<table>
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<th>Subcommittee</th>
<th>Subcommittee Mission</th>
<th>Council Goal</th>
<th>How Council Goal is Achieved</th>
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| Student Services Fee                | • Become familiar with Student Services Fee guidelines as outlined by UC Regents.  
• Apply this knowledge while reviewing budget and programming data provided by each Student Services Fee recipient on campus.  
• Rank a top 5 list of departments to present to the Council in Spring quarter.                                                                 | • Council provides written comments on each of the 5 presentations, with recommendations to the VC of Student Affairs and VC of Finance, Operations & Administration. | • Subcommittee meets regularly during Fall quarter plus 2 meetings in Winter quarter to review Student Services Fee templates.  
• Subcommittee sends follow-up questions to the departments, if needed.  
• Subcommittee reviews department responses and chooses 5 departments to present to COSAF. Presentations are scheduled over 2 meetings in the Spring quarter.  
• Following the presentations, written comments are gathered by the Council and presented in the year-end COSAF Annual Report. |
| Student Programming Fund            | • Become familiar with the current Student Programming Fund top 4 priorities for funding.  
• After application closing dates of **September 13** and **February 6**, review all applications and establish the top applicants for presentations in Winter and Spring quarters.  
• Deliberate and finalize approved funding.  
• If needed, make recommendations to update the 4 priorities for the following year.                                                                 | • Listen to applicant presentations, asking additional questions as needed to better understand the program/event purpose.  
• Provide recommendations to the Subcommittee via on-line survey.                                                                 | • Subcommittee meets 2-3 times in Fall quarter, plus 1 meeting in Winter and 1 in Spring.  
• Determine if applicants can move forward with presentations based on meeting the 4 priorities.  
• Subcommittee makes announcement to the Council of the recommended qualified applicants to give presentations.  
• Presentations are scheduled during Winter and Spring quarters  
• Council views presentations and provides feedback to Subcommittee using via on-line survey. Priority ranking and comments.  
• Subcommittee reviews all feedback and approves final funding amounts.  
• Results are announced to the Council at the last COSAF meeting in late April.  
• Results are recorded in the year-end COSAF Annual Report. |
| Student Development Fund & Dean Witter Fund | • Meet regularly to review applications as they come in throughout the year and deliberate an approval or denial, based on guideline criteria.  
• Enter results on MS Teams.  
• Report a brief summary of application status at Council meetings throughout the year.                                                                 | Listen to Subcommittee updates at Council meetings and provide any feedback or ask questions when appropriate.                                                                                               | • Subcommittee meets every 2 weeks to review and deliberate on recent applications.  
• A designated Subcommittee member will post the results (approval/denial) in MS Teams.  
• Divisional Resources Finance team will communicate final results to the applicant and process reimbursement to applicants.  
• COSAF administrative staff will log results for each application on the COSAF website under Action Items.                                                                 |