

**LAUC-I Annual Reports  
2003-2004**

1. Office/Committee Name: Member at Large.
2. Membership and Terms: Heather Tunender 2003-2004
3. Standing Charge:
  - a. Serve as member of the Executive Board.
  - b. Serve as Divisional representative to the LAUC Spring Assembly
  - c. Serve as Liaison to LAUC-I Representatives to UCI Academic Senate Committees, as LAUC-I Membership Liaison
  - d. Supply food and beverages for Membership meetings.
4. Supplemental Charges/Tasks for 2003-2004 Year:

NA
5. Key Accomplishments (coordinate with charges above):
  - a. Restocked the LAUC-I supply cabinets at LL and SL.
  - b. Assisted with LAUC-I Bylaws revision.
  - c. Helped in the purchase of a new LAUC-I laptop.
  - d. Served on an Ad Hoc to reorganize the LAUC-I T: Drive.
6. Recommendations for the Coming Year:
  - a. I'd like to work with the incoming LAUC-I Secretary to create a LAUC-I membership database. I can discuss the details with the Board to see if they are interested.
7. Documents Archived on LAUC-I T drive (agendas, minutes, other):
  - a. 3 Senate Committee Representation Reports.
  - b. 2 CORCLR documents to accompany the Final Senate Committee Rep Reports document.
  - c. This Annual Report

Submitted by: Heather Tunender

Date: August 23, 2004