



# MEMO

*From the office of the...*

## **Vice-President (Administration)**

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**TO:** Members of the EB  
**FROM:** Adam F. El-Kadi  
**SUBJECT:** Introducing Operating Policy – Student Life Services  
**DATE:** July 17th, 2024

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Dear Members of the EB,

I hope this finds you well. I am writing to share with you all and introduce our Student Life policy which will define the Student Life Director role, who in turn will oversee the Student Life services: MSU Clubs, Campus Events, and the Hub building.

As we look at our organizational restructuring, we are looking at more vertical integration and an improved reporting structure. The Board of Directors and I feel this policy will lead to better operational success by adding a manager to lead three key services of student engagement and the student experience. In doing so, help coordinate the departments and create more support for the GM in that area.

Warm regards,

Adam F. El-Kadi  
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