

**AIMAN**

**FOR**

**ADMIN**



# DEAR SRA MEMBERS,

My time at McMaster has been so closely entwined with my years at the MSU. Throughout the past five years, I have grown, learned, cried, laughed, and made countless friends and colleagues here.

Now, as my time as a student is coming to a close, I find myself drawn to a role that I have been around for as long as I've been at the MSU - over the years, I've gotten to see the VP Admin in action, and worked very closely with them in the roles I have held. I now find myself in a position to be the kind of candidate that admin needs - **someone with both the skills & the experience to have an extremely impactful tenure.**

If successful in this election, I truly hope to move the needle forward on our continuous path of change. **To me, this is more than a job. This is not a spur of the moment decision - it's a decision that is backed by years of experience, hard work, and most importantly: a true passion to create positive change for everyone who is influenced by the MSU.**

Call me sentimental, but I am a believer in faith. This entire year, when people have asked me what I have planned as my next step, my thought has been on the admin role. Now, creating this platform and having consultations, I truly see that this is the path for me.

**Graeme. Christina. Mitchell. Vits, then Adam. And now, hopefully, Aiman.**

Dedicated to the journey of growth I embarked upon five years ago, and to everyone who believed in me along the way—**this is our shared effort.**

**AIMAN DHILOON**

VP ADMIN CANDIDATE (AGAIN)  
2025-2026



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Because I like to think I'm cool, and want to connect with you!

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To show you that I'm ready for this.

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To tell you my overall approach to the role.

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To help you see what admin actually does!

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To show you, again, that I'm right for this.

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To showcase all the wonderful ideas we have created together.

## **Platform Points - Detailed Breakdown**

To show you I'm serious about these ideas!

## **Acknowledgements**

To thank you for all you've done to get me here.



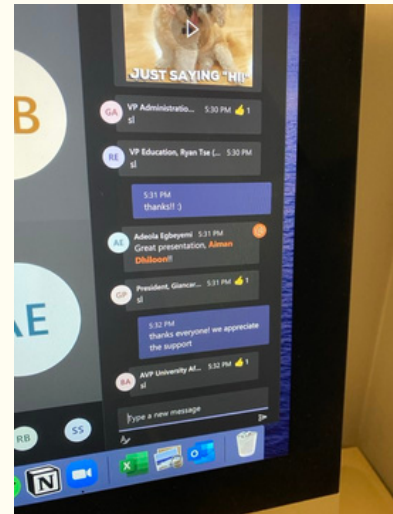
# GET TO KNOW

# AIMAN



WAS RECENTLY PART OF THE CITYLAB PROGRAM, & GOT TO WORK WITH PEOPLE IN MUNICIPAL GOVERNANCE

GRADUATED FROM BDC - I'M ALL ABOUT TEAMWORK & PROBLEM-SOLVING!



COVID ERA FIRST YEAR CORE (BUT I ACTUALLY LIVE ON REZ NOW! I'M A CA!)



MY PROUDEST MOMENT WAS WINNING THE HONOUR M AT SRN LAST YEAR :)

# QUALIFICATIONS - AN OVERVIEW

## MSU EXPERIENCES

### ***CAN YOU TELL I'VE BEEN HERE A WHILE?***

#### **Chair - First Year Council (2020-2021)**

- Chair - First Year Representative Council

#### **SRA Science Caucus (2021-2022)**

- Caucus Leader
- **Executive Board Member**
- Internal Governance Committee, Elections Committee, Provincial & Federal Affairs Committee, Childcare Advisory, EFRT Advisory, Sil Advisory, and more
- Participated in numerous Director and AD Hiring Committees

#### **Associate Vice-President - Internal Governance (2022-2023)**

- Chair - Internal Governance Committee

#### **MSU Speaker (2023-2024)**

- Chair - Electoral Appeal Board
- Chair - General Assembly Planning Committee

## MCMASTER EXPERIENCES

### ***GOING ABOVE & BEYOND, ALL-AROUND***

**President - McMaster SynBio (2023-Current)**

**Community Advisor - Women in Leadership Living & Learning Community (2022-Current)**

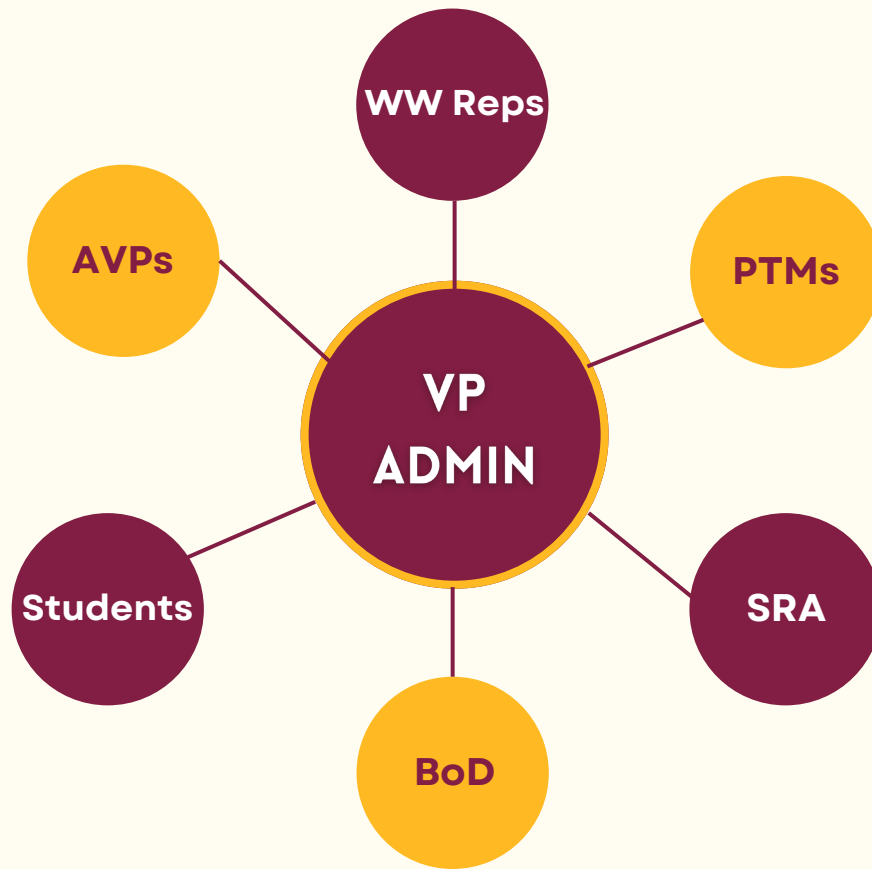
**Vice President External Affairs - Biomedical Discovery & Commercialization Society (2022-2024)**

**Vice President External Affairs - MacForensics (2022-2023)**

**Undergraduate Representative - President's Advisory Council for Building an Inclusive Community (2021-Current)**

**Honour M Award Winner! (SRN 2024)**

**Community Connectedness Award Winner (McMaster Housing Banquet 2024)**



## MY OVERALL GOAL

# A COMMUNITY OF SUPPORT

VP Admin is one of the most central roles that we have in the MSU. As a prospective candidate, my overarching goal and vision for the VP Admin role is to create a community of support, by implementing measures that are specific to each and every group that I will be interacting with.

I am confident that my **years of experience**, combined with a new perspective, can be what the MSU needs in order to **make sustainable change**.

**“VP ADMIN REALLY IS ONE OF THOSE ROLES WHERE YOU NEED SOMEONE WITH PLENTY OF EXPERIENCE - YOU NEED SOMEONE WHO KNOWS WHAT THEY’RE DOING.”**

MITCHELL GERMAN, FORMER VP ADMIN

# ROLE RECAP

## What does the VP Admin do, anyway?

This is a big question, because the role is VP Admin is so broad, and according to many of the people I consulted with, the most structured BoD role.

From my conversations and my experiences, I learned that Admin is involved anywhere people are involved. From hiring and training PTMs and AVPs, to planning events to appreciate our staff & volunteers, and Welcome Week reps, to being the one to put out fires as they arise with services and other areas.

In every conversation, I made sure to ask what is important to see in a VP Admin. The responses helped shaped the creation of my platform.

## To you, the most important qualities are:

**ORGANIZATION**  
**COMMUNICATION**  
**PATIENCE**  
**EXPERIENCE**

## Let's take a look at how my skills align.

I ensured to consult with SRA members, PTMs, and our past VP Admins to truly understand what this role requires, because we need someone who can

**DO THE JOB RIGHT.**

**WHEN ONE ASKS ME "WHAT DID YOU ACCOMPLISH?" I OFTEN STRUGGLE TO ANSWER THIS QUESTION BECAUSE IT'S NOT A TANGIBLE GOAL OTHER THAN "I SOLVED A PROBLEM".**

ADAM EL-KADI, IN HIS YEAR END REPORT



## RELEVANT SKILLS & EXPERIENCES

# PTM, AVP & SRA SUPPORT

**Supervising service operations, approving requests, and helping guide PTMs. SRA members, & AVPs alike.**

### YOU WANT SOMEONE:

- Patient
- Supportive
- Empathetic
- Who can manage people
- Who guides, but still fosters independence

As the president of SynBio, I simultaneously supervised & supported 4 unique subteams (ranging from lab work to media & design) to accomplish their goals. I helped them brainstorm, approve ideas, and ensured that people stay on track of responsibilities on a daily basis.

As an LLC CA for Women in Leadership, I've focused on listening and helping students tangibly grow as leaders, while supporting them in all the challenges that can come with that title.

# STAFF APPRECIATION

**Planning events & initiatives throughout the year to show our community that we love and appreciate them!**

### YOU WANT SOMEONE:

- Creative
- Caring
- Inclusive
- With a service-mindset
- Who can make the most of a given budget

As a Community Advisor, I have been tasked with creating meaningful experiences & investing in relationships.

From personalized birthday cards & valentines, to organizing large scale events that are accessible and inclusive (like organizing a trip to Toronto to see the musical SIX for international women's day), I can plan a great and memorable event! Experience building is a specialty of mine.



## RELEVANT SKILLS & EXPERIENCES (CONT.)

# DEPUTY SRA SPEAKER

Leading SRA meetings if the Speaker is unable, & leading corporate meetings of MSU & CFMU Inc.

### YOU WANT SOMEONE:

- With SRA experience
- Who knows how Robert's Rules work
- Who can keep meetings efficient & on track

As you know, I have acted as the MSU Speaker - I think that's enough said :)

Safe to say, I'm quite well-versed in how to chair SRA meetings using Robert's Rules!

# GOVERNANCE

Supporting the AVP Internal Governance & the AVP Services, as well as the Speaker, and being part of various advisory and hiring boards.

### YOU WANT SOMEONE:

- Detail-Oriented
- Familiar with Policy Work
- Observant
- Who cares about advocacy

One of my biggest strengths is that I have held the roles that admin will directly supervise - from SRA, to FYC, to AVP Internal Governance.

I am very well versed with making policy edits & advocating for change within the MSU & beyond. That kind of seasoned experience cannot be learned in a year.

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# LET'S TALK PLATFORM

One thing to understand: VP Admin is already a **HUGE** role.

Like, **HUGE. MASSIVE. "FIREFIGHTER OF THE MSU"**.



There are so many direct responsibilities, that it can be hard to have time outside of them to achieve additional goals. That's why we often see candidates make certain promises in elections, **that never get fulfilled. New ideas work best when our existing systems are functioning as best as they can be.**

That's why I have focused my platform on **quality**, not necessarily quantity. I don't want to make claims that I will not achieve - **NO FALSE PROMISES**. Each of my goals has been thought out diligently, with a **clear plan of action** laid out. They have also all been supported by consultations, **ESPECIALLY with current & past Board members**. **Realistic goals are achievable goals!**

**NO FALSE PROMISES**  
**JUST CLEAR, ACHIEVABLE GOALS**

**Now, let's get into it.**

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# PLATFORM OVERVIEW

**Support, at every level. No false promises.**

## IMPROVED TRAINING ALL-AROUND

- *More engaged training with workshops, guest speakers, campus partners, & station-based activities*
- *Planning training earlier in the term of BoD*
- *Structured training for AVPs and PTMs*
- *Revival Training Mid-Year*
- *Improve on Professional Development & Community-Engagement Training*

## INCREASE COLLABORATION & CONNECTIONS

- *Promote cross-caucus collaborations*
- *SRA Pre-Year Socials to encourage connections*
- *Mid-year, non-formal meetings for SRA members*
- *PTM & AVP Councils*
- *Ensuring committees meet and keeping up with their attendance*

## CODIFY MSU KNOWLEDGE & NETWORK

- *MSU Alumni Network*
- *Annual Pre-Term Mixer*
- *Wiki-Style Knowledge Base*
- *Ensuring the AVP IG is able to access "original copies" of policies and bylaws*
- *More stringent transition process for incoming roles, including BoD*

## CLARITY & TRANSPARENCY

- *SRA Pre-Meetings*
- *Helping the Speaker be an impartial party*
- *Improve transparency on key aspects during SRA onboarding*
- *MSU Governance Starter Pack with videos and connections!*
- *Open Office Hour*

# PLATFORM OVERVIEW

## Continued.

### IMPROVING EDIA SYSTEMS & MAKING WAY FOR GROWTH

- *Making use of a new, part-time policy assistant role to support the AVP Internal Governance*
- *Increasing collaboration with existing EDIA groups & services*
- *Integrating EDIA within organizational framework on an annual basis*
- *Advocating for an EDIA role in the future*
- *Helping D+EN, Maccess & others improve as peer support services*

### REPAIRING HIRING TO BUILD A STRONGER MSU

- *Bringing a leadership focus to AVP hiring*
- *Clarify SRA Year Plan goals & scope during campaign period*
- *Provide better, standardized structure for BoD elections*
- *Place an increased focus on the outgoing council*

### STRONGER STUDENT ENGAGEMENT & ADVOCACY

- *More focus on General Assembly - Location Changes, Promotion, & Getting people to Attend*
  - *Standardizing procedures & codifying knowledge!*
- *Promoting SRA members and getting them more involved in the student body*
- *Strengthening MSU identity at large events like HOCO and LUTN*

# THANK YOU FOR YOUR CONSULTATIONS & FEEDBACK!

# PLATFORM POINTS

# TRAINING

SRA is an opportunity like no other - as a past SRA Science Caucus member and caucus leader, I know the unique responsibilities & challenges that come with a seat on the assembly.

**With all that responsibility and opportunity...**

## ***WHY IS OUR TRAINING SO DULL?!***

### **IMPROVING SRA TRAINING**

A big thing is **planning this earlier**. Training should be planned by the incoming BoD during their transition period instead of outgoing members who are often disengaged. I propose we draft training framework by July, confirm details by October, and finalize logistics by February to ensure thorough preparation. For the incoming SRA. And of course, we'll always modify based on feedback and experiences from the current SRA cohort!

### **TANGIBLE IDEAS FOR THIS TRAINING (SO FAR)**

- **Workshops:** Hands-on sessions to learn procedures, leadership, and advocacy strategies. Example: *How do I bring up a motion? & How do I make a statement?*
- **Guest Speakers:** Invite past MSU leaders, faculty societies, community groups like Engage Hamilton & local councilors, and university officials to discuss governance challenges and success stories.
- **Campus Partners:** Collaborate with Student Success Centre for leadership training, PACBIC for EDIA workshops, and services like Maccess for inclusivity in leadership.
- **Station-Based Activities:** Interactive governance modules, role-playing for SRA meetings, and scenario-based decision-making exercises like mock office hours!



# PLATFORM POINTS TRAINING

## CONTINUED

### AVP TRAINING IMPROVEMENTS

#### Adding Leadership Training for AVPs

This is something that was implemented for PTMs this year, but based on my consults, AVPs need it too! There is VERY little onboarding for new AVPs - they are expected to jump into work right away. Let's give them trainings on:

- **Effective Team Leadership** (aka how not to do everything yourself): focus on letting SRA members help you, delegating tasks to them, and being a leader who assigns and empowers rather than does everything alone!
- **Managing workload** and adapting it based on challenges;
- **Saying NO** when people try to add more onto your plate outside of your main priorities established for the year;
- **Collaborating with other AVPs** to improve overall goal achievement and progress!

### BETTER FEEDBACK COLLECTION

We can't keep training the same every year, and we can't make it better without feedback. So I propose:

- **Immediate post-training surveys to assess clarity, usefulness, and areas for improvement.**
- **Mid-year check-ins to ensure training lessons are being applied.**
- **Post-year check-in to document things PTMs, AVPs and SRA members wish they knew earlier.**

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# PLATFORM POINTS

# TRAINING

**CONTINUED EVEN FURTHER!**

## REVIVAL TRAINING IN FALL

It's April. You've got all this momentum, all these great ideas bouncing around in your head, so excited to get started, and then-

**Summer happens. And it's wonderful, but that momentum fizzles out when we're all apart.**

To address this, I propose hosting a short, 1-2 hour, **MANDATORY action-oriented revival training in September**, before classes pick up. We would run separate sessions for SRA Members & AVPs/PTMs.

### For SRA Members:

- Year Plan Modifications;
- New Ideas that emerged over the summer;
- Rekindle cross-caucus collaborations & set up office hours!

### For AVPs & PTMs:

- Holistic check-ins for how they plan to run meetings & manage their schedules;
  - Have they started meeting with their teams yet?
  - Are they facing any challenges so far?

## SUMMER RETREAT + LEADERSHIP SUMMIT

Summer takes up a significant chunk of your time on the assembly, however, it's historically not been a very active period for SRA. I would like to change that, to utilize that time to work on leadership development and creating social bonds between assembly members. A summer retreat and leadership summit, taking place over 2-3 days and complete with training, goal setting, year plan creation, guest speakers, & fun social activities (scavenger hunt, amazing race, trivia, etc.) could be a great way to use that **SRA summer meetings budget**, which has been very underutilized.

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# PLATFORM POINTS

## COLLABORATION & CONNECTION

**Union. Unity. Togetherness. When people come together, we are stronger. That's what the MSU is about, at it's core.**

But if that's the case, why are so many of our roles **working in silos, and missing the opportunity to connect and empower each other?**

My overarching goal with this point would be to **increase the collaborations that the MSU bodies have with each other, but also the broader McMaster (and even the broader Hamilton) communities.**

### PROMOTE CROSS-CAUCUS COLLABORATIONS

- Encourage collaboration between different SRA caucuses to create a unified, supportive body that supports small caucuses;
- Monthly optional and informal networking sessions to discuss shared priorities and challenges so you can get to support each others goals and ACTUALLY hear about each others challenges and activities outside the formalized and procedure heavy SRA meetings!

### SRA PRE-YEAR SOCIALS (W/AVPS)

- **Casual summer gatherings** to foster relationships among new and returning members, establishing caucus and inter-caucus friendships and professional relationships
  - Examples: A dinner or potluck, an Altitude social, etc.
- Helps create trust and communication before formal meetings begin!
- Helps AVPs gain trust in SRA members and encourages further collaborations throughout the year.

# PLATFORM POINTS

## COLLABORATION & CONNECTION

### PTM AND AVP COLLABORATION COUNCILS

I propose three annual meetings, to help PTMs & AVPs stay on track and create a community of support that encourages collaboration, experience-sharing, and shared problem -solving for the issues that overlap, and fresh perspective for those that don't.

- **Summer session** before the term starts to set expectations and plan ahead for the year;
- **September check-in** to modify plans and discuss early challenges;
  - At this point, students will have a better understanding of their personal and academic schedules as well as their teams;
- **January meeting** to strategize for a strong wrap-up of the term.

### ENSURING COMMITTEES FUNCTION EFFECTIVELY:

- **Tracking committee meeting schedules and attendance** to ensure accountability, both for stading and ad-hoc committees;
- **Making sure minutes are being taken!**
- **Updating policies to maintain accurate committee membership lists for things like the Interfaith Council, MSU Governance and YOU Committee, and more**
  - I helped work on some of these policies as AVP Internal Governance, and I can tell you that frankly, some are a mess. People don't go to these meetings because they don't even know they are supposed to, and we need to fix that with policy edits and proper follow-up!

## PLATFORM POINTS

# CODIFYING KNOWLEDGE

### MSU ALUMNI NETWORK & PRE-YEAR MIXER

- **Establish a structured alumni network to preserve institutional memory and provide mentorship;**
- **Formalized reach-out process** rather than relying on personal connections and “who you know”!
- **Incoming MSU leaders meet alumni** to receive strategic advice and historical context at the start of the new SRA term, **to promote continuous improvement and growth.**

# DOCUMENTATION

- **Expand on Adam’s folder idea into a user-friendly internal website with historical reports, policies, and past initiatives**
  - Make this easy to navigate and accessibly by everyone involved in MSU roles
- Ensure AVP IG and governance leads **can access raw, original policy files without administrative roadblocks**
- Standardized transition templates that are promoted VERY early on for BoD and key roles **to ensure knowledge transfer happens thoroughly (and is ACTUALLY happening)!**



# PLATFORM POINTS

## CLARITY & TRANSPARENCY

### SRA PRE-MEETINGS

- **Informal sessions before SRA meetings to clarify agenda items, policies, and procedural expectations, with VP Admin and Speaker both present!**
- **Ensures accountability as well as transparency** about assembly procedures and **what is actually going on at the meetings AND behind the scenes.**
- **Helps new members feel prepared and reduces procedural confusion** during actual meetings, and helps answer any questions on how to do something **so the meeting can be impactful as well as efficient.**

### SUPPORTING THE SPEAKER

- Provide resources and guidance on Robert's Rules ahead of meetings to ensure impartiality. **As in, literally sit down with the speaker and help them navigate and plan for the Agenda!**
- **Ensures that in the meeting, the Speaker stays on track and can facilitate neutral discussion** and not be coerced by members of the Board or any other party - upholds NEUTRALITY and FOCUS.

Also, advocate for the Speaker to have their own office, so SRA members can actually come and ask questions, rather than having to rely on emails alone.

# PLATFORM POINTS

# ADVANCING EDIA

As someone who has been part of PACBIC (the President's Advisory Committee for Building an Inclusive Community) at McMaster for 4 years now, EDI is something I care about deeply.

One of my main priorities in the VP Admin role would be to advance EDI and help pave the way to eventually implement an EDIA Coordinator as a staff member at the MSU. However, to do so, I think we need to create the space and environment for this person to come in and be able to make real change. And to do that, we have to leverage our current systems.

## ACTIONS AND GOALS FOR EDIA

- **Hire a policy assistant (student role) to support AVP IG in navigating the transition to a new General Manager while improving EDIA integration;**
- **Stronger Collaborations with Existing EDIA Groups:**
  - Work with PACBIC, Interfaith Council, YOU Committee, and other services rather than adding an unnecessary full-time position before we are ready to support and integrate it
- **Institutionalizing EDIA Integration:**
  - Ensure annual policy reviews include an EDIA lens, facilitated by the policy assistant;
  - **Future EDIA Role Development:**
    - Explore budgetary options for a dedicated EDIA role while first strengthening existing systems
  - **Enhancing Peer Support Services:**
    - Strengthen D+EN and Maccess as support networks for students facing systemic challenges

## PLATFORM POINTS

# OVERALL ENGAGEMENT

### REFORMING GENERAL ASSEMBLY

- **Location Changes:** Change the standard from Burrdige Gym (where let's be honest, no one is passing by) to something more open and accessible, like the Hub or MUSC rooms!
- **Digitization:** Expand online participation to increase accessibility and people who attend GA! Not everyone has to come in person!
- **Better Promotion:** Combat the perception that low turnout means success! Everyone should feel welcome to attend to discuss thoughts, not just problems.
- **Standardized General Assembly Procedures!**
  - Avoid re-debating logistical processes every year; create a clear procedural framework and standard for attendance taking and voting

## PLAN +

### A platform should always be dynamic.

In my experience, VP candidates almost always have very different platform points and priorities. However, it's important to remember that many of these can be shared after **picking a qualified candidate**. From the get go, I will ensure to work with the other candidates & continue consultations, to make sure we get the best initiatives from all perspectives.

### Speaking up. Speaking OUT.

Throughout my consults, I've gotten to learn things about MSU culture that are very concerning & frankly, saddening. Experiences of burnout, lack of transparency & discrimination continue to be part of the MSU, and this is something that I am firmly against.

**As VP Admin, I promise to do my part in upholding a culture that strives to mitigate these issues. I promise to be a safe point of contact, a listener, and an ally who will speak up against injustices and inequalities.**

# ACKNOWLEDGEMENTS & THANK YOUS

**Life is busy, especially around elections season. I'm so privileged to have been able to consult with various people not just once, but TWICE when running for this role.**

**Thank you to everyone I have (and soon will) speak to!**

Abigail Samuels, VP Education (2023-2024) & MSU Speaker (2024-2025)

Adam El-Kadi, VP Admin (2023-2025)

Mitchell German, Student Life Director and VP Admin (2022-2023)

Celine Shak, SHEC (2023-2025)

Rijaa Khan, WGEN Director (2023-2024)

David Liu, SWHAT Volunteer

Jenny Zhao, SWHAT Coordinator (2023-2024)

Ayesha Zahid, D+EN Director (2023-2024)

Roop Sanghu, D+EN AD (2023-2024)

Fezan Khokar, EFRT Director (2023-2024)

Novera Shenin, WGEN Peer-Support Volunteer (2022-2024)

Fayth Frank, FYC Coordinator (2022-2023) & SWHAT Walker

Kashish Modi, SRA Social Sciences (2024-Current)

Simon Batusic, SRA Social Sciences (2022-2023) & (2023-2024)

Jazzlyn Abbott, AVP University Affairs, SRA Science (2022-2023) & (2023-2024)

Grace Chan, SRA Humanities (2022-2023) & (2023-2024)

Olivia Dodd, SRA Humanities (2022-2023) & (2023-2024)

Aisha Mahmoud, SRA Business (2023-2024 & 2024-2025)

Graeme Noble, VP Admin (2020-2021)

Christina Devarpalli, VP Admin (2021-2022)

Michael Wooder, Director of Marketing & Comms

John McGowan, General Manager