

# Charter: 50th Anniversary Task Force

March 12, 2014, Updated July 30, 2014

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## Timeline & Commitment

**Start date:** June 2014 (Nashville Conference)  
**End date:** July 2016 (DC Conference)

- The task force will hold its first meeting at the 2014 NASFAA Conference in Nashville; subsequent meetings will be held via monthly conference calls, or more often, as needed.
- Task force members are required to attend the 2014, 2015, and 2016 NASFAA Conferences. (Please Note: Conference registration fees, along with travel to and from the conferences, are not covered by NASFAA's travel reimbursement policy.)
- The task force will present a plan and budget to the Financial Affairs Committee in October/November.
- With Board approval in November 2014, the task force will begin full implementation of the plan.

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## Composition

- Clantha McCurdy, Chair, EASFAA
- Deb Barker-Garcia, Corinthian Colleges, WASFAA
- Joe Paul Case, Amherst College, retired, EASFAA
- Brenda Hicks, Southwestern College, RMASFAA
- Scott Lapinski, University of North Texas at Dallas, SWASFAA
- Wilma Porter, Oakland Community College, MASFAA
- Janet Riis, Carroll College, RMASFAA
- Michelle Trame, University of Illinois at Urbana-Champaign, MASFAA
- Sarah Zipf, Pennsylvania State University, EASFAA
- Commission Director: David Page, SWASFAA
- Staff Liaisons: Mindy Eline, Jennifer Jackson

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## Background & Purpose

NASFAA will celebrate its 50<sup>th</sup> anniversary in 2016. The celebration will begin at the 2015 conference in New Orleans, which is the 50<sup>th</sup> anniversary of the Higher Education Act, and conclude at the 2016 conference in DC. The primary purpose of the task force is to help plan NASFAA's 50<sup>th</sup> anniversary year-long celebration.

In the past, NASFAA has held two anniversary celebrations. For the 25<sup>th</sup> anniversary, we held a black tie gala dinner at the conference, created a special display that included an historical timeline, and more. For the 40<sup>th</sup> anniversary, the celebration was much lower key, focusing on an anniversary video and a new display by decade.

- Help develop monthly promotional activities for the year-long celebration, implementing identified ideas at the regional and state levels
- Help determine the best way to recognize the history of the association (via free-standing display and/or video presentation); and help with the collection of memorabilia and the identification of individuals for video interviews (including possible student aid success stories)
- Help plan the Board of Director's 50<sup>th</sup> Anniversary Dinner, which will take place just prior to the 2016 Conference; provide support during the event, as needed
- Help plan a birthday party celebration at the 2016 Conference for all attendees, as well as other conference activities and special events, as identified; provide support during the event and conference, as needed
- Determine if any special recognitions or awards should be given at the 2016 Conference
- Identify speakers, special guests, and invitees for the 2016 Conference, including other higher education association leaders and distribute the invitations via phone, email, or mail, as appropriate

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### **Task Force Duties & Responsibilities**

- Attend all committee meetings and participate in the deliberations. Notify the committee Chair and the staff liaison if circumstances prevent attendance at a particular meeting.
- Adhere to deadlines for submission of committee assignments;
- Review all agenda items and background documents prior to each meeting and come prepared for the discussions;
- Serve as recording secretary for a committee meeting if requested by the task force chair;
- Utilize the most economical means of transportation when attending a meeting and promptly file a travel reimbursement request;

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### **Indicators of Success**

We will have achieved success if we can answer yes to these three questions:

1. Did we inform members about the anniversary and generate excitement?
2. Did we teach members about NASFAA's history and help forge a sense of community?
3. Did we develop activities and promotions that helped with NASFAA's long-term advocacy efforts?

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### **Budget**

Planned expenditures, which will come out of a new board designated "50<sup>th</sup> Anniversary" fund, are TBD.