



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

03 February 2014

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 January 2014 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 05 January - 01 February 2014.

Goals	Timeline	Progress
Office Hours	Tues 11:30–2p & Friday 12:30–2p	ongoing (subject to change)
SUA meetings	Tues 8p	ongoing
Staff meetings (whole staff & individual)	Friday 2p	ongoing (changing date & time)
Hires, Trainings, and Transitions	1 month post-hire	ongoing
Library Referenda	Spring 2014 Ballot	starting sponsorship in Feb
College Student Government communications	periodically	ongoing
CLASSurvey	Mid-late February - March 2014	ongoing
University Library	Biweekly	ongoing
COLASC	Biweekly	partial scheduling conflicts
CEP	Wed 11-1p	partial scheduling conflicts
Student Union/Study Space	Mid-Late February	ongoing
SFAC	22 January	completed

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

- Met with Chief of Staff to discuss the plans for Winter Quarter and follow up and plan out this quarter's events and office outputs
- Compiled a list of resources and services provided by the University Library as well as a comprehensive list of study spaces available. Launched on the Facebook page (<https://www.facebook.com/ucsc.sua.caa?fref=ts>)
- Presented the 24/5 Library referenda at SFAC. Issue: the document given to the SFAC members was not the one submitted but a much earlier draft. Continued making edits. Presenting to college governments, SUA, and whoever will listen :)
- Will be going to SUA and college governments for sponsorship of the Library Referenda onto the Spring 2014 ballot
- Trained interns on how to do new pay doc system
- Met with Anna Sher to finalise and create the questions to be presented in the CLASSurvey. Tentative launch date for February 18-25 to run for a month. Will include questions pertaining to service availability.
- Extremely interesting debates and resolutions presented at SUA this month.

Total Number of Hours Worked: 87 hours

January Review and Areas of Improvement:

- SUA meetings can be quite contentious so it is imperative to remember professional courtesy towards all speakers and represent ices in the room.
- Ran into an issue when presenting at SFAC in that a much older version of the referenda was given to the SFAC members.

In conclusion, I provide this summarised account of my monthly report for January 2014. 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