<table>
<thead>
<tr>
<th>Date</th>
<th>Event/Activity</th>
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<tbody>
<tr>
<td>Sep 25</td>
<td>Beginning of Fall Quarter</td>
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<tr>
<td>Sep 28 (Week 0)</td>
<td>First Day of Instruction for Fall Quarter</td>
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</tbody>
</table>
| Oct 12 (Week 2) | SSFAC Meeting: Committee Introductions, Responsibilities & Roles Discussion, Subcommittee Discussion and Form Fill, Bylaws Update, Vice-Chair Discussion, Requirements, Vice Chair Nomination Questions & Nominations, Narrative Review  
  **Meeting Location & Time:** HUB Room 265 | 11:00 AM to 1:00 PM |
| Nov 02 (Week 5) | SSFAC Meeting: Election of Vice Chair, Narrative review continuation if needed, Training.  
  **Meeting Location & Time:** HUB Room 379 | 11:00 AM to 1:00 PM |
| Nov 16 (Week 7) | SSFAC Meeting: Call Letter Discussion & Presentation by Vice Chancellor for Student Affairs, Jim Sandoval  
  **Meeting Location & Time:** HUB Room 265 | 11:00 AM to 1:00 PM |
| Nov 23 – Dec 7 | Call Letter to SSF Budget Holders for 2018 – 2019 Program Plan and Budget Addendum Request |
| Dec 9 – Dec 15 (Finals) | No Meeting, Departments submit budget requests and addendum to VCSA Office |
| Dec 16 – Jan 7 | Winter Break, No Meeting |
| Jan 03    | Beginning of Winter Quarter                                                                          |
| Jan 08    | First Day of Instruction for Winter Quarter                                                          |
| Jan 11 (Week 1) | SSFAC Meeting: Budget Overview of Requests, Review Subcommittee Assignments  
  **Meeting Location & Time:** HUB Room 379 | 11:00 AM to 12:30 PM |
| Jan 18 (Week 2) | SSFAC Meeting: Discussion of standardized subcommittee questions to departments, Bylaw Review  
  **Meeting Location & Time:** HUB Room 379 | 11:00 AM to 12:30 PM |
| Jan 25 (Week 3) | SSFAC Meeting: Dept. Heads for Subcommittee A present with Q&A.  
  **Meeting Location & Time:** HUB Room 379 | 11:00 AM to 12:30 PM  
  • Dept. Heads come into meeting, give a presentation on requests, and answer questions prepared by the Subcommittee. Depts. All have 10 minutes to present and the Subcommittee will be charged with any follow up questions and inquires. |
| Feb 01 (Week 4) | SSFAC Meeting: Dept. Heads for Subcommittee B present with Q&A.  
  **Meeting Location & Time:** HUB Room 379 | 11:00 AM to 12:30 PM  
  • Dept. Heads come into meeting, give a presentation on requests, and answer questions prepared by the Subcommittee. Depts. All have 10 minutes to present and the Subcommittee will be charged with any follow up questions and inquires. |
| Feb 08 (Week 5) | SSFAC Meeting: Dept. Heads for Subcommittee C present with Q&A.  
  **Meeting Location & Time:** HUB Room 379 | 11:00 AM to 12:30 PM  
  • Dept. Heads come into meeting, give a presentation on requests, and answer questions prepared by the Subcommittee. Depts. All have 10 minutes to present and the Subcommittee will be charged with any follow up questions and inquires. |
| Feb 15 (Week 6) | SSFAC Meeting: Dept. Heads for remainder of Subcommittee C present with Q&A.  
  **Meeting Location & Time:** Student Services Building (HOSS) 3201 | 11:00 AM to 12:30 PM  
  • Dept. Heads come into meeting, give a presentation on requests, and answer questions prepared by the Subcommittee. Depts. All have 10 minutes to present and the Subcommittee will be charged with any follow up questions and inquires. |
| Feb 22 (Week 7) | SSFAC Meeting: Subcommittee A & B discussions and recommendations  
  **Meeting Location & Time:** HUB Room 379 | 11:00 AM to 12:30 PM  
  • Subcommittee A & B report back on any follow up and discuss the line items and their recommendations |
SSFAC Meeting: Subcommittee C discussions and recommendations
Meeting Location & Time: HUB Room 379 | 11:00 AM to 12:30 PM
- Subcommittee C report back on any follow up and discuss the line items and their recommendations

Mar 08 (Week 09)  SSFAC Meeting: Review all Subcommittee recommendations Discussion 1 | Make Final Recommendations
Meeting Location & Time: HUB Room 379 | 11:00 AM to 12:30 PM

Mar 15 (Week 10)  SSFAC Meeting: Review all Subcommittee recommendations Discussion 2 | Make Final Recommendations
Meeting Location & Time: HUB Room 260 | 11:00 AM to 12:30 PM

Mar 19 – Apr 2 Interim Vice Chancellor Thomas Smith Review of Committee’s Final Allocations
Recommendations & Appeal Process Information sent to department heads (If Applicable)

Mar 17 – Mar 23 (Finals) No Meeting

Mar 26 – Apr 1 Spring Break, No Meeting

Mar 28 Beginning of Spring Quarter

Apr 02 (Week 1) First Day of Instruction for Spring Quarter

Apr 02 – Apr 16 SSFAC Call for applications and review of applicants with ASUCR and GSA Presidents
- The Chair will send out a mass email through the Student Email Service to call for SSFAC applications from the Undergraduate and Graduate Student Body
- The application will have a cut off deadline of 24 hours before meeting time of said date
- The Chair must contact ASUCR and GSA Presidents to discuss their recommendations to the committee for final vote

Apr 05 (Week 1) SSFAC Meeting: Bylaw Review & Discussion
Meeting Location & Time: HUB Room 269 | 11:00 AM to 1:00 PM

Apr 12 (Week 2) SSFAC Meeting: Review Bylaw changes, reaffirm returning committee members
Meeting Location & Time: HUB Room 367 | 11:00 AM to 1:00 PM

Apr 19 (Week 3) SSFAC Meeting: Administrative Items
Meeting Location & Time: HUB Room 269 | 11:00 AM to 1:00 PM
- Review Minutes

Apr 26 (Week 4) SSFAC Meeting: Review applications and recommendations with the committee and vote for Memberships
Meeting Location & Time: HUB Room 379 | 11:00 AM to 1:00 PM
- The Committee will set up a criteria based on a general consensus
- The Committee will narrow the applications based on the general consensus
- The Committee will then vote on the applicant(s)

Apr 27 – May 04 Letter to the Chancellor / Chancellor’s Designee with Final Recommendations & Bylaw Changes

May 03 (Week 5) SSFAC Meeting: Final Business & Approve Meeting Minutes
Meeting Location & Time: HUB Room 379 | 11:00 AM to 1:00 PM