



Student Union Assembly Officer Report

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I. Notable Work

- A. Edited the transcript taken at last Friday's meeting with Janet Napolitano to be more readable and make salient information more apparent. Disseminated the resulting document to the members of the UC Council of Presidents.
- B. Briefly discussed a number of upcoming events and initiatives with other officers inside the office.
- C. Answered a large number of correspondences that had built up during my absence at the end of last week due to the aforementioned meeting.
- D. Planned for the logistics of a number of upcoming meetings, travel and events, shifting calendar items accordingly.
- E. Scheduled a number of these reports to be published within the WCMS system.
- F. Scheduled a number of items, including conformation of the treasurer interviewed last thursday, for this Tuesday's assembly meeting.

Productivity Rating: 3 / 5