

December 3<sup>rd</sup>, 2013

Dear Chair Shaz Umer,

Under my duties as a Merrill Representative to the Student Assembly Union and Article III Section A of the SUA Constitution, I present my 2013 Fall Quarter 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 this quarter's report.

**Quarterly update on events of the college/organization:**

Held weekly office hours at Casa Latina	11/26/13-12/3/13	Complete
Attended Organizing Director's breakout session during SUA Meeting	10/22/13 & 11/19/13	Complete
Attended weekly college senate meetings	10/10/13-12/5/13	In Progress

**Fall Quarter review areas of improvements:**

In the SUA space, we did not discuss the Robert's Rules of Order in depth which made it difficult for me to understand the procedures of the Assembly.

As mentioned in one of the SUA meetings, I would like to see the SUA website updated. I would like the website to include information regarding representative's office hours and the day, time, and location for each of the college government meetings.

During the breakout sessions in the SUA meetings, I attended the session of the Organizing Director, Ivan.

At the weekly senate meetings, we had discussions about resolutions and funding requests, updates from Merrill officers, among other things.

In conclusion, I provide this summary as my detailed report for Fall Quarter 2013. If you have any questions, feel free to contact me.

Regards,

Maria Garcia  
Merrill College SUA Representative