

**STUDENT AID AWARENESS WORK TEAM
MEETING MINUTES
APRIL/3/01**

ATTENDEES
• Hazel
• Joe
• Kristine
• Linda
• Mary K
• Nancy

NEXT STEPS

WHAT	WHO	BY WHEN
• Meet with FTC for web protocols	Bill	4/23
• Write bullets for a monthly one-pager (PTA), and send to Mary K	Linda	3/12
• Get people to run PTA booth	Linda	
• Bullet points of Cindy at McNair	Bill	3/12
• NSSFNS–find out who from Dena’s group is covering	Mary K	3/12
• Send out minutes from today’s meeting	Nancy	4/4
• Meet with Jennifer to plan a presentation to Candy and Greg about a plea for resources to carry out the SAAIPT plan	Mary K schedule team with JD	4/5
• Contact Calvin to see where we are in negotiations with union	Mary K	4/6
• Meet with Dottie Kingsley and her group	Hazel with Linda, Joe, & Bill	4/4
• Read data mining information from Joe, and let Kristine know if you want further explanation of the data mining for this phase of the IPT–the Roles & Responsibilities phase	All	4/6
• Update Long-Term/Short-Term objectives document to reflect change made today	Nancy	4/6
• Propose a plan for fine-tuning action plans and for dealing with budget implications	Mary K, Jennifer, Kristine, Nancy	4/6
• Type up brainstorm list of tasks from today’s meeting	Kristine	4/4
• Group review list of tasks to see what’s missing and get that to Kristine	All	4/6
• Group tasks into roles as a draft	Kristine	4/9

+/**D**

+	D
• Joe joined group	• Bill not here
• Joe identified an elephant	•
• Coordination of meeting	•
• Kristine established context	•
• Homework completed!!!!	•
• Ended and started on time	•
• Recording	•

•

UPCOMING MEETINGS-

- April 10, Tuesday–1:30-3:30
- April 17, Tuesday–1:30-3:30
- April 24, Tuesday–1:30-3:30