



Student Union Assembly (SUA), Office of Academic Affairs

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

October 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 October 1st – October 31st.

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 Stevenson Student Council, Merrill Student Government, and Cowell Senate, College 9 Senate, College 10 Senate, Kresge Parliament, and Porter Senate to discuss SAS/changing role of College Academic Senate Representative	10/01/15	Completed
Meet with Jose Reyes-Olivas to discuss plans for year and potential collaboration with SUA on various speaking/cultural events throughout the year	10/02/15	Completed
Meeting with Fossil Free UCSC Representatives to discuss Academic Senate resolution and potential collaboration with SAS/SUA	10/05/15	Completed
Meeting with SCOC E-Board and Lucy Rojas to	10/05/15	Completed



Student Union Assembly (SUA), Office of Academic Affairs

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

discuss transition and steps to take to begin appointments		
Meeting with student to discuss Student Academic Senate/Academic Senate Committees	10/06/15	Completed
Speech about SUA/student involvement in student government on campus to Crown Plenary	10/06/15	Completed
Interview with CHP regarding the resignation of CP/EVC Alison Galloway	10/07/15	Completed
Attend SCOC Meetings	10/07/15 - now	In Progress
SUA Fair Hiring Training	10/09/15	Completed
SUA Infoview Tutorial	10/09/15	Completed
Meeting with Parliamentarian to go over Roberts Rules/plan for year	10/09/15	Completed
Sitting on the President's selection committee for the SUA Recording Clerk	10/11/15 – 10/13/15	Completed
Library Student Advisory Council meeting	10/13/15	Completed
Meeting with SCOC Admin to discuss SAS	09/24/15	Completed
Attend SCOC General Meetings	10/13/15	Completed
Review applications for Chief of Staff to VPAA intern position	10/14/15	Completed
Convene SAS meetings	10/14/15 - now	In Progress
Officers meeting with EVC Galloway to discuss remaining plans for time left at UCSC/plans for the academic year	10/15/15	Completed
Meeting with Beth Huang about USSA	10/16/15	Completed
Meeting with student	10/16/15	Completed



Student Union Assembly (SUA), Office of Academic Affairs

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

regarding interest in an Office of Academic Affairs Internship		
Conduct Chief of Staff to VPAA Interviews	10/19/15 – 10/21/15	Completed
Meeting with student interested in the SUA Chief of Staff to VPAA Position	10/20/15	Completed
Weekly meetings with Chief of Staff	10/22/15 – now	In Progress
Review applications for SUA Academic Senate Liaison intern position	10/26/15	Completed
Conduct SUA Academic Senate Liaison Interviews	10/28/15 – 10/30/15	Completed
Attend President’s first SOFA meeting	10/28/15	Completed
Get on Academic Senate’s agenda for the 11/13/15 Meeting to re-present the CLASS Survey Results	10//28/15	Completed

Completed:

- The beginning of this month saw a lot of work aimed at getting the Student Academic Senate off the ground. Final touches were made to the SAS binders, and I solidified the agendas for the first few meetings. That being said, there was still a lot of promotional work to be done. I wanted to inform all the college senates/governments of how the College Academic Senate Representative changed in relation to the Student Academic Senate, so I made time to visit every government (which was quite exhausting; I made it to seven senates in one day, which required a lot of running around). However, these meetings produced a lot of good results; students actually understood what SAS was, and a few even came to my office hours/arranged a meeting to talk about SAS and Academic Senate.
- Student Academic Senate meetings began this month, and it has been going quite well, even though we have had poor attendance from committee representatives. The first few meetings, I gave a number of presentations regarding academic problems at UCSC, going over the specifics of what Student Academic Senate is, what Academic Senate is, and going over the CLASS Survey results (I wanted them to understand what the survey was/what the data showed before I did the same presentation at the Academic Senate meeting on 11/13/15). Along with this,



Student Union Assembly (SUA), Office of Academic Affairs

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

I attended many of the senate meetings in order to promote SAS and explain how the College Academic Senate representative's role had changed.

- I have been very involved with the Student Committee on Committees (SCOC), helping IVP Jabari Brown with the transition, and attending SCOC meetings to offer my institutional knowledge regarding SCOC. This, I hope, has been helpful to the committee, and I plan on attending SCOC meetings in the future.
- Regarding Academic issues, I have met with many different faculty members and students, who had questions about how students can get involved in student government or SAS. These meetings have been great; some even visited my office hours. I hope this continues in the future.
- During October, I attended more Committee on Educational Policy (CEP) meetings. CEP meetings and minutes are confidential; what I can describe is the generalities of what we have done. For most meetings, we do course approvals, which are basically different majors requesting to add courses (and giving a very complete description of what the course is and how it relates to other courses in the major/outside the major). We have also had many discussions on the effects of the Committee of Two's decision to increase the size of the UC by 5,000 students. If anyone has any specific questions regarding my activities in CEP, please contact me and I can talk to you more specially about what we went over in committee.
- My third meeting with EVC Alison Galloway (and first meeting with her and the officer core) was a very interesting meeting, where we learned more about her plans for the year, and had a great discussion about the problems the Committee of Two's decisions would bring about on the Santa Cruz campus. Again, the officers discussed their plans for the year, and how Alison could help us achieve them. We also had a conversation about why she was resigning at the end of next December, which gave great insight into the stresses of the job. I still want to know if students will be on the hiring committee, and I plan on contacting her soon to discuss this.
- The SUA also had a few trainings for the officer core; one on Fair Hiring, to ensure the process of hiring interns was fair to all applicants, and also an Infoview training, conducted by a friend of the SUA Adviser in College 8.
- I also temporarily represented the SUA on the Library Student Advisory Committee, a committee dedicated to improving student usage of the library, and also to try and make the library better for students. I am still in the process of appointing a representative, and that will come shortly next month.
- Near the middle to end of October, I sat on and conducted many interviews to hire interns. I sat on the President's selection committee to hire her Recording Clerk, and I conducted two searches to hire my Chief of Staff to the VPAA, and my SUA Academic Senate Liaison, both of which were hired by the end of the month. I am still working on hiring my third intern, the SUA CLASS Coordinator.



Student Union Assembly (SUA), Office of Academic Affairs

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

Review and Reflection:

- Again, like last month, a lot of my work this month was focused on meetings, which both good and bad: I am making sure I attend almost every meeting where opinion is needed in and outside of SUA, but however, this could be detracting from some potential work I am doing, and might make less time for me to interact with students. However, I think both of these statements do not apply here, because I now have interns that do work I assign them (which ensures that my work is being done), and I make time for any student that wishes to talk to me, as seen in both my long office hours (I am in the office from about 10am to 2p working on Mondays, Wednesdays, and Fridays) and the number of students who have approached me this month.
- Focusing now on Student Academic Senate, I am somewhat disappointed in what we have been doing the past couple weeks. The past few meetings have consisted of me talking at them for about an hour, and then us having a good brainstorming session for about 15 minutes. I would like to change that this next month, to make them more productive on their own, and to make Task Forces to figure out what the serious academic problems are on campus, and to try and figure out a way to address them.
- The bulk of the month was focused on conducting interviews to hire my interns, which is very time consuming. Most interviews took about a half an hour, but some discussions took a very long time. Hopefully the next round of interviews will take less time.
- Looking back on this past month in general, it has been probably my busiest month in office. I have been in countless meetings, regarding both things about SUA and my office, and about other things as well. I hired most of my interns, and am still in that process hiring my last intern, my CLASS Coordinator. I have been convening SAS and we have been having great discussions to discuss what will happen at the first Academic Senate meeting. I have been attending SCOC meetings and General Meetings to try and give my advice on a variety of issues. This next month will see a lot more progress in my projects for the year, because of my hiring of interns.

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,

UNIVERSITY OF CALIFORNIA, SANTA CRUZ

BERKELEY • DAVIS • IRVINE • LOS ANGELES • MERCED • RIVERSIDE • SAN DIEGO • SAN FRANCISCO



SANTA BARBARA • SANTA CRUZ

Student Union Assembly (SUA), Office of Academic Affairs

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

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