



# Student Union Assembly

## Monthly Report

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Under My duties as Vice President of Internal Affairs of the Student Union Assembly and Article III Section A Subsection 2(j) of the SUA Constitution, I present my July 2016 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.

### **Completed and ongoing projects, campaigns, events, tasks, or activities for the month:**

- **Obtaining keys for SUA space, moving in: 9 hours**
  - o This proved to be more stressful than I wanted. When we were moving out of the trailer, I forgot how much smaller the redwood office is. We are still finding place for everything. Other issues include: keys to the building were core swapped, tables were shipped with mismatched parts, etc. I spent quite a bit of time tracking down SCOC packages that were shipped to other parts of campus. Overall, it was a fairly smooth and supported process.
- **Meetings with DoS and Officers – 5 hours**
  - o We met twice with DoS Staff to begin training and logistics. We reviewed CANRA, Infoview, Fair hiring, things we needed for the office, and updates on the DoS office.
- **Beginning Collaboration with Academic Senate – 4 hours**
  - o After meeting with SCOC leadership to discuss plans and visions for next year, I have reached out to several academic senate members including analysts, chairs of committees, and chair of academic senate. I am scheduled to have lunch with the chair next month, so this is an ongoing task for months to come.
- **Update and Maintenance of the SUA website – 8 hours**
  - o Since I am currently the only officer with WCMS training, I am the only one with access to the website. I got bios from all officers and updated the officer page as well as some links on the site. Ray and I worked to change the homepage banner as well.
- **Preparation for Orientation – 4.5 hours**
  - o Ray, Tias and I collaborated on the quarter sheets we purchased for tabling at frosh and transfer orientation and slug nights. I helped with the language, designed the flyer, placed the order and picked up the flyers.
- **Orientation Tabling – 14.5 hours**

- I was not able to table at all of the orientation events due to classes, work, and unexpected sickness. However, the time I spent was incredibly rewarding. We can improve by having more interactive components at our table.
- **Reviewed Office Intern Positions – 2 hours**
  - Given the current positions under my office created, I sorted through them to decide which to keep and have decided all positions will be BYA and not hourly. I also made some small edits to job description language.
- **General Work in Office – 7.5 hours**
- **Reviewing and Selecting Applicants for UCSA – 2 hours**
- **Email correspondence with incoming students – 2 hours**
  - Really excited to have received emails from incoming frosh about interest in sitting on the SCOC steering board as well as on a committee. There were a lot of questions about the different ways to get involved with student government on campus. 😊
- **Briefing on Downtown Recovery Plan for Housing in Santa Cruz – 2 hours**
  - Met with a student who is working on a student group to attend Santa Cruz County planning commission meetings, mobilizing students to attend and voice concerns as needed and teach students how to participate in a city council meeting.
- **Collaboration / work with CAPS – 10 hours**
  - After soliciting some feedback from students online, I met with CAPS Director to talk about patterns I saw. We discussed some about my experiences with CAPS and opened discussion to continue working throughout the year. Tamra and Judith met with him this month and I was able to pass along notes and start conversation; we debriefed after their meeting as well. I have remained in contact regularly with other student volunteers within CAPS throughout the month.
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**Total hours worked: 68.5**

## Areas for Improvement

I definitely wish that I had worked more this month and will push to do so in August. It has been difficult easing into the job but I am grateful to have the support from the other officers.

The officers have only been together one time and it was before summer started, so I am looking forward for us all being together again late august and begin to start working as more of a team alongside our individual projects.

We have not all began coordination for hiring interns in terms of a timeline. I want us to all get together soon and plan to be hiring within the same time frame so we can advertise hiring interns in the office as a collective group.

A large barrier to moving forward in some work is the lack of response from admin. Many do not reply to me at all or are very engaged and then stop involvement. This has been particularly frustrating and a roadblock in my progress. However, I know there are always other people to talk to and other avenues to meet with admin.

High priority next month will be getting the ball moving with academic senate and hopefully more work done with CAPS. I definitely want to figure out exactly how I want to work with the unit and other areas of stigma reduction I want to address and how best to do it.

In summary, I provide this monthly report for July 2016. For comments and or questions, free to contact me via email [suavpi@ucsc.edu](mailto:suavpi@ucsc.edu), or visit my office hours.