



# Alabama Association of Student Financial Aid Administrators

2014-2015 AASFAA EXECUTIVE BOARD AND COMMITTEE REPORTS

EXECUTIVE BOARD POSITION/COMMITTEE NAME: Professional Development

NAME: Betty Edwards, Chairperson; Stephanie Miller, Co-Chairperson

DATE: April 15, 2015

## **Summary of Activity (include relationship to Goal, Bylaw or P&P, if applicable):**

The 2014- 2015 PROFESSIONAL DEVELOPMENT COMMITTEE members are:

1. Betty Edwards, Chair
2. Stephanie Miller, Co-Chair
3. Jennifer Epperson
4. Vanessa Kyles
5. Marcus Byrd
6. Martha Arrington
7. Sharon Williams
8. Angela Croskey
9. Debra Talley
10. Michelle Thompson

## **Action Items (New business or Unfinished business):**

At the recommendation of AASFAA President Stephanie Miller who also serves as Co-Chair of the Professional Development Committee and the approval of the Executive Board, a **Support Staff Training** for new and continuing financial aid officials was held at Sanford University on March 31, 2015. This was a new training venture for AASFAA with 31 financial aid staff attending ranging from a few months experience in the financial aid office to several years. Laura Senn, Director of Higher Education Solutions, with Greenwood Hall, conducted this training. Laura provided an excellent training experience.

As Chairperson of the Professional Development Committee, I had the privilege to serve as Ex-Officio member of the 2015 Spring Conference Committee and met with this Committee on Tuesday, January 27, 2015, at the Auburn Hotel and Dixon Conference Center to complete plans for the 2015 Spring Conference. In addition, I worked with President Miller to coordinate and finalize plans for the 2015 Spring New Aid Officers (NAO) Workshop. The Trainers for this Workshop will be Michiale Schnider and Amy Gerber from Great Lakes. In addition, President Miller and I will assist in the NAO Workshop. Certificates of completion will be presented to the New Aid Officers as well as to the experienced financial aid officers who attend the 2015 Spring Conference.

The Professional Development Committee will have a called meeting during the 2015 Spring Conference to discuss any Policy and Procedures changes/Updates/ Recommendations that this Committee would like to submit for consideration by the Executive Board. Any changes/ updates/ recommendations suggested by the Committee members will be submitted to President Miller for submission to the Executive Board after the Spring Conference ends.

**Policy & Procedure: Changes/ Updates/Recommendations:** To continue to offer annually the Support Staff Training and the New Aid Officers Workshop. P&P6:16