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| MSU logo.jpg. | MEMO*From the office of the…*Vice-President (Administration) & CAO |
| TO: | Student Representative Assembly |
| FROM: | Sarah Figueiredo, Vice President (Administration) & the 2019-2020 MSU Board of Directors |
| SUBJECT: | MSU Board Transition |
| DATE: | April 21, 2020 |

**Dear Student Representative Assembly,**

Due to the unpredicted times of COVID-19, the McMaster Students Union has had to make a variety of changes to ensure the safety our students, staff, and community.

One of these decisions was to push back the election of the 2020-2021 MSU Board of Directors back two weeks. This allowed our staff to reconcile our by-laws and operating policies surrounding Vice-President Elections with the limitations of digital formats, as well as offered candidates more time to adjust to the new COVID-19 normal before elections.

Traditionally, the MSU Board is transitioned over the month of April, with individual training, introducing incoming members to campus partners, and group sessions. Unfortunately, due to the condensed transition period, not all of these items can occur. In light of this, and upon consultation with the upcoming 2020-2021MSU Board of Directors, we would like to put forward the following motion:

Moved by Figueiredo, seconded by Marando, that due to the unprecedented transitional challenges provided by COVID-19, the 2019-2020 MSU Board of Directors are to be contracted in an advisory role to 2020-2021 MSU Board of Directors for an additional 35 hours of transition at their current rate of pay, to be completed in-full by August 1st, 2020.

This will not extend the term of office of the 2019-2020 MSU Board of Directors. As of May 1st, the 2020-2021 MSU Board of Directors will take office. This motion simply allows for a more accountable and thorough transition.

Please let me know if you have any question, comments, or concerns.

Warm Regards,

Sarah Figueiredo