



ANNUAL GENERAL REPORT
2023 – 2024

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PRESIDENT'S MESSAGE



Greetings!

This past year as President of ACE-WIL has been an incredible learning experience for me and I feel so privileged to have been given the opportunity to work alongside and serve our membership in this role.

As I reviewed this year's annual report, I was in awe of the incredible dedication and productivity demonstrated by our Board and Committees. Our Association's mission to advance Co-operative Education and Work-Integrated Learning (WIL), has been the guiding force behind our collective endeavors, and it's inspiring to see the impact we've made together.

Over this past year, our committees have been at the forefront of driving progress for our Association and innovation in our field. The Awards Committee continued to refine their processes, ensuring inclusivity and recognition of diverse WIL experiences and employers. You can read about the amazing accomplishments and contributions of our award winners in the Awards section of this report.

The Communications Committee continued to streamline our communication channels, facilitating seamless dissemination of information through monthly newsletters, eblasts, LinkedIn posts and web updates. Their support extended to enhancing the conference organizing committee's efforts and contributing to the Ministry-funded review of our website.

The Membership Committee's initiatives focused on enhancing engagement and inclusivity, streamlining processes, and exploring our membership types to potentially embrace a broader spectrum of WIL stakeholders. Additionally, they supported three Community of Practice sessions, fostering collaboration and knowledge exchange among our members.

The Professional Development Committee's dedication to accessibility led to the successful migration of the COWIL funded WIL practitioner course, ensuring equitable access for all members and practitioners across BC. Their PD events and innovative 'viewing parties', fostered in-person connections between members located in close proximity to one another.

Meanwhile, the Research Committee showcased ACE-WIL's expertise on an international stage, presenting their Nudge Theory research and toolkit at the 2023 WACE conference in Ontario.

Our External Partnerships and Events Committee expanded our reach through strategic outreach initiatives, participating in key events like the Chartered Professionals in Human Resources of British Columbia Northern Symposium and sharing ACE-WIL's expertise with Alberta-based WIL practitioners during the CEWIL Regional WIL Webinar Series.

At the Board level, we collaborated with the BC-WIL Council to submit a successful joint proposal to utilize \$44,000 in Ministry 'Stronger BC' funding to embark on a series of webpage and process improvements. This resulted in a full usability study of our website; an accessibility upgrade; and enhancements to the membership database. We also did a historical analysis of our revenue and spending to establish a suitable contingency amount to ensure our financial health and stability over the long term. Furthermore, we created systems to centralize the safe, storage of files and information to ensure seamless committee sharing and transitions from one year to the next.

Lastly, the tireless efforts of our volunteers from across the organization have helped us realize the vision of our in-person conference, 'WILful Together'. This conference has been a long-time in the making and most definitely worth the wait, having been over five years since we last gathered in person.

As we celebrate our 31 years of achievements, I'm filled with a deep appreciation of our dedicated community of members, supporters, volunteers, and partners. Together, our commitment and collaboration have been instrumental in our continued success. We have accomplished so much, and I am excited about the opportunities that lie ahead as we continue to advance the field of Work-Integrated Learning in the province of BC and beyond.

Warm regards,

A handwritten signature in black ink, appearing to read 'Steph Greaves', with a stylized flourish at the end.

Stephanie Greaves
President, ACE-WIL BC/Yukon

LIST OF DIRECTORS AND OFFICERS (2023-24)

TITLE	NAME	ASSOCIATION
President	Stephanie Greaves	Simon Fraser University
President-Elect		
Past President	Anna Jubilo	University of British Columbia
Treasurer	Chelsey Evans	University of Victoria
Business Officer		
Secretary		
BC WIL Chair	Heather Workman	Langara College
Directors-at-Large	Kim Pham Tracey Woodburn Alon Eisenstein	Selkirk College Coast Mountain College UBC-Okanagan
Co-op Colleges/Institutes Director		
Co-op University Director	Ryan McDonald	Simon Fraser University
WIL Colleges/Institutes Director		
WIL University Director	Kyle Guay	Capilano University
Interior Regional Director	Jamie Noakes	Thompson Rivers University
Lower Mainland/ Vancouver Island Regional Director	Lina Guo	University of Victoria
Awards Committee	Lianne Johnston	Douglas College
Communications Committee Co-Chairs	Natasha Dilay Sarah Gibson	Royal Roads University Thompson Rivers University
External Partnerships & Events Committee Co-Chairs	Heather Workman Jamie Noakes	Langara College Thompson Rivers University
Membership Committee Co-Chairs	Drew Jenkins Cristina Eftenaru	Simon Fraser University Simon Fraser University
Research & Initiatives Committee Chair	Alon Eisenstein	UBC-Okanagan
Professional Development Committee Chair	Meg Thompson	University of Victoria
Conference Committee Co-Chairs	Stephanie Greaves Kim Pham	Simon Fraser University Selkirk College
Ministry Liaison	Brian Train	Ministry of Advanced Education

AGM 2024 AGENDA

ACE-WIL Annual General Meeting
Tuesday, May 28, 2024, 12:00 P.M. – 1:00 P.M.
In-person at Anvil Centre, New Westminster, BC

1. Welcome and Board Introductions – Stephanie Greaves
2. Approval of Agenda
3. Approval of 2023 AGM Meeting Minutes
4. President’s Message – Stephanie Greaves
5. BC WIL Council Report – Heather Workman
6. Financial Report – Chelsey Evans
7. Motion to Approve Financial Report from April 1, 2023 – March 31, 2024
8. Motion to Approve the ACE-WIL BC Bylaw Changes
9. Awards Report – Sue Brown
10. Nomination Report – Stephanie Greaves
11. Other Business – Stephanie Greaves
12. Adjournment

AGM DRAFT MINUTES 2023

ACE-WIL Annual General Meeting DRAFT Minutes
Thursday, June 1st, 12:00 P.M. – 1:00 P.M.
Online Via Zoom:

1. **Welcome & Thank You to Board Members** – Anna Jubilo (@12:03 PM)
2. **Land Acknowledgement** – Stephanie Greaves
3. **Approval of Agenda** – Motion by Anita Budisa-Bonneau; Seconded. Additions: none. **Motion passed: 36 in favour**, 0 opposed, 0 abstentions.
4. **Approval of 2021 AGM Meeting Minutes** – Motion by Jennie Nilsson; Seconded. Changes: none. **Motion passed: 34 in favour**, 0 opposed, 0 abstentions
5. **President’s Message** – Anna Jubilo. Provided a brief recap of the President’s Message contained in the 2022/2023 Annual Report.
6. **BC WIL Council Report** – Heather Workman.

Phase 1&2 project is on ACE-WIL website. Julie Walchli continues to lead the COWIL project, Impact Framework, which helps demonstrate the value of WIL, including the social and economic impacts on the students, communities, and province overall.

Anna Jubilo & Heather Workman did a joint letter to the Ministry on Future Ready Skills and post-pandemic rebound. This has helped to inform the province’s Future Ready Action plan and many exciting announcements are coming. The collaboration and sharing among the members of BC WIL council has been extremely productive and will continue.

7. **Financial Report** – Chelsey Evans. Showed financial report from 2022/2023 Annual Report. Noted that when the Board voted to postpone the conference, they anticipated a deficit year. The main expenditures are insurance; taxes; Board PD with Vantage Point; COWIL expense reimbursements; up front conference expenditures, though somewhat offset by early conference registration, can expect those revenues will continue to go up; committee expenses (for example: External Partnerships and Events boothing at conferences; Research & Initiatives cost of a research assistant to advance work on Nudge theory; Awards committee for the cost of awards). Question? none.
8. **Motion to Approve Financial Report, April 1, 2021 – March 31, 2022.** Motion by Anita; Seconded. Discussion: none. **Motion passed: 33 in favour**, 0 opposed, 1 abstention
9. **Approval of Minor Editorial Edits to the ACE-WIL Bylaws** – Anna Jubilo. Noted minor editorial changes as appearing in 2022/2023 Annual Report. Motion by Lina Guo; Seconded. Discussion: none. **Motion passed: 31 in favour**, 0 opposed, 2 abstentions

- 10. Awards Report** – Lianne Johnston. Thanked her committee members for their support and dedication. Noted that other than Bethanea Chou, the other student award winners were not able to join the Zoom meeting due to technical issues (being out of the country). **11 applications received, most received in a number of years:**

CO-OP UNIVERSITY:

- I. Recipient: Bethanea Chou, UBC
- II. Honourable Mention: Mary Thomson, Capilano University

Bethanea shared her co-op experience.

CO-OP COLLEGES:

- III. Recipient: Molly Mifsud, Camosun
- IV. Honourable Mention: Paterson How, Langara

WIL UNIVERSITY:

- V. Recipient: Mishal Arif, Royal Roads University
- VI. Honourable Mention: N/A

WIL COLLEGES:

- VII. Recipient: Jacqueline Sperber, Camosun
- VIII. Honourable Mention: N/A

Lianne Johnston shared that the Awards committee also discussed and implemented, with the Board’s approval, revised language to be more inclusive for all WIL employers for the Industry Partner of the Year Award nomination form. The committee realizes revising the nomination language is a necessary step to ensure transparency for all. This is an ongoing process and will continue throughout the year.

IPOTY AWARD: On March 13, 2023, the Industry Partner of the Year (IPOTY) and Outstanding Contribution Award (OCA) applications closed. 4 applications received for IPOTY and none received for OCA.

- IX. Recipient – Bonnie Burnside, Downtown Surrey Business Improvement Association
- X. Honourable Mention: Clayton Cross, Coast Performance Rehabilitation Inc.

Liesl Jurock presented the award to **Bonnie Burnside**, who shared her experience with co-op and appreciation of the students and the program.

OUTSTANDING CONTRIBUTION AWARD: Jennie Nilsson presented the award to

XI. Recipient - Lianne Johnston, Douglas College

11. **Nomination Report** – Anna Jubilo. Nominations were solicited for the following positions:

- I. President-Elect – *calling from the floor. Any nominations? Asked 3 times. **No nominations received. Position Closed.***
- II. Secretary – *calling from the floor. Any nominations? Asked 3 times. **No nominations received. Position Closed.***
- III. Treasurer – *Chelsey Evans nominated. Motion by Allison Benner; Seconded. Discussion: none. **Motion passed: 33 in favour**, 0 opposed, 0 abstentions*
- IV. WIL University Director – *Kyle Guay nominated. Motion by Mohna Baichoo; Seconded. Discussion: none. **Motion passed: 33 in favour**, 0 opposed, 0 abstentions*
- V. Co-op University Director – *Ryan McDonald nominated. Motion by Jennie Nilsson; Seconded. Discussion: none. **Motion passed: 33 in favour**, 0 opposed, 0 abstentions*
- VI. WIL Institutes/Colleges Director – *calling from the floor. Any nominations? Asked 3 times. **No nominations received. Position Closed.***
- VII. Regional Director, Lower Mainland/Vancouver Island – *Lina Guo nominated. Motion by Claudia Sperling; Seconded. Discussion: none. **Motion passed: 33 in favour**, 0 opposed, 0 abstentions*
- VIII. Director At Large (1) – *Alon Eisenstein nominated. Motion by Mohna Baichoo; Seconded. Discussion: none. **Motion passed: 32 in favour**, 0 opposed, 0 abstentions*

Anna Jubilo Announced that: **Anais Holdaway** has been appointed as Business Officer

12. **Other Business** – Stephanie Greaves thanked Anna Jubilo for her incredible service to ACE-WIL and the Board in her role as President. Anna Jubilo. Reminded everyone about 2024 WILful Together Conference. Shared the Keynote’s bio and announced that proposals are being accepted.

13. **Adjournment 1:00pm.** Motion by Claudia Sperling; Seconded. **Motion passed: all in favour**, 0 opposed, 0 abstentions (1:04 PM)

BC WIL COUNCIL ANNUAL REPORT 2023-2024

COMMITTEE MEETINGS

May 25, 2023; November 23, 2023; February 13, 2024

COMMITTEE MEMBERS

BC WIL Council Representative	Institution
Alison Gibson	Okanagan College
Andrea Giles	University of Victoria (BC WIL Council Secretary)
Anita Budisa-Bonneau	North Island College
Beverly Currie-Mclean	Nicola Valley Institute of Technology
Brian Train	Ministry of Post-Secondary Education and Future Skills (ex officio)
Candace Stewart-Smith	University of the Fraser Valley
Celina Duarte	Selkirk College
Claudia Sperling	Camosun College
Danielle Johnsrude	Vancouver Island University (BC WIL Council Vice Chair)
Edward Benoit	College of New Caledonia
Harriet Chicoine (Acting)	Simon Fraser University
Heather Workman	Langara College (BC WIL Council Chair and CEWIL Regional Representative)
Jamie Noakes (for Shawn Read)	Thompson Rivers University
Joan Pascual	BCIT
Julie Walchli	University of British Columbia
Kathy Handley	Northern Lights College
Lianne Johnston	Douglas College
Melissa Krahn	Kwantlen Polytechnic University
Natasha Dilay	Royal Roads University
Natasha Mrkic-Subotic	Capilano University
Nina Bennett	Justice Institute of British Columbia
Rachel Warick	Vancouver Community College
Rachelle Munchinsky	University of Northern British Columbia
Shannon McKinnon	Emily Carr University of Art and Design
Stephanie Greaves	Simon Fraser University (ACE-WIL BC President) (ex officio)
Stephanie Wells	College of the Rockies
Tracey Woodburn	Coast Mountain College

COMMITTEE MANDATE

1. To provide and encourage the adoption of consistent program guidelines and standards for quality Co-operative Education in BC that align with CEWIL Canada's Co-op Accreditation Standards
2. To provide and encourage the adoption of consistent program definitions and attributes of other forms of Work Integrated Learning (WIL)
3. To collect and disseminate standardized statistical data related to co-op education and work integrated learning programs from member institutions where applicable
4. To act as a collective voice for accountability issues related to work integrated learning in BC
5. To serve as a venue to discuss and promote institutional issues for work integrated learning

SUMMARY OF COMMITTEE ACTIVITIES

As per the Strategic Plan 4.2, both the BC WIL Council and ACE WIL BC have collaborated with the President of ACE WIL BC sitting on the BC WIL Council and the Chair of the BC WIL Council sitting on the ACE WIL BC Board. Both entities share activity reports and regular collaborations take place.

- May 2023, the Ministry of Post-Secondary Education & Future Skills announced new specific funding for WIL of \$4.5M over three years with \$1.5M allocated each year. This \$1.5M was allocated to each of the smallest institutions for a total of \$112,000 per institution per year for three years. ACE WIL BC will also receive \$44,000 per year for three years
- Meeting for the BCWILC executive and the ACE-WIL executive to discuss the use of the \$44,000 allocation for ACE WIL BC from the Ministry of Post-Secondary Education & Future Skills. A subsequent survey of priorities identified for spending circulated to BCWILC members and ACE WIL BC Board for feedback. Based on this prioritization, created a successful joint proposal for use of these funds.
- Phase Two of the provincial funding allocations for WIL report was shared with all BCWILC representatives to distribute internally plus shared directly to each VP Academic highlighting the impact these projects had on the entire BC WIL ecosystem with many resources on the ACE WIL BC website
- One of the provincial COWIL projects initiated and run through BCWILC: The WIL Impact Framework Project is continuing with some monies from the provincial allocation.
- Discussion of numerous issues important to the PSI sector such as the
 - impact of changes to International Student work hours, permits and requirements;
 - extension of SWIP and other WIL funding in federal budgets;
 - National Day of WIL in Ottawa in June 2023;
 - micro credentialing growth;
 - other forms of WIL funding available;
 - economic factors impacting work terms;
 - internal campus challenges to WIL expansion;
 - impact of the roll out to the Pay Transparency Act for campuses, employers and the ACE post a job function

The BC Government recently launched the new Pay Transparency Act that addresses pay transparency for publicly posted positions; all BC employers must now include the expected pay or the expected pay range for a specific job opportunity that they advertise publicly.

The ACE-WIL board and the BC WIL Council members are calling all BC post-secondary institutions to be aware of the BC Pay Transparency Act. All job postings used to recruit students into co-op or other WIL positions are required to have publicly posted wage information listed on the job description.

In future, ACE-WIL BC will no longer accept postings via its 'Post an Opportunity' tool that do not include wage information.

- Learned about changes to CEWIL's Accreditation process and work on the Quality Improvement Council's activities
- Joint CEWIL Regional Presentation February 15, 2024 by ACE WIL BC President Stephanie Greaves and BCWILC Chair Heather Workman on the similarities and differences between ACE WIL BC and BCWILC to inform other provinces looking to form regional associations
- BCWILC members were encouraged to participate in the Courage to Act surveys and research

conducted on Sexual Violence in WIL. The strong turnout from BC is noted in final research resources.

- Ministry mandate letters included a brief on sexualized violence at PSI's and all campus websites were reviewed to ensure enough information was available for WIL students in case they found themselves in this situation. Links for members to review content of individual campuses were shared for follow up and compliance.
- Spotlight of one institution's WIL activities at each meeting: Thompson Rivers University & Langara College
- Updates on co-op work term statistics from each term and analysis of trends observed
- Request BCWILC members to encourage individuals from their own campus members to volunteer and serve on an ACE WIL BC Committees or Board.

PRIORITIES FOR 2024-2025

- Nominate and elect a new Vice-Chair for the Council in May 2024
- Support participation of staff at the ACE WIL BC Conference May 27-28, 2024
- Maintain new working relationship with Alberta WIL Consortium who are designing a provincial WIL association, supporting with questions and ideas
- Continue working closely with the Ministry & CEWIL to keep WIL in the spotlight
- Assist with the socialization and adoption on individual campuses of the new WIL database (release fall 2024,) to track WIL activities other than co-op. The co-op database will continue as a separate database.

FINANCIAL REPORT

Association for Co-operative Education & Work-Integrated Learning - BC/Yukon

FINANCIAL REPORT

April 1, 2023 to March 31, 2024

OPENING BALANCE beginning April 1, 2023

\$79,180.52

REVENUES

MEM- 2022-2024 Membership fee (UBC)	\$50.00
MEM - 2022-2024 Membership fee (KPU)	\$100.00
MEM- 2022-2024 Membership fee (CEWIL Canada)	\$50.00
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
MEM - 2022-2024 Membership fee (Douglas College)	\$50.00
CONF-2024 ACE-WIL Conference Registration	\$2,028.42
CONF-2024 ACE-WIL Conference Registration	\$1,066.04
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registrations	\$1,162.66
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$1,162.66
CONF-2024 ACE-WIL Conference Registration	\$581.33

CONF-2024 ACE-WIL Conference Sponsorship- InPlace	\$3,000.00
MEM- 2022-2024 Membership fee (Douglas College)	\$50.00
CONF-2024 ACE-WIL Conference Registration	\$1,162.66
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Sponsorship - Synergy Gateway	\$2,500.00
CONF-2024 ACE-WIL Conference Registration	\$2,325.32
CONF-2024 ACE-WIL Conference Registration	\$1,162.66
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$2,519.52
CONF-2024 ACE-WIL Conference Registration	\$2,325.32
CONF-2024 ACE-WIL Conference Registration	\$1,743.99
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Sponsorship platinum - Wavemakers	\$9,000.00
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$1,356.86
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$775.53
CONF-2024 ACE-WIL Conference Registration	\$1,743.99
CONF-2024 ACE-WIL Conference Registration (North Island College)	\$599.00
MEM - 2022-2024 Membership fee (Emily Carr)	\$50.00
CONF-2024 ACE-WIL Conference Registration	\$581.33
MEM- 2022-2024 Membership fee (U of Victoria)	\$25.00
ADM-WEB - Reimbursement from U of Victoria received for Pathwise Solutions - INV 2614	\$4,804.80
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$871.84
CONF-2024 ACE-WIL Conference Registration	\$581.33
ADM-WEB - Reimbursement from U of Victoria received for Pathwise Solutions - INV 2630	\$3,696.00
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$1,356.86

CONF-2024 ACE-WIL Conference Registration	\$1,162.66
CONF-2024 ACE-WIL Conference Registration	\$1,938.19
CONF-2024 ACE-WIL Conference Registration	\$289.17
MEM - 2022-2024 Membership fee (Vancouver Island University)	\$50.00
CONF-2024 ACE-WIL Conference Registration	\$1,162.66
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$599.00
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$1,453.17
CONF-2024 ACE-WIL Conference Registration	\$581.33
MEM - 2022-2024 Membership fee	\$25.00
CONF-2024 ACE-WIL Conference Registration	\$289.17
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$775.53
MEM - 2022-2024 Membership fee (Uni of the Fraser Valley)	\$25.00
CONF-2024 ACE-WIL Conference Registration	\$581.33
CONF-2024 ACE-WIL Conference Registration	\$581.33
MEM - 2022-2024 Membership fee (Univ of Waterloo)	\$300.00
MEM- Membership fee (Univ of the Fraser Valley)	\$425.00
MEM - Membership fee (Simon Fraser Univ)	\$4,300.00
MEM - Membership fee (Vancouver Community College)	\$100.00
MEM - Membership fee (Camosun College)	\$1,700.00
CONF-2024 ACE-WIL Conference Registration	\$1,161.32
CONF-2024 ACE-WIL Conference Registration	\$290.51
CONF-2024 ACE-WIL Conference Registration	\$1,743.99
CONF-2024 ACE-WIL Conference Registration	\$563.66
ADM- Membership fee (UBC)	\$100.00
CONF-2024 ACE-WIL Conference Registration	\$775.53
CONF-2024 ACE-WIL Conference Registration	\$1,551.06
Total Revenues to March 31, 2024	\$84,959.65

EXPENDITURES	
AWRDS- Clarkes- 4 STOY+ 1 IPOY including shipping	-\$954.56
AWRDS- Clarkes- 1 Outstanding contribution award	-\$198.67
ADM - Pathwise Solutions - INV 2483	(\$3,696.00)
ADM - Pathwise Solutions - INV 2484	(\$1,848.00)
ADM-ACE Board Meeting - refreshments	(\$30.98)
PD - SKWALWEN Botanicals - gifts for presenters	(\$200.00)
ADM- BC Gov't - BC Society-Societies Act - Bylaw Alteration Application submission fee	(\$50.00)
ADM-BC Gov't - BC Society-Societies Act - BC Society Annual Report filing fee	(\$40.00)
ADM - Carmen Wright Comm & Design - INV 0000087 - Communication and printing	(\$431.36)
ADM - Giesbrecht & Associates CPA - statement - REF. NO. 00005600	(\$1,286.25)
RC - Nudge Theory Project - INV008 - Payee - C. Cameron	(\$520.00)
ER- Reimbursement for CPHR symposium (inv 0011800060) - External Relations Committee	(\$703.50)
ADM-WEB - Pathwise Solutions - INV 2614 (reimbursement rec'd from UVIC)	(\$3,000.00)
PD- Able Research Consultants - INV 001 - Transfer ACE Practitioners course from Canvas to Moodle	(\$1,050.00)
ADM - Stan Chung - INV 3563 - Consulting fees re: EDIA guided conversation	(\$1,225.00)
ADM-WEB - Pathwise Solutions - INV 2630 (reimbursement rec'd from UVIC)	(\$3,696.00)
ADM-WEB - Pathwise Solutions - INV 2653 - annual web hosting fee.	(\$1,890.00)
ADM-WEB - Pathwise Solutions - INV 2614 balance of invoice paid -(costs recovered from UVIC)	(\$1,804.80)
ER- reimbursement for Earl's gift card (prize) for CPHR Conference in Sept 2023	(\$104.55)
ADM-CEWIL conference 2024 -Sponsorship - INV CC24-0006	(\$500.00)
ADM - Westland Insurance Grp - 2024 Professional and Commercial Liability Insurance (\$2,337) + Management Liability Insurance (\$2,320) + Cyber Liability Insurance (\$400)	(\$5,057.00)
ADM-WEB - Pathwise Solutions - INV 2688 - "Find a Program"- (costs recovered from UVIC)	(\$5,174.40)
ADM-WEB - Pathwise Solutions - INV 2689 - "Membership Directory & CRM capabilities"- (costs recovered from UVIC)	(\$6,652.80)
ER - Reimbursement for travel expense to attend the Northern Symposium - Sep 28-29, 2023	(\$266.97)
	(\$19,159.32
CONF - City of New Westminster - ACE WIL BC conference 2024 deposit for Anvil Centre))
ER- Reimbursement for travel expense (hotel) to attend the Northern Symposium - Sep 28-29, 2023	(\$159.91)
CONF-2024 ACE-WIL Conference Registration Reimbursement	(\$599.00)

Total Expenditures to March 31, 2024	(\$60,299.07)
Balance Forward April 1, 2023	\$79,180.52
Total Revenues to March 31, 2024	\$84,959.65
Total Expenditures to March 31, 2024	(\$60,299.07)
Balance at March 31, 2024	\$103,841.10
Balanced to March 31, 2024 Bank Account	\$103,841.10

Breakdown of Revenues & Expenditures	Revenues	Expenditures
ACE-WIL Administration Costs: Insurance, Taxes, Strat Planning, Website, CEWIL Sponsorship	\$8,500.80	(\$36,382.59)
ACE-WIL Administration: Membership Revenue	\$7,400.00	
ACE-WIL 2023 Conference	\$69,058.85	(\$19,758.32)
Professional Development Committee		(\$1,250.00)
External Relations Committee		(\$1,234.93)
Communications Committee		
Membership Committee		
Research Committee		(\$520.00)
Awards Committee		(\$1,153.23)
	\$84,959.65	(\$60,299.07)

COMMITTEE REPORTS

AWARDS COMMITTEE

Annual Committee Report

2023 - 2024

Presented By:

Committee Chair:

- Lianne Johnston (Douglas College)

List of Committee Members:

- Christy Dodds (CAPU)
- Lynda Robinson (Vancouver Island University)
- Meg Thompson (University of Victoria)
- Sue Brown (Royal Roads University)
- Shannon Danson (SFU)

The Awards Committee manages the nomination and awarding process for three annual award categories.

Committee Mandate:

The Awards Committee is responsible for the following:

- Annual review and updates to the awards forms, guidelines and timelines;
- Promotion of the ACE-WIL BC awards to membership, in partnership with the Communications team;
- Vet nominations and determine the AC- WIL/BC Yukon award recipients;
- Ensure an unbiased awards process, and;
- Annual review and update of process and materials.

The 3 Award categories include:

- **Student of the Year Award (SOTYA)**
Nominations due Jan 29th, 2024 9am
- **Industry Partner of the Year Award (IPOTYA)**
Nominations due Feb 23, 2024 9am
- **Outstanding Contribution Award (OCA)**

Year in Review

October 2023:

- Confirmed 2 IPOTYA's awards (WIL/Co-op) 2023
- Completed and published an updated IPOTY nomination form

Nov 2023:

- SOYTA awards Competition launched

Jan 29:

- SOYTA applications closed

SOTYA 2023

13 applications received

Winners:

Co-op University:

Winner: Himali Chhabra (UBC)

Honourable Mention: Ahana Ahluwalia (TRU)

Co-op College:

Winner: Celia Kurniawan (Douglas College)

Honourable Mention: Francis Lecours (Camosun College)

WIL University

Winner: Jessica Tran (UBC)

Honourable Mention: Alexandria Johnstone (RRU)

WIL College:

Winner: Jared Smith (Camosun College)

IPOTYA 2023 (closed Feb 23, 2024)

2 applications received

Winners:

WIL Employer:

Winner: **Holiday Inn and Suites North Vancouver** (Alam Charmaine)

Co-op Employer:

Winner: **Laurel Point Inn** (Julie Wright)

OCA 2023 (extended application date to Mar 11th, 2024)

Winner: **Meg Thompson** (UVIC)

Awards Communication Plan:

- Awards notification communicated to recipients beginning in March 2024 and shared with the Communication Committee to publish in the March newsletter.
- Further communication to recipients (March 2024) re: creating a short video with intent to present at ACEWIL conference in May 2024.
- AWARDS ordered through Clarke's – March 2024
- Money to be distributed to recipients - March 2024

2024 Forecast:

1. Revisit editing nomination forms to reformat to a consistent fillable PDF or other – update information where necessary
 2. Award committee handbook update to begin 2024
 3. Revisit timelines/dates for promotion and communication to members of all the awards.
- Considerations: CEWIL award timeframes

COMMUNICATIONS COMMITTEE

Annual Committee Report

2023 - 2024

Presented By:

Committee Co-Chairs:

- Natasha Dilay (Royal Roads University); Sarah Gibson (Thompson Rivers University)

COMMITTEE MEETINGS

4th Thursday of every month except July, August and December

COMMITTEE MEMBERS

- Ash Senini, UVic – newsletter coordinator
- Heather Croft – web coordinator (news and updates)
- Deanna Devitt – web coordinator (updates)
- Lina Guo – comms and LinkedIn coordinator
- Sarah Gibson – co-chair
- Natasha Dilay – co-chair

COMMITTEE MANDATE

To ensure timely and accurate communications to members through monthly newsletters, e-blasts, web updates and LinkedIn posts, and to Friends of ACE through quarterly newsletters and LinkedIn posts.

SUMMARY OF COMMITTEE ACTIVITIES

The comms committee members remained focused on supporting the overarching goals and initiatives of the ACE-WIL board and other committee requests. Ongoing support for members and committee chairs to action communication requests in the form of:

1. Monthly newsletters
2. Upon-request e-blasts
3. Web updates

There is an ongoing and concerted focus on updating the ACEWIL website, to remove dated and obsolete information, improve the user experience.

Additional support has been provided to the Conference Organizing Committee.

Collaborated with External Partnerships and Events Committee to attend the CPHR Northern BC Symposium, September 2023, and promote initiative to external audiences.

PRIORITIES FOR 2024-2025

The Communications Committee's focus is to provide avenues of communications throughout the year. Our goal is to provide consistent and accurate attention and focus to:

1. Sending monthly newsletters, which are created from members' submissions
2. Sending upon-request e-blasts with time-sensitive updates (funding deadlines, job postings,

- etc)
3. Improving the website experience by
 - a. deleting obsolete pages & information that dated information, broken & duplicate links, etc.
 - b. realigning MATCH and GLAM resources without being confusing to external audiences what/who MATCH and GLAM are
 - c. editing the ACEWIL Resource Hub for dated resources
 4. Sharing member stories and emerging best practices in web information
 5. Leveraging LinkedIn to share internal and external news
 6. Auditing the ACEWIL Resource Hub for dated resources and material that should be archived

EXTERNAL PARTNERSHIPS AND EVENTS COMMITTEE

Annual Committee Report

2023 - 2024

Presented By:

Committee Co-Chairs:

- Heather Workman and Jamie Noakes

COMMITTEE MEETINGS

- o Sept 3, 2023
- o Jan 8, 2024
- o Feb 5, 2024
- o March 11, 2024

COMMITTEE MEMBERS

Jamie Noakes (TRU)	Jamie Snow (UBCO)
Mohna Baichoo (CAP) (on leave)	Heather Workman (Langara)
Lana Van Velthuizen (Langara)	

COMMITTEE MANDATE

The External Partnerships & Events Committee (ERC) promotes ACE-WIL and work-integrated learning by engaging with partners and key stakeholders, through events and social media.

SUMMARY OF COMMITTEE ACTIVITIES

- Attended Chartered Professionals in Human Resources of British Columbia (CPHR's) Northern Symposium Sept 27-28, 2023 in Prince George. Two ACE-WIL Board Members attended; Sarah Gibson and Brenda Wilfur. This is the second year we have had CPHR as our focused partner for engagement.
- Jamie Noakes and Heather Workman met with Mary MacLean from the Canadian Renewable Energy Association (CREA,) to discuss options for ACE-WIL BC and CREA to work together on initiatives and to share their workforce development initiatives within the renewable energy space. Shared the option for One Stop posting positions on the ACE WIL BC for now and will keep dialogue open. <https://renewablesassociation.ca/>
- Heather Workman and Stephanie Greaves met with the Calgary Economic Commission as part of the Calgary WIL Pilot project. The consortium of southern Alberta based post-secondary schools and the Economic Commission has built a strong network of organizations (TalentED YYC,) supporting the growth of WIL and are assessing how to easily link students to WIL opportunities. The group is exploring various models to potentially design and create a new WIL provincial organization in Alberta. The TalentED YYC team want to amplify, cross list our BC WIL resources,

explore creating new resources jointly, and the potential for ACE WIL BC & BC WIL COUNCIL participation on Calgary panels <https://www.talentedyyc.com/>

- Heather Workman and Stephanie Greaves delivered an ACE WIL BC & BC WIL Council presentation on February 13th as part of the CEWIL Regional WIL Series to share how these two connected but separate groups work together and support WIL practitioners in BC.
- SWAG Order – Lana Van Velthusizen coordinated design, selection and ordering of new ACE WIL BC support materials and SWAG to support External Partnership events.

PRIORITIES FOR 2024-2025

- Recruit at least 3 more committee members from the 2024 Conference or other ACE WIL events, and new co-chair
- Create more strategic partnerships with organizations in key emergent industries.
 - Continue to work with CPHR to cross promote hiring of WIL students
 - Identify a new regional partner for development
- Increase opportunities for networking with a diversity of organizations and partners.
 - Cross-over roles between ACE-WIL and BC WIL Council
- Strengthen ACE-WIL representation in provincial associations & conversations.
- Amplify and diversify success stories from students and organizations through social media and Friends of ACE newsletter
- Promote incentives and funding opportunities to increase organizational engagement in WIL.
- Develop educational resources to support organizations in their hiring of students.
 - Continue to work with Communications Committee to promote ACE-WIL
- Establish an annual budget to support the sustainable and strategic growth of ACE-WIL's External relationships.
 - Create a new budget for 2024/2025 year
- Identify barriers experienced by partners to participating in WIL activity
 - Review responses from the WIL Impacts Survey for potential follow up
- Use "Friends of ACE-WIL" distribution list to communicate and share incentives and funding opportunities for WIL within the province
 - Highlight student funding subsidies and other news from the April federal budget
 - Deliver a newsletter in October / November 2024 and for WIL month in March 2025.

MEMBERSHIP COMMITTEE

Annual Committee Report

2023 - 2024

Presented By:

Committee Co-Chairs:

- Cristina Eftenaru (SFU) and Drew Jenkins (SFU)

COMMITTEE MEETINGS

May 1, 2023; June 14, 2023; September 26, 2023; October 27, 2023; November 17, 2023; December 13, 2024; January 12, 2024; February 2024 - several subcommittee meetings re: membership drive; March 22, 2024; March 28, 2024 - transition meeting

COMMITTEE MEMBERS

Cristina Eftenaru (SFU)

Alon Eisenstein (UBC-O)

Drew Jenkins (SFU)

Shannan Liang (Douglas College)

COMMITTEE MANDATE

Welcome and support a wide collection of professionals in the field who are members of the Association (e.g., invitation, processing, etc.). In collaboration with other ACE-WIL Committees, engage current members in the Association events.

SUMMARY OF COMMITTEE ACTIVITIES

The Committee has focused on the following activities:

A. Membership Processing & Membership Drive

Membership. Our committee volunteers worked on streamlining the processes in preparation for the membership drive. We used the new google account/drive for communication and storage of committee-related documentation (tracking, minutes, reports, etc). The committee completed the following tasks associated with the membership drive 2024-2026: generated initial database report; created Excel tracking system for workload distribution, which was shared by committee members and Business Officer/Treasurer; created workflow model for the membership drive as all members working on this task were new to the process; created communication for key contacts (institutional and individual); contacted key contacts to confirm membership renewals (40+ emails to institutional contacts, self-registrations, and affiliate members); confirmed and processed new and renewal memberships (297 to date; 30 new still to be processed; waiting for confirmation from 2 institutions on membership renewals); and, deleted past members who didn't renew their membership for 2024-2026 (92 to date; 11 to confirm)

Database. Volunteers with admin access explored and tested new features of the online database. Pathwise removed old admin members as directed by ACE President, added a “Key Contact” field to be used for the next membership drive, which needs to be populated once the drive is closer to end.) We will send confirmation to Key Contacts (text to be determined) once the drive is complete. Future recommendations: if possible, conference/PD registration to be done on a separate system or on a different timeline than the event registration for more accurate reporting.

Bylaws. Membership Committee proposed several changes to the ACE-WIL bylaws that are included in the Board document for consideration. Changes will be sent by the President for Board approval before being sent to the membership for voting at AGM. Future recommendations: continue to explore new membership categories based on inquiries and conference registrations

B. Membership Engagement

Welcome. Welcome message was updated to be more relevant. Along with the processing of new/transfer members onto the online database, our committee is responsible for the initial communication, welcoming new members via committee email, and maillist subscription.

- Ongoing: All new/transfer membership requests were processed in a timely manner.
- Drive: see above. Additionally, one volunteer has admin access to the ACE-WIL LinkedIn group; inviting new members to join the group has become part of the Welcome process.

Cross-committee collaboration. We continued our collaboration with the following committees:

- Website: Involvement in database/website restructure - Pathwise, other Board members
- Communications: Humans of ACE on pause due to attrition and time constraints. We have invited several members to contribute to the project and most of them declined. At this time, there are 2 potential member introductions planned for the upcoming months. We will be looking for a different way to engage members in the upcoming year.
- Professional Development: Helped organize PD event viewing parties for past PD events
- 2024 ACE-WIL Conference: Two volunteers are preparing a conference session based on the committee strategic exercise that was completed in the prior year. Our hope is that we inspire other members to contribute to the association their talents and skills.

Community of Practice (CoP) - advancing as planned. The WIL-CoP was launched as a regular (bi-monthly) meetup where people in the WIL ecosystem come to share their experiences working within WIL in higher education. Each meeting will have a designated “speaker” who will share some elements of their work. The WIL-CoP was created as a way to facilitate community building for existing ACE-WIL members, attracting WIL practitioners who are not yet ACE-WIL members in BC, and raising the ACE-WIL profile to other WIL professionals across Canada and beyond.

- 2023 October 17th: 1st WIL-CoP led by Alon Eisenstein, UBC Okanagan (34 registered, 20 attended, 11 recording views)
- 2023 December 4th: 2nd WIL-CoP led by David Keighron, Douglas College (22 registered, 15 attended, 12 recording views)
- 2024 February 20th: 3rd WIL-CoP led by Larissa Petrillo, Kwantlen Polytechnic University (18 registered, 12 attended, 10 recording views)

PRIORITIES FOR 2024-2025

A. Volunteer Recruitment - due to attrition, our committee is recruiting again this year. At the time of this report submission, we identified 2 potential volunteers and are in conversations with them about the roles they can take on the committee in the upcoming year. Co-Chair - Drew Jenkins will step down from the committee. We would like to thank him for all the work and dedication while being on the committee. His collaborative spirit and creative ideas helped advance the projects he was involved in. The Membership Committee is currently recruiting volunteers for the following positions: 1 additional database and member processing lead; 1 Humans of ACE project lead.

B. Member Processing - Volunteers will continue processing new/transfer membership requests.

C. Membership Engagement - the committee is monitoring requests from outside the major institutions that access ACE-WIL memberships aiming to expand the recruitment and engagement of new members across WIL (rather than Co-op only) and outside BC (i.e., Yukon). Along with the membership drive and conference registrations, we hope to clarify whether further bylaws changes are needed to open membership to other types of organizations or individuals – requires further bylaws updates, approvals, research, structures, etc. ACE-WIL Conference 2024: Conference Session - Cristina Eftenaru & Alon Eisenstein; Committee Table - Welcome New Members and Non-Members registrants (TBD)

C. Future Directions and Initiatives - the Committee has identified the following priorities for the next year: (1) Continue to identify measurable outcomes associated with the main activities to ensure that the work of the committee is aligned with the strategic plan and that our efforts have meaningful results. (2) Though we have seen interest in membership, there is interest amongst the committee members in finding new ways to recruit and retain members from Yukon and to expand the exposure to membership other WIL practitioners and faculty within the reach of the Association (e.g., CoP). We hope to participate in this as a committee or in collaboration with Board members or other committees.

PROFESSIONAL DEVELOPMENT COMMITTEE

Annual Committee Report

2023 - 2024

Presented By:

Committee Chair:

- Meg Thompson

COMMITTEE MEETINGS (Meetings held between May 2023-April 2024)

May 26; August 31; September 12 to January 8th, 2024 bi-weekly; January 22 to April 2024 – business conducted via email, mainly for TRU blog post organization. Members of the PD Committee are volunteering to support the *Wilful* Together Conference 2024.

COMMITTEE MEMBERS

Meg Thompson, UVic

Helena Prins, BCcampus

Tracey Woodburn, Coast Mountain College

Rhianna Nagel, UVic

Alejandra Huerta Guerra, Royal Roads

COMMITTEE MANDATE

Identify professional development opportunities for the ACE-WIL members; Implement and oversee professional development activities for the ACE-WIL members during the Fall and Spring of each calendar year; Support professional development opportunities for ACE-WIL members; Advise and make recommendations to the Board concerning professional development needs; Partner with other committees as appropriate on matters of common interest; Provide quarterly reporting (3x per year) at each board meeting and annually for the AGM.

SUMMARY OF COMMITTEE ACTIVITIES

The ACE-WIL PD Committee is committed to supporting the mission of the association which includes providing “high-quality professional development for our members” and opportunities to “facilitate a forum for the exchange of ideas and experience” (**Mission – Strategic Plan**). The PD Committee Chair endeavoured to keep the Board apprised of each initiative, and all were fully supported by the Board.

Here are some highlights of our engagement and commitment to the PD Committee Mandate, followed by more fulsome explanations.

- Developed a PD Committee Communication Plan (in consultation with the Communications Committee).
- Developed and continue to use marketing materials to showcase *collaboration and connection*, themes of importance identified by ACE-WIL members through post-event surveys. These images are showcased through the ACE-WIL e-newsletters, e-blasts and website, LinkedIn posts, PPT slide decks and Zoom backgrounds for PD and Board members.

- Ran one successful PD event – spring 2023.
- Provided strategic, procedural and financial support to migrate a COWIL funded course called *ACE-WIL Practitioner’s Professional Development: Supporting the WIL Student Journey* from the SFU Learning Management System (LMS) to the BCcampus LMS, to ensure full access by all ACE-WIL members and WIL practitioners across BC’s post-secondary eco-system.
- Collaborating with Thompson Rivers University (TRU) to showcase their Open Educational Textbook “From University to Career – Creating a Successful Transition” via a first ever PD Committee Blog Series via the monthly ACE-WIL e-newsletter.

COMMUNICATION AND MARKETING PLAN (ongoing)

Strategic Plan – support to Goal 1, 1.2 and 1.3 in addition to Goal 3, 3.4 and Goal 4, 4.3.

- The PD Committee developed a communication plan in Jan/Feb. 2023 to provide committee members with a plan/workflow with clear timelines for a multi-pronged approach to communications, marketing and event planning. The PD Committee consulted and collaborated with the Communications Committee to help build and support synergy.
- As in 2022-23, the PD Committee applied an overarching PD theme/WordArt image to help get the attention of our members, with the goal to promote our endeavours and to increase engagement. The 5-hands image is the same one used in 2022-23 for continuity, with the addition of the words/theme of *collaboration and connection* placed at the centre of the 5-hands. ACE-WIL members who completed post-event surveys from previous years included these two words several times.



SPRING PD EVENT:

May 30, 2023

10 – 11:30 via Zoom with inaugural regional viewing parties

Strategic Plan – support to Goal 1, 1.2 and 1.3 in addition to Goal 3, 3.4.

- Andrea Sator and Nancy Johnson, presenters - *ACE-WIL practitioner’s Professional Development: Supporting the WIL Student Journey*.
- The presenters pitched the PD event as a coaching session, which is one of the PD themes of interest to members. The course was “unpacked” by the presenters who highlighted the frameworks, and the learning model. Post survey feedback from members noted there was more of a focus on pitching the course than presenting on coaching students in the WIL space. The PD Committee was in agreement to this feedback.
- Over 100 registrations - we believe a reflection of enhanced marketing and communication

strategies.

- PD session was recorded, and is now located on the ACE-WIL Resource Hub along with other information pertaining to the session and the curriculum.
- Piloted 6 in-person regional viewing parties hosted by ACE-WIL Board members and others who were shoulder tapped:
 - **SFU** – Burnaby campus
 - **UBC – Vancouver Campus** *for UBC WIL practitioners/ACE-WIL members only due to space limitations
 - **Thompson Rivers University** (TRU), Kamloops
 - **Southern Vancouver Island** – University of Victoria campus (UVic, Camosun, RRU and VIU represented)

The post-event survey revealed several members showed interest in exploring participation in an ACE-WIL membership cohort type course to further explore the *ACE-WIL Practitioner's Professional Development: Supporting the WIL Student Journey*.

STRATEGIC, PROCEDURAL AND FINANCIAL SUPPORT FOR MIGRATION OF COWIL FUNDED CURRICULUM

August to February 2023

Strategic Plan – support to Goal 1, 1.2 and 1.3 in addition to Goal 3, 3.4 and Goal 4, 4.3.

ACE-WIL Practitioner's Professional Development: Supporting the WIL Student Journey was a follow-up from the Spring PD event. The PD Committee provided strategic, procedural and financial support to ensure the provincially funded course is fully accessible to ACE-WIL members and beyond.

- Initially, based on post-event feedback from the spring 2023 PD event, the PD Committee explored supporting Andrea and Nancy to run a cohort model of their *ACE-WIL Practitioner's* course.
- The course was developed through COWIL funding. SFU received the funds and contracted/hired Andrea Sator, ABLE Consulting and Nancy Johnston, NJ Consulting to create the course.
- Over many months, numerous discussions took place within the PD Committee and through consultation with the ACE-WIL President (Stephanie Greaves) and Past President (Anna Jublio), Ministry Representative (Brian Train) in addition to Andrea and Nancy to discuss the need for full accessibility of the course to ACE-WIL members and WIL practitioners in BC. It came to light that the course was not fully accessible through the SFU LMS. Discussions also took place to seek clarity around Copyright and Intellectual Property of this COWIL funded resource. Further discussions were flagged as needing to happen in early 2024.
- ACE-WIL contracted Andrea Sator (ABLE Consulting), with procedural and financial support from the PD Committee, to migrate the *ACE-WIL Practitioner's course* from the SFU LMS to the BCcampus LMS to support the end-game of ensuring the course is fully accessible to WIL

practitioners across BC and beyond.

- The migration took place in December 2023.
- Cost to migrate the course \$1000, using funds from PD Committee budget to pay Andrea Sator, who owns the IP for the course.
- Noteworthy course details via BCcampus LMS:
 - Self-enrollment option <https://scope.bccampus.ca/course/view.php?id=621>
 - Based on copyright, any changes to the course are the responsibility of the owners. Contact Andrea Sator (ableresearchco@gmail.com) and Nancy Johnson (davidge@sfu.ca)
 - Tech related issues? BCcampus takes the lead
 - Send email to support@bccampus.ca
 - Other option (if the first option is not successful) - contact Helena Prins, current Moodle Administrator (hprins@bccampus.ca)
- In February 2024, the Board discussed Intellectual Property and Copyright in relation to the outcome of resources developed through provincial funding, with Brian Train present to provide history and context. All in agreement that Ministry funded projects and their respective resources need to be fully accessible to PSI's and ACE-WIL members.

FORUM FOR THE EXCHANGE OF IDEAS

January to March 2024

**ACE-WIL e-newsletter/website blog posts - PD Committee and Thompson Rivers University (TRU) University and Experiential Learning Department
Strategic Plan – support to Goal 1, 1.2 and 1.3 in addition to Goal 3, 3.4 and Goal 4, 4.3.**

The PD Committee is collaborating with the ACE-WIL Communications Committee and members of the TRU University and Experiential Learning Department to facilitate delivery of blog posts to showcase TRU's "University to Career: Creating a Successful Transition" textbook.

- This initiative came out of the PD Committee's desire to find ways beyond PD events and conferences to facilitate access to WIL resources, in particular those developed by members of our ACE-WIL community and beyond.
- The ACE-WIL e-newsletter and ACE-WIL Resource Hub provide the platforms or forum for the exchange of ideas.
- Jaime Noakes (TRU), ACE-WIL Board member and editor in addition to Jordyn Gronskei (TRU) are key to facilitating connection with the chapter authors, who in turn write the blogs.
- To date, three blogs have been released through the monthly ACE-WIL e-newsletter, and one is due to be released in the April 15 e-newsletter, with links to the full blog located on the ACE-WIL website:
 - [January 17, 2024 inaugural blog by Jaime Noakes](#)

- [February 9, 2024 reflections on chapter 5 by Noah Arney](#)
- [March 11, 2024 reflections on chapter 4 by Dr. Brad Harasymchuk](#)
- Due to be released: April 15, 2024 – reflections on chapter by 8 by Sarah Ladd
- Additional blogs will be posted through the e-newsletter and website in 2024

CANCELLED - FALL PD EVENT:

Nov. 21, 2023

**10 – 11:30 via Zoom with viewing parties across BC
'Nudging' Co-op Students through Sticky Spots**

- The fall PD event was to be hosted by the ACE-WIL Research Committee, with the presentation by Cait Cameron, ACE-WIL Research Committee project lead. Andrea Sator, Chair, was to provide tech support.
- At the last minute, due to unfortunate and unanticipated circumstances, Cait Cameron was not able to present and no one else on the Research Committee could step in as Cait holds the Nudge Theory research knowledge.
- ACE-WIL members who registered for the event were advised of the cancellation and news went out through an ACE-WIL e-blast on Nov. 8, 2024.

SUPPORT TO THE WILful Together Conference:

Strategic Plan – support to Goal 1, 1.2 in addition to Goal 3, 3.4 and Goal 4, 4.3.

- 3 members of the PD Committee transitioned much of our volunteer work to support the Conference Program Committee
- Synergy between the ACE-WIL PD Committee and the Conference Program Committee with respect to outreach and recruitment for the second keynote [Dr. Isabeau Iqbal](#). Through ACE-WIL PD Committee past events and subsequent post-event surveys, coaching in the WIL space remains a topic of interest to members.
- Offered financial support to the Conference Program Committee to pay for the second keynote with remaining funds from the 2023-24 annual PD budget. ACE-WIL President Stephanie Greeves advised the PD Committee that the conference keynote budget and contingency funds will cover the cost of the second keynote therefore PD funds were not needed.

PRIORITIES FOR 2024-2025

The PD Committee does not host a spring PD event in the same year a conference is held. Several members of the PD Committee are involved in the Conference Program Committee and look forward to the ongoing support to the *WILful Together* Conference in May 2024.

KEY PRIORITY - RECRUIT NEW MEMBERS

The PD Committee will need to recruit 2-3 new members by August as two of our current members will be leaving due to a variety of circumstances. Helena Prinns and Rhianna Nagel will be leaving the PD Committee which will be a great loss. Our team is so appreciate of their dedication to the PD Team and to the association as a whole.

The goal is to bring a co-chair on board as well. The PD team will be engaged at the upcoming WILful Together Conference, alongside other committees and Board members, to attract new volunteers to our committee.

ONGOING COMMUNICATION AND MARKETING PLAN

The PD Committee is aware and mindful of the *WILful* Together conference marketing materials. When the PD Committee is ready to begin planning for the fall 2024 PD event, we will continue to use the 5-hands image that highlights *collaboration and connection*, and update this image by including “*WILful Together*” to the word cloud in addition to the word “conference”. Other noteworthy words and ideas may present themselves post conference. **This work is aligned with the same areas of the Strategic Plan, as noted above in the Communication and Marketing plan for 2023-24.**

FORUM FOR THE EXCHANGE OF IDEAS

The PD Committee will continue with the ACE-WIL e-newsletter/website blog posts in collaboration with TRU and the Communications Committee. The PD Committee will continue discussions and seek input from the ACE-WIL community on other resources that can be showcased to our members. **This work is aligned with the same areas of the Strategic Plan noted above, in the Forum for the Exchange of Ideas 2023-24.**

PLAN/HOST FALL PD EVENT WITH VIEWING PARTIES

In August 2024, the PD Committee will begin planning for the fall event. At this point in time, no decisions have been made on theme or presenters. We are hopeful that something may come from the *WILful* Together conference.

The PD Committee is keen to plan for virtual events with regional viewing parties as this configuration provides ACE-WIL members access to the PD event from any PSI in British Columbia. In times of PSI budget restraints and cuts, climate change, and a focus on EDIA, the PD Committee is committed to facilitating PD events that all members have the ability to attend. We are mindful that attending an event in person in the lower mainland proves a barrier to many members. The PD event with regional viewing parties supports the Strategic Plan by providing a forum for the exchange of ideas and experiences, both in-person and virtually.

In preparation for the fall 2023 PD event, the PD Committee created a tips and tricks document for viewing party hosts derived from lessons learned through members who hosted at the inaugural view party in May 2023. This document will be used to support the fall 2024 PD event. **This work is aligned with areas of the Strategic Plan noted above in the PD Event section, spring 2023 event.**

Thank you on behalf of the ACE-WIL PD Committee.

RESEARCH & INITIATIVES COMMITTEE

Annual Committee Report
2023-2024

Presented By:

Chairs:

- Alon Eisenstein (UBC-O)

Committee Meetings: Jan 23, 2023; Feb 21, 2023; March 8, 2023; March 27, 2023; September 18, 2023; September 25, 2023; October 30, 2023; January 3, 2024; January 16, 2024; January 23, 2024; February 20, 2024; March 19, 2024

List of Committee Members:

- Alon Eisenstein (UBC Okanagan) - Interim chair
- Earl Anderson (BCIT)
- Sarah McQuillan (UVIC)
- Andrea Sator (SFU) - resigned effective January 3 2024, previous chair
- Letitia Henville (UBC) - resigned effective January 3 2024

Committee Mandate:

- TBD

Summary of Committee Activities

The research committee's main project in the second half of 2023 was the Nudge Project. The project was presented as part of the 2023 WACE World Conference, held on June 28-30, 2023 at the University of Waterloo in ON, Canada. However, in late 2023, two committee members ceased to be ACE-WIL members: Andrea Sator, previous research committee chair, and Letitia Henville. These former members were the lead contacts with a contracted researcher (Cait Cameron), who also resigned from the project. For this reason, the Nudge Project was discontinued in 2024.

Priorities for 2024-2025

The research committee will facilitate a workshop as part of the 2024 conference. The purpose of the workshop is twofold:

1. Solicit ideas for research activities for the coming year.
2. Recruit new members for the committee to enable its work moving forward.

AWARDS 2023

ACE/WIL STUDENT OF THE YEAR AWARD (SOTYA) 2023

UNIVERSITY STUDENT CO-OP AWARD

Himali Chhabra – University of British Columbia



Himali is a fourth-year student at UBC, who is passionate about the intersection of emerging technologies and understanding future societal economics, combined with her interest in technology, has enabled her to excel in people and product strategy Co-op roles. As a Strategy Consultant Co-op at TD Bank, Himali surpassed expectations, contributing to over 10 projects, some of which laid the groundwork for patentable ideas, advancing the bank's commitment to innovation and significantly enhancing the experience of customers and colleagues. In addition to her professional achievements, Himali is deeply committed to community service. She has supported local businesses during the pandemic, championed mental health, participated in a range of UBC activities, and mentored students through five official roles. Currently, as a UBC Sustainability Ambassador, she actively engages in the climate action dialogue, striving to make key language and concepts in climate change accessible to all.

HONOURABLE MENTION

Ahana Ahluwalia – Thompson Rivers University

As the only international woman in her Software Engineering cohort at Thompson Rivers University (TRU), Ahana embarked on a mandatory co-op at TELUS in Vancouver during her fourth year, that reshaped her academic and professional future. Immersing herself for 16 months in Canada's fast-paced telecom sector, she translated academic concepts into real-world efficiencies, streamlining processes that impacted customers and the company. At TELUS, Ahana's growth extended to nurturing new talent, especially advocating for women's representation in tech through the Connections program. Returning to TRU, she shared inspiring insights as a Peer Mentor and invigorated the Women in Engineering Club with strategies for co-op success. This transformative journey culminated in a full-time offer from TELUS, affirming the co-op program's pivotal role in her career. This experience not only prepared Ahana for the industry but also fueled her passion to empower other international women in STEM, highlighting the profound influence of cooperative education.

COLLEGE STUDENT CO-OP AWARD
Celia Kurniawan – Douglas College



Celia arrived in Canada 2.5 years ago and is currently pursuing her Post-Baccalaureate Diploma in Advanced Human Resources in Douglas College, supplementing her Bachelor’s Degree in Hotel Management. She thrives in exploring new industries and dreams of making an adventure out of her budding HR career. She came from hospitality, worked in retail and events before completing her first co-op in forestry with Western Forest Products as an HR Co-op Student. During her 8-month placement, Celia supported the Talent Acquisition Teams with a full recruitment cycle, during which time, she made significant contributions to the Job Description project. By introducing the use of AI technologies, Celia helped to streamline processes that resulted in 300+ job descriptions being completed before the end of her co-op term. In the same project, she also pitched the idea of collaborating with the Communications team to create a DEI statement in the organization's job description template. Celia is now doing her second co-op in healthcare with the First Nations Health Authority and in the future, dreams of becoming an HR Generalist where

she can dabble in multiple HR areas, or work in campus recruitment to support and create opportunities for students.

HONOURABLE MENTION

Francis Lecours – Camosun College



Francis Lecours is a co-op student at Camosun College who has achieved distinction in obtaining credentials in Public Administration, General Management, and Office Administration. Currently in his fourth year of pursuing a BBA in HR Management & Leadership, Francis has consistently excelled academically, keeping a strong GPA of 8.9/9 and being named to the Dean's Honour Roll each qualifying term. After two productive co-op work terms at the Department of National Defence, Francis is looking forward to his second co-op summer of 2024. Francis has a strong desire to succeed in his field of study and advance his career. He is valued by professors, coworkers, and classmates for his charm, determination, diligence, and competitive spirit.

UNIVERSITY STUDENT WIL AWARD

Jessica Tran – University of British Columbia

Jessica Tran (she/they) is a sixth-year undergraduate student studying biomedical



engineering with a specialization in biomechanics and a minor in human geography at the University of British Columbia (UBC). Jess' academic journey has been largely motivated by her aspirations of making positive social change and goals of intersecting science and technology with the humanities. Through Jess' work-integrated learning experiences, her current interests and projects are within the field of engineering education research, and in particular, understanding the barriers youth face in accessing informal STEM (Science, Technology, Engineering, and Maths) education. Jess will be pursuing a Master's degree at UBC this upcoming September where she will be continuing her work in this area to explore justice-centered pedagogies that take place in informal STEM education spaces.

HONOURABLE MENTION

Alexandria Johnstone – Royal Roads University

From May to September 2023, Alexandria had the fantastic opportunity to intern with the Poverty Law team at the Penticton and Area Access Centre as a Community Impact Justice Intern. Raised in Penticton, she gained four years of experience in local healthcare and hospital logistics, driven by her inherent passion for helping others. Possessing a Legal Administration Certificate, an Associate of Arts Degree from Okanagan College, and a Bachelor's Degree from the University of British Columbia, she is currently completing her Master's in Justice at Royal Roads University, set to graduate this spring (2024). Throughout her academic journey, Alexandria has actively volunteered with Pride and Peer Support Groups and Equity Ambassador Teams. During her Work-Integrated Learning (WIL) experience, she engaged in outreach with Okanagan College and participated in numerous advocacy and research endeavors. With aspirations to delve into human rights law in the future, Alexandria's dedication to community impact and social justice remains unwavering.

COLLEGE STUDENT WIL AWARD
Jared Smith – Camosun College



In his role as a High-Performance Intern, Jared revamped the national athlete database, ensuring accuracy. He successfully onboarded NextGen athletes, integrating them seamlessly into the high-performance program. Leading the CanAmMex 2023 trip to Sarasota he showcased his organizational, problem-solving, and leadership skills. This co-op has enriched Jared's career development, providing real-world application of academic knowledge. Personally, it enhanced his resilience, and academically, it added depth to his coursework. As a U6 Boys volunteer soccer coach, Jared has committed to fostering skill development, sportsmanship, and personal growth, creating a positive environment for young athletes.

OUTSTANDING CONTRIBUTOR AWARD (OCA) 2023

RECIPIENT – MEG THOMPSON (UVIC)



Meg Thompson was nominated for the ACE-WIL Outstanding Contribution Award for 2023 due to her exceptional dedication and leadership within the community. Throughout her years of service, Meg has demonstrated unwavering commitment, reliability, and kindness. She has been a pillar of ACE-WIL, showcasing flexibility and steadfast dedication in navigating complex situations while fostering collaboration and innovation. Meg's contributions to the ACE-WIL Conference Program Committee highlight her organizational skills and openness to feedback, creating enriching experiences for all involved. Her belief in the development of Work-Integrated Learning (WIL) practitioners in BC is evident through her dedicated service and institutional memory, allowing

for continuous improvement and building on past successes. Meg's instrumental role in creating impactful programs like the CanWork program, supporting students with disabilities and mental health challenges, further demonstrates her commitment to fostering a supportive and inclusive environment. Meg Thompson is a deserving recipient of the ACE-WIL Outstanding Contribution Award for 2023.

ACE/WIL INDUSTRY PARTNER OF THE YEAR (IPOYA) 2023
WIL Category

RECIPIENT – HOLIDAY INN AND SUITES NORTH VANCOUVER



(Charmain Alam, General Manager)

Holiday Inn and Suites North Vancouver stands out as an exceptional partner, steadfastly supporting Work-Integrated Learning (WIL) both during and after the challenging pandemic years. In 2023, their housekeeping department provided invaluable opportunities by hiring five students from the Diploma in Tourism Management International program for paid practicums. Even before the pandemic, Holiday Inn and Suites North Vancouver demonstrated unwavering support by hosting Business Etiquette sessions and enriching field trips, offering students real-world insights into the hospitality industry. Their ongoing commitment to initiatives like TOUR 150 not only benefits students but also addresses industry labor shortages and fosters collaboration between academia and the tourism sector. The transformative experiences shared by students highlight Holiday Inn and Suites North Vancouver's profound impact on professional growth and education. Their dedication and adaptability truly merit the Outstanding WIL Partner of the Year Award.

Co-op Category

RECIPIENT – LAUREL POINT INN



(Julie Wright, CPHR, Director of Human Resources)

Laurel Point Inn has been a pivotal partner in helping to build and sustain the mandatory co-op program in Hospitality Management at Camosun College, now in its 50th year. Students testify to a supportive culture, where failure is embraced for growth. Laurel Point Inn’s commitment extends beyond recruitment, engaging with students year-round, even during the challenges of COVID-19. This industry partner is not only a leader in workforce development, but they also champion sustainability, being carbon-neutral since 2009. The Inn at Laurel Point exemplifies dedication to education, inclusivity, and environmental stewardship, making them an incredibly worthy recipient of this honor

NOMINATION REPORT 2023-2024

In accordance with ACE WIL BC/Yukon bylaws, nominations were requested for the 2024-2026 Board of Directors (two-year terms).

Stephanie Greaves will serve one more year as ACE-WIL President and Anna Jubilo will serve one more year as Past-President. The positions of President-Elect and Secretary were not filled last year and are therefore up for election.

A few board members have left or will be leaving their positions before the end of their terms:

- Anaïs Holdaway was appointed as Business Officer but temporarily vacated the position in January 2024 due to her maternity leave. As the Business Officer is an appointed position, it will not be on the nomination slate. If there is no interim appointment for the Business Officer position, then the Treasurer will temporarily assume this role.
- The current Treasurer, Chelsey Evans, will be standing for President-Elect, therefore the position of Treasurer will be up for election this year.
- Alon Eisenstein, who is currently a Director-at-Large, will be standing for Treasurer, therefore, one Director-at-Large position is up for election this year.
- Nina Bennett, who had previously served on the Board as Co-op Colleges/Institutes Director last year, returned from overseas and was temporarily appointed to the vacant role of WIL Colleges/Institutes Director. This position is up for election this year.

Nominations were accepted electronically for the positions below with a deadline of Tuesday, February 29, 2024, by 4:30 p.m. PST. See names of nominees below and nomination bios at the at the end of this report.

1. President-Elect: **Chelsey Evans**
2. Secretary: **Nina Bennett**
3. Treasurer: **Alon Eisenstein**
4. WIL Institutes/Colleges Director: **Rachel Warwick**
5. Co-op Institutes/Colleges Director: **Jennifer Weintraub** (*nomination during the AGM*)
6. Director-at-Large (1): **Magdelene Mot**

We did not receive nominations for the **Co-op Institutes/Colleges Director** position before the deadline; therefore, therefore we had a Call for Nominations from the floor for that position during the in-person AGM on Tuesday, May 28, 2024.

Thank you to all the board members, including Committee Chairs and Co-chairs for the many ways that they have contributed to the board this year and for supporting me in my role as President. We look forward to electing and introducing the new 2024-2025 ACE-WIL Board at this year's ACE-WIL AGM.

Nominee Biographies

Chelsey Evans: Seeking Nomination for President-Elect

Chelsey Evans serves as the Director, Operations and Strategy, with Co-operative Education and Career Services at the University of Victoria. In this role she is responsible for the development and implementation of the unit's operational and strategic plans, and oversees the human resources management and financial management within the unit. Prior to this position she served as the Associate Director, Optional and Professional Programs where she was responsible for the academic and administrative aspects of work-integrated learning, including career development services for 7 faculties and over 20 programs. Over her more than 20 years of work in post-secondary, the common thread has been facilitating learning and development for students through the provision of experiential learning opportunities.

Since May 2022, Chelsey has served as Treasurer for ACE-WIL BC. Previously she served on the ACE-WIL External Partnerships and Events committee. At the CEWIL level, she serves as chair of the CEWIL Membership Committee.

Chelsey holds a BA in Psychology (UBC), a Master of Education degree in Adult Education (UAlberta), an Advanced Management Program Certificate (UVic), and is currently enrolled in Captus Institute's Academic Program working toward the completion of her Chartered Professional in Human Resources (CPHR) designation.

If elected, Chelsey will bring a collaborative and innovative approach to the role and will dedicate time and energy to serve in the best interests of the Association. She is eager to work with fellow members of the board to build a vibrant future for ACE-WIL BC/Yukon.

Nina Bennett: Seeking Nomination for Secretary

Nina Bennett has been working within Work Integrated Learning since 2020. She has a passion for building Community Engaged Learning Opportunities for students and seeing how she can connect with community partners to build meaningful and reciprocal partnerships. As a Justice Institute of BC Work Integrated Learning program manager, she finds participating in the ACE-WIL board meaningful as it allows her to work with other institutions and learn more about WIL initiatives throughout the province. It also allows her to work with other ACE-WIL members to build opportunities for staff throughout the province. Now that she has a full-time WIL role with JIBC, she is excited to be able to dedicate her time to the board and make lasting contributions in the WIL field.

Alon Eisenstein: Seeking Nomination for Treasurer

Dr. Eisenstein is an Assistant Professor of Teaching in Technology Entrepreneurship and Professional Development at the University of British Columbia Okanagan's School of Engineering, which is situated on the ancestral, traditional and unceded territory of the Syilx Okanagan Nation.

Since joining the UBC School of Engineering in 2021, Dr. Eisenstein has introduced and taught several courses on the topics of entrepreneurship, innovation and leadership, applying experiential learning pedagogy throughout. For close to a decade, Dr. Eisenstein has been developing, studying and advancing the use of Work-Integrated Learning pedagogy within entrepreneurship education. He has authored several papers and book chapters on the topic of Entrepreneurial Work-Integrated Learning (EWIL), and hosted the first national symposium on EWIL in 2019.

Supporting Work-Integrated Learning across BC, Dr. Eisenstein serves on the board of the Association for Co-operative Education and Work-Integrated Learning of BC/Yukon. In 2023 Dr. Eisenstein launched a bi-monthly WIL community of practice, and is currently serving on the association's research committee working on a Nudge project. Starting in January 2024, Dr. Eisenstein is the Marshall Bauder Chair in Experiential Learning and Leadership for UBC Okanagan campus, collaborating with his UBC Vancouver counterpart create and implement novel ideas that provide a superior digital and experiential learning experience for students across both UBC Vancouver and UBC Okanagan campuses.

Rachel Warwick: Seeking Nomination for WIL Institutes/Colleges Director

Rachel Warwick is a program coordinator with 15+ years of experience in post-secondary administration. Since joining VCC's Partnership Development Office, Rachel has managed multiple, diverse projects including leading the development of the VCC Inclusive WIL Hiring Guide which supports all faculty and staff who deliver WIL to embed an inclusive approach when engaging employers for WIL hosting, to ensure placements are equitable and accessible for all students. Her role mainly focusses on CareerLAB, an internal initiative that supports VCC faculty and staff to enhance the career guidance and WIL practice delivered at VCC. As VCC does not have a career centre or WIL office (but still provides extensive career-focussed training and curricular WIL), her role supports diverse colleagues (aka the career influencers) to engage with contemporary career development and WIL theory and practice, to connect to external resources, and to pilot new initiatives that ensure students continue to receive high quality career guidance and WIL experiences, that prepare students for a rapidly changing labour market.

She is a strategic systems thinker with a passion for inclusion and innovation, honed from her varied background which also includes TV production and community living. In particular, she values building collaborative relationships across the VCC college community and beyond. Her RRU Master in Leadership research was conducted at VCC on how to foster inter-departmental collaboration to enact complex system change.

Rachel represents VCC on the BC WIL Council and has experience delivering curricular WIL activities. She has also led several VCC focussed WIL related research initiatives, including one that explored the perspectives of teachers and staff from sector-specific training departments about their role in WIL. Research aimed to understand the degree to which they do or do not identify as WIL practitioners, what WIL and employment readiness training they may need, and the likelihood they would engage with the resources/training provided by the wider WIL community.

Magdelene Mot: Seeking Nomination for Director-at-Large (1)

Currently the Senior Manager of Work-Integrated Learning at Capilano University and a Certified Master of Career Services, Magdalena brings over 25 years of professional experience to the table, gained while living in four different countries. She believes that student success is tightly connected to having access to work-integrated learning and she is diligently working to support achieving that access.

During the past three years, while supporting new experiential learning initiatives at Kwantlen Polytechnic University, Dr. Mot has initiated and implemented a paid and sponsored internship program within KPU's Melville School of Business. This was a significant WIL addition and the program is currently running three cohorts of paid interns every year. One of the other topics stirring Magdalena's interest is connected to the global context of experiential learning and to how this environment is changing our society and local cultures.

As a Chair of the Global Connections Committee with the National Career Development Association, Magdalena has been exposed to several global issues. In addition, she is an active member of CERIC's Practical & Academic Research Committee, chaired by Tonny Botelho. Dr. Mot's most recent published articles review specific issues faced by international students in Canada when it comes to engaging in experiential learning.

CO-OPERATIVE EDUCATION PLACEMENT STATISTICS

B.C. Co-op Placement Weeks by Regional Locations

Terms: K23 F23 S24 | Institutions: BC Only | Programs: Both

Area/Inst.	Male	Female	Local Region	Vancouver Island	Lower Mainland	Other B.C.	Outside Province	Outside Canada	TOTAL
CAPILANO	368	448	512	160	512	96	16	32	816
FRASER VALLEY	1,184	784	1,856	-	1,856	16	96	-	1,968
KWANTLEN	2,144	1,568	3,696	16	3,696	-	-	-	3,712
SFU	31,072	24,544	48,944	1,168	48,944	1,312	3,056	1,136	55,616
THOMPSON	2,624	1,792	3,872	160	176	3,872	176	32	4,416
UBC	68,080	49,536	89,344	2,496	89,344	6,880	13,840	5,056	117,616
UBCO	2,784	2,048	2,480	208	864	2,480	1,088	192	4,832
UVIC	36,400	22,496	33,264	33,264	12,976	4,032	5,808	2,816	58,896
VIU	2,028	1,226	2,224	2,224	232	298	284	216	3,254
University Group	146,684	104,442	186,192	39,696	158,600	18,986	24,364	9,480	251,126
CAMOSUN	3,312	2,928	5,888	5,888	224	16	64	48	6,240
DOUGLAS	1,024	768	1,776	-	1,776	-	16	-	1,792
LANGARA	736	752	1,456	-	1,456	-	-	32	1,488
NORTH ISLAND	112	144	256	256	-	-	-	-	256
OKANAGAN	912	624	1,280	16	80	1,280	160	-	1,536
SELKIRK	288	416	656	-	16	656	32	-	704
College Group	6,384	5,632	11,312	6,160	3,552	1,952	272	80	12,016
BCIT	9,477	1,494	7,913	63	7,913	983	1,014	998	10,971
Institute Group	9,477	1,494	7,913	63	7,913	983	1,014	998	10,971
OVERALL	162,545	111,568	205,417	45,919	170,065	21,921	25,650	10,558	274,113

Percentage of B.C. Co-op Placement Weeks by Regional Locations

Terms: K23 F23 S24 | Institutions: BC Only | Programs: Both

Area/Inst.	Male	Female	Local Region	Vancouver Island	Lower Mainland	Other B.C.	Outside Province	Outside Canada	TOTAL
CAPILANO	45.1%	54.9%	62.7%	19.6%	62.7%	11.8%	2.0%	3.9%	100.0%
FRASER VALLEY	60.2%	39.8%	94.3%	0.0%	94.3%	0.8%	4.9%	0.0%	100.0%
KWANTLEN	57.8%	42.2%	99.6%	0.4%	99.6%	0.0%	0.0%	0.0%	100.0%
SFU	55.9%	44.1%	88.0%	2.1%	88.0%	2.4%	5.5%	2.0%	100.0%
THOMPSON	59.4%	40.6%	87.7%	3.6%	4.0%	87.7%	4.0%	0.7%	100.0%
UBC	57.9%	42.1%	76.0%	2.1%	76.0%	5.8%	11.8%	4.3%	100.0%
UBCO	57.6%	42.4%	51.3%	4.3%	17.9%	51.3%	22.5%	4.0%	100.0%
UVIC	61.8%	38.2%	56.5%	56.5%	22.0%	6.8%	9.9%	4.8%	100.0%
VIU	62.3%	37.7%	68.3%	68.3%	7.1%	9.2%	8.7%	6.6%	100.0%
University Group	58.4%	41.6%	74.1%	15.8%	63.2%	7.6%	9.7%	3.8%	100.0%
CAMOSUN	53.1%	46.9%	94.4%	94.4%	3.6%	0.3%	1.0%	0.8%	100.0%
DOUGLAS	57.1%	42.9%	99.1%	0.0%	99.1%	0.0%	0.9%	0.0%	100.0%
LANGARA	49.5%	50.5%	97.8%	0.0%	97.8%	0.0%	0.0%	2.2%	100.0%
NORTH ISLAND	43.8%	56.3%	100.0%	100.0%	0.0%	0.0%	0.0%	0.0%	100.0%
OKANAGAN	59.4%	40.6%	83.3%	1.0%	5.2%	83.3%	10.4%	0.0%	100.0%
SELKIRK	40.9%	59.1%	93.2%	0.0%	2.3%	93.2%	4.5%	0.0%	100.0%
College Group	53.1%	46.9%	94.1%	51.3%	29.6%	16.2%	2.3%	0.7%	100.0%
BCIT	86.4%	13.6%	72.1%	0.6%	72.1%	9.0%	9.2%	9.1%	100.0%
Institute Group	86.4%	13.6%	72.1%	0.6%	72.1%	9.0%	9.2%	9.1%	100.0%
OVERALL	59.3%	40.7%	74.9%	16.8%	62.0%	8.0%	9.4%	3.9%	100.0%

B.C. Co-op Placement Weeks by Employer

Terms: K23 F23 S24 | Institutions: BC Only | Programs: Both

Area/Inst.	PUBLIC SECTOR						PRIVATE SECTOR		SUBTOT AL PRIVAT E	TOTAL
	Federal Governm en	Provincial Governm ent	Municipal Governme nt	Federal Agency	Provinci al Agency	SUBTOT AL PUBLIC	Non- Profit Organizati on	Private Busines s		
CAPILANO	-	64	32	-	16	112	48	656	704	816
FRASER VALLEY	352	304	112	192	64	1,024	16	928	944	1,968
KWANTLEN	720	352	128	192	480	1,872	80	1,760	1,840	3,712
SFU	2,480	2,224	432	3,072	9,840	18,048	2,672	34,896	37,568	55,616
THOMPSON	-	576	48	128	1,536	2,288	48	2,080	2,128	4,416
UBC	5,008	3,904	2,416	2,944	16,624	30,896	4,928	81,792	86,720	117,616
UBCO	480	1,440	32	-	-	1,952	144	2,736	2,880	4,832
UVIC	3,728	3,712	960	1,440	10,032	19,872	3,200	35,824	39,024	58,896
VIU	-	32	128	-	48	208	302	2,744	3,046	3,254
University Group	12,768	12,608	4,288	7,968	38,640	76,272	11,438	163,416	174,854	251,126
CAMOSUN	784	864	-	48	512	2,208	352	3,680	4,032	6,240
DOUGLAS	176	-	-	48	512	736	64	992	1,056	1,792
LANGARA	32	208	-	48	320	608	80	800	880	1,488
NORTH ISLAND	-	-	-	-	16	16	-	240	240	256
OKANAGAN	-	240	320	-	-	560	-	976	976	1,536
SELKIRK	-	160	32	-	-	192	-	512	512	704
College Group	992	1,472	352	144	1,360	4,320	496	7,200	7,696	12,016
BCIT	48	-	-	81	844	973	64	9,934	9,998	10,971
Institute Group	48	-	-	81	844	973	64	9,934	9,998	10,971
OVERALL	13,808	14,080	4,640	8,193	40,844	81,565	11,998	180,550	192,548	274,113

Percentage of B.C. Co-op Placement Weeks by Employer

Terms: K23 F23 S24 | Institutions: BC Only | Programs: Both

Area/Inst.	PUBLIC SECTOR					SUBTOT AL PUBLIC	PRIVATE SECTOR		SUBTOT AL PRIVAT E	TOTAL
	Federal Governmen	Provincial Governm ent	Municipal Governme nt	Federal Agency	Provinci al Agency		Non-Profit Organizati on	Private Busines s		
CAPILANO	0.0%	7.8%	3.9%	0.0%	2.0%	13.7%	5.9%	80.4%	86.3%	100.0 %
FRASER VALLEY	17.9%	15.4%	5.7%	9.8%	3.3%	52.0%	0.8%	47.2%	48.0%	100.0 %
KWANTLEN	19.4%	9.5%	3.4%	5.2%	12.9%	50.4%	2.2%	47.4%	49.6%	100.0 %
SFU	4.5%	4.0%	0.8%	5.5%	17.7%	32.5%	4.8%	62.7%	67.5%	100.0 %
THOMPSON	0.0%	13.0%	1.1%	2.9%	34.8%	51.8%	1.1%	47.1%	48.2%	100.0 %
UBC	4.3%	3.3%	2.1%	2.5%	14.1%	26.3%	4.2%	69.5%	73.7%	100.0 %
UBCO	9.9%	29.8%	0.7%	0.0%	0.0%	40.4%	3.0%	56.6%	59.6%	100.0 %
UVIC	6.3%	6.3%	1.6%	2.4%	17.0%	33.7%	5.4%	60.8%	66.3%	100.0 %
VIU	0.0%	1.0%	3.9%	0.0%	1.5%	6.4%	9.3%	84.3%	93.6%	100.0 %
University Group	5.1%	5.0%	1.7%	3.2%	15.4%	30.4%	4.6%	65.1%	69.6%	100.0 %
CAMOSUN	12.6%	13.8%	0.0%	0.8%	8.2%	35.4%	5.6%	59.0%	64.6%	100.0 %
DOUGLAS	9.8%	0.0%	0.0%	2.7%	28.6%	41.1%	3.6%	55.4%	58.9%	100.0 %
LANGARA	2.2%	14.0%	0.0%	3.2%	21.5%	40.9%	5.4%	53.8%	59.1%	100.0 %
NORTH ISLAND	0.0%	0.0%	0.0%	0.0%	6.3%	6.3%	0.0%	93.8%	93.8%	100.0 %
OKANAGAN	0.0%	15.6%	20.8%	0.0%	0.0%	36.5%	0.0%	63.5%	63.5%	100.0 %
SELKIRK	0.0%	22.7%	4.5%	0.0%	0.0%	27.3%	0.0%	72.7%	72.7%	100.0 %
College Group	8.3%	12.3%	2.9%	1.2%	11.3%	36.0%	4.1%	59.9%	64.0%	100.0 %
BCIT	0.4%	0.0%	0.0%	0.7%	7.7%	8.9%	0.6%	90.5%	91.1%	100.0 %
Institute Group	0.4%	0.0%	0.0%	0.7%	7.7%	8.9%	0.6%	90.5%	91.1%	100.0 %
OVERALL	5.0%	5.1%	1.7%	3.0%	14.9%	29.8%	4.4%	65.9%	70.2%	100.0 %

B.C. Co-op Placement Weeks by Occupational Grouping

Terms: K23 F23 S24 | Institutions: BC Only | Programs: Both

Institution	Admin / Business	Agriculture	Computer Science	Engineering	Health/ Legal	Hosp/Tourism Recreation	Humanities / Social Sci.	Science	Technical / Trades	Total
CAPILANO	-	-	-	-	-	816	-	-	-	816
FRASER VALLEY	352	-	880	-	-	-	80	656	-	1,968
KWANTLEN	1,696	-	1,792	-	80	-	-	144	-	3,712
SFU	11,680	-	14,432	8,560	2,112	-	13,312	5,520	-	55,616
THOMPSON	1,792	-	1,120	720	-	16	304	384	80	4,416
UBC	8,112	-	22,576	52,848	-	-	11,264	22,816	-	117,616
UBCO	1,168	-	-	-	32	-	1,008	2,624	-	4,832
UVIC	13,712	-	5,472	24,384	4,400	-	5,216	5,712	-	58,896
VIU	-	-	208	96	-	2,936	-	-	14	3,254
University Group	38,512	-	46,480	86,608	6,624	3,768	31,184	37,856	94	251,126
CAMOSUN	2,480	-	384	-	-	1,376	288	-	1,712	6,240
DOUGLAS	672	-	896	-	-	-	96	128	-	1,792
LANGARA	1,040	-	240	-	-	-	-	208	-	1,488
NORTH ISLAND	64	-	-	-	-	192	-	-	-	256
OKANAGAN	576	-	48	96	-	-	-	-	816	1,536
SELKIRK	336	-	-	-	-	-	160	208	-	704
College Group	5,168	-	1,568	96	-	1,568	544	544	2,528	12,016
BCIT	-	1,554	-	-	-	16	-	496	8,905	10,971
Institute Group	-	1,554	-	-	-	16	-	496	8,905	10,971
OVERALL	43,680	1,554	48,048	86,704	6,624	5,352	31,728	38,896	11,527	274,113

Percentage of B.C. Co-op Placement Weeks by Occupational Grouping

Terms: K23 F23 S24 | Institutions: BC Only | Programs: Both

Institution	Admin / Business	Agriculture	Computer Science	Engineering	Health/ Legal	Hosp/Tourism Recreation	Humanities / Social Sci.	Science	Technical / Trades	Total
CAPILANO	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	100.0%
FRASER VALLEY	17.9%	0.0%	44.7%	0.0%	0.0%	0.0%	4.1%	33.3%	0.0%	100.0%
KWANTLEN	45.7%	0.0%	48.3%	0.0%	2.2%	0.0%	0.0%	3.9%	0.0%	100.0%
SFU	21.0%	0.0%	25.9%	15.4%	3.8%	0.0%	23.9%	9.9%	0.0%	100.0%
THOMPSON	40.6%	0.0%	25.4%	16.3%	0.0%	0.4%	6.9%	8.7%	1.8%	100.0%
UBC	6.9%	0.0%	19.2%	44.9%	0.0%	0.0%	9.6%	19.4%	0.0%	100.0%
UBCO	24.2%	0.0%	0.0%	0.0%	0.7%	0.0%	20.9%	54.3%	0.0%	100.0%
UVIC	23.3%	0.0%	9.3%	41.4%	7.5%	0.0%	8.9%	9.7%	0.0%	100.0%
VIU	0.0%	0.0%	6.4%	3.0%	0.0%	90.2%	0.0%	0.0%	0.4%	100.0%
University Group	15.3%	0.0%	18.5%	34.5%	2.6%	1.5%	12.4%	15.1%	0.0%	100.0%
CAMOSUN	39.7%	0.0%	6.2%	0.0%	0.0%	22.1%	4.6%	0.0%	27.4%	100.0%
DOUGLAS	37.5%	0.0%	50.0%	0.0%	0.0%	0.0%	5.4%	7.1%	0.0%	100.0%
LANGARA	69.9%	0.0%	16.1%	0.0%	0.0%	0.0%	0.0%	14.0%	0.0%	100.0%
NORTH ISLAND	25.0%	0.0%	0.0%	0.0%	0.0%	75.0%	0.0%	0.0%	0.0%	100.0%
OKANAGAN	37.5%	0.0%	3.1%	6.3%	0.0%	0.0%	0.0%	0.0%	53.1%	100.0%
SELKIRK	47.7%	0.0%	0.0%	0.0%	0.0%	0.0%	22.7%	29.5%	0.0%	100.0%
College Group	43.0%	0.0%	13.0%	0.8%	0.0%	13.0%	4.5%	4.5%	21.0%	100.0%
BCIT	0.0%	14.2%	0.0%	0.0%	0.0%	0.1%	0.0%	4.5%	81.2%	100.0%
Institute Group	0.0%	14.2%	0.0%	0.0%	0.0%	0.1%	0.0%	4.5%	81.2%	100.0%
OVERALL	15.9%	0.6%	17.5%	31.6%	2.4%	2.0%	11.6%	14.2%	4.2%	100.0%

B.C. Co-op Placement Weeks Comparison by Year

Institutions: BC Only | Programs: Approved

Placement Weeks	2018/19			2019/20			2019/20			2020/21			2021/22		
	TOTAL	TOTAL	% Loss / Gain	TOTAL	TOTAL	% Loss / Gain	TOTAL	TOTAL	% Loss / Gain	TOTAL	TOTAL	% Loss / Gain	TOTAL	TOTAL	% Loss / Gain
CAPILANO	608	688	13.2%	688	400	-41.9%	400	1,456	264.0%	1,456	816	-44.0%	816	816	0.0%
FRASER VALLEY	1,920	1,968	2.5%	1,968	1,232	-37.4%	1,232	2,016	63.6%	2,016	1,584	-21.4%	1,584	1,968	24.2%
KWANTLEN	6,304	4,416	-29.9%	4,416	2,864	-35.1%	2,864	4,832	68.7%	4,832	4,272	-11.6%	4,272	3,712	-13.1%
SFU	65,872	66,368	0.8%	66,368	55,584	-16.2%	55,584	72,096	29.7%	72,096	69,328	-3.8%	69,328	55,616	-19.8%
THOMPSON	4,800	4,208	-12.3%	4,208	3,440	-18.3%	3,440	4,592	33.5%	4,592	4,144	-9.8%	4,144	4,416	6.6%
UBC	97,424	96,832	-0.6%	96,832	85,200	-12.0%	85,200	110,848	30.1%	110,848	120,496	8.7%	120,496	117,616	-2.4%
UBC-Okanagan	2,432	3,696	52.0%	3,696	3,792	2.6%	3,792	4,832	27.4%	4,832	5,040	4.3%	5,040	4,832	-4.1%
UNBC	0	0		0	0		0	0		0	0		0	0	
UVIC	68,608	65,712	-4.2%	65,712	59,520	-9.4%	59,520	69,680	17.1%	69,680	65,904	-5.4%	65,904	58,896	-10.6%
VIU	4,416	2,992	-32.2%	2,992	816	-72.7%	816	3,616	343.1%	3,616	2,222	-38.6%	2,222	3,254	46.4%
University Group	252,384	246,880	-2.2%	246,880	212,848	-13.8%	212,848	273,968	28.7%	273,968	273,806	-0.1%	273,806	251,126	-8.3%
CAMOSUN	5,940	5,820	-2.0%	5,820	3,904	-32.9%	3,904	5,520	41.4%	5,520	5,680	2.9%	5,680	6,240	9.9%
DOUGLAS	1,280	1,984	55.0%	1,984	1,264	-36.3%	1,264	1,360	7.6%	1,360	1,456	7.1%	1,456	1,792	23.1%
LANGARA	2,048	1,776	-13.3%	1,776	1,600	-9.9%	1,600	2,208	38.0%	2,208	2,048	-7.2%	2,048	1,488	-27.3%
NORTH ISLAND	208	368	76.9%	368	320	-13.0%	320	304	-5.0%	304	32	-89.5%	32	256	700.0%
OKANAGAN	2,800	2,768	-1.1%	2,768	1,328	-52.0%	1,328	1,744	31.3%	1,744	2,256	29.4%	2,256	1,536	-31.9%
SELKIRK	816	1,056	29.4%	1,056	848	-19.7%	848	672	-20.8%	672	592	-11.9%	592	704	18.9%
College Group	13,092	13,772	5.2%	13,772	9,264	-32.7%	9,264	11,808	27.5%	11,808	12,064	2.2%	12,064	12,016	-0.4%
BCIT	7,357	8,016	9.0%	8,016	7,212	-10.0%	7,212	7,553	4.7%	7,553	7,489	-0.8%	7,489	10,971	46.5%
Institute Group	7,357	8,016	9.0%	8,016	7,212	-10.0%	7,212	7,553	4.7%	7,553	7,489	-0.8%	7,489	10,971	46.5%
OVERALL	272,833	268,668	-1.5%	268,668	229,324	-14.6%	229,324	293,329	27.9%	293,329	293,359	0.0%	293,359	274,113	-6.6%

APPENDICES

ACE-WIL 2021-2026 STRATEGIC PLAN

Respectfully acknowledging that this Strategic Plan has been written by a community of individuals who live, learn, and work on ancestral, traditional, and unceded territories of many First Nations people across British Columbia.

ACE-WIL's Mandate:

VISION: ACE-WIL BC/Yukon is committed to leading excellence in post-secondary experiential learning through Co-operative Education and Work-Integrated Learning experiences.

MISSION: ACE-WIL BC/Yukon is a non-profit organization whose purpose is to:

- promote Co-operative Education and Work-Integrated Learning to students, employers and key stakeholders
- provide high-quality professional development for our members
- facilitate a forum for the exchange of ideas and experience
- liaise with other organizations involved in related interests
- maintain a leadership role provincially, nationally and internationally in the field of Co-operative Education and Work-Integrated Learning

VALUE: ACE-WIL strives to fulfil its mission through the practice and modeling of seven core values.

- **Leading edge professional development.**
Investing in multi-faceted professional learning to develop members' knowledge.
- **Strong relationships and networks.**
Building a vibrant professional learning community within a culture of collaboration that honours the diversity of all members.
- **Innovation.**
Recognizing, adapting and responding effectively to the changing practical needs of students, industry partners and institutions, while at the same time adhering to provincial and national standards.
- **Strong advocacy.**
Maintaining a strategic and effective advocacy role that ensures sustainability and advancement.
- **Clear communication.**
Building systems of communication within ACE-WIL BC/Yukon that are transparent, timely, systematic, and respectful of all voices.
- **Proactive media relations.**
Clearly communicating the benefits of Co-operative Education and Work-Integrated Learning to post-secondary institutions, provincial and national governments, employers, students and other key stakeholders.

- **Quality research.**
Supporting research efforts that enable students, partner organizations and membership to understand and advance Co-operative Education and Work-Integrated Learning.

ACE-WIL's Mandate:

ACE-WIL Board members engaged an external consultant over the course of 10 months (July 2020 - April 2021) to facilitate a process grounded in principles of Design Thinking that led to the development of this Strategic Plan.

All members of the Board, in addition to ACE-WIL membership broadly through an online survey, contributed reflections on ACE-WIL activity from 2014-2019 and identified areas for growth and consideration for ACE-WIL in 2020-2025. Emergent patterns in these reflections exposed key challenges and opportunities faced by ACE-WIL. The Board has collaboratively built this shared vision for ACE-WIL's next five years in response to these challenges and opportunities with four core goals and 15 focused strategies.

The efforts to engage in this process over the course of a 10 month period, during a global pandemic do not go unseen. Thank you to Robyn Leuty, who led us through the process of envisioning and creating this plan. Appreciation and gratitude to each individual member of the Board for their sustained commitment in the design of this Strategic Plan.

- Allison Benner
- Anita Budisa-Bonneau
- Jacqueline Craig
- Natasha Dilay
- Shawn Erikson
- Sarah Gibson
- Stephanie Greaves
- Lianne Johnston
- Helen Kobrč
- Jennie Nilsson
- Erin Pedro
- Karima Ramji
- Andrea Sator
- Sanya Sivic
- Jamie Snow
- Claudia Sperling
- Meg Thompson
- Julie Walchli
- Lindsay Wood
- Heather Workman

Terms of Reference – This Strategic Plan makes reference to specific terminology that, in the context of this document, is associated with the following interpretations:

- **Work-integrated learning (WIL):** adheres to [CEWIL Canada’s definition of WIL](#) as a model and process of curricular experiential education that formally and intentionally integrates a student’s academic studies within a workplace or practice setting. WIL experiences include an engaged partnership of at least: an academic institution, a host organization, and a student. WIL can occur at the course or program level and includes the development of learning outcomes related to employability, personal agency, and life-long learning.
- **‘Work-integrated learning types’:** refers to the nine specific forms of work-integrated learning as defined by [CEWIL Canada](#) and include applied research, apprenticeships, co-operative education, entrepreneurship, field placements, internships, mandatory professional practica/clinical placements, service learning, and work experience.
- **‘Partner’:** meaning any employer, community member, or government official that provides work-integrated learning opportunities for students.
- **‘Institution’:** refers to any post-secondary educational institution (college or university) in the region as defined by the Minister responsible for post- secondary education in British Columbia.
- **‘Members’:** meaning all individuals with a paid membership with ACE-WIL.

CORE GOALS AND STRATEGIES

Four core goals have been established to inform ACE-WIL activity from 2020-2025. These goals are critical to advancing the work-integrated learning field and profession within British Columbia and the Yukon, as well as strengthening ACE-WIL’s reputation as a provincial, national, and global leader in the work-integrated learning field and profession.

Aligned with each goal are specific strategies designed to help ACE-WIL achieve these goals. Each strategy is associated with key deliverables, as well as identified persons that are responsible for its implementation. Given current ACE-WIL activity, specific considerations have been outlined that will be important to address in order to ensure successful execution of each strategy’s deliverables.

- 1. To cultivate valuable contributions to the growth of the work-integrated learning field, profession, and ACE-WIL community.**
 - 1.1. Building an intentional process for the recruitment, onboarding, and ongoing engagement of members.
 - 1.2. Creating diverse opportunities for engagement for members.
 - 1.3. Strengthening member communications.
- 2. To strengthen collaboration across work-integrated learning practitioners, faculty, and other individuals supporting work-integrated learning initiatives across institutions in British Columbia.**
 - 2.1. Establishing a Community of Practice for each of the different types of WIL.
 - 2.2. Amplifying existing stories shared by institutions, that highlight the unique and diverse WIL experiences, impact, and funding opportunities for students, practitioners, faculty, organizations, and institutions.
- 3. For partners to recognize the value of work-integrated learning.**
 - 3.1. Creating more strategic partnerships with organizations in key emergent industries.
 - 3.2. Increasing opportunities for networking with a diversity of organizations and partners.

- 3.3. Strengthening ACE-WIL representation in provincial associations.
- 3.4. Amplifying and diversifying success stories from students and organizations.
- 3.5. Promoting incentives and funding opportunities to increase organizational engagement in WIL.
- 3.6. Developing educational resources to support organizations in their hiring of students.
- 3.7. Establishing an annual budget to support the sustainable and strategic growth of ACE-WIL's external relationships.

4. To strengthen collaborative efforts between institutions to further demonstrate work-integrated learning as a key contributor to economic growth and future workforce development.

- 4.1. Increasing intentional involvement of institutions in the process of recognizing, celebrating, and awarding students who have made positive contributions to organizations, workplaces, and/or community through their WIL experience.
- 4.2. Working in collaboration with the BC WIL Council on initiatives and projects to advance shared goals and priorities for the growth of quality WIL within the province.
- 4.3. Increasing opportunities for representatives from different institutions to share progress in advancing WIL efforts on their respective campus.

CONSIDERATIONS FOR IMPLEMENTATION

There are some overarching considerations that will need to be addressed as ACE-WIL works towards these core goals over the next five years that will be critical to the organization's success.

1. Reflection of Equity, Diversity, Inclusion, and Decolonization.

Engage specialists in areas of equity, diversity, inclusion, and decolonization to review this Strategic Plan to ensure that these critical values are appropriately reflected and integrated throughout goals, strategies, and deliverables. This positions these values centrally, rather than as an isolated goal.

2. Clarifying Regional Representation.

ACE-WIL's mandate currently reflects excellence in work-integrated learning in British Columbia and the Yukon; however both regions are not equally represented in these core goals and strategies. Consideration of the lack of Yukon represented throughout this Strategic Plan should be addressed, if ACE-WIL is continuing to represent work-integrated learning across both of these regions.

3. Membership Capacity.

Reinforced throughout these discussions, it has been noted that ACE-WIL success has been built on the volunteerism of its members. Members have finite capacities as they balance professional responsibilities within their organizations and institutions, with other volunteer commitments with ACE-WIL. Members also have particular skills and experiences in certain areas. The execution of this Strategic Plan may require expanded membership, especially in areas of digital design and communications in order to advance organizational progress towards

each of the core goals.

4. Intentional Prioritization.

Recognizing the volunteer capacity of ACE-WIL members, as well as that this Strategic Plan spans a five year period, a prioritization of these strategies for effort, impact, and importance for contributing to the current landscape of work-integrated learning should be conducted.

5. Operational Integrity.

Organizational values are critical in influencing how these strategies are operationalized. ACE-WIL has 7 values; however further discussion is needed to increase awareness of these values and how they will inform the successful execution of this Strategic Plan.

6. Organizational Sustainability.

Establishing organizational expectations and frameworks for the documentation of annual progress made on each strategy's deliverables. This acknowledges the transient nature of the organization's membership and will help to ensure the organization can sustain and build on growth year-over-year.

GOAL 1: To cultivate valuable contributions to the growth of the work-integrated learning field, profession, and ACE-WIL community.

Advancing this goal will help ACE-WIL to:

- Increase organizational capacity for sustained contributions to provincial and national WIL.
- Build diverse representation across institutions to enhance quality WIL.
- Strengthen community within ACE-WIL and the WIL profession.
- Leverage contributions made by members to further strengthen provincial reputation within the WIL field.

Strategy	Deliverable	Accountability	Considerations
1.1 Building an intentional process for the recruitment, onboarding, and ongoing engagement of members.	<ul style="list-style-type: none"> ● Design and disseminate a survey to all members to explore supports in place from their institutions to enable active contribution to, and engagement in, ACE-WIL activity. ● Develop and share resources and strategies for ensuring adequate support from senior leadership (where applicable) for members to engage in, and contribute to ACE-WIL activity. ● Create an intentional recruitment process for attracting members that represent different types of WIL and institutions. ● Build an intentional onboarding process for new members to understand areas for engagement and participation within ACE-WIL. ● Host a new member orientation on an as per needed basis 	Membership Committee	<ul style="list-style-type: none"> ● Ensure all members are aware of the process for recruitment and onboarding. ● Ensure invitations to participate are associated with tangible deliverables with clear timelines. ● Create clear project briefs and associated commitments involved.
1.2 Creating diverse opportunities for engagement for members.	<ul style="list-style-type: none"> ● Establish Communities of Practice for members around shared interests within the WIL field and profession. ● Create opportunities for scaffolded learning and professional development that enhances ACE-WIL's collective wisdom and works 	Membership Committee Professional Development Committee	<ul style="list-style-type: none"> ● Consider the precarious nature of roles created through provincially funded projects and the associated impacts on sustainability of work, projects, etc. ● Use ACE-WIL Symposium to identify

	<p>towards presentations at town halls, conferences, symposia, etc.</p> <ul style="list-style-type: none"> ● Create opportunities for members to shadow committee meetings as a way to explore interests and potential areas for participation within ACE-WIL. 		<p>areas of interest for convening Communities of Practice.</p> <ul style="list-style-type: none"> ● Include opportunities for involvement in committees in initial welcome email/package.
1.3 Strengthening member communications.	<ul style="list-style-type: none"> ● Establish standards of practice to increase accessibility and inclusivity of all ACE-WIL activities (virtual and in-person). ● Identify and implement sustainable models for continuing to host virtual town halls. ● Increase opportunities amongst members between provincial, national, and global associations to leverage communications around shared priorities and initiatives including CEWIL, WACE, other provincial WIL organizations, institutional faculty, BCcampus, etc. ● Share member stories through establishing a “member spotlight” within the ACE-WIL newsletter. ● Strengthen work with BC WIL Council (via BC WIL representative) to advocate for increased support of institutional leadership for active contribution to ACE-WIL and broader WIL field and profession. ● Identify digital platforms (i.e. Slack, ACE-WIL website) that can foster informal communication between members and create ease in sharing opportunities to contribute to new and emerging initiatives or projects within the ACE-WIL community. 	All Committees	<ul style="list-style-type: none"> ● Increase support and resources for the Membership Committee. ● Consider skill sets of members, specifically around digital design and communications (additional learning/skill building may be required). ● Consult and collaborate with EDI specialists. ● Leverage existing technology to increase accessibility for participation. ● Ensure annual budget requests includes additional expenditures associated with enhancing access to technology to sustain virtual offerings and communications.

GOAL 2: To strengthen collaboration across work-integrated learning practitioners, faculty, and other individuals supporting work-integrated learning initiatives across institutions in British Columbia.

Advancing this goal will help ACE-WIL to:

- Contribute to enhanced understanding of the different [types of WIL](#) as forms of experiential learning.
- Contribute to enhanced understanding of the value and impact of WIL to institutions and partner organizations.
- Increase knowledge of, and access to provincial and national funding opportunities.
- Build capacity for consistent design and delivery of quality curricular WIL.
- Enhance diversity of membership to reflect a broad range of institutions, types of WIL, roles within higher education, and professional experiences.

Strategy	Deliverable	Accountability	Considerations
2.1 Establishing a Community of Practice for each of the different types of WIL.	<ul style="list-style-type: none"> ● Communities of Practice meet 2 per year (1/academic term) (<i>recommendation only</i>). ● Communities of Practice presentation on their respective type of WIL at an ACE-WIL professional development event/opportunity (once per year). ● Increased number of participants in ACE-WIL professional development events. ● Increased number of nominations reflecting non co-op WIL experiences. 	Membership Committee	<ul style="list-style-type: none"> ● Membership Committee to convene Communities of Practice. ● Make intentional referrals to WIL practitioners and faculty members supporting all types of WIL across institutions, to participate in their respective Community of Practice. ● Consider incentivization for being involved in such a community of practice. ● Consider ways to ensure student representation in each Community of Practice. ● Leverage existing digital platforms for members to express interest and engage in group (can use LinkedIn and/or website). discussions.
2.2 Amplifying existing stories	<ul style="list-style-type: none"> ● Generate a master contact list with main contacts representing all the types of WIL 	Communications Committee	<ul style="list-style-type: none"> ● Use I-WIL (Ihub) funding to identify non-co-op WIL practitioners.

<p>shared by institutions, that highlight the unique and diverse WIL experiences, impact, and funding opportunities for students, practitioners, faculty, organizations, and institutions.</p>	<p>being supported within institutions. This could be used to communicate information and promote membership.</p> <ul style="list-style-type: none"> ● Develop a distribution list with role-specific emails that can be used for a scheduled release of stories that are tagged based on CEWIL WIL definitions. ● Monthly newsletter features stories that reflect all types of WIL, as well as provincial, national, and global funding opportunities. ● Bi-monthly or twice per year [<i>recommendation only</i>] newsletter feature “Submit an EDI Resource, Action or Commitment” – members can share how their units are making progress towards EDI in WIL. 		<ul style="list-style-type: none"> ● Connect with CEWIL to help generate this master list. ● Generation of a master contact list may involve non-members and would require outreach to those individuals to encourage engagement in ACE-WIL. ● Ensure equal number of stories are shared that reflect non co-op WIL experiences. ● Amplify existing stories and opportunities in sync with internationally recognized dates of relevance (eg: Black History Month, Indigenous Awareness Weeks, Queer History Month etc.) if and when applicable.
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GOAL 3: For partners to recognize the value of work-integrated learning.

Advancing this goal will help ACE-WIL to:

- Benefit from new and diverse opportunities for students to contribute innovative thinking, skills, and new perspectives to advance organizational priorities from a range of industries and disciplines.
- Build an expanded and diverse network of partners participating in events and activities, in support of provincial WIL efforts.
- Strengthen contributions of institutions to economic growth through development of career-ready graduates with practical workplace or community experiences and employability skills who are prepared to enter and contribute to provincial workforces.

Strategy	Deliverable	Accountability	Considerations
<p>3.1 Creating more strategic partnerships with organizations in key emergent industries.</p>	<ul style="list-style-type: none"> ● Establish a working group, reflecting representation from diverse industries. ● This working group would meet at least twice a year to advise on ACE-WIL initiatives, provincial WIL activity, and any emergent themes such as COVID-19, green energy, Indigenous community-based organizations, biotechnology, health, etc. ● Identify barriers experienced by partners to participating in WIL activity. 	<p>External Partnerships & Events Committee</p>	<ul style="list-style-type: none"> ● Capacity of partners. Organizations may have limited capacity for participating. ● Identify existing partnerships that could be connected more intentionally with ACE-WIL. ● Members hold important relationships and connections with all types of WIL within institutions. ● Coordinate with the BC WIL Council to strengthen development of provincial relationships with organizations. ● Work towards educating employers and ensuring our employer and community partners are hosting equitable and safe work spaces for diverse students.
<p>3.2 Increasing opportunities for networking with a</p>	<ul style="list-style-type: none"> ● Identify networking opportunities in which members are already participating and develop an inventory that can be 	<p>External Partnerships & Events Committee</p>	<ul style="list-style-type: none"> ● Financial constraints of ACE-WIL budget for additional opportunities and memberships.

<p>diversity of organizations and partners.</p>	<p>maintained from year-to-year.</p> <ul style="list-style-type: none"> ● Ensure at least one Board representative participates in 3-5 networking events that are identified by the Board on an annual basis. 	<p>ACE-WIL Board of Directors</p>	
<p>3.3 Strengthening ACE-WIL representation in provincial associations.</p>	<ul style="list-style-type: none"> ● Identify provincial associations in which members are already participating and develop an inventory that can be maintained from year-to-year. ● Ensure that ACE-WIL has representation (in the form of membership) in relevant provincial associations including BC Campus, BC Chamber of Commerce, HRMA, MATCH, CPA, key SWPP partner organizations, as well as other organizations that reflect emergent industry areas (associations and representatives to be identified on an annual basis). 	<p>External Partnerships & Events Committee</p>	<ul style="list-style-type: none"> ● Explore opportunities with provincial associations to have visual representation (and link) of ACE-WIL on websites. ● Explore the inclusion of ACE-WIL communications (i.e. feature articles) in relevant provincial association’s communication directed towards their membership (i.e.. newsletters and social media posts).
<p>3.4 Amplifying and diversifying success stories from students and organizations.</p>	<ul style="list-style-type: none"> ● Double the number of followers from partners on ACE-WIL LinkedIn page. ● Use WIL data to create compelling narratives about the organizational, institutional, and economic benefit of WIL. ● Increase engagement from members on LinkedIn to promote ACE-WIL events, initiatives, and opportunities. ● Create metrics for successful engagement in digital media and communications (website, emails, social media, etc.) to establish benchmark data. ● Establish practices that collect and 	<p>Communications Committee</p> <p>External Partnerships & Events Committee</p> <p>Professional Development Committee</p>	<ul style="list-style-type: none"> ● Leveraging existing ACE-WIL digital channels such as LinkedIn, website, and other forms of digital communication to amplify stories. ● Hosting sessions around effective use of LinkedIn for members to increase engagement via LinkedIn. ● Consider whether possible to hire a Co-op student to support this strategy.

	highlight collective community success stories, in addition to individual stories.		
3.5 Promoting incentives and funding opportunities to increase organizational engagement in WIL.	<ul style="list-style-type: none"> ● Leverage LinkedIn as a platform to share incentives and funding opportunities for WIL. ● Use “Friends of ACE-WIL” distribution list to communicate and share incentives and funding opportunities for WIL within the province. ● Host info sessions for an external audience to showcase experiences and impact with WIL funding opportunities. 	<p>Communications Committee</p> <p>External Partnerships & Events Committee</p>	<ul style="list-style-type: none"> ● Establish a regular frequency for info sessions. ● Hosting sessions around effective use of LinkedIn for members to increase engagement via LinkedIn. ● Leverage paid ACE-WIL Zoom account through BC Campus. ● Consider whether possible to hire a Co-op student to support this strategy.
3.6 Developing educational resources to support organizations in their hiring of students.	<ul style="list-style-type: none"> ● Compile a resource package of all the materials that have been developed by provincially funded projects to advance WIL within the province. ● Establish a monthly feature of “WIL resources” in ACE-WIL e-newsletter. 	<p>Communications Committee</p> <p>Professional Development Committee</p>	<ul style="list-style-type: none"> ● Hire a student to curate resources from provincially funded projects across institutions, and design the digital resource package. ● Create an annotated list that categorizes resources into thematic areas for easy access and navigation. ● Ensure resource package is easily accessible to partners. ● Establish a strategy and digital platform for gathering resources, potential to leverage Symposium and Resource Hub.
3.7 Establishing an annual budget to support the sustainment and growth of ACE-WIL’s external relationships.	<ul style="list-style-type: none"> ● Initiate a \$5,000 per year budget for the External Partnerships & Events Committee (inclusive of membership association costs). 	ACE-WIL Board of Directors	<ul style="list-style-type: none"> ● Committee required to submit projected budget forecasts for each fiscal year to be discussed and approved by the Board.

GOAL 4: To strengthen collaborative efforts between institutions to further demonstrate work-integrated learning as a key contributor to economic growth and future workforce development.

Advancing this goal will help ACE-WIL to:

- Increase awareness and understanding from senior leadership within institutions of how students are able to contribute to important areas including economic growth, innovation, and equity, diversity, and inclusion.
- Strengthen its reputation as a global leader in the WIL field and profession.
- Contribute to increasing institutional support from all institutions for all types of WIL.

Strategy	Deliverable	Accountability	Considerations
<p>4.1 Increasing intentional involvement of institutions in the process of recognizing, celebrating, and awarding students who have made positive contributions to organizations, workplaces, and/or community through their WIL experience.</p>	<ul style="list-style-type: none"> ● Establish a strategy for publishing a monthly communication of student contributions from different institutions on a rotational basis through existing channels within institutions and provincial associations. ● Create more opportunities for members to showcase students and WIL programs from their respective institutions (at least one story/month). ● Increase the number of institutions nominating students for ACE-WIL awards, that reflect a diversity of WIL types. ● Integrate a nomination form for end-of-work term evaluations for either students and/or partners who want to share their WIL experience. 	<p>Awards Committee Communications Committee</p>	<ul style="list-style-type: none"> ● Leverage the stories collected and the frameworks built through the Impact 2020 project. ● Consider representation in the stories that are shared to ensure the stories are reflective of the diversity of institutions, types of WIL, and student identity demographics.

<p>4.2 Working in collaboration with the BC WIL Council on initiatives and projects to advance shared goals and priorities for the growth of quality WIL within the province.</p>	<ul style="list-style-type: none"> ● Share BC WIL Council reports on a regular basis through existing ACE-WIL communication channels. ● ACE-WIL President and BC WIL Council Chair to work with their respective members to identify and increase areas for collaboration ● ACE-WIL President and BC WIL Council Chair to report back regularly to their constituencies. ● Increase awareness of new and/or expanded WIL programming being designed across all institutions. 	<p>President, ACE-WIL Chair, BC WIL Council</p>	
<p>4.3 Increasing opportunities for representatives from different institutions to share progress in advancing WIL efforts on their respective campus.</p>	<ul style="list-style-type: none"> ● Host quarterly virtual town halls for institutions. ● Share progress and updates through monthly newsletter communications. ● Create a mechanism on ACE-WIL website to ease submitting content for sharing through existing ACE-WIL communication channels. 	<p>Professional Development Committee Communications Committee</p>	<ul style="list-style-type: none"> ● Consider connection and integration across all ACE-WIL activities, specifically town halls and communities of practices. ● Integrate a strategy for collecting submissions for monthly newsletter at virtual town halls. ● Ensure multi-directional communication between ACE-WIL and institutions (i.e. provide opportunities for institutions to share with ACE-WIL). ● Ensure stories are communicated through the various formats identified by Carmen Wright in the WIL Communication Strategy.

PROPOSED BYLAW CHANGES FOR MAY 2024 AGM

(SEE NEXT PAGE)

CURRENT	PROPOSED CHANGE	RATIONALE
<p>PART 2: MEMBERSHIP</p> <p>Categories of Membership</p> <p>4. The Board of Directors may accept any of the following as members</p> <p>(a) any person who is employed at a public post-secondary institution and supports the purposes of the Society who applies to the Directors for Individual membership in the society</p>	<p>4. The Board of Directors may accept any of the following as members</p> <p>(a) a Regular Member is any person who is employed at a public post-secondary institution in BC or the Yukon and supports the purposes of the Society who applies for membership in the society. Regular Members have full voting rights and can hold any position within the Board of Directors. Regular Membership is conditioned on paying the current annual membership fee.</p> <p>(b) an Affiliate Member is any person who, within their professional function, supports the purposes of the society who applies for membership in the society. Affiliate Members do not have any voting rights and cannot hold any position within the Board of Directors. Affiliate Membership is conditioned on paying the current annual membership fee.</p>	<p>RE: 4.</p> <p>Changed (a) and added (b) and (c) to classify the membership privileges and responsibilities that are currently in practice. The types are differentiated by their voting privileges and responsibility to pay the membership fee.</p>

5. The Board of Directors may appoint individuals who support the activities of Co-operative Education as Honorary Members.

(c) an Honorary Member is any person who is appointed by the Board of Directors as such. Honorary Members do not have any voting rights and can only hold a position within the Board of Directors that is reserved for an Honorary Member. Honorary Membership is not conditioned on paying the current annual membership fee.

5. Unless stated otherwise, any reference to members hereinafter, includes members, affiliate members, and honorary members. Any mention in reference to voting shall not supersede the above classifications of membership types with their specific voting privileges.

RE: 5.

The former item 5 has been rewritten as item 4(c), which covers Honorary Members. No reference to Coop or WIL is used.

A new item 5 is introduced to clarify any further language used in the bylaws.

<p>PART 2: MEMBERSHIP</p> <p>Member in Good Standing</p> <p>7. All members are in good standing except a member who has failed to pay the current annual membership fee or any other subscription or debt due and owing by the member to the Society and the member is not in good standing so long as the debt remains unpaid.</p> <p>PART 4: PROCEEDINGS AT GENERAL MEETINGS</p> <p>Voting</p> <p>23.</p> <p>(1) Each person in good standing present at a meeting of members is entitled to one vote.</p> <p>(2) Every Director shall have one vote at meetings of the Society. E-</p>	<p>Member in Good Standing</p> <p>7. Members are considered in good standing except for</p> <p>(a) regular members and affiliate members who have failed to pay the current annual membership fee or any other subscription or debt due and owing by them to the Society; the member is not in good standing so long as the debt remains unpaid.</p> <p>(b) Honorary members for whom the Board of Directors passed a special resolution that deemed their behaviour incompatible with the Society and has voted to declare them to not be in good standing.</p> <p>Voting</p> <p>23.</p> <p>(1) Each regular member in good standing present at a meeting of members is entitled to one vote.</p>	<p>RE: 7.</p> <p>The criteria for good standing was separated for honorary members since they do not pay any membership fees.</p> <p>Voting</p> <p>RE: 23.(1)</p> <p>Clarifying that only regular members have voting rights.</p>
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<p>voting is allowed at General Meetings.</p>	<p>(2) Every Director, except a director who is an honorary member, shall have one vote at meetings of the Society. E-voting is allowed at General Meetings.</p>	<p>RE: 23.(2) Clarifying that honorary member directors do not have voting rights.</p>
<p>(3) Member voting is by show of hands.</p>	<p>(3) Member voting is by show of hands or in the case of e-voting, by digital confirmation. Both in-person and e-voting require the majority to be in favour in order to pass a motion.</p>	<p>RE: 23. (3) Many votes take place outside of General meetings. Elsewhere in the bylaws (Part 6, Committees), it states that ALL resolutions in writing, signed by ALL Directors Directors is valid if recorded in the minutes. This requirement for ALL directors to 'sign' is unrealistic to efficiently achieve in an evote situation (via email), so we should be explicit that a majority vote is sufficient.</p>
<p>24.A Society, corporate or institution member may vote by its authorized representative, who is entitled to speak and vote, and in all other respects exercise the rights of a member, and that representative shall be reckoned as a single member for all purposes with respect to a meeting of the Society.</p>	<p>(5) A Chair of a Standing Committee of the Society is considered a Director and may vote. Co-chairs shall be considered to be one Director and may share one vote. (NEW)</p> <p>24. A Society, corporate or institution who holds a regular membership may vote by its authorized representative, who is entitled to speak and vote, and in all other respects exercise the rights of a regular member, and that representative shall be</p>	<p>RE: (5) A NEW item 5 is introduced within this Voting section to specify that co-chairs share one vote.</p> <p>RE: 24. added clarity that only regular membership has the associated voting privilege</p>

	reckoned as a single member for all purposes with respect to a meeting of the Society.	
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<p>PART 5: DIRECTORS AND OFFICERS</p> <p>Directors</p> <p>25. (1)</p> <p>The Board of Directors shall consist of elected Directors as described in clause 25(3), the Directors filling positions described in clause 25 (4) and a Director appointed by the Minister responsible for post-secondary education in the Province of British Columbia.</p> <p>25.(4) A person in each of the following positions shall be a Director:</p> <p>(a) The Chair the Accountability Council for the Co-operative Education and Work Integrated Learning – BC Work-Integrated Learning Council (BC WIL) or the Chair’s designate,</p>	<p>25. (1)</p> <p>The Board of Directors shall consist of elected Directors as described in clause 25(3), the Directors filling positions described in clause 25 (4) and a Director appointed by the Minister responsible for post-secondary education in the Province of British Columbia as described in clause 25 (5).</p> <p>25. (4) A person in each of the following positions shall be a Director:</p> <p>(a) The Chair of the BC Work-Integrated Learning Council (BC WIL Council) or the Chair’s designate,</p> <p>25.(5) The Director appointed by the Minister responsible for post-secondary education in the Province of British Columbia is reserved for an honorary member, and does not have voting rights, as stated in clause 4(d).</p>	<p>RE: 25 (1)</p> <p>added a reference to a NEW 25(5) clause that defines the director appointed by the Minister.</p> <p>RE: 25. (4) (a)</p> <p>editorial clean-up that seems to have been missed during previous revision.</p> <p>RE: 25. (5)</p> <p>This is a NEW added clause that clarifies that the director appointed by the Minister counts as an honorary member and does not have voting rights.</p>
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Officers

30.

(1) The Executive Officers of the Society shall consist of no less than **four elected Directors** consisting of the President, President-Elect, Secretary and Treasurer of the Society.

(a) Each Elected Executive Officer shall serve a two-year term. At the end of the President-Elect’s two-year term, they shall move into the role of President; at this point the President will move into the role of Past President.

(a) The President, Secretary and Treasurer shall each serve a two-year term.
(b) The President-Elect will serve a one-year term in the year preceding their Presidency. The Past-President will serve a one-year term in the year following their Presidency.

RE: 30. (1) (a)

Edited to exclude President-Elect and Past-President from two-year term.

RE: 30. (1) (b)

This item is a NEW item. Reduced the President-Elect and Past-President commitment to one-year each which reduces the overall commitment down from 6 years to 4 years.

PART 6: PROCEEDINGS OF DIRECTORS

35.

(2)The quorum necessary to transact business of the Directors is 3.

(2)The quorum necessary to transact business of the Directors is 33% or 1/3 of the total number of Directors on the Board.

RE: 35.(2)

A quorum of 3 is inadequate to fairly represent the Directors.

43.

A resolution in writing, signed by all the Directors and placed with the minutes of the Directors is as valid and effective as if regularly passed at a meeting of Directors.

43.

A resolution in writing, signed by the majority of the Directors and placed with the minutes of the Directors is as valid and effective as if regularly passed at a meeting of Directors.

RE: 43

This change to the ‘majority’ is in alignment with the changes found under Voting (Part 4: Proceedings at Meetings; Voting - 23.3)

