

2024 – 2025 Student Services Fee Advisory Committee
For 2025 - 2026 Budget Year
Planning Calendar

Date	Event
Sep 23	Beginning of Fall Quarter
Sept 26 (Week 0)	First Day of Instruction for Fall Quarter
Sept 30 (Week 1)	No Meeting
Oct 7 (Week 2)	No Meeting
Oct 14 (Week 3)	No Meeting
Oct 23 (Week 4)	Meeting Cancelled
Oct 30 (Week 5)	SSFAC Meeting: SSFAC Administrative Procedures Review, SSFAC Guidelines, Vice-Chair Discussion (Nominations and Questions), New Members Discussion Meeting Location & Time: Hinderaker B0154 @ 3-5 PM
Nov 6 (Week 6)	SSFAC Meeting: Welcome Remarks from Dr. Haynes, Vice-Chair Interviews and Voting Meeting Location & Time: Hinderaker B0154 @ 3-5 PM
Nov 13 (Week 7)	Meeting Cancelled
Nov 20 (Week 8)	SSFAC Meeting: Budget Call Process Discussion, Vote for New Committee Members, Social Media Checklist Meeting Location & Time: Hinderaker B0154 @ 3-5 PM
Nov 25 -Dec 6 (Week 9 & 10)	Call Letter to SSF Budget Holders for 2023 – 2024 Program Plan and Un-met Need Request
Dec 9– Dec 13 (Finals)	No Meeting
Dec 16– Jan 3	Winter Break, No Meeting
Jan 1	Beginning of Winter Quarter
Jan 6 (Week 1)	First Day of Instruction for Winter Quarter
Jan 13 (Week 2)	No Meeting
Jan 24 (Week 3)	SSFAC Meeting: Review SSFAC Committee Budget Training Materials, Review Subcommittee Assignments, Discussion of subcommittee questions to departments, Review SSFAC graphic posts Meeting Location & Time: Hinderaker B0154 @ 11AM - 1 PM
Jan 27 (Week 4)	SSFAC Meeting: Dept. Heads for Subcommittee 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 inquiries. Meeting Location & Time: Hinderaker B0154 @ 11AM - 1 PM
Feb 3 (Week 5)	SSFAC Meeting: Dept. Heads for Subcommittee 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 inquiries. Meeting Location & Time: Hinderaker B0154 @ 11AM - 1 PM

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Feb 10 (Week 6)	<p>SSFAC Meeting: Dept. Heads for Subcommittee present with Q&A.</p> <p>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 inquiries.</p> <p>Meeting Location & Time: Hinderaker B0154 @ 11AM - 1 PM</p>
Feb 21 (Week 7)	<p>SSFAC Meeting: Dept. Heads for Subcommittee present with Q&A.</p> <p>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 inquiries.</p> <p>Meeting Location & Time: Hinderaker B0154 @ 11AM - 1 PM</p>
Feb 24 (Week 8)	<p>SSFAC Meeting: Dept. Heads for Subcommittee present with Q&A.</p> <p>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 inquiries.</p> <p>Reaffirm returning committee members</p> <p>Meeting Location & Time: Hinderaker B0154 @ 11AM - 1 PM</p>
Mar 3 (Week 9)	<p>SSFAC Meeting: Dept. Heads for Subcommittee present with Q&A.</p> <p>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 inquiries.</p> <p>SSFAC Call for applications and review of applicants with ASUCR and GSA Presidents</p> <ul style="list-style-type: none">• 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 <p>Meeting Location & Time: Hinderaker B0154 @ 11AM - 1 PM</p>
Mar 10 (Week 10)	<p>SSFAC Meeting: Dept. Heads for Subcommittee present with Q&A.</p> <p>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 inquiries.</p> <p>Meeting Location & Time: Hinderaker B0154 @ 11AM - 1 PM</p>
Mar 17 – Mar 21 (Finals)	<p>No Meeting</p>
Mar 24 – Mar 28	<p>Spring Break, No Meeting</p>
Mar 26	<p>Beginning of Spring Quarter</p>
Mar 31 (Week 1)	<p>First Day of Instruction for Spring Quarter</p>
Apr 7 (Week 2)	<p>SSFAC Meeting: Dept. Heads for Subcommittee present with Q&A.</p> <p>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 inquiries.</p> <p>SSFAC Guidelines, Subcommittee Discussion.</p> <p>Meeting Location & Time: TBD</p>
Apr 14 (Week 3)	<p>SSFAC Meeting: Subcommittee Recommendations Discussion 1, Bylaw review and update discussion, SSFAC Student Application Discussion, Student Survey Discussion</p> <p>Meeting Location & Time: TBD</p>

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Apr 21 (Week 4)	SSFAC Meeting: Meeting Location & Time: TBD
April 28 (Week 5)	SSFAC Meeting: Subcommittee Proposals, Committee Recommendations Final Discussion 1, Chair Election Discussion, Student Survey Meeting Location & Time: TBD
May 05 (Week 6)	SSFAC Meeting: Dr. Haynes' Remarks (2pm), Committee Recommendations Final Discussion 2 Meeting Location & Time: TBD
May 12 (Week 7)	SSFAC Meeting: VCSA Update, Finalize Chair Election Meeting Location & Time: TBD
May 19 (Week 8)	SSFAC Meeting: Finalize Bylaw Discussion, Year End Report Discussion, Chair Election, Review Submitted Applications, Vote for New Committee Members Meeting Location & Time: TBD
May 26 (Week 9)	Letter to the Chancellor / Chancellor's Designee with Final Recommendations & Bylaw Changes SSFAC Meeting: Luncheon, New Member Introductions, Year End Closing Remarks Meeting Location & Time: TBD
June 02 (Week 10)	SSFAC Meeting: Public Forum Meeting Location & Time: TBD