

# Minutes

## VSAC Programs & Services Committee Meeting

November 20, 2023  
10:00 a.m. – 12:00 p.m.

Boardroom, VSAC Offices  
10 East Allen Street  
Winooski, Vermont 05404

**Committee Members Present:** Martha Heath (Chair), Dave Larsen, Ryan Dulude, Tim Chamberlin, Clarence Davis (present for portions of the meeting)  
**Committee Members Absent:** Caleb Elder  
**Other Members Present:** Dodie Mitchell, Chair  
**VSAC Staff Present:** Scott Giles, Patrick Leduc, Mike Stuart, Tom Little, Jodie Ducharme, Pam Sevigny, and Miranda Roth  
**Others:** N/A

Chair Martha Heath called the meeting to order at 10:02 a.m. With a quorum established, the Committee took up the first order of business.

### Approval of September 18, 2023, Minutes

*Upon a motion made by Dave Larsen and seconded by Tim Chamberlin, the Committee Members voted unanimously to approve the Programs & Services Committee Minutes of September 18, 2023, as presented.*

### Public Comment

There were no public comments given during the public comment period.

### Grant Policy – Ongoing Review

Miranda Roth, Manager of Grant & Scholarship Operations, reviewed each of the following policies:

- **Enrollment Verification** – Miranda reviewed the policy and pointed out revisions to clarify which programs this policy covers.
- **Refund** – Miranda reviewed the policy and noted minor revisions to clarify the language in the policy.

Patrick Leduc reviewed the **Confidentiality policy** explaining that, previously, this policy was driven by statute. Patrick noted that this policy is no longer part of legislation and since VSAC has a robust policy at a corporate level, he recommends the Confidentiality policy be eliminated from the Grant policies and managed through the overarching confidentiality policy at VSAC.

Clarence Davis joined the meeting at 10:10 a.m.

The Committee discussed the policies and Miranda and Patrick responded to questions.

*Upon a motion made by Ryan Dulude and seconded by Tim Chamberlin, the Committee Members voted unanimously to recommend that the full Board approve the Enrollment Verification and Refund policies, as amended and presented to the Committee, and to eliminate the Confidentiality policy, as presented.*

### **Risk Assessment – Outsourcing and Contracting**

Patrick Leduc reviewed the Outsourcing and Contracting risk outlined in the previously distributed materials, explaining the risk, probability, and impacts. The Committee engaged in a discussion of the risk, during which members of the Executive Committee responded to questions.

### **Operations Updates**

Patrick Leduc introduced Pam Sevigny, Director of the Financial Aid Services Team. Pam provided an update on the Green Mountain Job & Retention Program explaining that the program was created by the Vermont legislature in the 2021-2022 session with the goal to incentivize recent college graduates to live and work in Vermont. Pam explained that if a student applies and meets the criteria, they are eligible to receive a total of \$5,000 in student loan repayment over a two-year period. Pam noted that UVM's Office of Engagement and VSAC have partnered to implement and administer this program and, as of today, 106 students have been awarded across 11 counties and from 8 different schools. The Committee engaged in a conversation about the program and Scott Giles, Patrick Leduc, and Pam Sevigny responded to questions.

Mike Stuart provided an update on the FFEL wind down, including an overview of the two projects dedicated to the work involved, key dates, and testing that is being done in preparation. The Committee discussed the information and members of the Executive Committee responded to questions.

Scott Giles provided an update on the recently held VSAC Annual Meeting, noting that it consisted of three parts – a celebration of accomplishments, an update on where we are now and issues we need to address in the future, and a celebration of years of service.

Martha Heath directed the Committee to the previously distributed Standing Reports and thanked Patrick Leduc for including highlights of the reports in the materials. Patrick responded to member questions about the standing reports.

### **Federal Update**

Scott Giles provided updates on the evolving student loan marketplace, negotiated rulemaking on Student Debt Relief, Final Rules related to colleges accountability and protections for students, FAFSA Simplification, and funding of the Federal Government.

**Vermont Update**

Scott Giles provided updates on VSAC’s budget submission and VSAC day at the Statehouse.

**Other Business**

There being no other business, the Committee adjourned at 12:03 p.m.

Respectfully submitted,

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Patrick Leduc, Assistant Secretary

DRAFT