

2021 - 2022 Student Services Fee Advisory Committee
For 2022 - 2023 Budget Year
Planning Calendar

Sep 20	Beginning of Fall Quarter
Sept 23 (Week 0)	First Day of Instruction for Fall Quarter
Sept 27 (Week 1)	No Meeting
Oct 5 (Week 2)	SSFAC Meeting: SSFAC Administrative procedures Review <i>Meeting Location & Time: Zoom meeting 3-5PM</i>
Oct 12 (Week 3)	SSFAC Meeting: Vice-Chair Discussion (Nominations and Questions) <i>Meeting Location & Time: Zoom meeting 3-5PM</i>
Oct 19 (Week 4)	No Meeting
Oct 26 (Week 5)	SSFAC Meeting: Vice-Chair Interviews and Voting <i>Meeting Location & Time: Zoom meeting 3-5PM</i>
Nov 2 (Week 6)	No Meeting
Nov 9 (Week 7)	SSFAC Meeting: Bylaw review and update discussion <i>Meeting Location & Time: Zoom meeting 3-5PM</i>
Nov 16 (Week 8)	No Meeting
Nov 23-Dec 10 (Week 9)	Call Letter to SSF Budget Holders for 2021 – 2022 Program Plan and Un-meet Need Request
Dec 4 – Dec 10 (Finals)	No Meeting
Dec 23 – Dec 31	Winter Break, No Meeting
Jan 03	Beginning of Winter Quarter
Jan 04 (Week 1)	First Day of Instruction for Winter Quarter
Jan 11 (Week 2)	SSFAC Meeting: Budget Overview of Requests, Review Subcommittee Assignments, Discussion of standardized subcommittee questions to departments <i>Meeting Location & Time: Zoom meeting 3-5PM</i>
Jan 18 (Week 3)	SSFAC Meeting: Review Subcommittee Assignments, Discussion of subcommittee questions to departments
Jan 25 (Week 4)	SSFAC Meeting: Dept. Heads for Subcommittee A & B & D present with Q&A. 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. <i>Meeting Location & Time: Zoom meeting 3-5PM</i>
Feb 01 (Week 5)	SSFAC Meeting: SSFAC Meeting: Dept. Heads for Subcommittee A present with Q&A. 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. <i>Meeting Location & Time: Zoom meeting 3-5PM</i>
Feb 08 (Week 6)	SSFAC Meeting: Dept. Heads for Subcommittee A, B, C & D present with Q&A. Dept. Heads 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. <i>Meeting Location & Time: Zoom meeting 3-5PM</i>
Feb 15 (Week 7)	SSFAC Meeting: Dept. Heads for Subcommittee B, C & D present with Q&A.

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Dept. Heads 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.
Meeting Location & Time: Zoom meeting 3-5PM

Feb 22 (Week 8) **SSFAC Meeting:** Dept. Heads for Subcommittee A, B, C & D present with Q&A.
Dept. Heads 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. Reaffirm returning committee members.
Meeting Location & Time: Zoom meeting 3-5PM

Mar 01 (Week 9) **SSFAC Meeting:** Dept. Heads for Subcommittee D present with Q&A. VCSA Update, SSFAC Student Application Discussion
Dept. Heads 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. SSFAC Application Discussion
Meeting Location & Time: Zoom meeting 3-5PM

SSFAC Call for applications and review of applicants with ASUCR and GSA Presidents

- Mass emails will be sent for a call for SSFAC applications from the Undergraduate and Graduate Student Body
- The Chair must contact ASUCR and GSA Presidents to discuss their recommendations to the committee for final vote

Mar 08 (Week10) **SSFAC Meeting:** Subcommittee Recommendations Discussion 1
Meeting Location & Time: Zoom meeting 3-5PM

Mar 12 – Mar 18 (Finals) **No Meeting**

Mar 21 – Mar 25 **Spring Break, No Meeting**

Mar 23 Beginning of Spring Quarter

Mar 29 (Week 1) First Day of Instruction for Spring Quarter

Apr 05 (Week2) **SSFAC Meeting: Cancelled**

Apr 12 (Week 3) **SSFAC Meeting:** Subcommittee Recommendations Discussion 2
Meeting Location & Time: Zoom meeting 3-5PM

Apr 19 (Week 4) **SSFAC Meeting:** Committee Recommendations Final Discussion 3 / Chair Election Discussion
Meeting Location & Time: Zoom meeting 3-5PM

Apr 26 (Week 5) **SSFAC Meeting:** Committee Recommendations Final Discussion 4
Meeting Location & Time: Zoom meeting 3-5PM

May 03 (Week 6) **SSFAC Meeting:** Bylaw review and update discussion

May 10 (Week 7) **SSFAC Meeting:** Review Submitted Applications, Vote for New Committee Members, VCSA Update, Finalize Chair Election
Meeting Location & Time: Zoom meeting 3-5PM

May 17 (Week 8) **SSFAC Meeting:** Finalize Bylaw Discussion, Year End Report Discussion, Chair Election
Meeting Location & Time: Zoom meeting 3-5PM

Letter to the Chancellor / Chancellor's Designee with Final Recommendations & Bylaw Changes

May 24 (Week 9) **SSFAC Meeting:** Luncheon, New Member Introductions, Year End Closing Remarks
Meeting Location & Time: HUB 260 12-2PM