



# Student Union Assembly

## Monthly Report

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

September 30, 2018

Hey Banana Slugs,

Under Article III Section A of the SUA Constitution, I am required to present a monthly evaluation to the assembly. This monthly evaluation of September 2018 will report the initiatives I am taking on as SUA Vice President of Student Life 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**

#### **September 1st- 15th: Collected Applications for SUA Food Pantry and Lounge Pantry Manager and Shift Lead Positions**

- Had Applications opened since August 23rd
- Started sorting through applications and made interview request to applicants

#### **September 6th: Concert Meeting with Deana Slater (Senior Director Chair)**

- Discussed Senior Directors (formerly CAOs) contribution for the Fall Concert

#### **September 13th: Sent out individual emails to Senior Directors about funding for Concert**

- Discussed the meeting the Deana and how she thinks it is a great event to help fund
- Asked approx. \$1,000-\$1,500 from each college

#### **September 17th: Conducted Interviews for Pantry Manager and Shift Leads**

- Made 30 minute slots for candidate interviews
- Informed them of procedure

#### **September 17th: Black Academy Resource Fair**

- Attended Resource Fair to speak to incoming Black identified students about resources on campus
- Explained how to get involved with SUA

#### **September 22nd: Finalized Pantry Staff**

- Sent out offer emails/letters and sent out rejection emails
- Had a hiring committee help with the selection

#### **September 23rd: Merrill Welcome Orientation Speaker**

- Worked with Veronica Vasquez to speak at Merrill's welcome orientation

-Spoke about SUA and Merrill Student Government (MSG) and how to get involved

**September 24th: Rachel Carson College Resource Fair**

-Attended Resource Fair to discuss how to get involved with SUA  
-Spoke to incoming students about SUA initiatives and different programs we provide

**September 24th: Shift Lead Training**

-Gave training for all newly hired shift leads (6 shift leads)  
-Had Training on: Food Handling/Safety, Key Handling, CalFresh Ambassadors, Scheduling, Employee Responsibilities, Confidentiality

**September 25th: Concert Meeting with Adina (Financial Analyst), Bao Nhia (SUA Advisor), Jose Reyes-Olivas (Producer/Facilities Manager)**

-Discussed finances for concert and further steps  
-Planned financial needs and future contributions

**September 25th: Open House**

-Set-Up Open House Decorations, ordered food, and merchandise  
-Talked to freshman and interested students on how to get involved with SUA and senate spaces

**September 25th: Tabling at OPERS Fest**

-Tabled at OPERS Fest for SUA Food Pantry and Lounge and for SUA  
-Received 100+ more volunteers for the Pantry  
-Spoke to interested students about how to get involved with SUA

**September 26th: Meeting with Sue Harriman (OPERS Athletics Director)**

-Met with Sue to discuss planters for the pantry and pantry opening  
-Discussed OPERS involvement in the past and how it will change in the future  
-OPERS wants to help more and pay for the space to look better for students (paid for planters and new mural)

**September 26th: Meeting with Rosalinda for the Pantry**

-Discussed pantry opening and what forms we will need for Second Harvest  
-Discussed Slug Support and how we will work on it together  
-Looked into options for better staffing and how to help more students in crisis

**September 26th: Meeting with Promotional Team for Concert**

-Discussed what posters, flyers, and other promotional material we need  
-Made deadlines for rough drafts on material needed for concert  
-Follow-up meeting October 1st

**September 26th: Career Center Meeting**

-Discussed how the career center will get involved with the concert  
-Contributed \$2,000 to concert  
-Will be tabling at concert and helping with Special Events Assistant Hiring

**September 27th: Meeting for Concert Website**

-Working with Graphic Designer to help with Concert Website and Promotion for Social Media

**September 28th: Concert Meeting**

-Discussed with Jose Reyes-Olivas on necessary things that need to be finished for the concert  
-Next Meeting projected for Monday, October 1st to discuss tickets and promotion

**September 28th: Meeting with Alondra from DOS to work on Harvest Dinner**

-Discussed events, activities, and food for Harvest Dinner Weekend  
-Projected Meeting to finalize everything on Friday, September 12th

**September 30th: Closed Volunteer Sign-Up for Pantry**

-Closed Pantry Volunteer sign-up at 11:59:59 pm indefinitely

**September 30th: Closing any further Special Events Assistant Applications to help for Fall Concert**

-Application closed at 11:59:59pm  
-Application is still open for anyone who would still like to be a SEA for the year, but will not be able to work concert if filled out application after the date

**IN PROGRESS****2018 Fall Concert**

-Working with Jose to finish up any further paperwork for artist and day of logistics

**Hiring for the Office**

-Still looking to hire a Campus Wide Programming Coordinator  
-Still Hiring SEA's

**Harvest Dinner**

-Working with DOS to finalize Harvest Dinner events by second week of October

**SUA Pantry Opening and Scheduling**

-Opening Day Monday, October 8th  
-Need to buy food to supply pantry

**SUA Committee on Mental Health and Crisis**

-Planning to work with Slug Support to make this a pilot program for Winter

## **CRITICISMS AND IMPROVEMENTS**

### **1. FOR SELF**

#### **Efficiency**

-Need to learn to work faster and figure out better ways to do tasks faster

#### **Trust**

-Need to learn to trust other officers with work and staying on top of delegated tasks

#### **Speaking-Up**

-Sometimes feel uncomfortable with decisions or what others say

### **2. Officer Core**

#### **Communication**

-Struggled with understanding each other

-Did not explain clearly enough to each other about what we are doing or envision

#### **Teamwork**

-Not enough delegating of work

-Making each other overwhelmed with work

-Not putting in the individual effort to help each other

#### **Supportiveness**

-Being there for one another even when we do not agree with their decisions

-Checking-in on one another

-Making sure we are mentally and physically healthy

#### **Boundary-Making**

-Being conscientiousness of others boundaries

-Knowing the difference between a work place and when we are together as friends

## **POSITIVE FEEDBACK**

-Worked well on individual offices

-Were very effective in finishing work and getting work done

This concludes my report. If you have any questions or concerns, please feel free to contact me at [suavpsl@ucsc.edu](mailto:suavpsl@ucsc.edu), and I'd be happy to have a discussion with you. My office hours are 1:00pm to 3:00pm on Tuesdays or by appointment for the Fall Quarter. Thank you.

Best,

Isabella Bullock

Vice President of Student Life | Student Union Assembly