

AUTOMATION ISSUES COMMITTEE (formerly the AD HOC COMMITTEE ON FAPS)

SCOPE AND PURPOSE

The Automation Issues Committee, previously known as the Ad Hoc Committee on FAPS, became a standing committee at the direction of the 1995 Executive Council.

CHARGE OF THE AUTOMATION ISSUES COMMITTEE

1. Identify and analyze issues, concerns and problems with CSAC/EdFund and the Department of Education financial aid delivery systems.
2. Provide comments and recommendations for improvements of those systems.
3. Provide input in the design and development of CSAC/EdFund and the Department of Education financial aid delivery systems.
4. Develop and maintain a CASFAA website (<http://www.casfaa.org>).
5. Support and encourage the use of automation and technology in the delivery of financial aid and the supporting processes.

SELECTION, COMPOSITION AND SIZE OF THE COMMITTEE

1. Committee Chair

The Committee Chair is appointed by the President of CASFAA from interested members of the Association. Preference in the selection of the Chair is given to an individual who possesses an ability or interest in the Committee's activities. The Executive Council must endorse the Committee Chair selected by the President.

2. Committee Members

Committee members are appointed by the Committee Chair. Every effort should be made to include members who are knowledgeable about technology issues from each of the five institutional segments, the Graduate and Professional Issues Committee and the Ethnic Diversity Committee. It is recommended to include a member appointed by CSAC/EdFund. Interested and knowledgeable lender, secondary market, loan servicer, or other appropriate representatives may also be considered.

3. Committee Size

Recommended: 10-12 members

MEETINGS

It is recommended that the Committee meet at least quarterly. The goal of each meeting is to review progress of the projects set up for the committee's annual goals and outline and assign tasks to achieve the goals.

FINANCIAL RESPONSIBILITY

The Committee budget of the AIC is based on projected travel costs of members. The Project budget cost includes estimates of approved projects.

HISTORY OF THE AUTOMATION ISSUES COMMITTEE

The Automation Issues Committee was formerly named the CASFAA Ad Hoc FAPS committee to help identify and resolve problems with FAPS for both loans and grants. The committee name was changed to the Automation Issues Committee in 1995 to expand its scope to assist CASFAA members, the Department of Education, and CSAC in automation issues.

In December 1995, the Automation Issues Committee produced the CASFAA Automation Resource Guide. The Guide received the NASFAA Project of the Year Award at the 1996 national conference in Denver, Colorado. This guide was enthusiastically received by the association members and has served as the template for numerous associations and organizations in developing their own publications.

In 1996 the committee was recognized by CASFAA as the outstanding committee of the year for their work in promoting and supporting the use of technology in the financial aid community.

The committee continues to provide comments and recommendations to the Department of Education and CSAC/EdFund in the development of their aid delivery systems. Additionally, the committee continues to be actively involved in the promotion of automation issues and has provided training sessions and resources during the annual CASFAA conferences.

The committee is responsible for the creation and maintenance of the CASFAA World Wide Web site (<http://www.casfaa.org>).