

Exhibit 25

Action Item

Consideration of procedures, nominations and protocols for the election of Commission officers

The annual election of officers is scheduled to be held at the Commission's November 2013 meeting. Under the terms of its charter, the PEN Committee is responsible for "developing an inclusive process for the annual election of Commission officers, ensuring that all Commissioners who are willing to serve as officers be considered for election." Because this is a new process, the PEN Committee will need to develop a procedure for handling nominations and develop a timeline for any needed PEN Committee meetings to conduct nominations in advance of the November Commission meeting.

Although the Commission's Governance Policy is currently being reviewed and revised, in early 2008, the PEN Committee outlined the roles and responsibilities of its officers as follows:

COMMISSION OFFICERS

The California Student Aid Commission selects its Chair and officers from among its members, typically for one-year terms, although there is no policy that would prohibit an officer from serving for multiple terms. The procedures and criteria used for nominating a slate of officers are developed by the Personnel, Evaluation and Nominations Committee and approved by the Commission.

Chair: The Commission Chair will ensure the integrity and fulfillment of the Commission's governance policies and process, and that the Commission's conduct is consistent with statutes, regulations, and other applicable law. As necessary, the Chair represents the Commission to outside parties. Specifically, the role of the Chair is to:

- A. Coordinate the planning of the Commission's activities for the year ahead, and develop the agenda for each Commission meeting, with input from Commissioners, the Executive Director, and the EdFund Board/President.
- B. Preside at Commission meetings, ensuring that meeting discussion focuses on those issues, which, according to Commission policy, clearly belong to the Commission to decide or to monitor.
- C. Ensure that meeting discussion and deliberation is conducted in a manner that is fair, open, and thorough, and at the same time is efficient, focused and timely.

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- D. Organize the Commission's Committees as established per the Committees policy below, and maintain contact with the Committee Chairs to ensure that Committees are operating effectively.
- E. Meet periodically with the Executive Director and EdFund Board/President, and make decisions as necessary to ensure implementation of the Commission's policies herein.
- F. Execute specific documents as authorized by the Commission, except as otherwise provided by law.
- G. Represent the Commission to the organization internally and to external parties, consistent with the Commission's "Commissioner Role" policy below.

Vice-Chair: The Vice-Chair is responsible for performing the duties of the Chair in his or her absence.

Secretary: The Secretary is responsible for reviewing and signing approved minutes of Commission meetings and providing assistance with parliamentary procedures as needed. The Secretary ensures that a minute book is kept which records the topics discussed and decisions made at any Closed Session meetings of the Commission in accordance with the Bagley-Keene Open Meeting Act.

The Chair of the Commission is authorized to appoint interim officers of the Commission in the event of a vacancy. Such interim officers will serve until elected or replaced by a majority vote of a quorum of the Commission.

In the event that the Commission lacks a quorum and there is a vacancy in an officer position, the seated members of the Commission are authorized to elect interim officers, subject to ratification by the Commission at such time as there is a quorum.

Responsible Person(s): Keri Faseler Tippins
General Counsel