
Minutes

Equity & Diversity Committee

Tuesday, December 6, 2016

Room 1B, PEO Offices

5:00 PM

Present: Márta Ecsedi, P.Eng. (Chair)
Greg Allen, P.Eng. (joined at 5:15 PM)
Nima Eslaminasab, P.Eng. (joined at 5:20 PM)
Simone Larcher, P.Eng. – by teleconference
Rakesh Shreewastav, P.Eng. – by teleconference
Bob White, P.Eng.

Regrets: Rishi Kumar, P.Eng.
Vera Straka, P. Eng.

Consultant: Ann Holmes

Staff: Fern Gonçalves
Rob Dmochewicz

1. Opening Remarks

The Chair, Márta Ecsedi, called the meeting to order at 5:12 PM and welcomed everyone.

The Chair called for one minute of silence to commemorate the 27th anniversary of the shooting rampage at the École Polytechnique de Montréal in which 14 women were killed.

2. Approval of Agenda

Moved by Bob White, seconded by Simone Larcher, that the Agenda be approved as presented.

MOTION CARRIED

3. Approval of Minutes

Moved by Simone Larcher, seconded by Greg Allen, that the Minutes of the November 1, 2016 meeting be approved as presented.

MOTION CARRIED

4. Committee Term Limits

As reported at the previous meeting, the Chair advised that Council had passed a motion at its September meeting directing all committees to revise their Terms of Reference to indicate the length of service and maximum term limits for Chair, Vice Chair and members by March 31, 2017.

Based on an initial discussion, the following options were proposed:



- The Chair and Vice Chair are elected for a two-year term, commencing in January, and can be re-elected to serve a maximum of four consecutive years in the position.
- The Chair and Vice Chair are elected for a two-year term, commencing in January. The Chair and Vice Chair can be re-elected to serve a maximum of three consecutive terms; however, are only eligible to serve a third term if there are no other expressions of interest.
- Committee members are appointed annually by Council, from January to December, and can serve for a maximum of 10 consecutive years.

5. Equity & Diversity Implementation Action Plan – Review

• Policy Statement 1

(i) E&D Online Module: Usage Update

Staff reviewed a usage chart, which included the following data:

- 877 total users from October 2013 to November 2016
- 161 users from October to November 2013
- 315 users from December 2013 to November 2014
- 244 users from December 2014 to November 2015
- 157 users from December 2015 to November 2016

Fern advised that future usage updates will be provided semi-annually at the June and December meetings.

• Policy Statement 2

(i) Presentation Log & Feedback Forms

The Chair provided an update on presentations facilitated at 17 chapters (out of 36 chapters) and reviewed a summary of feedback received.

(ii) Engineering Dimensions Articles

The Chair reported that she connected with the Engineering Dimensions staff and the following is tentatively scheduled:

- Internationally Educated Graduates (IEG)
- Engineering Interns completing the Aboriginal Access Program
- EDC seeking Equity and Diversity success stories

• Policy Statement 6

(i) Attentive to E-blasts

Ann advised that all background information about PEO Awards Program, volunteer openings, and Council election, is already available on the PEO website and included in e-blasts distributed to members of the association. Therefore, instead of creating additional hand-outs, PEO staff will send reminders to EDC members prior to e-blast distribution.

(ii) Proposal for Pilot to introduce a Chapter Award

Ann advised that RCC has requested the PEO Awards Committee (AWC) to peer review the proposal. The AWC's next meeting is in January 2017.

• Policy Statement 7

(i) Develop Project Plan to Identify Perceived Barriers and Recommendations for Change



Ann advised that EITs and recent licencees would be the target audience for the proposed focus group and that discussion questions will need to be developed. Further discussion was deferred to the meeting in January.

2017 Meeting Dates:

- Wednesday, January 25
- Wednesday, March 29
- Tuesday, May 16
- Tuesday, June 20
- Tuesday, September 19
- Wednesday, October 25
- Wednesday, December 6

There being no further business, the meeting adjourned at 6:50 PM.

LIST OF ACTION ITEMS:

Responsible	Action	Date Assigned	Status
Fern	To continue to monitor Committee use of E&D Work Plan template	January 20, 2016	Ongoing
Márta Ecsedi	To update the E&D PPT presentation log	March 8, 2016	Ongoing
Márta	To send an updated Presentation Log to staff and to provide copies of evaluation feedback forms	September 21, 2016	Completed – December 6, 2016
All members	To study the Memorandum on Committee Volunteer Term Limits and supporting material for discussion at the next meeting	November 1, 2016	
Márta	To connect with PEO's Engineering Dimensions Acting Managing Editor to identify target date for the Aboriginal-related article in 2017	November 1, 2016	Completed – December 6, 2016