



Student Union Assembly

Monthly Report

SUA Mailstop: SOAR, 1156 High Street, Santa Cruz CA 95064 • P: 831.459.4838
suapres@ucsc.edu • sua.ucsc.edu

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Under my duties as the President of the Student Union Assembly and Article III Section A of the SUA Constitution, I present my 2016 December 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 this month's report.

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

- **Assuming Office/ Transitioning** **(11/29 – 12/31)**
 - With the resignation of Ray, I have become interim President until a new one will be confirmed. Ray passed on a list of task items that were in the works, and I will list them all and discuss my progress on them. Some items I have chosen to not complete, either because there was not enough information on them to continue the project, I feel as though it would take too long and my interim position would not allow me to see it through completion and transitioning it would be too time consuming, or I have found the project to be low priority. My main focus during this transition and time in interim is to spend winter break assessing what needs to be done or any items that have been neglected and catch the progress up to where I would find acceptable. I spent the majority of this month simply trying to catch up on the projects Ray had been working on, attempting to continue correspondence with admin on projects that were ongoing, and setting the schedule for next quarter.

- **Search for new President** **(12/1- ongoing)**
 - I met with SUA Advisor Homayun and corresponded via email with SUA Parliamentarian Jane Loughboro regarding the best way to advertise the vacant position of SUA President. We created a google form for students to express intent to run which was sent in a campus-wide email. I created a banner which is currently on the SUA website main page and will be until the forms closes on 1/13/17 advertising the position. We decided that SUA assembly meetings will return to weekly at least until we get a new President. Thus, we will review

interview questions on 1/9/17 and hopefully select a new president the following week, on 1/16/17.

- **UCSC Foundation** **(12/30)**
 - Ray left a note to contact Sheila Bergman about getting on the agenda for the UCSC foundation. I am awaiting a response as campus is closed until the start of Jan 2017.

- **Training and work with the Treasurer** **(12/18-ongoing)**
 - I provided a Fall Quarter evaluation for the SUA Treasurer Praj, which lead to a discussion about the trainings he has received and still needs. I am working with SUA Advisor Homayun to ensure he receives Infoview training ASAP as well as ensuring he meets with SUA Parliamentarian Jane to go over Robert's Rules before chairing SOFA. I will also work with the incoming SUA President to make sure they provide Praj with a clear outline of expectations and duties, which has been an area of confusion due to miscommunications. I provided a list of task items and due dates to be completed, ranging between over break up until the end of the first week of winter quarter.

- **SOFA Planning** **(12/10-ongoing)**
 - I have worked with some orgs answering questions about SOFA and its setup. Praj is drafting the campus wide email to send out early Jan. So far, things are looking good and I will check in with all senates early next month to confirm the date and make sure we will have reps present. Unfortunately, it is not clear if each org who was awarded funding last quarter had actually received it. Praj and Homayun will meet early next quarter to double check on all of that.

- **Sorting emails, responding to emails** **(12/10 – 12/30)**
 - There were a handful of emails that Ray did not respond to, and most of the work I did this month was playing catch up on these emails. Myself and my Intern Davon Thomas (under the internal office) read all of the email correspondences from August until now and labeled them all into a folder for me to read and respond to. I was able to respond to all of them except for ones which were time sensitive and that time had passed. Most were questions regarding SOFA.

- **Planning Officer Meetings upon winter quarter return** **(12/30-ongoing)**
 - I am trying to find a time for the officers to all meet each week but schedules are not finalized, so we are trying to find a time to meet before the first assembly meeting on 1/9/17.

- **Items on Ray's to-do list I ignored or am pushing to incoming President:**
 - Reach out to Keith Brandt to ask if we could get a 1% contribution from all endowments (pushing)
 - Communicate with GSA to see if we could split the SUA Advisor with them (pushing)
 - I could not find any correspondence with Keith already in existence, so I foresee this is a long project that Ray did not start yet and I don't believe I could accomplish with my 1 month in interim, predominately over winter break when staff are off and campus is closed. I am aware of this GSA project and plans but could also find no correspondence with GSA officers and know this is a larger project for all officers to get involved in.
 - Follow-up Meeting with EOP to run a student referenda for undocumented students (ignore)
 - I could not find any notes or record of the first meeting, and the referenda drafts were already due.
 - Follow-up with Steve McKay to do research on undergraduate housing Provide support to Standards of Living Committee (ignore).
 - I found records of Ray meeting with Steve to discuss interest in this, but there were no notes or action items. Unfortunately, I found the lack of follow up from their original meeting many months ago as poor oversight and don't believe this was a serious projects of Ray's, nor do I have personal interest in continuing this project.

Areas for Improvement

- I am satisfied with my performance as Interim President this month.
- The hardest part for me was catching up in terms of what had already been done, what needed to be done, etc. I hope to provide more detail to the incoming President and be very present in aiding this transition, again.

In summary, I provide this monthly report for December 2016. For comments and or questions, free to contact me via email suavpi@ucsc.edu or suapres@ucsc.edu, or visit my office hours.