



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

October 24, 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 October 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 October between pay periods of September 29th-October 26th.

Tasks	Progress Dates/Timeline	Tentative Completion Deadline
Meet with Santa Cruz Neighbors	9/29/13	9/29/13
Meet with College Senates	9/30/13-	Ongoing
Attend Special Election Meetings and SUA Events	9/30/13-	Ongoing
Hold SCOC Fall Outreach Event	10/4/13	10/4/13
Prepare, Present, and Meet over Spring Concert Possibilities	10/3/2013	Ongoing
Attend and Participate in the Black Cultural Conference	10/5/2013	10/5/2013
SCOC/IVC Hiring Process	10/6/2013-10/30/2013	10/30/2013
Represent Students at UCEP	10/7/2013	10/7/2013
Meet and plan with Interns	10/6/2013-	Ongoing
Hold office hours	9/30/2013-	Ongoing



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Participate in SUA Meetings	10/15/2013-	Ongoing
Chair SCOC Meetings and Board Meetings	10/16/2013-	Ongoing
Meet with CHP and media	10/18/2013	10/18/2013
Address Student Concerns with UCOP	10/18/2013	10/18/2013
Represent Students at Capitol Campaign Launch	10/18/2013	10/18/2013
Represent UCSC at Council on Student Fees	10/18/2013-10/20/2013	10/20/2013
Attend UCSC Student Org fundraisers	10/18/2013-	Ongoing
Participate in Amphitheater repair hiring process	10/22/2013-	Ongoing
Host SCOC Retreat	10/26/2013	10/26/2013

Completed projects, campaigns, events, tasks, or activities

- On the 29th of October, the SUA officers and I made a presence at the Farm Festival and toured several neighborhood parties to better the student image with the Santa Cruz locals and UCSC administration.
- Throughout this month I reached out to several college governments about SUA and SCOC events during the first week of school and then committee options and intern positions in the following weeks. I was able to make to all colleges in time except for college 8 who waited two weeks to put the internal office on their agenda.
- I attended the special election workshops to make sure there was an SUA representative. I also went to SUA events from the EVC and IVC offices such as the “Future of High Education” and SCOC’s “Fall Bounce”.
- The Fall Bounce event was a major success, we had several email and committee sign ups as a result. We had three and half bounce houses and plenty of snacks. The set up and take down times were rather large due to the CVC and myself being the only ones available to help with the event during those times.
- Throughout the whole month I went to several meetings with different departments regarding the possibility of a spring concert. I also met with Lucy Rojas and a promoter several times to prepare for these meetings. We now have several departments on board such as EH&S, Real Estate, Dean of Students Office, Chief of Police, TAPS, Fire Marshal, OPERS, Physical Plant, Purchasing,



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Conference Services, Community Relations, Procurement, and possibly a new promoter. These meetings have brought us to a point where we are almost set to sign a promoter and their artist but the production seems questionable. My interns and I are now looking for ways the university can put money down for the artists that can be covered later by ticket sales.

- On the 5th I attended the Black Cultural Conference and also held a workshop titled “Representing In a Professional Environment”. The workshop was very successful with an audience of about 25. I provided information about how to go about representing students in committee spaces and how they can sit on committees here at UCSC.
- On the 6th, 13th, and several hours in between, I hired five interns for the SCOC and two interns for my office. The hiring committee for SCOC consisted of the SCOC board and myself. We hired three outreach coordinators, a treasurer, and a tech intern. For my office we hired the chief of staff and the director of student life. Both committees went through the applications on the 6th and held interviews on the 13th. The process was long and the paper work to finish hiring was filled out when I had time, finishing on the 18th. More interns will be hired starting on the 26th. If anyone has questions about this process and/or would like more information, I highly encourage them to send me an email or meet me during my office hours or by appointment.
- On the 7th I represented the undergraduate students of the UC in the University Committee for Educational Policy. The meeting was held at UCOP and I was able to carpool. In the meeting faculty discussed the possibility of a “Hub” as proposed by the UC Provost. Faculty expressed their concerns over the possibilities of the Hub being a failure. During the latter half of the meeting, I brought up how rare it is for a student to be enrolled at two different UCs at the same time. This was during the agenda item for simultaneous enrollment policies.
- Throughout the month I met with my interns for my office and SCOC.
 - I met with the SCOC Treasurer regarding his monthly responsibilities and the long term goal of running referenda to fix the SCOC budget.
 - I met with the SCOC Technical Intern regarding his monthly responsibilities and the long term goal of creating a new SCOC website and better designs.
 - I met with the SCOC Outreach Coordinators about their outreach goals and the possibilities of the office. The CVC gave them their new goals of creating new SCOC logos and swag.
 - I met with my Chief of Staff and Director of Student Life several times regarding our goals for the year. We held three planning meetings throughout the month. We met with several departments and promoters as well regarding the possibilities of a spring concert. We also met with DoS staff regarding the possibilities of a Food Bank on campus. On the 26th we will be going through intern applications.



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- I held several office hours throughout the month. My Fall Office hours are 12-2pm on Mondays in the Global Village Café.
- Starting on the Week of the 15th, I participated in SUA meetings and SCOC meetings. I gave several reports in SUA and requested my intern line items and pay line items to be change to reflect more outreach coordinators. I also chaired SCOC meetings and we appointed students to several committees.
- I expressed several students concerns to the new UC President. I also made a student presence at the new capitol campaign launch.
- I represented UCSC at the CSF meeting and helped plan new Fee campaigns.

Total number of hours worked: 144

October review and areas of improvements:

- The intern hiring process was long and tedious. The paper work seemed very unnecessary and it took a long time to fill out. A new way of providing hiring documentation should be provided.
- The transition has made it very hard to process transactions and meet with our advisor. Although it is still an improvement upon previous advisor turnaround times, it can still be better. The DoS office should hire a new OM for the officers to process our requests.
- SUA and SCOC meetings have had a rough start due to lacking equipment such as chairs and input cords. There should be more communication with the facilities to make sure we will have the equipment we need ahead of time.

In summary, I provide this monthly report for October 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