

# Minutes

## Equity & Diversity Committee

Tuesday, May 10, 2016

Room 1B, PEO Offices

6:00 PM

Present: Márta Ecsedi, P.Eng. (Chair)  
Greg Allen, P.Eng.  
Nima Eslaminasab, P.Eng.  
Simone Larcher, P.Eng.  
Sharon Reid, LGA  
Vera Straka, P. Eng.

Regrets: Merv Dewasha, P.Eng.  
Rishi Kumar, P.Eng.  
Rakesh Shreewastav, P.Eng.  
Fern Gonçalves

Teleconference: Not available due to technical problems

Consultant: Ann Holmes

Staff: Rob Dmochewicz

### 1. Opening Remarks

The Chair, Márta Ecsedi, welcomed everyone and called the meeting to order at 6:15 PM. She introduced new committee members – Simone Larcher and Nima Eslaminasab. The Chair reported there had been a very good response to the EDC volunteer posting and the selection decision was challenging as five good candidates were interviewed. Following the introduction of the new committee members, she asked current members to introduce themselves.

### 2. Approval of Agenda

Moved by Vera Straka, seconded by Greg Allen, that the Agenda be approved as presented.

**MOTION CARRIED**

### 3. Approval of Minutes

Moved by Sharon Reid, seconded by Vera Straka, that the Minutes of the March 8, 2016 meeting be approved as presented.

**MOTION CARRIED**



#### 4. Equity & Diversity Implementation Action Plan – Review

- **Action Plan Updates**

Ann Holmes provided a brief overview of the E&D Implementation Action Plan in order to familiarize new members with the document. She explained the colour codes and that the plan is linked to the EDC Terms of Reference document.

- (i) **Member Satisfaction Survey**

The committee was reminded that the results of the survey will be released once presented to Council in June. Vera Straka and Greg Allen will review and advise whether there are any Equity & Diversity issues raised by responders.

- (ii) **Proposal for Pilot to introduce a Chapter Award**

Ann reported that a memo was drafted, to be included in the next RCC meeting material package. The Chair and the subcommittee members will attend the meeting if possible.

**Action:**

- Fern Gonçalves to contact RCC Chair and Matthew Ng to get the Chapter Award proposal on the Agenda for the next RCC meeting

- (iii) **Inclusion of E&D material in EIT seminar handout**

Márta reported that the last EIT seminar took place in March and the E&D material was included in the seminar handouts. Rob Dmochewicz informed the committee that the next seminar is planned for July and presented E&D slides which are included in the seminar PPT presentation and in printed handouts.

- **Policy Statement 2**

- (i) **2016 Engineering Dimensions Articles**

Ann reviewed previously discussed ideas for *Engineering Dimensions* articles. She reported that the first article, “EDC achieves success through collaboration”, will be published in the May/June issue.

Márta provided a brief update regarding the second article on Aboriginal access programs in engineering and advised that she may require support from EDC members. Nima Eslaminasab and Simone Larcher offered to assist by contacting their professional networks to potentially identify engineers who recently completed the Aboriginal Access Program. Márta will also contact Bob White from the Aboriginal Centre of Excellence for Sustainable Development (BRI International Inc.). As a backup plan, Márta proposed another topic could be considered for second article.

**Action:**

- Nima and Simone to connect Márta with Aboriginal Access Program graduates
- Márta to connect with Bob White from the Aboriginal Centre of Excellence for Sustainable Development

- (ii) **Presentation Log**

Márta reported that during the AGM weekend she met several Chapter Chairs who expressed interest in having the E&D presentation being delivered to their Chapter members. She also distributed an updated Presentation Log. The Chair advised that effective immediately, all



E&D presentations to PEO Chapters will be her responsibility, however all EDC members are welcome to attend. She also presented a draft letter addressed to Chapter Chairs offering E&D presentations to their members, along with sample testimonials from Chapter members who already attended the presentation.

• **Policy Statement 1 – Report to Council**

Both new EDC members reported technical issues regarding their ability to complete the online E&D module and accessing the certificate upon completion. Rob Dmochewicz will contact ScholarLab, the vendor, to resolve those issues. He will also request a report on the module usage and will provide feedback at the next EDC meeting in June.

Ann reminded the committee that an information briefing note (BN) outlining an update on EDC activities will be provided to PEO Council. As the deadline is June 2, Márta suggested that a draft BN could be provided by e-mail to EDC members for their comments.

**Action:**

- Rob to contact ScholarLab regarding online module technical issues
- Rob to monitor ScholarLab usage and provide feedback at the next EDC meeting in June
- Márta to send a draft BN (addressed to PEO Council) to EDC members for their feedback

**Next Meeting Dates**

- 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 7:50 PM.**

**LIST OF ACTION ITEMS:**

Responsible	Action	Date Assigned	Status
Greg and Vera	To review Member Satisfaction Survey and advise whether there are any E&D issues raised by responders	March 8, 2016	
Fern	To contact RCC Chair and Matthew Ng to get the Chapter Award proposal on the next RCC Agenda	May 10, 2016	
Nima and Simone	To connect Márta with the Aboriginal Access Program graduates	May 10, 2016	
Márta	To connect with Bob White ( Aboriginal Centre of Excellence for Sustainable Development)	May 10, 2016	
Fern and Rob	To contact ScholarLab regarding online module technical issues and provide usage report	May 10, 2016	
Márta	To send a draft briefing note (addressed to PEO Council) to EDC members for their feedback	May 10, 2016	