Annual Report of the Student Financial Aids Committee 1973-74

During the 1973-74 academic year, the Student Financial Aids Committee completed work in three areas:

1. The committee investigated and substantiated the need for further computerization of the Financial Aids Department, with special regard given to the present Systems Design Proposal. The committee endorsed this proposal and is exploring means which will insure that a high priority be given to machine generated processing letters and sticker/label printing so that the Financial Aids Department can increase efficiency of handling applications, decrease paper work for its counselors, and reduce error in processing the 7000-9000 applications for financial aid received each year.

2. The committee explored the possibility of installing a telephone answering service to provide financial aid information on a 24-hour basis. If feasible, and this is still being investigated, this answering service will help reduce the amount of time a student needs to wait in order to get specific information from the Financial Aids Department counselors since many of his questions could appropriately be answered through this proposed means.

3. The committee composed and approved an Appeals Procedure which will allow the student a clear and impartial method of seeking redress of grievances or appeal from decisions made by the Financial Aids Department which affect his or her financial aid. (A copy of the Procedure is attached.) The existence of such a procedure will be prominently displayed, both in the Financial Aids Department area and through publicity in the Student Government. A copy of the procedure will also be included in the packet of financial aid applications sent to all students seeking such aid.

The last two meetings of the committee will be devoted to examining the methods used for determining financial need on the part of students. The committee will be prepared to make recommendations to the Financial Aids Department concerning its need analysis systems and procedures.

Student Financial Aids Committee 1973-74

Roscoe Black
Lawrence Blum
David Cohen, Chairman
Jean Daigneault, Student
Michael DeLonay, Student
Mary Hendrick, Student
Lena Jones, Student
Dorothy Moore
Jack Nichols
Barbara Bender, ex-officio
APPEAL PROCEDURE

University Student Financial Aid Committee 1973-74

1. The purposes of this procedure are two-fold:

1. To outline in clear terms what steps must be taken by the student who wishes to appeal decisions regarding financial aid made by the Department of Financial Aid. This procedure will be the same for the redress of grievances.

2. To insure that the appeal will be treated promptly and definitively.

2. The channel for all appeals is the following:

A. In the Financial Aid Department:
   i. The Counselor of the Day
   ii. Assistant Director (s)
   iii. The Director

If, in the student's opinion, the appeal is not settled having met with the above personnel in that order, he may appeal to the USFAC by notifying the Director, in writing, of this intention:

B. The University Student Financial Aid Committee:

A copy of this letter of notification should be submitted to the Chairman of the Committee. The Chairman will notify the student when his appeal will be adjudicated (except in very unusual circumstances, at the next monthly meeting of the Committee).

The student must submit in writing the nature of his appeal, outlining all relevant steps taken and the consequences of these steps.

3. The committee will convene with the student and the appropriate representative (s) of the Department of Financial Aid present. The student may refer to his written, outlined appeal in presenting his case to the Committee orally. If he cannot attend the meeting, the Committee will consider only his written statement and its refutation (if any) by the representative (s) of the Department of Financial Aid.

The student may be present during the Committee's vote. A majority vote by the Committee's members is binding on all parties.

There is no further appeal from the Committee's decisions.