



## **WACE Annual General Meeting Minutes**

November 18, 2021

### **1. Welcome and Call to Order**

The regular meeting of WACE was called to order at 8:00 (Canadian Eastern Time) on Thursday, November 18 in Waterloo, Ontario by Norah McRae, head of the WACE Secretariat and Vice-Chair, Strategic Operations.

#### **Attendees:**

Anil Raheja, Axel Gerloff, Christopher Hopey, Ian Sladen, Ibrahim Al-Refaei, Jim Stellar, Joseph Ng, Judene Pretti, Judie Kay, Katharine Hoskin, Keiko Miyakawa (Saito), Maria Richart, Martha Namutuwwa, Maurits Van Rooijen, Nancy Johnston, Narelle Patton, Norah McRae, Sampan Silapanad, Satyendra Kumar Upadhyay, Shakeel Ori, Suman Armitage, Zorica Pantic, Atit Koonsrisuk, Wichit Srisa-an, Patrice Twomey.

### **2. Announcement of the Parliamentarian**

Suman Armitage was approved as the parliamentarian

### **3. Approval of the Agenda**

Judene Pretti moved to approve the agenda and it was seconded by Judie Kay. The agenda was unanimously approved as distributed.

### **4. Opening remarks**

Norah McRae made some opening remarks .

WACE Co Chairs Sampan Silapanad and Maurits Van Rooijen also made some opening remarks.

### **5. Treasurer's Report**

#### **1. 2020/2021 Financial Statements**

Jim Stellar presented the WACE financial statements Zorica Pantic moved to approve the financial statements and it was seconded by Wichit Srisa-an. The financial statements were unanimously approved as presented.

## 2. Appointment of the auditor for 2021 – 2022 audit

Maurits Van Rooijen moved to approve the auditor and Wichit Srisa-an seconded the motion. The auditors were unanimously approved as presented.

## 6. Consent Agenda Items:

### 1.WACE Secretariat Report

The vice-chairs submitted reports from their portfolios.

#### Norah McRae, Vice-Chair Strategic Operations

- The past year has been focused on establishing the WACE Secretariat at the University of Waterloo. This has required developing new financial, operational and communications infrastructure.
- Furthermore, as a registered Canadian charity, we re-visited our governance and developed new by-laws for the association.
- The infrastructure developed has resulted in a new website, events management and membership fee structure and communications.
- Financially, while the impact of cancelling the Limerick conference challenged our finances, we have recovered through efforts to gain and regain members and global partners, careful budgeting and the volunteer efforts of the transition team.

Norah McRae also provided an update on the International Research Committee:

- Expanded the Executive Committee to include WIL research representatives from national/regional associations
- Supported the programming plan for the 2021 virtual conference including hosting research conversations with WACE attendees
- Have been involved in the early stages of planning for the 2022 IRS in Japan preparing the call for abstracts which has now been released
- Associate Chairs for the regions have been sharing what's happening in their regions through newsletter content
- Executive Chair role to be assumed by Karsten Zegwaard with Judene Pretti moving into the Past Chair role

#### Jim Stellar, Vice-Chair, Finance

High-level points of operation:

- Due to a shift to an all-volunteer leadership, **WACE is in the black**
- The primary source of revenue is members with secondary sources coming from conferences and programs/partnerships
- The last budget year (July 1, 2020 – June 30, 2021) was the first full year of completed accounting under Canadian incorporation

Current financial objectives are to:

- Increase memberships as well as other revenue
- Increase investment in basic services such as software and admin support
- Help support a successful IRS conference in late summer of 2022

#### Judie Kay, Vice-Chair, Programs and Partnerships

- WACE World Conference held online for the first time with over 450 attendees.

- Commenced planning for 2022 International Research Symposium at Kanazawa Institute of Technology, Japan
- Three [Global Conversations](#) webinars held in collaboration with the National WIL Associations and the WACE International Research Committee with over 900 registrations from a broad range of countries and regions.
- [Global Challenge](#), Program launched in partnership with [Practera](#),
  - Global student teams undertake online projects to help business, government and community organisations identify practical ‘Shared Value’ initiatives to create value linked to the UN Sustainable Development Goals.
  - 146 students from 17 institutions with students located in 21 countries in Pilot and program 1 participated with excellent outcomes and feedback
  - Further programs are scheduled 2021 / 2022
- Partnerships continued with the network of National WIL Associations with a feature being active collaboration focused on sharing resources, ideas and support to meet the challenges posed by the pandemic. A memorandum of Understanding was signed with the [International Finance Corporation](#) a member of the World Bank Group and joint activities commenced around Benchmarking and professional development. A WACE satellite office was negotiated with University West, Sweden.
- The 4th International Research Symposium on Cooperative and Work-Integrated Education will be held at Kanazawa Institute of Technology (KIT) as the host university in Kanazawa, Japan from August 31 to September 2, 2022 under the theme of “New Industry-University Collaboration initiatives to realize a sustainable society.” Under the leadership of the Head of WACE Secretariat, KIT team and WACE Japan Office started planning of IRS2022 with WACE Vice Chair Programs & Partnerships and the Executive Chair of Research Committee.

#### Nancy Johnson, Vice-Chair, Charter Initiatives

- Launched at the WC in 2019, the planning for operationalizing the Charter Calls to Action was scheduled for the 2020 IRS. These plans were interrupted by COVID as it and the upcoming WC were cancelled, and WACE pivoted to address the significant impacts of these and other realities.
- Several new initiatives that were undertaken in 2020 such as the Global Challenge series and new partnerships were aligned with the Calls to Action, however planning specific to each of the Charter Calls will become the focus of the new WACE Global Advisory Council which will be formed after its approval this AGM.
- In more general support for the Charter and WIL, a chapter that outlines WACE, its mission and the Charter Challenges and Calls to Action was accepted as part of an IGI publication published in April 2020.
- A 20-minute keynote conversation promoting WACE and the Charter initiatives was also conducted as part of the online book launch for the above noted publication.

## **7 Approval of WACE Executive Council and Directors election results**

There were two vacancies on the Executive Council and two members had requested joining the Executive Council and were so appointed.

Anil Raheja moved to approve the Executive Council and Maurits Van Rooijen seconded that motion. The Executive Council was approved unanimously.

**8. Announcement of International Research Symposium 2022, Japan**

The International Research was announced including that the call for abstracts was now live on the WACE website.

**9. Adjournment**

Judie Kay moved to adjourn the meeting and it was seconded by Jim Stellar.

Meeting was adjourned at 8:45 by Norah McRae. The date for the next Annual General Meeting is to be confirmed.

Minutes submitted by: Suman Armitage Approved by: Norah McRae