



## Minutes

### ACADEMIC REQUIREMENTS COMMITTEE (ARC)

Friday, December 6<sup>th</sup>, 2019

#### PRESENT

##### Members

Subramanian, Ramesh (Chair)  
EIMaraghy, Waguih (Vice Chair)  
Bhole, Sanjeev  
Dimitriu, Judith  
Dony, Bob  
Fam, Amir  
Fraser, Roydon  
Hulley, Michael  
Judd, Ross  
Marsland, Ian  
Mohareb, Magdi  
Nakhla, George  
Notash, Leila  
Pop-Iliev, Remon  
Silmsberg, Juri  
Stewart, Allen  
Szabados, Barna

##### Guests

Kiguel, David  
(ERC Chair)  
Changiz Sadr  
(Vice Chair, ERC)

##### Staff

Carinci Lio, Anna  
Farag, Moody  
Georgis, Faris  
Kim, Esther  
Millstein, Sylvia  
Zdan, Irene

##### Regrets

George-Cosh, Stelian	Shehata, Medhat
Liu, Meilan	Sheikh, Shamim
Lostracco, Joe	Tsang, Seimer
Rizkalla, Amin	Yeow, John
	Zywno, Gosha

#### 1. Call to Order and Chair's Remarks

The meeting was called to order by the Chair, Ramesh Subramanian at 10.31 a.m. He asked the Committee to observe a moment of silence for the massacre (The École Polytechnique massacre, also known as the Montreal massacre) of fourteen women in 1989.

#### 2. Approval of the Agenda

##### MOTION

It was **moved** by Leila Notash and **seconded** by Waguih EIMaraghy that the agenda be approved as amended:

Item #6: New Item #6.3: LIC request to develop a process to assess tech exams

Item #10: New Item #10.1: Discussion of an Application from a Candidate

**CARRIED**

### **3. Approval of the Minutes of November 8, 2019**

#### **MOTION**

It was **moved** by Waguih ElMaraghy and **seconded** by Leila Notash that the minutes of the November 8, 2019 meeting be approved as amended:

Page #3 – Motion 1: Amended: “That, ARC supports the CEO/Registrar’s decision that the Engineering Report can be submitted not necessarily after the last examination has been completed.”  
Item#11 – ERC Report: First sentence: Remove: “that the ERC”.

**CARRIED**

### **4. Matters Arising from the Minutes**

There were no matters arising.

### **5. Chair’s Report**

The Chair announced that one of our ARC members, Waguih ElMaraghy, Vice Chair of ARC, will be receiving the PEO Order of Honour award in April 2020, as well as, David Kiguel, who is the Chair of the ERC.

Leila Notash asked if any members of the ARC has been serving with PEO as a volunteer for the last twenty years, the ARC would like to nominate you.

David Kiguel noted that Jim McConnach of ERC, will also be receiving the PEO Order of Honour award in April 2020.

There was an e-mail from CEAB noting that there is an open call for a Member-at-Large to sit on their Accreditation Board.

The Chair asked the Committee to forward their expense reports to PEO by December 12, 2019.

The Chair introduced three of the four ARC members to receive pins today for their volunteer service to PEO:

- Magdi Mohareb – Ten Years
- Roydon Fraser – Twenty-Five Years
- Amir Fam – Ten Years

### **6. Staff Report**

#### **6.1 Mandatory PEO Volunteer Training Reminder**

Moody Farag also followed up with the Chair’s report to remind the ARC to submit their expense reports by December 12, 2019.

Mandatory Volunteer Training – Moody Farag informed the Committee that this training program is an obligation and that PEO does not have an option and that it is important to do the training. A completion list will be provided to the Committee by the end-of-the-year.

## **6.2 OFC Comments on PEO Examinations – E-mail November 4, 2019**

Moody Farag provided the Committee with a hand-out of The Ontario Fairness Commissioner's comments.

## **6.3 LIC Request to Develop a Process to Assess Tech Exams**

Moody Farag noted the Licencing Committee met on December 5, 2019 and they have requested that ARC develop a process to assess technical exams, and has provided a Motion, a hand-out as Item 6.3. He noted that Barna Szabados will update the Committee regarding this Motion under 8.1.

## **7. Endorsements**

### **7.1 Reading Assignment of Technical Reports/Synopses**

Waguih ElMaraghy approved the following manufacturing Engineering Report Synopsis: "Robust Circuit Board Tester Design that Reduces Assembly Line Fallout."

### **7.2 Issues Arising from ARC/ Registrar Recommendations**

There were no issues to report.

### **7.3 Issues Arising from ERC Recommendations for Applicants Referred by ARC**

There were no issues to report.

### **7.4 PPE October 16, 2019 additional sitting results**

Anna Carinci Lio provided the ARC with a hand-out regarding the stats of an additional sitting of the PPE on October 16, 2019 at PEO offices, which occurs three-times a year. Fourteen failed at their 1<sup>st</sup> sitting, and two failed at their 2<sup>nd</sup> sitting.

## **8. Procedural and Related Matters**

### **8.1 Licensing Committee (LIC) Update**

Barna Szabados provided an update from the Licensing Committee (LIC) of December 5, 2019.

There were two major items of importance.

- a) The Licensing Committee (LIC) has been working on an urgent item that they have identified, is the one-year Canadian experience under the supervision of a "P.Eng." There are many applicants that cannot practically meet this requirement. The Committee is working on trying to get something called an "inspection", the original description of a "monitor". The principle is to find a solution, which does not require an *Act* change or a Regulation change.
- b) The Ontario Fairness Commission (OFC) sent an e-mail on November 4, 2019 in response to a request for clarification of their original letter sent to PEO in June, regarding technical exam(s). The e-mail was presented at the November 8, 2019 meeting.

The Chair noted that the ARC will strike a working group for technical exams to provide instruction on how to prepare an exam. ARC members who have volunteered to be part of this working group are Leila Notash (Chair), Waguih ElMaraghy, Barna Szabados, Al Stewart, Judith Dimitriu and Roydon Fraser.

## **8.2 Canadian Engineering Accreditation Board (CEAB) Update**

The last meeting of the CEAB was in September and the next one will be in the first week in February 2020.

Six Ontario universities are supposed to go through an accreditation visit this year. Five have gone through accreditation visits: Conestoga, Lakehead, Carleton, Laurentian and Waterloo.

## **8.3 Canadian Engineering Qualifications Board (CEQB) Update**

No update to report.

## **8.4 ARC Distance Education (DE) Subcommittee Update**

No update to report.

## **9. New Procedural Matters for Discussion**

### **9.1 Canadian national entry-to-practice examination**

Bob Dony spoke on this item and suggested that it should be discussed by the ARC Committee.

It was suggested by Waguih ElMaraghy that this item be discussed in the ARC working group for technical exams.

## **10. Other Business**

### **10.1 Discussion of a Candidate (Undergraduate Degree and a Master's Degree with Two Failures)**

Leila Notash asked for direction from the ARC on a particular candidate. "What is ARC's position when there have been many failures."

Roydon Fraser suggested the following:

1. That, ARC prepares a document for the Registration Committee to follow.
2. That, if you have a red flag, that you assign Confirmatory Exams.
3. That, when you add up the risk factors, you don't avoid the evidence.

It was suggested by Waguih ElMaraghy that this should be a standing item on the agenda under Item 8. called, "Applicant File Decisions" and Moody Farag's name will be on the agenda for this item.

## **11. ERC Report**

David Kiguel noted that there has not been an ERC meeting since the last ARC meeting.

The Chair of ERC was acclaimed for a third term. The Vice Chair election ends today by e-mail.

The next ERC meeting is on December 20, 2019. There was going to be some training and the subcommittee met and it has been postponed until next year.

They also have on the agenda Dan Abrahams of PEO, who will be speaking on The Policy on Eliminating Bias.

He also received the ERC data compliance of the government training. Twenty percent of ERC members have completed the training.

Councillor Leila Notash will attend the December 20, 2019 lunch and business meeting on behalf of the ARC Chair, Ramesh Subramanian, who is not able to attend due to other commitments and the Vice Chair, Waguih ElMaraghy will be away overseas.

David Kiguel suggested that Leila Notash contact Daniel Mandefro to advise him of her attendance at the ERC meeting.

**12. Adjournment:**

The meeting adjourned at 12:40 p.m.

The next ARC meeting is scheduled for **January 17, 2020**