

Financial Aid Advisory Committee  
Meeting Minutes  
September 8, 2016

Committee Members in Attendance	Committee Members Absent	THECB Staff	Audience
Doris Constantine Shannon Crossland Zelma De Leon Melissa Elliott-Via Tel-Conference Delisa Falks-Vice Chair Jeannie Gage Carl Gordon Audree Hernandez Sandi Jones Lyn Kinyon Carolyn Mallory Chris Murr- Chair Charles Puls Cathy Sanchez Matthew Vandermause-Student Rep	Mary Gallegos-Adams Lisa Blazer-Past Chair Rosario Juarez Harold Whitis	Wanda Carr Katherne Carson Rinn Harper Lesla Moller DeChà Reid Sophia Rodriguez Michelle Tafoya-Salazar Roosevelt Sanchez Leah Smalley Shebah Spears Michelle Williams	Alan Ahmed (Alamo CCC) Bryan Ashton (TG) R.M. Calvert (ICUT) Laura Kowalski (TG) Diane Todd-Sprague (UT-Austin)

Agenda Item	Main Discussion Points	Formal Decision/Action Required
<b>B. Consideration of Approval of Minutes of the meeting held on May 26, 2016</b>  Chris Murr, Chair	Motion to approve minutes from May 26, 2016.	Minutes approved

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<b>C. Presentation and Discussion: Repayment Options</b>  Laura Kowalski, Assistant Manager, Policy & Regulatory Affairs at TG	Handout was distributed to go over the Repayment Options. <ul style="list-style-type: none"> <li>Nine different repayment plans are offered: Standard, Graduated, Extended and different income driven plans.</li> <li>Public Service Loan Forgiveness program requires a person to be employed but does not have to be in the same position. Borrowers can wait 10-years but Department of Education (ED) recommends that a borrower submit an "Employment Certification" form.</li> <li>Any forgiven amount under PSLF is not treated as taxable income.</li> <li>Helpful ways to communicate about repayment options such as: Master Promissory Note, Entrance and Exit, Repayment Disclosure, ED Websites, and ED pamphlets.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>A member mentioned that the timing of providing information is critical.</li> <li>Texas State University has a loan counseling session that helps students understand their loan debt and options.</li> </ul>	NONE

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<b>D. Report Preview: Student Loan Default Prevention and Financial Aid Literacy Pilot Program (SB680)</b>  Brian Ashton, Director of Student and Institutional Success at TG	Handout was distributed to go over the DRAFT of the annual report on the Student Loan Default Prevention and Financial Aid Literacy Pilot Program. <ul style="list-style-type: none"> <li>Currently in the pilot program are institutions that represent the Two-Year, Four-Year Public and Private, and Proprietary sector.</li> <li>Nine institutions are in the program and two have removed themselves from the program.</li> <li>The challenges faced on the campus such as lack of staffing resources and off-campus employers was the reasons why two institutions have removed themselves from the program.</li> <li>TG deliver financial literacy in an online, group, and a one-on-one setting. <ul style="list-style-type: none"> <li>3,300 Texas students participated in an in-person student financial education session. High customer satisfaction scores</li> </ul> </li> </ul>	NONE

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	<ul style="list-style-type: none"> <li>of 4.3 on a five-point scale for event helpfulness.</li> <li>o 750 Texas students participated in an online student financial education session. Range in time from 30-45 minutes for each module.</li> <li>o Online education is more convenient but not as effective for students. Online education has increased the awareness for students.</li> <li>o One challenge for TG is competing with demand of time for students. Student schedules do not allow the flexibility of in-person sessions, so online counseling tends to be more convenient.</li> <li>• Over 80 Texas students participated in an in-depth financial coaching session that range from an hour to an hour and a half. <ul style="list-style-type: none"> <li>o The in-depth financial counseling session allowed for more interaction into a student's loan debt. High customer satisfaction scores of 9.5 on a 10 point scale for coach helpfulness.</li> </ul> </li> <li>• TG conducted focus groups at seven institutions with 76 participants providing feedback. Some barriers that institutions faced are: Staff Constraints and Turnover, Competition for "Mandatory Venues", and Cross-Departmental Collaboration.</li> <li>• Based on the feedback from schools' staff and students, Year Three enhancements have been identified such as: re-design of student financial education and loan counseling presentations, exploring new learning management systems, marketing materials, and working with multiple departments on the Pilot campuses beyond financial aid.</li> <li>• A full report will be issued by THECB with a more in-depth information on the pilot program.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• A member mentioned that financial coaching was a helpful tool that really benefits students.</li> <li>• A member asked about advice on how to identify students that need one-on-one loan coaching. TG suggested delinquent loan accounts, students that are receiving institutional emergency aid, students that are falling behind in payments, students at risk for SAP issues, or students being dropped from classes. Registration is a great place to start for students needing to pay for classes.</li> <li>• A member recommended connecting with student organizations to meet the students where they are located on campus. Connect with instructors to offer a session in class.</li> <li>• A member stated that at their institution implemented a mandatory financial aid literacy prior to orientation. Only one module was mandatory. The model decreased the number of students coming into the financial aid office about needing more money.</li> <li>• A member asked how can an institution be added into the pilot program and how long is the program? The pilot program is a six year program and it is in its third year. There is no current protocol to bring new schools in the program. There has been discussions with THECB and TG to look into developing a process.</li> </ul>	
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<p><b>E. SFAP Department Update</b></p> <p>Charles Puls, Deputy Assistant Commissioner – Student Financial Aid Programs (SFAP)</p>	<ul style="list-style-type: none"> <li>• A brief update on the Office of Student Financial Aid Programs (SFAP). Reorganization in SFAP is complete. New staff members have been hired: Ron Stroud, Assistant Director for Borrower Services, Troyling Johnson, Program Specialist II for Financial Aid Services, and Maria Gaeta, Financial Aid Accountant II for Financial Aid Services.</li> <li>• SFAP developed a Strategic Plan where 18 staff members helped develop a plan on areas that SFAP should focus their attention. <ul style="list-style-type: none"> <li>o There were four main areas identified in priority order: Compliance, Enhance Customer Services, Enhance</li> </ul> </li> </ul>	NONE

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	<p>Communication, and Employee Excellence.</p> <ul style="list-style-type: none"> <li>o There were several objectives within the Strategic Plan to ensure that the four goals are met.</li> <li>o Each decision will be aligned with the SFAP Strategic Plan.</li> <li>• Currently there is a consulting organization that is accessing the processes of the loan programs.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• A member mentioned the customer service that SFAP is offering is a benefit to the staff with the follow-up phone calls.</li> </ul>	
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<p><b>F. Report Preview: Annual Financial Aid Report</b></p> <p>Charles Puls, Deputy Assistant Commissioner – Student Financial Aid Programs</p>	<p>Handout was distributed to go over the current DRAFT of the Annual Financial Aid Report.</p> <ul style="list-style-type: none"> <li>• The annual report for fiscal year 2015 will be presented at the Committee for Affordability, Accountability and Planning (CAAP) meeting with new key elements added to the report such as: Exemptions and Waivers, summary of financial aid data for undergraduate and graduate students, and historical data has been expanded from three to five years.</li> <li>• The report shows that Texas higher education remains comparatively affordable.</li> <li>• Exemptions and Waivers has increased 51% since FY 2011 and play a significant part in funding students. <ul style="list-style-type: none"> <li>o The agency is looking at methods on how to collect data individually and not at an institution level for exemptions and waivers.</li> </ul> </li> <li>• The report compares recipient income level by state financial aid programs.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• A member asked what is the Expected Family Contribution (EFC) cut-off on the income level slide? THECB will research the income level.</li> <li>• A member asked if the exemptions and waivers separates out undergraduate and graduate students. No, THECB is looking into receiving data on an individual level.</li> <li>• A member asked that the slide referring to tuition and fees include “Public” since there was no mention of it on the slide.</li> </ul>	<p>THECB would need to research the Estimated Family Contribution (EFC) cut-off on the income level.</p>

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<p><b>G. External Relations Update</b></p> <p>Rick Svatora and Lizette Montiel, External Relations at THECB</p>	<p>A brief overview on the current state of the agency budget and proposed recommendations for the 85th state legislative session.</p> <ul style="list-style-type: none"> <li>• Every even numbered year, the agency will have to provide a budget request to the Legislative Budget Board (LBB) along with an Exceptional Item Request (EIR).</li> <li>• On July 1, the agency was asked by the Governor’s Office to reduce their baseline spending by four percent for the next biennium. The calculation resulted in a reduction of \$59.4 million dollars. <ul style="list-style-type: none"> <li>o Commissioner Paredes ruled out an across-the-board cut. He aligned any budgetary decisions with THECB Strategic Plan.</li> <li>o The agency looked at elimination of smaller programs which was about 11 to make up for the four percent reduction.</li> <li>o Based on the final baseline funding provided by LBB, the agency was able to submit a budget request to LBB that utilized reductions to Top Ten Percent Scholarship and B-On-Time loan program (while still funding the existing eligible students) to cover the entire four percent reduction required. The initial elimination of smaller programs was not submitted in the LAR baseline.</li> </ul> </li> <li>• The agency sent in eight EIR’s to LBB. One major priority is to increase funding in the TEXAS Grant program, which was a part of the EIR.</li> <li>• Revisions for the Legislative Appropriations Request (LAR) were sent to LBB such as requesting \$78.3 million to maintain the</li> </ul>	<p>Need to review language that suggests that institutions need state participation in financial aid programs by April 1 of each year.</p>

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	<p>spending level for the TEXAS Grant program, offering financial aid in summer term, and cross-biennium transfer of funds between state grant and Work-Study programs.</p> <ul style="list-style-type: none"> <li>• On August 23, 2016, Commissioner Parades provided testimony on tuition set-asides and exemption and waivers to the Texas Senate. <ul style="list-style-type: none"> <li>◦ The Hazelwood and Dual Credit played a major part in the increase of exemption and waiver funding.</li> </ul> </li> <li>• Commissioner Parades will provide testimony to the Senate on baccalaureate degrees offered at Community Colleges.</li> <li>• Charles Puls will provide testimony on the Math and Science Loan Repayment program.</li> <li>• The House Committee on Higher Education will hear testimony on the Hazelwood program where Commissioner Parades will testify at the committee.</li> </ul> <p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>• Charles Puls mentioned that cross-biennium would help with the elimination of the reallocation process.</li> <li>• A member asked if institutions have the ability to set institutional procedures for TPEG set-asides. Institutions do have that ability to use the funds for institution use.</li> <li>• A member asked if there has been any discussion of TEXAS Grant expanding if tuition set-asides goes away? THECB has a proposal to look at the EFC requirement for the TEXAS Grant to allow more eligible students to utilize the program. The challenge is that greater eligibility is only useful if there is greater appropriations to cover a larger pool of students.</li> <li>• A member suggested that an alternative for TEXAS Grant is to remove the matching requirement for the program.</li> </ul>	
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<p><b>H. Update on the Data Collection Sub-Committee</b></p> <p>Doris Constantine, Sub-Committee Chair</p>	<p>The Data Collection Sub-Committee was charged with reducing the number of reports submitted by institutions to THECB. The Sub-Committee has been working with DeChá Reid, Shebah Spears, and Leah Smalley.</p> <ul style="list-style-type: none"> <li>• The committee met in June 2016 and July 2016 to review data elements on the four End-Of-Year (EOY) reports and remove elements or edits that were not needed.</li> <li>• The committee was able to eliminate about eight data elements from each EOY report. Data elements such as Selective Service, Hardship, Professional Judgement, and Date of Degree.</li> <li>• The goal is to eliminate EOY reports and reformat the Financial Aid Database (FAD) report to include any data elements that remain on the EOY reports.</li> <li>• The committee plans to meet at the end of September to work on the FAD report for FY 2017 and FY 2018.</li> <li>• Ideally, THECB would like to have the FAD report submitted three times a year for specific purposes such as determining eligibility in February, reconciling state programs in July, and officially certifying the report in December. This approach will eliminate all the EOY reports and eventually the award history report and summer update report.</li> <li>• The goal is to release the FY 2017 FAD instruction manual in February 2017 and to release the FY 2018 FAD instruction manual shortly thereafter.</li> <li>• The goal is to start the first submission process in February of 2018.</li> </ul> <p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>• A member asked if the FAD report is only for financial aid recipients? The report is for any person receiving any type of financial aid assistance regardless of a need component, as well as any student who files a FAFSA/TASFA, regardless of whether they receive aid.</li> </ul>	<p>NONE</p>

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<p><b>I. Update on Financial Aid Services</b></p> <p>DeChà Reid, Director, Financial Aid Services</p>	<p>A brief update on Financial Aid Services (FAS).</p> <ul style="list-style-type: none"> <li>• FAS released the 2016-17 Program Guidelines on August 31. This year, FAS made them more comprehensive and updated the layout of the guidelines. This is the first step towards creating a Texas State Handbook.</li> <li>• A new toll free number that is exclusively for institutions was created. Toll Free number will be available on October 3. The number is included on all publications. <b>1-844-792-2640.</b></li> <li>• FAS redesign the Texas Application for State Financial Aid (TASFA) for the 2017-2018. TASFA will be released on the SFAP website on October 3. FAS received feedback from institutions on how to provide a better layout.</li> <li>• FAS is fully staffed for training opportunities. FAS will have a survey available for the institutions to provide feedback to the staff on the SFAP website.</li> <li>• Leah Smalley and DeChà Reid will present at Texas Association Student Financial Aid Administrators (TASFAA) Conference as well as have a "Meet the State" table set-up for questions.</li> <li>• The HLEMS migration will require a new login for loan users. FAS will send out notifications regarding access clean-up to institutions. FAS will conduct an annual clean-up for the HELMS, CBID, and MOVEit portals.</li> <li>• FAS recently completed the BOT reconciliation for FY2010-2014. FAS is working on reconciling the BOT and CAL program for FY2015. During this process, FAS plans to send notifications and a spreadsheet through the MOVEit process to access the information easily. If the MOVEit process does not work for all institutions, then FAS will send the spreadsheet through a secure email. Additional information about the BOT and CAL reconciliation process will be released to the institutions through THECB notification system.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• A member asked about institutions that are summer header schools for the reconciliation process. FAS will remove issues that impact summer header schools.</li> </ul>	<p>Provide the institutions with the type of training that FAS can offer on the SFAP website.</p>

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<p><b>J. Discussion on the creation of a Memorandum of Understanding (MOU) Sub-Committee regarding the language in the upcoming five-year contracts</b></p> <p>DeChà Reid, Director, Financial Aid Services</p>	<p>Discussion about the MOU language.</p> <ul style="list-style-type: none"> <li>• The current MOU will expire for all institutions on August 31, 2017.</li> <li>• The five-year MOU process is being started and THECB would like to use common language for institutions in order to minimize the number of edits THECB receives from the institutions.</li> <li>• THECB is requesting for a small committee to be created by FAAC to look at the language for the five-year MOU to assist THECB General Council.</li> </ul>	<p>DeChà Reid requested a small sub-committee be formed to assist with the language of the five-year MOU. Volunteers for the sub-committee are:</p> <ul style="list-style-type: none"> <li>• Christopher Murr - Texas State University, Chair</li> <li>• Lyn Kinyon - Baylor University</li> <li>• Delisa Falks - Texas A&amp;M University</li> <li>• Sandi Jones - McLennan Community College</li> <li>• Alan Ahmed - Alamo Community College District</li> <li>• Zelma DeLeon - University of North Texas</li> </ul>

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<p><b>K. Update on FAAC Nomination Process</b></p>	<p>Update on the FAAC Nomination Process.</p> <ul style="list-style-type: none"> <li>• 15 nominations for seven available slots were received by the FAAC.</li> <li>• There were no nominations sent in by school districts, therefore two slots need to be left vacant.</li> <li>• THECB is working to identify if the timing was the issue as to why high school principals did not send in nominations.</li> </ul>	<p>NONE</p>

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<p>Charles Puls, Deputy Assistant Commissioner – Student Financial Aid Programs</p>	<ul style="list-style-type: none"> <li>• The nomination selection was based on representation geographically, institution type, and across the six public university systems.</li> <li>• Vast majority of the nominations were from public universities.</li> <li>• Lisa Blazer step down because her term ended. Mary Adams-Gallegos role has change so she is stepping down from the FAAC.</li> </ul> <p><b>Nominations that are being proposed to the Committee on Affordability, Accountability, and Planning (CAAP):</b></p> <ul style="list-style-type: none"> <li>• Alan Ahmed-TASFAA Representative (1-year term)</li> <li>• Diane Todd-Sprague- University of Austin (3-year term)</li> <li>• Becky Wilson-Texas Tech University (3-year term)</li> <li>• Ann Walker-Rice University (3-year term)</li> <li>• Robert Merino- San Jacinto Community College (3-year term)</li> <li>• Alan Pixley-Collin County Community College (3-year term)</li> </ul> <ul style="list-style-type: none"> <li>• Their terms would start with the November 2016 FAAC meeting and go through October 2019.</li> <li>• The nominations would not be official until THECB Board meeting on October 20<sup>th</sup>.</li> <li>• At the November FAAC Meeting, a Vice-Chair will need to be selected.</li> </ul>	
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<p><b>L. Report Preview: Work-study Feasibility Study (SB947)</b></p> <p>Charles Puls, Deputy Assistant Commissioner – Student Financial Aid Programs</p>	<p>Handout was distributed to go over the current DRAFT of the Work-Study Feasibility Report.</p> <ul style="list-style-type: none"> <li>• During the 84<sup>th</sup> Legislative session, (SB) 947 mandated THECB to do a feasibility study on off-campus employment.</li> <li>• THECB conducted an internal review, utilized reports from multiple organizations, and engaged the services from Texas A&amp;M University's Public Policy Research Institute (PPRI) to conduct surveys with other states, employers, and Texas institutions.</li> <li>• No campuses exercise the off-campus option within Texas Work-Study program.</li> <li>• Only 56 schools in the country utilize Federal Work-Study at off-campus private sectors (none of which are institutions eligible to participate in the Texas Work-Study program).</li> <li>• Significant barriers such as administrative burden, lack of leadership commitment, and challenging financial projections are reasons why institutions do not participate in off-campus employment.</li> <li>• PPRI identified five states that implemented successful state-sponsored programs: Illinois, Indiana, Minnesota, Pennsylvania, and Washington.</li> <li>• The feasibility report specifically requested a pilot program were institutions would request grant funding through a competitive grant program versus a volunteer program.</li> <li>• THECB had three recommendations based on the feasibility study:               <ul style="list-style-type: none"> <li>○ Remove off-campus Work-Study from the standard Texas Work-Study program.</li> <li>○ Expand the Work-Study Mentorship Program.</li> <li>○ Create a Private Sector off-campus Work-Study Pilot Program.</li> </ul> </li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• A member commented that transportation for students is another significant barrier for participating in off-campus employment.</li> <li>• A member commented that off-campus Work-Study at certain organizations require a background check which is a cost factor for the institutions. Most departments at institutions do not have the additional funding to budget for background checks for students participating in off-campus Work-Study.</li> <li>• A proposal in the pilot program is to include an administrative cost that could factor in the concern about paying for background checks.</li> </ul>	<p>NONE</p>

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<p><b>M. Discussion on the standard length of FAAC meetings</b></p> <p>Chris Murr, FAAC Chair</p>	<p>Discussion about the amount of time to conduct the FAAC meetings.</p> <ul style="list-style-type: none"> <li>Currently the FAAC meeting is scheduled for six hours.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>A member commented that the current schedule is working well.</li> <li>A member commented that knowing what to expect on the agenda helps plan for the day.</li> <li>A member commented that FAAC members should plan to stay for six hours and if the meeting ends early, then they are free to continue their day as they see fit.</li> </ul>	<p>FAAC members agreed to keep the allotted time for the meetings.</p>

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<p><b>N. Discussion on Early FAFSA Deadline – Potential mechanism for outreach</b></p> <p>Charles Puls, Deputy Assistant Commissioner – Student Financial Aid Programs</p>	<p>Discussion about outreach activities for the Early FAFSA.</p> <ul style="list-style-type: none"> <li>THECB staff met with a representative from the Department of Education (ED) about the new submission date for the 2017-18 FAFSA.</li> <li>ED representative question about how colleges plan to use the early FAFSA's for follow-up to help students correct errors and complete the entire application process early.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>A member commented that her institution is marketing the new submission date of October 1. The institution is encouraging the admission process early.</li> <li>A member commented that originally the institution was not going to make any changes in earlier awarding but will do earlier follow-up to students.</li> <li>A member stated that her institution has shifted their process of reviewing students' files earlier.</li> <li>A member from a community college stated that his Board of Trustees decided to prepare the academic calendar earlier to prepare for the early submission date.</li> <li>A member commented that his institution will do more calling to students based on the early submission date to complete the student files early, especially for verification.</li> </ul>	<p>Revisit the FAAC recommendation on the state financial aid priority deadline.</p>

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<p><b>O. Discussion on improving Exemption/waiver reporting on FADS</b></p> <p>Chris Murr, FAAC Chair</p>	<p>Discussion about improving reporting on Exemptions and Waivers in the Financial Aid Database report.</p> <ul style="list-style-type: none"> <li>There is a discrepancy of the dollar amount reported on the Integrated Fiscal Reporting System (IFRS) and the Financial Aid Database (FAD) report.</li> <li>There was about a half a billion dollars unaccounted for between the IFRS and FAD reports.</li> <li>The deadline dates for the reports are due December 1 of each year.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>IFRS report is the total amount of dollars versus the FAD's report is a student-by-student report, therefore some exemptions could be missing on the FAD report.</li> <li>Tomorrow Fund is reported differently than the standard exemption and waiver programs and are not reported on FAD's.</li> <li>Third party contracts may not be coded by the Financial Aid Office but coded by the Business Office.</li> <li>Dual Credit waiver is reported by the Business Office but not included in FAD's for the Financial Aid Office.</li> <li>Non-resident waiver that is used for international students may not be accounted for on FAD's.</li> </ul>	<p>NONE</p>

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<p><b>P. Discussion on FAAC decision to include student representative from both 4-year and 2-year sectors</b></p> <p>Chris Murr, FAAC Chair</p>	<p>Discussion about student representation on FAAC.</p> <ul style="list-style-type: none"> <li>• A challenge with representation for a two-year institution is the length of time a student can serve on the committee.</li> <li>• The two-year requirement for student representation is within the administrative code.</li> <li>• FAAC is the only committee that requires two student representatives.</li> <li>• There is an administrative barrier for nominating a student from a two-year institution.</li> <li>• There is a 24 cap for advisory committees. In rule for FAAC, representation is broken down by:               <ul style="list-style-type: none"> <li>○ 2 from Four-Year Public Institution</li> <li>○ 2 from Four-Year Private Institution</li> <li>○ 2 from Two-Year Institution</li> <li>○ 1 from Public Health-Related</li> <li>○ 1 Student Representative from Four-Year Institution</li> <li>○ 1 Student Representative from Two-Year Institution</li> <li>○ 2 School District Representatives</li> <li>○ 1 as a TASFAA Representative</li> </ul> </li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• A member commented that representation from a student at a two-year institution is important because of the differences between a four-year and a two-year institution.</li> <li>• A member asked if there is a way to expedite the nomination process from the approval process.</li> <li>• A member asked could there be representation from an undergraduate and graduate. The rule that was written in April 2016 included student representation from four-year and two-year sectors which includes graduate students.</li> <li>• A member commented that the committee would need to realize that the more segmented the committee is with representation the less amount of seats available for a Financial Aid Administrator.</li> </ul>	<p>The committee confirmed its support for including two student representatives on the committee: one from a four-year or health-related institution, and one from a two-year institution.</p> <p>THECB would look into expediting the nomination process for a two-year student representative.</p> <p>Community College members on the committee will work together to nominate a student representative.</p> <p>THECB will open up the nomination process for a student representative from a two-year institution.</p>

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<p><b>Q. Transition of Leadership</b></p> <p>Chris Murr, FAAC Chair</p>	<p>The gavel is handed over to the next Chair Person.</p> <ul style="list-style-type: none"> <li>• Delisa Falks is now the Chairperson for FAAC.</li> </ul>	<p>NONE</p>

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<p><b>R. Adjournment</b></p> <p>Delisa Falks, FAAC Vice Chair</p>	<ul style="list-style-type: none"> <li>• No suggestions on agenda items for next meeting.</li> <li>• Next FAAC Meeting set for November 16, 2016.</li> <li>• Adjournment at 2:30pm</li> </ul>	<p>NONE</p>