

MINUTES

EDUCATION COMMITTEE (EDU)

Thursday, October 12, 2017, 7:30 – 9:00 pm

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

Chair: Samer Inchasi, P.Eng.
Vice-Chair: John Hazel, P.Eng.
Attendees: Radomir Grigorov, P.Eng.
Karen Cain, P.Eng.
Ravi Peri, P.Eng.
Hao Li
Priscilla Williams, EIT
Staff Advisors: Tracey Caruana, P.Eng.
Adeilton Ribeiro, P.Eng.
Sami Lamrad, EIT
Regrets: Paymon Sani, P.Eng.

1.0 Call to Order

Sam Inchasi called the meeting to order at approximately 7:35 pm when quorum was obtained.
Hao Li was confirmed as the meeting evaluator.

2.0 Approval of Agenda

Karen Cain moved to approve the Agenda. Radomir Grigorov seconded the motion. The motion carried.

2.1 Approval of Minutes of the 14 September 2017 Meeting

Karen Cain moved to approve the minutes of the 14 September 2017 meeting. Radomir Grigorov seconded the motion. The motion carried.

2.2 Action Register Review

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

3.0 2018 Work and HR Plan

The committee has selected two new candidates to fill two roles, one for Chapter Liaison and a member to oversee the EDU website and communications. The new committee members were approved by Registrar, Gerard McDonald on October 10, 2017 and will attend the next committee meeting in November.

The EDU Committee will discuss succession planning at a future meeting.

Action: Sam Inchasi to update the work plan and HR plan by the end of the week of October 16th.

4.0 Sub-committee/Project Updates

4.1 Engineer-in-Residence (EIR)

Ravi Peri and Samer Inchasi provided an update on EIR. There are 206 EIRs paired with 197 schools as of the end of September.

Ravi Peri has suggested that the EIR progress reports be forwarded to all chapters on a monthly basis so that each chapter is able to see the EIR engagement taking place in their chapter. This will create a stronger interface between Chapters and EWB. Contact information is captured in the reports and therefore the chapters can get in touch with EWB / the service provider if needed.

EWB has also requested that they have a monthly call with Samer Inchasi (Committee Chair) and Ravi Peri to review the monthly progress report.

The EDU Committee will be working on an EIR evaluation sheet to be administered annually.

Action: The EDU Committee to continue to work on creating an EIR Evaluation sheet to assess the program each year.

4.2 Engineering Innovation Forum (EIF)

The Chair of EIF has resigned, in addition to a few other members. Restructuring will be taking place as EIF recruit for new members. George Comrie will be chairing the EIF. The members are looking for topics for the upcoming year.

4.3 PEO-OSPE Math paper

The Math Position Paper and the Briefing Note was presented to the OSPE Board at the board meeting on September 21, 2017 and presented at the PEO Council meeting on September 29, 2017. Samer Inchasi attended the Council meeting to present and answer questions on behalf of the EDU Committee. OSPE representatives were also present.

A unanimous decision was made to put forward the position paper to the government. Samer Inchasi will draft a cover letter to be signed by both PEO and OSPE. He has also requested that a press release be sent.

Action: Sami Inchasi to prepare a cover letter to be signed by PEO and OSPE supporting the Math Position Paper. The cover letter will be sent to PEO Communications Department for editing.

4.4 EDU Outreach Website

The EDU website/forum is now functional, however it is empty. The website will allow for 30 email addresses to be registered. An email was sent to all chapter education chairs and coordinators, asking them to register with a generic email account and create a new post or topic. Posts will be approved by the admin while the forum remains open for registration. Once registration is completed, the forum will be closed and permission will be granted. It has been suggested that members of the EDU committee also register on the website so that they can begin conversations on the forum.

The committee will begin to brainstorm ideas to design the website via the forum.

Action: EDU Committee members to register on the website and kick-off the forum by creating a topic.

4.5 Education Conference

The EDU Conference feedback will be reviewed at a face-to-face meeting to be set up in November. Sixteen (16) attendees at the conference consented to providing their email addresses. The EDU committee will reach out to these attendees regarding the EDU conference planning committee for 2018.

The Committee would like to discuss a budget for the Ontario Wide Challenge. This will be discussed at the EDU Conference 2018 kick off meeting. The EDU Committee is also interested in sponsoring or assisting in the organization of Mathletics or Skills Ontario events in 2018. Paymon Sani will be preparing a proposal for the committee requesting the support of a Province Wide Challenge.

Action: Tracey Caruana to set up a meeting for November to review the Education Conference feedback and begin planning for 2018.

Action: Paymon Sani to prepare a proposal for the Province Wide Challenge including budget, venue, travel costs, etc.

4.6 Education Committee Presentation

The EDU Committee has been requested by Council to prepare a presentation on the purpose of the committee and current and past projects. The Council requested that the EDU Chair present this at an upcoming Plenary session. The target date is February 2018.

Action: EDU Committee to prepare presentation.

5.0 Chapter Liaison Report

There were no updates for the Chapter Liaison Report.

6.0 Meeting evaluation

Hao Li provided an evaluation of the meeting to the EDU Committee.

7.0 Next meeting and Adjournment

John Hazel moved to adjourn the meeting at approximately 8:55 pm. Karen Cain seconded the motion. The next EDU Committee meeting date is scheduled for 9 November 2017 by teleconference.