



Category
<b>FINANCIAL AID COMMITTEE – 6:10:00:20</b>
Approval
<b>President’s Council Approved:</b> November 24, 2015
<b>Effective Date/Approved:</b> December 1, 2015
<b>Revised:</b> November 24, 2015
<b>Responsible Party:</b> Director of Financial Aid

**PURPOSE**

The Financial Aid Committee is organized for the purpose of hearing federal and state financial aid appeals (excluding Tennessee Education Lottery Scholarship and TN Promise) and approving policy relative to the administration of the various aid programs.

**I. DUTIES**

The duties of the committee are:

1. Hear, as necessary, any student appeal regarding financial assistance. Decisions of the committee are final.
2. Review federal and state laws regarding financial aid programs and recommend institutional policy relative to the administration.
3. Periodically review all aid programs for the purpose of recommending improvements.
4. Develop and review yearly an institutional policy defining "satisfactory progress" relative to the financial aid program.
5. Hear, in conjunction with the Student Affairs Committee, student appeals relative to "Satisfactory Progress."

**II. MEMBERS**

The committee is composed of the following members:

1. Director of Disability and Testing Services (Ex-officio)
2. One Student (expires when student graduates or is no longer enrolled at the College)
3. Director of Financial Aid or designee (Ex officio, non-voting)
4. One Administrative Staff Member (Appointed by President) – will initially serve a one year term. New appointment or reappointment will serve a two year term.
5. One Support Staff Member (Appointed by President) – will initially serve a two year term. New appointment or reappointment will serve a two year term.
6. One Faculty Member (Appointed by President) – will initially serve a two year term. New appointment or reappointment will serve a two year term.
7. One chairperson – elected by the committee members annually at the first fall meeting.

### **III. MEETINGS**

1. The committee will meet as needed throughout the summer and once monthly throughout fall and spring terms.
2. The financial aid committee will be meet in conjunction with the Institutional Review Panel (IRP), as needed.
3. The financial aid committee will review and make recommendations regarding student enrichment plans for students on financial aid probation.

### **IV. CONFLICTS OF INTEREST**

Any member of the committee hearing an appeal for a close relative or friend will recuse himself/herself from the review and decision of the appeal.