



Minutes

ACADEMIC REQUIREMENTS COMMITTEE (ARC)

Friday, January 17, 2020

PRESENT

Members

Subramanian, Ramesh (Chair)
ElMaraghy, Waguih (Vice Chair)
Bhole, Sanjeev
Dimitriu, Judith
Dony, Bob
Fraser, Roydon
Hulley, Michael
Lostracco, Joe
Marsland, Ian
Shehata, Medhat
Notash, Leila
Pop-Iliev, Remon
Rizkalla, Amin
Sheikh, Shamim
Silmsberg, Juri
Stewart, Allen
Szabados, Barna
Tsang, Seimer
Zywno, Gosha
Yeow, John

Guests

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

Staff

Carinci Lio, Anna
Frag, Moody
Georgis, Faris
Kim, Esther
Millstein, Sylvia
Schaub, Halley
Zdan, Irene

Regrets

Fam, Amir
Judd, Ross
Liu, Meilan

Mohareb, Magdi
Nakhla, George

1. Call to Order and Chair's Remarks

The meeting was called to order by the Chair, Ramesh Subramanian at 10:31 a.m. The Chair introduced a PEO staff member Halley Schaub, who will be supporting Esther Kim and Irene Zdan during the meeting.

2. Approval of the Agenda

MOTION

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

Item #8.2: CEAB Update – Bob Dony to speak on this item

Item #9.1: Add: Interpretative Statement on “Equivalent Engineering Educational Qualifications”

CARRIED

3. Approval of the Minutes of December 6, 2019

MOTION

It was **moved** by Leila Notash and **seconded** by Waguih ElMaraghy that the minutes of the December 6, 2019 meeting be approved as amended:

Item #2: Approval of the Agenda: Add: “It was moved by Leila Notash and seconded ‘by’ Waguih ElMaraghy”.

Item #8.1 b): Change date: From “September” to “November 4”.

Item #10.1.: First Paragraph: Remove “a”.

Item #11: ERC Report: Add: “ERC Data”.

CARRIED

4. Matters Arising from the Minutes

There were no matters arising.

5. Chair’s Report

The Chair introduced and presented two ARC members with their fifteen-year pin for their volunteer service to PEO:

- Ramon Pop-Iliev
- Amin Rizkalla

6. Staff Report

6.1 Mandatory PEO Volunteer Training Reminder

Moody Farag wished everyone a Happy New Year for 2020!

Moody Farag thanked everyone who completed the mandatory volunteer training. An e-mail was sent with everyone’s name on the list who completed the training.

The ARC was advised for those that have not completed the mandatory volunteer training, there is an extension to February 15, 2020. If you have any questions regarding the mandatory training, please contact Moody Farag.

Roydon Fraser suggested out of courtesy, an individual letter be sent to the volunteer after the February 15, 2020 deadline who has not completed the mandatory volunteer training.

The next Council meeting is February 6-7, 2020.

Stelian George-Cosh has resigned from the ARC. After some discussion, the Chair responded by noting that he and Moody Farag would draft a letter of good wishes to Stelian George-Cosh, thanking him for his service to PEO. Moody Farag noted that Volunteer Management is responsible for providing a letter to the volunteer but suggested the Chair send an e-mail on behalf of the ARC.

7. Endorsements

7.1 Reading Assignment of Technical Reports/Synopses

Waguih ElMaraghy approved the following manufacturing Engineering Report Synopsis: “Determination by Physical Test of the Tigercat 850 Roadside Processor’s Roll-Over Protection Structure’s (ROPS) Conformity to ISO 8082-2:2011.” And agreed to be the marker.

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.

8. Procedural and Related Matters

8.1 Licensing Committee (LIC) Update

Barna Szabados noted there was no meeting to report. The next meeting will be delayed by one month.

8.2 Canadian Engineering Accreditation Board (CEAB) Update

Bob Dony reported on a follow-up issue from the last meeting on 9.1: The Canadian National Entry to Practice Examination. At the December Engineers Canada Board meeting, Gary Faulkner, who is an EC board member from Alberta brought forward a motion for Engineers Canada to set up a task force to look into a national examination for admission for non-CEAB applicants.

Gary Faulkner was quite clear that this is an examination for what we do here and noted that maybe in the future this could be a universal exam for everyone.

The Board members noted that, “Isn’t this CEQB’s job to deal with national examinations?” Engineers Canada does not have a peer review process and it did not go to CEQB for comment. The Work Plan of the CEQB and the CEAB were just approved by the Board. The Board will ask CEQB if they could put this on their Work Plan for next year.

8.3 Canadian Engineering Qualifications Board (CEQB) Update

No update to report.

8.4 ARC Distance Education (DE) Subcommittee Update

No update to report.

8.5 Technical Exams Working Group Update

Leila Notash reported that the discussion of the working group started back in late November or early December via e-mail. The working group will meet to define what the requirements should be.

8.6 Applicant File Decisions

Moody Farag presented ARC with two applicant files for discussion.

9. New Procedural Matters for Discussion

9.1 Interpretative Statement on “Equivalent Engineering Educational Qualifications”

Seimer Tsang reported that the above-noted document originated from the Licensing Committee. It is a two-page summary of the what we do in ARC of the entire Chapter 8. The ARC was advised that this document was formally endorsed by Council in March 2017. It was suggested that it should be incorporated into Chapter 8 in the Red Book as a revision.

It was **moved** by Leila Notash and **seconded** by Bob Dony that the Academics Requirements Committee move to In Camera.

CARRIED

10. Other Business

10.1 S.E. Wolfe Award (In Camera)

This item was discussed In Camera.

10.2 V.G. Smith Award (In Camera)

This item was discussed In Camera.

It was **moved** by Leila Notash and **seconded** by Allen Stewart that the Academics Requirements Committee return to open session from In Camera.

CARRIED

11. ERC Report

The Chair of the ERC, David Kiguel reported that the last meeting took place on December 20, 2019. There were two guests at the meeting: PEO's CEO/Registrar, Johnny Zucco; and, PEO's General Counsel, Dan Abrahams. The CEO/Registrar discussed Filtering, which was approved by Council, to assess the activities of PEO. Dan Abrahams spoke about the recently approved policy on The Elimination of Bias.

In December they completed the election of the Vice Chair of ERC for 2020 and Changiz Sadr was re-elected. The next meeting of the ERC is February 28, 2020. Traditionally, during the February meeting anniversary pins are handed-out for five, ten, fifteen or more years of service.

There were four members in the ERC Sub-Committee whose terms had come to an end in December. An e-mail was sent to the ERC Committee requesting an expression of interest and eight expressions of interest were received. The selection was completed and four out of those eight were selected, of which two are continuing members and two are new members of the Sub-Committee.

With respect to Mandatory Training the Chair expressed concern that as of the end of October, only twenty percent had completed the modules. The Chair does not have the full numbers, but he believes they are better now.

12. Adjournment

The Chair will not be at the next meeting and the Vice Chair will be chairing the meeting.

The meeting adjourned at 12:42 p.m.

The next ARC meeting is scheduled for **February 14, 2020**