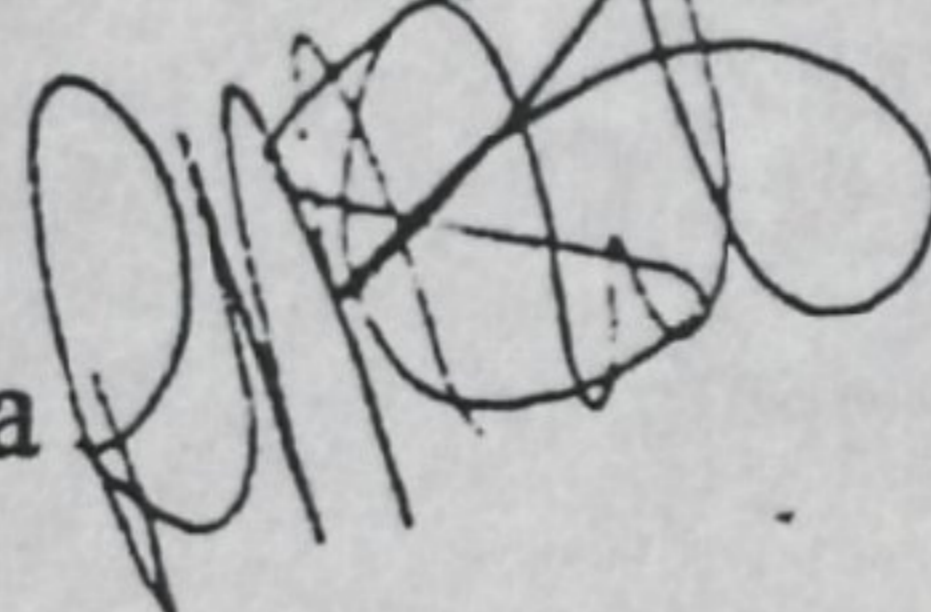




Office of  
Student Financial Aid  
Division of Student Life

919-328-6610  
919-328-4347 Fax

TO: Al Matthews  
FROM: Rose Mary Stelma   
SUBJECT: Student Scholarships, Fellowships, and Financial Aid Committee  
DATE: October 3, 1997

It is true that I have missed some committee meetings over the last three years. On at least three occasions over the past two or three years, I've been represented by another financial aid staff member when I could not attend a meeting. I consider attendance at the committee meetings to be a priority, but sometimes they overlap other activities, such as out of town meetings or workshops, and sometimes I am ill or have a sick child.

One time in the past six years, a financial aid satisfactory academic progress appeal was heard without a financial aid representative present. It was a situation where several people were out ill (including me) and others had commitments that had to take precedence over the appeal meeting. I could be mistaken, but I believe at least one committee member had served on the appeals subcommittee before and should have been able to conduct the hearings. Appeals are based on the student's academic record and personal circumstances- all relevant information was provided to the committee members.

To rectify the current situation, you may want to consider appointing Karen Barbee, the associate director, to serve on the committee from this point forward. She is rarely absent from work. She is thoroughly familiar with policies and procedures.

Perhaps the other committee members would feel better about her as an ex-officio member of the committee.



MEMORANDUM

TO: Al Matthews  
Vice Chancellor for Student Life

FROM: Don Sexauer *Don Sexauer*  
Chair of the Faculty

DATE: 23 September 1997

SUBJECT: Director of Financial Aid

Faculty Senate  
140 Rawl Annex

919-328-6537  
919-328-6122 fax  
fslee@ecuvm1

<http://ecuvax.cis.ecu.edu/academics/fsonline/fsonline.htm>

Again it has been brought to my attention this year of the important need for the Division of Student Life to be involved in the activities of the Academic Student Scholarships, Fellowships, and Financial Aid Committee. As you know, the Division is represented by you or a representative and the Director of Financial Aid.

In the past three years, you have allowed Ms. Rose Mary Stelma to represent both you and the office of Financial Aid on this committee. However, of the 18 times that the Committee has met over the past three years, Ms. Stelma has failed to attend 11 of the meetings. Committee members have even met to hear financial aid appeals and no one from the Financial Aid office was present to provide instructions, criteria, or answers to questions. This continual absence of representation from the Division of Student Life forces the Committee to act on its own in regard to student appeals.

This year, the Committee has set many goals that may not be achievable without the assistance of representatives from the Division of Student Life. Information is needed on athletic scholarships, appeals, and general scholarship criteria. The Committee is eager to formulate appeal procedures and deadlines to better inform the students of their activities. However, without actual representation from at least one of the 17 current full-time personnel within the office of Financial Aid, these activities must be either put on hold or information gathered from another source.

Your assistance in addressing this important issue with Ms. Stelma will be greatly appreciated.

Thank you.

lal

c: Members of the Student Scholarships, Fellowships,  
and Financial Aid Committee  
Chancellor Richard Eakin

**MEETING OF FACULTY OFFICERS  
WITH CHANCELLOR AND VICE CHANCELLORS**

*Monday, 23 February 1998*

AGENDA

- A. Chancellor Richard Eakin's Remarks
- B. Vice Chancellor Richard Ringeisen's Remarks
- C. Vice Chancellor James Hallock's Remarks
- D. Faculty Officers' Remarks
  - 1. Operational Problems in Joyner Library.
  - 2. Security in Residence Halls.
  - 3. Academic Committee Oversight (attachments).
- E. 24 February 1998, Faculty Senate Agenda
- F. Miscellaneous



COPY

College of  
Arts and Sciences  
Department of  
Mathematics

129 Austin  
919-328-6461

TO: Rose Mary Stelma  
Director  
Office of Student Financial Aid

FROM: Mike Hoekstra  
Chair  
Student Scholarships, Fellowships, and Financial Aid  
Committee

SUBJECT: Agenda Items

DATE: November 7, 1997

The following points came up at the October 27<sup>th</sup> meeting of the Student Scholarships, Fellowships, and Financial Aid Committee.

1. The Committee would like you to begin the update and electronic conversion of the Scholarship Directory as soon as possible. Please solicit the Vice Chancellor for Academic Affairs' Office for a letter directing the various units to forward the needed information to you. We would like progress reports at our scheduled meetings until this project is complete.
2. The Committee urgently requests that your office send a representative to the November 24<sup>th</sup> meeting of the committee. We want to formalize the procedures for both academic and athletic appeals hearings in so far as they relate to the committee. In order to do this we must have your input on timetables, responsibilities etc. We are inviting Mike Hamrick and Rosie Thompson to attend the meeting to inform us of the relevant issues with regard to athletics. They may not be able to attend, so it is crucial that your office participate.

Thanks. Your assistance is appreciated.

Mike Hoekstra