



# Minutes

## Equity & Diversity Committee

Monday, May 4, 2015

Present: Márta Ecsedi, P.Eng. (Chair)  
Vera Straka, P.Eng.  
Greg Allen, P.Eng. - by teleconference  
Shaun Rose, P.Eng.  
Rakesh Shreewastav, P.Eng. - by teleconference  
Sharon Reid, LGA

Regrets: Rishi Kumar, P.Eng.  
Merv Dewasha, P.Eng.

Consultant: Ann Holmes

Staff: Fern Goncalves  
Olivera Tasic

### 1. Opening Remarks

The chair welcomed everyone and called the meeting to order at 5:50 pm.

### 2. Approval of Agenda

Moved by Sharon Reid, seconded by Shaun Rose, that the Agenda be approved as presented.

**MOTION CARRIED**

### 3. Approval of Minutes

Moved by Vera Straka, seconded by Shaun Rose, that the Minutes of January 21, 2015 meeting be accepted as written.

**MOTION CARRIED**

### 4. Equity & Diversity Implementation Action Plan – Review Policy Statement #1 – Engagement of Council members

Sharon Reid reported that in a discussion with President Chong and Registrar Gerard McDonald, it was agreed to include mention of the EDC awareness module at the Council orientation session to raise awareness of the module.



Following a discussion on other actions to increase Council engagement, Council and EDC members Sharon Reid and Rakesh Shreewastav said that they would mention E&D Policy at the May 29 meeting under Councillor Items and ask Council to view the module. The committee agreed to develop a one-page handout to be distributed to Councillors at the May 29 Council meeting.

**Action:**

- Ann Holmes to draft a one-page flyer based on the committee instructions and forward it to Márta Ecsedi, Sharon Reid and Rakesh Shreewastav for their review, approval and use.

**Policy Statement #2 – EDC Awareness Module**

As previously requested module participation statistics were reported based on data available on April 29, 2015:

- In total, 580 have accessed the module.
- 107 or 18.4% completed 100% of the module
- 180 or 31% completed between 40 - 80%
- 293 or 50.5% of participants completed between 0 -10%

The committee agreed on further discussion about the module usage results at the June meeting.

Ann Holmes suggested that committee members provide an update on activities regarding the E&D PowerPoint presentation to PEO's committees and chapters. The Chair reported that during the PEO's AGM weekend she connected with the Porcupine-Kapuskasing Chapter and they will attempt to test an online presentation session using Skype service. The Chair also reported that expressions of interest were received from Engineers Canada, Brampton and Lakehead chapters as well as the Ottawa Chapter.

Vera Straka advised that she successfully established a connection with the chair of the East Toronto chapter and she scheduled a presentation for the next week. Rakesh Shreewastav reported that he completed his presentation to the London chapter and that he received positive feedback from the chapter members.

The EDC members exchanged their personal experiences in delivering the E&D PPT and their tips on how to conduct an interactive and efficient presentation

**Action:**

- Fern Goncalves to develop a draft list of high-level examples of complaints related to equity and diversity for the committee use. Content to be added to Background FAQ document – Presentation Q&A.
- Chair will maintain and share with EDC a log of presentations to Chapters.

**Policy Statement #3 – Committee Consultation Sub-group Update**

The chair reported that she had presented the revised Work Plan template at the recent Advisory Committee of Volunteers (ACV) meeting. The ACV approved the template and its implementation in 2016.



**Action:**

- Márta Ecsedi will work with Chris Kan, the ACV chair, on timing to send out the approved template to all committee chairs with their recommendation to use it. Agreed to distribute the package in August prior to the work planning cycle.

**Policy Statement #6 – Recognition sub-group update**

Vera Straka provided an update received for the chair of the Awards committee (AWC), who advised that AWC developed and implemented a comprehensive communication strategy. Vera reported that the subgroup is working on developing a concept for a chapter level recognition program for short-term volunteer service. The biggest challenge for the sub-group is to develop the concept with a focus on equity and diversity.

**Action:**

- The sub-group to develop a written draft of their proposal and to send it to the EDC members for their feedback before the June meeting.

**Policy Statement #7 & #5 – Interactive Input to Remove Barriers**

The EDC members reported that their research to identify groups which represent engineers in the four targeted groups stated in the EDC mandate (women, aboriginals, visible minorities and persons with disabilities) was not successful, as they could not find any particular groups. It was agreed that the committee needs to explore new approaches in order to create interactive and innovative mechanisms to remove barriers.

**Action:**

- Fern to forward a comprehensive list of comments provided by participants of the 2013 E&D survey to Greg Allen and Vera Straka.
- Members to prepare for the June 15 meeting by thinking of creative ways to develop interactive and innovative mechanisms to remove barriers.

**5. Next Meetings**

- June 15, 2015
- September 16, 2015
- October 28, 2015
- December 9, 2015

There being no further business, the meeting adjourned at 8:10 pm.