Minutes of the November 28, 2012 EDTF – CIE Subgroup meeting

Room 210, 40 Sheppard Ave. West, Toronto

Participating: George Comrie, Roger Jones, Jim Finch, Ian Marsland, Peter DeVita, Colin Cantlie (t/c from 7:55pm), Jordan Max (staff advisor)

Regrets: Tyson Macaulay, Alana Lavoie

Following dinner, the meeting started at 7:10 pm.

1. **Approval of Agenda**

    The agenda was reviewed, without any changes. Motion to approve the agenda: Jim/Ian – passed as presented

2. **Approval of October 24th, 2012 meeting minutes and follow up on action items**

    The revised minutes (as amended by Roger) were reviewed. Roger further amended item 2 to note that he ceased to be PEO's Official Liaison person to the *Society of Manufacturing Engineers'* (SME) 'Take Back Manufacturing Initiative' (supported by PEO and OSPE) when he left Council in May 2012. However, he will continue SME liaison as Chair of the *Professional Standards Industry Sub-Committee* (PSISC), as noted in the PSISC Terms of Reference. SME is expected to be an information source for TBM, also for issues related to the *Repeal of the Industrial Exception,* and this was corrected in the October 24th minutes. Motion to approve amended minutes: Peter/Roger; passed.

    With respect to following up on action items, George noted that:
    - he was trying to get in touch with Bill Jackson, chair of the Enforcement Committee to arrange a meeting;
    - he had not yet been able to contact John Clark; and
    - he had compiled the CIE comments on the Engineers Canada draft definition of Software Engineering and submitted it to the Acting Registrar, who had forwarded it to Stephanie Price of Engineers Canada. He thanked those members who had contributed their comments.

3. **Business Arising**
    - **Engineers Canada Software Engineering definition**
        In addition to the follow up on action items, George reported that he had heard that other provincial engineering associations had similar concerns about the draft definition. The document is now being considered and will

be revised at the next CEQB meeting in January. The challenge will be in enforcing the new definition.

- **Meeting with Regulatory Committee chairs**
  This will take place once George is able to find a common time with Bill Jackson, and other committee chairs will be invited.

4. **Stakeholder Consultation**
   - **Regional Stakeholder Events (Ottawa, GTA, Waterloo)**

     There is nothing new to report on this item at this time.

5. **Phase II Report**

   Jim has completed the "Missing Parts" list. No other updates or revisions have been made to the Phase 2 report since the last meeting. George is to revise sections 1 and 8. Jim is to revise section 3. It was recommended that the dates of the latest change be made to the "Missing Parts" list and that this be used as the record of approvals by the subgroup members. Roger's name was accidentally left off the list, and is to be added as a reviewer. Ian volunteered to act as secretary to manage the report's completion.

   It was noted that references that are not being directly quoted in the report should be included in the bibliography at the end of the report.

   There was some discussion about timelines for submitting the Phase 2 report to Council, hopefully in February or April 2013.

   There was considerable discussion about the Limited Licence as it pertains to CIE. The major issues that need to be addressed in the report include the minimum academic and experience requirements, whether an ARC/ERC interview was required, and whether Limited Licences will be a subset of CIE or will largely copy CISSP or CISCO certification requirements. George also noted that there will be workshops to discuss limited licences as part of the Canadian Framework for Licensure (CFL) work.

6. **Next Meeting and adjournment**

   The next meeting date was set for Wednesday, January 9, 2013, from 6:00-9:00 pm. The meeting was adjourned at 9:31 pm.