

Minutes

ACADEMIC REQUIREMENTS COMMITTEE

Meeting of Friday, July 28, 2017

PRESENT:

Members:

Leila Notash, Chair
R. Subramanian, Vice Chair
Sanjeev Bhole
Judith Dimitriu
Bob Dony
Roydon Fraser
Stelian George-Cosh

Michael Hulley
Ross Judd
Joe Lostracco

Ian Marsland
Magdi Mohareb
Remon Pop-Iliev
Amin Rizkalla
Juri Silmberg
Shamim Sheikh
Medhat Shehata
Allen Stewart
Barna Szabados
Seimer Tsang

Staff:

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

Regrets:

Waguih ElMaraghy
Amir Fam
Moody Farag
Pauline Lebel
Meilan Liu
George Nakhla
Jacqueline Stagner
Seimer Tsang
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 10:30 AM. The Chair welcomed a new member to the ARC, Dr. Michael Hulley, He is a faculty member at Royal Military College in Civil Engineering.

2. Approval of the Agenda

The Chair, requested to add a discussion of a file under Other Business. Items 8.5, and 8.2 were removed from the agenda.

MOTION:

It was **moved** by Ramesh Subramanian and **seconded** by Ross Judd that the agenda be approved.

CARRIED

3. Approval of the Minutes of the June 16, 2017 Meeting

MOTION:

It was **moved** by Ramesh Subramanian and **seconded** by Juri Silmberg that the minutes of the June 16, 2017 meeting be approved.

CARRIED

4. Matter(s) Arising from the Minutes

No matters arising from the minutes.

5. Chair's Report

Leila Notash reported that the Engineering Reports Requirements have been revised. It will be discussed under item number 8.

6. Deputy Registrar's Report

Michael Price reported on the following:

- He updated the committee on the status of the Ontario Fairness Commission. Information was reported to the OFC on bias and conflict of interest as well as information being available on PEO's website about what internal reviews applicants can request.
- The final report from the OFC is expected by the end of July.
- The expectation is there will be 5 new recommendations and 3 carry-overs from 2014.
- 5 new recommendations
 - Develop and articulate timelines for responding to applicant's inquiries and requests.

- Develop a policy or procedure to ensure that internal review applicants files can not be completed by the same assessor who completed the initial review
- Engage a psychometrician to conduct review of the PPE to confirm its validity
- Implement guideline for decision makers that include clear directions of what to do if they find themselves in a situation of potential bias
- Following the outcome of the Canadian environment experience requirement project, review acceptable alternatives for meeting the competencies associated with the four-year Canadian experience for limited licensure

By the date of the next ARC meeting PEO will have more information from the OFC.

7. Endorsements

7.1 Reading Assignment of Technical Reports/Synopses

There were two technical reports synopsis, one in electrical and the other in manufacturing. Electrical synopsis, Marine Cable Failure Analysis was reviewed by Barna Szabados. The report does not follow what has been requested and there is no content. The applicant will be contacted and requested to give further information on the report.

Stelian George-Cosh will review the manufacturing report, Optimizing Manufacturing Process of Chainsaw Bars.

7.2 Issues Arising from ARC/Deputy Registrar Recommendations

Faris Georgis presented to the committee an updated template of the Assessment Decision document which ARC uses to make its recommendations for Limited Licence applications. The template was revised to ensure consistency in the recommendations by different ARC members and to ensure that the important points are covered. The form was agreed to with the addition of the word 'Academic' before the word 'Area'.

An issue that comes up with Limited Licence applications has been with regard to the scope of practice. If the scope is different from the educational background, then some ARC members may not approve the academic portion. In the past, the committee agreed that if the applicant met the academic portion but did not have the same scope, applicants were referred to ERC for an assessment. The committee discussed this issue at length. They had concern with the limited licence process and decided that to resolve these issues more discussion will be required. Roydon Fraser suggested that a subcommittee should be

formed. Barna Szabados, Roydon Fraser, Judith Dimitriu. Allen Stewart, Michael Price and Faris Georgis will form the Limited Licence subcommittee.

7.3 Issues Arising from Recommendations for applicants Referred by ARC

No issues to report

7.4 PPE Results

Anna Carinci Lio reported on the additional sitting of June 21, 2017. There was an 82% pass rate with no third-time failures. However, there were four second time failures.

8.1 Licensing Committee Update

Roydon Fraser reported on the July 27, 2017 meeting of the LIC. The main topic of discussion was the appeal of academic decisions. The consensus of the committee is, if you address the academics of an EIT that would address the need for an appeals process. There was discussions around structured internship. There was also a presentation by Jordan Max, "How to make a Regulation in 8 easy steps." There is a requirement that PEO must provide to the Attorney General's office a Preliminary Regulatory Impact Assessment (PRIA). It is an extensive workload that is required for any regulation change.

Response to the LIC Chair, George Comrie. The request was officially sent to Leila Notash regarding, what alternate methods can be used to assess CIE applicants in academics. It was requested of Leila Notash to respond with a formal reply to his request. Leila composed a letter that was reviewed by the committee.

The committee approved the letter as is, unanimously.

8.2 EChat Forum Items

No items to Report

8.3 CEAB Update

Bob Dony reported on:

- The CEAB had their annual June decision meeting. Many programs were accredited
- There have been changes to the CEAB. Some terms have expired and currently they are looking for four new members to join their board. There are two members from the ARC who have applied to join the board and are in consideration.

- A task force on the definition of the academic units was created with Bob Dony as Chair. The taskforce had their first face to face meeting a few weeks ago, in Toronto. The taskforce now has a broader range of individuals. Attending the meeting was the Chair of the NCDEAS.

8.4 CEQB Update

Roydon Fraser reported on a discussion paper on the assessment of the academics of non-CEAB applicants. There has been some resistance to it. The paper has some criteria and guiding principles. The resistance is from associations where they would have to change processes to meet their criteria.

8.5 Discussion on Depth and Breadth

Deferred to next meeting

8.6 Engineering Report documents

Leila Notash reported on three documents that the subcommittee reviewed and updated. She thanked the members of the subcommittee for their work, Waguhi EIMaraghy, Seimer Tsang, Barna Szabados and Ross Judd.

The three documents are:

- Engineering report guidelines
- Engineering report appraisal
- Engineering report preparation file

It was moved by Ross Judd and seconded by Remon Pop-Iliev to approve the documents as amended.

CARRIED

8.7 Applicants request to be assessed under multiple board sheets

Al Stewart requested guidance from the committee on how to approach a request for multiple boardsheet assessment, when an applicant is multi-disciplinary. Roydon Fraser suggested that you must create your own A level exams. Judith Dimitru further suggested that in the case of a graduate student who is in a different discipline than their undergraduate studies, we look at courses taken for the graduate degree to confirm the knowledge. Ramesh Subramainian added that he leaves it up to the applicant to decide what exams they take from options

he provides. Furthermore, if they have 5 years or more experience they should go to ERC.

8.8 ERC Report

David Kiguel reported on the following items:

- ERC had its last business meeting on June 28, 2017. The next Business meeting is scheduled for August 18, 2017.
- The ERC appointed a new manual working group to maintain the ERC manual. This group will ensure consistency with the latest regulations and ERC operational practices.
- Two members of the ERC received letters from the Regulatory Compliance Department at PEO requesting that they respond to a complaint from an applicant who failed a confirmatory interview. The members felt intimidated by this action. The discussion at ERC centered around the fact that PEO does not have a process in place to deal with these types of matters. Volunteers should not be subjected to these types of complaints. The ERC agreed to make a motion to Council to deal with the matter. The ERC subcommittee has been given the task to review and prepare a recommendation for the Registrar and Council. The recommendation will be brought to the next ERC meeting on August 18, 2017.

8.10 General Direction for the Model Guide on the Assessment of non-CEAB Applicants

Michael Price, reported that there was a delegation from Engineers Canada that met with Barna Szabados, Bob Dony, Moody Farag and himself on June 25, 2017. The discussion was on the latest version of the Model Guide that would be used for assessments. The project had shifted focus and the concern was that there were statements made without detail to substantiate the statements. Michael Price asked the committee if they had any additional comments to make on the document. A copy will be sent to members of the committee. All comments should be sent to Michael Price.

8.9 Special Confirmatory Exams

Leila Notash shared with the committee statistical data received on the special confirmatory program. The committee was encouraged to review the data. This item will be discussed at a future meeting.

9. New Procedural Matter(s) for discussion

10. Other Business

Roydon Fraser requested input on a file where an applicant was requested to write 8 exams. In lieu of writing the exams the applicant has requested to take

four courses. The committee agreed that this can be done and his exams can be reconsidered.

11. Adjournment

The meeting was adjourned at 1:10 PM.

Next Meeting: August 25, 2017