



# REPORT

*From the office of the...*

## Vice-President (Administration)

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TO: Members of the Student Representative Assembly  
FROM: **Adam F. El-Kadi, Vice-President (Administration)**  
SUBJECT: Here Comes the Jun[e]  
DATE: **June 4th, 2024**

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Dear Members of the Student Representative Assembly,

I hope you are sitting comfortably wherever you are this summer and that this time away has been treating you well. This is my first official report to the SRA for my second term and I'm excited to share both what I have been working on and this past month and a glimpse of what is to come. As always, a quote before we begin...

"Life is a series of seasons, and what works in one season may not work in the next. What season are you in right now? What habits does that season require?"  
– James Clear.

### **Board Transition**

Though both Jovan and I are returning for a second term, we continue to benefit from a transition period with the incoming VP Finance, Declan, and Education, Maya. Over the past month, we worked closely to align our priorities for the coming year and establish both a personal and professional relationship.

With the help of John McGowan, General Manager, and Daniela Stajcer, Executive Assistant, the transition has gone smooth so far. We are in a privileged position where we are at the same place now where Boards would typically take 6-8 months to get to. We managed to hit the ground running and built a good relationship that I look forward to strengthening this year.

### **General Manager Consults and Hiring**

From the beginning to the middle of May, the Board conducted a series of consultations with full-time staff and university partners to better understand what to look for in the next General Manager. Ultimately, this culminated in 15 plus meetings in the span of a week or two. Interviews were conducted at the end of May, and I am both happy and proud to report that the MSU has its next General Manager.

### **Associate Vice-Presidents and Administration Team Research Assistant Hiring**

I am happy to say that the administration team has been fully hired and completed on-boarding over the past three weeks. I have shared with the team my rough year plan, projects and timelines, and have been working closely to get the ball rolling on upcoming projects.

### **Bounce**

As some of you may be aware, Bounce is a ticketing platform the MSU has partnered with for the next year. Bounce offers the ticketing ability offered by Eventbrite, the social media component of Instagram or Facebook, and a better pricing model. We are excited by this new partnership and how it will be implemented over the next year.

Over the next several weeks, we will work with the Bounce team to create an onboarding plan for Campus Events, MSU Services, and MSU Clubs. The goal is to get as many people on the platform in the first year, and increase the attendance at our events through students checking out events attended by friends and app notification features.

### **Meeting with the Prime Minister and Deputy Prime Minister**

In the beginning of May, the Board of Directors and some SRA members were invited to attend the pre-budget satellite announcement attended by the Prime Minister Justin Trudeau, Deputy Prime Minister Chrystia Freeland, Minister of Housing Sean Fraser, Minister of Federal Economic Development Agency for Southern Ontario Filomena Tassi, and Hamilton Mayor Andrea Horwath. At the announcement, I along with members of the team had lots of facetime with the PM and Deputy PM to advocate for student priorities in the budget (namely, mental health and housing) and ensuring the funding delivery model meets students' interests. It was overall a privilege for the MSU team to advocate directly to the government and we hope to continue to get the chance to do so.

### **May@Mac**

The Board of Directors, Spark, SWHAT, and EFRT set up tables at the Hub for prospective McMaster students and parents to ask us questions and learn more about what we do. It was a neat opportunity to get in early and speak to students. Maroons also played an important role helping guide and run some of the areas the university partners needed support on.

### **ClinicAssist.ai**

We were reached out to by a startup out of McMaster started by McMaster students called ClinicAssist. The program promises to reduce charting time by implementing AI dictation and conversation transcription into a premade template.

The promise is exciting as we continue to look at how to improve our services and their delivery, and opportunities such as this are a part of that. We are evaluating a partnership with this group to reduce the time spent by EFRT responders charting post-calls. To be clear, the program will only be used as a dictation device

and not during calls to record conversations. The program is HIPAA and PIPEDA compliant and is used by major partners.

### **Homecoming**

As part of a conversation spanning multiple months, the Homecoming project is starting to come together nicely. In late May, all the key university partners, the MSU, and EFRT met virtually to align our visions for the event as well as answer any questions outstanding. I am confident that both current and incoming students will thoroughly enjoy the programming we are putting together and preparing for Homecoming.

### **PTM One-on-Ones**

Sometime this week I will have sent out a message to each service to schedule one-on-ones beginning later this month. Naturally, the goal of these meetings is to check-in and offer PTMs support as we gear for September and see their year plans through.

### **Silhouette McMaster Ghost Hunt Investigation**

We were kindly invited by the Silhouette Executive Editor, Andrew Mrozowski, to conduct a ghost hunt investigation of McMaster campus. We visited Bridges, the MSU office, and some of the forestry behind McMaster. Some scary stuff happened. Keep an eye out for the video!

### **MSU 4-day Work Week**

This summer, the Board of Directors has decided to pilot a 4-day work week program with extended hours to reflect the reduced summer workload and encourage more in-person work at the same time. Depending on the success of this year, we will look at whether this is something we recommend to future Boards as well. So far, staff feedback has been very positive.

### **Upcoming Priorities**

#### **Service Year Plans**

Service year plans will be presented to the Executive Board at the July 4th meeting. Ahead of that, Victoria and I will be connecting with the services to support where needed, answer any questions, and review the year plans before their presentation.

#### **Peer Support Coordinator Research**

As part of my platform, I campaigned on the creation of a full-time Peer Support Coordinator position. The vision for this role would be to help create standardized peer support training resources, ensuring that *all our volunteers feel comfortable providing care*, are adequately trained, and that our information is up to date. Further, they may help with the management of the peer support services where it makes sense. Over the next month, I will be looking to create the job description and begin hiring for this position so that we can hit the ground running begin September.

## **New Service**

Though this was not an explicit campaign promise, I have had this vision for some time now, and since before the elections, to create a new service. The goal of service is two-fold: 1. to promote physical wellbeing in the context of fitness, 2. advocate for athletics on campus with a focus on advocacy for student athletes. More information will be shared as I continue to consolidate the details and the service mandate.

If you've made it this far, congratulations, you are one of a select few who have the attention span. Shoot me an email to let me know you read the report, curious who ends up making it here.

Warm regards,

A handwritten signature in black ink, appearing to read 'Adam F. El-Kadi', with a horizontal line underneath.

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