

MINUTES

EDUCATION COMMITTEE (EDU)

Thursday, June 14, 2018, 6:00 – 9:00 pm

PEO, 40 Sheppard Ave W, Toronto, ON

Dinner, Room 8B: 6:00-7:00pm; Meeting, Room 8A: 7:00-9:00pm

Conference bridge: 1 866 512-0904; Access: 2697824#

Chair: Paymon Sani, P.Eng.
Vice-Chair: John Hazel, P.Eng. (teleconference)
Council Liaison: Tomiwa Olukiyesi, P.Eng. (teleconference)
Attendees: Radomir Grigorov, P.Eng.
Karen Cain, P.Eng. (teleconference)
Samer Inchasi, P.Eng.
Annabelle Lee, P.Eng.
Priscilla Williams, EIT (teleconference)
Richard Hui, P.Eng. (teleconference)
David Steeves, P.Eng.
Staff Advisors: Tracey Caruana, P.Eng.
Sami Lamrad, EIT
Regrets: Hao Li

1.0 Call to Order

Paymon Sani called the meeting to order at approximately 7:05 pm when quorum was obtained. Annabelle Lee was confirmed as the meeting evaluator.

2.0 Approval of Agenda

David Steeves moved to approve the Agenda. Samer Inchasi seconded the motion. The motion carried.

2.1 Approval of Minutes of the 05 April 2018 Meeting

John Hazel moved to approve the minutes of the 05 April 2018 meeting. Radomir Grigorov seconded the motion. The motion carried.

2.2 Action Register Review

Tracey Caruana reviewed the action items on the Action Register with the Committee and updated accordingly.

3.0 Work Plan

The EDU Committee plans to revise its Work Plan to align with the 2018-2020 PEO Strategic Plan. The committee will consider the recommendations and suggestions provided by its members and Councilor Marilyn Spink who addressed the committee in February 2018 Education Committee meeting.

The revised Work Plan should align the Education Committee activities with the PEO strategic plan and support its regulatory mandate.

Chair, Paymon Sani and Vice Chair, John Hazel will be working on updating the Work Plan over the coming months. It will then be circulated to the EDU Committee for review and comments. The focus will be on making the connection to becoming a P.Eng. Once the Work Plan is completed, the committee will review the Terms of Reference.

Action: Chair and Vice-Chair to discuss the Work Plan and next steps via teleconference.

4.0 Sub-committee/Project Updates

4.1 Engineer-in-Residence (EIR)

David Steeves provided an update on the EIR program. There are 206 EIRs paired with 197 schools as of the end of May 2018. There has been 184 new EIR applications received and 133 new schools as of May 31. David Steeves will look into recruiting more schools since there are more EIRs than schools available.

TD Insurance Meloche Monnex will be providing sponsorship to the EIR program again. They have increased the amount to \$10,000 for the 2018-2019 year.

An agreement with TDSB is currently in discussion. The TDSB covers 94 EIRs in 91 classes. In addition, an EIR evaluation is underway and the committee is working on preparing a report.

The program agreement between PEO and EWB will be up for renewal in August 2018.

Action: PEO to review the TD sponsorship agreement and sign.

Action: Setup a teleconference between TDSB and David Steeves for further discussion on the TDSB agreement.

Action: Prepare a briefing note for council stating that a legal review is to be done for the TDSB agreement once the Work Plan update is completed.

Action: Discuss renewal of the EIR program agreement between PEO and EWB.

4.2 Engineering Innovation Forum (EIF)

Radomir Grigorov provided an update of the EIF. The topic is still in discussion and speakers are needed. A meeting has not yet been set up to start discussions for the next EIF.

4.3 Education Conference

Paymon Sani provided a follow up on the Education Conference which took place on May 25 and 26, 2018. The conference theme was “Full STEAM Ahead: Developing Bright Minds in Science, Technology, Engineering, Arts and Math.” The conference focused on STEAM speakers, activities developed and demonstrated by the organizing committee members, and a breakout session.

Some suggestions were given following the conference including producing a Survey Monkey in lieu of the feedback form, and developing an action register to follow up on suggestions made as a result of the conference.

Action: Sami Lamrad to set up a test site for Survey Monkey to be used at the next EDU Conference.

Action: Paymon Sani and John Hazel to review the results of the feedback, come up with suggestions for the future, and prepare an action register to follow up on suggestions.

Action: Discuss the 2019 EDU conference kick off meeting date at the next EDU meeting.

4.4 Communications Plan

Annabelle Lee gave a presentation on a communications plan for the committee. Ideas given include:

- A forum for Chapter Education Directors to collaborate. This is currently being done at peoedu.ca. One challenge is getting members to regularly contribute to the forum.
- “Whatsapp” for collaborative communication – the committee would like to keep in touch over the summer through the use of “Whatsapp” for the purpose of working on the Work Plan.
- A LinkedIn Group for volunteers to ask questions and share ideas. Most people are already active on LinkedIn.
- Monthly/quarterly newsletter to highlight past and upcoming events, similar to the GLP weekly newsletter.
- Quarterly activity reports – have each chapter fill this out and submit to the committee.
- Google Doc – similar to the activity report, however activities are shared in Google Docs.
- Special funding request online form.
- Education outreach website (peoedu.ca).

Action: The committee to forward David Steeves their phone number for set up of the “Whatsapp” group for collaboration year-round.

Action: Annabelle Lee to create an online form for the special funding requests that can be added to the Chapters website.

5.0 Chapter Liaison Report

There were no updates for the Chapter Liaison Report.

6.0 Other Business

The committee approved sponsorship of the Glenforest STEM Conference for 2018.

The committee is requesting an update on the meeting with the Ministry of Education regarding the PEO-OSPE Joint Math Position Paper.

Action: Follow up with OSPE regarding the PEO-OSPE Joint Math Position Paper to discuss future meeting with the Ministry of Education.

7.0 Meeting evaluation

Annabelle Lee provided an evaluation of the meeting to the EDU Committee.

8.0 Next meeting and Adjournment

Paymon Sani adjourned the meeting at approximately 9:05 pm. The next EDU Committee meeting date is scheduled for September 27, 2018 at the PEO office.