

AGENDA



CAL-SOAP ADVISORY COMMITTEE MEETING



June 17, 2005



**California Student Opportunity and Access Program
(Cal-SOAP)
Advisory Committee Members**

Mission Statement

“The mission of the Cal-SOAP Advisory Committee is to recommend to the Commission policies and programs to increase the participation rates and success of students who enter a postsecondary institution, and who, because of their economic and or academic circumstances, are unlikely to pursue college opportunities without academic, financial, and advisement assistance.”

R.W. Hicks, Chair
Assembly Speaker Representative

Carole Firestone
California Department of Education
Representative

Yvette Gullatt
University of California
Representative

Marianne Estes
California Community Colleges
Representative

Thomas Russell
California Department of Education
Representative

Nancy Sarinana
Senate Rules Committee
Representative

Robert Oakes
Independent California Colleges and
Universities Representative

JoAnn Aguirre
California State University
Representative

Keith Curry
Student Representative

Vacant
California Postsecondary Education
Commission Representative

Michele Dyke
Commission Liaison

Vacant
California Student Aid Commission
Representative

Vacant
California Postsecondary Education
Commission Student Representative

Cal-SOAP ADVISORY COMMITTEE
Richard W. Hicks, Chair

AGENDA FOR MEETING OF June 17, 2005 - 9:00 a.m.

California Student Aid Commission
3300 Zinfandel Drive
Rancho Cordova, CA 95670
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Tab #		Time*
	Introductions	9:00 a.m.
	Chair's Remarks	9:10 a.m.
1	Approval of October 8, 2004 Minutes	9:20 a.m.
2	Project Director Report Current Year Project Activities Briefing	9:30 a.m.
3	Program Update From CSAC Cal-SOAP Site Visits Database Improvement Project Program Policy Issues	10:00 a.m.
	BREAK	10:30 a.m.
4	Executive Director's Report	10:45 a.m.
5	Cal-SOAP Projects Status Reports 2003-04 Cal-SOAP Projects Reports Status Matching Contribution Reports Current Year Expenditures	11:10 a.m.
6	2005-06 Annual Program Plans and Funding Recommendations	11:45 a.m.
	LUNCH	12:30 p.m.
7	Compliance Review Report	1:35 p.m.
8	Legislative Report	1:55 p.m.
9	Discussion of Options for Future Meetings	2:10 p.m.
	Public Comment	
	Meeting Adjourned	3:00 p.m.

***Times are approximate.**

Information/Action Item

CAL-SOAP Advisory Committee

Approval of October 8, 2004 Meeting Minutes

The committee is asked to review and approve the minutes of the October 8, 2004 meeting.

**CALIFORNIA STUDENT AID COMMISSION
CAL-SOAP ADVISORY COMMITTEE MEETING**

MINUTES OF MEETING

October 8, 2004

A meeting of the Cal-SOAP Advisory Committee was convened at 9:05 a.m. on Friday, October 8, 2004 at 3300 Zinfandel Drive, Rancho Cordova, California.

Committee Members present:

R. W. Hicks, Chair
JoAnn Aguirre
Linda Barton White
Keith Curry
Carole Firestone
Yvette Gullatt
Thomas Russell
Beth Benedetti (For Robert E. Oakes)

AGENDA ITEM 8 – NOMINATIONS AND ELECTION OF NEW OFFICERS

Executive Director Michel reviewed the purpose of the committee and the duties of the Chair. She opened the floor for nominations for chair. R. W. Hicks was nominated, and there being no other nominations, he was elected unanimously. The floor was opened for nominations for vice-chair. Keith Curry was nominated, and there being no other nominations, he was elected unanimously.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Michel recognized Linda Barton White for her service to the Cal-SOAP Advisory Committee. Ms. Barton White retired from the California Postsecondary Education Committee (CPEC), so this is her last meeting. Executive Director Michel expressed her admiration for Ms. Barton White's dedication and diligence in her years at CPEC and on the Cal-SOAP Advisory Committee.

Executive Director Michel discussed the statewide changes proposed in the California Performance Review report and outlined the Commission's strategy to advocate for its programs.

AGENDA ITEM 1– APPROVAL OF THE MAY 23, 2003 MINUTES

On **MOTION** by Member Barton White, **SECONDED** and **CARRIED**, the minutes of May 23, 2003 were approved.

AGENDA ITEM 2– UPDATE FROM CSAC

Kim Taylor, Outreach Manager, reviewed the highlights of Cal-SOAP activity for the year. She discussed the South Coast compliance review and the resulting establishment of the Greater Long Beach Regional Consortium (Planning Grant Stage). She informed committee members that the policies and requirements manual was developed in response to a directive to exercise greater oversight and ensure greater accountability of Cal-SOAP projects. During the production of the manual, several policy issues came to light, which the advisory committee will be asked to review at future meetings.

AGENDA ITEM 3 – PROJECT DIRECTOR REPORT AND CAL-SOAP PROJECT ACTIVITIES BRIEFING

Greg Soto, Lead Project Director, introduced: Beto Hernandez , the Interim Director from Central Valley; Coleen Maldonado, Project Director of the Greater Long Beach Region Consortium; and Sonja Ramos, Project Director of the South County Gilroy Consortium.

Mr. Soto reported that the project directors met yesterday with Commission staff to review the Policies and Requirements Manual. He stated they were grateful to have an opportunity to provide input and to express concerns about policy.

AGENDA ITEM 4 – NEW CAL-SOAP POLICIES AND REQUIREMENTS MANUAL

Kim Taylor, Outreach Manager, spoke about the process used to amend the Cal-SOAP Handbook to produce a manual that would ensure greater accountability and clarify the requirements of the program.

She reported that the project directors brought up a number of issues yesterday, and there is a need for the Cal-SOAP Advisory Committee to discuss these at a future meeting. She stated some of the issues brought up involve statutory language, which the Commission does not have the ability to change.

Marcy Manning from Northcoast Consortium asked for clarification on the effective date of the manual. Kim Taylor responded that the manual was in effect for the 04-05 operating year. She said that if there is an issue with compliance that would require a change to a program, staff is willing to work with that project director to discuss it and work out a compromise that will bring the program into compliance within a certain period of time.

Charles Wood, Program Compliance Manager, discussed the review process. He stated that the Policies and Requirements manual is very specific, because compliance staff needs a document that sets comparable standards that are auditable.

AGENDA ITEM 5 – 2004-05 ANNUAL PROGRAM PLAN REVIEW AND CURRENT FUNDING LEVELS

Kim Taylor, Outreach Manager, informed the committee that this information would normally be presented prior to the June Commission meeting. She planned to present this information at the June 11 Advisory Committee meeting which was cancelled due to President Reagan's death. She discussed the funding level chart and the abstracts.

AGENDA ITEM 6 – COMPLIANCE REVIEW REPORT

Charles Wood, Program Compliance Manager, reported that 15 compliance reviews have been conducted. He plans to visit the South County Gilroy project in February or March.

He said the program reviews covered three basic areas: program governance, project fund accountability, and reporting requirements. He asked committee members to refer to the Summary Report and informed them that if they wanted more detail they could see all completed reviews on the Commission website.

He stated that in addition to visiting South County Gilroy for a first review, he plans follow-up visits in early 2005 to each consortium with identified compliance issues. The second cycle of compliance reviews should start in November 2005 and will include a fiscal and programmatic review.

AGENDA ITEM 7 – LEGISLATIVE REPORT

Kim Taylor, Outreach Manager, reported that Steve Caldwell, Legislative Coordinator, was unable to attend the meeting. A written report was handed out, and committee members were encouraged to e-mail Mr. Caldwell if they had any questions.

There being no further business, the meeting was adjourned at 2:05 p.m.

R. W. Hicks, Chair