

# Minutes

## Equity & Diversity Committee

Tuesday, September 19, 2017

Room 1B, PEO Offices

5:00 PM

Present: Márta Ecsedi, P.Eng. (Chair)  
Greg Allen, P.Eng. (Vice Chair)  
Rishi Kumar, P.Eng. – by teleconference (6:10 – 6:45 PM)  
Rakesh Shreewastav, P.Eng. – by teleconference (5:30 – 6:30 PM)  
Vera Straka, P. Eng. (joined at 5:50 PM)

Regrets: Nima Eslaminasab, P.Eng.  
Bob White, 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 5:50 pm. The Chair invited the committee members to share memories of their 2017 summer holidays.

### 2. Approval of Agenda

The Agenda of the September 19, 2017 meeting was reviewed and approved as amended.

Moved by Vera Straka, seconded by Rakesh Shreewastav:

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

**MOTION CARRIED**

### 3. Approval of Minutes

The Minutes of the June 20, 2017 meeting were reviewed and approved as presented.

Moved by Vera Straka, seconded by Rakesh Shreewastav:

**That the Minutes of the meeting held on June 20, 2017 be approved as presented.**

**MOTION CARRIED**

### 4. Committee Meeting Schedule

The Chair proposed that future committee meetings begin at 6:00 pm, with dinner at 5:30 pm, to accommodate members' work schedules. Members agreed and it was decided that the meeting schedule would be revised accordingly.



## 5. EDC 2018 Work Plan

Deferred to next meeting.

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

- Policy Statement 1

- Council Usage of Equity & Diversity Module

- The Chair reported that President Bob Dony indicated his support for equity and diversity, and therefore at the September 29 Council meeting, he would remind councillors that PEO introduced the E&D awareness module and strongly encourage that every councillor completes the module.

Fern advised that President Bob Dony was provided with a list of Councillors who have completed the E&D awareness module.

- Policy Statement 2

- Soliciting E&D Success Stories

- The committee discussed the strategy to outreach to successful firms/organizations to solicit E&D success stories that could be featured in *Engineering Dimensions*. Further discussion deferred to the next committee meeting.

- Policy Statement 3

- Survey of Committee Chairs re: Work Plan Template (E&D version)

- The committee had decided at its June 2017 meeting to conduct a survey of committee chairs to assess the impact and use of the revised Work Plan template (E&D version). The survey questionnaire was distributed from August 25 to September 1, 2017. A report detailing the survey results was prepared by staff and distributed in advance of the meeting.

The committee reviewed the survey report and agreed on the following action items:

- Creating a 1-2 page executive summary of the survey results, showcasing the benefits of using the Work Plan template (E&D version) – to be distributed to committee chairs
- Providing the Advisory Committee on Volunteers (ACV) with the survey results and a recommendation that the E&D version becomes recognized as the only Work Plan template

**Action:**

- Fern to distribute an executive summary of the survey results to committee chairs
- 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
- Policy Statement 6
  - (i) Presentation on Order of Honour Program  
Deferred to the next meeting.



(ii) Proposal for Pilot to introduce a Chapter Award

The Chair reported that the Awards Committee (AWC) has endorsed EDC's proposal for a pilot program to introduce a Chapter Equity & Diversity Award. The AWC met on September 15 and was pleased that EDC had developed the award nomination criteria as previously proposed by AWC. AWC did provide the following recommendations, which they requested EDC to consider:

- Best practice would be to develop a nomination form (for example, the Sterling Engineering Intern Award Referee Form);
- EDC should develop evaluation criteria to ensure that the award selection process is consistent throughout all chapters; and
- The proposed award should be chapter-driven, although EDC would lead the communication and promotion of the award program.

The committee discussed the Awards Committee recommendations and agreed to create an award nomination form along with evaluation criteria, as recommended by AWC.

**Action:**

- Rob to send Vera Straka and Greg Allen a summary of the AWC recommendations and the link to the Sterling Award Referee Form
  - Vera and Greg to attend a teleconference with Fern to develop a draft nomination form and selection criteria
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- Policy Statement 7  
Project Plan to Identify Perceived Barriers and Recommendations for Change  
The Chair reported that although she sent an email request to Deputy Registrar Michael Price, asking for an update on the review of PEO's interview process undertaken by the Experience Requirements Committee (ERC), she has yet to receive his response.

**7. Engineers Canada Initiatives**

The Chair invited Rakesh Shreewastav, who also serves as a PEO representative on the Engineers Canada Board of Directors, to present a summary of some of the Engineers Canada diversity initiatives. Rakesh reported the following Engineers Canada achievements:

- Engineers Canada staff met with the Employment, Workforce Development and Labour Minister's Office to discuss diversity in the engineering profession, specifically Indigenous People's access to engineering.
- Engineers Canada has submitted its pre-budget recommendations to the House of Commons Standing Committee on Finance for its consideration in developing the 2018 federal budget. Highlights of the submission include: to the Status of Women Canada on the involvement of women in post-secondary engineering education programs and the engineering profession. To Employment and Social Development Canada on flexible maternity and parental leave benefits, and on Indigenous People's access to post-secondary engineering access programs.

**8. Future EDC Meeting Dates:**

- Wednesday, October 25 – 5:30 pm dinner and meeting to begin promptly at 6:00 pm
- Wednesday, December 6 – 5:30 pm festive dinner (dining room at 8<sup>th</sup> floor) and meeting to begin at 6:30 pm (room 1B)

**There being no further business, the meeting adjourned at 7:47 PM.**



## **LIST OF ACTION ITEMS:**

<b>Responsible</b>	<b>Action</b>	<b>Date Assigned</b>	<b>Status</b>
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
Márta Ecsedi	To submit EDC responses on three top committee challenges to ACV	June 20, 2017	Completed – September 19, 2017
Fern	To seek approval to administer the Survey Monkey of committee chairs to check the outcomes of the Equity & Diversity Work Plan Template	June 20, 2017	Completed – September 19, 2017
Fern	To present the Proposal for a Pilot to introduce a Chapter Equity & Diversity Award to the AWC for their peer review at the AWC meeting on September 15	June 20, 2017	Completed – September 19, 2017
Rob	To send EDC members the article on PEO's complaint process published in Engineering Dimensions	June 20, 2017	Completed – September 19, 2017
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	
Rob	To send Vera and Greg a summary of the AWC recommendations and the link to the Sterling Award Referee Form	September 19, 2017	
Greg Allen & Vera Straka	To attend a teleconference with Fern to develop a draft nomination form and selection criteria	September 19, 2017	