



Student Union Assembly

Monthly Report

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Dear Assembly,

Under Article III Section A of the Student Union Assembly Constitution, I am required to present a monthly evaluation to the assembly. This monthly evaluation of **November, 2018** will report the initiatives I am taking on as SUA Vice President of Academic Affairs and constructive criticism in areas of improvement within the SUA. In the following are the projects, meetings, tasks, constructive criticisms and improvements of this month.

Completed Tasks

This month, my main focus was on continued distribution of Scantrons, perfecting the processes required for distribution to fix aspects of the required tasks for Winter 2019 Quarter, and planning Food for Finals, an event that the SUA Office of Academic Affairs facilitates in Week 10 of each quarter, which provides free food and testing materials to students to help with de-stressing and addressing food insecurity. Furthermore, the office hired its' second and final intern, and worked in reviewing, interviewing, and selecting said intern.

November 1: Academic Affairs Outreach Coordinator Application Reviews

- VPAA Office hours

November 2: Academic Affairs Outreach Coordinator Interviews

- Scantron Distributions
- Officers Meeting

November 6: Officers Meeting

- SUA Assembly Meeting
- VPAA Office Hours

November 7: Committee on Educational Policy

- VPAA Office Hours
- Student Academic Senate

November 9: Scantron Distribution Processes Planning

- VPAA Office Hours

November 10: Research- Alternative DRC accommodated testing methods

November 13: Officer Meeting

- Outreach Coordinator Deliberations
- SUA Assembly Meeting
- VPAA Office Hours

November 14: Committee on Educational Policy

- Outreach Coordinator Deliberations
- Scantron Deliveries
- VPAA Office Hours
- Student Academic Senate

November 15: SOFA Funding Request

- VPAA Office Hours

November 16: VPAA Staff Meeting

- Outreach Coordinator Onboarding
- Chancellor Search Panel

November 19: Budget work (creating, planning, and organizing VPAA Line-Item for the 2018-2019 fiscal year)

- Meeting- Garret Naiman (On funding for the Scantron Initiative from the Office of the Chancellor)

November 20: Officer Meeting

- VPAA Office Hours

November 26: Strategic Academic Plan- Academic Oversight Committee meeting

- Meeting- Sarah Latham

November 27: Officer Meeting

- SUA Assembly Meeting
- VPAA Office Hours

November 28: Committee on Educational Policy

- Academic Committee on Academic Systems Meeting
- VPAA Staff Meeting
- VPAA Office Hours
- Student Academic Senate

November 29: VPAA Office Hours

November 30: Scantron Deliveries

Ongoing Projects

- Scantron Initiative- Institutionalizing funding/securing funding for remainder of the year; perfecting processes for Winter Quarter to streamline distributions
- Know Your Rights Campaign Planning
- Affordable textbook work

Criticisms and Improvements

As a result of unforeseen events, work on affordable textbooks were postponed. Therefore, time management must be ensured to complete all desired tasks by the closing of the 2018-2019 academic year.

This concludes my report. If you have any questions or concerns, please feel free to contact me at suavpa@ucsc.edu and I'd be happy to have a discussion with you. My office hours will be updated in the Fall by appointment.

Thank you,
Lauren Woo
Vice President of Academic Affairs