes from February 11, 2016 were approved as submitted.

## **Old Business**

### **Federal Title IV Program Review – May 19-22, 2014 Update**

Miller reported we received our Final Program Review Determination (FPRD) from the Department of Education (DOE) on April 4, 2016. The determination closes all considerations for the purposes of this program review. The deficiencies cited relative to our Drug and Alcohol Abuse Prevention Program (DAAPP) have been referred to the Department's Administrative Actions and Appeals Service Group (AAASG) for further review.

### **Academic Works**

Miller reported the online scholarship management system was up and running for the 2016 winter semester.

### **Roster Verification**

This item was tabled.

### **National Student Clearinghouse Update**

Hubbell provided an update. She reported that required reports are continuing to be submitted as scheduled.

### **HigherOne Update**

Lightcap distributed a disbursement summary comparing the last seven years in regards to number of students who received a refund and the total dollar amount received each semester. She reported the contract with HigherOne expires on June 30, 2016. The College has selected Nelnet to replace

HigherOne. Nelnet has been our cashiering service provider. Beginning July 1, 2016, in addition to cashiering services, Nelnet will provide refunding and payment plan services

## **New Business**

### **Institutional Bad Debt**

Miller reported most of the institution's bad debt results from students not maintaining their eligibility requirements. Bad debt recorded for student write-offs from tuition, fees, and books by fiscal year are as follows:

2015	\$400,000
2014	\$400,000
2013	\$726,773
2012	\$675,161
2011	\$831,195
2010	\$454,159

### **Attendance Monitoring – Winer 2016 Round I and II**

Newington distributed a comparison chart reflecting the number of students who owe money and the amount of money owed to the College due to being dropped from classes based on non-attendance for the winter semester. This report also provides information as to the number of classes dropped during this time period. Discussion followed.

### **Financial Aid Processing – 2016/2017**

Newington reported we ran our first 2016/2017 dataload on March 31 and was up-to-date by April 7. Outstanding tracking requirements were placed on students' accounts on April 7. This week emails will be sent to about 3700 students notifying them of outstanding requirements they need to complete to finalize their financial aid award. She also distributed the Terms and Conditions all students who receive federal aid are required to read and accept before their federal aid is authorized to their account.

### **Financial Aid Budgets – 2016/2017**

Newington distributed the Cost of Attendance budget information which will be used for 2016/2017 financial aid awarding. We will continue to align ourselves with the State of Michigan COA budgets with the exception of books. The allowance for room and board, transportation, and personal will remain the same as 2015/2016 COA, We will not be increasing our book and supply allowance for 2016/2017. This will remain at \$60 per credit hour and the maximum available to use in our bookstore will remain at \$725. We will also continue to calculate tuition costs based on 15 credit hours rather than 12 credit hours. This is also consistent with what the State uses.

### **2016/2017 Federal Title IV Campus-Based Programs – Final Funding Authorization**

Miller reported we have been approved for \$210,089 in the Supplemental Education Opportunity Grant program for 2016/2017, which is a decrease of \$14,951 from 2015/2016. We were also approved for \$195,337 in the Federal Work-Study program, which is a decrease of \$4,663 from the prior year.

### **2016/2017 State of Michigan Funding**

Miller reported the following State of Michigan programs will be available for 2016/2017: Michigan Competitive Scholarship, Tuition Incentive Program (TIP), Children of Veterans Tuition Grant and the Michigan Indian Tuition Waiver. We will also continue with the Special Populations grant, and should have about \$35,000 to award for next year.

### **2016/2017 KVCC Trustee Funding**

Collins reported that Trustee funding for 2016/2017 should be made available within the next couple of weeks.

**2016/2017 KVCC Foundation Funding**

Doherty reported at this time, there are no additional dollars available to award for the summer 2016 semester. On April 28, 2016 we will be notified of our funding for 2016/2017.

**Net Price Calculator – Update**

Miller reported we are required to offer to current and prospective students the most current DOE provided Net Price Calculator template. The 2014-2015 template housed on the Financial Aid web page represents the most current template provided by the DOE.

**2016/2017 Financial Aid Advisory Council Membership**

Members present all agree to continue their service on the Financial Aid Advisory Council for 2016-2017. It will be assumed that 2015-2016 members not present, unless we are notified otherwise, will continue their service for 2016-2017.

**Other****Agenda Items Next Meeting**

Miller asked that future agenda items be sent to him or Newington.

**Next Meeting**

Miller reported all future meetings will continue to be scheduled on Thursdays at 3:00 pm. The 2016/2017 meeting schedule will be developed and sent at a later time.

**Meeting Adjourned**

