



Student Union Assembly (SUA),
Office of the Commissioner of Academic Affairs

1156 High Street, Santa Cruz, CA 95064
Student Union Assembly, 2nd floor, c/o SOAR

08 December 2013

Chair S. Umer,

Under my duties as Commissioner of Academic Affairs of the Student Union Assembly and Article III, Section A of the SUA Constitution, I present my monthly report and evaluation for the month of December 2013 to the Assembly. I will outline all of my events, logistical planning, activities, and constructive criticism with areas of improvement in hopes of providing a detailed account in this month's report.

Goals and projected timeline for the pay period of 24 November - 07 December 2013.

Goals	Timeline	Progress
Office hours	Thurs. & Fri. 2-4p	ongoing
SUA meetings	Tues 8p	ongoing
Intern paperwork/hires	November - December 2013	completed (round 1&2)
Staff meetings	Fri 2p	ongoing
Library Referenda	Spring elections	ongoing
Student governments meet & greets (w/ cookies!)	Thurs. 5 December 2013	completed
Intern transition	1 month post-hire	completed
Website updating, etc.	periodically	ongoing

Completed projects, campaigns, events, and/or activities.

- Officially hired the first 2 interns. Completely on CruzPay and everything! The next 2 should be hired by the first week of February.
- Finished up transition for my interns. All that's left is training my Chief of Staff to accurately handle my emails.
- Met with Library Liaison about the Library Referenda and the process for the spring elections.
- Attended the last college government meetings of the quarter with the Chair, IVC, EVC, and Chair's staff and thanked them for their dedication this quarter and delivered cookies :)

Total Number of Hours Worked: 36 hours



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December Monthly Review & Areas of Improvement:

- In terms of officer meetings, having them on a weekly schedule, rather than semi-weekly schedule to avoid any mix-ups and miscommunications between officers.
- When we went around to student senates and college governments, many of them asked if we were going to be doing holiday carols. Didn't actually do that, but it's a fun suggestion for future years or just holiday bonding for student leadership.
- Good luck on finals! (Now back to studying for mine :P)

In conclusion, I provide this summarised account of my monthly report for November 2013. Any feedback, criticisms, and/or questions that you may have are welcome and please feel free to contact me at suacoaa@ucsc.edu.

Vanessa Estelí Morales
Commissioner of Academic Affairs, Student Union Assembly