



105th MEETING OF THE CANADIAN ENGINEERING QUALIFICATIONS BOARD

TUESDAY, JANUARY 29, 2019

1 p.m.–3 p.m. EST

Held by teleconference

AGENDA OF THE 105th MEETING

	Agenda item	Presenter
1	Opening of the meeting	
1.1	Call to order and introduction of attendees	Ron LeBlanc
1.2	Approval of the agenda	Ron LeBlanc
2	Approval of minutes of the previous meeting (attachment 2) <i>Motion: That the minutes from the 104th meeting of the Canadian Engineering Qualifications Board held on September 14, 2018 be approved as distributed.</i>	Ron LeBlanc
3	Review of action items from previous meetings	Mélanie Ouellette
4	Committee reports	
4.1	Syllabus Committee	Dennis Peters
4.1.1	Revised Software Engineering Syllabus (attachment 4.1.1 A-B) <i>Motion: That the Software Engineering Syllabus be approved for distribution on the public website.</i>	Dennis Peters
4.1.2	Draft Model Guide on the Use of Syllabi (attachment 4.1.2 A-B) <i>Motion: That the "Model Guide on the Use of Syllabi" be distributed for consultation.</i>	Dennis Peters
4.2	Engineer-in-Training Committee	Margaret Anne Hodges
4.2.1	Consultation Paper on Entrepreneurship (attachment 4.2.1 A-B) <i>Motion: That the paper be distributed for consultation.</i>	Margaret Anne Hodges

4.3	Continuing Competence Committee	Ian Sloman
	Draft Guideline on Continuing Professional Development (attachment 4.3.1 A-B)	
4.3.1	<i>Motion: That the "Guideline on Continuing Professional Development" be sent to the Engineers Canada Board for approval and subsequent distribution on the members-only website.</i>	Ian Sloman
4.4	Admission Issues Committee	
	Draft Guideline on Limited Licences (attachment 4.4.1 A-B)	
4.4.1	<i>Motion: That the "Guideline on Limited Licences" be sent to the Engineers Canada Board for approval and subsequent distribution on the members-only site.</i>	Diane Riopel
5	Comments from the regulators	Ron LeBlanc
6	Canadian Engineering Qualifications Board Business	Ron LeBlanc
6.1	Final Canadian Engineering Qualifications Board <u>2019-2021 Work Plan</u>	Ron LeBlanc
6.2	Revised consultation process (attachment 6.2)	Ron LeBlanc
	New Canadian Engineering Qualifications Board documents terminology (attachment 6.3)	
6.3	<i>Motion: That the new Canadian Engineering Qualifications Board document terminology be approved as distributed.</i>	Ron LeBlanc
7	Other Information and Discussion Items from Engineers Canada	Ron LeBlanc
7.1	Report on <u>Engineers Canada Board Activities and Decisions</u>	David Lynch Christian Bellini
8	Items added to the agenda	Ron LeBlanc
	Future meetings <i>The next spring CEQB meeting will be held in Ottawa, Ontario, on April 6-7, 2019. The next fall CEQB meeting will be held in St. John's, Newfoundland and Labrador, on September 15-16, 2019.</i>	
9		Ron LeBlanc
10	Review of action items from the 105 th Canadian Engineering Qualifications Board meeting	Mélanie Ouellette
11	Conclusion	Ron LeBlanc

MINUTES OF THE 105TH MEETING
1. Opening of the meeting

The Chair welcomed everyone.

1.1. Call to order and introduction of attendees

Canadian Engineering Qualifications Board	Ron LeBlanc, FEC, P.Eng.	Chair
	Mahmoud Mahmoud, PhD, FEC, P.Eng.	Vice-Chair
	Dennis Peters, PhD, FEC, SMIEEE, P.Eng.	Past Chair
	Frank Collins, FEC, P.Eng.	Atlantic Provinces Representative
	Frank George, FEC, FGC (Hon), P.Eng.	Alberta, Northwest Territories and Nunavut Representative
	Roydon Fraser, PhD, FEC, P.Eng.	Ontario Representative
	Margaret Anne Hodges, FEC, FGC (Hon), P.Eng., PMP	Member-at-Large
	Amy Hsiao, PhD, MBA, P.Eng.	Atlantic Provinces Representative
	Samer Inchasi, P.Eng., PMP	Member-at-Large
	Diane Riopel, PhD, FIC, ing.	Québec Representative
	Karen Savage, FEC, P.Eng.	British Columbia, Yukon Representative
	Ian Sloman, P.Eng.	Saskatchewan, Manitoba Representative
	Qing Zhao, PhD, P.Eng.	Member-at-Large
Engineers Canada Board Representatives	Christian Bellini, FEC, P.Eng.	
	David Lynch, PhD, FCAE, FCIC, FEIC, FEC, FGC (Hon.), P.Eng.	
Canadian Engineering Accreditation Board Members	Suzelle Barrington, PhD, FEC, P.Eng.	
	Dan Candido, FEC, P.Eng.	
	Emily Cheung, MASc, FEC, P.Eng.	
	Jeff Pieper, FEC, P.Eng.	
	Ramesh Subramanian, PhD, FEC, P.Eng.	
	Tara Zrymiak, FEC, FGC (Hon), P.Eng.	
Engineers Canada Staff	Stephanie Price, P.Eng., CAE	Executive Vice President, Regulatory Affairs
	Mélanie Ouellette, MA, MBA	Manager, Qualifications
	David Lapp, FEC, P.Eng.	Manager, Globalization and Sustainable Development
	Kyle Smith, MSc, P.Eng.	Manager, Assessments

Engineers Canada Staff	Beryl Strawczynski, MA	Manager, Professional Practice
	Catherine Christoffersen	Coordinator, Qualifications
Observers	Shawna Argue, MBA, FCSSE, FEC, FGC (Hon.), P.Eng.	APEGS
	Moody Farag, MEng, P.Eng.	PEO
	Kimberley King, FEC (Hon.)	Engineers Yukon
	Kate MacLachlan, PhD, FEC (Hon.), FGC, P.Geo.	APEGS
	Gillian Pichler, FEC, FGC (Hon.), P.Eng.	Engineers and Geoscientists BC
	Michael Price, MBA, P.Eng.	PEO
	Mark Rigolo, P.Eng.	Engineers and Geoscientists BC
	Kate Sisk, MA, FEC (Hon), FGC (Hon)	Engineers Geoscientists NB

Regrets: Nikeetta Marshal, MSc, P.Eng., Member-at-Large

1.2. Approval of the agenda

Motion: That the agenda for the 105th meeting of the Canadian Engineering Qualifications Board be approved as distributed, moved by Ron and seconded by Dennis. The agenda was approved.

2. Approval of minutes of the previous meeting (attachment 2)

Motion: That the minutes from the 104th meeting of the Canadian Engineering Qualifications Board held on September 14, 2018 be approved as distributed, moved by Ron and seconded by Mahmoud. None were opposed. The minutes were approved.

3. Review of action items from previous meetings

All action items were completed except 104.2 which was carried forward. The outcome of item 104.4 was to maintain the existing title for the Mining and Mineral Processing Engineering Syllabus.

4. Committee reports

4.1. Syllabus Committee

4.1.1. Revised Software Engineering Syllabus (attachment 4.1.1 A-B)

Motion: That the Software Engineering Syllabus be approved for distribution on the public website, moved by Dennis and seconded by Ian. None were opposed. The motion carried.

4.1.2. Draft Model Guide on the Use of Syllabi (attachment 4.1.2 A-B)

Based on feedback from consultations, the model guide focuses on the use of syllabi. The number of areas of knowledge was derived from the set number of exams and the three categories of progression in a CEAB degree (Introduced, Developed, Applied).

Motion: That the "Model Guide on the Use of Syllabi" be distributed for consultation, moved by Dennis and seconded by Diane. None were opposed. The motion carried.

4.2. Engineer-in-Training Committee

4.2.1. Consultation Paper on Entrepreneurship (attachment 4.2.1 A-B)

Motion: That the paper be distributed for consultation, moved by Margaret Anne and seconded by Ian. None were opposed. The motion carried.

The committee had held a workshop on entrepreneurship.

There was discussion of whether licensure among entrepreneurs is best addressed by communications tools or whether it is an issue with the licensure process. A CEQB member commented that the licensure process does not accommodate entrepreneurs who want to become licensed. There was some confusion about the purpose of the graph in Annex A, so explanation of Annex A will be added to the consultation paper (action item 105.1).

4.3. Continuing Competence Committee

4.3.1. Draft Guideline on Continuing Professional Development (attachment 4.3.1 A-B)

The 2004 guideline was reviewed as per the Guideline Development and Review Manual. Its review involved two national workshops and several other national consultations. There was lack of support for a new continuing professional development (CPD) model, so this guideline reflects common practices.

A CEQB member commented the guideline lacked a quality improvement process, placed a burden on members, and does not ensure competence. Another CEQB member stated that regulators were expecting more from this guideline and that it could do more to address mobility and risk assessment approaches.

A typo on page 2 will be corrected (action item 105.2).

Motion: That the "Guideline on Continuing Professional Development" be sent to the Engineers Canada Board for approval and subsequent distribution on the members-only website, moved by Ian and seconded by Frank G. Roydon was opposed. Mahmoud abstained. The motion carried.

4.4. Admission Issues Committee

4.4.1. Draft Guideline on Limited Licences (attachment 4.4.1 A-B)

Motion: That the "Guideline on Limited Licences" be sent to the Engineers Canada Board for approval and subsequent distribution on the members-only site, moved by Diane and seconded by Qing. None were opposed. The motion carried.

5. Comments from the regulators

Engineers and Geoscientists BC reported that the BC government is developing the new professional reliance model.

Engineers Yukon launched online renewals for the first time, which are proceeding well, and Engineers Yukon is continuing with mandatory CPD.

APEGS' required CPD program became effective on January 1, and has been proceeding well; some licence holders have requested variances to their CPD requirements. A new CPD Compliance Committee has been established to monitor the program. APEGS also launched its competency-based assessment program on January 1. There was an influx of international applicants in 2018, but the rate has decreased in 2019. APEGS launched its new database in October, and new staff have been hired to address issues.

The Ontario Fairness Commission is considering some of PEO's policies, including psychometric analysis of the professional practice exam. A CEQB member commented that syllabus examinations should not be required to be psychometric. PEO conferred more new licenses in 2018 than in 2017.

6. Canadian Engineering Qualifications Board Business

6.1. Final Canadian Engineering Qualifications Board 2019-2021 Work Plan

The Engineers Canada Board approved CEQB's 2019-2021 work plan in December. The final work plan was distributed to all CEQB members and regulators.

6.2. Revised consultation process (attachment 6.2)

A simplified consultation process diagram had been distributed to CEQB members.

6.3. New Canadian Engineering Qualifications Board documents terminology (attachment 6.3)

Based on feedback from regulators, it is proposed to change the term "model guide" to "regulators guideline" and "guideline" to "public guideline". The secretariat will update all documents with the new terminology (action item 105.3).

Motion: That the new Canadian Engineering Qualifications Board document terminology be approved as distributed, moved by Ron and seconded by Roydon. None were opposed. The motion carried.

6.4. Other Information and Discussion Items from Engineers Canada

Digvir Jayas, PhD, FEC, FEIC, IntPE (Canada), APEC Engineer, FGC (Hon), P.Eng., P.Ag., Past Chair of CEQB, received the Order of Canada.

7. Report on Engineers Canada Board Activities and Decisions

The Engineers Canada Board met twice in the fall and approved the Model Guide on Mentoring Programs, the Guideline on the Academic Assessment of Non-CEAB Applicants, the White Paper on Qualified Persons in Demand-Side Legislation, national position statements, and the 2019 Engineers Canada budget. The CEQB and CEAB Chairs raised concerns about the Nominating Task Force Report recommendations at the Board's meeting. The Board approved extension of the terms for the current CEQB Executive Committee.

8. Items added to the agenda

No items were added to the agenda.

9. Future meetings

The next spring CEQB meeting will be held in Ottawa, Ontario on April 6-7, 2019.

The next fall CEQB meeting will be held in St. John's, Newfoundland and Labrador on September 15-16, 2019.


10. Review of action items from the 105th Canadian Engineering Qualifications Board meeting

Action item		Assigned to
104.2	Consider a Guideline on Professionalism prior to the next round of the process for determining the next year's work plan.	CEQB
105.1	Add an explanation of Annex A to the Consultation Paper on Entrepreneurship.	Secretariat
105.2	Correct a typo on page 2 of the Draft Guideline on Continuing Professional Development.	Secretariat
105.3	Revise CEQB documents to incorporate new terminology.	Secretariat

11. Conclusion

The meeting was concluded.

Prepared by: Catherine Christoffersen, Coordinator, Qualifications on behalf of:


 Ron LeBlanc, FEC, P.Eng.
 Chair, Canadian Engineering
 Qualifications Board


 Mélanie Ouellette, MA, MBA
 Secretary, Canadian Engineering
 Qualifications Board