



Assembly Meeting Agenda

Monday, April 3, 2017

7:00PM - 8:30PM

Saffell Boardroom

7:00PM - 7:05PM

Attendance

7:05PM - 7:35PM

Guest Speaker: Randy Stauffer, Interim Sr. VP of Academic Affairs

1. Course Evaluations

- a. A big issues is that students want the course evaluations to go beyond the grade submission which is about a week after classes are over. The reason isn't done is because the grade can make someone biases based on the grade you get from the professor.
 - i. Typically they extend to the last day of classes.
 - ii. Previously the process was to have a written process and to then take a long amount of time to then document it. Rather than this Academic Affairs is now encouraging that faculty leave the classroom for an amount of time for the students to fill them out during class on their laptops.
 - iii. Comments:
 1. Students feel as the timing isn't great due to the stress of finals.
 2. Possibly extend the time in which students can see the grades for example if grades are due Wednesday students can't see the grades till Thursday so registrar still has the grades but students can't see it until after grades are due.
- b. What is done with course evaluations?
 - i. The evaluation are used for contract renewals for faculty members.
 1. If evaluations aren't submitted they can not renew.
 2. Randy gave an example of a faculty evaluations used for these contract renewals. These evaluations show how to profesor will improve this.
 3. Sometimes experiments are done in the classroom to see if new methodologies can be better for the students which are important but can sometimes negatively affect the evaluations.
 4. You may not always appreciate what faculty is doing but they are incredibly valuable to a student's education. The course evaluations are important for faculty to reflect.
 5. Most have at least 3 course evaluations for the faculty member to see to protect the students and to have accurate responses.
 6. If a faculty member is getting 20% or less return rate they begin to questions if the faculty is telling their student to do it.

2. Q&A

- a. Experiments tried and often don't seem planned out very well.
 - i. Faculty doesn't seem ready in terms of the course work or have a syllabus and schedule ready or followed for the course.
 - ii. Must include assignments and schedules for a new course to be passed
 - iii. Encourage students to then do surveys to then give that feedback for the faculty.

- iv. The more experience a faculty member has the more they tend to develop a plan for the course for the future.
- b. How do study away course evaluations formatted? A student received the course evaluations came really early.
 - i. He will look into that situation specifically.

7:35PM - 7:45PM

Upcoming Events

- Psychology Movie Night April 3rd
- Pie a Phi Fundraiser for Tish Wheeler's Book Fund April 5th
- Delta Dog's April 5th
- Etiquette Dinner April 6th
- Grand Prix April 7th
- Greek Week Next Week
 - Mr./ Mrs. Greek April 11th
 - Greek Awards April 13th
- Student Leader Awards April 13th
- Bowling Night April 15th
- Face to Face with Rhoyalty April 18th
- Wammy Awards April 21st
- Shakespeare Floats April 24th
- Final Stressbuster April 25th
- Random Acts of Kindness April 26th
- Pizza Run April 26th
- Stressbuster April 27th

7:45PM - 8:00PM

Senator Reports

School of Architecture

1. Mohamed Hasan mohamedhasan1256@gmail.com
 - a. I've been talking to students about the spraymount issues and am talking to Marc right now about designing and creating a spray booth for architecture students. Working right now on where to place it and how to approach it.
1. Imelda Daniel imeldadaniel33@yahoo.com
 - a. No Report

School of Business

1. Matthew Gonzalez matthew.gonzalez10@yahoo.com
 - a. No Report
1. Samuel Skinner ktm11@live.com
 - a. No Report

School of Media, Culture, and Design

1. Niomie Glory niomie.glory@gmail.com
 - a. I talked to Behnoush about things that could be improved in the program and we continued to talk about the survey that we plan on sending out asking about AIGA. Along with that we also talked about possible ideal classes for graphic design in the future. Thinking about classes that are big enough for the students to work on their projects and also have enough room to do critics. If anyone has any comments or concerns within MCD programs you can email me at
2. Andrew Hill andrew.e.hill585@gmail.com
 - a. I had a chance to talk with professor Angela Diamos about the direction animation as a major is going to take once the current chair retires this August. We also discussed ways that we could as faculty and students could help the new chair into his role and help bring the major up to date with current industry standards

College of Liberal Arts

1. Tricia Lopez tricia_lopez1131@yahoo.com
 - a. I had a meeting with Reuben last week to pitch the idea for the Professional Writing event and he loved it! He has me looking into all the costs for the event and he has Ofelia getting us the tables for the event.

- b. Also on April 10th, the Writing Department is holding an open mic night. Richard Matzen will be reading some poetry from his new book, and afterwards people will be going up to read some of their writing. It'll be at the Library Main Space from 4 p.m- 5:30 p.m
- c. Having an event called Shakespeare Floats to honor Shakespeare and spread awareness about the major.

2. VACANT

Please email any recommendations to aswu@woodbury.edu

8:00PM - 8:15PM

Executive Board Reports

1. Jia Er Lin, President jiaer.lin@woodburyuniversity.edu
 - a. Discount cards are finally coming - they started production today. The expiration date will say May 2018! Long story short, we had problems with the check request process. If you have problems with the check request process, please reach out.
 - b. Spirit Week is taking place this week - please take part!
 - c. One more Assembly meeting left.
2. Alex Holguin, Executive VP alexholguin18@hotmail.com
 - a. I am currently working with Randy and other board members to get our pool privacy fence approved and gym privacy tint approved to begin that project. All restroom bulletin boards are up be sure to take advantage of them with your flyers. The flyers must still be approved or they will be taken down.
 - b. The expected date for the bulletin board next to woody's to be installed is the last week in April.
 - i. We will have the render provided by La Fabrica on our website by the next assembly meeting for you all to view for reference
3. Alecks Rodriguez, VP of Finance alex.rodriguez@woodburyuniversity.edu
 - a. Fines are due by the end of the semester. Be sure to give me the transfer slips so I can mark you off. Reminder that you have 10 days to reconcile and to be sure to post flyers on brick or bulletin boards to avoid fines.
 - b. If you haven't had an event with your seed money you need to have it.
 - c. If you cancelled an event you must return the money if you do not have the event. Try to reschedule if you can.
4. Esteban Cerna, VP of Student Orgs esteban.m.cerna@hotmail.com
 - a. Make sure to check your status with ASWU and Business office to make sure you're ok for OAC next year.
 - b. Help each other and pay it forward with helping take down flyers.
5. Stephanie Sandoval, VP of Marketing stephanie.sandoval@woodburyuniversity.edu
 - a. Any changes in dates to OAC events to notify.
 - b. Send any events to Stephanie even if not OAC to add to the ASWU calendar
6. Amanda Sachartoff, VP of Student Life amandasachartoff@gmail.com
 - a. Woodstock feedback
 - i. Have more water or drinks
 - ii. Liked the samba dancers.
 - iii. Security wasn't letting people into the 21+ area to just get normal non alcoholic drinks.
 - 1. Security wasn't letting people leave the area with drinks when it wasn't suppose to be like that.
 - iv. Security wasn't allowing people to drink or smoke until 6p Hookah isn't in the school policy.
 - v. Possibly bringing back the silent disco since we can't play music past 10p
 - vi. Bringing back the rides
 - 1. \$20,000 less budget this year
 - 2. Try also to not have the same events as RHA
 - vii. Like the fact that CAB also changes it up
 - viii. Possibly try to get a Woody costume since we are promoting Woody so much.

- ix. Henry Pham was great
- x. Liked the chips to make everyone go out to all the different tables to earn prizes.
- xi. Great prize collects.
- xii. Advertisement to the public more.
- b. new suggestions for late night breakfast, last cab and get its coming up, applications for next years team are out soon (autumn)
 - i. Burritos
 - ii. Reach out to Woody's for waffle maker
 - iii. Voodoo Donuts and Coffee
- c. One more CAB and get it next week
- d. Late night breakfast on Wednesday of Studio Finals

8:15PM - 8:20PM

Advisor Report

- 1. Mauro Diaz mauro.diaz@woodbury.edu
 - a. Thank Amanda and CAB for all the hard work
 - b. Make sure to pass down to your organization to make sure your group is ready for next year. Make sure your advisor is ready as well. Mauro will be reaching out to those advisors to make sure it will happen.

8:20PM - 8:30PM

Open Forum

- 1. If you have anything that was not addressed, please submit an anonymous comment into the Comment Box right outside in the hallway or email aswu@woodbury.edu.
 - i. Address question from last week about Sue being a speaker
 - ii. Please fix the hammocks in the grove
 - 1. They have a warranty but we would like to look into better options so they don't rip again.
 - iii. Why is the ASWU branding so big on the restroom bulletin boards it takes away from space for flyers to be placed
 - 1. Feel free to post over it. It is simply there so students know how we advocate for them.
 - iv. Can you please move the speaker controls to the outside of the pool house it is inconvenient.
 - 1. Hours of operation to not allow people
 - 2. Waterproofing
 - v. How often do they check studios in arch for alcohol, I have witnessed alcohol on studio desks this semester.
 - vi. I am concerned that senators not having reports is a waste of agenda time. Will there be more reports in the future?
 - 1. Yes this will be addressed this week was more filled.
 - vii. E-Board members need to work on being more approachable
 - viii. Team building before meetings for next eboard
 - 1. noted
 - ix. Have more DJ time the first band or rap guy wasn't the greatest.
 - x. Wifi Connections at the gym isn't great
 - xi. Maintenance Request
 - 1. Water filter in the design center is out
 - 2. Outlets outside of pool house are out
 - xii. CAB will be having a food truck this Friday

8:30PM

Next Meeting

- 1. Monday, April 10, 2017, 7:00PM-8:30PM, Saffell Boardroom