

CALIFORNIA STUDENT AID COMMISSION LIAISON (CSAC/EDFUND) Ex-Officio Member

DUTIES and RESPONSIBILITIES

1. Attends all Executive Council meetings as well as the annual Conference.
2. Represents the interests and perspectives of CSAC to the Executive Council. Relates the interests and concerns of CASFAA to CSAC's Executive Management.
3. Communicates CASFAA plans and activities to CSAC staff.
4. Serves as the contact person for CSAC staff members requesting information and reference concerning CASFAA and for CASFAA members requesting information concerning CSAC activities. Coordinates CASFAA requests for CSAC representatives for CASFAA committees, conferences and other training activities. Coordinates CSAC requests for CASFAA representation on CSAC committees and advisory boards.
5. Shares CSAC activities and committee reports with CASFAA's Executive Council.
6. Actively works to maintain and increase CASFAA membership among CSAC staff, especially those who are not members.
7. Keeps the CASFAA President and Executive Council abreast of CSAC actions or decisions that may have an impact upon the state or the region.
8. Provides written input describing CSAC activities to the CASFAA Newsletter editor for each issue.
9. Performs other duties assigned by the President or the Executive Council.

TERM OF OFFICE

Term of office as assigned by the California Student Aid Commission.