

Action Item

Personnel, Evaluation and Nominations Committee

Consideration of appointments to advisory committees

The Committee is asked to consider the enclosed nominations to fill vacancies on the Grant Advisory Committee (GAC).

The following list provides the number of vacancies and nominations for GAC.

California Association of Private Postsecondary Schools
Campus Representative
Two (2) Vacancies – One Nomination

- Mr. Frederick Holland

California Postsecondary Education Commission
Representative
One (1) Vacancy – One Nomination

- Ms. Julia Blair

Recommended Action: Review and Approve

Responsible Person(s): Keith Yamanaka
Chief Deputy Director

CALIFORNIA STUDENT AID COMMISSION

APPOINTMENT FOR GRANT ADVISORY COMMITTEE

CALIFORNIA ASSOCIATION OF PRIVATE POSTSECONDARY SCHOOLS (CAPPS) REPRESENTATIVE

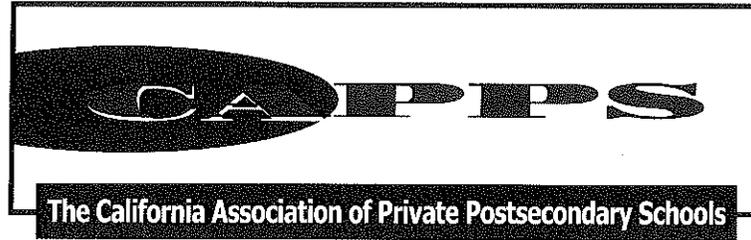
Frederick Holland
Executive Director
West Coast University - Ontario
3130 East Sedona Court
Ontario, CA 91764

Term: 02/25/10 - 02/25/12
Replacing: Reappointment

Background: Frederick Holland completed his first term as a CAPPS Representative on the Grant Advisory Committee in September, 2009. Mr. Holland has nearly twenty years of experience in higher education administration, and currently he is the Executive Director of West Coast University in Ontario, California. Previously he was Executive Director at the Upland and Anaheim campuses of Westwood College over a four-year period, and before that, he was College President at three locations of Corinthian Schools, Inc. from 2000 through 2004.

Mr. Holland has extensive experience overseeing campus operational and fiscal responsibilities and manages staff responsible for Admissions, General Education, Nursing Finance, Student Services and Career Services. Mr. Holland recently completed a term as president of the CAPPS Board of Directors.

Mr. Holland earned a Masters of Business Administration from the University of Redlands in 2004.



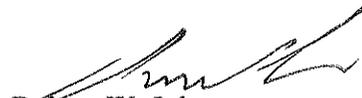
December 1, 2009

Diana Fuentes-Michel
Executive Director
California Student Aid Commission
Executive Office
P.O. Box 419026
Rancho Cordova, CA 95741-9026

RE: NOMINATION FOR GRANTS ADVISORY COMMITTEE

On behalf of the California Association of Private Postsecondary Schools (CAPPS), I am writing this letter to re-nominate Frederick Holland, from West Coast University, as a private postsecondary representative member of the Grants Advisory Committee (GAC). We believe Mr. Holland will provide excellent representation of our sector in his capacity as a member of the Grants Advisory Committee.

Thank you for your consideration of this nomination of Mr. Holland. Please contact me at (916) 447-5500 if you have questions, or if I can provide you with further information.


Robert W. Johnson
Executive Director

Frederick Holland

Curriculum Vitae

Multi-tasked and detail oriented business professional, with the ability to prioritize and change direction quickly as needed. My excellent communication and people skills provide me with the ability to interact with all levels of management, as well as clients. Strong leadership is also a quality that I possess, which has been successfully proven to manage and motivate employees to perform as a cohesive team.

Professional Experience

Executive Director

West Coast University 2008 - present

- Oversee operations and all personnel of campus
- Manage directors responsible for Admissions, General Education, Nursing Finance, Student Services and Career Services
- Responsible for total P&L, forecast monthly/annual staffing, enrollments, and operational costs for start up campus

Executive Director

Westwood College, Upland, CA 2006-2008
 Westwood College, Anaheim, CA 2004-2006

- Operational and fiscal responsibility needed to support campus and company goals.
- Hold weekly meetings with direct reports who manage Admissions, Education, Finance, Career Services, Business Office, and Student Services.
- Oversee vital reporting statistics to ensure achievement of budgeted targets (student population, retention, bad debt, expenditures, etc.)
- Coordinated relocation of two campuses to one central location.
- Provided assessments of structural planning and construction of new location.
- Application and reporting procedures for ACCSCT accreditation renewal.

College President

Corinthian Schools, Inc., Gardena, CA 2003-2004
 Corinthian Schools, Inc., Anaheim, CA 2001-2003
 Corinthian Schools, Inc., Torrance, CA 2000-2001

- Oversee operations and all personnel of campus
- Manage directors responsible for Admissions, Education, Finance, and Career Services
- Audit student enrollment and financial aid paperwork
- Audit and submit campus payroll timesheets
- Work with Contract Training counselors
- Responsible for total P&L, forecast monthly/annual staffing, enrollments, and operational costs
- Prepare monthly status reports
- Handle employee relations issues
- Maintain school's accreditation status for both Federal and State agencies.

Director of Admissions

Corinthian Schools, Inc., Gardena, CA 1996-2000

- Staff, supervise, train, and manage an aggressive goal-oriented student admissions sales team
- Set goals for department and representatives
- Communicate and provide feedback with corporate Advertising Department to ensure steady lead flow
- Manage lead flow and distribution
- Oversee enrollment process: inquiry, phone screen, interview & enrollment
- Oversee student projection, drop rate, & retention
- Manage vacancy scheduling; and monitor student progress tracking within first 30 days.

Admissions Representative

Wyoming Technical Institute, Laramie, WY 1994-1996

- Conduct sales presentations at High Schools to generate leads
- Responsible for lead contact, appointment setting, interview and enrollment
- Coordinate admissions, financial process and transportation to an out of state campus.

Senior Admissions Representative

National Education Center, San Bernardino, CA 1990-1994

- Respond to inquiry calls, classify media source, and set appointments to interview prospective students to determine if qualified for admission.
- Work closely with education to identify areas of concern to increase potential for successful completion.
- Successfully marketed and developed rehabilitation business resulting in over 100+ starts in 1992.
- Promoted to manager of contracts department in 1993.

Career Highlights: Produced rehabilitation contracts totaling over a half million dollars.
President's Club member for three consecutive years.

Account Manager

Planning Research Corporation, Orange, CA 1978-1988

- Responsible for management of 300 subscriber on-line database, including hiring, training, and monitoring performance of three field-service employees.
- Maintain close contact with subscriber to ensure compliance with contract.
- Assisted with marketing promotions to obtain new business.
- Developed budgets for new contracts, obtained office space, installed computer equipment and trained subscribers.

Education

Masters of Business Administration Degree 2004
University of Redlands, Redlands, CA

Bachelor of Arts Degree, Business Administration 1986
California State University, San Bernardino, CA

Professional Achievements

- ❖ 1992 - Ranked #1 Admissions Representative in the company.
- ❖ 1993 - Ranked #2 Admissions Representative in the company.
- ❖ 2000 - Director of Admissions ranked #3 in the company.
- ❖ 2002 - College President ranked #3 school in the company.
- ❖ 2003 - College President ranked #2 school in the company, with all four departments within the top 10, three of them in the top five.
- ❖ 2006 - Westwood College Manager of the Year

Professional Associations

- ❖ ACCSCT Team Leader 2005
- ❖ CAPPS Board Member 2005

References

Available upon request

CALIFORNIA STUDENT AID COMMISSION

APPOINTMENT FOR GRANT ADVISORY COMMITTEE

CALIFORNIA POSTSECONDARY EDUCATION COMMISSION (CPEC) REPRESENTATIVE

Julia Blair
Legislative Director & Staff Counsel
California Postsecondary Education Commission
770 L Street, Suite 1160
Sacramento, CA 95814-3396

Term: 02/25/10 - 02/25/12
Replacing: Adrian Griffin

Background: Julia Blair is a graduate of the University of the Pacific McGeorge School of Law and a member of the California State Bar. She joined CPEC in the spring of 2008 after holding positions both with another state agency and with large private law firms. She also worked for the Federal District Court and on projects for the Assistant Dean of Academic Programs at the McGeorge School of Law.

Ms. Blair regularly represents CPEC in legislative hearings and meetings with individual legislators, assists in developing and refining legislative positions, and supervises legislative tracking. As the Staff Counsel, she also provides legal and ethics guidance to the Executive Director, staff, and the members of the California Postsecondary Education Commission. She is very familiar with the work of the Student Aid Commission.

While attending the McGeorge School of Law, Ms. Blair was consistently on the Dean's Honor Roll, and she had the experience of studying international law under Justice Anthony Kennedy in the summer of 2003.

CALIFORNIA POSTSECONDARY EDUCATION COMMISSION**Tab 1.b****OFFICE OF THE EXECUTIVE DIRECTOR**

770 L STREET, SUITE 1160
SACRAMENTO, CALIFORNIA 95814-3396
(916) 445-1000 FAX: (916) 327-4417 www.cpec.ca.gov
KHumphrey@cpec.ca.gov

RECEIVED

2009 NOV 23 AM 9:59

CSAC
EXECUTIVE OFFICE

November 18, 2009

Diane Fuentes-Michel, Executive Director
California Student Aid Commission
P.O. Box 419026
Rancho Cordova, CA 95741-9026

Dear Ms. Fuentes-Michel:

It is my pleasure to nominate Julia Blair, Legislative Director and Staff Counsel to the California Postsecondary Education Commission to serve as the Commission's representative on the Grant Advisory Committee, replacing Adrian Griffin.

Ms. Blair's contact information is as follows:

Julia Blair, Legislative Director & Staff Counsel
California Postsecondary Education Commission
770 L Street, Suite 1160
Sacramento, CA 95814-3396
Phone: (916) 445-1000
Fax: (916) 327-4417
E-mail: jblair@cpec.ca.gov

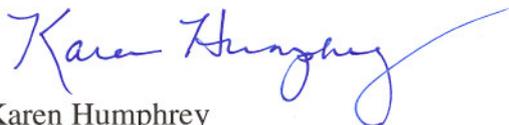
Unfortunately, I do not have access to Ms. Blair's resume at this time, as she is out of the country and our Personnel Officer is not in today. However, I can provide the following biographical information on her: Ms. Blair is a graduate of the University of the Pacific McGeorge School of Law and a member of the California Bar. She joined the Commission in the spring of 2008 after holding positions both with other state agencies and also with a large private law firm.

Ms. Blair has supervised all of the Commission's legislative tracking and position advice, has regularly represented the Commission in legislative hearings and meetings with individual legislators, and has assisted the Commission in developing and refining legislative positions. As the Staff Counsel, she also provides legal and ethics guidance to the Commission, Executive Director, and staff. She is very familiar with the Student Aid Commission and has agreed to attend meetings in person or by phone and to fully participate as needed in the Committee work. In the event that she is unavailable for a specific meeting or call, our Budget Coordinator Kevin Woolfork—a long-time veteran of the Commission staff well-known to CSAC staff—has agreed to serve as her backup in order that our Commission will be represented.

I apologize for the length of time it has taken to fill this vacancy and appreciate your patience in working with us. We believe you will find Ms. Blair an asset to the committee, and look forward to your Commission's ratification of her nomination. We request that you notify her as soon as possible of current and future scheduled committee activities.

Please don't hesitate to contact me if you have any questions.

Sincerely,



Karen Humphrey
Executive Director

cc: Julia Blair
Kevin Woolfork
Adrian Griffin

JULIA ELIZABETH BLAIR

770 L Street Suite 1160 Sacramento, CA 95814 ♦ (916) 445-1000 ♦ jblair@cpec.ca.gov

BAR ADMISSION

California State Bar, number 242177, May 24, 2006 to present.

LEGAL EXPERIENCE

California Postsecondary Education Commission Sacramento, California
Legislative Director/Staff Counsel January 2008 - present

- Review and analyze State and Federal legislation, recommend policy positions for Executive Director and Commission, represent Commission in Legislative hearings and Executive branch meetings, coordinate the work of Commission staff in addressing legislative and Executive Branch inquiries and projects.
- Provide analysis and legal briefs of issues facing Commission, advise Executive Director and Commission on administrative and personnel matters, review regulations and laws affecting the Commission.

Pacific McGeorge School of Law Sacramento, California
Project Assistant to Assistant Dean for Academic Programs August 2007 - October 2007

- Develop list of faculty scholarship in Blue Book format for upcoming faculty event.
- Review Pacific McGeorge's ABA re-accreditation study and other self-studies, and prepare a Program Review of the Pacific McGeorge School of Law legal program as required every 10 years by the University of the Pacific.

Kronick Moskovitz Tiedemann & Girard Sacramento, California
Associate March 2006 - May 2007

- Researched, analyzed and drafted memoranda on matters including CEQA, CESA, ESA, and NEPA and procedural issues relating to administrative and traditional writs of mandamus.
- Drafted requests pursuant to the California Public Records Act.
- Participated in drafting Oppositions to Motions for Summary Judgment, Motions for Leave to Intervene, Objections to Evidence, Stipulated Facts and other legal pleadings.
- Drafted portions of amicus briefs on behalf of the California League of Cities and the Association of California Water Agencies for state and federal court.
- Provided clients with assistance in obtaining and protecting water rights through the State Water Resources Control Board.
- Drafted responses, participated in witness preparation, and negotiated settlement agreements for school districts in special education due process complaints.

Federal District Court for the Eastern District Sacramento, California
Legal Extern to the Honorable Garland E. Burrell August 2005 - November 2005

- Researched and analyzed legal issues relating to motions submitted to the Court.
- Drafted Orders responding to Motions to Dismiss and Motions for Summary Judgment.
- Conferred with law clerks and Judge Burrell regarding issues presented in motions and pleadings.

Sheppard Mullin Richter & Hampton LLP San Francisco, California
Summer Associate Summer 2005

- Researched and drafted Motion for Summary Judgment, Motion for Relief from Stay, and Notice of Motion.
- Drafted memoranda on issues, including bankruptcy, land use, professional responsibility, maritime law, natural resources, and the initiative process.

- Updated law and citations for partner client development articles and presentations.
- Attended depositions, oral arguments, practice group meetings, and client development events.
- Represented a pro bono client in a social security administrative appeal.

Amador County Counsel

Jackson, California

Legal Intern

May 2004 - September 2004

- Drafted and revised contracts and business associate agreements in compliance with the federal Health Insurance Portability and Accountability Act (HIPAA) provisions.
- Drafted county policy regarding privacy requirements under HIPAA.
- Researched and drafted a county ordinance for mandatory waste management.

Office of the Education Master Plan

Sacramento, California

Law Clerk

Summer 2004

- Researched, reviewed and analyzed proposed education legislation.
- Researched and wrote an article for a newsletter to be distributed to State legislators.

PUBLICATIONS

Legislation Review, *Chapter 933: Sexual Harassment: Training and Education*, MCGEORGE L. REV. (Fall 2005).

Initiative Analysis, *Proposition 61: The Children's Hospital Bond Act of 2004*, CALIFORNIA INITIATIVE REV. (Fall 2004).

TEACHING AND RESEARCH EXPERIENCE

Teaching Assistant to Professor T. Naccarato

September 2003 - May 2005

- Worked with students on study skills such as note-taking, briefing, critical reading, and exam writing.
- Provided academic support to approximately twenty-five students.

University of the Pacific, McGeorge School of Law

Sacramento, California

Research Assistant to Professor C. Manolakas

February 2005 - June 2005

- Researched, using online tools, and reviewed tax-related articles for Professor's tax law class.

Research Assistant to Professor G. Pingree

September 2003 - May 2004

- Conducted interdisciplinary research using online tools, books, journals, cases and statutes.
- Located, reviewed and summarized material pertaining to the Professor's scholarship.

EDUCATION

University of the Pacific, McGeorge School of Law

Sacramento, California

Juris Doctor, December 2005

Class rank: Top 15%; GPA: 3.350/4.3

Law Review: Staff Editor, MCGEORGE LAW REVIEW, 2005-2006

Legislative Staff Writer, MCGEORGE LAW REVIEW, 2004-2005

Honors: Dean's Honor Roll, 2002-2005; Traynor Honor Society

Kennedy Fellow (full-tuition scholarship)

Witkin Award for highest grade in Agency

Activities: Fundraising Committee Member, Women's Caucus

University of Salzburg, Summer 2003, Studied international law under Justice Anthony Kennedy

University of California, Davis

Davis, California

Bachelor of Arts in International Relations and minor in Managerial Economics, June 2002

GPA: 3.26/4.0

Honors: Dean's List, two quarters

Activities: Model United Nations, Public Relations Officer

PROFESSIONAL ACTIVITIES AND AFFILIATIONS

- American Bar Association
- Sacramento County Bar Association
- California Young Lawyers Association
- Women Lawyers of Sacramento

California Student Aid Commission Grant Advisory Committee (GAC)

Commission Liaison: Enrique Murillo
Staff Liaison: Catalina Mistler

Segment	Title	Name	Term	
			Began	Expires
University of California	System Representative	Kate Jeffery	05/24/91	N/A
University of California	Campus Representative	Chris Shultz	02/26/09	02/26/11
University of California	Student Representative	Andrew Grant	09/04/08	09/04/10
California State University	System Representative	Dean Kulju	02/29/08	N/A
California State University	Campus Representative - CHAIR	Susan Gutierrez	02/22/07	11/18/11
California State University	Student Representative	VACANT Previous: Jammie Jelks 02/26/09 – 09/03/09		
California Community Colleges	System Representative	Tim Bonnel	05/23/06	N/A
California Community Colleges	Campus Representative	Cindy Castillo	04/16/09	04/16/11

California Student Aid Commission Grant Advisory Committee (GAC)

Tab 1.c

Segment	Title	Name	Term	
			Began	Expires
California Community Colleges	Student Representative	VACANT Previous: Rick Diffenderfer 04/17/08 – 04/29/09		
Independent California Colleges and Universities	System Representative	Lisa Douglass	09/05/07	N/A
Independent California Colleges and Universities	Campus Representative	Catherine Graham	11/29/07	11/29/11
Independent California Colleges and Universities	Student Representative	Barbara Bonardi	03/17/09	03/16/11
Proprietary Institutions (CAPPS)	Representative – VICE CHAIR	Mary T. Lindsey	06/27/08	06/27/10
Proprietary Institutions (CAPPS)	Representative	Re-Nominated: Frederick Holland Prior Term: 09/05/07 - 09/12/09		
Proprietary Institutions (CAPPS)	Student Representative	VACANT Previous: Judi Sveen 11/29/07 – 11/29/09		
K-12 Schools	Representative	Sally Pace	02/26/09	02/26/11
K-12 Schools	Representative	David Kopperud	04/16/09	04/16/11
K-12 Schools-High School Counselor	Representative	Sharon Bowles	06/27/08	06/27/10

California Student Aid Commission Grant Advisory Committee (GAC)

Tab 1.c

Segment	Title	Name	Term	
			Began	Expires
California Postsecondary Education Commission (CPEC)	Representative	<i>Nominee: Julia Blair</i> Previous: Adrian Griffin 06/27/08 – 07/21/09		
California Association of Student Financial Aid Administrators (CASFAA)	Executive Council Representative	Coleetta McElroy	04/17/08	04/17/10

SEGMENT	CURRENT MEMBERS	EXPIRING SOON	EXISTING VACANCIES	NOMINEES	TOTAL MEMBERS
University of California	3				3
California State University	2		1*		3
California Community Colleges	2		1**		3
Independent California Colleges and Universities	3				3
Proprietary Institutions (CAPPS)	1		2***	(1)	3
K-12 Schools	3				3
California Postsecondary Education Commission (CPEC)	0		1	(1)	1
California Association of Student Financial Aid Administrators (CASFAA)	1	(1)			1
TOTALS:	15	(1)	5	(1)	20

*CSU student rep unable to complete full term; replacement nomination pending.

**Nomination request to CCCCO 06/30/09; email reminder 11/16/09 (per phone call, not nominate rep until GAC status stabilizes).

***Proprietary Institution (CAPPS) student rep not nominated until GAC status stabilizes.