

The logo features the letters 'U' and 'A' in a large, black, serif font. Behind the letters is a light blue diamond shape containing several white circles of varying sizes, creating a pattern reminiscent of the University of Arizona's flag.

UA

2009

*Improving Penn student life through funding,
services, and advocacy since 1972.*

Annual Report

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Introduction

Welcome to the newly designed and presented Annual Report of the Undergraduate Assembly of the University of Pennsylvania for 2009!

Although the year had its share of trials of tribulations, one thing is clear: 2009 was one of the most eventful years in UA history. Whether it was a new communications drive; an advanced and transparent website; collaborative successes in facilitating online syllabi, extending the move-out deadline, launching College Day, improving Penn

One thing is clear: **2009 was one of the most eventful years in UA history.**

InTouch, and a host of other projects; revived UA services; significant internal restructuring; or the approval by the student body of the first major UA constitutional revision in nearly forty years; the UA has changed in more

significant ways than in any year in living memory. I passionately believe these changes are to the good, but that is for you to decide!

This Report is, broadly, in two parts: a series of special reports on projects that do not fit neatly into our four committee portfolios, followed by reports on projects that do. The bulk of the UA's work is done in committee, so for a true measure of our projects and activities, skip to our four committee sections!

The UA is an advocacy group at heart, and so administrators and students who work with us make everything we do possible. We are truly blessed with an administration that is open, transparent, and willing to listen; the list of successes in this report speaks strongly to the success of Penn's shared governance model. We are sincerely thankful to all of our partners throughout Penn's administration!

Finally, I wish to acknowledge the sterling contributions of the Executives and the Directors of the UA in 2009, who were invaluable in preparing this document.

Enjoy the Annual Report. Here's to 2010!

Alec A. Webley
UA Chairman
2009-2010

Executive Summary

This summary aims to give a broad overview of the achievements of the UA over the past year, inclusive of all three areas of the UA's activity: funding, services, and advocacy.

Institutional Achievements

- The UA developed a **new website**, at www.pennua.org, making it one of the most communicative and transparent student governments in the United States.
- The **UA engaged in a major reorganization**, creating the new UA Cabinet, restructuring UA committees, and establishing Service Coordinators.
- Our constituents approved a **sweeping overhaul of the UA Constitution**, creating a directly elected President and VP in the place of the UA Chair.

Budget and Finance Achievements

- The 2009-2010 Budget **saved \$50,000 through careful cost-cutting** and **increased SAC and SPEC budgets by over \$60,000**, as well as institutionalizing PennGreen and PennArts as Pre-Orientation Programs.

Service Achievements

- After two years of dormancy, **UA Legal Services was revived** in Fall 2009. Eighteen students have received free consultations with the UA's lawyer thus far.
- The **UA Airport Shuttle served over 1,000 students** on Spring, Thanksgiving, and Winter Breaks, and remained solvent despite a 24% cost increase.
- The UA-New York Times Readership Program has suffered cuts owing to ongoing cost increases, but **over 550 copies of the *New York Times* are still delivered every weekday to Penn undergraduates**.

Achievements in Academic Affairs

- After many years of work, the UA, the Provost's Office, SRFS and ISC completed work on a new Penn InTouch with a new **Course Search** tool that has already become invaluable to undergraduates and instructors alike!
- In collaboration with SCUE, and after a dramatic intervention from former Provost Ron Daniels, the new Course Search Tool includes a handy **syllabi-uploading feature**; our aim for next year is to increase the percentage of instructors who use it.

- **Lowering textbook prices** has become a top UA priority: our first step this semester involved concerted advocacy aimed directly at faculty; plans are in train to establish a student-run textbook exchange.

Achievements in Housing, Sustainability and Facilities

- After discussions with RAB and the UA, Housing Services extended the Spring move-out deadline for all on-campus residents **to 5pm on the day after Finals**; the overwhelming majority of residents now have at least 24 hours after their last exam to move out.
- The UA took an active role in the Environmental Sustainability Advisory Committee (ESAC) and its six sub-committees, **participating in the launch of the Climate Action Plan** and approving a resolution of support in Fall.
- The UA and AIS collaborated with Housing Services to provide an **exchange for international students in need of housing over winter break**.
- The UA funded a Spring 2010 recycling pilot, distributing **recycling bins in every dorm room in Fisher-Hassenfeld College House**.

Achievements in Civic and Philadelphia Engagement

- Forty eighth-graders from the Penn Alexander Middle School became honorary Penn students for a day in Spring as part of **College Day**, an event aimed at connecting local high school students with the University.
- The UA has prepared a **series of online Philly Guides**, to be made available in early 2010, to encourage undergraduates to leave the “Penn bubble” and explore!
- Much work has been done to **reduce the cost and burden of background checks for Penn volunteers**, and the UA is working diligently to continue this reduction in 2010.

Achievements in Student Life

- The UA coordinated the first **NSO Late Night Out**, where over 1,000 freshmen enjoyed substance-free entertainment provided by student groups after the end of Friday, Saturday, and Sunday night NSO programming.
- Bridging DPS, Housing Services, Audit and Compliance, and ISC, the UA made significant progress toward the **removal of Social Security Numbers from Housing access systems**, replacing it with a randomly assigned PIN, strengthening student privacy.
- After our largest survey in recent memory, the UA worked with Penn Dining to expand the late night dining opportunities, beginning with **Mark’s Café in Van Pelt Library staying open until 2am during Finals**.

Special Reports

Although the bulk of UA work is done in its four committees, a number of items of concern to the UA as a whole are included in this “Special Reports” section.

New UA Constitution



After a semester of dramatic debate and public discussion, the student body approved a package of sweeping Constitutional reforms in the last week of the Fall semester. Therefore, the UA will, effective next academic year, be led by a President and Vice-President elected in the Spring from the entire student body, while the UA Governing Body will elect a Speaker to chair its meetings and manage its internal operations. The Body will continue to elect a Treasurer and Secretary, which with the Speaker, President, and Vice-President will comprise the UA Executive Board.

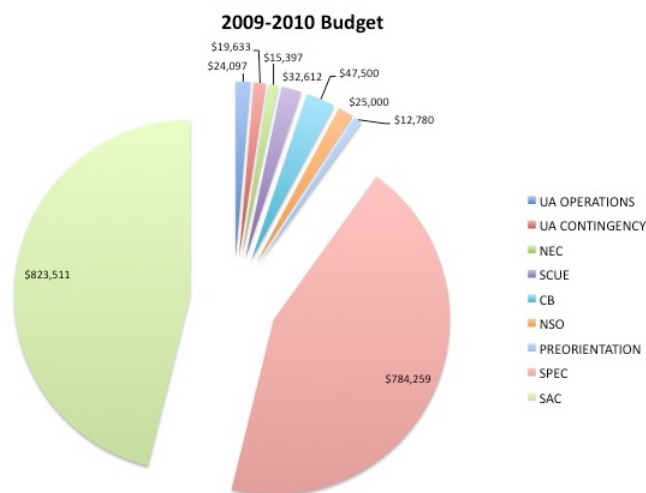
In addition, the UA will expand to 37 members next year, including one more College student and one more Engineer (the other 2 new members are the UA President and VP who have ex officio seats), and, in Fall 2010, transfer students will be able to vote and run for the UA with other new students for the first time.

SAC Chairwoman Natalie Vernon, UA Member Zac Byer, and Lambda Alliance Chairperson Dennie Zastrow spearheaded the reform campaign; Natalie Vernon and UA Chairman Alec Webley drafted the text of the reforms. The NEC ran a strong turnout campaign, while the UA Governing Body rigorously scrutinized and amended the final reform package. The changes can be seen in the latest edition of the UA Constitution, which is included in this report as an appendix.

UA Budget 2009-2010

Treasurer: Sakina Zaidi (C/W '10) - treasurer@pennua.org

Every year the UA is allocated approximately \$1.8 million to allocate to the branches of student government for the upcoming year – money that funds Spring Fling, major speakers, Hey Day, Sophomore Skimmer, free New York Times, and, of course, every student group on campus. Our budget is allocated by the Trustees, and is pegged to the General Fee.



For the 2009-2010 academic year, the General Fee was increased by 3.9% and so the UA was given an extra \$67,000 to distribute (for a total of \$1,784,789). In addition, the UA Budget Committee and Student Government Treasurers found nearly \$50,000 in savings from careful review of less necessary expenses and less popular programs.

A breakdown of the distribution of the UA Budget.

The new budget provided for some exciting new programs:

- For the first time PennArts and PennGreen have institutional funding, ensuring their long-term continuation. This is part of the UA's broad commitment to the Pre-Orientation program: we partly fund every VPUL pre-orientation program.
- SCUE, the academic policy branch of student government, will launch the next in its series of acclaimed and influential White Papers thanks to a grant of \$6,000.
- The Wine Tasting Preceptorial was restored to full funding.
- The UA-New York Times Readership Program was fully funded for this year.
- A SPEC Spring Crafts Fair was funded, following on the success of the Fall fair.
- SPEC-TRUM was granted a \$6,000 discretionary co-sponsorship fund for the use of minority groups with new speaker events.
- The best-known SPEC events received a funding increase:

- \$45,000 extra for the Spring Fling Concert, securing even better talent for next year and keeping the concert in the high-capacity Franklin Field.
- \$7,500 extra for Spring Fling itself, to improve the Carnival and general Fling security.
- \$8,000 extra in honorarium for SPEC Connaissance major speakers.
- \$6,000 extra for SPEC-TRUM Concert production and talent.

Most importantly for many students, SAC's budget was increased for the tenth consecutive year, with an extra \$25,573 for student groups.

Finally, the Budget Committee and Student Government Treasurers were able to find just over \$47,000 in savings to pay in part for these significant funding increases. Many of these savings were hard to make, but all were essential to ensure a healthy budget going into the uncertain future. The most significant savings included:

- \$15,000 was saved by discontinuing the Film Society Speaker event.
- \$10,000 was saved by reducing talent costs for both the Fall and Spring Jazz + Grooves shows.
- \$5,550 was saved by reducing usage of the Dolphin Server, a web space for student groups.
- \$5,200 was saved by cutting SPEC "Philly Week".
- \$3,085 was saved by ruthlessly cutting advertising and food costs across all student government budgets.
- \$2,665 was saved by eliminating the SPEC Special Events Oscars Party.
- \$1700 was saved by the NEC reducing their ad purchase for elections.
- \$1,525 was saved by reducing hospitality costs in the Spring Fling concert.
- \$1,500 was saved by halving the number small shows produced by SPEC Concerts.

This year, the Budget Committee's recommended budget was affirmed by the Governing Body without amendment.

UA Services

The UA restructured its service offerings this year, with each of our services being made the responsibility of UA Executive-appointed "Service Coordinators," ensuring that each service had a dedicated contact with scope for innovation. The UA manages four services: NSO Late Night Out, Airport Shuttles, the *New York Times* Readership Program, and Legal Services. Detailed reports prepared by their coordinators follow.

Legal Services

Coordinator: Emerson Brooking (C' 11) - legal@pennua.org

Legal Services, a UA-GAPSA collaboration revived from two years of dormancy, contracts local attorneys to meet with students for half-an-hour and give advice on a variety of legal matters, ranging from criminal cases to intellectual property issues. If our attorney can't solve the client's problem, they can refer them to local attorneys who specialize in that area.



Legal Services has achieved excellent results over the course of the 2009 Fall semester. As of December 10, every responding Legal Services applicant had either received a consultation or otherwise independently resolved his or her issue, with eighteen 30-minute appointments having been successfully administered. Moving forward, the next step for the program is to publicize it beyond all-school e-mails. Legal Services has proven to be most useful for a broad cross-section of the student body, and one that should reach as many students as possible.

New York Times Readership Program

Coordinator: Faizan Khan (W' 12) - nytimes@pennua.org

The UA's New York Times Readership Program, in its third year, continues to provide a much sought-after service for

The New York Times

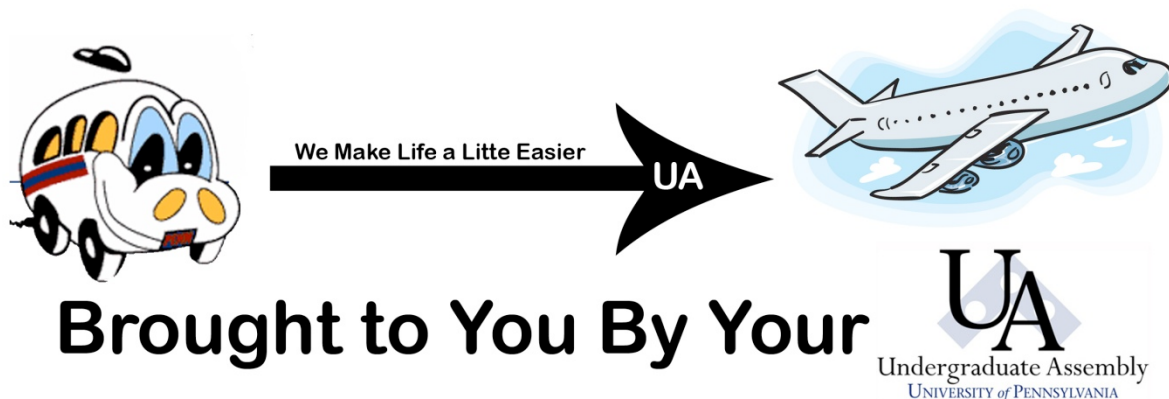
Penn undergrads. Every weekday morning, 650 papers are delivered to sixteen different locations all over campus. This first semester, an average of over 92% of the papers was picked up by students; the rest were recycled and their costs refunded.

This valuable service also allows us to bring in renowned New York Times journalists to speak at Penn. This past semester, David Carr came to speak about "New Media's Impact on Non-Political Journalism" to an audience of 70 members of the Fisher-Hassenfeld Media and Communications Residential Program and 50 undergraduates at a public lecture afterwards. We will be inviting another wonderful journalist next semester as well! Finally, the program has allowed us to put a sponsorship grant of \$2,500 towards an award for excellence in student journalism, through Penn Publications Consortium (the umbrella group for Penn undergraduate publications).

Unfortunately, price rises have decreased our subscription to 550 newspapers for Spring 2010, but we are hopeful that funding at least at the current level can be maintained into the next academic year.

Airport Shuttles

Coordinators: Tyler Ernst (M&T '12) and Amanda Young (C '12) - shuttles@pennua.org



For the fourth year running, the UA provided a cheap shuttle service to the Philadelphia International Airport for Penn undergraduates at major breaks.

This Thanksgiving, 692 students on 27 shuttles (74% capacity on average) were aided on their journeys home. With charges just under \$2500, enough revenue was earned to generate \$965.80 in surplus. 9.4% of sales were via PennCash. For the winter service, from Monday, December 21st to Wednesday, December 23rd, 741 students were transported on 31 shuttles (69% capacity on average). 5.6% of sales were in PennCash and the service once again managed a surplus, this time amounting to \$350.05.

We are thankful for Penn Transit Services, in particular Associate Director Ron Ward and Assistant Manager John Gustafson, who facilitated the order of nearly 80 shuttles for Spring, Thanksgiving, and Winter Break, the PennCard Center's Associate Director

Pete Smith, who provided PennCard readers so that students had the option of purchasing their tickets by PennCash, and Melissa Dunlap, Housing Services Manager of Information Center Operations and Housing Events, who provided equipment for UA members to sell tickets and oversee shuttle operations.

It has been a successful year for the shuttles, which remained financially self-sufficient despite significant increases (24%) on bus rental rates. Many thanks are owed to the entire student body for its survey responses and loyal shuttle usage. Without it, the administration, and each and every member of the Undergraduate Assembly, such great success would not have been possible.

NSO Late Night Out

Coordinator: Alec Webley (C '11) - chair@pennua.org

After a semester of work, and the sponsorship of the Vice-Provost of University Life, the Office of the Provost, and College House and Academic Services, the UA was very proud to coordinate 14 new NSO night-time activities run by student groups. Open to freshmen and upperclassmen, these activities ran on the Friday, Saturday and Sunday night of NSO.

The groups and their activities are listed below:

- **The Philomathean Society**, hosted an evening of gentle madness, thrilling conversation, **impromptu executions**, and light refreshments in College Hall 400 (Philo Halls). Approximately 60 freshmen and 30 upperclassmen attended.
- The editors and managers of **The Daily Pennsylvanian** hosted a **dessert party** at their office for incoming freshmen to introduce them to the paper. Approximately 50 freshmen and 60 upperclassmen attended throughout the evening.
- The **Muslim Student Association** hosted a **games night** targeted at those students who were religiously enjoined from drinking. The event was attended by approximately 20 freshmen and 20 upperclassmen.
- After considerable safety and security screening, the **Penn Environmental Group** held a **marshmallow roast** over fire pits on College Green. Approximately 80 freshmen and 30 upperclassmen attended.

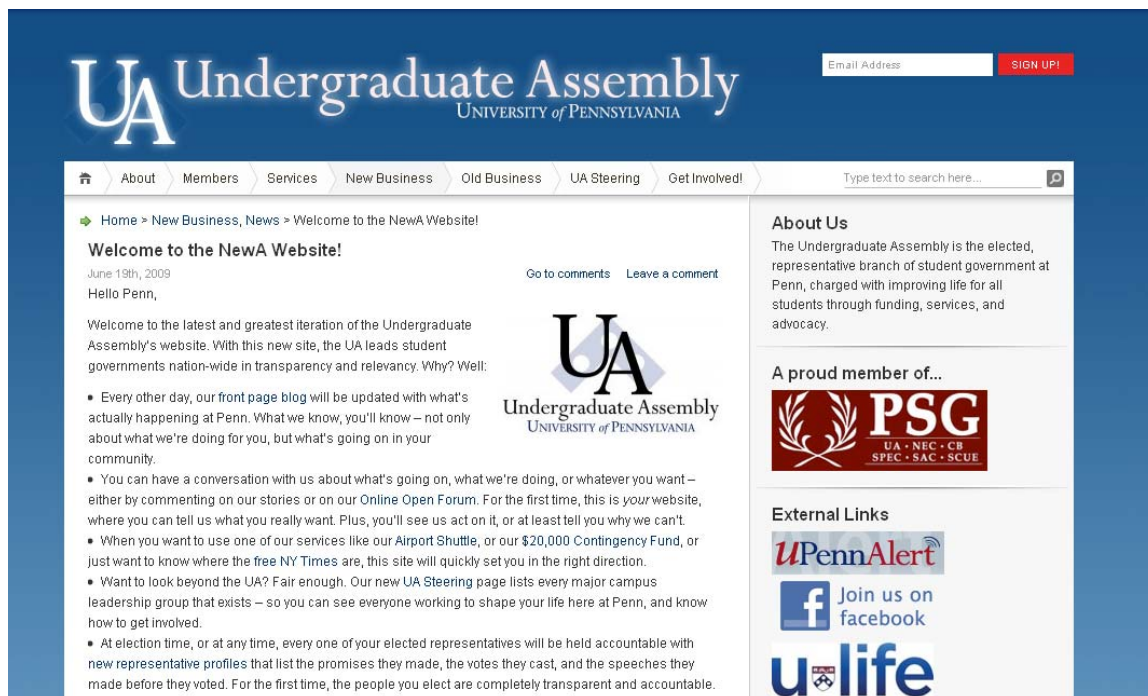


- Targeting incoming LGBT freshmen, the **Queer Student Alliance** hosted **Queer Quizzo** at the LGBT Center complete with Insomnia Cookies. Approximately 20 upperclassmen and 30 freshmen attended.
- The six branches of **Penn Student Government** held a **social mixer** in Houston Hall, where freshmen could interact with various upperclassmen PSG Branch heads. As well as being a useful extension of PSG publicity efforts, the mixer attracted close to 80 freshmen and 50 upperclassmen.
- The **Latino Coalition** hosted a **"Latin Night"**, which featured a live salsa band, to which over 200 students were dancing well until 1am. The event was also accompanied by Latino food.
- The **Panhellenic Council**, the umbrella group for Penn's sororities, hosted a **"Sororientation"** nighttime carnival under the tent on Perelman Quadrangle filled with free food, fun and festivities like balloon darts, pie-a-frat-guy and cupcake decorating. A counter at the event recorded 640 freshmen women as attendees, slightly more than half of all Freshmen women enrolled.
- **Penn Latin and Ballroom Dance** presented a performance showcase of classy ballroom and Latin pieces, followed by **free Rumba and Tango lessons**. More than 100 freshmen attended.
- To welcome the incoming class of 2013, **Penn Alumni Student Society (PASS)** hosted **"PASSport to Philly,"** at which PASS showed the movie *Rocky* and served classic Philadelphia foods. Some 60 freshmen participated.
- **Hillel** held a **pancake night**, with hot-off-the-griddle pancakes topped with strawberries, blueberries, chocolate chips, syrup, and whipped cream. This event was far more successful than even the organizers predicted, with nearly 600 attendees forcing them to make runs to the Fresh Grocer to procure more ingredients.



We hope this series of events is only the first iteration of a long tradition; we are especially grateful to Rob Nelson (Provost's Office) and Troy Majernick (CHAS/NSO) for their invaluable assistance with logistics and coordination.

New UA Website



The UA prosecuted a comprehensive review of its website over the Summer of 2009, and now operates a website which, in our opinion, leads our peer student governments in transparency and relevancy (it is certainly better than Princeton's). The site includes:

- A comprehensive front-page blog with news about the UA and administrative news, easily searchable and all open to comment from Penn students,
- Specific pages for UA services, including application forms for legal services, online Airport Shuttle ticket sales, and descriptions of other UA services,
- The first comprehensive directory of all UA Steering organizations,
- A new web address (www.pennua.org) with accompanying UA-managed email addresses, such as chair@pennua.org.
- New UA member profiles that list the promises they made, the votes they cast, and the speeches they made before they voted. For the first time, the students' elected representatives are completely transparent and accountable,

With more than 2,000 unique visitors in Fall 2009 alone, the site is already slowly turning into a resource for Penn students. We hope, with the appointment of a Communications Director in Spring 2010, to further improve site content moving forward.

Student Representation

Contact: Matt Amalfitano (C '11) - external@pennua.org

One of the UA's priorities has been to improve the quality of student representation within its own structure and in the University's governance. To this end, we have pursued a number of different initiatives over the past year:

University Council

The UA delegated another of its seats to an under/mis-represented group appointed by the Nominations and Elections Committee. This year, groups represented on the University Council include:

- Muslim Students Association (new)
- Assembly of International Students (new)
- Lambda Alliance
- Latino Coalition
- Asian Pacific Student Coalition
- Civic House Associates Coalition
- Programs in Religion Interfaith and Spirituality Matters

In addition, this Fall the UA revived the "Undergraduate Caucus" where all seatholders meet to discuss strategy and feedback on UC agenda.

University and Trustee Committees

Working closely with the Secretary's Office, the UA and the NEC have striven to improve turnout and participation on University and Trustee committees. A range of actions have been taken, including a comprehensive resolution on student representation, and an amendment to the UA Constitution (approved by the student body this fall) that allows the NEC to delegate appointed committee positions to the UA.

UA Steering

Significant changes have been made to the agenda of UA Steering over the past year, as the UA strives to make it more representative of the diversity of student opinion at Penn. In particular, we have been lucky enough to have as guests Provost Vince Price, Executive Vice-President Craig Carnaroli, Dean of Admissions Eric Furda, and Vice-President for Public Safety Maureen Rush. These discussions have been a highlight of Steering meetings, and we hope to continue them into 2010.

Academic Affairs

Director: G.J. Melendez-Torres (N/W '11) - academic@pennua.org

The Academic Affairs Committee is responsible for advocating on academic policy, information resources, and information technology in all four undergraduate schools. It is one of the UA's most collaborative committees, working closely with the Student Committee on Undergraduate Education (SCUE), each school's undergraduate Dean's Advisory Board, the five principal minority coalitions ("the 5B") and, of course, the many faculty and administrators who participate in the formulation of academic policy.

Priorities and Achievements

Penn InTouch Renovations

Matt Amalfitano (external@pennua.org) and **Faye Cheng** (secretary@pennua.org)

After two years of research and design, Student Registration and Financial Services (SRFS), in collaboration with Information Services and Computing (ISC) and the UA, has launched the long-awaited refreshed new-look Penn InTouch. These sweeping changes follow last year's invention of the Course Search and Mock Schedule Tool. For the first time, students can register their mock schedule with a single click, check their grades as many times as their impatience allows, and handle all their official Penn business from one easy screen.

The screenshot displays the Penn InTouch web application. On the left is a dark blue navigation menu with the 'PennInTouch' logo and a list of links: Registration & planning, Academic records, Student billing account, Financial aid, Student loans, Student employment, Profile & privacy settings, and Return to front page. Below the menu is a placeholder for a user profile picture. To the right of the menu, there are 'Announcements' with bullet points about the new Penn InTouch, Penn Pay charges, a message for May/August 2009 graduates, and a reminder to update emergency contact info. Below the announcements is a 'Class schedule for' dropdown menu set to 'Fall 2009'. The main content area shows a class schedule grid with columns for Monday, Tuesday, Wednesday, and Thursday. The grid lists times from 10:00 AM to 9:30 PM. Specific classes are highlighted in colored boxes: CINE 202-401 (pink) on Tuesday at 11:00 AM; CINE 392-401 (blue) on Tuesday at 01:00 PM; CINE 118-401 (yellow) on Monday at 02:00 PM, Wednesday at 02:00 PM, and Thursday at 02:00 PM; and CONN 123-001 (orange) on Tuesday at 03:00 PM.

The UA's connection to the refresh began with 2007-08 Associate Member Anthony Maggio (C '09), who worked with ISC to launch a Penn InTouch Refresh Student Advisory Board to help SRFS and ISC improve the aesthetics and efficiency of the system. This year's Penn InTouch Refresh Student Advisory Board included UA Secretary Faye Cheng and Associate Member Isa Garcez. The Board met monthly to guide the technical details of the project. The Board also organized a week of focus groups, where both undergraduate and graduate students got a hands-on look at the refreshed Penn InTouch and were able to give feedback.

Status of Minorities in Undergraduate Education

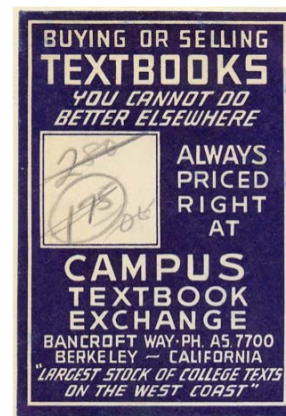
G.J. Melendez-Torres (academic@pennua.org), Matt Amalfitano (external@pennua.org), Faye Cheng (secretary@pennua.org), Nicky Singh, Lucia Xiong (lxiong@sas.upenn.edu), Justin Warner (wjustin@seas.upenn.edu), and the 5B (upenn-5B@googlegroups.com)

This project represents the continuation of the research report that came before the UA last spring. Through working with the ethnic/gender minority coalitions, the Academic Affairs Committee continues to advance minority issues both in departmentalization of relevant programs and increasing enrollment numbers in others, as well as by working to ensure that there is a place for cultural diversity in the curriculum regardless of a student's field of study. This project has, lately, aimed to generate discussions to advance this cause through a variety of fora.

Textbook Affordability

Faye Cheng (secretary@pennua.org) and G.J. Melendez-Torres (academic@pennua.org)

An extension of last year's textbooks survey, the aim of this project is to make academic staff aware of the heavy burden that textbook prices place on undergraduates. Our first step in 2009 involved concerted advocacy aimed directly at faculty through an open letter to all instructors, delivered to departmental undergraduate chairs; in the coming months, we will explore the possibility of creating a student-run textbook exchange, considering models from student governments in peer institutions. In addition, we are continuing to work with Penn Bookstore and Penn Book Center to improve "buy-back" procedures.



Student Financial Services Feedback

Wendy De La Rosa (wendyde@wharton.upenn.edu) and G.J. Melendez-Torres (academic@pennua.org)

In an effort to streamline the process and improve student-staff interactions, the Academic Affairs is working with Student Financial Services (SFS) to work on an assessment tool sent to all visitors after their encounter with an SFS counselor. To our delight, SFS swiftly implemented the recommendations of a UA resolution on the topic. The goal of this project moving forward is to continue improving the productivity and efficiency of visits for both students and staff.

Full Project List

Recognizing Divali as a University Holiday

Alec Webley (chair@pennua.org)

The University has officially recognized Divali, the Festival of Lights, as a holiday of “importance to some individuals and groups on campus.” Divali is a significant festival in Hinduism, Sikhism, Buddhism, and Jainism, and an official holiday in India. It is not surprising, therefore, that Divali is celebrated by many students on Penn’s campus. At the last meeting of the UA in Spring 2009, the UA urged the Provost to include Divali in the Holiday Policy at the behest of UA Member Liz Lee and Associate Member Vehrune Jain. The proposal has been adopted, and the changed policy will be rolled out with the upgraded PennBook in 2010.

Library Advisory Board

Faye Cheng (secretary@pennua.org)

After many years of lobbying on Library issues, Library Director of Public Services Marjorie Hassen has created a new Library Student Advisory Board with representatives of both the UA and SCUE, to which UA Secretary Faye Cheng has been appointed. We look forward to working in this new forum to continue to advise on improvements to the Library’s operations!

Free Laptop Locks in Van Pelt Library

Matt Feczko (fecko@seas.upenn.edu)

In response to a spike in unattended thefts and the Division of Public Safety “Operation: Theft Awareness” Campaign, UA Member Matt Feczko worked with Van Pelt Library to provide free laptop locks in the Rosengarten Reserve. Van Pelt purchased 15 laptop locks as a pilot program, and as of Fall 2009 the pilot looks to have been successful. Locks can be borrowed from the front desk of the Rosengarten Reserve for one hour and renewed for up to three hours using a PennCard.

Native American Admissions and Retention

Megan Red Shirt-Shaw (mhshaw@sas.upenn.edu), Paul Garr (pagas@sas.upenn.edu), Brian Kroener (briantk@sas.upenn.edu), and G.J. Melendez-Torres (academic@pennua.org)

The University of Pennsylvania remains behind its peers in the recruitment and retention of Native American students. To remedy this, the university must commit to creating a system that not only recruits Native American students, but supports them once they get here. Our goal in this project is both work with Admissions on existing

initiatives and aim to create an advising network for Native American students create such a pipeline.

SafeZone Training for Academics

Justin Warner (wjustin@wharton.upenn.edu) and G.J. Melendez-Torres (academic@pennua.org)

The LGBT Center's program in LGBT student issues continues to be a perennially popular part of the training sessions held for incoming residential college house staff. In an effort to expand this training to faculty members, the Academic Affairs Committee and the LGBT Center are working to develop and deploy a program suitable to the needs of those in academic positions.

Blackboard Assignment Turn-in

Ariella Chivil (achivil@sas.upenn.edu)

One of Blackboard's least used features is the Digital Dropbox. With the notable exception of the Critical Writing Program, most classes require paper turn-in of assignments. In an effort to reduce the hassles and costs of printing--and to reduce paper waste--the Academic Affairs Committee is exploring ways to promote and engage the use of online assignment turn-in.

University Minors Project

Vinay Rao (raovin@sas.upenn.edu) and Ariella Chivil (achivil@sas.upenn.edu)

Over the course of this semester, members of the Academic Affairs Committee have been partnering with members of the Student Committee on Undergraduate Education to discuss and conceive new ways of grouping fields of study to take advantage of Penn's interdisciplinarity. As we head into this semester, we hope to create a model for the successful launching of university minors open to students of any undergraduate school at Penn.

American Sign Language for the Language Requirement

Michael Chen (mcheny@sas.upenn.edu) and Andrew Roberts (anr@wharton.upenn.edu)

American Sign Language is one of Penn's best subscribed languages. However, it does not meet the language requirement for the Wharton School's undergraduates. A continuation of last year's discussion paper, this project aims to advocate for the inclusion of ASL on the roster of languages included towards the requirement.

Housing, Sustainability, Facilities

Director: Daniel Sanchez (E '10) - hsf@pennua.org

A new committee, representing the amalgamation of the Housing and Facilities Committees, "HSF" (as the UA likes to refer to it) has become an engine of the UA, with numerous projects directed at issues in on and off campus living, environmental sustainability, and facilities across campus.

The committee has collaborated with the Residential Advisory Board, the Penn Environmental Group, House Councils, and partners within the administration to make significant progress this past year.

Priorities and Achievements

Climate Action

Dan Sanchez (hsf@pennua.org)

In September 2009, the University released its Climate Action Plan, laying out both near-term and long-term sustainability plans relating to utilities, physical environment, transportation, recycling, academics, and communications. The UA undertook a review of the Climate Action Plan, and offered comments and recommendations for administrators. Moving forward, the UA plans to enhance the University's climate action through recycling bin and purchasing programs, student group best practices, a commitment to local food, bicycle safety, quench machine use, and water efficiency projects.



Spring Move-Out Deadline Extension

Alec Webley (chair@pennua.org) and **Grant Dubler** (dcgrant@sas.upenn.edu)

After a year of work from the UA, RAB, Housing Services, the Office of the Provost and the Office of the Registrar, the spring move-out deadline for all residents of on-campus housing has been extended until 5pm the day after the last day of finals (Fall move-out for those not living in the High Rises remains at noon the day after the last day of Fall

Finals). This means that many more students (though not all) who have exams on the last day of finals in Spring will have at least 24 hours to move out!

International Student Housing

Amanda Young (youngam@sas.upenn.edu) and the President of the Assembly of International Students (ais-president@gmail.com)

The UA has been working with Housing and Conference Services, as well as College Houses and Academic Services, to address issues relating to housing international students at Penn. The UA passed a resolution, authored by UA member Amanda Young, which recommended the University provide more options for students living in low rises or the Quad who wish to remain at Penn over Winter Break (as only High Rises remain open during the Winter Break period). The



UA is also working to reduce the early move-in fee for students participating in international student orientation, and provide mail holding or forwarding services for international students, who often rely on their Penn address as a permanent address.

Dorm Room Recycling Bin Pilot

Becca Elman (relman@sas.upenn.edu), Chris Cruz (cruzch@sas.upenn.edu) and Zeke Sexauer (esexauer@sas.upenn.edu)

The UA is working to establish a recycling bin distribution pilot program in Fisher-Hassenfeld College House. While the University has a stated goal of doubling recycling rates, presently no undergraduates are provided with in-room recycling bins. House Dean April Herring and the Fisher-Hassenfeld RA/GA team embraced the program, and are working with the UA to implement it in such a way as to get good, usable data for future, wider deployment. In the last meeting of Fall 2009, the UA Governing Body approved use of contingency funds to fund the pilot program in full. Presently, the project members are working on bin purchase, metrics, and literature regarding the rollout. We plan to start the program in the second week of Spring 2010.



Full Project List

Student Group Sustainability Best Practices

Dan Sanchez (hsf@pennua.org)

The UA has been working to establish a “Best Practices” guide relating to sustainability for student groups. The guide aims to make recommendations about travel, product purchase, food choices, advertising, and recycling, among other topics. The UA has spoken with Natalie Vernon, Chairperson of Student Activities Council, about moving forward on developing and implementing the guidelines and hopes to do so in time for SAC allocations in Spring 2010.

The Penn Garden

Sonja Tonnesen (sonja@sas.upenn.edu) and Sandra Zhao (sandrajz@sas.upenn.edu)

The UA has been working to establish an urban garden on Penn's campus with a grant of approximately \$20,000 from the Penn Green Fund to cover its construction. The committee is working closely with the Urban Studies and Environmental Studies departments about coursework relating to the garden, including an “Urban Agriculture” course taught by Professor Michael Nairn. Facilities and Real Estate Services (FRES), Civic House, the Urban Nutrition Initiative and the UA are working together to identify suitable land and labor sources, as well as to organize logistics, operations, and promotion.

Bathroom Cleanliness

Hunter Horsley (hhorsley@wharton.upenn.edu)

The UA is working to implement several programs aimed at improving the cleanliness of residential common bathrooms. UA Member Hunter Horsley is presently writing an online system that will allow students to easily submit bathroom cleaning requests in the Quad, and plans to expand the program to other College Houses. We have been in contact with several student programmers to set up the system, which we plan to host on the UA website. Finally, we have been investigating environmentally-friendly toilet seat covers for use in College House bathrooms.

Recyclable Plastic Procurement

Dan Sanchez (hsf@pennua.org)

The UA is investigating the University's standards for recyclable plastic procurement. Given the University's goal of doubling recycling diversion rates (from ~20% to 40%), we feel that the University should mandate purchasing recyclable plastic for academic departments and university entities, when cost and availability are not deterring factors.

We plan to email administrators in Business Services regarding this change in Spring 2010.

Social Spaces in Engineering School

Dan Sanchez (hsf@pennua.org)

The UA plans to work with the Engineering Dean's Advisory Board (EDAB) to advocate for social spaces in the School of Engineering and Applied Science (SEAS) buildings. While SEAS buildings are highly used throughout the day (and well into the evening), the recent closure of Humphrey Lounge (on 3rd floor of the Towne Building) has left engineering students without adequate space to socialize in the late evenings. Given that lab spaces, computer software, and manufacturing equipment exclusively located in the Engineering School compels many engineers to stay in the buildings for much of the day, we hope that more social space will improve community, academic performance and safety for all undergraduate engineers.

Late Night Study Spaces

Amanda Young (youngam@sas.upenn.edu) and Faye Cheng (secretary@pennua.org)

The UA has been working to expand the number of late night study spaces while working to better publicize the under-utilized spaces that currently exist. To that end, UA Members Amanda Young and Faye Cheng have contacted representatives from Penn Libraries, Houston Hall, Hill and the ARCH building concerning their operating hours, and inquired about extensions during finals and regular periods. Furthermore, a recent student body-wide survey on late night study spaces gave several meaningful insights as to the future direction of the project. Moving forward, we plan on analyzing the results of the survey, producing a flyer on late night space availability, and continuing to lobby for expanded facilities availability.



Increase Number of Quench Machines

Claire Choi (choics@sas.upenn.edu)

UA Member Claire Choi has been working to increase the number of Quench machines on campus. Quench machines use ultraviolet light to filter and refrigerate tap water, and have a significantly lower environmental impact than bottled water. After obtaining cost estimates from the Annenberg School, who have installed the machines both near and far from existing water lines, the UA has worked to understand the cost structure of

purchase and installation, and has contacted Purchasing about overcoming barriers to wider implementation.

Report on Showerheads

Marshall Bright (mbright@sas.upenn.edu) and Claire Choi (choics@sas.upenn.edu)

Following the installation of low-flow Oxygenix showerheads in on-campus housing in 2009, many students have raised concerns about the pressure of the showerheads on certain high rise floors. After discussions with FRES about the performance of the new showerheads, we plan to investigate whether adequate water pressure is being achieved in certain key areas of High Rise college houses.

Bike Safety

Dan Sanchez (hsf@pennua.org)

The UA is exploring a number of avenues to pursue improved bike safety in the University City area. UA Member Dan Sanchez currently sits on a University Council subcommittee relating to Pedestrian and Bicycle Safety, chaired by Dr. Bernard Shapiro. There, we are working with members of Division of Public Safety (DPS), and Facilities and Real Estate Services (FRES) to advocate for a safe commuting environment. Specific proposals include expansion of bike lanes, increased enforcement of bicycle infractions, more expansive safety education programs, and revision of the University's Bicycle Policy.

Report on Housing Telephone Fee

Emerson Brooking (brooking@sas.upenn.edu) and Jake Shuster (shuster@sas.upenn.edu)

The UA is working to understand and restructure the University's telephone policies. Presently, all undergraduates in College Houses are charged a flat fee for telephone services. The UA met with members of ISC about the phone rate structure, and whether more progressive rate alternatives can be considered, including increasing rates for students living in singles so as to reduce the cost burden for students in apartments paying for redundant phone lines. Furthermore, the UA has discussed safety issues involving landline telephones with members of the Division of Public Safety. We plan to release a report with their recommendations this spring.



Mail Room Policy

Jake Shuster (shuster@sas.upenn.edu)

UA Member Jake Shuster has been investigating whether or not College Houses can offer package shipping services or direct mail. He has been in talks with members of Housing & Conference Services and College Houses & Academic Services about such services.

Housing Amenities

Marshall Bright (mbright@sas.upenn.edu)

The UA is pursuing the expansion of amenities provided by College House front desks, specifically the availability low-risk medical supplies, such as ibuprofen and band aids, and the payment for these supplies by credit card and PennCash. UA Member Marshall Bright has identified several opportunities to pursue the provision of these resources, and plans to approach House Deans about supplying them through RAs and GAs, or through College House Offices during business hours.

Penn Video Network, HBO and Showtime Availability

Zeke Sexauer (esexauer@sas.upenn.edu)

UA Member Zeke Sexauer has explored the feasibility of offering Showtime and HBO on Penn Video Network, the television service for (among other clients) College House residents. We have contacted members of PVN about the costs of offering a non-opt-out broadcast of these channels, and submitted a discussion paper to the UA about the possibility of offering these channels. Moving forward, we hope to identify low cost methods of providing access to these channels, including altering existing programming on PVN.

Low-rise Renovations

Julia Sodbinow (juliaso@wharton.upenn.edu)

Following the successful renovations of W.E.B. DuBois College House in the previous academic year, the UA has explored both major and minor renovations to the remaining unrenovated College Houses and Samson Place. While major renovations are largely dependent on budget issues beyond our control, Associate Member Julia Sodbinow plans to work with RAs/GAs and the Residential Advisory Board to identify low-cost facilities and housing improvements (such as recreational facilities) for fast-track improvement.

College House Cafes

Tucker Johns (rabexec@lists.upenn.edu)

The UA has been working to establish more cafes and convenience stores in College Houses. Associate Member and RAB-UA Liaison Tucker Johns has investigated several houses' models, discussed the issue with members of the Residential Advisory Board, and is currently working with representatives of Gregory College House about establishing either a store or café in their college house. As such locations increase access to both food and amenities to students and provide a great source of community, the UA aims to establish these in all College Houses.

Dry Cleaning in College Houses

Hunter Horsley (hhorsley@wharton.upenn.edu)

The UA has been working to provide and offer discounts on dry cleaning services to members of University College Houses. UA Member Hunter Horsley has met with members of Penn Student Agencies concerning their dry cleaning services, and has talked to various House Council members about expanding the project. Moving forward, we plan to find discounts, compile information for students, and look into dry cleaning dissemination options.

Off-Campus Housing Landlord Survey

Dan Sanchez (hsf@pennua.org) and Alec Webley (chair@pennua.org)

The UA has worked with GAPSA and the Office of Off-Campus Housing to publicize the GAPSA Landlord Survey. Nearly 600 undergraduates have responded to the survey, which will help future generations of graduates and undergraduates make informed decisions on their off-campus housing choices, as well as encourage best practices among landlords in Philadelphia. Results are available throughout the year from the Office of Off-Campus Services.

Map of David Rittenhouse Laboratories

Anders Miltner (amiltner@seas.upenn.edu)

The UA hopes to post maps of the David Rittenhouse Laboratories throughout the building, to facilitate navigation of the building by the uninitiated. Associate Member Anders Miltner has contacted several academic departments about the feasibility of providing such a map (seeing as the building exists in at least eleven dimensions), and hopes to design, print, and post the map within the upcoming semester.

Civic and Philadelphia Engagement

Director: Emily Shaeffer (E '12) - civic@pennua.org

The Civic and Philadelphia Engagement (CPE) committee encompasses community service, Philadelphia issues, and anything that links Penn to the wider world, reflecting the UA's increased focus on community issues of interest to undergraduates. It broadens our mission to serving not only our constituents but also the wider community of which they are a part.

The committee has collaborated with the Civic House Associates Coalition and partners within the administration to make significant progress this past year.

Priorities and Achievements

Background Checks

Evan Boggs (eboggs@sas.upenn.edu), Emily Shaeffer (civic@pennua.org), Nick Eng (niw@sas.upenn.edu), and Laura Ferro (laua@sas.upenn.edu)

Under state law, any person working in K-12 schools as a volunteer must undergo a background check before they start volunteering. Recently, the School District of Philadelphia has begun to enforce this law more rigorously, which has forced the many Penn students who volunteer in local schools to undergo an expensive and cumbersome background check. These checks have become a large financial burden for student government (which funds 50% of the cost), student groups, and, of course, individual student volunteers.

Working with partners across the administration, the UA has worked to reduce the burden of background checks, aiming to not only cut costs but cut processing time and bureaucracy. Significant progress has been made in both of these areas, with the Division of Public Safety having the capacity to potentially assist with the fingerprinting component of background checks, but more remains to be done. Ideally Penn would have a central location where students could go, pick up the forms, fill them



out, and then have them sent out as a batch, and then stored locally after processing to ensure that students need only complete the check once. The UA will continue to explore financial and administrative solutions to this problem. We will ensure that no student need pay to volunteer.

Low Income Student Recruitment

Alex Amanuel (amaniel@sas.upenn.edu), Chris Cruz (cruzch@sas.upenn.edu), Kasia Klasa (kklasa@wharton.upenn.edu), and Manya-Jean Gitter (mgitter@sas.upenn.edu)

The UA is working with Kite and Key to expand their outreach program. At present, this program sends students back to their high schools to represent Penn to prospective students; we hope to expand its focus to low-income students who are not currently represented at Penn but who would be especially receptive to personal outreach. We hope to combine the efforts of groups like Kite and Key, Latino Coalition, and the Wharton Ambassadors to reach out to more low-income communities. We've also been looking into publicizing sources of large grants and financial aid programs, like QuestBridge.

College Day

Faizan Khan (faizan@wharton.upenn.edu), Evan Boggs (eboggs@sas.upenn.edu), Emerson Brooking (brooking@sas.upenn.edu), Jon Kayne (jkayne@sas.upenn.edu)

This year the UA hosted a very successful College Day on Friday April 3rd where middle school students came to Penn to learn about college. The kids had an exciting and packed day, with their itinerary including a campus tour, lunch in 1920 Commons, a Management class in the Wharton School, and a panel discussion on college life with current undergraduates.

The primary goal of the event was to excite students about the college experience, in the hopes that they will be motivated to work harder in middle and high school and strive for a college education. The secondary goal was to bring students from a variety of groups together for a University-wide service project. In Spring 2010, we hope to expand the program even further, targeting more schools, and enhancing the programming.

Full Project List

Community Programs in Admissions Tour

Alix Winter (alixsw@sas.upenn.edu) and Mark Pan (markpan@sas.upenn.edu)

In the past, several groups have requested that Admissions make Penn's community engagement a larger part of its tours and its tour guide manuals. After the UA worked with Admissions during a recent tour restructuring, Admissions tours and manuals will incorporate civic hubs more thoroughly.

Fisher-Hassenfeld Trick-or-Treating Event

Emerson Brooking (brooking@sas.upenn.edu)

Fisher-Hassenfeld College House organized and successfully ran a trick-or-treating event in Fisher that involved as many as 120 elementary and middle school students, with some volunteer assistance from the UA. The Quad is the perfect location for Halloween-themed events, and several students (all with full candy bags) could be heard saying that they now wanted to attend school at Penn. Fisher-Hassenfeld House Dean April Herring has indicated strongly that she would like to hold this event again in future; for its part, the UA hopes to work with other College Houses to expand the program in future years.

ChangePenn

Jon Kayne (jkayne@sas.upenn.edu)

ChangePenn is a project designed to allow Penn Students greater input into UA work. The UA hopes to create a section of its own website where students can not only submit project ideas, but vote them up and down, and share comments and feedback on them, and where we in turn can update constituents on the work we're doing on their suggestions. A site like this would hopefully increase dialog and improve UA accessibility by holding us accountable to our constituents.

Transportation Guide

Faizan Khan (faizan@wharton.upenn.edu), Alex Amanieli (amanieli@sas.upenn.edu), and Chris Cruz (cruzch@sas.upenn.edu)

Similar to the Philadelphia Community guide, we hope that this part of our website will provide a collection of information useful to Penn students, such as links to SEPTA, LUCY, and Penn Transit information, and explanations of fairs and how transportation can be effectively used as Penn students.

Philadelphia Community Guide

Faizan Khan (faizan@wharton.upenn.edu)

The Philadelphia Community Guide will be a new section on the UA website with discounts for students at Penn and in the Philadelphia area. This new, comprehensive list includes anything from various museums and restaurants to advice on where to shop and links to helpful websites.

Art in High Rises

Dong Chen (dlchen@wharton.upenn.edu)

Last year the UA began a project to paint the stairwells in Harrison to encourage people to walk instead of using the elevators. While this project did not continue last year, we hope to revitalize this project this coming Spring.

Netter Center, Civic House, & Fox Leadership Recruitment Collaboration

Alix Winter (alixsw@sas.upenn.edu) and Mark Pan (markpan@sas.upenn.edu)

The UA is collaborating with the Netter Center, Civic House, and Fox Leadership to streamlining the recruitment of volunteers for groups affiliated with the three hubs. In collaboration with groups from each hub, the UA will launch a survey in January 2010 that will aim to understand how freshmen become involved in service groups so that each group can improve their selection process, ensuring that participants are well matched to their program.

Political Engagement

Grant Dubler (dcgrant@sas.upenn.edu) and Zac Byer (byer@sas.upenn.edu)

This year was huge year for American politics, and the UA worked to connect the campus to the elections.

- Penn Leads the Vote (PLTV) worked tirelessly to get Penn students to the polls. The UA was proud to help PLTV in funding for the giant Election Day celebration on College Green and down Locust Walk.
- Dartmouth issued a challenge to Penn to see which school's respective student body could achieve a higher voter turnout in the US Presidential election. Needless to say Penn came out on top, at least according to *our* count of the results!
- The UA and SCUE approved an open letter urging faculty to accommodate students who missed class to watch the historic Inauguration.

- Ongoing conversations with SAC, OSL, and the Office of General Counsel allowed the Penn Democrats and College Republicans to receive SAC funding on a non-partisan basis for the first time.

Responsibility in Manufacturing

Grant Dubler (dcgrant@sas.upenn.edu)

In its ninth year of existence, the University's Committee on Manufacturing Responsibility (CMR) met five times, with UA Member Grant Dubler as its undergraduate representative.

Grant and the rest of the committee were charged with monitoring compliance with the University's Code of Workplace Conduct for manufacturers licensed to produce products with the Penn logo.



This year, the Committee determined that Russell Athletics had failed to disclose a company-owned manufacturing plant in Honduras, and was therefore not compliant with the Code of Workplace Conduct. Therefore, the Committee recommended that the University not renew Russell Athletics' license. President Gutmann indicated that she would accept the Committee's recommendation.

Joyfully, the combined pressure of hundreds of higher education institutions forced Russell Athletics to live up to its fair labor obligations, as described in a recent New York Times article (<http://www.nytimes.com/2009/11/18/business/18labor.html?hp>).

Community-Based Proseminar

Laura Ferro (laiaa@sas.upenn.edu), Katie McCabe (kamccabe@sas.upenn.edu), Nick Eng (niw@sas.upenn.edu), Kristen Santerian (ksan@sas.upenn.edu), and Mark Pan (markpan@sas.upenn.edu)

Penn's first community-based proseminar occurred successfully off-campus at a community resource center with over-enrollment and positive reviews. We have done follow up with the group and most individuals to ensure that they are comfortable pursuing engagements in the community. We plan on developing a greater number and variety of proseminars next year.

Student Life

Director: Andrew Lum (C'12) - studentlife@pennua.org

Student Life is a venerable “catch-all” committee, with responsibility for a variety of portfolios: health, dining, student groups, privacy, Greek issues, activity space, and retail options all fall under its capacious umbrella.

Priorities and Achievements

Late-Night Dining

Tyler Ernst (ternst@wharton.upenn.edu)

After the closure of Philly Diner in Spring 2009, the UA began to work with Real Estate Services, the Division of Public Safety, and Penn Dining to develop alternate late-night dining options for Penn students who were either socializing or studying late into the evening. After issuing a student body-wide survey, which was enthusiastically received, the UA and Penn Dining chose to focus on “late night studying food,” with the result of Mark’s Café being held open until 2am during finals. Moving forward, the UA hopes to address dining options in the Engineering Quad before exploring “social” options on the 40th Street corridor.



MERT Housing

Alec Webley (chair@pennua.org), Marshall Bright (mbright@sas.upenn.edu), MERT (chief.upennmert@gmail.com)

Currently Penn's Medical Emergency Response Team (MERT) operates out of a small repurposed suite in the Samson Towers, far from the students they predominantly serve. Hence, the UA and MERT are exploring new housing options both inside and outside of the College House system to permit MERT's expansion and cut response times. Our attention is currently focused on the old KA house opposite 1920 Commons, but other alternatives, including a Quad location and various houses between 40th and 41st streets, are being vigorously pursued.



iHub

Andrew Lum (studentlife@pennua.org) and the Assembly of International Students (president@aisupenn.org)

The UA has collaborated with the Assembly of International Students to advocate for the creation of a physical space that would serve as a “campus hub” for international student groups as well as a base for resources targeted at international students. Significant progress in determining a location has been made, and discussions with VPUL on the structure of the proposed “iHub” are ongoing.

Dining White Paper

Andrew Lum (studentlife@pennua.org)

In response to the upcoming discussions regarding dining at Penn, the Student Life Committee will be drafting a white paper aiming to give a comprehensive overview of student opinions on dining at Penn. Currently, the committee is engaging in creating multiple student-body-wide surveys that will be launched at the beginning of Spring semester. We hope to tabulate those survey results to gain a better understanding of how students eat at Penn and also how various student demographics (Upperclassmen vs. Lowerclassmen, On-Campus vs. Off-Campus) view dining.

Student Privacy

Colin Kavanaugh (colink@sas.upenn.edu)

In efforts to ensure the security of Penn students’ private information, the UA has collaborated with a wide variety of administrators on campus to reform the pin-system in hopes to better protect private information such as Social Security numbers. The Class of 2014 will, hopefully, be assigned a random (changeable) four-digit PIN for housing access instead of the last four digits of their Social Security. Students will be informed of this change, as well as their ability to further change their PIN number, through PennPortal, Penn InTouch, and Campus Express. A web-based interface will be created to allow students to recover their new random PIN with PennKey and PennKey password.



Full Project List

Access to Bursar Machines

Emerson Brooking (brooking@sas.upenn.edu)

UA Member Emerson Brooking proposed the distribution of limited numbers of portable PennCard readers to PAC groups to sell tickets for their shows on Locust Walk. However, after discussions with the PennCard Center, it was determined that this project was infeasible, owing to a variety of technical and financial issues including the management of reader distribution, the complexity of PennCash account management, and the prohibitive cost of portable card readers.

Therefore, we are exploring the use of an (unused) wired PennCard reader at the Annenberg Center, as well as expanding the number of readers, investigating how other groups have handled administrative overhead/budget management issues, and exploring other potential options for wired PennCard systems.

Quakerpedia

Andrew Lum (studentlife@pennua.org)

The UA is currently working on creating a wiki-style website about student life at Penn. Currently, the project is exploring the design and architecture of the website while simultaneously gathering information to upload to the website. The prospective launch date is Spring 2010.

Muslim Prayer Space

Mo Shahin (mshahin@sas.upenn.edu)

Currently, Muslim students on campus do not have a suitable single location in which to perform all five of their daily prayers; no building is open both early and late enough to accommodate the first and last prayer of the day. The UA and the MSA are exploring a variety of locations across campus as suitable locations for long-term provision of prayer space, including changing operating hours for the Religious Activity Commons or relocating the Commons altogether.

Public Microwaves

Sophie Yu (yxiayang@nursing.upenn.edu)

To improve student convenience on campus, the UA is identifying locations that could utilize public microwaves. Currently we are identifying logistics for gathering a supply of microwaves and identifying ideal locations to place these microwaves so students could opt to purchase microwaveable meals or warm up pre-prepared food from home.

Roommate Surveys

Hunter Horseley (hhorsley@wharton.upenn.edu), Jonathan Skekloff (jskek@sas.upenn.edu), and David Schwartz (davsc@seas.upenn.edu)

The UA is currently exploring the notion of roommate surveys to better match up incoming students to decrease roommate mismatches. Currently, the UA is engaging in external research to identify schools with more extensive applications (ranging from Penn to Columbia) and how it affects the rate of mid-year room swaps due to roommate-related issues.

Semi-Annual Retail Shuttles (Columbus Blvd.)

Jill Wang (jillwang@sas.upenn.edu) and Sophie Yu (yxiayang@nursing.upenn.edu)

The UA is exploring the possibility of a regular shuttle service that runs from campus to Columbus Boulevard, a prime student-shopping locale that is inaccessible by SEPTA and requires a \$20 cab ride each way. Currently the UA is reaching out to the various house councils and other entities on campus to gauge interest as well as conducting research as to how to best implement this service.

Helping campus Muslims get “Fast Food”

Sakina Zaidi (treasurer@pennua.org)

Muslims are required to fast during the daylight hours of the holy month of Ramadan, which overlaps with Fall semester. This means that Muslims at Penn with dining plans are at a disadvantage; dining halls aren't open before sunrise. To address this issue, UA Treasurer Sakina Zaidi worked to secured free breakfasts for observant Muslims during Ramadan with the unanimous support of the UA Governing Body. The meals were handed out during the evening meal of Iftar, and were funded by the Office of the Chaplain and Penn Dining Services.

Storage Spaces for Service Groups

Marshall Bright (mbright@sas.upenn.edu)

UA Member Marshall Bright is working on obtaining storage spaces for non-performing arts groups at Penn. Presently, many student groups, including community service organizations, must store their materials on their own. Marshall has conducted surveys with members of Civic House Advisory Council (CHAC) about their storage needs, and is currently working with Ed Datz of Real Estate Services to find suitable spaces.

Appendices

Find below an index of UA projects, contact details for all UA members and associate members, as well as members of UA Steering and, finally, a copy of the UA's revised Constitution.

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Appendix B: Directory of UA Members and Associates

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Dan Sanchez	Housing, Sustainability, and Facilities Director	hsf@pennua.org
Emily Shaeffer	Civic and Philadelphia Engagement Director	civic@pennua.org
Andrew Lum	Student Life Director	studentlife@pennua.org

Academic Affairs Committee

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Civic and Philadelphia Engagement Committee

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Appendix C: Directory of UA Steering Groups and Leaders

Group	Contact	Email
Asian Pacific Student Coalition (APSC)	Rohan Grover	grohanver@gmail.com
Assembly of International Students (AIS)	Carol Costa	carolnicosta@gmail.com
Civic House Associates Coalition (CHAC)	Anushka Nadarajah	anushka.nadarajah@gmail.com
	Nicole Dillard	ndillard@sas.upenn.edu
Class Board of 2010	Arthur Smith	smithag@wharton.upenn.edu
Class Board of 2011	Adam Behrens	behrens.adam@gmail.com
Class Board of 2012	Jibran Khan	jibran@wharton.upenn.edu
Class Board of 2013	Jon Youshaei	kchat@seas.upenn.edu
College Dean's Advisory Board (DAB)	Josh Warren	JoshuaZWarren@gmail.com
Daily Pennsylvanian (DP)	Rachel Baye	rdbaye@gmail.com
Engineering Dean's Advisory Board (EDAB)	Sam Levine	slevine2@seas.upenn.edu
Engineering Students Activities Council (ESAC)	Kumar Chatterjee	kchat@seas.upenn.edu
Hillel	Aviva Vogelstein	avogelst@gmail.com
Inter-Fraternity Council (IFC)	Christian Lunoe	cblunoe@gmail.com
Lambda Alliance (Lambda)	Dennie Zastrow	zastrow@wharton.upenn.edu

Latino Coalition (LC)	Wendy De La Rosa	delarosa.w@gmail.com
Medical Emergency Response Team (MERT)	Josh Glick	chief.upennmert@gmail.com
Multi-Cultural Greek Council (MGC)	Gabby Blake	gabbyblake@gmail.com
Nominations and Elections Committee (NEC)	Rachel Levick	levick@sas.upenn.edu
Panhellenic Council (PanHel)	Darby Nelson	danelson@sas.upenn.edu
Penn Consortium of Undergraduate Women (PCUW)	Rosa Cui	rcui@sas.upenn.edu
Penn Environmental Group (PEG)	Christiana Dietzen	cdietzen@sas.upenn.edu
Penn Publications Consortium (PennPubCo)	Bob Ma	bobma@wharton.upenn.edu
Performing Arts Council (PAC)	Flat Board	pac-exec@googlegroups.com
Programs in Religion, Interfaith, and Spirituality Matters (PRISM)	Roxana Moussavian	roxana.moussavian@gmail.com
	Evan Schoenbach	evan.schoenbach@gmail.com
Residential Advisory Board (RAB)	Jeffrey Lee	jefflee@wharton.upenn.edu
Social Planning and Events Committee (SPEC)	Dasha Barannik	dbarannik@gmail.com
Student Activities Council (SAC)	Natalie Vernon	nvernon@sas.upenn.edu

Student-Athlete Advisory Council (SAAC)	Jack Wiese	wiesejc@wharton.upenn.edu
Student Committee on Undergraduate Education (SCUE)	Alex Berger	iceberger8@gmail.com
Student Nurses at Penn (SNAP)	G.J. Melendez-Torres	gerardom@wharton.upenn.edu
Tangible Change (T-Change)	Claire Choi	choi.claire@gmail.com
UA	Alec Webley	chair@pennua.org
UMOJA	Jeffrey Tillus	tillusj@wharton.upenn.edu
United Minorities Council (UMC)	G.J. Melendez-Torres	gerardom@wharton.upenn.edu
University Honor Council (UHC)	Aaron Roth	rotha@seas.upenn.edu
Wharton Council (WC)	Michael Ruah	ruah@wharton.upenn.edu
Wharton Dean's Advisory Board (WAB)	Juhi Heda	juheda@wharton.upenn.edu

Appendix D: New UA Constitution (Revised 12/2009)



Undergraduate Assembly
UNIVERSITY of PENNSYLVANIA

Constitution of the Undergraduate Assembly
Established September 24, 1972
Revised by Referendum on December 11, 2009

We, the undergraduate students of the University of Pennsylvania, in order to provide a means for responsible and effective participation in the organization and control of the affairs of the University, do hereby establish this Constitution for the Undergraduate Assembly of the University of Pennsylvania.

Article I - Membership

1. All full-time undergraduates at the University of Pennsylvania shall be eligible for membership in all organs of the Undergraduate Assembly (UA).

Article II - The Undergraduate Assembly

2. The Undergraduate Assembly shall speak as the one representative voice of all undergraduates on affairs of their concern, and shall express its views on any matter, which its members deem of general University interest, passing resolutions and making recommendations thereto. It shall have power, under the Statutes of the Trustees, to make recommendations directly to the President, Provost, and the Trustees, and to request reports from the university administration.
3. The UA shall be an elective body consisting of the UA President, the UA Vice-President, and members elected from five (5) mutually exclusive constituencies: the new students (inclusive of the freshmen class and the transfer student population admitted that year), the College of Arts and Sciences, the School of

Nursing Science, the Wharton School, and the School of Engineering and Applied Sciences.

4. The number of representatives from each constituency shall be divided proportionally by the Nominations and Elections Committee (NEC) on the basis of enrollments at the commencement of the academic year using the following procedure:
 - a. The total number of seats on the UA shall be calculated by dividing the total number of undergraduate students enrolled in the current academic year by 300, and rounding up to the nearest odd number.
 - b. Each constituency shall be guaranteed at least one seat.
 - c. The remaining seats shall be allocated by the equal proportions method, resulting in a listing of the constituencies according to a priority value, calculated by dividing the population of each constituency eligible to vote by the geometric mean of its current and next seats that assigns the remaining seats.
5. UA members shall be elected as follows:
 - a. The members from the new student constituency shall be elected no later than six weeks after the commencement of Fall semester (this election to be hereafter referred to as “the New Student election”), and shall hold office until the beginning of next Transition Meeting.
 - b. Members from all other constituencies shall be elected no later than two weeks prior to the commencement of Reading Days in the Spring Semester (this election to be hereafter referred to as “the General Election”), and shall hold office from their election until the beginning of the next Transition Meeting.
 - c. The NEC, by and with the advice of the UA, shall establish all other regulations pertaining to UA and Class Board elections, including but not limited to their timing, qualifications for candidacy, qualifications of voters, conduct of elections, and penalties for non-compliance.
6. Meetings of the Undergraduate Assembly shall be:
 - a. Chaired ordinarily by the Speaker,
 - b. Held least twice a month during the fall and spring semesters, and otherwise at such times as its membership or the President shall deem appropriate,
 - c. Not held without twenty-four (24) hours public notice,
 - d. Called by the President, by the Executive Board, the Steering Committee, or by a petition signed by either twenty-five (25) percent of the total number of UA members in office or twenty-five (25) undergraduates,

- d. Open for their entire duration to all undergraduates without exception, save that provided for by this Constitution,
 - e. Conducted in accordance with such procedures as the Bylaws shall provide,
 - f. Quorate by the presence of a majority of all members,
 - g. Each inclusive of a certain time, provided for in the Bylaws, for undergraduates to bring their concerns to the UA's attention.
- 7. The UA shall have the exclusive power to provide for such things not provided for in this Constitution in a set of Bylaws, the composition and amendment of which shall require in all cases the consent of two-thirds of the total number of UA members present. All "joint regulation" as defined in this Constitution shall be encoded on the UA's part in the Bylaws.
- 8. The UA may impeach and remove any UA member for misconduct or incompetence upon presentment of a petition of impeachment signed by any one-third of UA members or five percent of the whole undergraduate population. Such impeachments shall be tried by the full UA in a meeting conducted by the chairperson of the NEC (or designate) with full rights of due process conferred on the respondent(s), the trial conducted according to such procedures as the Bylaws shall provide and permissibly inclusive of a deliberations period in which only NEC chairperson (or designate) and unimpeached members of the UA may remain, and the assent of two-thirds of the total number of UA members in office shall be necessary to remove any member from the UA.
- 9. The UA may also remove, without recourse to the process above, any member for objective failure to fulfill their duties as defined by the Bylaws. Such duties shall include but may not be limited to regular meeting attendance.
- 10. Vacancies on the UA shall be filled by the appointment of the next highest vote-getter from the immediately previous election in the constituency where the vacancy exists. If the entire list of candidates from that constituency is exhausted, and it shall be more than six weeks before the next General election, the NEC shall conduct a special election from that constituency to fill the vacant seat.
- 11. The UA may establish such committees as they or the Executive Board deems necessary and proper for the conduct of UA business. The Executive Board shall be empowered to appoint the members and chairpersons of UA committees.

12. There shall be a UA Steering Committee which shall consist of:
 - a. The UA President and UA Vice-President
 - b. The chief executive officer or designate of such other undergraduate organizations which the Steering Committee may invite to join the Committee.
13. The Steering Committee shall enhance the UA's representative capacity by giving voice to the diversity of the undergraduate community in the following ways:
 - a. It shall be empowered to refer any item of business to the UA, or make recommendations to it on the conduct of its business, which the UA must act upon it within ten academic days of submission;
 - b. All UA members shall be observing non-voting members of the Steering Committee in order to gain greater insight into the varying views of the undergraduate community;
 - c. The Vice-President shall be the chair of the Steering Committee and shall strive to represent the different voices of its members in all deliberations in which they take part;
 - d. The Steering Committee shall have the ability to regulate its membership and procedure according to rules of its own choosing. It should attempt, if possible, to resolve all questions of controversy by consensus before resorting to voting.

Article III – The UA Executive Board

14. There shall be an Executive Board of the UA (hereafter “the Executive”), consisting of:
 - a. A President,
 - b. A Vice-President,
 - c. A Speaker,
 - d. A Treasurer,
 - e. A Secretary, and,
 - f. Such other officers as the Bylaws may provide.
15. These shall be the powers of the President:
 - a. To chair the Executive and exercise general supervision over the UA's activities,
 - b. To represent all undergraduates to the administration, and the campus and wider community,

- c. To be a member of the UA with all the powers and privileges thereof,
 - d. To set the agenda of the UA and the Executive, subject in the former case to the review of the UA,
 - e. To execute the policy of the UA as expressed by its resolutions,
 - f. To hold a seat on the University Council Steering Committee, the University Council plenary, and the Trustee Committees on Presidential Consultation and Searches, subject to the rules of those organizations,
 - g. To interpret the UA Constitution, Bylaws and other UA regulatory documents, subject to the review of the UA,
 - h. To exercise all such functions and powers as the University shall have previously delegated to the Chairperson of the Undergraduate Assembly, and,
 - i. To exercise such other powers as the Bylaws may provide.
16. These shall be the powers of the Vice-President:
- a. To ordinarily chair the UA Steering Committee and represent the views of its members,
 - b. To assist the President in the exercise of the President's duties,
 - c. To serve as a full member of the UA with all the powers and privileges thereof,
 - d. To serve on the University Council Steering Committee, and,
 - e. To exercise such other powers as the Bylaws may provide.
17. No person shall simultaneously hold more than one position on the Executive; nor shall any President be elected to that office more than once; nor shall a President during their continuation in office hold any elective office in any organization herein established; nor shall a freshman be elected President.
18. The President and Vice-President shall be elected from the undergraduate population during the General Election, in accordance with these procedures:
- a. The NEC and the UA shall provide by joint regulation for the qualification of Presidential and Vice-Presidential candidates, which may include petition and experience requirements;
 - b. An undergraduate may run for one of the two directly elected officers and a UA member simultaneously; if they are elected to one of President or Vice-President they shall be struck from the list of candidates in their constituency for UA member and the winners of UA seats in that constituency shall be determined as if the President and/or Vice-President had not run for a UA member position in that election;

- c. No person may run for President or Vice-President and a directly elected Class Board position in the same General Election;
 - d. The President and the Vice-President shall be elected simultaneously but independently of the other;
 - e. The Bylaws shall provide for one or more public debates between the candidates for President and one or more public debates between the candidates for Vice-President. All debates shall be open to the whole undergraduate population;
 - f. The President and Vice-President shall take office at the beginning of the Transition Meeting and serve until the beginning of the next Transition Meeting;
 - g. The NEC shall with the advice of the UA establish all other procedures for the elections of the President and Vice-President.
19. The Speaker, the Treasurer, and such other officers as the Bylaws may provide shall be elected at a Transition Meeting of the UA held following the election of the President and Vice-President at a time prior to reading days established by the outgoing Executive. The Transition Meeting shall be conducted according to such rules as the Bylaws shall provide, save as follows:
- a. The members, following depositions of the candidates, may elect to enter a "deliberations" period where only the UA members not running for office may remain, so as to discuss the various candidates;
 - b. All officers elected by the Transition Meeting shall be elected by an absolute majority of the total number of members then in office.
20. The UA may impeach and remove any officer, including the President and/or Vice-President, for misconduct or incompetence by presentment of charges preferred by any one-third of UA members or five percent of the total undergraduate population. The petition shall clearly state whether the petitioners desire the removal of the officer from their position or from both their position and the UA. Such impeachments shall be tried by the full UA in a meeting conducted by the chairperson of the NEC (or designate) with full rights of due process conferred on the respondent(s), the trial conducted according to such procedures as the Bylaws shall provide and permissibly inclusive of a deliberations period in which only NEC chairperson (or designate) and unimpeached members of the UA may remain, and the assent of two-thirds of the total number of UA members in office shall be necessary to remove any officer from their position.

21. In the case of the resignation, removal, or incapacitation of the President, the Vice-President shall become President and the UA shall within two weeks elect an undergraduate to the position of Vice-President to serve out the remainder of the Vice-President's term, under the procedure used to elect the Speaker. In the case of the vacancy of the Vice-President, the UA shall elect an undergraduate to the position as above. If both positions shall simultaneously be vacant, the Speaker shall serve as President pro tempore until such time as the UA may meet to elect both a President and Vice-President under the procedure used to elect the Speaker.

Article IV - The Student Activities Council (SAC)

22. The Student Activities Council shall recognize undergraduate activities and fund their programs by means, and under rules of its own choosing, subject only to the provisions of this Constitution. The Treasurer shall be a member of SAC's principal Executive body with full voting rights.

Article V - The Nominations and Elections Committee (NEC)

23. The Nominations and Elections Committee shall:
- a. appoint such undergraduate representatives on the University Council and on such Council, School, Trustee, Presidential, Provost, ad-hoc, and all other committees as provided for by joint regulations approved by the NEC and the UA not inconsistent with this Constitution; but the UA may revoke such appointed persons, in extraordinary circumstances, by a two-thirds vote;
 - b. administer all elections and referenda herein provided under rules of their own choosing established with the advice of the UA;
 - c. educate the undergraduate population about the structure and functions of student government.
24. No undergraduate who holds any position:
- a. appointed by the NEC, or,
 - b. elected in an election administered by the NEC,
- shall be a member of the NEC; save one UA member appointed by the Executive who shall serve as a full NEC member.
25. The NEC shall govern itself according to rules of its own choosing not inconsistent with this Constitution and shall be funded by the UA.

Article VI – The Student Committee on Undergraduate Education (SCUE)

26. The Student Committee on Undergraduate Education works to enhance undergraduate education and the intellectual atmosphere at Penn. Its efforts are predicated on the tenet that undergraduates must have a say in the academic programs of which they are most integrally a part.
27. SCUE receives its funding through the UA and works directly with the UA to address academic-related issues. It shall govern itself according to rules of its own choosing not inconsistent with this Constitution.

Article VII – The Social Planning and Events Committee (SPEC)

28. The Social Planning and Events Committee shall provide social programming and special events for the entire undergraduate community.
29. SPEC receives funding from the UA and works closely with the UA to improve the quality of life for undergraduates. Any undergraduate may become a member of SPEC.

Article VIII – The Class Boards

30. The Class Board for each undergraduate class shall provide social programming to instill a sense of class and school spirit, unity and pride, and break through social barriers.
31. Each Board shall consist of a popularly elected President and such other positions, selected by such means, as the Boards shall provide in rules jointly established by all of the incumbent Boards. The NEC shall regulate the elections of Class Boards in the same manner as for the UA.
32. Class Board elections shall be held simultaneously with UA New Student elections in the case of the Freshman Class Board and the General Election in the case of the upperclassmen Class Boards.

Article IX – Finances

33. The Undergraduate Assembly is responsible for funding itself and all other organizations herein established through money allocated to it by the University, and shall do so only in consequence of appropriations made by the UA in accordance with this Constitution.

34. There shall be a Budget and Finance Committee, which shall be comprised of the Treasurer and a number of UA members established in the Bylaws elected to the committee by the UA as the Bylaws shall provide. The Committee shall oversee the funds of the UA, prepare the annual budget, review all Contingency Requests, and shall periodically audit the records of the UA and all of its constituent parts.
35. SAC shall operate from the funds remaining after the groups directly funded through the UA have been allocated their budgets as provided in this Constitution.
36. The UA provides funding in two ways: through the Annual Budget and through Contingency Requests.
37. The Annual Budget shall be approved for the year following the academic year it which it is considered, and shall provide for the funding of all the ordinary operations and activities of all branches of student government, including the UA, and shall be prepared and approved in accordance with the following:
 - a. The Budget and Finance Committee shall propose a draft budget to the UA and the undergraduate community in accordance with a schedule that the Bylaws shall provide. This schedule shall include provisions for extensive interviews with the leadership of each organ as well as time for public comment and review.
 - b. The UA shall then consider the draft Budget at a meeting held in the Spring semester prior to Spring Break, making such amendments as it sees proper, and then may approve the budget in accordance with its rules of procedure.
 - c. Should the UA not approve the Budget, they shall return it to the Committee, with a statement outlining their objections, and the Committee shall review the draft budget accordingly and resubmit it to the UA at its next meeting.
38. Budget Requests are approved by the UA from time to time from the UA Contingency Fund, and shall be available to all undergraduate groups including the organs of the UA. The Budget and Finance Committee shall be responsible for reviewing all requests and recommending appropriate courses of action by the UA in accordance with such guidelines and procedures as the Bylaws shall provide.

Article X - Referenda

39. The referendum is the highest decision making instrument of student government and may be used to overturn any decision of the UA or any other organization herein established.
40. Decisions made by a valid referendum void any conflicting decisions of any organ of the Undergraduate Assembly or other organization herein established and may be overturned only by subsequent referendum. No action of a referendum shall be construed to limit the function of any officer, committee or work group except as explicitly stated.
41. Referenda shall be administered and validated by the NEC:
 - a. No referendum shall be validated without voter participation levels of at least 15% of the undergraduates currently enrolled, based on figures obtained from the registrar.
 - b. The Nominations and Elections Committee shall determine other regulations and procedures for referenda with the advice of the UA.
42. Referenda may be called by a two-thirds vote of the UA or by the presentation of a petition with signatures from 5% of the total number of undergraduates enrolled.

Article XI - Amendments

43. This Constitution shall be amended or superseded only by an absolute majority of those undergraduates voting in a referendum in which at least twenty percent (20%) of the current undergraduates enrolled shall participate.
44. Such a referendum shall be administered and called as detailed in this Constitution.