



Student Union Assembly (SUA), Office of the Internal Vice Chair

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

September 25, 2013

Dear Chair Umer,

Under My duties as Internal Vice Chair of the Student Union Assembly and Article III Section A Subsection 2 of the SUA Constitution, I present my September 2013 monthly report and evaluation 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 the month’s report.

Goals and projected timeline for the month of September between pay periods of September 1st- September 28th.

Tasks	Progress Dates/Timeline	Tentative Completion Deadline
Vacation	9/1/13-9/5/13	9/5/13
Quarterly meeting with Chancellor and EVC	9/6/13	9/6/13
Res Life Resource Fair outreach	9/9/13	9/9/13
Meet with Prospective interns	9/10/13-9/12/13	9/12/13
Attend Staff Breakfast and System-wide Staff reception	9/10/13-9/12/13	9/12/13
Meet with library staff over new committees	9/11/13	9/11/13
Attend ITSC Meeting	9/12/13	9/12/13
Prepare and review proposal data for spring concert.	9/12/13	9/18/13
Meet with Budget representatives regarding Miscellaneous Fees	9/16/13	9/16/13
Review SUA Budget transitions	9/17/13-	Ongoing



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Prepare and Present large concert Planning to Administration	9/18/13	9/18/13-Ongoing
Pack and move in for the year	9/19/13-9/21/13	9/21/13
Greet Students at College Town Halls	9/19/13-9/22/13	9/22/13
Help students move in with administration	9/19/13-9/22/13	9/22/13
Attend Student Leadership Institute Panel	9/19/13	9/19/13
Attend SFAC Orientation	9/23/13	9/23/13
Outreach to Students at Boardwalk Frolic	9/23/13	9/23/13
Attend SUA Officer Meetings	9/6/13-9/24/13	9/24/13
Outreach to Students at Open House, OPERS, and C8	9/24/13	9/24/13

Completed projects, campaigns, events, tasks, or activities

- On the week of Sep 2nd, I used four of my allotted vacation days to take care of some issues back home.
- The Chancellor and EVC meeting on Sep 6th went very well. The officers and I presented our goals for the year and made good connections. UCSC’s Got Talent was brought up and the Chancellor has made a promise to sing at the event if enough money was raised for scholarships.
- The officers and I have made collective promises for education on the UCOP website. Please donate up to one dollar below my promise; I really don’t want to be pied in the face all day.
- The Chair and I outreached to Res Life staff during all staff training days. We gave them valuable information and swag to show off to their residents.
- I attended a Staff breakfast that was hosted by the Staff Advisory Board. While there I connected with Sarah Latham, Mary Doyle, Allison Galloway, Andrea Willer, Linda Beastron, John Steel, and Margret Maguire. I brought up several upcoming goals for SUA. Later on I went to the reception of the System-wide SAB (CUCSA) reception and connected with Fiona Weight, Valarie Chase, Sarah Woodside, Michael McCawley, and Nader Oweis.



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- I advised Greg from library with the help of Vanessa Esteli Morales on the possibilities of a new student advisory council.
- While waiting for a new student representative, I stepped in to represent students on the IT Security Meeting. Security awareness month is coming up and I provided input and support on how to outreach to students.
- I met with Jessica Gallione from Planning and Budget about ticket and conference charges from the SUA. She has advised that it would be fine for a year to have these charges but she recommends having them reviewed by the Miscellaneous Fee process for later years.
- With the help of Charlsie Chang, Aaron Arkin, and David Pickard, I presented information regarding the need for a large concert at UCSC to important administration. I prepare proposal flyers and agendas and presented them after reviewing them with the Assistant Dean of Students.
- During move in there were a lot of welcome and move in activities that the Chair and I participated in. We welcomed students at the meetings of Cowell, Stevenson, Merrill, and Crown. If invited, we would go to them all. Along with Allison Galloway we also helped move students in on the 22nd and established a presence overall during move in.
- I attended the SFAC Orientation on the 23rd, which was an all-day orientation about the committee. I later attended and outreached to students with the rest of the officers at the Boardwalk Frolic and made an overall SUA and Officer presence at the Frolic.

Total number of hours worked: 148

September review and areas of improvements:

- For future summers in the SUA, I highly recommend the next officer group communicate their summer plans as soon as possible. It was hard to schedule trainings and vacations once it was July.
- There were a lot of parties, receptions, and events where the SUA officers could have networked and built connections. There were times that although we were invited, I would be the only one talking to administration by myself and we could be more effective if we spread out more and attending.
- There should be a set up early move in time for the officers well before September. I was unable to attend a lot of move ins during the 19th and 20th because it was my move in time as well.
- The SUA presence seemed a little lacking during move in. The presence could be improved with more officers helping at different areas, earlier move in for officers, and more invitations from colleges to give presentations.



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In summary, I provide this monthly report for September 2013, as stated as my duty as Internal Vice Chair of the Student Union Assembly. If any member of the student body has questions or would like me to expand on a certain area, feel free to contact me via email suaivc@ucsc.edu, or drop by during my office hours.

Respectfully,

Max Hufft
Internal Vice Chair
Student Union Assembly