Save the completed report using the following format: **WFAA**[MeetingName][Date][CommitteeName]**.doc**. Submit your report via email to the WFAA Executive Council and post your report to the WFAA website’s Meeting Minutes Index no less than 4 days prior to meeting.

| WFAA Quarterly Officer/Committee Report 2018/2019 |
| --- |
| **Executive Council Meeting Date** | 10/10/18 |
| **Executive Council Meeting Location** | Yakima Convention Center-Yakima, WA |
|  |  |
| **Officer/Committee Information** |
| **Office Held/Committee Name:** | Year Sector Representative |
| **Officer/Committee Chair:**  | Oscar Verduzco2 |
|  |
| **Officer/Committee Goals for Service Year** |
| Strategic Plan Goals that are being met *(check all that apply)* |  |
| Goal 1: Be a leader in providing training and professional development opportunities that are responsive to member needs | [ ]  |
| Goal 2: Maintain the long-term financial stability of the Association | [ ]  |
| Goal 3: Assess and monitor the performance of the Association and implement strategic Adjustments | [x]  |
| Goal 4: Increase member participation in Association activities | [ ]  |
| Goal 5: Continually improve methods and processes for communicating with the membership | [x]  |
| Goal 6: Consolidate and communicate the public policy positions of financial aid administrators in Washington State and provide members with support and education to further their own advocacy efforts | [ ]  |
| Goal 7: Maintain and enhance the diversity of our membership and the Executive Committee | [x]  |
| Goal 8: Collaborate and coordinate with other organizations and associations in order to serve our members more efficiently and effectively | [ ]  |
| **Specific Officer/Committee Goals** *(Include progress toward goals and measurement of success.)* | 1. Strengthen communication channel between SBCTC FAC and WFAA by providing updates on each at quarterly meetings. Why? To raise awareness of successes/challenges and developments at each. How? Regular attendance and engagement in activities and conversations; present updates along with questions to extract ideas or recommendations. What? Ask Questions; dialogue and information sharing.
2. Raise awareness of technological limitations and best practices from sector in order to share solutions with technical staff. Why? Not all staff get to partake in meetings/discussions. How? Take notes that can be shared via quarterly reports so that others can take back to their technical staff. What? Transfer of information; solutions/best practices
3. Advocate and share best practices for WASFA processing. Why? To continue expanding service and opportunities to disadvantaged groups. How? Regular discussion will allow for continues improvements and for needs of minority groups not to be forgotten. What? Set high expectations for products and service by gathering feedback and providing that to WSAC and FA administrators.
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| Summary of Activities *(Descending Chronological)* |
| **August 2018:** * Supported scheduling of CTC FAC Quarterly meeting on YVC Campus. Stressed need to schedule meeting at time that does not conflict with WFAA Business Meeting prior to Conference
* Participated in final selection of interest sessions to be offered at Conference.
* Helped Conference Chair visit conference venue and selection of keynote speaker

**September 2018:*** Submitted WFAA newsletter sector information to Robert Clark.
* Participated on the Awards & Nominations Committee for the selection of annual WFAA Awards.
* Phone conference with Ruben Flores and other SBCTC staff to discuss Ability To Benefit policy and process. Conversations around ATB have been ongoing with institutions that are currently using this option sharing their process.
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| **Budget Information** |
| Approved Budget | N/A |
| Budget Expenditures to Date | N/A |
| Event Information *(complete if applicable)* | N/A |
| Event Name |  |
| Location |  |
| Date |  |
|  | Number  | Cost of Registration | Subtotal |
| Attendees |  |  |  |
| Complimentary Registrations *(if applicable – i.e., scholarship recipients)* |  |  |  |
| Add more rows as needed for additional events. |
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| **Suggestions for Future Officer/Committee** |
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| **Calendar of Events/Timelines** |
| Date | Committee Member Responsible  | Description |
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