



## Minutes

### ACADEMIC REQUIREMENTS COMMITTEE

#### Meeting of Friday, December 8, 2017

#### PRESENT:

##### Members:

Leila Notash, Chair  
R. Subramanian, Vice Chair  
Judith Dimitriu  
Bob Dony  
Waguhi ElMaraghy  
Roydon Fraser  
Stelian George-Cosh  
Michael Hulley  
Ross Judd  
Meilan Liu  
Joe Lostracco

Magdi Mohareb  
George Nakhla  
Juri Silmberg  
Shamim Sheikh  
Medhat Shehata  
Allen Stewart  
Barna Szabados  
Seimer Tsang

##### Staff:

Michael Price, Deputy Registrar  
Anna Carinci-Lio  
Esther Kim  
Faris Georgis  
Moody Farag  
Pauline Lebel  
Marsha Serrette  
Irene Zdan

#### Regrets:

Sanjeev Bhole  
Amir Fam  
Joe Lostracco  
Remon Pop-Iliev  
Amin Rizkalla  
John Yeow  
Gosha Zywno

#### Guests:

Santosh Gupta, ERC Chair  
David Kiguel, ERC Vice Chair

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

The meeting was called to order by the Chair, Leila Notash at approximately 10:35 AM.

#### 2. Approval of the Agenda

The Chair, requested to add an additional item to the agenda under 8.12, ACDE Task Force Report, Barna Szabados to discuss.

**MOTION:**

It was **moved** by Ramesh Subramanian and **seconded** by Allen Stewart that the agenda be approved as amended.

**CARRIED**

3. Approval of the Minutes of the November 24, 2017 Meeting

**MOTION:**

It was **moved** by Seimer Tsang and **seconded** by Allen Stewart that the minutes of the November 24, 2017 meeting be approved.

**CARRIED**

4. Matter(s) Arising from the Minutes

No matters arising from the previous minutes

5. Chair's Report

No items to report

6. Deputy Registrar's Report

Michael Price reported on the following:

- Ontario Fairness Commission (OFC) recommendation on bias will be discussed under item 8.8. The second recommendation on developing policy and procedure to ensure that internal reviews of applicant files can not be completed by the same assessor of the initial review will be discussed under item 8.1.
- The current focus of the OFC is completing the assessment of all regulators. The completion date is June 2018. PEO report was completed in June 2017 however, there are many regulators who have not had their reports completed as yet.
- The new Fairness Commissioner Grant Jameson has requested an introductory meeting on January 10, 2018 with Gerard McDonald and Michael Price.
- The HRTO hearing of Mr. Chirkov, written closing arguments have now been provided.
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7. Endorsements

### 7.1 Reading Assignment of Technical Reports/Synopses

There is one technical report in mechanical. A Report on Design, Development & Analysis of Gas Turbine Cogeneration Systems. This report will be examined by Judith Dimitiru.

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

No items

### 7.3 Issues Arising from Recommendations for applicants Referred by ARC

There are 5 files to be reviewed. Two files were referred to the electrical group for endorsement. There is also a file where an applicant has an undergraduate degree that was obtained through distance learning. However the applicant has an M.Eng from the University of Windsor and also several undergraduate courses. One reviewer rejected the file due to it being a distance education program, the second reviewer accepted the file and exempted the applicant from exams. Some universities are introducing distance learning courses to their curriculum.

Roydon Fraser suggested that a subcommittee on distance education should be formed to set a general rule. Barna Szabados, Judith Dimitiru, Waguhi EIMaraghy and Remon Pop-Illev will sit on this subcommittee.

There are two files where applicants have a PhD in Civil Engineering with all degrees from international universities. The practice has been in the civil discipline that applicants are not exempted from technical exams. The civil group reviews files on a case by case basis.

## 8. Procedural and Related Matters

### 8.1 Licensing Committee Update

The committee reviewed the ARC “internal appeal” proposal written by Barna Szabados. The committee discussed the document and gave suggestions.

Allen Stewart moved and Judith Dimitriu seconded the motion to accept the document in principle with minor revisions.

**CARRIED**

### 8.2 CEAB Update

Bob Dony reported on the work of the Academic Units (AU) Definitions Taskforce which he is the Chair. The group is not redefining the AUs, however, they are looking at the K-factor and if there are other measures that allow for an equivalent

AU to be measured. This will give institutions much needed information to help them make decisions.

He also attended the 4<sup>th</sup> annual Graduate Attributes and Continuous Improvement Process Summit at the University of Toronto, where he was a featured speaker.

### 8.3 CEQB Update

Roydon Fraser reported on an item from the CEQB. The Board continues to have discussions of the non-CEAB assessment guideline. Throughout the ongoing discussions, of the definition of depth and breadth, the Board has come to the realization that there is a program-level depth and breadth that requires confirmation separate from an individual-level depth and breadth that needs to be confirmed.

### 8.4 Definition of Depth and Breadth

This item to be removed from future agenda items.

### 8.5 Non-Traditional Master of Engineering Degree

Seimer Tsang presented a document “Non-Traditional Master of Engineering Degree”. There is a concern with the quality of the master degrees acquired by applicants from the W. Booth School of Engineering Practice and Technology. It was suggested by Seimer Tsang for the committee to accept one of the following motions.

MOTION A: It is moved that the master degree, awarded by the W. Booth School of Engineering Practice and Technology at McMaster University is not acceptable for the confirmation of engineering knowledge. If the assignment of a confirmatory examination program has been determined from the assessment of the undergraduate degree transcripts, this non-traditional master degree does not provide sufficient evidence to have the examination program waived.

MOTION B: It is moved that the courses offered by the W. Booth School of Engineering Practice and Technology at McMaster University for the master degree are not acceptable for credits to address deficiencies in technical subjects identified from the assessment of the undergraduate transcripts.

The committee agreed that this issue is covered in the Redbook under item 8.2.5.1. Therefore, the motions and an addition to the Redbook are not required.

### 8.6 CEQB Draft Syllabi Feedback

Feedback was received from the Environmental, Geological and Software Engineering disciplines members. Moody Farag will collate the information and send it to the CEQB.

8.8. OFC Recommendation Status

The OFC report of 2017 states that the PEO should implement guidelines for decision makers which include clear direction on what to do if they find themselves in a situation of potential bias. The feedback from the OFC was they liked the levels of detail and examples the ERC used in their definition of bias. Michael Price requested that the committee review the ERC policy and see if there are any changes or modifications that they would make to their current policy. Waguih ElMaraghy reviewed the policy and will send the final revision to Barna Szabados for review.

8.7 Experienced Required for Referral to ERC

This topic has two issues, Staff overriding an ERC interview referral and what is considered relevant engineering experience. After a brief discussion, the committee decided that no decisions would be made today. This item will be a topic of discussion at a future meeting.

8.9 Assessment of Post Graduate Degrees in Civil Engineering

Discussion deferred to the next scheduled meeting.

8.10 Election of Chair and Vice Chair

All Committee Chairs were informed in October that Council passed a motion redefining the term limits. Chairs and Vice Chairs are elected for a term of one year with limits set to not exceed three years.

It was moved by Waguih ElMaraghy and seconded by Al Stewart that Leila Notash continue as Chair and Ramesh Subramanian continue as Vice Chair of the ARC for 2018.

**CARRIED**

8.11 ERC Report

David Kiguel reported the ERC has not met since he last reported at the ARC meeting in November. The next ERC Business meeting is scheduled for December 18, 2017. ARC members are invited to join the ERC training and lunch on December 18, 2017. Presentations will be delivered by Pauline Lebel and Faris Georgis. The election of a Vice Chair is underway and there are four candidates running for the position. None of the candidates received the required 50% +1 of the votes, so there will be a second round of votes with the remaining candidates. Santosh Gupta advised the committee that this is his last meeting with the ARC as he will no longer be the Chair of the ERC as of December 31, 2017.

8.12 ACDE Taskforce

Discussion deferred to the next meeting.

9. New Procedural Matter(s) for discussion

10. Other Business

No items to report during this meeting

11. Adjournment

Meeting adjourned: 1:16PM

Next Meeting: January 19, 2018