

Minutes

Equity & Diversity Committee

Tuesday, March 8, 2016

Room 1B, PEO Offices

5:00 PM

Present: Márta Ecsedi, P.Eng. (Chair)
Rishi Kumar, P.Eng. – by teleconference (6:20 PM – 6:55 PM)
Sharon Reid, LGA
Rakesh Shreewastav, P.Eng.
Vera Straka, P. Eng.

Regrets: Merv Dewasha, P.Eng. (Vice Chair)
Greg Allen, P.Eng.

Consultant: Ann Holmes

Staff: Fern Gonçalves
Rob Dmochewicz

1. Opening Remarks

The Chair, Márta Ecsedi, welcomed everyone and called the meeting to order at 6:15 PM.

2. Approval of Agenda

Moved by Rakesh Shreewastav, seconded by Sharon Reid, that the Agenda be approved as presented.

MOTION CARRIED

3. Approval of Minutes

Moved by Vera Straka, seconded by Sharon Reid, that the Minutes of the January 20, 2016 meeting be approved as presented.

MOTION CARRIED

4. Election of EDC Chair and Vice Chair

Moved by Sharon Reid, seconded by Rakesh Shreewastav, to appoint Márta Ecsedi as the Chair of the Equity and Diversity Committee.

MOTION CARRIED

Election of Vice Chair was deferred to next meeting.



5. EDC Membership Update

The Chair reported that 24 professional engineers had applied on the volunteer posting advertising an opening on EDC. She also advised that she had received a summary of candidate experience and competencies, and together with staff, had selected five candidates (two women and three men) to come in for an interview.

The Chair further reported that Sharon Reid, an LGA Councillor, had submitted her resignation from Council effective the Annual General Meeting on April 30. It was also noted that Sharon has agreed to remain as a member of Council and EDC until such time as the Attorney General's Office confirms a replacement appointment to Council.

6. Equity & Diversity Implementation Action Plan – Review

- **Administration**

Ann Holmes reported that the planning subcommittee suggested reviewing the committee's Work Plan semi-annually, not quarterly (page 8 of the Action Plan).

- **Policy Statement #7 – EDC Survey**

Fern reported that the deadline for presentation of the Membership Satisfaction Survey results to Council was extended to the June 24 meeting. Therefore, the review of the survey results by EDC members will also be deferred.

- **Policy Statement #6 – Proposal for introduction of Chapter Award**

Vera Straka prepared the final edition of the Chapter Award proposal. The next step is to request that the proposal be included on the Agenda for the RCC meeting. Fern Gonçalves advised that RCC must approve the proposal in order to present it at the Chapter level.

Moved by Vera Straka, seconded by Rakesh Shreewastav, that EDC recommends that RCC approve the introduction and implementation of a Chapter Equity and Diversity Award as presented at the meeting.

MOTION CARRIED

- **Policy Statement #3 – Report on Work Plan Submissions**

Fern reported that to-date 18 committees had submitted a Work Plan for Council approval, of which 10 committees had used the standard template and 8 had used the EDC template. One committee that used the old template did include Equity and Diversity considerations in their plan.

- **Policy Statement #2 – Presentation Update / 2016 Engineering Dimensions Articles**

Ann reported that the first EDC article will be published in May/June issue. The revised EDC article publishing plan is as follows:

- **May/June:** EDC achieves success through collaboration
- **September/October:** Aboriginal-related article covering the initiatives undertaken by EDC
- **November/December [TBC]:** Article showcasing EDC members

The Chair advised that she will update the PPT presentation log to include recent activity and will forward the revised activity log to EDC members.



- **Policy Statement #1 – Report to Council**

It was agreed to present an “information” briefing note to Council for the June 2016 meeting as a means to increase Council’s awareness of EDC, E&D policy and module.

- **Year Six Objectives – Further Review**

The committee reviewed and discussed year six objectives for each policy statement and agreed on the following:

- Confirmed year six objectives for Policy Statement #1
- Amended and confirmed year six objectives for Policy Statement #2
- Amended and confirmed year six objectives for Policy Statement #3
- Confirmed year six objectives for Policy Statement #6
- Confirmed year six objectives for Policy Statement #7

Next Meeting Dates

- Tuesday, May 10, 2016
- Tuesday, June 14, 2016
- Wednesday, September 21, 2016
- Tuesday, November 1, 2016
- Tuesday, December 6, 2016

There being no further business, the meeting adjourned at 8:20 PM.

LIST OF ACTION ITEMS:

Responsible:	Action:	Date Assigned	Status:
Fern Goncalves	To request that the “Proposal for Chapter E & D Award” be included on Agenda for the next RCC meeting	March 8, 2016	
Márta Ecsedi	To update the E & D PPT presentation log	March 8, 2016	
Márta	To finalize <i>Engineering Dimensions</i> article on aboriginal access program at Queens U by July 24	January 20, 2016	
Márta/ Fern/ Viktoria	To schedule and conduct interviews with potential candidates to fill EDC volunteer opening	March 8, 2016	
Márta / Fern	To develop Information briefing note for the June 24 Council meeting including: <ul style="list-style-type: none"> • reiterate purpose of E&D module, provide link and encourage Councillors to view module • outline implementation action items – link to E&D related articles in <i>Dimensions</i>; review PPT presentation status and mention next E&D survey 	March 8, 2016	
Fern	To continue to monitor Committee use of E&D Work Plan template	January 20, 2016	Ongoing