
MINUTES

ACADEMIC REQUIREMENTS COMMITTEE

Meeting of Friday, August 25, 2017

PRESENT:

Members:

Leila Notash, Chair	Ian Marsland
R. Subramanian, Vice Chair	Magdi Mohareb
Sanjeev Bhole	Remon Pop-Iliev
Judith Dimitriu	Amin Rizkalla
Bob Dony	Juri Silmberg
Roydon Fraser	Shamim Sheikh
Stelian George-Cosh	Medhat Shehata
Ross Judd	Allen Stewart
Meilan Liu	Gosha Zywno
Joe Lostracco	

Regrets:

Waguih ElMaraghy
Amir Fam
Michael Hulley
George Nakhla
Jacqueline Stagner
Allen Stewart
Barna Szabados
Seimer Tsang
John Yeow

Staff:

Michael Price, Deputy Registrar
Anna Carinci-Lio
Moody Farag
Faris Georgis
Esther Kim
Pauline Lebel
Marsha Serrette
Tebello Tholane

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 10:32 AM.

2. Approval of the Agenda

The Chair, requested to remove item 8.4. Discussions will be deferred to the October meeting.

MOTION:

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

CARRIED

3. Approval of the Minutes of the July 28, 2017 Meeting

MOTION:

It was **moved** by Ross Judd and **seconded** by Ian Marsland that the minutes of the July 28, 2017 meeting be approved.

CARRIED

4. Matter(s) Arising from the Minutes

Ross Judd requested clarification on item 8.1. The item will be corrected as follows: The discussion at the committee was if we address the issue of the academic requirements of an EIT in Ontario that would address the needs of an appeals process. Ontario is the only province where an applicant when assigned 1 or more exams can still be considered an EIT. In other province's the academic requirements must be met before an applicant can receive EIT status. This change will address the needs of an appeals process. If you apply to be an EIT in Ontario and the requirements were the same as in the other provinces this would address the issue of academic appeals because the requirements to be an EIT is you must meet the academic requirements.

5. Chair's Report

Leila Notash reported that the Engineering Reports Requirements have been revised. It will be discussed under item number 8.

6. Deputy Registrar's Report

Michael Price reported on the following:

- He will attend CEAB, CEQB and National Admission Officials Group (NAOG) meetings the week of September 6, 2017 in Edmonton, Alberta.
- The Limited Licence subcommittee meeting has been rescheduled to September 22, 2017.
- He updated the committee on the status of the Ontario Fairness Commission. PEO has received the final report. There are 5 recommendations from 2017 and three carryovers from 2014.

5 Recommendations

1. Develop and articulate timelines for responding to applicant's inquiries and requests. This will be addressed through the online licensing system project.
2. Develop a policy or procedure to ensure that internal review of applicants' files cannot be completed by the same assessor who completed the initial review. This item will be addressed by the ARC as in some disciplines there is only 1 ARC member to assess academic qualifications.
3. Engage a psychometrician to conduct review of the PPE to confirm its validity.
4. Implement guidelines for decision makers that include clear directions of what to do if they find themselves in a situation of potential bias
5. Following the outcome of the Canadian Environment Experience Requirement Project, review acceptable alternatives for meeting the competencies associated with the four-year Canadian experience for limited licensure

3 Carryovers

1. Continue working with APEGBC Canadian Environment Experience Requirement Project to articulate the competencies associated with the current requirement for one year Canadian environment experience.
2. Continue working with the Canadian Environment Experience Project to review acceptable alternatives for meeting the competencies associated with the current one year Canadian environment experience requirement. Develop an action plan to implement any identified alternatives.
3. Review training programs for members of ARC and ERC with attention to equity and diversity, make the training mandatory for all ERC and ARC members. Introduce mandatory training on AODA (Ontario Accessibilities Act).

7. Endorsements

7.1 Reading Assignment of Technical Reports/Synopses

There is one technical reports synopsis, Applying Arc Flash Mitigation Techniques as an Engineer in Training, Remon Pop-Iliev to review.

7.2 Issues Arising from ARC/Deputy Registrar Recommendations

Moody Farag reported that there was one concern about a decision made to a file that was reviewed at a previous meeting. The file was brought back to the ARC member to be reviewed and to make a recommendation.

7.3 Issues Arising from Recommendations for applicants Referred by ARC

No issues to report

8.1 Licensing Committee Update

The next meeting is Thursday September 21, 2017. Tracey Caruna, EIT Manager will present to the committee on the current EIT program and structured internship.

8.2 CEAB Update

Bob Dony reported on:

- The CEAB will meet the week of September 6, 2017 in Edmonton.

8.3 CEQB Update

Roydon Fraser reported on:

- He has circulated the syllabus committee report on admission of non-CEAB applicants. He requested that committee members provide feedback to him before the next CEQB meeting in September.
- The EIT Committee is looking at entrepreneurs and people who want to start a business right out of university. He requested to the committee if anyone knows of companies that have engineers that did start-ups right after graduation.

8.4 Discussion on Depth and Breadth

Deferred to the October meeting

8.5 Special Confirmatory and directed Confirmatory Examination Programs

The special confirmatory and directed confirmatory programs pilot project expires in December 2017. The committee reviewed the data and summary report that was provided by PEO staff.

Bob Dony moved and Juri Silmberg seconded, to discontinue assignment of the Special Confirmatory program effective August 25, 2017.

CARRIED

Roydon Fraser moved and Juri Silmberg seconded, all applicants that are in the process with an open file that is assigned a special confirmatory if they have written one or fewer exams they are given a confirmatory. If they have written two or more exams it comes back to ARC for reassessment.

UNANIMOUSLY CARRIED

8.6 ERC Report

David Kiguel reported on the following items:

- To address the issue of applicants filing formal complaints against interview panelists, the ERC Sub-Committee discussed the matter at the July 27, 2017 meeting and recommends that the ERC adopts the following approaches:
 1. Consult with the Complaints and Investigations Department to consider what options may be available to avoid situations where complaints relating to ERC interviews end up in PEO's formal regulatory complaints process rather than being communicated directly to the Licensing Department.
 2. Explore what modifications might be made to the interview process, including but not limited to written materials and communications with applicants, to encourage applicants who may have complaints related to their interviews to direct these to the Licensing Department.
Gerard McDonald, Linda Latham and Michael Price, and Santosh Gupta will meet to discuss this matter further.
- The ERC also discussed a case where an applicant requested that a paper review be completed instead of an interview. The ERC decided that no paper review will be done. The applicant must come in for an interview.
- The next ERC meeting is on October 20, 2017. A discussion on bias and conflict of interest is on the subcommittee agenda. The ERC has a target date of December to complete the bias policy.

9. New Procedural Matter(s) For Discussion

No items to report

10. Other Business

Judith Dimitriu reported on an applicant whose engineering courses appears to have been taken online from Purdue University. These courses cannot be confirmed. On the course description, it states online. The transcript does not indicate that the course was an online course.

11. Adjournment

Meeting adjourned: 11:40AM

Next Meeting: September 22, 2017