



Minutes

ACADEMIC REQUIREMENTS COMMITTEE (ARC) Friday, May 11, 2018

PRESENT:

Members:

| | |
|----------------------------|-----------------|
| Leila Notash, Chair | Medhat Shehata |
| R. Subramanian, Vice Chair | Remon Pop-Iliev |
| Sanjeev Bhole | George Nakhla |
| Bob Dony | Shamim Sheikh |
| Judith Dimitriu | Allen Stewart |
| Amir Fam | Barna Szabados |
| Stelian George-Cosh | Seimer Tsang |
| Michael Hulley | Gosha Zywno |
| Ross Judd | Amin Rizkalla |
| Magdi Mohareb | Joe Lostracco |
| Juri Silmberg | |

Staff:

Johnny Zuccon, Interim Registrar
Anna Carinci Lio

Esther Kim
Faris Georgis
Pauline Lebel
Marsha Serrette
Irene Zdan

Regrets:

Waguih ElMaraghy
Roydon Fraser
Meilan Liu
Ian Marsland
John Yeow
Moody Farag (Staff)

Guests:

David Kiguel, ERC Chair
Changiz Sadr, ERC Vice Chair

1. Call to Order and Chair's Remarks

The meeting was called to order by the Chair, Leila Notash at approximately 10:40 AM. She welcomed Johnny Zuccon, Acting Registrar of PEO to the meeting.

2. Approval of the Agenda

MOTION:

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

CARRIED

3. **Approval of the Minutes of the April 13, 2018 Meeting**

MOTION:

It was **moved** by Ramesh Subramanian and **seconded** by Barna Szabados that the minutes of the April 13, 2018 meeting be approved.

CARRIED

4. **Matter(s) Arising from the Minutes**

Item 8.6(b) There was no formal motion passed for this Master program as the Redbook gives adequate information to address the assessment. No changes will be made.

Item 8.7 Engineers Canada database a correction to the wording in the paragraph, “gap” will be added to the sentence, it will read as follows. *He discussed applicants from the Philippines and how they were assigned many exams in the past and currently these applicants have not been assigned any gap exams.*

5. **Chair’s Report**

Leila Notash reported on the following items:

- She attended the AGM on April 21, 2018. Ramesh Subramanian, Bob Dony, Roydon Fraser, Barna Szabados, Ross Judd, Changiz Sadr and David Kiguel were also in attendance.
- At the AGM luncheon Dr. Lawrence William Green, P.Eng., was presented the 2018 V.G. Smith Award (for the best average of his top three technical examinations of 97%, 96% and 93%. He successfully completed a total of ten technical exams with an average of 84%.
- Ramesh Subramanian is now Regional Councillor for the North.
- The Volunteer Leadership Conference was on succession planning. The discussion was on how to give new people the opportunity to join committees and chapters.
- There are two applicants with PhD’s from Sherbrooke University with no courses or few courses taken in their PhD program. In both cases the applicants have no gaps or deficiencies in their undergraduate program. Also, both applicants have completed a master’s program with courses. Both applicants have been assigned a confirmatory exam program. ARC members discussed that course work in any postgraduate degree should have sufficient overlap with equivalent courses in the undergraduate degree to confirm. If there is no course work overlap in any of the advance degrees how can you confirm an undergraduate? A thesis is just a very narrow investigation into a subject, it does not confirm any part of the undergraduate program. It’s a judgement call by ARC members looking at the specifics of an individual. If the examiner does not see sufficient overlap in master’s courses to confirm, it does not confirm. Item 8.7 of the previous minutes, Leila Notash reviewed the list of decisions for applicants from the

Philippines from January 13, 2017 to May 3, 2018 and provided a summary of the findings for the committee to review. The summary found that most of the confirmatory exams that are assigned are from staff and that clarified why there was no gap exams. There are very few applicants from the Philippines that are reviewed from the ARC. The data/statistics proves that the system works, the system is catching weak applicants.

6. **Staff's Report**

Pauline Lebel reported to the Committee that there was a Registration hearing with respect to experience. The applicant requested a Registration hearing and on the day of the hearing he did not show up. There were three panel members, independent legal counsel and a court reporter and three staff. The rules are if an applicant does not show up PEO can proceed and present their case.

Johnny Zuccon reported on the following items:

- He thanked the ARC for their work and Licensing and Registration department staff who have filled in during Michael's absence.
- On March 8, 2018 he met with the Ontario Fairness Commissioner Grant Jameson. There are outstanding areas that the OFC would like PEO to address. The 12-month Canadian experience, psychometrics of our exams, and diversity of Committee membership. PEO has until the end of June to address the OFC concerns in writing.
- He along with Pauline Lebel, Moody Farag, and Faris Georgis met with the OFC policy advisor.
- He attended the OFC Stakeholder Engagement Committee. At the meeting there was a presentation from the French Services commissioner. All large regulatory bodies must accommodate applicants who request services in French. PEO is doing a review on if we have had any applicants who have requested service in French.

7. **Endorsements**

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

There are three synopses in the area of Manufacturing. Mechanical Design for New Grimsby Fire Station in Grimsby, Ontario. Judith Dimitriu will review. Comparison of Experimental Test and Computational Modelling of High Density Polyethylene to Set Reliable Input for Future Finite Element Simulation. This report will be reviewed by Stelian George Cosh.

7.2 **Issues Arising from Recommendations for applicants Referred by ARC**

No issues to report.

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

No issues to report.

8. **Procedural and Related Matters**

8.1 **Licensing Committee Update**

Barna Szabados reported on the discussions of the May 10, 2018 LIC meeting. The committee met to prepare a response to objective 6 and 8 of PEO's strategic plan. The Committee will propose an action plan that will be submitted to Council in June.

Leila Notash further mentioned that she did not receive feed back on the email that was circulated to the Committee at the last meeting regarding the strategic plan. She will draft the memo that will be presented at the June ARC meeting. Barna Szabados will send notes from the LIC strategic planning meeting to the ARC Strategic Plan Subcommittee and Johnny Zuccon.

8.2 **CEAB Update**

Bob Dony reported that CEAB will meet in June. This is related to accreditation. At this meeting decisions will be made for the Fall and Winter. The CEAB will consult with the ARC on the new Academic Unit Taskforce recommendations. Bob Dony will lead out on this discussion for consultation at the next ARC meeting in June.

8.3 **CEQB Update**

Deferred to next meeting

8.4 **Engineers Canada Request for Feedback**

Engineers Canada has requested feedback on the, Draft Guideline on Limited Licenses, General Direction Model Guide of Non-CEAB applicants, and the revised Engineers-in-Training Web Content Consultation. Feedback is requested to be sent to PEO staff by May 25, 2018.

8.4.1 **Syllabi Review** – Software, Biomedical, Geomatics, Mining and Mineral Process Engineering

Biomedical – The recommendation to the CEQB is that they should design a Biomedical Engineering program that is not the combination of two programs. The current syllabus is an amalgam of Biomedical and Biochemical. Biomedical should be its own program and the current syllabus does not correspond to any biomedical program in Canada.

No changes will be made to the Software, and Mining and Mineral Process Engineering.

Geomatics Engineering group will meet to discuss possible changes and will submit their findings by May 25, 2018.

8.4.2 **Draft Guideline Limited Licenses**

8.4.3 **Draft Revise Web Content - EIT**

8.4.4 **Model Guide on the Assessment of Non-CEAB**

8.5 **Distance Education Subcommittee**

Deferred to next meeting

8.6 **McMaster B. Tech Programs**

The McMaster B.Tech programs are four year degrees that is offered by McMaster University however, they are not accredited. On Friday, March 2, 2018, Bob Dony, Leila Notash, Shamim Sheikh, Juri Silmberg and Moody Farag visited McMaster University to review their B.Tech programs. The programs reviewed were, Civil Engineering Infrastructure Technology, Power and Energy Engineering Technology, and Automotive Vehicle Engineering Technology. Bob Dony presented to the committee the Report of the ARC McMaster B.Tech Subcommittee. The ARC has adopted a protocol for evaluation of Ontario programs which are not accredited by the CEAB. The Committee toured the facility, and reviewed course information and course exams. The committee was pleased with the programs they reviewed. They agreed that the programs are University grade and not at a level of a technologist program.

The recommendation from the committee is applicants would be given a confirmatory like program. 3, A level examinations; 2, B level examinations and an Engineering Report. This program allows for flexibility as good performance will be considered. The applicants may also be referred to the ERC to waive specific exams. This is a four-year degree program there will be a five-year rule for experience. The McMaster B.Tech programs should be reviewed again by the ARC after three years.

Motion:

It was moved by Bob Dony and seconded by Juri Silmberg that the ARC adopt these three examination programs.

UNANIMOUSLY CARRIED

Bob Dony recommended that the committee revisit the manufacturing B.Tech program at McMaster University.

8.7 **ERC Report**

David Kiguel reported on the following items:

- The ERCSC met on April 16, 2018
- The ERC Business meeting was on April 27, 2018
- At the business meeting the committee approved the interview instructions for limited licences, and interview instructions for reinstatements. The documents format of interview, how to select projects, what are the expectations and questions they may get.
- A one-page reminder to ERC members performing interviews about their conduct was also approved.
- Experience guideline response to the Licensing committee request monitor. The ERC agreed to eliminate the 30-hour requirement for monitor. The ERC however requires that the monitor agreement contains a commitment on the part of the monitor about the minimum time to be devoted for monitoring the activities of the applicant. It was accepted by the LIC yesterday. The ERC will draft a briefing note for Council approval.
- The LIC is reviewing the reinstatement policy at PEO. Currently there is a different policy for members who resign verses members who have lapsed for non-payment. The conclusion that the LIC has arrived to is that everyone should be treated the same. Regulations will need to be amended to make any changes to the process. He and Faris Georgis will work on a draft proposal to submit to the ERC to review.
- The next ERCSC meeting is on May 24, 2018
- The next ERC Business Meeting is on June 8, 2018.

9. **New Procedural Matters**

No items to report

10. **Other Business**

Seimer Tsang suggested to update the list of Engineering programs in Appendix F. Leila Notash further suggested to also add the acronyms of the countries. Separate board sheets should be created for Aeronautical Engineering and Aerospace Engineering. This will be a topic of discussion at the next meeting.

11. **Adjournment**

Meeting adjourned: 12:45 PM

Next Meeting: June 15, 2018