GAP/PACE Statewide Meeting

September 23, 2015

Ottumwa, IA Campus

I. **Call to Order** – Kristen O'Brien called the meeting to order. Sign-in sheet was distributed.

II. **Financial Aid for PACE students –** The first order of business was discussing how to balance support services with financial aid documentation for Credit Bearing Students. As a group we discussed how schools are working with their financial aid office and/or business office to award students PACE funds when they are also receiving financial aid money. Some schools are working closely with their business and financial aid offices with plans in place that are working well and other schools are struggling with how and when they can award PACE money without affecting FA. A few schools are not working with the financial aid office at all or have tried but didn't receive any feedback from them.

The recommendation was made to look at each school's current plan and processes to determine if a statewide process could be established to assist in the administration of PACE funds to credit students. In order to determine what process work well, Mike has asked the colleges that do have policies and procedure in place to email an outline to Kristen (kobrien@iwcc.edu) by Friday, October 2. We will then form a committee and come up with a plan of action. A short term plan/guideline has been requested for the spring semester. If you do not currently have a process or plan in place it is okay- you do not need to send a plan.

It was also suggested that a presentation could be offered to the group on the effects of other funding on FA and other FA issues. The Department of Education is brainstorming ideas of an individual who could do this from the state level.

III. **New PACE Report-** Eric went over the new PACE report line by line and explained what has changed for FY2016 reporting. Below are highlights from the discussion:

Budget Summary

- The first two sections are staying same. Budget summary is still reported by quarter. Sector partnerships will also still be reported by quarter.
- Under community college cost: pathway navigator and other personnel are broken out separately. This includes all benefits, etc.

Program summary

- First section: how many people applied for the PACE program and how many people did you accept….by quarter (just new applicants unduplicated number)

Training Summary

- Used to report quarter by quarter NOW just end of the year numbers
- Number of participants and completers in each section (high school, certificate, diploma, degree, development and basic skills) can duplicate from program to program (ie: HSED & Certificate for same student), but must be unduplicated at the end of the year (Bob may have gotten his HS diploma and taken 2 certificates, but at the end of the year, there is still just 1 Bob).
- Line 47 Total unduplicated count for the entire year (how many people participated in PACE....carry over included)
- The report does not automatically sum these numbers- you must enter them.

Credential Summary

- Only report at the end of the year (3rd party credentials are counted by credential NOT by participant- if Bob got 3 third party credentials, count all three here)

Summary of Supports Provided

- Only reporting them at the end of the year (counting individuals, not number of supports- if they received personal support count as 1 (Bob may have come to see you 7 times for personal support, but you only count Bob once (not 7 times))

Employment Summary

- This section is basically the same, but reported only at the end of the year. Unduplicated number of PACE participates will be auto-filled from the line above as will those who dropped out/did not complete
- YOU must fill in those continuing in training (line 65). This is only those students continuing at YOUR institution. This would be a carry-over certificate or those moving to another certificate or degree.
- Click the definitions tab for in-depth definitions of the categories (new, retained, etc.)
- This is where you count students who have transferred to another institution to continue their education.
- As always, definitions will be inserted into cells where needed. If there is a line with a Red flag place your mouse over to get more information on what this field means.
- If a student has completed the training in FY15 but their 3rd party (for employment) is in FY16 quarter 1 count as continuing training and record their employment. This is ONLY for 3rd party certifications that are REQUIRED for employment. If the student can gain employment without the 3rd party, you can end them in Q4 with their employment status at that time.
- The total for employment summary, overall employment rate, and overall new employment rate will total automatically.

*IF someone falls into two employment categories....continuing education and got new employment -pick new employment as their exit.

IV. **Upcoming Conference**- Debbie Boyer shared information about an upcoming conference, November 5 & 6, in West Des Moines. The theme for the 2015 conference is: Inspiring Excellence for Women in Higher Education. To register on line or go get more information, visit: http://www.wayup-iowa.org/.

V. **Adam Carroll-** Talked to the group about financial literacy. Topics he covered included: budgeting tools, scholarship search engines, and how our students really need to figure out what is best for them individually and go after their goal. Maybe a 4 year degree isn't something for them and our short-term trainings are a better fit.

Tools to use:

Winning The Money game (book and curriculum)

30 days to $1K (book)

http://www.vertex42.com/ (download the Budget tool)

http://www.goodcall.com/ (scholarship search engine)

http://scholarshipmastery.com/

http://www.adamspeaks.com/ (4 videos and all of his research)