

**MEETING #413**  
**OREGON STUDENT ASSISTANCE COMMISSION**  
**Friday, October 28, 2011**  
**Oregon Student Assistance Commission**  
**Columbia Room**  
**Eugene, OR**

**COMMISSIONERS**

Lucero Castañeda  
Casper Sharples  
Glenda Melton  
Gary Weeks  
Mike Holland  
Mario Parker-Milligan

**STAFF**

Josette Green, Executive Director  
Vic Nunenkamp, Director of Scholarships and Access  
Donald Charlton, Director of Administrative Services  
Jennifer Diallo, Interim ODA Administrator  
Lacie Morgan, Executive Assistant  
Cheryl Connolly, Scholarships  
Holly Willeford, Scholarships  
Gary Campbell, ASPIRE

**GUESTS**

Brent Wilder – Oregon Alliance of Independent Colleges and Universities  
Mary Robinson – Oregon University System  
Phillip Shiltz– Oregon Student Association (OSA)  
Emma Kallaway – Oregon Student Association (OSA)

**CALL TO ORDER**

Vice Chair Caspar Sharples called the meeting to order at 10:00am. Having a quorum present, the meeting proceeded.

**CHAIR'S/OTHER COMMISSIONER'S REPORT**

No report to present.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Josette Green reported that the legislative session will begin Feb. 1 and that Sine Die is February 29, 2012, making the session one month in length. Issues that have been mentioned for the legislative session include combining ODA with the career school section of Oregon Department of Education review functions, Oregon Opportunity Grant for for-profit schools, utilization of Western Governor's University, and credit for learning. The Higher Education Committee, formerly a House subcommittee is now a formal House Committee that includes three new members.

Ms. Green reported that the Education Investment Work Group, which is the result of SB 909, has been meeting and will continue to meet to address issues such as database creation, outcomes, governance and hiring of the Education Investment Officer. OSAC will be presenting to the Education Investment Work Group on November 10.

Ms. Green reported that she will be attending a 40/40/20 Symposium on November 1, 2011 at Oregon State University that is sponsored by Oregon University System. Ms. Green asked if any commissioners were attending and Commissioner Parker-Milligan responded affirmatively.

Ms. Green reported that first conversation in regards to the formation of Higher Education Coordinating Commission (HECC) happened this week. OSAC will be involved in these conversations going forward. The focus of the HECC will be on the transfer of ODA, adverse impact, transfer of duties of joint boards

and review plans for achieving 40/40/20. The only current agreement among legislators attending the meeting is that the HECC will not be responsible for budgeting. This is the primary role of the OEIB.

Ms. Green reported that she attended two conferences in October, The National Association of State Student Grant and Aid Programs in Washington, D.C and Promise.Net conference in Pittsburgh, PA.

Ms. Green reported that according to the agenda there would not a Foster Youth subcommittee discussion this meeting even though this item was tabled from the last meeting. The reason for this agenda item was because of the concern for the mentoring of foster youth during college. Ms. Green reported that she learned that Children First received a grant for this purpose however she was unable to talk with Children First prior to this meeting and provide information to the commission.

Ms. Green reported that the ODA Administrator interviews will take place November 4, 2011 at OSAC and five candidates have been chosen to interview. Ms. Green reported that ASPIRE is hiring limited duration, half time positions created by grants and ASPIRE has also experienced the departures of two employees. One resigned because of the instability that grant funded, temporary positions create.

Ms. Green reported that OSAC will participate in an Employee Engagement Survey which is a statewide survey utilized by many state agencies. This survey will become an annual event for OSAC with this being the first year of participation. Employees will be able to take the survey from November 7-18. Final results will be compiled by Department of Administrative Services and sent to OSAC management for action. The overall goal for this survey is to improve and grow our agency.

Commissioner Weeks asked for a report on the transition of accounting functions to Shared Client Services. Donald Charlton, Director of Administrative Services, reported that the transition has been smooth and there is still some transition for accounting procedures. The transition to SCS has helped to mitigate agency risk.

### **SCHOLARSHIP AND ACCESS PROGRAMS**

Vic Nunenkamp, Director of Scholarships and Access reported that scholarship program is analyzing and refining current processes.

Ms. Nunenkamp reported that the ASPIRE team held the annual ASPIRE fall conference October 7 at Willamette University. Participants evaluated the conference in a positive manner with the overall rating for the conference being a 4 on scale of 1-5. Total conference participation was 317.

Ms. Nunenkamp reported that she attended the National Scholarship Providers Association conference in Nashville, TN.

Commissioner Sharples asked for the target date for the scholarship application. Ms. Nunenkamp reported that the start date is November 1. The deadline was already met and staff is currently testing the application.

### **ADMINISTRATIVE SERVICES**

Mr. Charlton reported that with the release of the scholarship application on November 1, 2011 comes the completion of Phase 1 of the scholarship application update. Phase 1 includes the makeover of current application. IT is currently working on phase 2 of the scholarship application which is a complete reconstruction of the current application and building a brand new database. Phase 2 will result

in an application that is easier to run on our systems, easier for our students to use and overall will perform better.

Mr. Charlton reported that OSAC is currently examining processes that could be eliminated, automated or simplified in an effort to create a more efficient work environment.

Mr. Charlton reported that he is currently working on closing out the last biennium and OSAC is not over budget. OSAC received the Legislatively Approved Budget for the current biennium.

### **AUDIT REPORT**

Mr. Charlton presented the report entitled OSAC Risk Update prepared by Colin Wallace of Moss Adams. This report included an updated risk heat map, internal audit action plans and other potential internal audit areas. The report presented was available in the commission meeting packet. The Commissioners had no further requests or concerns in regards to OSAC risk or internal audit updates.

### **ODA ADMINISTRATOR'S REPORT**

Jennifer Diallo, Interim ODA Administrator reported that in reference to the Risk Update presented by Don Charlton, ODA has made changes to the review process to support the findings of the prior internal audit. ODA now requires evaluators write a full report on the evaluation citing both the evidence that supports the school meeting the twenty standards and reasons the school did not meet the twenty standards. The new process helps mitigate the issue of risk that was reported in the Audit.

Ms. Diallo reported that she attended a rule-writing workshop and realized that ODA's rules need to be rewritten to be clearer. Ms. Diallo reported that she also will be attending a rule-making process workshop on November 9, 2011.

Ms. Diallo reported that highlights of her report, which was included in the meeting packet, are that ODA working towards processing all the online program applications that have been received and ODA continues to receive these at a steady rate. The legislature has begun to look at how to govern virtual education. ODA's role in online school approval is to register the school, verify that the accreditation is in place that meets the standard for the degree to be valid in Oregon, verify that the reputation of the school in the home state. In Oregon, the standard for a degree to be valid without ODA approval is regional accreditation.

### **STRATEGIC PLANNING OUTCOMES**

Josette Green presented the outcomes of OSAC's strategic planning process which was facilitated by Tim Rahschulte of the Department of Administrative Process. The presentation was available in the meeting packet. Ms. Green asked the Commission to review and approve the following recommendations from the strategic planning process:

**Vision:** An organization of innovation and excellence in a leading college-going state.

**Mission:** To create a college-going culture for all Oregonians by providing access through information, mentoring, and financial support.

**Values:** Stewardship  
Integrity

Respect  
Partnership  
Responsible Risk Taking  
Leadership  
Excellence  
Responsiveness

<b>Strategy:</b> Research	<b>Outcome:</b> Data For Decisions
Leveraging Technology	Decision Support
Program Expansion	Varies by Program
Program/Agency Marketing	Household Name

Commissioner Holland provided guidance to the agency by stating that the mission, vision and values are the most important elements knowing that at any time strategies and outcomes can be circumvented by new priorities.

**ACTION:** Commissioner Weeks moved to accept all recommendations presented by the strategic planning committee. Commissioner Holland seconded the motion. The motion passed with a unanimous vote

### **EXPANSION OF ASPIRE**

Josette Green presented a presentation entitled Imagine – A Purpose and Plan for All which shared OSAC's vision of expanding ASPIRE to reach all Oregon students while supporting the goal of Oregon's 40/40/20 plan. The presentation was available in the meeting packet. The Commission was supportive of OSAC's goal in expanding ASPIRE.

### **PUBLIC COMMENT**

Emma Kallaway from OSA reported that OSA just finished their survey of 10,000 Oregon students. Preliminary results show that students list their priorities as need-based aid, low tuition, affordability, and access. OSA will have final results to available at the next meeting and will continue to support these priorities and look forward to partnering with OSAC.

### **CONSENT CALENDAR**

Commissioner Mike Holland moved to approve consent calendar which included meeting minutes from September 23, 2011 Commission meeting. . Commissioner Glenda Melton seconded the motion. The motion passed with aye votes by Commissioners Melton, Holland, Weeks, Castañeda, and Sharples. Zero votes against. Commissioner Parker-Milligan was not present for the vote.

### **OTHER BUSINESS AND ADJOURNMENT**

Vice Chair Cap Sharples called for other business to come before the commission at this time. There being no further business, Commissioner Weeks moved to adjourn the meeting. Commissioner Melton seconded the motion. The motion passed with aye votes from Commissioners Sharples, Melton, Holland, Castañeda, and Weeks and zero votes against. Commissioner Mario Parker-Milligan was not present for the vote. The meeting was adjourned at 12:18pm

Respectfully submitted,

*Approved by the Commission on December 2, 2011 at Commission Meeting # 415*

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*Bart Howard, Chair*