
Minutes

EXPERIENCE REQUIREMENTS COMMITTEE

Meeting of Friday December 18, 2015

Members:

Santosh Gupta	Mohinder Grover
David Kiguel	Franz Newland
Saverio Pota	Sat Sharma
Andrew Poray	Tom Murad
Duncan Blachford	Antonio Paz
Branislav Gojkovic	Reda Fayek
George Chelvanayagam	Changiz Sadr
Cam Mirza	Ayvun Jeganathan
Bill Jackson	Hassan Erfanirad
Christian Bellini	David Kahn
Mario Orbegozo	Bosko Madic
Berta Krichker	Tibor Palinko
Barry Hitchcock	James McConnach
	Andrew Cornel

Regrets:

Mihir Thakkar
Duncan Sidey
Rishi Kumar
Jeremy Carkner
George Apostol
Jian-Guo Wang
Tahir Shafiq
Gabriel Oprea
Ravi Gupta

Staff:

Michael Price, Deputy Registrar
Pauline Lebel
Moody Farag
Lawrence Fogwill
Muna Labib
Ann Pierre
Daniel Mandefro
Mark Hekimgil
Marsha Serrette

Guests:

Leanne Worsfold

1. Call to Order and Chair's Remarks

The meeting was called to order at approximately 1:30 PM

2. Approval of the Agenda

MOTION:

It was **moved** by A. Poray and **seconded** by C. Sadr that the agenda be approved as amended.

CARRIED

5. Chair's Report

- The Subcommittee met on November 17, 2015. S. Gupta verified that the finance committee had approved the funds for the upgrade of the audio visual system in the interview rooms
- Lawrence Fogwill gave a report on the improvements of the Limited Licence ratification process. This will be discussed further in agenda item 9
- ERC subcommittee terms of reference to be approved. This will be moved to agenda item 10
- Pauline Lebel gave an update on icomp consulting to be discussed further during agenda item 11
- Progress of the CPD work by the PEO taskforce, the latest release was sent to the committee on December 9, 2015
- S. Gupta gave an update on parts A & B of the ERC manual agenda item 12
- Council Meeting November 17, 2015 Highlights:
 - Discontinuation of the Ontario Centre for Engineering and Public Policy
 - Council approved operating and capital budgets
 - Council approved all consulting engineer designations
 - Council approved the changes to the committee's terms of reference, workplans, and human resources plans
 - Daniel Mandefro circulated the latest development re: industrial exception via email
- Chair attended the LIC meeting. At this meeting a draft document was discussed re: the ARC role in the licensing process and how these recommendations need to be incorporated into our regulations.

3. Approval of Minutes of the October 23, 2015 Meeting

Motion:

It was **moved** by Andrew Poray and **seconded** by Chanqiz Sadr that the Minutes of the October 23, 2015 meeting be approved as amended

An Action list for all ERC meetings was discussed.

It was **moved** by C. Sadr and **seconded** by M. Grover that an action list be created for all ERC meetings.

CARRIED

11. Update on Consultant's Activities:

L. Worsfold reported on Preliminary finding of a survey that was sent to applicants who participated in the ERC interview process from September 1, 2015 through to the first week of December 2015. There were 170 people who participated in the survey. The results being presented today represent all the responses.

Highlights:

- Process times for interview dates were too long (3 months)
- Purpose of the interview, 70% of applicants had a good understanding of the expectations coming into the interview
- 36% of people felt the interview did not meet their purpose/expectations
- Majority of applicants spent 6 hours preparing for the interview.
- 71% of applicants would like to see sample interview questions
- 54% of applicants had two projects reviewed, 28% of applicants had only 1 project reviewed. – need to put clear processes in place to prevent inconsistency
- Perceived confidence of the process: 44% said somewhat to not confident. Look at how to increase the confidence level of candidates
- 74% like the interview process, and felt it allowed a more accurate reflection of their knowledge and experience
- Performance review of interviewers: 30% felt there was a level of unprofessionalism that was experienced
- 75% felt it was a well organized interview

Recommendations Process Changes & Training:

- Creating a strong blue print of expectations. Competency based assessment- set of defined behaviours to be assessed.
- Moving to a semi structured interview so everyone has the same expectations
- Functional Analysis framework -- Units, experience, communication, project management and foundational theories.
- Trending outcome measurements in validating PEO processes and confirming the reliability of the scoring inferences
- Communicate what their outcome was prior to survey. 48% were exempted from writing the confirmatory exam. The overall pass rate was 60%.
- Recommendation: looking at this trending and find out what the pass rate of the candidates on the technical exams.

The final report will be finished in early January and will be presented to the subcommittee for review. They will make recommendations to the ERC for review and adoption. After the presentation by Ms. Wolsford the committee members discussed her findings to date. The final report will include additional demographical information that will provide further insight to the findings.

6. Deputy Registrars Report

- Engineers PEI now treating applicants from the Washington Accord accredited programs as meeting the requirements for licensure
- Ontario Fairness Commissioner has produced their 2014/2015 annual report. Copies were made available to committee members.

7. Licensing Regulations Update

- None to Report

8. Engineers Canada Update

- CEAB accreditation criteria are currently under review by Engineers Canada consultation group. That group has been meeting since September 2015. Recommendations should be presented at the next Engineers Canada meeting in February 2016
- Educational Assessment proposal is on hiatus
- Competency based Assessment project. Engineers Canada is looking at how they can engage associations going forward on this project. Further update will be given at the next ERC meeting

9. Limited Licence Update

- First Limited Licence interview was successful.
- 25 files (applications) went to ARC last month
- Ratification Enhancement taskforce. Peter Jarrett will provide a report at the February meeting.

10. ERC Sub-Committee Terms of Reference

David Kiguel presented the ERC Terms of Reference document to the committee

It was **moved** by Cam Mirza and **seconded** by Mohinder Grover that the Terms of Reference be approved.

CARRIED

12. ERC Procedures Manual Update

- M. Grover provided the current status of the procedure manual. The subcommittee has reviewed part A of the manual.
- The interview specific part of Part A is now moved to Part B
- There were some concerns expressed in the recent past about how the interviews are directed
- Bill Jackson to review and comment on the document
- The manual will be a living document

Adjournment: at 4:00pm

Next Meeting: February 26, 2016 at 1:30pm