

MSU PRESIDENT TRANSITION REPORT

Prepared by Ikram Farah 2018/2019

Prepared for Joshua Marando 2019/2020



Dear Joshua MarandoOoOo,

Below are paragraphs, lots of them:

I know as a part of the transition this piece is necessary but I'll tell you honestly, I didn't read the previous reports and I only skimmed Chukky's. I found the in-person conversations more valuable and that's how I learned. I connected to previous presidents, spoke on the phone with them and used the time that Chukky and I had together to ask hard-pressing questions. Throughout the year I never reached out but that's just who I am but I want to document here that if you ever need me, I'll be there. If you don't, that's okay too. Everyone has their process in how they learn and want to integrate themselves in this role and I am sure you'll find your groove.

In this report that you might read (honestly, read it because this was longer than my damn thesis), there are highlights of committees, notes about different departments and body's on campus and really I catered it to your role and what you need to know. If I added EVERYTHING it would be 200 pages and that's not necessary but I added what you would need to know for the next 6 months and if someone looking 5 years from now reviewed it, they'd find it useful for historical perspective.

In this report I also give direction, advice and anecdotes and 2 out of 3 should be taken with a grain of salt. In our conversations we talked about the sustainability of the organization and I believe that when it comes to trust and reestablishing students trust in the msu, a lot has to do with the turn over and the lull in project completions. At the end you'll find things that I believe you should follow up on/complete. It will support and strengthen the union and of course focus on your stuff but continuity is important as well. When it comes to advice, these are from my experiences and the anecdotes I shared with you. This role is how YOU want it to be and how you will shape it to be. Don't try and be like me or like previous presidents, it's really cliché, but be YOU because that's who students voted in.

I am very excited about the work you are going to do this year. I recognize that this year will be incredibly hard due to the changes made by the provincial government, internal structures and honestly, just you finding your way. However, if I didn't think you were capable of doing it, I wouldn't have spent an hour convincing you TO do it way back when.

The role of the MSU President is challenging to define as it changes every year and it changes and it is adaptable based off your team, the political climate and who you are as a person. What I will say is that this role can and will be spread in many directions, as it should be. However, because of how broad your role can and will be, you might leave off some of your projects on the side that

you're also passionate about. Its finding that balance that I found was one of the trickiest parts of the role and its okay if it takes you a while too.

In your role you will deal with many individuals, student groups, apolitical individuals and that's the point. The point is you represent 24,000 undergraduate students and here's a wakeup call, you're not going to agree with all of them and all of them are not going to agree with you. As someone who was raised on the principle to please people and do good for people, this was really challenging. You can still do good by your students and the union, but it may not be perceived that way. This role will allow for you to reflect personally a lot and it was my favourite thing to do. Ask yourself, why are you making these decisions, who will it impact, what will the impact be, if the roles were reversed, will I still make those decisions? These questions and more will help keep you in check to ensure you aren't power-tripping and really demonstrating that you are being representative. I believe it is imperative as leaders that you listen to every viewpoint there is but at the end of the day and sometimes at the end of the hour because some decisions need to be made fast, you were elected and you should trust that the decisions you are making are right and as long as you have sound and logical reasoning, you will do great.

As president, you don't necessarily oversee any staff members in comparison to your other VPs. One could joke that "technically" all staff is your responsibility. However, having that distance is both positive and negative. It is positive because sometimes people disassociate you with your vps and will come confide in you. This can be tricky at times especially when they are not pleased with your vps and you will find yourself being in a position where you'll be very diplomatic. It's fair to mention that it is your duty to communicate any qualms people have so that it will get better and that you are a leader who wants to solve these problems and not harbor ill feelings. Some will take this positively and some will not. The negative aspect with being "removed" is that you may not build those relationships in the same way your VPs do with their student staff. To mitigate this, at PTM training, Education Team training etc.... Feel free to have your VPs leave five minutes for you in the beginning to introduce yourself and communicate how your role would likely interact with these groups and what kind of support you'll give.

Enough of my rambles, I believe below is a thorough compilation of the important things you need to know. As mentioned and as we've been doing thus far, I am a call away. Josh, don't let negative comments bring you down, this role is tough but it will also be one of the best growing experiences and one of the best years of your life. Cherish it. Take time for yourself, bond with your team and staff members and do good by students and for students. McMaster is a wonderful place and you play a key role in continuing to make it even better.

And remember,
Clear Eyes, Full Hearts, Can't Lose.
If you're vision oriented and genuine, you'll never lose and you'll do great,
brother.

Much love,
Ikram Farah 18-19

Governance:

- **SRA**
 - You've had the opportunity to view these meetings as a spectator and so in terms of Roberts rules goes, you're good. However, one thing to note is that in the SRA meeting when you are discussing capital budgets and expenditures, you will move on to MSU INC and you cannot vote as you are the head of this incorporation. This is where you will take the speakers seat and read the motions. It is far formal than EB so make sure you do it right and monitor debate appropriately – if there are any.
 - Its politics. You don't want it to be SRA vs Board and it's not good that way. Y'all have a pretty passionate SRA and they are smart – use that for the betterment of the organization. LISTEN TO THEM. Some really do have students best interest at heart and sometimes PR doesn't even matter just engage, build consensus have their trust and you'll have a great year.
 - Board attendance with the SRA is tricky because sometimes stuff does come up. Board attendance isn't regulated as it is for the SRA and tbh it can't really be... You're unique in that you weren't voted in by the SRA; however, if the SRA notices that the boards been gone a lot or people are keep missing, it's not good to be called out. Talk to your board and set expectations about attendance during SRA meetings. You never want it to be just one person in case something spicy comes out of that meeting so plan your trips, vacations etc. accordingly.
- **General Assembly**
 - A cool way to gain more attendance to GA is to get clubs involved. Faculty societies get program societies to attend their GA's or else they don't get funding. Make sure the Speaker is on it this year and earlier to engage students. Honestly, if there isn't a hot topic, perhaps find something you're passionate about and promote it and get people to come.
 - Your role at GA is to present the "State of the Union," and just summarize projects and what next year will look like.

- **SENATE and Board of Governors**
 - There is a portal and the password will need to be reset so please reach out to the University Secretariat for that password and username because I forgot and you have access to documents and closed session items
 - At these meetings you are an observer so you will have a name tag and sit at the back. I went when I could and when there was an interesting topic. These meetings are a cool way to view how the politics of the university works and it is an interesting perspective to have.

Full-time staff:

- **Job Descriptions**
 - I know that during transition your board mentioned you were confused about full-time staff and their roles and where/how to utilize them and these can be found online. I recognize that there are a couple of descriptions that are going to be developed, I would encourage that be done sooner than later so that in the fall when students and services are fully running, you have that support and it is more applicable.
- **Interaction with your portfolio**
 - I encourage you and your board to take time the first couple of weeks and introduce yourself to the full-time staff. You've already started the year off with a bang by bringing cake-pops and having those interactions and those do go a long way. Depending on your projects, you can and will interact with some more than others. Below I will list "direct-interactions" and that's not to say that you won't talk to the rest of them, to be honest, I spent a good amount of time in Pauline's office for example. Her and I became good friends and I had confided in her with a lot of my personal stuff but when it came to like projects, me and Pauline didn't work together in that way. You see what I mean? Just because there are no direct projects, doesn't mean you don't have interactions. In fact, I would encourage you even further to develop those so that you may get to know the people you work with as it will create a more positive work-place culture.
 - **Direct Interactions**
 - Now below are just minor blurbs and doesn't even begin to describe how helpful these people are. These are just quick notes on utilizing them for support and next steps. You've worked with them all this year and have had two weeks in the role thus far, I am sure you're aware of how you interact with them.

- **GM**
 - Set up monthly check-ins with you and John. We tried doing it more formally earlier on but honestly our relationship was chill enough where our catch-ups turned into those 1:1. See if there's areas where you can support him and be a part of some of the work he is doing as some of that can be easily transferred over.
 - You and John interact a lot in different meetings and he's there for guidance and has a lot of historical knowledge of the organization. Utilize that knowledge but also challenge it, he welcomes it.
- **Director of Communications**
 - Wooder has been a great support with the Government-Relations, Strategy and Marketing of the organization. As GR is growing and the MSU is looking to do more external advocacy, your team should look into additional support or re-imagining the communication team so that it isn't falling on the shoulders of one individual.
 - Feel free to set up a meeting with Wooder before your first SRA meeting, any difficult conversations you might have and bounce your ideas off of him.
- **Administrative Assistant**
 - Emma is great with the quick answers and she knows a lot. She's also a cool person to bounce ideas off of. She works with the board closely and because she's involved in those board meetings, if you ever need a reminder or two, she'd be happy to give it to hold you all accountable to your duties. She's also the support in terms of scheduling, proactively ask for that support and it will be seamless.
- **Operations Coordinator**
 - As mentioned, you will work with Maddison when it comes to clubs and when it comes to escalated issues. While the JD is being edited and enhanced, it would be positive to integrate those new responsibilities as soon as possible as it will support the organization further.
- Full Time Staff Meetings
 - These happen on the first Thursday of every month. The first 15 minutes of these staff meetings are spent amongst themselves without the Board and John (as direct supervisors), typically these issues that are brought up in the first few minutes will be brought to the full time issues committee by the chair of the committee. John typically leads these meetings and will ask the board if they have any updates. Sometimes depending on what you're working

on, it may not be relevant to them; however, with the SCI they will be looking for next steps and more direction. It should also be a space where you're checking-in on them and praising those who have demonstrated exceptional service towards students. For example, if you notice that 1280 was packed – mention it. Ask the Underground how their new printers are serving students faster and as we have change in staff, how has the integration been? These are cool/fair things to ask and I think your team should continue the positivity you've demonstrated by making these meetings fun. There's a budget and with Maddison's help you could have an ice-cream social following the staff meeting or like free coffee, something small that demonstrates your appreciation. And in Johns absence, you are going to chair these meetings so just utilize the above advice and perhaps make it a habit for the board meetings prior to these meetings to discuss your plan and what will be communicated.

- **Full Time Issues Committee**

- As I mentioned, there will be one board of director's member present at this in addition to John and 3-4 other full-time staff. If no other board member wants to do it, you've got to do it. Earlier in the year Scott took it on for me because the concerns were more his portfolio, feel free to discuss with your board and ensure that it is one member per semester at the least for continuity sake.

- **Health and Dental/Full-Time Perks**

- As a full-time staff member you have health and dental insurance. I believe yours kicks in August and I would recommend using it to maintain your physical health. You can get a massage once a month, make sure you go to the dentist and if you need a new pair of glasses, use it. This job can be incredibly stressful at times and while you discover ways to support your mental health, utilizing these services will benefit your physical health as well.

- **Workplace culture:**

- Work place culture is incredibly important and setting a tone earlier for what you want the year to look like will be impactful. Like I said, you've already started it off with a bang for full-time staff by going around with cake-pops, when you get busier these small tokens will get harder to do. Below I've listed two (but not limited to) topics of ways to improve the workplace culture from my observation.

- **Birthdays**

- Make sure that there is a database of all the birthdays. It also helps if there is a designated person to manage birthdays. Maddison being the person that she is does it; however, I am not sure if that's with her job or just who she is. That said, it's a small token but it goes a long way, but the board

should reach out to Maddison and form that as a part of her duties or that role should be in charge of it. Remembering people's birthdays as small as it sounds actually means a lot to some of the full-time staff and it can be heartbreaking if one person in the team gets a card and another doesn't. These are just small things your team can sustain to ensure that this is an on-going tradition of the MSU.

- **Basement Team:**
 - It has been communicated through informal and formal channels that the full-time staff in the basement feel like they are "out of the loop" because they are so far from the main area. Something to mitigate this is when booking meetings with the full-time staff, it would be positive if you would go to their spaces. Another thing to do is to stop by once a month and say hello. You don't notice it, or at least I didn't, but there were times I didn't see folks from the underground for at least a month and it's not the same as those I see every day on the main floor. These are the small things you can do to build synergy and a positive work environment.
- **Staff Meetings:**
 - Something that my board and I did was try and go to each of the departments full-time staff meeting (re: compass, 1280, ug, union market etc..) to introduce yourself to the managers and student staff. Coordinate with Emma and have her set those up earlier and when they are hired so that these groups are aware of who you are and can reach out if there are issues.

Presidents Council:

- **Purpose of the meetings:**
 - To connect with other stakeholders, share best practices and utilize it to demonstrate what the MSU is doing.
 - In these meetings people asked me about controversial topics within the MSU and it really helped set the record straight so they could disseminate that information to their constituency groups.
 - Listen to them! These are incredibly passionate and smart people who were elected by their own groups. Yes, you run the MSU but they are also doing great things and have levels of the engagement that the MSU has never seen. Ask them questions, support them and build consensus.
 - This council is mandated as per the bylaws. In the past not many MSU presidents called the meetings frequently. I suggest you do so every month in the fall. If there are people here in the summer, it

would be cool to convene and check-in with them as to how they are managing the student choice initiative.

- **Monthly Meetings**
 - Connect with Emma to coordinate schedules whenever you would like to have a meeting. It is a lot to coordinate with like 9 student leaders with incredibly busy schedules, so please give Emma enough notice so that she may reach out to them.
- **IT advisory committee**
 - This is a committee lead by Marzena, from the IT department. Something her and I worked on together was to create an MSU seat and an SRA seat for this committee. The scope of this committee is to guide the direction of IT on McMaster and they want student input. For example, MOSAIC upgrades, applications etc.
 - Presidents council was a big role in supporting this group last year as they each found a representative, as per Marzenas request. **Please continue this.**
 - Next steps would be, since it is a tedious task to have to follow up, send Marzena the president's council email and have her follow up as it is the committee to support the university, it would be great for them to have that continuity.

MSU/University Meetings You Chair:

- **Board Meetings**
 - As you know, these happen once a week on a Monday and following this there is the communications meeting with the communications team. For Board meetings this year, John and Emma can attest that I was pretty structured in my approach for the most part. I recognized that as we all got busier, these meetings were sometimes the only time I would see everyone in a room together. With that said, play off your team's dynamics. I spent the first bit asking about them, their weekends and incorporated some of that in the prompts when we got to business. Make it a habit that people are updating the team about meetings, project updates and things pertaining to the organization. Emma does a wonderful job at making action items even if you don't say it is an action item; however, to get in the groove, you could always nudge Emma to put it in the minutes as such. You have a fun team and I can see where these meetings might be a good time to joke around but again use your judgement, I personally believe that these meetings should be used to its best ability to direction the organization and get tasks done or at least positioned.
- **CFMU**
 - These meetings are held once a month, typically on a Friday. These meetings are generally updates about the happenings of CFMU. Some previous conversations included the insect infestation in the

basement, the flood and the damages it had on some equipment and Sandeep's and Jamie's want to renovate the space for their volunteers and space users. Emma is the one who coordinates these meetings and it is comprised of yourself, the vice-president administration, vice-president finance, John, Emma, Jamie, Sandeep and two community radio show hosts. To be honest this committee for the first few times I didn't really get what to do; however, with the changes towards funding it would be great to use this space as a brainstorming tool of fundraising, see where the MSU channels could support the promotion of CFMU and connect with SSC to promote their jobs on OSCAR plus. At the conclusion of my term they did mention they were having troubles finding good talents, that would be a great opportunity to leverage.

- **Admin Con:**

- This is a meeting with Senior leadership of the university and it is co-chaired by you and the President of the university. Emma and Kerry (Presidents office) are going to coordinate schedules and again, agenda items will be asked for however we never really had an agenda. How Patrick and I ran these meetings were to go around and ask for updates and from these updates questions were posed and it sparked meaningful debate/discussion often. It is a great room for you to discuss university wide issues as the GSA and MAPS are also present.
- The board meeting before your first admin-con, have John run down what is and ensure that you and your board are on top of what to say and who is saying what and who is giving what updates.

- **Executive Board:**

- Executive Board is the committee where you oversee the day to operations of the MSU. At this meeting agenda items from HR issues to approving new logos are brought to the table. In the summer they meet bi-weekly and in the school year they meet weekly.
- How you conduct these meetings are up to you, Victoria as the secretary of the meeting will want it done in a certain way but do ensure there are no issues, proactively discuss with her about how you would like these meetings to be ran but be courteous as she needs to do her job as well. It's okay for this meeting to be less formal though.
- When topics that are heavy or need discussing a head of time are likely going to come to EB, please discuss with your board in advance. You don't want your VPs bringing up something and that be the first time you hear about it. I made sure my board either through an email update or in our Facebook chat let me know what they were going to discuss in closed session or bringing forward

generally so you can reflect. I am not saying be proactive this way so that you can come as a united front (honestly, its fine if you don't vote together); however, it also looks incredibly bad if it's something huge and you just don't agree or you would have liked to have had more time to think about it. I encourage you to have your board commit to informing each other of these items prior. It also helps you as chair to proactively facilitate the discussion to make it the most productive for the SRA members in the room too. It doesn't serve you or the group well if you're confused.

- Attendance is monitored through a bylaw but also through you and Victoria. It is important that you're on the ball with this as I am sure there are other passionate SRA members who would love this spot on EB so make sure people are following the bylaws with attendance and that you are keeping track of it. Again, make sure your board is on top of it too. If they are going to be away, they need to let both you and Victoria know for quorum. In addition, your board should never book over EB. If they are going to be late, they should let you know.
- This year I added "Committee of the Whole: Organizational Updates" where people could discuss topics such as, club nights with campus events, accessibility etc. Anything people were passionate about and I would reach out to the department heads (with the notes Victoria kindly took) and see if they had any insight. A good idea might be to invite the department heads of the topics you're going to be discussing. It wasn't a bad thing that we didn't, if anything, it saves you time.
- Potential Action Items:
 - As EB is meant to discuss the day to day operations, I think it would be great if department heads could do a monthly report to EB.
 - See if Maddison could be an official observer. As we discuss HR matters it might be beneficial to bring her in. There are times where EB would invite her in but why not just have her there. She's great and provides wonderful insight.
 - Make sure that the part-time issues committee happens!!

Committees:

- **MUSC Board of Management**
 - Victoria schedules these meetings and as discussed you have a keen interest on this committee as it pertains to your platform point regarding the third floor balcony of MUSC. You don't necessarily chair this meeting but perhaps you can see if the SRA member wants to chair it and empower them to take on this leadership role.
- **Clubs Executive Council**

- This committee has yourself, the club's department, as well as each council head and you, meet 4 times a year. Make sure that the clubs department includes your schedule when planning. Its good if you can attend because you're able to communicate with the club leaders directly; however, it's also not the end of the world if you cannot come. I would suggest working with the club's department to see what their goals are for this committee. There were a couple of unnecessary meetings and it lacked attendance a lot. Perhaps students aren't seeing the value in this committee; however, it would be great if it could be used to its fullest potential. I just didn't see that this year.
- **SSAC: Student Services Advisory Committee**
 - Luckily you have been to this meeting and it is with Student Affairs and the MSU. Eva (who is a Queen), will reach out to you for agenda items and it is imperative you're proactive with this as she needs to send the agenda out in a timely manner. Of course you can always add on the floor; however, it is good that the university members are aware a head of time of what the MSU will be discussing so they can plan and have answers ready and information readily available. Some of the topics we discussed at this meeting were SLEF, Naming of the SAB (which y'all need to finish lol re: Alex) and International Students Support. From the MSU it is the BoD and John who attend and it is important that they are all present. Similar to before, they are not to book over these meetings.
- **Student Access Strategy with Arig**
 - This is a committee that Arig started as a part of the universities Equity, Diversity and Inclusion framework. This year I sat on it and as discussed in our transition, you are more than welcome to sit on it; however, with the revision of the Racial Diversity Policy paper, it makes more sense for Shemar to sit on it as he had a lot of platform points pertaining towards the support of marginalized students. Again, there isn't a "fixed" portfolio attached to this, I just ask that whoever does sit on it is fully committed.
- **PACBIC: Presidents Advisory Committee on Building Inclusive Communities**
 - I believe through their membership agreement with the MSU it is the President who sits on it. Justin sat on it, Chukky and I did from what my memory serves. As such, sometimes there are matters discussed that relate to the image of the organization and you are asked questions and are asked to make comments, I think that it would be in the best interest and for continuity sake, the MSU President should continue to sit on it.
 - As far as representation goes, the peer support services are all members of PACBIC. Specifically, Diversity Services (which will now

pilot race-based peer support), MACCESS, Pride and I believe WGEN sits on it but please double check that.

- Regarding the peer support membership, please ensure that these groups are represented at PACBIC. A way of holding them accountable to represent their respective communities is to ensure that attending PACBIC meetings are in their EB year plans. As far as my memory goes, I believe that their JD's state that they should attend PACBIC; nonetheless, it wouldn't be "extra" work and it would be great to clarify that, they should just include them in their hours as a "work week." Connect with Sarah to do so.

- **PACCR: Presidents Advisory Committee on Community Relations**

- Luckily you've been to one of these meetings so this is something you are familiar with. Essentially your role is to communicate on the MSU's behalf of what the student's union is doing regarding community relations and the City of Hamilton. At these meetings I found it fitting to discuss GO Busses, lighting on and off campus as well as over-policing and student's concerns pertaining to this.
- Earlier in the year when it comes to **Welcome Week**, I encourage you to bring Sarah to this meeting so that she can speak on behalf of the MSU about welcome week. Trish should also come. Either Gord will reach out or you should do this on your own accord. Introduce them as members of the MSU and have them discuss with the community the plans for welcome week as it pertains to community relations.
- **Membership** of this meeting previously had the SSCN coordinator, as discussed and as passed at the SRA, the new role would be taking on that. However, discuss with Shemar if you believe that the AVP Municipal should sit on it with you instead. That's my opinion because they can speak on what the ED team is doing and their relations with the community is a bit more sustainable.
- At these meetings, some hot topics are: Homecoming and Saint Patties
 - **Homecoming**
 - Bring Trish to the homecoming meeting so that she can discuss plans of alternative programming. The Public Relations team would likely ask you to proactively film a video to go alongside their messaging. Decide what you would like to do as it is your choice; however, this year I thought it was fitting because I actively met with the community liaison officer (HPS) and understood the plans of homecoming. The MSU also dished out a lot of resources to have

alternative programming and I saw it fitting to communicate that to students in that video. I can see where you might be hesitant as it looks like you're supporting over policing. However, make sure you connect with Gord earlier on and discuss the plans of homecoming and see if this is something you want to be a part of. Be an advocate and discuss necessary measures to ensure the safety of students are a priority. You might need to do some teaching here as our last PACCR meeting there didn't seem to be an understanding of *why* police presence makes marginalized students feel unsafe and frankly, that can be exhausting; however, they also have a job to do and you do too so make sure that your priorities are also laid out.

- **Action Items:**
 - Set up meetings with Gord and the new Community Relations Office from HPS to discuss Homecoming plans.
- **Saint Patties**
 - In comparison to homecoming this wasn't the biggest deal for PACCR as this year saint (or all years, idk, I don't drink) fell under a weekend. The MSU was not going to do alternative programming as we didn't find it necessary and we didn't know where we would be find the traffic. If you guys can somehow make 1280 host a sick event and get students to come and get lit, be my guests. Anyways, in terms of planning I was not a part of much Saint Patties planning because of these reasons and then later on PR from the university reached out for a video. I essentially communicated that I am more than happy to have a video –SEPARATE from their messaging (as I was not a part of their planning)– to tell students to be safe. Again, you do you, because I took those steps I felt comfortable doing a 10 second video telling students to be safe and have a good time. People still are going to associate this with you “signing off on police presence on campus” or “working with the university to make them look good” but you can't please everyone and hey, you do you, brother.

Clubs:

Generally, your role with clubs and the interactions you have with the department differs year to year. This year the club department had a few escalated issues and also my connections with leadership within clubs put me in positions where issues were being directed to me. Some club leaders may not know the appropriate channels to discuss concerns with and honestly you won't have time and it is not within your scope to deal with them, so it is fair for you to forward concerns to the club's administrator to handle. However, when club's issues become public and a concern of the organization as a whole, then it is your duty to be involved and you should be involved. This year my focus was on clubs because there is a lot they can do and a lot they can do better and each year they've grown. I am excited for the new leadership of the club's department and with Maddison's support it will go great; however, feel free to support them alongside the VP finance.

- **Building Connections:**

- Coordinate with the club's administrator and find out when training dates are. I made it a priority to attend because I wanted club leaders to put a face to a name and reemphasize my priority to clubs. These groups have the most diverse students within this department and are often overlooked by the MSU leadership and I think building those connections earlier will help. Take 2 or 3 minutes introducing yourself, talking about your goals, how you want to support them and how they can come chat whenever. I feel like because I did this, in the below comments where I mentioned that clubs came to me a lot, it was because they also put a face to a name and felt that they could.

- **Projects:**

- Vision Conference
 - This was something I had done in July specifically for clubs and faculty societies. In our transition, you mentioned you would like to continue it but instead do it in the school year. The only difference here would be instead it would just be a leadership development conference rather than a "best-practice sharing/transition" conference because the individual leaders would already be immersed in their roles.
 - Clubs department helped out with this as it pertains to clubs (with the exception of faculty societies), feel free to connect with them earlier on to start planning. They've got the resources to take on a lot but because this is your project please support them in any way you can. It would be beneficial that if you are going to make this into a staple, then as a part of your transition you would need to incorporate this into their job descriptions.
- Expanding Clubs Fest

- This is something that I believe should **continue**. Specifically, the expansion included extending it to JHE with performances in the middle to drive traffic through. The issue we had this year – as per my SRA report – was that there was miscommunication with AVTEK about the stage location and it didn't pan out how we wanted. However, a lot of clubs enjoyed the spirit and that there were more people allowed to participate in club's fest. Connect with clubs earlier to ensure this is still the plan as it is great to have as much clubs broadcasted for incoming first years.
- **To be completed:**
 - Card Readers:
 - In second semester a student from a couple of clubs on campus reached out with the idea of having card readers for clubs who are going to be fundraising. I think now more than ever this is something you and Alex should work on together as clubs are going to need to find new and innovative ways to gather funding. Not everyone carries cash and I recognize that this is a cost and some percentage would be taken away; however, we need to adapt and support clubs as much as we can and it's a simple ask to get card readers. I am not sure how far Scott got with this; however, if you and Alex could **continue the work and implement this** that would be incredibly beneficial for clubs.
- **Concerns:**
 - CSSA
 - Earlier in the year the CSSA amongst other student groups co-signed a letter demonstrating their distaste towards another student groups event. Students (available in your email) communicated to myself, clubs and John about their concern that this club went against several policies.
 - Myself, the club's administrator and Maddison followed up with each of these concerns and even involved the Equity and Inclusion office.
 - Next steps for you:
 - Set up a meeting with clubs and Maddison to talk about next steps.
 - Have Maddison brief you on the conversations that we had and what conversations she's been having with university stakeholders.
 - One specific meeting I recall and is important to note is where we had one with a concerned student who will remain anonymous on this document but Maddison will brief you and they are aware you will have briefed.

- The student demonstrated concerns of the MSU's lack of transparency and acknowledgement of the issue. At the time of this meeting, myself, clubs and Maddison communicated to this individual that there will be:
 - 1. A revision of the club's policy**
 - (please check with Maddison/clubs to ensure this is done before club's ratification process).
 - 2. A statement of the MSU on their decision (to either ratify/not ratify this club)**
 - Have Maddison go in detail with you surrounding this piece; however, the concern here was that if the SRA should ratify a club that this individual deemed controversial, then their concern was that students would have distrust towards the MSU and that we should be transparent with our reasoning.
 - Should the SRA NOT ratify this club, a statement should be made condemning behaviors and setting a tone for the new year about club mannerism.
- My opinion on this matter is at the time, despite complaints, there was no evidence surrounding that either club broke policy. However, I encourage you to follow up with Maddison because there was one piece of evidence/follow up required to then determine a decision internally. Friendly reminder, this is the SRAs decision to decide whether or not clubs should be ratified; however, I bring this to you because it is your duty to provide perspective to the SRA which is why these preliminary conversations are important to have that way you can either be an advocate to the group(s) or not. Please ensure that the SRA has all information needed before making a decision otherwise it can be harmful towards future clubs if we are making decisions off of hearsay.

Projects to Continue:

SAS:

- This is a positive relationship to have and the staff are so welcoming. Please meet with them and see areas of collaboration.
 - Please continue to distribute the courtesy cards and follow up to see metrics and if this is successful.

Examinations:

- Work with Sean VK and the SWELL regarding the new mental health strategy and it will be beneficial for the “in-classroom support” area for you to push:
 - **Examinations**
 - Scheduling back to backs
 - Break between exams and classes
 - **MSAFS**
 - Language and unpredictability
 - Students forced to disclose
 - Standardize how professors are using it for the betterment of students

Tax-Free Tuesdays:

- Before my term ended I was meant to meet with Roger and Chris Roberts regarding tax-free Tuesdays. This project financially did not perform well for hospitality services, which is a business at the end of the day. However, the argument that I made to Roger was that students need cheaper foods and that there needs to be a trade-off. In addition, I leveraged that as a student’s union we have typically provided cheaper food options (bring our price lists in comparison to hospitality services); however, with the introduction of the SCI, we may not be able to provide the same services. That said, you would be looking to hospitality services to provide initiatives such as the 5-dollar meal, tax-free Tuesdays and generally cheaper options. Chris commented that he could not run initiatives simultaneously, so it would be good to get Roger on board (which he was); however, with you as the new face, it’s good to remind him.

Extended Go Bus Hours:

- Check the presidents email and search “extended hours” for the last thread and feel free to introduce yourself and discuss how you want to continue this relationship. To give you a bit of a background, they extended hours during the school year permanently however students are still wanting later hours. In addition, they did a pilot to have “special rides” for welcome week as you were aware when I did this as you were faculty coordinator. Your follow ups should look like this:

- Ask Metrolinx if there are numbers to show that increasing and adding additional hours for the 47 is feasible and if their rider's data demonstrates that there is that need.
- Follow up with Metrolinx regarding the numbers for the special rides for welcome week and if they were high enough to continue this project
 - Liaise with the off campus planners, Trish and Jennifer as they have a keen interest on the developments of this.

Freedom of Speech – University Level

- Throughout the summer I worked with student activists, groups and clubs surrounding the freedom of speech guidance document on campus. I worked with Patrick and Arig to ensure it reflected students, specifically marginalized students and would not limit their rights to protest.
 - Outcomes:
 - Arig worked with Esme (SR advisor to Patrick Deane) and provided responses to the feedback we gave.

• **Please refer to the “Freedom of Expression Feedback Results” email**

Freedom of Speech – Provincial Level

- Following the provincial election and with the PC's elected, they positioned a directive to ensure all PSE institutions had a “Freedom of Speech” policy. McMaster has the “Guidance Document” which is best in the sense that it is a live document. If you feel there are more changes that need to be met, feel free to direct them to Arig or Patrick.
- At this time, no **reports** have been made suggesting that these policies limited anyone's ability to protest. However, please continue to **follow up** with Sean VK, Patrick/David and Arig.
 - Also, the directive included that the university monitor and send a report to HEQCO. Please see if you can have **access** to this report.
- Advice; Just because it's quiet, doesn't mean it isn't a problem. Keep this on your radar and be informed so you can be as proactive as possible.

MSAF:

- Contact: Assoc. Vice–Provost Faculty, Kim Dej <avprofac@mcmaster.ca>
- Follow up required:
 - There was a MSAF Policy roundtable` that we weren't able to attend because of the board meeting and we had to discuss pressing matters.
 - You should **meet with her** to discuss your priorities surrounding faculty and student relationships surrounding accessibility.
 - RE: Platform regarding MSAF days. Specifically, clarifying the policy and changing it to **business** days. Doesn` t allow for professors to interpret poorly and supports students. -- this is a continuation of

my platform that I hope you support as it enhances your work as well.

Lighting off campus:

- Major Contact: Field, Mike <Mike.Field@hamilton.ca>
 - The City undertook a detailed analysis of the lighting in the areas that I brought forward. Based on their analysis they developed options and a plan:
 - Installed 21 new street lights across Thorndale, Leland, Bowman, Stroud and Cline. These new lights are in addition to the existing street lights, and infilled gaps in the lighting to improve sidewalk and roadway visibility.
 - Examined the lighting concerns on Emerson and Haddon and determined that the existing lighting conditions are adequate. This decision was based on computer modelling and on-site light measurement and verification.
 - Concerns respecting lighting conditions on Sterling and Saunders are valid, however to make improvements we need to undertake a larger planned process as existing infrastructure cannot easily support additional lighting. I will engage with Councilor Wilson about this and develop some options for the future.
 - **Follow up required:**
 - Josh you also want to focus on lighting, so feel free to **introduce yourself** to Mike and follow up on some priority areas you want.
 - The list I sent him is in the email so you don't double up. But, he is a great support of the student's union and has been a great help.

MISC:

- Health and Dental
 - There will be an individual from "Student Care" which is our competitor in terms of health and wellness plans who will reach out to you. He is pretty persistent so if you've got the time, why not. However, loop Alex in on these conversations.
- Student Rec Night
 - The Vice-President Administration plans this with the Admin team; however, it is hosted by you. This year Scott had concerns surrounding the amount of university administrators that were invited to the ratio of students. Valid concerns; however, we found a middle ground where we would develop a list of permanent university administrators we would invite and it would go year after

year (i.e heads of departments that work closely with the MSU) and the MSU executives of that year should add to this list of who they would like to invite.

- The student leaders list remains the same if you wish.
- Maddison currently keeps this but connect earlier on so that she can communicate this to the office clerks, this year I played a big role with the lists because of the boards changes but if you're proactive this is something reasonable to ask Maddison to do as she already does it.

People/Departments you should connect with:

- There are the people you will meet with year to year but these are people that are either new or I think would be valuable to meet with to gain perspective on their roles and see how they can support you in supporting students.
- 1. Barr, Michelle <barrm6@mcmaster.ca>
 - a. Transition Program Coordinator. Student Accessibility Services I MUSC; B-107
- 2. May-Marie from University Human Resources
 - . To discuss training for the PTMS/Staff
 - a. To discuss Equitable Hiring Practices
- 3. Hagar Akua Prah – Intercultural Affairs
- 4. Indigenous Affairs
- 5. SAS
- 6. EIO
- 7. SSC
- 8. Susan Giroux and Kim Dej