2018 - 2019 Student Services Fee Advisory Committee
For 2019 - 2020 Budget Year
Planning Calendar

Sept 24	Beginning of Fall Quarter
Sep 27 (Week 0)	First Day of Instruction for Fall Quarter
Oct 23 (Week 4)	**SSFAC Meeting:** Committee Introductions, Responsibilities & Roles Discussion, Subcommittee Discussion, Bylaws Update, Vice-Chair Discussion (Requirements, Questions, & Nominations) ***Meeting Location & Time:* HUB Room 260 | 2:10 PM – 4:00 PM**
Nov 06 (Week 6)	**SSFAC Meeting:** Election of Vice-Chair, Call Letter and Narrative Review, Bylaw Update ***Meeting Location & Time:* HUB Room 269 | 2:10 PM – 4:00 PM**
Nov 27 (Week 9)	**SSFAC Meeting:** Call Letter Discussion and Narrative Review (If Needed), Bylaw Update, Subcommittee Assignments and Presentation by Vice Chancellor for Student Affairs, Dr. Brian Haynes ***Meeting Location & Time:* HUB Room 379 | 2:10 PM – 4:00 PM**
Nov 27 – Dec 15	Call Letter to SSF Budget Holders for 2018 – 2019 Program Plan and Budget Addendum Request
Dec 8 – Dec 14 (Finals)	No Meeting, Departments submit budget requests and addendum to VCSA Office
Dec 15 – Jan 06	Winter Break, No Meeting
Jan 02	Beginning of Winter Quarter
Jan 07 (Week 1)	First Day of Instruction for Winter Quarter
Jan 08 (Week 1)	**SSFAC Meeting:** Budget Overview of Requests, Review Subcommittee Assignments, Discussion of Standardized Subcommittee Questions to Departments ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**
Jan 15 (Week 2)	**SSFAC Meeting:** Department Heads for Subcommittee A Present with Q&A ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**
Jan 22 (Week 3)	**SSFAC Meeting:** Department Heads for Subcommittee A Present with Q&A ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**
Jan 29 (Week 4)	**SSFAC Meeting:** Department Heads for Subcommittee B Present with Q&A ***Meeting Location & Time:* HUB Room 260 | 2:10 PM – 4:00 PM**
Feb 05 (Week 5)	**SSFAC Meeting:** Department Heads for Subcommittee C Present with Q&A ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**
Feb 12 (Week 6)	**SSFAC Meeting:** Department Heads for Subcommittee D Present with Q&A ***Meeting Location & Time:* HUB Room 260 | 2:10 PM – 4:00 PM**
Feb 19 (Week 7)	**SSFAC Meeting:** Subcommittee A&B Discussion and Recommendations ***Meeting Location & Time:* HUB Room 260 | 2:10 PM – 4:00 PM**
Feb 26 (Week 8)	**SSFAC Meeting:** Subcommittee C&D Discussion and Recommendations ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**
Mar 05 (Week 9)	**SSFAC Meeting:** Review all Subcommittee Recommendations | Make Final Recommendations ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**
Mar 12 (Week 10)	**SSFAC Meeting:** Bylaw Review and Discussion, Reaffirm Returning Committee Members for 2019 – 2020, SSFAC Applications Discussion ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**
Mar 16 – Mar 22 (Finals)	No Meeting
Mar 25 – Mar 29	Spring Break, No Meeting
Mar 27	Beginning of Spring Quarter

Apr 01 (Week 1)	First Day of Instruction for Spring Quarter
Apr 01 – Apr 15	SSFAC Call for Applications and Review of Applications with ASUCR President and GSA President
Apr 02 (Week 1)	**SSFAC Meeting:** Review Bylaw Changes & Vote on Bylaw Changes ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**
Apr 09 (Week 2)	**SSFAC Meeting:** Review Applications and Recommendations with the Committee and vote for memberships ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**
Apr 10 – Apr 17	Letter to the Chancellor / Chancellor's Designee with Final Recommendations & Bylaw Changes
Apr 16 (Week 3)	**SSFAC Meeting:** Final Business & Luncheon ***Meeting Location & Time:* HUB Room 367 | 2:10 PM – 4:00 PM**

Note: Schedule is as of 11.15.18 and is subject to change. If you would like to attend a meeting please contact ssfac@ucr.edu or militza.seehaver@ucr.edu to confirm date, time and location of the meeting.