



# SPECIAL ALERT

STATE OF  
CALIFORNIA



## Update from the California Student Aid Commission

October 19, 2017

GSA 2017-36

TO: Financial Aid Administrators

FROM: Catalina G. Mistler   
Deputy Director, Program Administration & Services Division

SUBJECT: **Applications for the Cal-SOAP Advisory Committee**

The California Student Aid Commission (Commission) is seeking nominations for a committee member for the California Student Opportunity and Access Program (Cal-SOAP) Advisory Committee.

The Cal-SOAP is instrumental in improving the flow of information about postsecondary education and financial aid while raising the achievement levels of low-income, elementary and secondary school students or students from geographic regions with documented low-eligibility or college participation rates, and who are first in their families to attend college.

The Commission anticipates the renewed Advisory Committee will meet at the Commission's headquarters in Rancho Cordova, California two to three times per year and will review and provide recommendations on Cal-SOAP policies and activities. The Cal-SOAP Advisory Committee will support the Commission's mission: "*Making education beyond high school financially accessible to all Californians.*"

Prior to 2010, the Commission facilitated a standing Cal-SOAP Advisory Committee. However, due to budget and staffing constraints, a decision was made to temporarily discontinue all further meetings of the Cal-SOAP Advisory Committee effective October 28, 2009.

Pursuant to Education Code Section 69562, "*The Student Aid Commission shall establish a 12-member project grant advisory committee to advise project directors and the commission on the development and operation of the projects...*" Section (g) requires the Commission to appoint one college campus financial aid officer.

The Cal-SOAP Advisory Committee is considered a formal advisory body to the Commission. As such, the meetings are to adhere to the Commission's Uniform Policies for Advisory Bodies and are subject to the provisions of the Bagley-Keene Open Meetings Act.

When considering applying for this position, please keep the following in mind:

- **Commitment:** Members must attend and contribute to the meetings. This will allow the Commission to receive comprehensive and competent advice. The committee is expected to meet two to three times annually. Each Cal-SOAP

Advisory Committee meeting will require at least seven committee members to establish a quorum.

- **Background/Qualifications:** Must be a campus financial aid officer. Experience or knowledge of student financial aid and outreach program policy matters is useful.
- **Term:** The term length for the Commission's representative member is two years.

Please submit your application by November 3, 2017 to the address below and include:

- Your name,
- The segment in which you work,
- Your campus' address, and
- A brief biography or resume.

California Student Aid Commission  
Attn: Steve Caldwell  
P.O. Box 419026  
Rancho Cordova, CA 95741

Or email your application to Steve Caldwell at [steve.caldwell@csac.ca.gov](mailto:steve.caldwell@csac.ca.gov).

Once the application period is complete, applicant information will be forwarded to the California Student Aid Commissioners. The Commissioners will name the Commission's representative at the November 30 – December 1, 2017 Commission meeting.

The first Committee meeting is anticipated to be scheduled at the Commission's headquarters in Rancho Cordova as soon as possible after January 1, 2018, from 10:00 a.m. to 4:30 p.m. A formal invitation with additional information will be issued to the nominee appointed by the Commission.

If you have any questions regarding this communication, please contact Steve Caldwell, Assistant Deputy Director, Customer Relations Branch, at (916) 464-3175 or by email at [steve.caldwell@csac.ca.gov](mailto:steve.caldwell@csac.ca.gov).

***Working together to effectively promote education beyond high school!***