



# Minutes

## Equity & Diversity Committee

Wednesday, October 25, 2017

Room 1B, PEO Offices

5:30 PM

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

Regrets: Rishi Kumar, P.Eng.  
Fern Gonçalves, EDC Staff Advisor

Consultant: Ann Holmes

Staff: Rob Dmochewicz

### 1. Opening Remarks

The Chair, Márta Ecsedi, welcomed everyone and called the meeting to order at 6:00 pm.

### 2. Approval of Agenda

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

Moved by Nima Eslaminasab, seconded by Greg Allen:

**That the Agenda of the meeting be approved as amended.**

**MOTION CARRIED**

### 3. Approval of Minutes

The Minutes of the September 19, 2017 meeting were reviewed and approved as presented.

Moved by Rakesh Shreewastav, seconded by Greg Allen:

**That the Minutes of the meeting held on September 19, 2017 be approved as presented.**

**MOTION CARRIED**

### 4. Engineers Canada Initiatives

The Chair invited Rakesh Shreewastav to present a summary of some of the Engineers Canada diversity initiatives. Rakesh reported the following:

- Engineers Canada's 30 by 30 initiative was formally endorsed by PEO Council at their September 2017 meeting. This initiative's goal is that 30 per cent of newly licenced engineers will be women by 2030.
- Canadian Engineering Accreditation Board (CEAB) currently consists of 35% female and 40% bi-lingual members.



- Three of Engineers Canada's 2017 award winners joined Steve Paikin on TVO's The Agenda on October 3, 2017, to talk about the barriers that women face in engineering, and how these challenges are being overcome.
- From November 6 to 8, 2017, about 600 advocates of gender equality from science, engineering, and innovation fields will head to Montréal, QC, to participate in Gender Summit North America 2017.

## 5. Council Update

Rob Dmochewicz reported that PEO Council passed the following motions at its last meeting on September 29th:

- That Council approved incorporating the changes to the Committee and Task Force Terms of Reference Template regarding succession planning and term limits for committee chairs, vice chairs, and members.
- That Council direct that the Terms of Reference for all committees be revised in accordance with the revised template.
- That Council direct all committees to develop a succession plan in accordance with the revised Terms of Reference Template.

It was also reported that Rishi Kumar, who had served on the committee since 2004, has resigned from EDC effective of October 25, 2017. Márta Ecsedi, who serves on the committee since 2004, advised that she will retire by 2019.

## 6. 2018 EDC Roster

The Chair advised that currently there are two vacancies on the EDC and that she will collaborate with Fern Gonçalves, EDC Staff Advisor in order to discuss recruitment of new committee members.

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

- Policy Statement 2  
Soliciting E&D Success Stories  
Deferred to the next meeting.
- Policy Statement 3  
Recommendation regarding PEO Work Plan Template (E&D version)  
Rob reported that EDC recommendation that the E&D version becomes recognized as the only Work Plan template is on the ACV Agenda of their December 7, 2017 meeting.
- Policy Statement 6  
Proposal for Pilot to introduce a Chapter Award  
Vera Straka reported that she met with Greg Allen and that they have developed a draft nomination form as well as the award selection criteria. It was agreed that Greg will check the award documentation for its consistency, for the final review at the December 6, 2017 meeting. It was also agreed that at the next EDC meeting the committee will discuss about how to communicate and promote the award.



**Action:**

- Greg to check the Chapter Equity & Diversity Award documentation for its consistency; the final review to take place at the December 6, 2017 meeting
- Policy Statement 7  
Project Plan to Identify Perceived Barriers and Recommendations for Change  
The Chair reported that the EDC initiative could overlap and interfere with some initiatives currently executed by other committees. However, EDC will continue to monitor undergoing activities to identify perceived barriers and develop recommendations for change.

**8. 2018 EDC Work Plan**

The committee discussed the EDC Policy Statement objectives in order to develop the 2018 Work Plan:

- Policy Statement 1 – Develop new methods to increase E&D module viewing by Council / all PEO members:
  - Encouraging PEO members to complete the module by offering a discount when they pay their annual fees
  - Including the module as a part of PEAK Program
- Policy Statement 2 – Place E&D articles in Engineering Dimensions:
  - Approaching successful engineering companies to collect their stories
  - Developing questions to be asked / script, to obtain consistency

**Action:**

- Each EDC member to outreach three large engineering companies for successful E&D stories
- Policy Statement 6 – Implementation of a pilot of Chapter Award for members active on E&D:
  - The Chair advised that it is too late to promote the award at the Chapter Leaders Conference on November 18, 2017
  - PEO Social Media as a possible venue to communicate and promote the award

**Action:**

- Márta to connect with Duff McCutcheon, PEO Communications Manager, to inquire about possibility of using PEO Social Media channels to communicate and promote a Chapter Equity & Diversity Award

**9. Future EDC Meeting Dates:**

- Wednesday, December 6:
  - 5:30 pm – Business meeting (room 1B)
  - 7:15 pm – Festive dinner (dining room at 8<sup>th</sup> floor)
- 2018 meeting dates – Doodle poll report

**There being no further business, the meeting adjourned at 8:30 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
Fern	To distribute an executive summary of the survey results to committee chairs	September 19, 2017	
Fern	To provide the Advisory Committee on Volunteers (ACV) with the survey results and a recommendation that the E&D version becomes recognized as the PEO Work Plan template	September 19, 2017	Completed – October 25, 2017
Rob	To send Vera and Greg a summary of the AWC recommendations and the link to the Sterling Award Referee Form	September 19, 2017	Completed – October 25, 2017
Greg Allen & Vera Straka	To attend a teleconference with Fern to develop a draft nomination form and selection criteria	September 19, 2017	Cancelled
Greg Allen	To check the Chapter Equity & Diversity Award documentation for its consistency; the final review to take place at the December 6, 2017 meeting	October 25, 2017	
EDC members	Each EDC member to outreach three large engineering companies for successful E&D stories	October 25, 2017	
Márta Ecsedi	To connect with Duff McCutcheon, PEO Communications Manager, to inquire about possibility of using PEO Social Media channels to communicate and promote the Chapter Equity & Diversity Award	October 25, 2017	