

VASFAA

BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM

(Add additional objectives and status reports as needed)

Committee: Secondary Schools

Commissioner/Board Position: Keith Wellings/Rep-at-Large Organizational Services

Year (e.g., 2005-06): 2006-07

Committee Members:

Pamela T. Rambo (ACCESS College Foundation) - Chair

Carolyn Ward (Rappahannock CC)

Jenniver Allman (VCCS)

Renee Davis (Thomas Nelson CC)
Foundation)

Joanne Forbes (ACCESS College

Bill Wendle (UVA-Wise)

Standard Goal 1: Facilitate high school events to provide financial aid awareness information to Virginia residents. (Strategic Plan Reference: Section 4.5 B (3,4))

Objective 1 (*HOW the committee plans to achieve the stated goal*): A committee of financial aid professionals will be recruited in June 2006 to develop a regional training schedule of locations for fall high school counselor workshops. Locations will be determined by July 2006. A flyer will be developed and printed in August 2006 and mailed in early September 2006 to all public and private high schools and other appropriate locations in Virginia.

Status Reports of Objective 1 (*Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan*):

Date: July 31, 2006

Report: The committee has been recruited (see list above). A meeting has been scheduled for Friday, August 11, 2006 in Williamsburg, Virginia. _____

Date: July 31, 2006

Report: Nine locations have been determined with the exception of one needed in the Richmond area and one needed in the lower central area of Virginia. Locations are: UVA at Wise, UVA, Shenandoah U, MCI of Newport News, Northern Va. CC-Annandale, Southwest Va. CC, Wytheville CC, Blue Ridge CC and ACCESS College Foundation-Norfolk

Date: August 2, 2006

Report: A draft flyer will be reviewed at the August 11 committee meeting prior to printing and mailing.

Objective 2 (*HOW the committee plans to achieve the stated goal*): Each committee member will be assigned to several locations. Committee members will serve in a support capacity to the hosts. Committee members will visit as many locations as possible and will follow up with hosts regarding evaluation forms and submission of receipts.

Status Reports of Objective 2 (*Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan*):

Date: August 2, 2006.

Report: Committee members will choose locations at the August 11, 2006 meeting.

Date: _____

Report: _____

Date: _____

Report: _____

Standard Goal 2: Ensure awareness activities are made available to all regions of Virginia. (Strategic Plan Reference: Section 4.5 B (3,4))

Objective 1 (*HOW the committee plans to achieve the stated goal*): Colleges in all regions of Virginia will be contacted by committee members in June 2006 to recruit them to host high school counselor workshops in the fall of 2006. The committee is soliciting members for the committee from all regions of Virginia to facilitate recruitment of hosts.

Status Reports of Objective 1 (*Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan*):

Date: July 31, 2006

Report: The committee represents the east, central, western and northern areas of the commonwealth. All regions have a location except Richmond and the Danville area which are being recruited.

Date: _____

Report: _____

Date: _____

Report: _____

Objective 2 (HOW the committee plans to achieve the stated goal): _____

Status Reports of Objective 2 (Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):

Date: _____

Report: _____

Date: _____

Report: _____

Date: _____

Report: _____

BUDGET

<u>Item</u> (Broad general categories)	<u>Cost</u>	
Travel for Meetings (mileage, meals & lodging)	\$600	
Printing & Duplicating		\$320
Postage	\$390	
Refreshments/Lunch		\$2375

Board Approved Amount: \$3685

Date: May 22, 2006

(Use separate sheet if necessary.)