



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

August 8th, 2014

Dear Chair Lardinois,

Under My duties as Commissioner of Academic Affairs of the Student Union Assembly and Article III Section A Subsection 5 of the SUA Constitution, I present my July 2014 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 July between pay periods of July 1st – July 31st.

Tasks	Progress Dates/Timeline	Tentative Completion Deadline
Clean up office	7-1-14-	Ongoing
Resolve OM desk access	7-2-14-	Ongoing
Organize CAA files and outreach gear	7/2/14-7/21/14	Completed
Meet with Library personnel	7/14/14	Completed
Transition with previous CAA	7/7/14	Completed
Meet with officer core throughout the month	7/1/14-	Ongoing
Attend and outreach at Orientation Resource Fairs	7/21/14-7/31/14	Completed
Attend and outreach at Orientation Slug Nights	7/21/14-7/31/14	Completed
Provide Consultation to SCOC regarding outreach gear and general outreach	7/21/14-7/31/14	Completed
Score and deliberate on UCSA and USSA applications	7/22/14	Completed



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

Completed projects, campaigns, events, tasks, or activities

- The office was in bad shape when I came in at the beginning of the month. There was a lot of trash and useless items lying around that had to be removed. My desk was quite a mess and there were a lot of things left over from the previous officer. I am also now a proud owner of a pair of black heels that are many sizes too small for me.
- For what seemed like the longest time, I was trying to resolve the issue with the OM desk. All of the computers in the SUA office are locked down with the keys to these locks stored in a cabinet in the OM desk, or so we thought. I met with Lucy Rojas, Carrie Canty, Tere from the SU building, and Sayo from SOAR about getting this desk open. It took about a month to get it open and we still don't have the keys to the locks.
- The CAA files and outreach gear was all over the place when I came. I have a box of items that are still useful but most of everything else was either out dated or useless to begin with. It seemed that this office hasn't had a good clean in a while.
- I met with Greg from library this month to talk about their plans for the year. A few major surveys will be going out asking about the Science and Engineering library and its use. Their plans to renovate are coming together.
- Orientation this year was more exhausting than I ever remember. There were a lot of freshmen at our tables this year, not as much as years before, but still a good amount. The weather turned out great for us so we were able to make all the days and nights and have a good outreach. There were a couple freshmen that I think are really going to stick around besides the ones going to conferences.
- The conference applications and review went the smoothest I've ever seen. The officer core got along quite well on the applications and we were able to score and send a good representation of UCSC.

July review and areas of improvements:

- For future years and outgoing officers, although it is really hard to care about the office once they either graduate or move on from SUA, I highly recommend that they still go through their stuff in the office and decide what they want to keep. Even with plenty of time and warning given, there was still a lot of stuff left in the office that we had to throw out. We even got a few requests for some stuff in the office that we had already thrown out because of how long stuff was sitting there. Events like these should be remembered when the year is ending and I will keep them in mind.



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

- I wasn't able to meet with the new university librarian this month. I wish I was able to; she seems to have some great plans. I was able to meet with Greg however and he was quite helpful.
- Orientation was alright this year. We had some sign ups, but not nearly as close to as what we had years prior. This is most likely due to our lack of swag to hand out at the tables. We spent a lot of time yelling and cheering at the crowds to try to get attention but nothing is quite as affective as free stuff.
- In our deliberations for the summer conferences, myself and other officers had problems scoring the applications because of the joint application. There were several questions that got different points depending on the conference which gave me a different score set and rubric than everyone else. Although it is a good idea and I recommend using it in the future, I still think that they should be graded separately.

In summary, I provide this monthly report for July 2014, as stated as my duty as Commissioner of Academic Affairs 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 suacooa@ucsc.edu, or drop by during my office hours.

Respectfully,

Max Hufft
Commissioner of Academic Affairs
Student Union Assembly