



AMICCUS-C Executive Report

2024 - 2025

**Annual General Meeting
National Professional Conference
Delta Hotels Prince Edward
Charlottetown, PEI
Thursday, May 29, 2025
2:30 pm AST**

AMICCUS-C Executive Report

Introduction and Highlights

The Board is pleased to present its Executive Report for the period of July 1, 2024 to date, to the Membership, noting there may be some fluidity in membership count and financial impacts based on the writing of the report in late May, 2025 and the 2025 AGM.

In 2024 the National Professional Conference (NPC), which was also the 47th Anniversary of AMICCUS-C, was hosted by University Students' Council at Western University in London ON from May 27 – 30, 2024. The three Regional Professional Conferences (RPC) for 2024 were hosted as follows: **Western 2024** – University of Fraser Valley Student Union - Olivia Lake de Meza hosted with support from Cherie Sawaryn of The Students' Association of NorQuest College, hosting in Chilliwack BC from November 4 – 6; **Central 2024** – Conestoga Students Incorporated - Kiran Shukla and Justin McLaughlin hosted October 21 – 24; **Eastern 2024** - St. Mary's University Students' Association with Cathie Ross as contact and Graeme Mackenzie As the lead, hosted November 5 - 7.

The overall financial picture for the organization was strong in 2024-25 with sponsorship revenue exceeding the budget projections for the year by approximately \$15K. Membership revenue was up slightly due to a small membership rate increase. Interest revenue was higher than budgeted due to increases in the interest rate for our savings accounts. The 2024 budget was a conservative one with focus on non-discretionary operational expenses. With tight fiscal management, the overall impact for 2024 resulted in approximately a \$16K surplus. AMICCUS-C remained in a healthy overall financial position with a \$72K operating reserve as at December 31, 2024.

The Board focused on a number of commitments made to the membership:

- With increased capacity of a Communications Coordinator, AMICCUS-C has been able to respond to growing communication requirements of the organization to better respond to expanding and changing needs of members. The website revamp project was completed with minor ongoing tweaks, resulting in providing members with faster and more user-friendly features within the community engagement platform *Social*, and more enhanced functionality; and, the Board committed to a more green and sustainable model for NPC communication through engaging in a multi-year contract for Whova conference app;
- As committed to the Membership, following the Membership approval of AMICCUS-C's new code of professional ethics and conduct, the ad hoc Ethics Committee completed development of standards of membership that would support an accreditation program. The Board approved the standards and a pilot project was launched in January 2024 and wrapped up September 30, 2024 with seven Members volunteering. Thanks goes out to those Members: Capilano Students' Union, Athabasca University Students' Union, Northern Lakes College Students' Association,

Students' Association of Red Deer Polytechnic, The Students' Association of NorQuest College, Brock University Students' Union and Students' Association of MacEwan University. The plan, following the 2025 NPC and sharing of the Accreditation Program with the Membership, is to officially launch in the Fall of 2025.

Executive Membership

The Executive Board for 2024 - 2025 consisted of:

- Jeannette Mandrusiak, President
- Leeanne Mills, Western Region Director
- Sandy Taylor, Central Region Director
- Erin Mallory, Eastern Region Director

The Management Personnel for AMICCUS-C are:

- Shari Hildred, Executive Director
- Jordan Hallawell, Communications Coordinator

Summary of Meeting Dates

The AMICCUS-C Executive met on the following dates in 2024, with the Executive Director acting as Chairperson: September 5, October 10, November 13-14 (in-person); and, in 2025 on January 9, February 5, March 14, April 17 and May 15.

Priorities

In alignment with the Board-established Strategic Plan, a number of priority areas were focused on over the past year:

- Planning of the 2025 NPC along with preliminary 2026 and 2027 NPC planning considerations;
- Review of Bylaws for any adjustments or amendment to move forward to 2025 AGM;
- Approval of standards for accreditation program and work with Ethic Committee to launch pilot;
- To ensure ongoing nominations to the various Awards in the Award Program;
- Enhancements of the website and *Social* Community Platform;
- Board approved a new Conference Policy which was formally embedded into all AMICCUS-C hosted events in 2024 forward;
- Board completed bi-annual review of NPC and RPC Hosting policy;
- Ongoing Strategic Plan development/implementation.

Detail of Activities

National Professional Conference (NPC) Planning

2024 NPC – University Student Council of Western University picked up on their missed opportunity to host NPC in 2020 due to COVID-19; hosting May 27 - 30, 2024 in London ON! Thank you to Jeff Armour, Karla Pacheco and Jaclyn Higgins along with the entire USC team for delivering last's year's NPC with the theme of 'Find Your Why'!

2025 NPC

The Board extends a HUGE thank you to University of PEI Student Union – Melissa Morrow and Holland College Student Union - Candice Heigh for co-hosting this year's NPC in Charlottetown PEI May 26 - 29, 2025!

2026 NPC Planning

The Board concluded their call of interest and is thrilled to advised that the 2026 NPC host will be University of Alberta Students' Union, with Craig Turner as lead.

2027 NPC – Call of Interest

The Board has opened a national call of interest to host the 2027 NPC. The Board is targeting interest from the Central Region for this future conference and has received one proposal. Expressions of interest should be submitted no later than June 30, 2025.

Ethics Committee

The Board committed to undertaking a major initiative which would result in development of a code of professional ethics and conduct (complete) as well as a standards of membership certification and accreditation program and pilot project (complete). Next steps will be to present the Accreditation Program to the Membership and officially launch the program in the Fall of 2025. The ad hoc Ethics Committee is comprised of: Kate Jarman, Co-Chair (Capilano); Matthew May (Assiniboine and subject matter advisor resource to Committee); Rachel Paris (SAIT); Cherie Sawaryn (NorQuest); Carol Tetreault (SaskPolyTech); Kayleigh Rossetto (Brock); Cindy Roose (Augustana); Joel Willett (Fleming); and newest member Raymond Blanchard (FÉCUM), and with support from the Executive Director and Communications Coordinator.

Selection Committee

The Board serves as the Selection Committee to receive nominations and adjudicate applications for recipient(s) to be recognized at the NPC closing banquet. The Board also adjudicates the annual NPC Travel Bursary applications (maximum of five and five were awarded).

Membership Administration

The AMICCUS-C Membership as of May 12, 2025 totalled 84 organizations. Renewal of memberships commenced in January with renewal information compiled using QuickBooks Online and dues being collected. Members are responsible for advising the

Executive Director of changes in FTE student members to ensure any fee adjustments can be made prior to the next billing cycle as membership fees relate directly to student counts.

Service Partners

AMICCUS-C continued its Service Partner program by identifying and working with prospective partners who could augment the organization's professional development program. This included continued working relationships with: PayScale and Salopek & Associates Ltd.

Appointment and Thanks

The Board would like to thank Sarah Bray, Saint Mary's University Student Association for accepting the Board's appointment as Chief Returning Officer (CRO) for the 2025 election process. The board would also like to thank Chirstopher Girodat for his service as CRO for the 2023 and 2024 elections processes. The CRO role is a critically important one and the Board is appreciative of Chris and Sarah for contributing their time, talent, and expertise in carrying out the CRO duties.

Conclusion

As we wrap up this year and reflect, the Board continues to be excited about new strategic initiatives to provide value for members through services and opportunities to learn from each other, connect with friends and colleagues and share ideas.

Thank you to our home institutions for their support and for recognizing the personal and professional value in allowing their staff to serve colleagues across the country.

Thank you to Shari and Jordan. Your professionalism and commitment are appreciated, with much gratitude for your dedication to your work and ensuring the success of AMICCUS-C .

And finally, to our families and friends, we thank you for your support and letting us devote a little bit of our personal lives to AMICCUS-C.

Sincerely,

2024-25 AMICCUS-C Executive Board

Jeannette Mandrusiak, President

Leeanne Mills, Western Director

Sandy Taylor, Central Director

Erin Mallory, Eastern Director