MONTHLY REPORT

Vice President for Academic Affairs Kristina Lopez

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Project Updates:

• College Expectations: the committee has been working on a list of new expectations that we will be bringing to colleges in the spring. There are a few expectations that will be left on from the original list as well as the addition of a few more as the colleges have been working on the current list for one calendar year. There are a number of representatives going away for Co-Op so we will be working on ensuring that the committee has its full membership in the spring.

• TRACE Sub-Committee: has been hard at work on the Inter-College Competition (ICC). We have put up a window display on the ground floor of Curry where Students can view the progress of their College as it becomes available. We have been heavily promoting TRACE through the Facebook page (www.facebook.com/TRACENU) and twitter account (@TRACE_NEU). An exciting addition to TRACE Night this year will be an appearance by Paws. We were fortunate enough to secure Paws for the evening of December 6th with the help of VP Daly and City and Community Affairs. I had a very productive meeting with the Registrar’s office to discuss TRACE moving forward, I am very much looking forward to working with them in the future.

• College Town Halls: Senators Shaw and Freake are working with me on planning a town hall for the College of Engineering; we will be releasing more information on that as it becomes available. I am also working with the Library to set up a Town Hall meeting for the spring with Dean Wakeling as well as representatives from Information Services and Facilities.

• Finals Study Locations: Senators Hwang, Nagy, Chan and Kisby finished the finals study guide which has been put on the website and promoted through the communications and events committee to students during Finals week. The link to the project can be found by clicking here; http://www.sga.neu.edu/wp-content/uploads/2012/12/Study-Locations.pdf.

• Library: Senators Trowbridge, Whitfill, and Moreno worked on a technology survey which was to be incorporated into a Survey that Snell would be putting together for the end of the semester. The survey would be looking for feedback on a number of technology related issues in the Library and will be administered in the lobby of Snell during the month of December.

• Representation of Undeclared Students: At the beginning of the month Senate voted to pass RG-FA-12-104 amending the by-laws to now allow Students who are undeclared to represent their college, the Provost’s Office. I have been in contact with Vice Provost Sue Powers-Lee to help us advertise this new option to the students in the undeclared program.

• Registration: the registration for spring 2013 classes was a little difficult for students. I received numerous complaints from students about problems with the banner system during their allotted times, but Information Services and the Registrar’s office worked very hard to have the issues resolved and hopefully there will be no problems in the spring. On a high note, this was the first semester that wait-lists were implemented and they were very successful.

Scheduled Meetings:

• Meetings with Vice Provost for Undergraduate Education Bruce Ronkin: as needed
• Meetings with Vice Provost for Academic Affairs Mary Loeffelholz: as needed
• Meetings with Vice Provost for Honors and First Year Programs Susan Powers-Lee: as needed
• Meetings with Vice Provost for Teaching and Learning Susan Ambrose: as needed
• Meetings with Lesley Milner and Tom Urell of Snell Library: as needed
• Meetings with VP MacCormack and Information Services: as needed
• Meetings with the Deans of each college: as needed
• Meetings with Department Chairs: as needed
• Faculty Senate: Bimonthly
• University Undergraduate Curriculum Committee: 2nd Thursday of Every Month