

FAC Business Meeting – Fall'22– Wednesday, October 26, 2022
In-Person: Riverfront Hotel, SureStay and via Zoom

Attendees: Teresa Robinson-Duane, Shawn Warner, Kimberly Geer, Darcy Kipnis, Josh Holloway, Tawnya Lea, April Tovar, Brian Isbell, Jon Jacobs, Jessica Harris, Lorena Saucedo, Ben Beus, Maissee Peralez, Oscar Verduzco, Paul Lee, Deann Holliday, Alexandra Bailey, Ashley Clark, Tammy Zibell, Erin West, Joshua Temple, Whitney Wenzel, Meghan Ellis, Brianne Sanchez, Tracy Dahl, Chantel Fields, Travis McCullough, Melanie Ruiz, Jessica Vigil, Rahel Weldu, Beth Hawes, Mike Fentress, Carl Schroer, Chris Bouchard, Chitpasong Chippi, Kimberly Uphold, Shelley Lacey, Anita Radliff

9:02am- Meeting called to order by Brianne Sanchez

Reports:

- Spring'22 Meeting Minutes by Tawnya Lea
Teresa Robinson-Duane moved to accept; seconded by Josh Holloway; approved

- Treasurer's Report by Erin West
New expenditures: \$1617.97:
 - \$1000 to Puget Sound Educational Service District (PSESD) for racial equity training
 - \$600 for 3- \$200 Amazon gift cards purchased as appreciation gifts for Legacy Support Team (Becky Phillips, Joni Reichmann, & Laura Stern).
 - \$17.97 for 3 Kudo boards for the Legacy Support Team listed aboveBalance \$7,288.44 (\$3,000 in reserves \$4,288.44 available balance)
Tammy Zibell moved to accept; seconded by Cassandra Fry; approved

- FAST Committee Report by Joshua Temple
Committee reported issues out w/ SAP, collecting info about enhancements colleges would like to see. Group discussed issues with mass packaging and the list Karl has asked for to present to WISCC, group wants to know who holds SBCTC accountable after FAC identifies areas for requested enhancements; would like to work toward more collaborative relationship with SBCTC; suggested having meeting to discuss issues with mass packaging; SBCTC has specific enhancement request form that is being completed by FAST/SBCTC. FAST does plan on performing testing to ensure enhancements work properly; SAP issues have been reported but not sure if enhancement form has been completed; FAST will have initial meeting to determine which enhancements for mass packaging with FAC members only and then have meeting with SBCTC. Committee will share current maintenance list with FAC members.
Tammy Zibell moved to accept; seconded by Deann Holliday; approved

Old Business:

- Work Plan Updates; work plan was shared with members via listserv
 - Goal 1: Professional Development, Retention and Equity. Meet the demands for well-educated and skilled workforce within the Financial Aid community.
 - Objective 1: Increase professional development and training opportunities for FAC members. Retain the specialized knowledge and expertise of members. Focus on equity in 2022.

Melanie Ruiz reported there is no progress to share. Teresa Robinson-Duane volunteered to replace Johanna Dwyer on work group.

- Objective 2: Salary equity for Financial Aid positions within the CTC system.

Deann Holliday, Teresa Robinson-Duane, Tammy Zibell, Melanie Ruiz, Rahel Weldu, and Kimberly Uphold will work directly with Karl/WSSSC on salary equity; Brianne Sanchez will share list of members with Karl.

- Objective 3: Work with other areas to incorporate the understanding of Financial Aid and coordinate funding across campus

Work continues in this area with FAC hosted ctcLink meetings/discussions.

- Goal 2: Student Success, achieve educational success for all students through improved practices with a focus on equity and inclusion
 - Objective 1: Decrease barriers to the financial aid application process; focus on impact of COVID19.

Teresa Robinson-Duane reported there is no progress to share. Would like to do a survey of all members to determine how proviso funds were used and look for best practices within survey results.

- Objective 2: Guided Pathways strategies involving Financial Aid and advocate for FA to be included at the table

Tammy Zibell reported there is no progress to share; is hoping to get more information from members during the next year with the hopes to have something by winter or spring FAC meeting.

- Goal 3: Innovation: Use of technology, collaboration and innovation to meet the demands of the community and improve student success.
- Goal 4: Leading with Diversity, Equity, & Inclusion: Define how each aspect of diversity, equity and inclusion is represented in and affected by the FA office.

2022-2023 Work Plan:

Members discussed focusing on 2 goals rather than 4 for the 2022-2023 Work Plan.

Discussed focusing on salary equity and whether it is the right time due to system-wide enrollment levels and financial struggles. Many members are working on desk audits and other efforts at their respective campus to address salary equity. Will keep all 3 objectives of Goal 1 on the 2022-2023 Work Plan.

Eliminated Goal 2 from work plan. Will add Objective 1 to agenda as new business for a future meeting.

FAST Committee and FAC members will continue to work on Goal 3. Will keep on 2022-2023 Work Plan.

Will continue to include Goal 4 in FAC meetings; removed from 2022-2023 Work Plan.

New Business:

- Special Election:
 - Teresa Robinson-Duane called for President Elect 2022-2023 nominations: Alexandra Bailey nominated; Tammy Zibell seconded. Approved.
- Salary Survey Next Steps:
 - Possibility of hiring a consultant; no vote needed at this time
- Prifinaid Membership:
 - Tammy Zibell moved to invite FAST chair for 1 year with goal of moving technical discussions to Dirfinaid listserv; keep confidential conversations (ie: salary) on prifinaid; Teresa Robinson-Duane seconded; approved by group.
 - Moved to define membership in bylaws to include director, assistant director, individual responsible for day-to-day operations of Financial Aid and other approved members voted on by FAC; group suggested having quarterly audit of membership
 - Deann Holliday moved to include Rachel Russell for 1 year to private listserv; Teresa Robinson-Duane seconded. Motion approved.

10:43am – Tammy Zibell moved to adjourn; seconded by Lorena Saucedo.