

## **Minutes**

### **VSAC Programs & Services Committee Meeting**

**September 30, 2019  
10:00 a.m. – 12:00 p.m.**

**Boardroom, VSAC Offices  
10 East Allen Street  
Winooski, VT**

**Committee Members Present:** Martha Heath (Chair), Pam Chisholm, Dave Larsen, Dennis O'Brien, Chuck Soule  
**Committee Members Absent:** Matt Trieber  
**Other Members Present:** Dodie Mitchell, Chair  
**VSAC Staff Present:** Scott Giles, Marilyn Cargill, Patrick Leduc, Mike Stuart, Jodie Ducharme  
**Others:** NA

Chair Martha Heath called the meeting to order at 10:03 a.m., and a quorum was established.

#### **Approval of Minutes**

*Upon a motion made by Dave Larsen and seconded by Pam Chisholm, the Committee Members voted to approve the Programs & Services Committee Minutes of May 20, 2019, as presented.*

#### **Grant Policy – Ongoing Review**

Marilyn Cargill reviewed the following policies:

- **Gift Aid Tolerance** – Marilyn reviewed the policy and noted there were no proposed changes.
- **Dual Enrollment Stipend** – Marilyn reviewed changes to this policy which include that the stipend is established annually based on appropriated funds and that students may receive a stipend for each semester they are enrolled up to a maximum of 2 stipends.
- **VAST/Early College** – Marilyn reviewed the policy and noted there were no proposed changes.

*Upon a motion made by Pam Chisholm and seconded by Chuck Soule, the Committee Members voted to recommend that the full Board approve the Dual Enrollment Stipend policy, as amended, and the Gift Aid Tolerance and VAST/Early College policies, as presented.*

**Work Plan Review**

Marilyn Cargill directed the Committee's attention to the previously distributed Work Plan, noting that it is similar to the 2018-2019 plan. She highlighted meeting format and noted that while strategic planning does not appear in the Work Plan it will be included in meetings throughout the upcoming fiscal year.

**Strategic Planning Update**

Scott Giles provided an update on strategic planning, noting that this year will include active Board engagement as well as engagement throughout the organization.

**Operations Updates**

Marilyn Cargill briefed the Committee on program efforts since June 17, 2019, including updates on the following initiatives:

- Vermont FAFSA Completion Initiative
- Emergency Microgrant Pilot
- Curtis Training Scholarship Pilot
- Choose Vermont Scholarship Outcomes
- Advantage Loans
- Auto Grant Application Renewal Pilot

**Federal Update**

Scott Giles provided an update on Income Share Agreements and Account Maintenance Fees.

**Vermont Update –**

Management provided an update on the following:

- State support of the Higher Education Committee
- Refinance Programs
- State Colleges Listening Tour
- Grafton meeting
- Legislative plan

**Other Business**

There being no other business, the Committee adjourned at 11:58 a.m.

Respectfully submitted,

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Marilyn Cargill, Assistant Secretary