

**MINUTES FOR THE  
WORKER RETRAINING/FINANCIAL AID ADVISORY COMMITTEE  
July 17, 2009  
2:00pm – Central Conference Room**

The meeting was convened at 2:00pm. The members in attendance were: Kamaria Al-Harazi, Donsa Benitez, Kimberly Cambern, Fikru Diro, Sherril Koagel, Barbara Loney, Marsha Major, Lars Nowack, Jeff Sjkora and Linda Weir.

Introductions were made with a special introduction for Shoreline C.C.'s new ~~WorkForce~~ ~~Worker Retraining~~ Financial Aid Coordinator, Linda Weir. It was mentioned that it might be helpful for the future to include a Tuition Funding Plan along with the student's Proposed Course of Study. The discussion to determine the fall 2009 Worker Retraining commenced and was extremely productive (see attached).

Due to the length of the funding discussion the committee was unable to do the Update on Current Funding Availability and the Round Table. A decision was made to schedule another WRT/FA Advisory Committee Meeting in early December.

The meeting was adjourned at 4:20 pm.

# DRAFT

## A902 Funding Scenario's for Discussion Purposes

### Scenario #1:

1. Only Continuing WRT recipients
2. Award actual tuition and possibly a small book allowance
3. Must have completed all necessary paperwork
  - a. WRT Fall Funding Request
  - b. FAFSA and FA Data Sheet
  - c. Proof of contacting a WIA provider for possible funding
  - d. Proof of registering with a Scholarship Search service
4. Must meet the 175% of poverty level based on monthly income reported on WRT Fall funding form or supplemental document. Income cut-off guidelines are in the 2009-10 Financial Aid Guidelines/ Worker Retraining Program
5. Register for a minimum of 12 credits by August 8, 2009
6. Complete the number of credits and GPA required for WRT SAP during the last quarter attended

### Scenario #2

1. Only Continuing WRT recipients
2. Award students a flat amount based on full-time,  $\frac{3}{4}$  time, or half-time attendance – for example
  - a. \$1000 for 12 credits or more
  - b. \$750 for 9 – 11 credits
  - c. \$500 for 6 – 8 credits
3. Must have completed all necessary paperwork
  - a. WRT Fall Funding Request
  - b. FAFSA and FA Data Sheet
  - c. Proof of contacting a WIA provider for possible funding
  - d. Proof of registering with a Scholarship Search service
4. Must meet 175% poverty level criteria
5. Complete the number of credits and GPA required for WRT SAP during the last quarter attended

Priority Funding Decisions will be made based on the following assumptions:

1. All funds remaining after Summer Quarter 2009 will be used to fund Fall Quarter 2009. Funds will not be held for Winter and Spring Quarters.
2. The FTE Goal for 09-10 is 260. Estimating that we will award approximately 150 headcount students in Summer – FTE will need to be calculated to determine where we stand for the rest of the year.
3. Students must be enrolled in at least 12 credits during the Fall to remain eligible for Unemployment Benefits.
4. We will give priority to Continuing recipients over possible new recipients as the program completion rate and placements rates of the school would be negatively impacted if we did not support students continuing in their programs.
5. 175% of poverty level criteria will be used in setting priority during this period of eligible students exceeding funding
6. All continuing students must have filed by the FAFSA and the Shoreline Data Sheet by August 1, 2009. If a student has been awarded grants that cover tuition (or the WRT award amount) before WRT is awarded, the student will not be eligible for WRT funds
7. All students must provide proof that they have met with WIA and have registered for a scholarship search program

# FUNDING PROCEDURES FOR FALL 2009

## Submitted as the New Policy by the Worker Retraining Advisory Committee

- 1) All previous **individual student** funding agreements **made** between Shoreline Community College **Worker Retraining program** and the **Workforce Investment Act (WIA)** partners will be honored.
- 2) Funding will be allocated ~~by~~ **using the following steps:**
  - a. **1<sup>st</sup> Priority** -- Continuing students
  - b. **2<sup>nd</sup> Priority** -- New students
- 3) ~~This will be for one quarter only, any additional quarters will be determined on an individual basis.~~
- 4) Eligibility will be determined by:
  - a. **1<sup>st</sup> Priority** -- Dislocated Workers
  - b. **2<sup>nd</sup> Priority** -- Honorably Discharged Veterans
  - c. **3<sup>rd</sup> Priority** -- Displaced Homemakers
  - d. **4<sup>th</sup> Priority** -- Self-Employed Workers
  - e. All Others
- 5) Priority will be given to students under 175% **or below** of poverty level
  - a. Household income is NOT to include the student's Unemployment Insurance benefits (per the State WRT Guidelines).
  - b. Household income will be determined using Net Income (per the State WRT Guidelines).
  - c. Priority after 175% **or below** will **then be** given to students under 200% **or below and so on, in 25% increments.**
- 6) Students must be enrolled in a minimum of 12 credits. **(Exceptions will be determined on an individual basis.)**
- 7) **Only tuition and fees will be funded, n**o book monies will be available. ~~until ALL tuition costs have been covered.~~
- 8) **All s**tudents MUST have completed the requirements below, before being **considered for funding.**
  - a. The FAFSA and SCC Data Sheet
  - b. **Signed up for or attended** ~~Attended~~ a WIA Funding Workshop and/or met with a WIA provider
  - c. Registered with a Scholarship site and/or submitted one scholarship.
- 9) **Award commitments will be for one quarter only, additional quarters will be determined on an individual basis.**