



Minutes

ACADEMIC REQUIREMENTS COMMITTEE

Meeting of Friday, August 19, 2016

PRESENT:

Members:

Leila Notash, Chair	Amin Rizkalla
R.Subramanian, Vice Chair	Remon Pop-Iliev
Judith Dimitriu	Medhat Shehatat
Bob Dony	Shamim Sheikh
Ross Judd	Jacqueline Stagner
Joe Lostracco	Allen Stewart
Magdi Mohareb	Seimer Tsang
Meilan Liu	

Staff:

Michael Price, Deputy Registrar
Moody Farag
Esther Kim
Pauline Lebel
Marsha Serrette
Irene Zdan

Regrets:

Sanjeev Bhole
Waguhi ElMaraghy
Stelian George-Cosh
Amir Fam
Roydon Fraser
Ian Marsland
George Nakhla
Suresh Neethirajan
Heather Sheardown
Juri Silmberg
Barna Szabados
John Yeow
Gosha Zywno

Guests:

Santosh Gupta, ERC Chair
David Kiguel, ERC Vice Chair

1. Call to Order and Chair's Remarks

The meeting was called to order by the Chair, Leila Notash at approximately 10:35 AM.

2. Approval of the Agenda

The Chair, Leila Notash, requested that the following items be removed from the agenda.

Item 8.8 P.Eng Expectations
Item 8.2 EChat Forum Items

MOTION:

It was **moved** by Bob Dony and **seconded** by Ramesh Subramanian that the agenda be approved as amended.

CARRIED

3. Approval of the Minutes of the July 22, 2016 Meeting

David Kiguel brought to the attention of the committee clarifications to the ERC report.

- It was approved that an ERC panel of three members should be conducting Limited Licence interviews. This is a temporary measure to be in place until some recent issues are resolved.
- Improved Interviews Implementation Plan Working Group (I3PWG) was formed to implement the consultant's recommendations. The consultant gave 10 recommendations. The task of the subcommittee is to develop an implementation plan for the recommendations accepted by the ERC. They will present to the ERC in October.

MOTION:

It was **moved** by Ross Judd and **seconded** by Ramesh Subramanian that the minutes of the July 22, 2016 meeting be approved as amended.

CARRIED

4. Matter(s) Arising from the Minutes

No matters to report

5. Chair's Report

The Chair attended the two-day Forum on Accreditation organized by Engineers Canada on August 17-18, 2016. There were many discussions at the Forum. Majority of participants indicated that they would like to see a quantitative input measurement such as Academic Units. Forum recommendation was a taskforce would be established with representatives from each of the stakeholders. This item will be discussed further under item 8.3.

6. Deputy Registrar's Report

Deputy Registrar, Michael Price reported on the following items:

- Attended the Forum on August 17, 2016
- Six additional ARC members have completed the equity and diversity module; about half of the committee has completed the training. The link will be sent out to committee members to encourage more to complete the module. A report will be provided to the November council of the completion level of the module by ARC and ERC members.
- The LIC meeting has been rescheduled due to Forum on Accreditation. The LIC meeting will be on August 25, 2016.
- Joint CEAB, CEQB and Admission officials meeting will be taking place September 16, 2016 in Halifax, NS.
- There is currently an agreement with Engineers Canada and the Asia Pacific Economic Cooperative and the International Professional Engineers Association. Both these agreements have engineer registers that are administered by APEGBC. As of September 15 the registers will be administered by Engineers Canada.
- There is an inconsistency in that currently PEO only requires CEAB applicants to provide transcripts directly from post secondary institutions. Non-CEAB applicants can submit a photocopy of their transcripts. Feedback from ARC is that transcripts are preferred to come directly from the institution for all applicants.

7. Endorsements

7.1 Reading Assignment of Technical Reports/Synopses

One technical synopsis was submitted in the field of manufacturing and was titled, Caustic Circulation Pump (Alkyl Application) Mechanical Seal Selection Process & Design. Ross Judd read this synopsis and suggested Dr. David Weaver, P.Eng. formerly of McMaster University.

7.2 Issues Arising from ARC/Deputy Registrar Recommendations

There were two files both from MRA institutions and they both have been taken care of.

7.3 Issues Arising from ERC Recommendations for Applicants Referred by ARC

No issues to report

8. Procedural and Related Matter(s)

8.1 Licensing Committee Update

No items of discussion

8.3 Canadian Engineering Accreditation Board (CEAB) Update

Bob Dony reported on the Forum on Accreditation organized by Engineers Canada that took place on August 17-18, 2016. He reported to the committee his perspective coming from a regulator and CEAB member.

- It was a very well run event, but the framework was fundamentally flawed. The existing system was not an option; this was stated at the beginning of the conference. Whereas the regulators are satisfied and confident with the current system.
- The Forum was full of stakeholders that included students, universities, and industry but the fundamental stakeholders are the regulators and that seems to have been lost in the process.
- Various issues that were discussed and prioritized were done by voting.
- There is a misunderstanding of the accreditation process, and that component was not addressed or discussed over the two days.
- There was not an opportunity for the Deans to share with other Deans what they are doing to make their programs meet the current accreditation criteria.
- All comments that were raised at the forum will be sent to all participants. Issues that are raised in future the ARC will respond to.

Outcome of the Forum is a taskforce would be established with representatives from each of the stakeholders.

8.4 Canadian Engineering Qualifications Board (CEQB) Update

No updates

8.5. CEQB Revised Syllabi (2016)

8.5.1 Civil - Boardsheet will be voted on at the next meeting

8.5.2 Electrical - No changes

8.5.3 Chemical - Examinations to be added to section B.

8.5.4 Mechatronics - Moved to the next meeting

8.5.5 Naval – Moved to the next meeting

8.5.6 Mechanical - Moving advance fluid mechanics from section B, to section A. Fluid machinery moved from section A, to section B. There are 7 courses in section A, only six are required; it will be noted on the boardsheet. Ross Judd had a concern with one of the mechanical textbooks as it is more of a technician level. The book should be removed and updated with a more current book. Ross Judd will email Moody Farag to replace the current textbook.

It was moved by Bob Dony and seconded by Ramesh Subramanian that the Electrical, Chemical and Mechanical boardsheets be accepted.

CARRIED

8.5.7 Communication Infrastructure Engineering Program. Bob Dony reported on the challenge of the newly created discipline. Referring to the Regulation section 33.1.1 an applicant must obtain a bachelor degree from an Engineering program at a Canadian university that is accredited to the council satisfaction or equivalent engineering qualifications recognized by the council. As it stands there is no program at a Canadian university that substantially matches the syllabus for CIE. It was suggested by Michael Price that this matter should be discussed at the next Licensing Committee meeting.

8.6 LEC update

No Items to Report

8.7 CIE

Michael Price reported that there were no additional applications since the last meeting.

8.9 ARC 2017 Workplan

Leila Notash presented to the committee a draft report of the ARC workplan of 2017. Members of the committee gave their suggestions and edits to the document. The final version will be circulated to the committee before it is submitted to Council.

Motion: It was moved by Judith Dimitriu and seconded by Ramesh Subramanian to approve the amended changes to the 2017 ARC workplan.

8.10 ERC Report

David Kiguel reported on the following items:

- The next ERC meeting is on August 26, 2016
- I3PWG – Improved Interviews Implementation Plan Working Group was formed by the ERC subcommittee to develop a plan to implement the consultant's recommendation in response to the Fairness Commission report. This group had a brainstorming workshop on August 5, 2016 and completed their implementation plan. David Kiguel is currently working on the draft report that will be presented to the ERC subcommittee for approval at the September 15, 2016 meeting.
- ERC procedures manual - The manual taskforce met on August 3, 2016 to consider latest comments received. Special thanks to Leila Notash, Seimer

Tsang and Barna Szabados for their valuable comments. Final revisions are taking place by Pauline Lebel. The plan is to release Version 0 as soon as the final revision is completed.

9. New Procedural Matters for Discussion

10. Other Business

Whitepaper report from National Council of Deans asking for outcome based CEAB review. Roydon Fraser, Leila Notash, Waguih EIMaraghy, Al Stewart and Bob Dony, prepared a response. It was suggested that it may be better to respond to the outcome of the Forum on Accreditation than responding directly to the Whitepaper at this time.

11. Adjournment

It was moved by Bob Dony and seconded by Ramesh Subramanian that the meeting be adjourned at 12:26pm

Next Meetings: September 30, 2016 and October 21, 2016