

# Memo

To: Alisha Cederberg, Sarah Hubbell, Steve Doherty, Makida Coulter, Mike Collins, Erick Martin, Laura Cosby, Dawn Pantaleo, Paige Eagan, Brian Lueth, Pat Pallett, Tim Welsh, EJ Bast, Bonita Bates

From: Sue Newington

CC: Kathy Johnson, Nancy Young (Archives)

Date: 6/28/2017

Re: Financial Aid Advisory Council Minutes – April 13, 2017

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**Present:** Cederberg, Coulter, Lueth, Welsh, Bast, Martin, Newington

**Absent:** Collins, Cosby, Eagan, Hubbell, Doherty, Pantaleo, Pallett, LoBretto

**Guest:** Bates

## **Approval of Minutes**

Minutes from February 9, 2017 were approved as submitted.

## **Old Business**

### **Cougar Retention Grant**

Cederberg reported, as of April 12, 2017, she has awarded 51 students \$28,812 for the 2017 summer semester to assist with their tuition and fee balance owed. She will start reviewing students for the 2017 fall semester in early June. She gave kudos to the academic counselors who reviewed students who were close to completing their certificate or degree to make sure they were enrolled in required courses.

Bates asked that a copy of the Cougar Grant Referral Form be sent to her.

Cederberg also mentioned that the name of this grant may be changed to just the Cougar Grant or Cougar Completion Grant.

### **Scholarship Update**

Newington reported the Financial Aid Office promoted 28 scholarships for the 2017 winter semester using Academic Works. We received 223 scholarship applications and 46 students were awarded scholarships.

Based on not receiving qualified applicants for some of the scholarships, we promoted those four scholarships again. We sent emails to the appropriate faculty to promote in their classrooms. We did not receive any additional applications, so four scholarships were not awarded for 2016/2017. (Tracy EMS Scholarship, Chemical Bank Scholarship, Mol-Son, LLC & Western Diversified Plastics, LLC Scholarship, and Fred and Velma Reynolds Scholarship).

Still waiting to hear back from donors regarding the Char and Tom Brouwer Scholarship.

### **SAP Warning Status**

This item was tabled.

### **Financial Aid Workshops**

Cederberg reported she conducted two financial aid workshops in March. One for financial aid information - What we do in the Financial Aid Office and What Financial Aid is Available (8 students attended) and the other to assist with FAFSA completion (3 students attended).

### **Counts in Program**

Cederberg reported we need Degree Works to be updated. Discussion followed. Hope to have this up and running by the time winter 2018 registration opens in October, 2017.

### **New Business**

#### **CRM**

Cederberg reported KVCC is reviewing vendors for a Customer Relationship Management system. She reported she and Brenda VanderRoest are members of the CRM committee.

#### **KVCC Merit Scholarship**

Bast reported their office received 57 applications from 21 different high schools. There were 49 eligible students. 2017/2018 is the first year this scholarship will be renewable.

#### **Attendance Monitoring – Winter 2017 Round I & II**

Newington distributed an Attendance Monitoring Summary for the 2017 winter semester which reflected the number of students who were dropped from classes due to not meeting class attendance standards and the amount of money owed by students due to their financial aid being adjusted.

#### **IRS Data Retrieval Tool**

Cederberg reported the IRS Data Retrieval Tool is no longer available to students when completing their FAFSA. This should be back in place beginning October 1, 2017.

#### **Federal Funding Update**

Cederberg reported their will be a decrease in SEOG and FWS for 2017/2018, no guidance at this time.

#### **Financial Aid Processing 2017/2018**

Cederberg reported we ran our first dataload for 2017/2018 on January 18, 2017. Last year this was done on March 31, 2016. Outstanding tracking requirements were placed on students' accounts for 2017/2018 on March 1, whereas last year this was done on April 7. Students could view their outstanding requirements on March 8. Our first batch of tracking emails (4,000) were sent on March 15. Began awarding Pell and other aid on April 11, 2017 compared to May 27, 2016 last year. 2354 award notification emails were sent on April 22, 2017 and 2355 paper award letters started to get mailed on April 12, 2017.

#### **Financial Aid Budgets 2017/2018**

Newington distributed the Financial Aid Cost of Attendance Budgets for 2017/2018. 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 expenses were increased by 1% through the State. We will not be increasing our book and supply allowance for 2017/2018. 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.

**2017/2018 Federal Title IV Campus-Based Programs – Final Funding Authorization**

Cederberg reported funding authorization for Federal Title IV Campus-Based programs for 2017/2018 is not yet finalized. She circulated information regarding our tentative funding allocations in the SEOG and FWS programs.

**2017/2018 State of Michigan Funding**

Newington reported the following State of Michigan programs will be available for 2017/2018: Michigan Competitive Scholarship, Tuition Incentive Program (TIP), Children of Veterans Tuition Grant and the Michigan Indian Tuition Waiver. We should also have funding available in the Special Populations Grant.

**2017/2018 KVCC Trustee Funding**

This item was tabled.

**2017/2018 KVCC Foundation Funding**

This item was tabled.

**GE Update**

This item was tabled.

**Net Price Calculator Update**

Cederberg reported the Net Price Calculator is up-to-date on our website.

**Student Choice Refund Summary – 2017 Winter Semester**

Coulter distributed a summary of Nelnet disbursements for the 2016/2017 fall and winter semesters.

**2017/2018 Financial Aid Advisory Council Membership**

If you are unable to serve on this Advisory Council for 2017/2018, please let Cederberg know.

**Other**

Lueth reported 681 students were dropped from their 2017 summer semester classes, which resulted in 3596 credit hours during the batch cancelation process.

**Agenda Items Next Meeting**

Cederberg asked for any other agenda items for next meeting be submitted to Newington or herself.

**Next Meetings**

The 2017/2018 Meeting Schedule will be distributed at a later date

**Meeting Adjourned**

