

**GRAEME
NOBLE**

for
**Vice-President
Administration**





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Dear Assembly,

In light of the dark times in which we find ourselves, I felt it appropriate to share my philosophy before any mention of political goals:

I wholeheartedly believe that each and every one of you has the potential to make significant change through this assembly. Now more than ever, it is time to equip you with the tools you need to succeed; to stand with the thousands of students who may never know your name or the work that you do; to bridge a gap between people and their representatives that's so vast and yet so intangible.

I cannot even begin to describe how thrilled I am to work with you all in the coming year. As such, I'd like to redirect your attention to this short poem written by the enigmatic author *Nicolette* to communicate my sentiments.

This is a Daily Reminder

This is a daily reminder
To relax,
To not get angry over small things,
To stay calm.

This is a daily reminder
To be yourself,
To not care what people think,
To know you can be anything.

This is a daily reminder
To love yourself,
To not hurt yourself,
To not work yourself up.

This is a daily reminder
That you are beautiful,
That you are amazing,
That you will succeed.

This is a daily reminder
To always have hope,
To have faith,
To know everything will be okay.

This is a daily reminder
That you have made it so far already,
That you haven't given up,
That whatever you're doing is right,
And that you are going to be amazing.

Don't give up.
Keep holding on and believing.

Thank you for your time and I hope to work with you all soon,

Graeme S. Noble





Qualifications

Education

B.Sc. in Psychology, Neuroscience, & Behaviour (PNB)
(Mental Health Specialization)

Sept. 2017 – Present

Association for Psychological Science
(McMaster University Campus Representative)

Oct. 2018 – April 2019

Canadian Psychological Association
(McMaster University Campus Representative)

Nov. 2017 – Dec. 2018

Literature

Psynapse Undergraduate Journal
(Précis Section Editor)

March 2019 – Present

PNB Integrative Writing (PNB 2XD3)
(Integrative Mentor)

Dec. 2018 – Apr. 2019

Research

Dr. Kim & Associates
(Research Assistant)

Jan. 2020 – Present

Dr. Watter & Associates
(Research Assistant)
(Thesis Student)

Jan. 2019 – Present

Jan. 2019 – Present

Dr. Woolhouse & Associates
(Research Assistant)
(Primary Author/Independent Thesis Student)

Jan. 2019 – Present

Apr. 2019 – Present

Dr. Schutz & Associates
(Research Assistant)

Sept. 2018 – Dec. 2018

Dr. Milliken & Associates
(Research Assistant)

Jan. 2018 – Apr. 2018

Extracurricular

Internal

McMaster Students Union
(Associate Vice-President – Internal Governance)

May 2019 – Present

McMaster University Marching Band
(Instructor/Conductor/Drum Major)
(President)

Sept. 2016 – Present

May 2018 – Present

May 2017 – Apr. 2018

McMaster University Concert Band
(Vice-President)
(Member)

Apr. 2017 – Apr. 2019

McMaster Science Society
(Musical Vocal Director)
(Science Faculty Representative/Sciclone)
(Musical Pit Orchestra Member)

Apr. 2017 – Mar. 2019

Apr. 2017 – Apr. 2019

Sept. 2016 – Mar. 2018

McMaster Pops Orchestra
(Member)

Sept. 2016 – Apr. 2017

External

Harbourtown Sound Barbershop Chorus
(Member)

Jan. 2018 - Present

Golden Horseshoe Music Festival
(Concert Manager/Technical Coordinator)

Apr. 2018 – Present

Seattle Cascades Drum & Bugle Corps
(Trumpet Section Leader)
(Member)

Dec. 2017 – Aug. 2018

Dec. 2015 – Aug. 2018

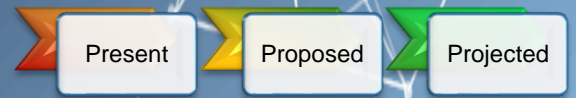


Platform

Connect

**Transform
Harmonize
Educate**

**Dedicate
Orchestrate
Transition
Stimulate**



Connect

Report Templates

1/3 SRA+EB Reports Submitted Late
Difficult to Write & Read
Unclear Guidelines for Modification

Restructure Current Report Documents
Standardize Report Creation
Create Report Guide

Enhance Communication
Promote Report Consumption
Encourage Timely Report Submission

Hiring Board Question Pool

Recycled Questions
Partial Assessment of Interviewee's Abilities

Introduce MSU-Wide Question Pool
Sample Questions for Validity & Biases
Reassess Hiring Practices

Use Critical Interview Materials
Engage Outside Perspectives

Survey Enhancement

Subjective Survey Construction
Inconsistent Respondent Rewards
Superficial Data Analysis

Create Single Survey Portal
Establish Simple Statistical Analysis Standards for Research (ICCs & DIFs)
Introduce Consistent Compensation via MSU Discounts
Objectively Remove Invalid Question Choices

Remove Substantial Biases from Data Collection
Improve Data Collection Engagement
Increase MSU Financial Activity
Enrich Survey Value & Usage

BU EB Reports

Disconnected Business Unit Structure
Lack of Departmental Unity

Mandate Report Submissions
Increase Direct BU Communication

Improve MSU-Wide Connectivity
Monitor All Large-Scale MSU Organizations

Acronym Breakdown

Executive Board (EB): A subset of the SRA and MSU full-time staff that meets weekly to manage daily operations within the MSU including, but not limited to, Services, long-term planning, and department activities.

Item Characteristic Curve (ICC): An analysis of individual items to total test scores to measure the effectiveness of individual questions. E.g. "Topic: Student Housing; Question: What's your favourite milkshake flavour?" would have a low ICC value.

Differential Item Functioning (DIF): An analysis of how two or more characteristics correlate within a test. E.g. Socioeconomic status and views on financial accessibility of campus food

Business Unit (BU): A commercial body of the MSU that seeks to assist or convenience students at a monetary charge. E.g. *Twelveighty, The Grind, Union Market, The Underground*



Transform

New Clubs Department Configuration

4 New Operating Policies Approved for Clubs Department Restructure
New Clubs Ratification Procedure
New Clubs Department Staff Structure

Facilitate Transition for Incoming Clubs Administrator
Integrate MSU Clubs Guidebook
Communicate New Procedures to Current Clubs & Club Applicants
Expand Clubs Training Program
Support Active Club Resource Management

Increase Club Collaborations & Project Development
Standardize Club Excellence

Archive Modernization

All Files Uploaded to Physical Server in MSU Office
Files Lack Universal Naming Conventions
Files Rarely Backed Up by 1-Year Staff
Disorganized Archive Prevents Effective Research & Transition
Irrelevant Files Clutter Server Space

Adopt Comprehensive File Organization System
Reinforce 1-Year Document Upload
Simplify Online Server Access

Avoid Cyclic Idea Generation
Facilitate Internal Audits, Reviews, & Research
Reduce Expensive Archiving Expenditures

Welcome Week Contingency Deliberation

Unknown State of Welcome Week Plans

Evaluate the Scalability of Events
Investigate Online Group Facilitation Alternatives

Compensate for Campus Closure Possibilities
Support First-Year Integration

New Website Management

New Website Operational by September
No Designated MSU Web Manager

Allocate Responsibilities & Access Appropriately
Instate Annual Website Review

Ensure Continuity of Updates
Create System for Streamlined Content Management



Transform

Holistic Policy Review & Update

Invalid Outdated Internal Policies
Average Most Recent Revision Date for Bylaws: 5.6
Average Most Recent Revision Date for Operating Policies: 6.0 Years

Conduct Comprehensive 1-Year Review
Update All Documents Where Necessary
Validate MSU Structures & Procedures

Reduce Possibility for Lawsuits
Ensure Procedures Reflect Current Operations
Provide Transparent Information for Students
Encourage Optimal MSU Functioning

EFRT Protocol & Communication Revision

Off-Call During COVID-19
Lacks SWC Mental Health Referral Line
Insufficient MSU Organizational Integration

Support Adequate Response Training Programs
Facilitate EFRT Relationship w/ SWC
Revisit EFRT Advisory Committee Functionality
Re-Evaluate EFRT Communication Channels

Protect Responders & Other Members of the MSU
Comfort Students Across Campus via Responder Optimization
Ensure EFRT Operates Optimally

EFRT Resource Allocation Review

Limited Storage Space
Ineffective Inventory System
14 Years w/o Service Expansion
Compass Repurpose Identified by KPMG Internal Review

Explore Possible EFRT Expansion into Unused Compass Space

Enhance Supply Management
Support Growing Student Population
Adapt to Increases in Health Concerns

Video Hiring Protocols

Time-Consuming In-Person Interview Process
Difficult to Coordinate Hiring Committee Members
Encourages Biased Hiring

Adopt a Virtual Hiring System
Introduce Two-Chance Question Periods

Reduce Time Spent Hiring
Increase Interview Accessibility

Acronym Breakdown

Emergency First Response Team (EFRT): A team of primary care providers comprised entirely of volunteer undergraduate students.

Student Wellness Centre (SWC): A university organization responsible for all physical and mental health treatment on campus.

Klynveld Peat Marwick Goerdeler International Cooperative (KPMG): A consulting firm hired to conduct an audit of the MSU's governance structure over the 2019-2020 year. Results TBA.



Harmonize

Services & Clubs

Minimal Club-Service Interactions
Successful Collaborations on Small Scales

Work w/ Clubs Admin to Strengthen Event & Campaign Integration
Explore Novel Avenues for Collaboration
Review Mentorship Opportunities Between Groups

Support Service Engagement
Connect Campus Community

Services & Community

Minimal Service-Community Organization Collaborations

Work w/ PTMs to Engage Community Programs
Develop Plans for Communication, Partnership, Education, or Other Possible Relationship

Invite New Perspectives
Facilitate Personal & Career Development
Offer Long-Term Community Support
Strengthen Ties w/ Community Partners

SRA & Student Body

SRA Receive Significant Backlash from Students
Separate Caucus Outreach Channels

Investigate Forum Options for Moderated Engagement
Review Options for More Accessible Live-Streams
Establish Regular Communication Channels Across SRA Caucuses

Alleviate Tension w/ Students Who Feel Underappreciated
Unify Students Who Feel Unheard

SRA & Faculties

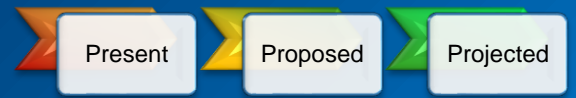
Unclear Communication w/ Faculty Departments
Discombobulated Communication w/ Faculty Societies

Allocate Single Point of Contact for Each Faculty Department per Caucus
Review Potential for Consistent Faculty Society Engagement

Streamline Faculty Advocacy & Project Development
Clarify SRA Roles & Responsibilities

Acronym Breakdown

Part-Time Manager (PTM): A 1-year part-time employee of the MSU responsible for the management of a Service. E.g. *Diversity Services Director*



Harmonize

MSU & Student Body

Abysmal Student Engagement
Minimal Trust in the MSU
Lack of Accessible Forum for Open Conversation

Work w/ BOD to Assess Options for MSU Campaign Creation
Provide Additional Avenues for Informal Student Feedback

Rebuild Relationship w/ Students
Reroute Traffic from Anonymous Forums to Solution-Oriented Channels

MSU & University

Irregular Relationships w/ Departments
New Health Services Review Results

Engage University Partners to Develop Training Materials
Work w/ SWC to Compliment Peer-Support Escalation Options

Enrich University Relationship
Supplement Human Resources Projects
Demonstrate Student Health Priorities

MSU & MacPherson Institute

Newly Established Relationship w/ Macademics
Connected Primarily via MSU Education Team

Expand Relationship to Encompass MSU-Related Education Training Programs
Utilized MacPherson Resources in Survey, Training, Transition, & Hiring Material Creation

Solidify the MSU's Educational Resources
Improve Student Resource Provisions
Invigorate the MSU's Educational Strategies

MSU & Services

Frequent Use of Othering by MSU Services Towards MSU

Increase PTM Engagement w/ EB & BOD
Implore Services to Advocate w/ the MSU

Promote Cohesion of MSU Organizations
Expand Ideological Horizons Within the MSU
Support Student Engagement

Acronym Breakdown

Executive Board (EB): A subset of the SRA and MSU full-time staff that meets weekly to manage daily operations within the MSU including, but not limited to, Services, long-term planning, and department activities.



Educate

LMS Integration

Trainees Signup via Convoluted Avenue to Learn & Mosaic Hybrid Program
 Limited & Irrelevant Training Options
 Trainees Submit Mosaic Screenshots
 No Options for Analysis

Centralize Training Program
 Specify Training
 Offer Immediate Results to HR
 Increase Statistical Versatility for Future Refinement
 Adaptable for Mid-Year Onboarding

Introduce Simple & Malleable Training Program
 Trainees Receive Relevant Educational Material
 Facilitate Personal Development
 Support Flexible Hiring Schedules

Universal Training Program

Disinformed/Misinformed Students
 Opaque Access to Information

Create Universal Module System for Staff, Service Volunteers, & Club Executives
 Create Training Feedback Measures

Facilitate Broad Student Education
 Offer Universal Metrics for Improvement
 Connect Students w/ Reliable Information

Online Group Facilitation

Difficult to Organize Training
 Costly In-Person Trainer Payments
 Offers Inaccessible Training Media During the Spring/Summer

Create Online Group Training Sessions
 Develop Group Education Plans to Facilitate Online Engagement
 Enact Applied Scenario Testing

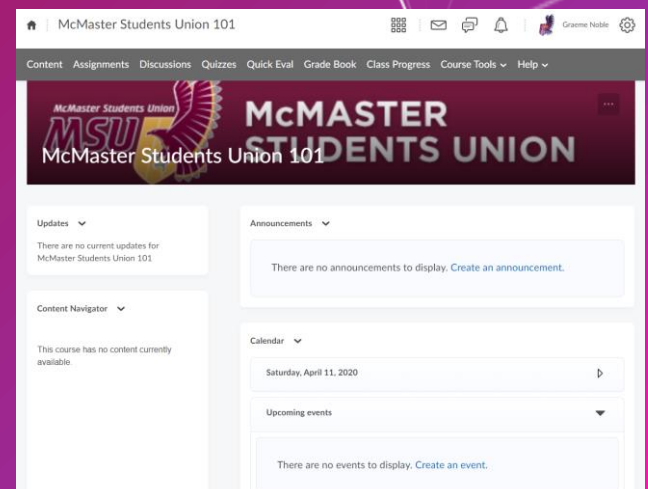
Reduce Travel & Logistical Costs
 Increase Commuter/Summer Worker Accessibility
 Facilitate Deep Learning at a Distance

Full-Time Occupational Development Schedule

Haphazard Full-Time Training Regime
 Optional Career Development Courses

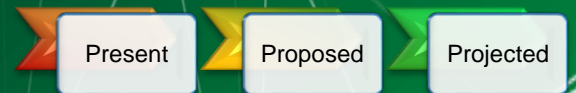
Expand Full-Time Staff Training Portfolio
 Construct Clear Training Expectations
 Integrate Career Development into Performance Reviews

Create Destination Workplace
 Optimize Workplace Efficiency
 Reduce Full-Time Staff Transitional Barriers
 Increase Opportunities for Critical Thinking



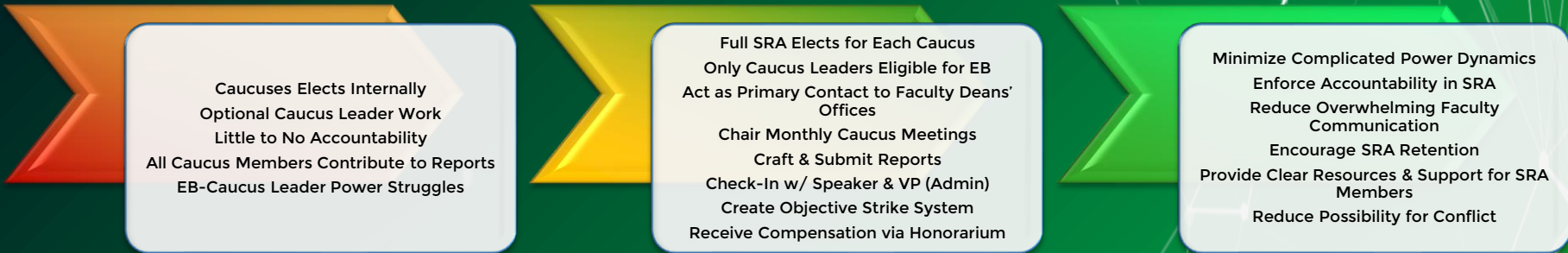
Acronym Breakdown

Learning Management System (LMS): A network of educational resources used to facilitate learning through flexible online administration. E.g. *Avenue to Learn* is run through the LMS *Brightspace*

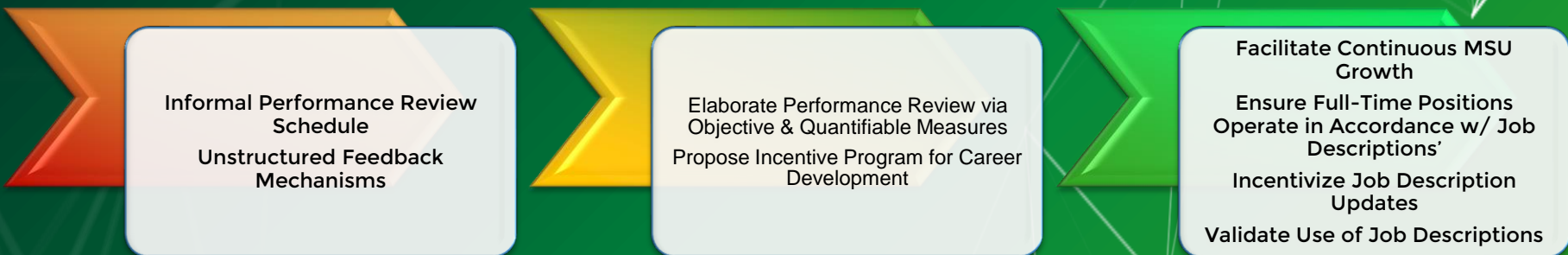


Dedicate

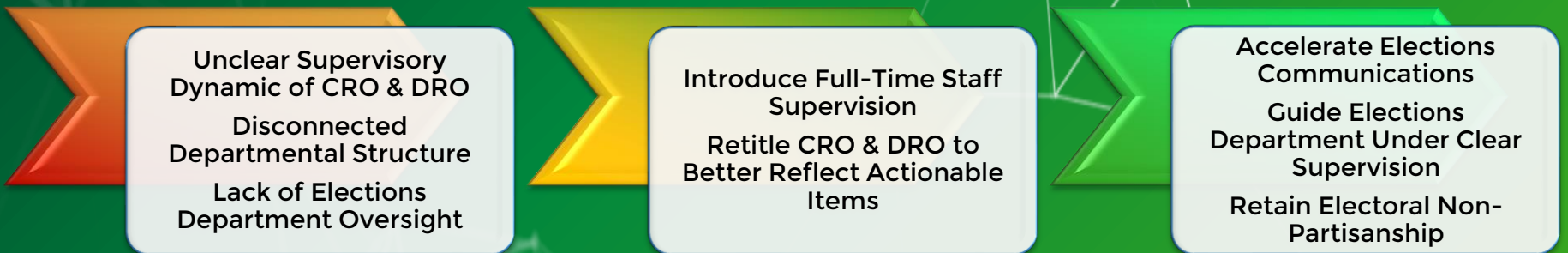
SRA Caucus Leader Development



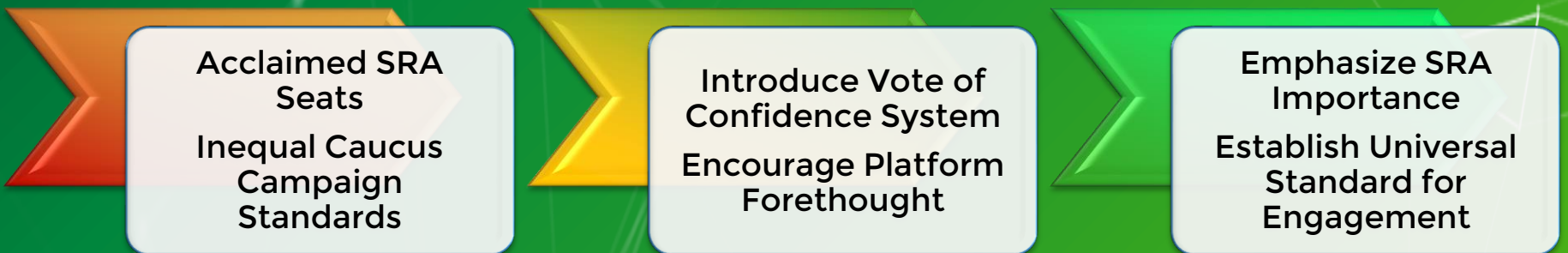
Performance Review Refinement



Elections Department Restructure



SRA Vote of Confidence System

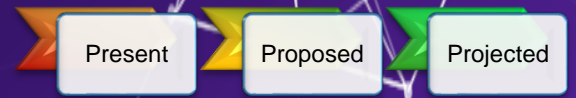


Acronym Breakdown

Executive Board (EB): A subset of the SRA and MSU full-time staff that meets weekly to manage daily operations within the MSU including, but not limited to, Services, long-term planning, and department activities.

Chief Returning Officer (CRO): A part-time paid position responsible for handling the operations involved with MSU election campaigns and SimplyVoting facilitation.

Deputy Returning Officer (DRO): A part-time paid position responsible for handling the promotions and event-planning involved with MSU election campaigns.



Orchestrate

Policy Review Continuity

New Policy Review Schedule Created
New Policy Record Created

Support the AVP Internal Governance via Policy Database Upkeep

Ensure Unwavering Scrutiny of the MSU's Operations

New WAVHSAPP Integration

New Workplace Policy Document Developed
Lacks MSU-Wide Education & Implementation

Update Training to Reflect New Protocols
Promote Procedures Across MSU Services
Create Promotional Material to Outline Functionality of Informal & Formal Report Systems

Clarify Support Pathways for Survivors
Spread Awareness for Changes via MSU Departments & Communication Channels

Job Description Realignment

Full-Time Staff Encroachment
Frequently Unread Job Descriptions
Lack of Job Description Review Cycle & Designated Personnel
Abundance of Outdated/Inaccurate Job Descriptions
Wasted Funds

Establish Various Job Description Review Systems
Streamline Wage Review Process
Create Accessible Hour-Tracking Outlines

Optimize MSU Salary Allocation
Improve Organizational Efficiency
Increase Opportunities for Job Creation & Recreation

Peer-Support Live-Streams

Unknown In-Person Options
Underdeveloped Online Peer-Support Guidelines

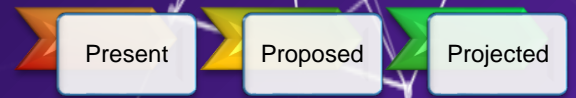
Work w/ PTMs to Establish Standards for Online Peer-Support
Troubleshoot Areas for Additional Virtual Service Expansions

Continue to Offer Students Support
Create Additional Avenues for Social Engagement Amid Isolationist Circumstances

Acronym Breakdown

Workplace Anti-Violence, Harassment, and Sexual Assault Prevention Policy (WAVHSAPP): A prevention and response plan recently reformed by the VP (Admin) and Human Resources Generalist to better support survivors of sexual malpractice.

Part-Time Manager (PTM): A 1-year part-time employee of the MSU responsible for the management of a Service. E.g. *Diversity Services Director*



Orchestrate

Service Review Assessment

Consistently Unmet
Service Review Quotas:
6 per Year

Reassess AVP Services
Expectations
Incorporate ASC as
Review Support Staff

Ensure Quality Control
for Service Reviews
Promote Feasible
Timeline for Service
Creation, Probation, &
Assessment

Community Needs Assessment Continuity

Incomplete Peer
Support Line
Rescindment
Review

Implore the Admin Team
Research Assistant to
Continue Data Collection
Facilitate Rescindment
Review Procedures

Improve Understanding of
Student Needs
Recalibrate Services to
Address Student Mental
Health

SRA Year Plan Delay

SRA Year Plans Required
by September
Inadequate
Expectations for SRA
Project Development

Postpone SRA Year
Plans to October
Work w/ Speaker to
Facilitate Year Plan
Creation

Improve SRA Fulfillment
Refine SRA
Expectations to Achieve
Goals Effectively

Online Operations Policy Creation

Unclear Virtual Protocols for
Various MSU Operations
Potential for Unsecure Data
Transfer & Breaches of
Confidentiality

Instate Basic Regulations
for Online Meeting
Procedures
Instantiate Appropriate
Policy for Online
Adaptations of Other
Policies

Increase Organizational
Safety
Improve Policy Allegiance
Clarify the Procedural
Evolution of the MSU into
Digital Domains

Acronym Breakdown

Administrative Services Coordinator (ASC): A permanent full-time staff position responsible for assisting in MSU elections, key management, secretarial functions, and other miscellaneous general MSU operations.



Transition

Transition Document Redesign

Unclear Transition Document Organization & Design
Lacklustre Focus on Document Development

Develop Appealing & Comprehensive Transition Document Templates
Create Optional Changes to Base Documents w/ Feasible Positional Malleability

Reinforce Transition Resources
Inspire Unique Transitional Engagement

Mid-Year Transition Progress Reports

Often Surface-Level Transition Reports
Always Rushed Transition Reports
Insufficient Transition Reports

Create Mid-Year Transition Submission Requirement

Encourage Early Transition Development
Improve the Quality of Final Transition Documents

Shadow Period Guidelines

Undefined Transition Requirements
Inconsistent Overlap Period
Unstructured Overlap Responsibilities

Produce Transitional Mentorship Guidelines
Outline Shadow Periods for Effective Incoming Position Integration

Promote Clear Timelines for Transition
Accentuate Transition Efficacy

SOP Transition Review

Sporadic Transition Timelines & Guidance
Lack of External Understanding for MSU Turnover

Assess Hiring Overlaps
Investigate Opportunities for Refinement

Ensure Continuity in Exclusively 1-Year Positions
Provide Explanation for External Parties

Acronym Breakdown

Student Opportunity Position (SOP): A 1-year full-time employee within the MSU eligible only to those who have just graduated from an undergraduate program.



Transition

Club Transition Development

Inappropriately Generalized Transition Documents
Insufficient Transition Requirements

Refine Transition Procedures Along Divisional Boundaries
Offer Clubs Support During Turnover

Develop Consistent Club Expectations
Improve Club Standard Maintenance & Long-Term Growth

Full-Time Staff Transition Review

Individualized Transition Packages
Slow Transition Period

Review Full-Time Staff Transitional Procedures
Create Standardized Guidelines w/ Minimum Onboarding Requirements

Accelerate Full-Time Staff Integration
Offer Consistent MSU Staff Resources & Support

SRA Election Reschedule

End of Year SRA Elections
Disconnected Promotions for MSU Elections

Host SRA Elections Earlier
Retain SRA Overlap
Mandate Minimum Pre-Initiation SRA Meeting Attendance

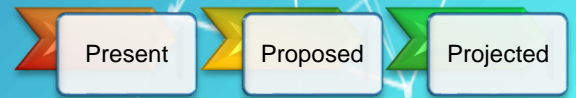
Promote SRA Continuity
Streamline Elections Procedures
Allow for Longer Learning Period

Presidential Elections Information Session

Inaccessible Presidential Elections
Complex Electoral Process

Hold Info Sessions for Presidential Campaigns

Inform Possible Candidates
Encourage Earlier Presidential Discussions & Inquiries
Increase Campaign Accessibility



Stimulate

BOD Livestreams

Occasional Videos Released to Educate Students on VP Roles
Lack Finesse of Regularly Scheduled FAQs or Professional Streams

Produce Regular Streams of Content
Answer Pre-Vetted Questions About the MSU

Publicize VP Roles
Humanize the BOD

Full-Time Staff Appreciation

Full-Time Staff Only Receive Appreciatory Gifts After 25 Years

Increase Staff Appreciation Frequency to 5 Year Milestones

Improve Full-Time Staff Retention
Improve Staff Morale

Service Spotlight Rotation

Unrecognized Services Go Underutilized
Services May Feel Unwelcoming

Employ MUSC Tables in a Rotational Schedule to Showcase Services Year-Round
Rent the Front of Compass to Advertise MSU Services
Expand Service Promotions to Broader Scope & Duration

Boost Service Engagement
Facilitate Student Access to Paid Services
Give No Excuse for Unknown Services

Service Check-In Sessions

Services Meet Weekly to Discuss Updates
Services Meet In-Depth When Problems Arise

Meet w/ PTMs Every Week to Discuss Goals & Plans w/ Services
Visit Every Service Every Week to See Engage w/ Volunteers Where Appropriate
Engage ASC in Service Follow-Up

Connect w/ Services 1-on-1
Work to Instill a Unified MSU Community

Acronym Breakdown

Board of Directors (BOD): A small body of the MSU comprised of 3 VPs (Administration; Education; Finance) and the President to govern over daily business and the one-year direction for the MSU.

Part-Time Manager (PTM): A 1-year part-time employee of the MSU responsible for the management of a Service. E.g. *Diversity Services Director*

Administrative Services Coordinator (ASC): A permanent full-time staff position responsible for assisting in MSU elections, key management, secretarial functions, and other miscellaneous general MSU operations.

Acknowledgements

Thank you all for offering your time and energy to teach me the ways of the MSU. To each of you I'm truly indebted:

Board of Directors

Josh Marando (President)
Giancarlo Da-Ré (President-Elect)
Alexandrea Johnston (Vice-President Finance)
Shemar Hackett (Vice-President Education)
Sarah Figueiredo (Vice-President Administration)
Kristina Epifano (Past Vice-President Administration : 2018-2019)

Full-Time Staff

John McGowan (General Manager)
Maddison Hampel (Human Resources Generalist & Clubs Support)
Victoria Scott (Administrative Services Coordinator)
Pauline Taggart (Network Administrator)
Michael Wooder (Marketing & Communications Director)

Part-Time Staff

Jess Anderson (Outgoing Associate Vice-President: Finance)
Fawziyah Isah (Outgoing Associate Vice-President: University Affairs)
Ryan Tse (Outgoing Associate Vice-President: Municipal Affairs)
Angel Huang (Outgoing Associate Vice-President: Provincial & Federal Affairs)
Michelle Brown (Incoming Associate Vice-President: Internal Governance)
Gowtham Thangathurai (Outgoing Administrative Team Research Assistant)
Raquel Munoz (Outgoing Welcome Week Faculty Coordinator)
Stephanie Dephore (Outgoing Deputy Returning Officer)
Christian Barborini (Outgoing/Incoming Pride Community Centre : PCC Coordinator)
Albert Huynh (Outgoing Emergency First Response Team : EFRT Coordinator)
Swaleh Hussain (Outgoing Student Walk Home Attendant Team : SWHAT Coordinator)
Prathna Sakhuja (Outgoing Diversity Services Director)
Fairuz Karim (Outgoing Macademics Coordinator)
Anika Spasov (Outgoing Spark Coordinator)

Student Opportunity Positions

Connor MacLean (Outgoing Communications Officer)
Aditi Sharma (Outgoing Clubs Administrator)

Student Representative Assembly

Simranjeet Singh (Outgoing/Incoming SRA Science)
Denver Della-Vedova (Outgoing/Incoming SRA Science)
Christy Au-Yeung (Outgoing/Incoming SRA Science)
Nicolas Belliveau (Outgoing SRA Science)
Amylia Mesic (Outgoing/Incoming SRA Social Sciences)
Aleigha Kampman (Outgoing SRA Social Sciences)
Rhea Jangra (Outgoing SRA Health Sciences)
Eric Sinnige (Outgoing SRA Engineering)
Liam McDermott (Outgoing SRA Engineering)
Sarah Homsy (Outgoing SRA Nursing)

And all ***you*** incoming SRA folks who took the time to chat with me to help develop this platform!