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** | | | Oct 10, 2018 | | | |
| **Executive Council Meeting Location** | | | Yakima Convention Center, Yakima, WA | | | |
|  | | |  | | | |
| **Officer/Committee Information** | | | | | | |
| **Committee Name:** | | | Training | | | |
| **Officer/Committee Chair:** | | | Heather Jones | | | |
|  | | | | | | |
| **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 | | | | | | X |
| 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 | | | | | |  |
| Goal 4: Increase member participation in Association activities | | | | | | X |
| Goal 5: Continually improve methods and processes for communicating with the membership | | | | | |  |
| 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 | | | | | | X |
| **Specific Officer/Committee Goals** *(Include progress toward goals and measurement of success.)* | | | Goal 1: To offer relevant training to the membership  Goal 2: Expand membership involvement in the Training Committee  Goal 3: Start planning for spring training event | | | |
|  | | | | | | |
| Summary of Activities *(Descending Chronological)* | | | | | | |
| July 18: sent out monthly web based trainings email to ListServ  Aug 18: sent out monthly web based trainings email to ListServ  Aug 18: Offered NASFAA Univ training for fall conference  Sept 18: sent out monthly web based trainings email to ListServ  Oct 18: sent out monthly web based trainings email to ListServ | | | | | | |
|  | | | | | | |
| **Budget Information** | | | | | | |
| Approved Budget | | | $0 | | | |
| Budget Expenditures to Date | | | $ | | | |
| Event Information *(complete if applicable)* | | |  | | | |
| Event Name | | |  | | | |
| Location | | |  | | | |
| Date | | |  | | | |
| Event Name | | |  | | | |
| Location | | |  | | | |
| Date | | |  | | | |
|  | | | Number | Cost of Registration | Subtotal | |
| Attendees | | |  | $ | $ | |
| Complimentary Registrations *(if applicable – i.e., scholarship recipients)* | | | n/a | n/a | n/a | |
| Add more rows as needed for additional events. | | | | | | |
|  | | | | | | |
| **Suggestions for Future Officer/Committee** | | | | | | |
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| **Calendar of Events/Timelines** | | | | | | |
| Date | Committee Member Responsible | Description | | | | |
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