



Minutes

Equity & Diversity Committee

Wednesday, January 25, 2017

Room 1B, PEO Offices

5:00 PM

Present: Márta Ecsedi, P.Eng. (Chair)
Greg Allen, P.Eng.
Nima Eslaminasab, P.Eng.
Rishi Kumar, P.Eng.
Vera Straka, P. Eng.
Bob White, P.Eng. – by teleconference

Regrets: Simone Larcher, P.Eng.
Rakesh Shreewastav, P.Eng.

Consultant: Ann Holmes

Staff: Rob Dmochewicz

1. Opening Remarks

The Chair, Márta Ecsedi, called the meeting to order at 5:37 PM and welcomed everyone.

She reported the various updates. Simone Larcher has resigned from EDC effectively this meeting. At the invitation of President Comrie, the Chair will attend the Council Plenary session on March 23, 2017 and deliver an information presentation on EDC activities. Lastly, Registrar Gerard McDonald sent a request seeking consultative committee input on the next iteration of PEO's Strategic Plan for 2018-2020. It was agreed to invite the Registrar to the March 29th EDC meeting.

2. Approval of Agenda

The Agenda of the January 25, 2017 meeting was reviewed and approved as amended.

Moved by Vera Straka, seconded by Rishi Kumar:

That the Agenda of the meeting be approved as amended.

MOTION CARRIED

3. Approval of Minutes

The Minutes of the December 6, 2016 meeting were reviewed and approved as presented.

Moved by Nima Eslaminasab, seconded by Rishi Kumar:

That the Minutes of the meeting held on December 6, 2016 be approved as presented.

MOTION CARRIED



4. Committee Term Limits

The Chair reminded the committee that Council had passed a motion at its September 2016 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.

Moved by Nima Eslaminasab, seconded by Greg Allen:

That the EDC Terms of Reference be amended to include the following term limits for the role of chair, vice chair and committee members:

- **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.**

MOTION CARRIED

5. Election of Chair and Vice Chair

In accordance with the election protocol, the Chair, Márta Ecsedi, turned the role of chair to Ann Holmes. As Acting Chair, Ann Holmes, asked for any nominations for the role of EDC chair.

Moved by Greg Allen, seconded by Vera Straka:

That Márta Ecsedi be nominated for the role of EDC chair.

Márta Ecsedi accepted the nomination. As there were no other nominations, Márta Ecsedi was acclaimed as EDC chair.

Márta Ecsedi assumed the role of chair and asked the committee for nominations for the role of EDC vice chair.

Moved by Vera Straka, seconded by Nima Eslaminasab:

That Greg Allen be nominated for the role of EDC vice chair.

Greg Allen accepted the nomination. As there were no other nominations, Greg Allen was acclaimed as the vice chair.

6. Equity & Diversity Implementation Action Plan – Review

- **Policy Statement 2**

- (i) Engineering Dimensions Articles

Ann Holmes reported that the Chair, Márta Ecsedi, was interviewed on Internationally Educated Graduates (IEG) and the short article was published in the January-February 2017 issue of *Engineering Dimensions* (PEO Committee anticipated value of bringing diversity to registration process, page 33). She also reported that the following articles are scheduled:

- Engineering Interns completing the Aboriginal Access Program (on hold)
- EDC seeking Equity and Diversity success stories (March/April issue)

- **Policy Statement 3**

- (i) Committee Work Plan Template



Ann reported that 10 of 13 committees had incorporated the Equity & Diversity awareness component in the 2017 Work Plans they had submitted to Council for approval at its November 2016 meeting:

- Academic Requirements Committee (ARC)
- Advisory Committee on Volunteers (ACV)
- Consulting Engineers Designation Committee (CEDC)
- Education Committee (EDU)
- Enforcement Committee (ENF)
- Equity and Diversity Committee (EDC)
- Experience Requirements Committee (ERC)
- Government Liaison Committee (GLC)
- Legislation Committee (LEC)
- Professional Standards Committee (PSC)

It was suggested that EDC consider the feasibility of connecting with these committees to inquire what, if any, outcome resulted from incorporating the E&D awareness component in the committee Work Plan. It was agreed that Vera Straka will undertake to review the 2016 Committee Annual Reports that will be presented at PEO's Annual General Meeting in April 2017, and present a summary of any equity and diversity related results at the May 16th EDC meeting.

Action:

- Vera Straka to review the 2016 Committee Annual Reports and present a summary of any Equity & Diversity related results at the May 16 EDC meeting

• **Policy Statement 6**

(i) Proposal for Pilot to introduce a Chapter Award

Ann reminded the committee members that EDC's proposal for a pilot to introduce a Chapter Award had been forwarded to the Regional Councillors Committee (RCC), who in turn, had requested that the proposal first be peer reviewed by the Awards Committee (AWC). Ann advised that the AWC had reviewed and discussed the proposal at its January meeting. The AWC provided RCC and EDC with the following feedback:

While the AWC members were supportive of an initiative to promote and recognize Equity and Diversity efforts at the chapter level, AWC is unable to endorse the proposal as presented given that no specific criteria were developed that could be applied consistently and uniformly across all chapters. Therefore, AWC encouraged EDC to develop the award nomination criteria. If the criteria were developed by May, AWC will peer review the proposal again at its June Strategic Session.

It was agreed that the sub-group responsible for developing the proposal (Vera and Greg) will work to create the award nomination criteria.

Action:

- Vera and Greg to develop the Chapter Equity & Diversity Award nomination criteria



- **Policy Statement 7**

(i) Develop Project Plan to Identify Perceived Barriers and Recommendations for Change
Committee members were reminded that the project plan was to target EIT licence holders and newly licenced P.Engs. to seek their input on perceived barriers to the licensing process. Ann facilitated a discussion to identify possible PEO contact points for the target audience, which included the following list:

- Web application
- Experience Requirements Committee (ERC) interviews
- Academic Requirements Committee (ARC) interviews
- PEO reception (front desk)
- Document submission process
- Professional Practice Exam (PPE)
- Chapter ceremonies (licence presentation)
- EIT seminars

During the discussion the following questions for the target audience were developed:

- Did you encounter any barriers during the process of applying for your EIT / P.Eng. license?
- How was the information delivered to you?
- Were you treated in a professional manner by PEO?
- Overall, how did you find the licensing process?

Rishi Kumar, who is also a member of ERC, advised that some process requirements are based on legislation and therefore should not be perceived as barriers to be changed by this project plan.

Ann advised that, while under discussion by EDC, all information should be kept confidential until the project is finalized to avoid other committees from misunderstanding the intent of the project and therefore avoid unnecessary upset or hard feelings.

2017 Meeting Dates:

- 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 7:45 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
All members	To study the Memorandum on Committee Volunteer Term Limits and supporting material for discussion at the next meeting	November 1, 2016	Completed – January 25, 2017
Vera Straka	To review the 2016 Committee Annual Reports and present a summary of any Equity & Diversity related results at the May 16 EDC meeting	January 25, 2017	
Vera Straka and Greg Allen	To develop the Chapter Equity & Diversity Award nomination criteria	January 25, 2017	