



Student Union Assembly (SUA), Office of Academic Affairs

1156 High Street, Santa Cruz, CA 95064
Student Union Assembly, SUA Trailer

November 2015

Dear President Foster,

As detailed in the Constitution of the Student Union Assembly (Article III, Section A, Subsection 5), my duties as Vice President of Academic Affairs include the submittal of a monthly report and self-assessment to the Assembly. In it, I describe my activities for the pay period, as well as planning for the future, and areas in need of improvement.

Activities and related planning for the pay period of November 1st – November 30th.

Project/Task	Timeline	Deadline
Officer Meetings	07/01/15 – now	In Progress
Brainstorm goals of Office	08/10/15 – now	In Progress
Attend Committee on Educational Policy meetings	09/27/15 – now	In Progress
Attend SCOC meetings	10/07/15 - now	In Progress
Held Student Academic Senate Meetings	10/14/15 - now	In Progress
Met with the University Librarian, Elizabeth Cowell, to discuss the changing role of the Library on campus, plans for the budget cut cycle, plans with Science and Engineering Library, and the possibility of extending library hours during important academic times in the quarter.	11/02/15	Completed
Met with a student who was interested in joining Student Academic Senate, and gave them advice on how to do so, and other avenues to get involved in student government on campus.	11/02/15	Completed
Meeting with Chief of Staff Grace Shefcik to discuss modifications to the SUA	11/03/15	Completed



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website, such as adding information about the Student Academic Senate, creating a page, and uploading the meetings' minutes and agendas.		
Met with VPAA Office to discuss office functions and prepare interns to work on own projects	11/05/15	Completed
Meeting with Chief of Staff Grace Shefcik to call references for intern position and finalize decision	11/06/15	Completed
Meeting with staff to discuss potential allocations of discretionary line item for year	11/10/15	Completed
Meeting with Intern Tias Webster to discuss role in office, his desired outcomes for the year, his plans, etc.	11/11/15	Completed
Meeting with members of different forms of student government on campus to discuss potential changes to SUA, etc.	11/11/15	In Progress
Meeting to review CLASS Coordinator applications with Chief of Staff Grace Shefcik, SUA Parliamentarian Ray Inoue, and President Julie Rachel Foster.	11/11/15	Completed
Meeting with Cowell student to discuss SUA business, etc.	11/12/15	Completed
Meeting with Vice Chancellor Sarah Latham and Officers to discuss	11/13/15	Completed



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different issues on campus, and the SUA's potential foci for the year.		
Attended and presented 2014-2015 CLASS Survey results to Academic Senate.	11/13/15	Completed
Attended SOFA meeting.	11/13/15	Completed
Interview for two prospective candidates for CLASS Coordinator Intern.	11/16/15	Completed
Meeting with Debra Lewis from Math Dept. to discuss the role of Aleks in supplemental work in lower-level math classes, and the possibility of a survey to address placement issues.	11/16/15	Completed
Attend the SUA President's Housing Forum at Kresge College.	11/18/15	Completed
Meeting with SCOC E-Board to discuss issue with SCOC budget.	11/18/15	Completed
Attend Stevenson Student Council to show support for the college during a tumultuous time.	11/19/15	Completed
Attend Merrill Student Government Meeting to simply observe MSG.	11/19/15	Completed
Interview for prospective candidate for CLASS Coordinator Intern.	11/20/15	Completed
Meeting with Dean of Students Alma Sifuentes to discuss personnel issues.	11/20/15	Completed
Attended the second SOFA meeting.	11/22/15	Completed
Attended a Campus Elections Mandatory	11/24/15	Completed



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meeting to learn more about the elections process.		
Held the “Food for Finals” event in front of both McHenry Library and S&E Library, giving out free donuts, coffee, and testing supplies to students to aid studying. This event was extremely successful, and will be continued in the future.	11/30/15, 12/02/15, 12/04/15	Completed
Attended SCOC’s C4 Dinner, and gave a report on the Committee on Educational Policy’s actions for the quarter.	12/04/15	Completed
Attended a luncheon with the Student Regents, discussing the state of student affairs across the UC.	12/04/15	Completed
Took the Office of Academic Affairs staff out to dinner (with personal funds), a reward for a good quarter.	12/05/15	Completed

Completed:

- This month saw the wrapping up of appointing interns, ending with the CLASS Coordinator position, which had a very good amount of applications. The whole appointment process for interns took way too long, most of the quarter for me (and I was one of the first Officers to begin the appointment process). This is probably because of the fair-hiring practices that we must follow, which are actually very needed to limit cronyism (we had to have a selection committee read through the applications, narrow the applicant pool to a few to extend interviews, and then to have a discussion on whom to select). This is all dependent on scheduling, which is very difficult for Officers. For next year, I would recommend the Officer core come up with their interview



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materials/applications/etc. during the summer to be ready for the beginning of the year, which is the perfect time to start interviews and selections.

- My SAS meetings continued, with SAS being stacked immediately before Student Committee on Committees (SCOC Meetings). In the SAS meetings, we had many in depth conversations about Academic Senate and various academic problems that are present on campus at UCSC, and how administration might go about fixing them. One avenue that the membership decided to pursue for next quarter is establishing at most 3 key academic problems that afflict UCSC students, establishing task forces to come up with solutions to the problems (and to have discussions with administration about them).
- As mentioned in the chart above, I continued to participate in the Student Committee on Committees (SCOC) meetings, giving advice on Roberts Rules and SCOC functions to the Steering Board. I will continue to do this next quarter.
- I met with many different students, who either came to my office hours, or made an appointment with me, to discuss SAS, Academic Senate, SUA, or other academic issues. I was very pleased that so many students felt comfortable reaching out to me to have a discussion, something that I think is essential for the SUA to try to be both relevant and approachable to students.
- I continued to attend the Academic Senate's Committee on Academic Policy (CEP) meetings, and will do so in the future. Again, as stated in my earlier officer reports, if anyone has any specific questions about CEP, it's functions, and what it discussed during this month, I would be more than willing to meet and have a discussion about it (my contact information is at the bottom of the document).
- I met with my staff a number of times, which is abundantly reflected in the chart above. This is due to the recent appointment of my office. We met to discuss projects and plans for the year, specific member's operations in the office, and upcoming events and projects. These meetings were an extension of the office meetings that are also found in the chart above, and acted as supplemental meetings, to ensure the direction of the office for the month and upcoming year.
- I met with a few members of administration during the month of November, such as University Librarian Elizabeth Cowell (discussing the role of the Library in a changing University, and possible changes to Library hours in the face of budget cuts). I, along with the SUA Officer core, met with Vice Chancellor Sarah Latham, who manages many of the day-to-day operations of the campus, and discussed many different things, both related to student academics, and related to the student experience at UCSC as a whole. Both meetings proved invaluable to my understanding of the functioning of the University, and hopefully will aid me in future attempts to help the Student Academic Senate create real academic change on this campus.
- I attended the one Academic Senate meeting of the quarter, and presented the CLASS Survey results from the previous year. Afterwards, I had a very good



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conversation about the use of Aleks in the Mathematics Department with Debra Lewis, and eventually gave her advice in creating a survey of her own to gauge student opinion about placement within the department.

- Lastly, I held my office's "Food for Finals" event, which took place over three days. My office, split into two teams, handed out free coffee, donuts, and testing supplies to students outside both McHenry and S&E Libraries to facilitate studying during Week 10 (one week before finals). This event proved to be very successful, and many students requested that this be done in the future (it will be repeated every quarter).

Review and Reflection:

- This month was a very productive month. Even though I had many, many meetings with many different people, concrete things were done, actions that I believe directly benefitted students. My even, "Food for Finals", was a big hit. I want to try and make it a quarterly affair, possibly pairing with another unit on campus to make it an even larger project. For next month, I will strive to try and make more concrete actions, such as events or projects that directly impact students, because at the end of the day, that is my job.
- SAS met quite a bit, but I felt that a lot of the meetings consisted of discussion of academic problems, and not a lot of discussion on their resolution. This next month, I am going to try to move SAS toward coming up with concrete action items, first defining the major academic problems on campus, and creating concrete steps to try and fix them.
- Office meetings happened quite a bit this month. We had a lot of discussions about what we would do during the rest of the month and the year, but only had one event to finish out the month. My goal for next month/quarter is to try and have more events, activities, and actions completed by my office to benefit students directly.
- The SUA as a whole seems fractured and disunited, something very different from last year. I cannot attribute this problem to one factor, but hope that petty politics will soon give way towards meaningful discussions of student activities at UCSC, and concentrated efforts to make an impact on the student experience.

This monthly report is submitted to the Student Union Assembly as part of my constitutional requirements as Vice President of Academic Affairs. I would like to stress that I take this work very seriously; if any member of SUA, student government at UCSC, or undergraduate student body would like to talk about my actions and role as an SUA Officer, I will gladly make time to meet, inside or outside of my office hours (email: suavpa@ucsc.edu).

Respectfully,



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Seamus Howard
Vice President of Academic Affairs
Student Union Assembly, UCSC