



MINUTES

EDUCATION COMMITTEE (EDU)

Thursday, February 9, 6:00 – 9:00 pm

PEO, 40 Sheppard Ave W, Toronto, ON

Dinner Room 8B: 6:00-7:00pm; Meeting, Room 8A: 7:00-9:00pm

Conf bridge: 1 866 512-0904 Access: 2697824#

Chair: Samer Inchasi, P.Eng.
Attendees: Gordon Griffith, P.Eng.
Radomir Grigorov, P.Eng.
Hao Li
Ravi Peri, P.Eng.
Paymon Sani, P.Eng.
Priscilla Williams, EIT (via teleconference)
Staff Advisors: Tracey Caruana, P.Eng.
Adeilton Ribeiro, P.Eng.
Guests: Gerard McDonald, P.Eng.
Jordan Max
Regrets: Karen Cain, P.Eng.
John Hazel, P.Eng.
Michael Arthur, P.Eng. (Vice-Chair)

1.0 Call to Order

Samer Inchasi called the meeting to order at approximately 7:05 pm.
Samer Inchasi was confirmed as the meeting evaluator for the meeting.

2.0 Strategic Plan

Gerard McDonald ran the Strategic Plan Consultation for one hour with the committee to review the Strategic Plan 2.0. He reviewed the SWOT analysis (strengths, weaknesses, opportunities and threats) for PEO. The committee participated in a brainstorming session.

3.0 Approval of Agenda

Paymon Sani moved to approve the Agenda. Gordon Griffith seconded the motion. All present approved.

3.1 Approval of Minutes of the 01 December 2016 Meeting

Ravi Peri moved to approve the Minutes of the 01 December 2016 meeting. Radomir Grigorov seconded the motion. All present approved.

3.2 Action Register Review

Tracey Caruana reviewed the action items on the Action Register with the Committee and updated accordingly.

4.0 Sub-committee/Project Updates

4.1 Engineer-in-Residence (EIR)

Ravi Peri provided an update on EIR. There was discussion regarding the TD Meloche Monnex sponsorship. Ravi is asking for more information and transparency with matters related to the TD sponsorship, as it is not clear. He would like confirmation that information is not being shared.

Action: Ravi Peri to discuss the TD sponsorship with Erica Lee Garcia before expiry/renewal on March 31, 2017.

Action: Tracey Caruana to confirm budget for the EIR Program.

Action: Tracey Caruana to review EIR contract with Scott Clark.

Action: Ravi Peri and Sam Inchasi to discuss with Erica Lee Garcia and agree on extending the EIR contract by one year.

4.2 Engineering Innovations Forum (EIF) Update

Radomir Grigorov gave an update on the recent EIF meetings he has attended. The date of the forum is March 8, 2017. The venue is confirmed at the Royal Botanical Gardens. There is currently no speaker from a car company. In addition, the proposal of making a video was declined due to low visualization from the public.

Planning of the event depends on future funds. The committee would like to discuss further the funding of EIF. The committee plans to hold a meeting with EIF regarding funding at the next face-to-face committee meeting on April 6, 2017.

Radomir reiterated EDU's view for more student engagement, however this was declined. Currently the audience is predicted to be mainly engineers, as the event is promoted via PEO channels. The question was raised on how do we measure success of the EIF event, considering the expectation of the event being sold out. Promotion of the event is another concern to the committee. Sam Inchasi proposed to post EIF events on the EDU website.

Sam Inchasi will be attending the event on March 8th.

Action: Tracey Caruana to confirm who will be attending the EIF on March 8, 2017.

Action: Sam Inchasi or Radomir Grigorov to invite EIF to future EDU meeting (April 6th face-to-face).

4.3 PEO-OSPE Math paper

The PEO-OSPE Math paper was not discussed. The committee will follow up on this at the next EDU meeting.

4.4 Engineering Change Lab

For the future, the EDU will begin to review the engineering change labs on a case by case basis and the attendance should be pre-approved before purchasing a ticket. Ravi Peri has requested one month's notice and approval before the change lab. In addition, they will need to receive feedback from the conference as well as a report. The benefit of the change lab is to give exposure to the EIR program.

Action: Tracey Caruana or Ravi Peri to advise Erica Lee Garcia of the request for notice to attend the Engineering Change Labs.

5.0 Chapter Liaison Report / Chapter Funding Request

There are two Chapter funding request. The first request is from the Scarborough Chapter who has requested \$1000 for a seismic resistance structure contest.

Gordon Griffith motioned to approve the funding. Ravi Peri seconded the motion. All present approved.

The second request is from the Ottawa Chapter who has requested \$1000 for Mini-Maker Faire. The guideline states that requests should be made within two months of the event, however the committee approved the request.

Gordon Griffith motioned to approve the funding. Radomir Grigorov seconded the motion. All present approved.

Action: Committee to review the Chapter Funding Request guidelines to confirm that 70% of the funds will be transferred upon pre-approval and with receipts, and 30% will be transferred after a report is submitted.

6.0 HR Status

Samer Inchasi reviewed the terms for succession planning, and the committee was encouraged to consider the position of Chair or Vice-Chair. Elections took place at the February 9th, 2017 meeting. Sam Inchasi will remain Chair, and John Hazel will become Vice-Chair.

Action: Tracey Caruana to put forward names before the March Council meeting.

7.0 Education Conference

There was discussion regarding the Education Conference and calling out for volunteers. Paymon Sani will be chair for the Education Conference chair. A meeting schedule will be developed. The conference is scheduled to take place on June 9-10, 2017.

Action: Samer Inchasi to draft up an email to call out for volunteers for the EDU conference and send to Tracey Caruana to distribute to chapter education chairs.

8.0 Other

Action: Samer Inchasi to provide an update for the 2016 Annual Report (due February 24th).

Action: Samer Inchasi to work on the committee terms and reference and will discuss at the next EDU meeting (due March 31st).

9.0 Meeting evaluation

Sam Inchasi provided an evaluation of the meeting to the EDU Committee.

10.0 Next meeting and Adjournment

Samer Inchasi moved to adjourn the meeting at approximately 9:15 pm. Paymon Sani seconded the motion. The next EDU Committee meeting date scheduled for March 2 by teleconference.