



**ANNUAL REPORT  
(2010/11)**



**CAFCE Annual General Meeting**  
Thursday, November 17, 2011  
University of Victoria  
Victoria, British Columbia

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## PRESIDENT'S MESSAGE

### Kelly Mahoney – President

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To CAFCE Members,

It is my pleasure to be able to update you on the activities and initiatives that have occurred over the past year with the CAFCE Board of Directors.

The world is changing quickly and as co-op practitioners, employers and institutions, we face new challenges and opportunities each day. Given this, the Board of Directors took on a critical initiative this year developing a new 3-year Strategic Plan for the Association. We determined it was important to reach out to the membership through a survey to help us better gauge what you value about CAFCE, what you would like to see more of, and what we can do better to support co-operative education regionally, nationally and internationally. Your responses gave us the insight to develop a Strategic Plan that will provide direction for the CAFCE Board over the course of the next three years. The survey results clearly showed the value our members place on creating a national community of co-operative education practitioners able to share best practices, communicate research findings and build positive collaborative relationships.

Based on your feedback, the Board of Directors has established three strategic goals:

#### 1. Membership Engagement

The Board, working closely with its Committees, will focus on providing opportunities to learn from, network with, and engage in activities with other co-op practitioners through professional development events. Coming up in summer 2012 will be the CAFCE Conference, to be held in beautiful Whistler, British Columbia. The Conference will be the highlight of the year, allowing CAFCE members to engage in dialogue and learn in the most spectacular venue. If you have not had a chance to visit Whistler, make this a priority – the sessions will be informative and the scenery spectacular!

CAFCE will host professional development webinars throughout the year, both to increase member value and growth, and to earn revenues for the Association. Our next PD session will focus on Diversity and will be held in Victoria BC in conjunction with the CAFCE AGM in November. If you are not able to make it in person, please join us through the webinar.

We are looking to establish a Communications Committee to explore the use of social media to advance co-operative education. I strongly encourage members to use CAFCE's website and discussion board to increase communications with your colleagues across the country.

#### 2. Organizational Viability in Times of Constraint

Part of our strategic planning exercise focused on reviewing CAFCE's financial performance this year and forecasting projections for the future. The Board of Directors is strongly committed to responsible stewardship of the Association and is working diligently to analyze and reduce costs where possible, while identifying alternative revenue streams and ensuring strong value for our members.

It is clear that, in order to ensure long term financial viability for our Association, we must increase revenues while ensuring costs are continually being reviewed. Based on our financial review, part of the goal of membership engagement must lie with a review of our membership structure and an increased focus on increasing and diversifying membership. The Membership Committee is actively engaged in a focused membership drive with a goal of increasing overall member numbers and capacity in each region. It is critical that institutions support the Association by ensuring that all co-op practitioners are members in CAFCE. In order to further maximize our membership, the Board of Directors has recognized the need to focus on increasing employer memberships, and a recruitment plan is in place with an aim to ensure Canada's top national employers are part of our Association. This will in part, meet our mandate to provide co-operative education with a larger voice and presence regionally and nationally. Sponsorship is being explored, both with a view to supporting our national conference, as well as the Association itself.

#### 3. Enhancing the Brand

Maintaining a strong brand for co-operative education in Canada is an important initiative for the membership while at the same time recognizing the growth of other forms of work integrated learning. We will be bringing forward to the members at the AGM a proposed Definition for Co-operative Education which was developed using membership feedback.

The membership also identified Co-operative Education research and collaboration with other Associations regionally and internationally to be an important goal for CAFCE. CAFCE will continue to encourage and develop co-operative education specific research, and to provide data and findings which will enhance the brand of co-operative education. I strongly encourage each member to ensure that your program and regional stats are uploaded to the CAFCE stats database. This information will allow CAFCE to advocate on your behalf with government and can be used to assist in the management of your own program.

The Board is pleased to announce that we have signed an agreement with ACEN and WACE to develop and promote the CEIA Journal which will be available to all CAFCE members. This collaborative international effort will see CAFCE represented on the Research and Editorial Board of the CEIA Journal. And our partnership with WACE continues with each CAFCE member also enjoying the benefit of WACE membership.

The Accreditation Council has received applications from an increased number of institutions this year and continues to ensure co-operative education in Canada is recognized as an outstanding model of education.

It is clear from our members' responses that CAFCE is doing many things that are valued by the members. Our challenge in the next year will be on increasing revenues to ensure long term financial stability for the Association which will allow us to continue to provide services and value to our membership. Our opportunities lie in the value we all provide as co-op practitioners to students, peers, employers, and institutions. While there is economic uncertainty ahead, we can continue to share best practices and gain insight from each other as we strive to grow our programs and add value to our institutions. I'd like to encourage members to get involved with CAFCE. Give some serious thought to serving as a Board member or participating on a Committee to help forward our Association as the voice of post secondary co-operative education in Canada. You will never regret the experience.

Finally, I would like to thank the Directors, Committee members, Carol and the many CAFCE members I have had the pleasure to meet, and work with, over the past year. I began in this role almost a year ago with a letter talking about the enormous respect I have for this Association and its membership, who have shared their experiences and knowledge with me as I began my co-op journey 5 years ago. This has only been strengthened by my time serving on the CAFCE Board. I consider myself extremely fortunate to have shared time with you as we work together to strengthen CAFCE and grow co-operative education in Canada and beyond.

With respect,



Kelly Mahoney

**CAFCE Board of Directors (November 2010-November 2011)**

**Executive:**

President: Kelly Mahoney, University of Manitoba  
President Elect: Norah McRae, University of Victoria  
Past President: Kevin Rolston, Langara College  
Secretary: Christine Arsenault, University of Toronto  
Scarborough  
Treasurer: Shane Phillippe, CACEIS (Canada) Limited

**Directors & Regional Representatives:**

Alberta: Diana Young, University of Lethbridge

Atlantic: Heather Skanes, Memorial University of Newfoundland  
British Columbia/Yukon: Stuart Billings, Simon Fraser University  
Manitoba: Courtney Feldman, University of Manitoba  
Ontario: Kirk Patterson, University of Waterloo  
Quebec: Marjorie Guay, Université Laval  
Saskatchewan: Cliff Harrison, SIAST Palliser Campus  
Employer Representatives:  
Serge Gagnon, Ganotec Inc., Construction Kiewit Cie  
Clifford Scott, Public Service Commission of Canada

## ACCREDITATION COUNCIL

### Karen McCargar – Chair

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**Mandate: In 1979 the Canadian Association for Co-operative Education (CAFCE) established the Accreditation Council. Council members from across Canada articulate and review accreditation criteria for effective Co-operative Education programs as the needs of students, employers and institutions evolve.**

The council met in conjunction with CAFCE's June 2010 conference in PEI and again in February 2011 in Toronto.

Accreditation was approved for three diploma programs from a new applicant, North Island College. Reviews are underway/planned for programs from Dalhousie University, École de technologie supérieure (ÉTS), Université Laval, University of Manitoba, University of Ottawa, University of Prince Edward Island, Saint Francis Xavier University, Simon Fraser University, University of British Columbia, and the University Victoria.

The council participated in discussions about proposed changes to CAFCE's definition and agreed to support having a committee investigate challenges faced by colleges with the current criteria. Executive members' support the recommendations provided by the committee and have provided a report to the definition committee and to the CAFCE board. The council will consider the recommendations at its October 2011 meeting.

Karen Reimer, Karen McCargar and Rocco Fondacaro made a presentation to promote the new accreditation application at the CAFCE conference. Jenny Reilly and Rocco have developed a PowerPoint application tool to assist applicants which will be available online.

Anna Cranston of Dalhousie provided a submission on the value proposition for Co-op Tips and Techniques. Now renamed Best Practices, we will showcase areas of excellence as identified by teams reviewing accreditation applications, beginning with North Island College's employer guide.

#### *Accreditation Council Representatives:*

College of the North Atlantic: Mary Murphy

Dalhousie University: Anna Cranston

Fenn College of Engineering, Cleveland State University: Chin Kuo, Dr.

McMaster University: Michelle Benjamin

Memorial University of Newfoundland: Dr. Peter Rans

Mount Saint Vincent University: Sonya Horsborough

Northern Alberta Institute of Technology, The

North Island College: Treena Nadon

Nova Scotia Community College: Patsy MacDonald

Simon Fraser University: Muriel Klemetski

Université de Moncton, Edmundston: Roger Roy

Université de Sherbrooke: Hélène Codère

Université Laval: Marjorie Guay

University of Alberta: Stephen Concini

University of Calgary: Nancy Green

University of Guelph: Karen Reimer

University of British Columbia, Jenny Reilly

University of New Brunswick Saint John: Stacey Cool

University of Ottawa: Jeela Jones

University of Prince Edward Island

University of Regina: Kevin Fiessel

University of Victoria: Norah McRae

University of Waterloo: Rocco Fondacaro

University of Windsor: Karen Benzinger

Wilfrid Laurier University: Karen McCargar

## CO-OP DEFINITION COMMITTEE

### Norah McRae – Chair

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The Definition Committee was engaged in considering an update to the definition of co-operative education that would reflect the activity of CAFCE members, and that would be responsive to the concerns raised at the National conference in PEI. The current definition for co-operative education, as found in the CAFCE by-laws, is comprised of two parts: an opening definitional paragraph and a set of criteria.

The current definitional paragraph and criteria states:

“Co-operative Education Program” means a program which alternates periods of academic study with periods of work experience in appropriate fields of business, industry, government, social services and the professions in accordance with the following criteria:

- (i) each work situation is developed and/or approved by the co-operative educational institution as a suitable learning situation;
- (ii) the co-operative student is engaged in productive work rather than merely observing;
- (iii) the co-operative student receives remuneration for the work performed;
- (iv) the co-operative student’s progress on the job is monitored by the co-operative educational institution;
- (v) the co-operative student’s performance on the job is supervised and evaluated by the student’s co-operative employer;
- (vi) the time spent in periods of work experience must be at least thirty per cent of the time spent in academic study

The Definition Committee would like to propose an amendment to the opening definitional paragraph only, with no changes to the criteria statements. The amended wording is:

"Co-operative Education", a form of work integrated learning, is a model of education that integrates a student's academic learning with periods of paid workplace learning in fields relevant to the student's academic and personal/professional goals"

The Definition Committee will present this amendment to the Board for approval at the September, 2011 Board meeting. If it is approved then a formal by-law amendment will be presented to the membership for a vote at the November 2011 AGM.

A final initiative that the Definition Committee will be considering will be developing definitional statements for other forms of work integrated learning such as internships. This work will be conducted in 2011/12.

#### *Co-op Definition Committee Members:*

Rocco Fondacaro, University of Waterloo  
Nancy Johnston, Simon Fraser University  
Karen McCargar, Wilfrid Laurier University  
Norah McRae, University of Victoria  
Peter Rans, Memorial University of Newfoundland  
Kevin Rolston, Langara College

**CO-OPERATIVE EDUCATION WEEK COMMITTEE**  
**(March 21-25, 2011)**

**Kirk Patterson – Chair**

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**Mandate: To coordinate the National Co-operative Education Week during the month of March.**

Co-operative Education Week in Canada is a CAFCE and a National celebration of Co-operative Education that the Universities and Colleges are asked to recognize within their institutions and community for a day or the entire week. It is that time where co-op institutions honor the best of Co-operative Education. The institutions can celebrate by recognizing their “outstanding” co-op student; their “outstanding” co-op employer; and or their own “outstanding” co-op staff member. It is a time in Canada when co-op practitioners wave the flag of Co-operative Education in Canada and in the world.

Co-op practitioners and institutions should be proud of their accomplishments and give recognition to all the employers and students that are a key to the success of Co-operative Education and what it gives to our nation. Canada wins with this mode of education that the universities and colleges offer to their students – upon graduation, the country gains a select group of individuals that have been trained in a “work-integrated” environment who will enter the Canadian work force with key employment skills. Canadian employers value these graduates and are able to utilize them upon hiring into permanent positions. Co-op practitioners and institutions should be proud of themselves and their colleagues that are committed and give of their time and energy to ensure there are job opportunities for students seeking co-op work terms, but more so, we have to thank those employers that provide “work-integrated” experiences for the students in partnership with the educational institutions.

Without employers, students and co-op staff, Canada would not have the strong Co-operative Education system that is recognize near and afar throughout the world. Please start to think of a plan for your institution for National Co-op Week activities the week of March 19th to 23rd, 2012 and join the Celebration of co-op in Canada!

For details on how to start your campus celebration go to [www.cafce.ca](http://www.cafce.ca) for more information.

*Co-op Week Committee Members:*  
Kirk Patterson, University of Waterloo  
Lisa Whalen, Georgian College

## CO-OP STUDENT OF THE YEAR AWARDS COMMITTEE

Harriet Chicoine – Chair

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**Mandate: To award a college and university student enrolled in a CAFCE member institution's co-operative education program the highest national recognition for their outstanding performance in their academic, career, and community service during the previous calendar year. Each winning student will receive a \$1,000 cash award (the CAFCE award of \$500 and the Emery-Dufault Award cash award of \$500). The Emery-Dufault Awards were made possible by the generosity of the Dufault family in recognition of the contributions of two of the founding fathers of Co-operative Education in Canada, Les Emery and George Dufault.**

Sven Hansen and Melissa Bailey, two of 31 nominated students, were chosen as this year's recipients of the 2010 Canadian Association of Co-operative Education's (CAFCE) Co-op Student of the Year award. Melissa and Sven are admirable examples of the contributions co-op students make to their employers and their institutions and CAFCE is proud to award them this distinction. Nominations were received from:

Algonquin College  
Camosun College  
Canadore College  
Carleton University  
Centennial College  
Concordia University  
Conestoga College  
Dalhousie University  
Georgian College  
Langara College

Simon Fraser University  
Thompson Rivers University  
Université de Sherbrooke  
University of British Columbia  
University of Guelph  
University of Lethbridge  
University of Manitoba  
University of Prince Edward Island  
University of Victoria  
University of Waterloo

### The Recipients of the CAFCE 2010 CSTOYA:

#### University CSOTY



Left to Right: Diane Kunec, Science Co-op Coordinator, Melissa Bailey, Genetics Honours Co-op, Courtney Feldman, CAFCE Manitoba Regional Board Representative, Dean Mark Whitmore, Faculty of Science, Dr. Michele Piercey-Normore, Acting Associate Dean, Student Affairs and Director, Science Co-op Program, University of Manitoba

Melissa Bailey, a genetics honours Co-op student, successfully carried out research into the electrical properties of neurons as they respond to hormones regulating hunger, using cutting edge research techniques “so challenging few people have the dexterity and patience to be able to do”, according to her co-op supervisor Dr. Mark Fry. “Along with her technical acumen, Melissa also demonstrated she has the potential to be an absolutely stellar scientist. She used her knowledge and scientific training to design and interpret complicated experiments as well as solve problems effectively and creatively.”



Melissa uses the skills she developed as a co-op student, and her passion for science, to educate and mentor youth as a local coordinator for the national “Let’s Talk Science” program. She also shares her enthusiasm for co-op with high school and university students, promoting the value of “hands-on / minds-on” learning.

Melissa finds time to teach and perform trapeze and aerial dance, including establishing an aerial dance program for disadvantaged youth. Volunteering as both coordinator and instructor, she is helping young people develop creativity, discipline, strength, and respect for themselves.

She was recently awarded a Rhodes Scholarship to complete graduate studies in Clinical Medicine and Neuroscience at the University of Oxford in England. According to Melissa “The experience I have gained from co-op has been instrumental in my academic success. I have thrived in the program, gaining valuable work experience doing cutting-edge research both home and abroad. Co-op has helped me realize the full potential of my Science undergraduate degree and I have learned not just the skills I need to succeed, but how to apply these skills.”

### **College CSOTY**



Sven Hansen is a great co-op ambassador for Georgian College! Through his two co-op work terms he has really made a positive impact on the lives of International students coming to Canada for the first time and optimized his creative abilities to market college and community activities and events.

Sven made the decision to pursue secondary education after several years of work experience, and enrolled in the Business Administration – Marketing Co-op Diploma program at Georgian College. Although he could have applied for prior learning assessment for his co-op work term, Sven recognized the valuable opportunity available through his program and was determined to make the most of co-operative education.

Sven was the successful candidate (twice) for a Student Activities Assistant position with Georgian’s International Education and Training department and was told “this job is what you make it.” Taking that advice, he represented the importance of co-operative education and created a world of meaningful experiences that allowed international students to learn about real life in Canada. One of the most significant being, the research, creation and implementation of a 360 degree virtual tour of the campus accessible to all who visit the Georgian website.

“Instead of the standard Niagara Falls and CN Tower trips, Sven had our students at hockey games, skiing and snowboarding, the Toronto Auto Show, the King Tut exhibition, celebrated Chinese New Year and Diwali and created personal connections with all our students,” said Lindsay Byers, International Co-op Consultant, who helped nominate him for the award. Another nominator, Christine Munro, Student Development Co-op Consultant, praised him for his “strong sense of commitment and dedication ... he went beyond his co-op position responsibilities.”

Sven reported that his co-op work term helped him “gain vast amounts of experience dealing with diversity and cultural differences...these skills will prove to be a priceless asset throughout my career.” Without co-op Sven knows his portfolio of related work experience would have been limited, and the skills he has developed would have been ‘unimaginable’. His final remark sums it all up, “Co-op education was one of the best choices I have ever made in my life.”

In addition to receiving a certificate and plaque from CAFCE recognizing their achievement, Melissa Bailey and Sven Hansen each receive the \$500 Emery-Dufault Award in recognition of the contributions of two of the founding members of co-operative education in Canada, Dr. Charles Leslie (Les) Emery and Professor George Joseph Dufault along with a \$500 CAFCE Award.

Each year CAFCE recognizes outstanding co-op student achievement from both the college and university level. Co-op offices across Canada will be celebrating this and other co-op initiatives during National Co-operative Education Week, March 21-25, 2011. 31 were nominated this year from a pool of candidates of more than 80,000 students studying at 77 CAFCE member institutions across Canada. Honourable mentions were given to Brie Ansel-Camosun College (Environmental Technology Diploma), Stephanie Matzos- Centennial College (Business Administration - Human Resources Diploma), Adrian Morun-University of Waterloo (Bachelor of Mathematics and Bachelor of Business Administration), Jean-Samuel Rancourt-University of Waterloo (Bachelor of Applied Science in Mechanical Engineering).

I would also like to recognize the CSOTY selection committee members for all their hard work, volunteering a significant amount of time and effort in the process of adjudicating these awards.

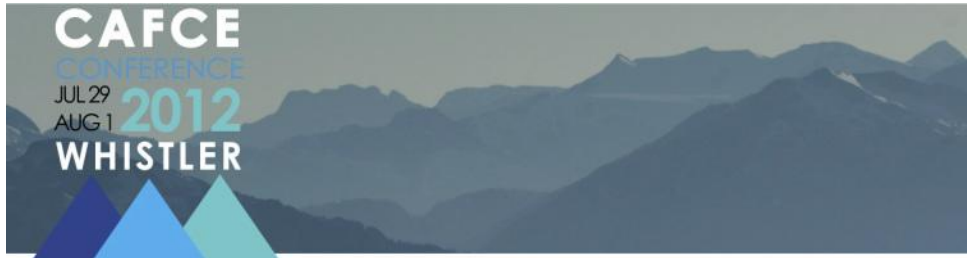
*Co-op Student of the Year Award Committee Members:*

Harriet Chicoine, Simon Fraser University  
Scott Daniels, Mount Saint Vincent University  
Frederick Francis Concordia University  
Laurie Lahn, Wilfrid Laurier University  
Denise Olah, Seneca College  
Heather Skanes, Memorial University of Newfoundland

## CAFCE 2012 CONFERENCE COMMITTEE

Lynne Murchie and Kevin Rolston, Co-Chairs

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“Higher Learning. Hire Aspirations.” is the theme of next year’s annual conference, with projected attendance targeted at 275. Programming will be targeted to new and experienced Co-op practitioners as well as employer delegates with opportunity for interaction between the two stakeholder groups to realize the conference theme. The conference website is [www.cafce2012.com](http://www.cafce2012.com) and we will be utilizing both Facebook and Twitter to generate interest and excitement about the conference.

The venue is booked at the Telus Conference Centre and “preferred rates” with a number of hotels are being negotiated. We will be encouraging delegates to bring their families as there is no lack of activities to keep families busy during the conference hours. We are looking forward to bringing quality programming to our beautiful Coastal Mountain setting in Whistler.

*CAFCE 2012 Conference Planning Committee Members:*

Jamie Basran, University of British Columbia  
Sarah Gibson, Thompson Rivers University  
Andrea Giles, University of Victoria  
Helen Kobrc, University of Victoria  
Lynne Murchie, University of British Columbia  
Shawn Read, Thompson Rivers University  
Kevin Rolston, Langara College  
Ash Sennini, University of British Columbia  
David Woodward, Vancouver Island University

## INTERNATIONAL CO-OP COMMITTEE

### **Marc-André Daoust and Laurie Lahn, Co-Chairs**

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Created in late 2010, the International Committee functions as a working committee to coordinate international CAFCE initiatives that support the mobility of Co-operative Education students abroad and in the U.S. To support this initiative, the committee focuses on three (3) main areas:

- Resources – the development of a central depository of international resources and guidelines
- Student Engagement – to share co-op experiences and encourage co-op students to expand their professional growth through work terms abroad
- Partnerships – to research, develop, and engage in mutually beneficial relationships to support a collaboration of international practices and exchanges

The committee has had two full group meetings (January and March 2011) as well as several sub-group meetings. At the end of July 2011, the sub-group leaders, along with Marc-André, met to discuss ongoing projects and planning for 2011-2012. To date, the committee is continuing its work on the three initial goals which are:

1. To gather testimonials from students that have work abroad and post them on the CAFCE Website (to date, about 15 have been received and will soon be posted)
2. To gather and organize various resources for international work terms (from planning, to organizing, to facilitating)
3. To build partnerships with local organizations in order to promote and/or fund international work experiences for Canadian students

#### ***Committee Members:***

Co-Chair: Marc-André, University of Ottawa

Co-Chair: Laurie Lahn, Wilfrid Laurier University

Board Rep: Diana Young, University of Lethbridge

#### ***Partnerships: Funding & Scholarships***

1. Lynn Walsh – Memorial (currently replacing Chris Hounsell)
2. Lisa ter Woort - Waterloo
3. Laurie Lahn – Wilfrid Laurier

#### ***Resources & Guidelines: Mechanics of International Work term***

1. Loraine Bosgra - Camosun College
2. Ash Senini - UBC
3. Karima Ramji – U Vic
4. Frederick Francis - Concordia
5. Louise Ménard - Sherbrooke
6. Martine Codère - Sherbrooke

#### ***Student Engagement: Marketing INT'L Co-Op and motivating students to go***

1. Maria Borg-Olivier - Seneca College
2. Kirsten Somers - Mount St-Vincent
3. Lynn Stewart - McMaster
4. Tony Munro - Waterloo
5. Marc-André Daoust - UOttawa

## MEMBERSHIP COMMITTEE

### Stuart Billings – Chair

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**Mandate: To maintain existing members. Attract new members. Communicate the value of membership. Review the current membership fee structure.**

The membership committee has been reinvigorated to an active committee within CAFCE as of February 2011.

Initiatives being pursued by the membership committee will see new member groups targeted including, employers and students. The coordination of the membership drive will involve increased efforts to continue to build regional representation of both new and existing institutional members.

#### **Employers**

A new membership initiative for 2011-12 will include the recruitment of employer members, for the first time in CAFCE's history. Employer representation on the CAFCE board has and will continue to be limited to two representatives but a robust presence from industry is being sought. Employer members will provide an enhanced voice and access for all members to encourage strong partnerships with industry and increased efforts to engage in the educational process. CAFCE will be joining an already-established trend among other national co-operative education associations in welcoming employer membership.

#### **Students**

Through 2012, students will also be encouraged to join CAFCE as they are an important partner and should be involved in the ongoing discussion and advancement of co-operative education.

#### **Institutions**

Reflecting the board's wishes to ensure a strong national voice, the membership drive for 2011 will be bolstered by efforts of board and membership committee members to reach out to CAFCE members institutions and encourage heightened levels of members from all institutions.

#### **Membership Fee Structure**

Further review of the membership structure is taking place, in collaboration with the board. Member feedback and suggestions are important and will continue to be solicited through this exploration period. The goal is to capture a structure that will encourage the greatest membership engagement and ensure an equal distribution of financial responsibility across all member institutions that benefit from CAFCE's existing and new initiatives.

#### *Membership Committee Members:*

Dianne Bader, University of Waterloo  
Stuart Billings, Simon Fraser University  
Courtney Feldman, University of Manitoba  
Serge Gagnon, Ganotec Inc.  
Cliff Harrison, SIAST Palliser Campus  
Pamela Healey, Conestoga College  
Angela McKinnon, Dalhousie University  
Kevin Rolston, Langara College  
Lisa Whalen, Georgian College

## NOMINATION AND AWARDS COMMITTEE

Kevin Rolston – Chair

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**Mandate: To evaluate nominations and award the CAFCE Albert S. Barber, Dr. Graham Branton Research, and Service Awards, and facilitate the annual elections of the Executive to the Board of Directors. Members are appointed.**

The Nomination and Awards Committee looks forward to announcing the nomination results for the following national awards' and board of directors positions during the 2010/11 AGM in Victoria, BC on Thursday, November 17, 2011.

### **Annual Awards**

- Albert S. Barber Award: Instituted in 1982 to recognize outstanding contributions to the advancement of the philosophy and practice of Co-operative Education in Canada.
- Dr. Graham Branton Research Award: Instituted in 1989 both to recognize significant contributions by the Canadian Association for Co-operative Education (CAFCE) members to scholarly research in Co-operative Education, and to encourage such research. The award was renamed the Dr. Graham Branton Research Award in 1996, in his memory.
- Service Award: Instituted 1989 to recognize meritorious service to the Canadian Association for Co-operative Education by its members.

### **CAFCE Board of Directors' 2011/12 Elected Executive Positions**

- President Elect (three year commitment – President Elect (2011/12), President (2012/13), Past President (2013/14))
- Secretary (one-year commitment)

*Nomination and Awards Committee Members:*

Kelly Mahoney, University of Manitoba

Kevin Rolston, Langara College

Anil Raheja, Memorial University of Newfoundland

## PROFESSIONAL DEVELOPMENT COMMITTEE

**Bruce Wilson – Chair**

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***Mandate: To deliver professional development sessions for CAFCE members. Under the direction of the CAFCE Board, review technologies to bring PD events to the membership.***

### **Summary**

This year (2011) has seen the Committee focusing on organizing for the November 2011 Annual General Meeting and Professional Development event. It will be held in Victoria, B. C. on November 17, 2011, at the University of Victoria. The theme for the P.D. portion will be “Diversity”. At the request of the Board, we have also been investigating and have committed to providing one additional, mid-year professional development event. We will be offering this in late January of 2012. This, in conjunction with the 2012 Conference will constitute a fuller year of P.D. offerings to the CAFCE membership.

### **Details**

Both the Annual General Meeting and the Professional Development events will be held live and on the web, from Victoria. University of Victoria will be the location and all CAFCE members are encouraged to attend live or via the WebCast. There will be a panel, moderated by a CAFCE member, speaking to various levels of diversity as it pertains to Co-operative Education, for example, gender, ethnicity, and ideologies. Individual institutions are encouraged to work with their on-campus partners who may have interest in the topic area to have them attend in conjunction with the local Co-op office.

Details will be arranged with the Executive for the AGM portion.

Having learned a lot from the previous events, we will be incorporating as much of the ability to field questions from the CAFCE web audience as possible. Promotions and registration plans will be issued in September and October.

### ***Professional Development Committee Members:***

Courtney Feldman, University of Manitoba

Stefan Kerry, Ryerson University

Charlene Marion, Bishops University

Karen Reimer, University of Guelph

Claudia Sperling, University of Victoria

Bruce Wilson, University of Guelph

## RESEARCH COMMITTEE

**Christine Arsenault – Chair**

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**Mandate: To foster the conduct and distribution of co-operative education research across the country.**

### 1.0 Mandate

The purpose of the Research Committee is to foster the conduct and distribution of co-operative education research across the country.

### 2.0 Committee Members

Christine Arsenault, University of Toronto Scarborough, Ontario  
Earl Anderson, BCIT, British Columbia  
Rocco Fondacaro, University of Waterloo, Ontario  
Larry Iles, Thompson Rivers University, British Columbia  
Nancy Johnston, Simon Fraser University, British Columbia  
Jeela Jones, University of Ottawa, Ontario  
Norah McRae, University of Victoria, British Columbia  
Charlene Marion, Bishops University, Quebec  
Peter Rans, Memorial University, Newfoundland

### 3.0 Accomplishments to Date:

#### **Succession Planning:**

The group decided that it would be best to determine a Chair Elect one year in advance in order to allow for cross-training. The group also assigned regular duties for the Past Chair role. This will greatly ease the responsibilities of the Research Committee Chair.

#### **Creation of Working Groups:**

In order to make our group more effective in between meetings, to allow for members to pursue their personal research interests and to leverage our growing committee, we have recently created 6 working groups that consist of 2-6 members each. These working groups are as follows:

1. Research Grant Promotion
2. Research Grant Adjudication
3. Self-generated CAFCE Research Project
4. CAFCE Research web presence
5. Dr. Graham Branton Nomination Award Group
6. Events planning, support and coordination

#### **2011 Research Grant:**

The Research Committee promoted the 2011 CAFCE Research Grant to the CAFCE membership through promotional e-mails and to wider audience at conferences and professional development sessions. Further email promotion was also initiated through WACE, ACE, EWO and CAFCE Atlantic. We actively reviewed 2 grant applications. Prior to awarding the grant, the CAFCE Board recommended that the grant funds be held back for 2011 and distributed in 2012 instead due to financial constraints. The committee will retain the applications, provide feedback and encourage resubmission should the applicants still be interested.

#### **CEIA Journal Partnership:**

The Research Committee was approached by Dr. Cheryl Cates, University of Cincinnati, to explore potential CAFCE involvement in the CEIA journal. Dr. Cates has been charged with improving and revamping the journal. She joined our January 2011 conference call to discuss the possibility of having CAFCE involvement on the Board, through the review process and through promotion and financial contribution. Dr. Cates since submitted a proposal to the CAFCE Board for review. The CAFCE Board has approved involvement with the CEIA Journal and has requested that the Research Committee have ongoing representation on the CEIA Journal Board.



**Skype Usage:**

The research committee booked meetings through Skype for our first two meetings of the year. Unfortunately during the first meeting there were technical difficulties that did not allow some members to fully participate. The second meeting was cancelled due to lack of participation. As a result, we have moved back to the Telephone Conference method for our committee meetings yet still use skype for our working group meetings when there are fewer participants.

**Research Committee Contributions to other CAFCE efforts:**

Nancy Johnston, Norah McRae, Peter Rans and Rocco Fondacaro continue to contribute to the Definition Task Force as Research Committee members.

The Research Committee has had discussions with the PD Committee and have defined a number of ways in which we might assist them with the development of the CAFCE AGM and other events, more specifically helping them identify experts for PD events. Charlene Marion sits on the PD committee and will act as a liaison between both.

**Contributions by Research Committee members to Co-operative Education Research:**

- Nancy Johnston presented the ACE research project findings to WATCACE in October.
- Larry Iles is in the process of completing the write up of his paper on Co-op's affect on CGPA and hopes to submit it for publication. He also presented ACE research findings at the CAFCE Atlantic Conference in June.
- Earl Anderson, Larry Iles, Nancy Johnston & Norah McRae are completing their large ACE Research Project and are in the process of submitting it to the Student Affairs journal.

**Ongoing Discussions with ACE to develop a national co-op survey:**

The Research Committee has had a number of discussions with joint members of ACE and the research committee to determine if we can develop a national survey for CAFCE that could provide a an annual "state of the nation" view for employers, students and/or co-op educators. The challenge has been in finding the time to develop the survey as all members were extremely busy during the 2010/11 year. We hope to continue this mandate into 2011/12.

**Membership Changes:**

The Research Committee has established two new Co-chairs for the 2011/12 year. Peter Rans, Memorial University and Charlene Marion, Bishop's University have agreed to lead the committee for the upcoming term. We have lost one member as he accepted a promotion that does not allow him to continue with his contributions to the group. We have however received another membership request from that the group will be reviewing when they reconvene in September.

**4.0 2011/12 Research Committee Goals**

1. To support CAFCE's involvement in the new version of the CEIA journal.
2. To generate a national co-op survey.
3. To support the efforts of the PD committee by maintaining joint membership.
4. To promote the development of research that directly ties to the CAFCE strategic directives.
5. To encourage more regional approaches to co-op research development.

## ALBERTA REGIONAL REPORT

### **Diana Young – CAFCE Board Director & Regional Representative**

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The Alberta CAFCE membership has been in contact via email. One of the areas many responded to was the possibility of a tax credit for employers hiring coop students in Alberta. The research has been completed on this project by a Co-op research student at the University of Lethbridge and will be submitted in draft to all the institutions in CAFCE Alberta for their comments and support. Thanks to Carol, Kirk and Kelly for their help advice in this research project. We did not schedule any major events or meetings in the past year although many members from Alberta attended conferences in the US and Europe.

Employers in Alberta have continued to show a commitment to Co-op as part of their potential hiring strategy and as a way of increasing their presence felt on campuses. As the Alberta Rep I have had a number of queries from employers on how to set up a Co-op program as part of their recruitment strategy and how to establish relationships with schools and CAFCE. This summer Alberta CAFCE worked with Alberta Health Services to develop a formalized agreement with Institutions to utilize Coop as their foremost hiring and recruiting strategy which will hopefully provide numerous opportunities for students with a very large employer.

All inquiries have been referred to the CAFCE web page and the CAFCE administrator, especially the information on schools and their programs, and this has been a very useful resource for employers. I have also had inquiries from a new institutions interested in starting up a Co-op program and in addition to information, they were referred to the CAFCE website. Thanks also here to Carol for answering inquiries from potential schools as well as employers in Alberta concerning co-op programs.

Many thanks to Carol for all of her invaluable help and to CAFCE for all the useful information in maintaining consistency in the message about CAFCE and Co-op.

#### **Reported Institutional Co-op Students of the Year Awards:**

- University of Lethbridge – The James Genge Scholarship for Coop – Lowell Ayers (Philosophy Coop)

## ATLANTIC REGIONAL REPORT

### Heather Skanes – CAFCE Board Director & Regional Representative

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#### **CAFCE Atlantic Executive - 2010/11:**

Chair: Anna Cranston, Dalhousie University

Chair Elect: Anne Marie Coolen, Dalhousie University

Past Chair: Leroy Murphy, Memorial University

Secretary: Scott Daniels, Mount Saint Vincent University

Treasurer: Robert Wooden, Dalhousie University

National Representative: Heather Skanes, Memorial University

New Brunswick Representative: Claude Lavoie, Université de Moncton

Nova Scotia Representative: Kirsten Somers, Mount Saint Vincent University

Newfoundland Representative: Mary Murphy, College of the North Atlantic

Prince Edward Island Representative: Heather MacMillan, University of Prince Edward Island

#### **CAFCE Atlantic Professional Development (PD)**

Memorial University of Newfoundland and the College of the North Atlantic hosted a PD event for CAFCE Atlantic, during June 21 -23, 2011. This regional event took on not only a national flavor - one of our colleagues from Bishops attended- but also drew two co-operative education colleagues from the Australian Maritime College in Newham, Tasmania. The event exceeded all objectives with respect to number of participants (40 – at capacity) and sponsorship. Topics included (1) nurturing a CAFCE Atlantic Co-operative Education Research; (2) sharing best funding practices; and (3) enhancing student engagement.

#### **Provincial/Institutional Updates**

##### **i) New Brunswick (NB)**

NB has three co-operative education institutions that are now listed on the CAFCE website: Université e Moncton (Edmundston – Moncton – Shippagan campuses); University of New Brunswick Fredericton and Saint John campuses); and New Brunswick Community College (Saint John Campus).

The Government of NB's Department of Post-Secondary Education, Training, and Labour administers the Student Employment and Experience Development Program (SEED COOP), which subsidizes provincial government departments, when they recruit co-op students. Over the next year, the NB group will lobbying the Department of PETL to specify how much money is budgeted for this fund and how it is allocated.

##### **ii) Newfoundland and Labrador**

Two post-secondary institutions offer co-operative education programs in the province of Newfoundland: College of the North Atlantic (CNA) and Memorial University of Newfoundland.

The CNA added a new co-operative education program in 2010; Chemical Engineering Technology is a three-year program of which graduates can expect to find employment as process operators and technologists in areas, such as, oil & gas extraction and refining, offshore petroleum production installations, petrochemical industries, primary metal manufacturing, thermal power plants, and water and waste management facilities.

Memorial has added co-operative education programs in Folklore, at the Masters level, and Psychology at the undergraduate level, to its portfolio. Additional programs at the Masters level in Computer Science and in Environmental Science, and Political Science at the undergraduate level are planned for a fall 2011 launch. The Government of Newfoundland and Labrador funds three programs to assist with the placement of work term students: (1) Small Enterprise Co-operative Assistance Placement Program (SECPAP); (2) Career Awards Program (CAP) – for students working internationally in energy-related placements; and (3) Advancing Non-Profit and Voluntary Investments in Learning (ANVIL).

The economy of Newfoundland & Labrador has remained relatively strong. This coupled with the availability of funding has resulted in a fairly healthy placement rate. However, due to changes in Memorial's Engineering Co-op Degree program, a much larger number of students are enrolled, meaning there is a greater demand for work term placements, which have been challenging to secure.

## BRITISH COLUMBIA/YUKON REGIONAL REPORT

### Stuart Billings – CAFCE Board Director & Regional Representative

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#### **ACE Executive - 2011/12:**

President/Lower Mainland /Vancouver Island Regional Director: Stuart Billings, Simon Fraser University

Vice President/ Interior Director: Coby Fulton, Thompson Rivers University

Past President: Harriet Chicoine, Simon Fraser University

Business Officer/Treasurer: Andrea Giles, University of Victoria

Secretary/Director at Large: Shauna Tonsaker, Simon Fraser University

Colleges/Institutes Director: Judith Hall, British Columbia Institute of Technology

Communications Committee Co-Chairs: Sarah Gibson, Thompson Rivers University

Director at Large: Anita Sangha, Kwantlen Polytechnic University

CAFCE 2012 Conference Co-Chair/Director at Large: Lynne Murchie, University of British Columbia

External Relations Committee Co-Chairs:

Judith Hall, British Columbia Institute of Technology

Leanne Mackenzie, Kwantlen Polytechnic University

Professional Development Co-Chairs:

Sue Yang, University of British Columbia & Nick

Petryzsak, British Columbia Institute of Technology

Research & Initiatives Chair: Norah McRae, University of Victoria

University Director: Julie Walchli, University of British Columbia

Web Enhancement Committee Chair: Ash Senini, University of British Columbia

#### **CAFCE National Conference, July 29 – August 1, 2012**

Anticipation builds as the CAFCE 2012 conference in Whistler, BC takes shape. Whistler is both a stunning location and a well-appointed conference venue. Bring the whole family and make it a memorable vacation for all to enjoy.

#### **ACE 2011 Spring Conference**

ACE's May 18-20th, 2011 conference, hosted by co-chairs, Norah McRae (UVic) and Gloria Darroch (Camosun), led a theme of, "Quality @ Work". We were pleased to host a wide audience that drew both national and international attendance.

#### **ACE External Relations Committee**

In recognition of National Co-op week, the External Relations committee spearheaded a provincial-wide campaign amongst municipalities, culminating in 34 BC municipalities making declarations of National Co-op Week. (<http://www.co-op.bc.ca/Proclamations> )

#### **ACE Student of the Year Awards & Outstanding Contribution Awards 2010**

- Brie Ansell - Camosun College (student award recipient)
- Meghan Magee – University of British Columbia (student award recipient)
- Leanne Mackenzie – Kwantlen Polytechnic University (individual outstanding award recipient)
- British Columbia Institute of Technology (institutional outstanding award recipient)

#### **ACE Research & Initiatives Committee**

The Research Committee is currently seeking publication of their most recent study on the impact of co-operative education on student recruitment, engagement and retention.

## MANITOBA REGIONAL REPORT

### Courtney Feldman – CAFCE Board Director & Regional Representative

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#### **University of Manitoba's Science Co-op Program**

The University of Manitoba Science Co-op Program celebrated its 10th anniversary by holding a poster competition for its co-op students on September 16th. Six co-op employers judged the posters based on the clarity of the information on each poster as well as on the students' brief presentations and answers to the judges' questions. The Faculty of Science awarded the first place winner with \$500 and the second place winner with \$300.

#### **University of Manitoba's Computer Science Co-op Program**

The University of Manitoba's Computer Science program has placed their third student in Japan. Their first student worked there from May 2010 to April 2011, second student from September 2010 to March 2011 and the third one is there now. The student left in May and will be there for 12 months. The program is very pleased with their association with the Canada Japan Co-op Program and was extremely impressed with the program staff through the earthquake crisis in Japan earlier this year. The students of the program have nothing but good things to say about their experience(s) in Japan and both programs.

The program has also just received Senate approval to offer a co-operative education option with their Computer Science Coursework Masters. Students will be required to do a minimum of two four-month work terms to receive their co-op designation. They plan to make their first placements in this program in May 2012.

#### **University of Manitoba's Environment/Earth/Resources Co-op Program:**

Environmental Science was accredited by Environmental Careers Organization in 2010. Feedback from the Site Visit Accreditation Team pointed to the importance of the Co-op Program, the professional development course credits offered through it and Coop's leadership in offering the first provincial based environment career fair as significant contributions of Co-op to overall student development.

Co-op students in the Faculty were heavily involved in researching the impacts of the Spring 2011 floodwaters on Lake Manitoba, Lake Winnipeg and their various tributaries. This has involved work with Environment Canada, Water Stewardship, and the Centre for Earth Observation Sciences at the University of Manitoba. This research will contribute to a growing body of knowledge about the impacts of overland flooding and projected changes in water quality for these lakes that might arise as a result.

As part of their learning requirements, Environment Co-op students take part in various field seminars, conferences, and experiential learning opportunities. The intent of these activities is to provide students with an understanding of and hands-on experience with, a wide range of field-oriented topics related to the environment. These draw upon the expertise of various environmental specialists from government agencies, the private sector, and non-government organizations. Co-op students are also expected to attend meetings of their respective professional organization or society, and use these events to network with other professionals in their fields of expertise. Development of these requirements for Co-op and other students in the Environment Faculty was done to address the trend identified for Environment programs in North American Universities that indicates today's students lack important outdoor skills, a connection to field work, and knowledge of rural and northern environments. These areas have also been identified as priorities in the University of Manitoba Strategic Plan.

#### **University of Manitoba's Business Co-op Program, Asper School of Business**

This year the Asper Co-op Program launched a new website, Career Portal (powered by Simplicity) and a Mobile App. These new programs will help the co-op office reach out to prospective and current students, create a sense of community among alumni and provide additional services to partnering employers.

Faculty Council approved the recommendation that each work term be associated with one credit hour. Going forward, each student who completes all three required work terms will be able to count their co-op experience towards their degree as a required Business Option.

#### **University of Manitoba Co-op Programs**

The co-op programs at the University of Manitoba have come together and are currently in the process of developing new promotional material. These banners, folders and information sheets will help the University promote all co-op programs across campus to students, parents and employers.

## ONTARIO REGIONAL REPORT

### Kirk Patterson – CAFCE Board Director & Regional Representative

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#### **EWO Executive 2010/11:**

President: Kirk Patterson, University of Waterloo  
President-elect: Cathie Edmond, Algonquin College  
Past President: Kitty Runstedler, Conestoga College  
Secretary: Marg Medeiros, Fanshawe College  
Treasurer: Colleen Phillips-Davis, University of Waterloo

On behalf of the EWO, Education at Work Ontario Board, we would like to report to the members of CAFCE that our Board continues to strive towards servicing our members in Ontario and view this as our number one priority. The Board itself had its AGM this past June 2011 and there is PowerPoint available for you to review if you so desire. The 2010 and 2011 board functioned with three active members and several functioning committees for this past year. I believe even with the reduced board, the integrity of the board and its committees was maintained, in addition, to providing service to our members through the dedication of Kitty Runstedler and Colleen Phillips –Davis.

#### **Year in Review**

The Government Relations team continues to be an active committee strengthening EWO's relationship with members of the Public Service areas of the government. The committee has been meeting regularly with the HR arm of the public service as we strive to increase the hiring of Co-op students within the government. (SEE PP) In addition, a Government Relations subcommittee is preparing a brief for the Minister of Labour to have Ontario's Provincial Employment Standards Act amended to ensure co-op students are covered.

The CSOY committee is another highly effective committee that has worked diligently to review and select the winners of EWO's 2011 CSOY award. Without this dedicated group it would be difficult for the board to take on this task. The Board is indebted to the members of the committee. (SEE PP)

Some other highlights for this past year included the redesign of EWO's web site; the decision was made by the board to stay with an Ontario hosting company and the contract is with CMS Intelligence, a subsidiary of Doncor (previous host). The new website content and navigation is fully managed by EWO's communication committee. The website went live in October and the board is reviewing the site for any errors and will continue to add content over the next few months, including stats collection for Ontario members. The database incorporated CAFCE's requirements and a report will be sent to CAFCE in Excel format that CAFCE can import into their database. EWO has established a Facebook page and a Twitter account to stay current in the electronic social media world. The EWO board in partnership with the University of Guelph hired a Co-op student that was engaged to work for both organizations. We wish to thank the University of Guelph for stepping forward to kick-off what we hope will be annual initiative with a EWO member school. We want to thank the student, Jennifer Josselyn who did a superlative job for both organizations. The hiring of the student allowed the board to demonstrate to the government and our members the commitment we have to Co-operative Education in Ontario.

These are just some of the highlights from the Province of Ontario. Stay tune for our new web site as we work towards being an integral part of the Co-operative Education fabric in Ontario.

## QUÉBEC REGIONAL REPORT

### Marjorie Guay – CAFCE Board Director & Regional Representative

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- The 2010 Recipients of the Gilles Joncas Award were each presented with a \$1000. cheque and formally recognized at the Fall convention in Quebec City. Congratulations to:
  - [Julien Lépine](#), Université de Sherbrooke (Génie mécanique)
  - [Kenny Pelletier](#), Collège d'Alma (Gestion et exploitation d'entreprise agricole)
- This past spring, L'ACDEC-Quebec celebrated its 20th anniversary. At a festive cocktail party on the eve of the convention, past presidents, representatives from the ministry of Education, and current members gathered together to reminisce and make plans for the future. The following day at the Hotel Palace Royale in Quebec City, six of our employer members participated in a panel discussion on international students in the workplace.
- "Le Scoop," the association's newsletter, was published quarterly. The website has undergone major renovations and is being promoted as the primary communications tool for the members of l'ACDEC-Quebec and those interested in cooperative education in the province. <http://www.acdec-quebec.info/Accueil>
- During the upcoming year, the Fall Professional Development session will be held at Hotel Cheribourg in Magog in the Eastern Townships on November 3 and 4<sup>th</sup>. In addition to the Gilles Joncas award for co-op students, a new, as yet unnamed, scholarship of \$500 will be awarded to both a university and a college student enrolled in an ATE program.
- Membership remains healthy as there are approximately 90 members from 50 different institutions



1st row: Joanne, Line, Marjorie and Michel. 2<sup>nd</sup> row: Manon, Chantal, Lise and Veronique. Absent: Esther Caouette

#### **ACDEC-Québec Executive:**

President: Lise Geoffroy (Cégep de Victoriaville)  
Vice-President: Chantal Sincerny (Collège de Lanaudière à l'Assomp)  
Secretary: Manon Bouchard (Collège O'Sullivan)  
Treasurer: Marjorie Guay (Université Laval)

#### **Administrators:**

Joanne Ross (John Abbott College)  
Michel Vachon (Constructions Kiewit)  
Véronique Gagné (Cégep de Jonquière)  
Line Marier (Université du Québec à Montréal)  
Esther Caouette (École Polytechnique)

## SASKATCHEWAN REGIONAL REPORT

### Cliff Harrison – CAFCE Board Director & Regional Representative

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PACE (Prairie Association for Career Education) held no scheduled meetings or events but communicated informally on issues of mutual concern. The two member organizations had successful years with Co-op and Internship placements at the University of Regina up 9% over 2010 with 717 placements and SIAST down 3% with 545 placements. SIAST added to its Co-op offerings by implementing Co-op in its Business Administration diploma program. The first placement of Administration students will be in January 2012.

#### **Co-operative Education Student of the Year Awards:**

SIAST: Ms. Madison Miller, Business Human Resources; Madison was employed with the Saskatchewan Blue Cross.  
U of R: Mr. Keith Arnstead, Industrial Systems Engineering; Keith worked for Engineers Without Borders in Malawi Africa.