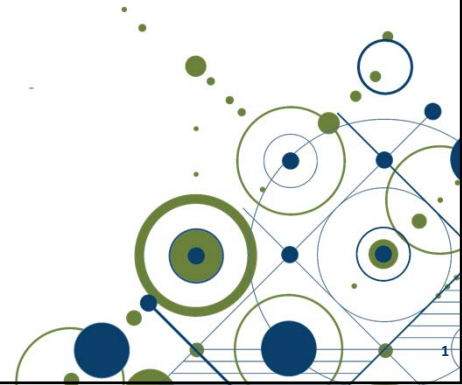


# Preparing for your upcoming CEAB virtual visit

Luigi Benedicenti, Chair, CEAB Task Force on Virtual Visits

Ray Gosine, Member, CEAB Task Force on Virtual Visits

Thursday, July 29th, 2021



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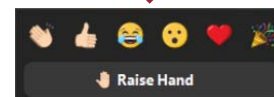
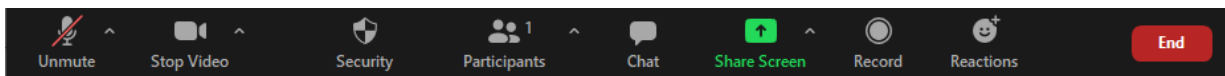
## Have a question?

Mute/Unmute  
your microphone

Turn on/off camera  
("Start/Stop")

Open 'participants'  
window (reveals  
raise hand options)

Open 'reactions'  
window (reveals  
raise hand options)



2

## Learning objectives

Following this session, you will be able to:

- Identify the elements of a CEAB accreditation visit that will change as a result of virtual modality
- Plan for document sharing and virtual meeting platforms
- Plan how to provide virtual tours of labs and other facilities
- Prepare the COVID-19 addendum to the Questionnaire

## Participants

This presentation is intended for designated officials and other program faculty/staff who are planning for a virtual accreditation visit in 2021-2022.

Today, we're joined by:

- HEI participants
- CEAB members

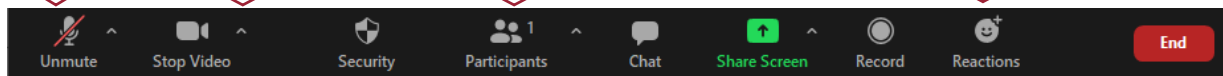
# What are your objectives?

Mute/Unmute  
your microphone

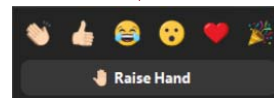
Turn on/off camera  
("Start/Stop")

Open 'participants'  
window (reveals  
raise hand options)

Open 'reactions'  
window (reveals  
raise hand options)



Chat function



5

# Outline

1. CEAB accreditation process
2. Preparing for your CEAB virtual visit: what changes? what stays the same?
  - Submitting documents
  - Arranging interviews
  - Planning lab and space tours
3. The COVID-19 Addendum to the Questionnaire

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# CEAB accreditation processes



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## Goals of the Accreditation Board



Accredit undergraduate engineering programs that meet minimum educational standards for professional licensure.



Encourage continuous improvement of engineering education.



Provide advice to the Engineers Canada Board on international engineering education and accreditation.



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# What does the Accreditation Board do?

The visiting team



*Visiting team not responsible for accreditation decisions*



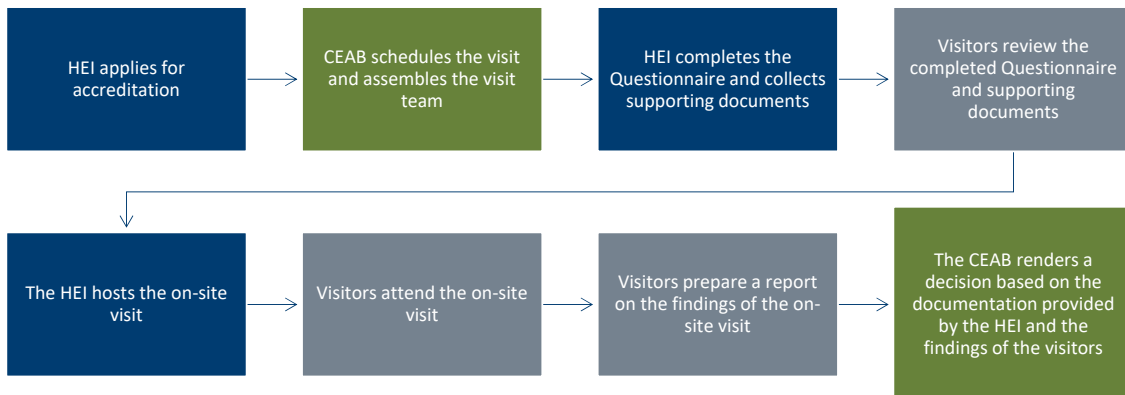
Program information gathering and review



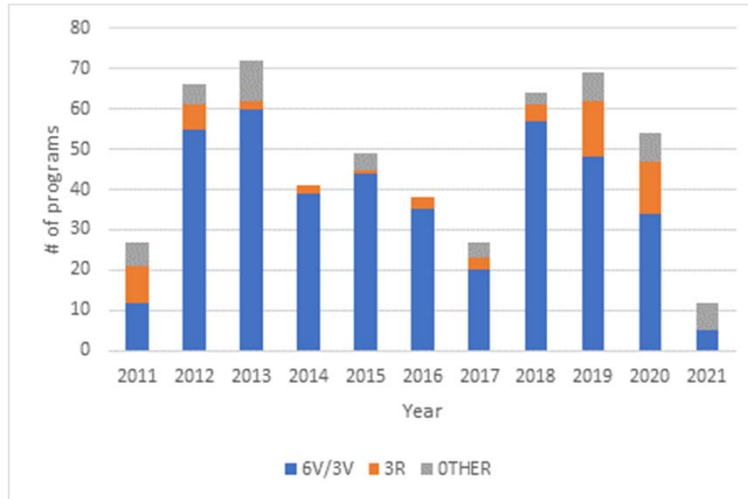
CEAB accreditation decision



# Accreditation Process (High-level)



## CEAB visit decisions 2011-2021



## Virtual Visits

# Accreditation and COVID-19



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## Accreditation

About accreditation

Accreditation resources

2021-2022 Accreditation cycle

2020-2021 Accreditation cycle

2019-2020 Accreditation cycle

Canadian Higher education institutions (HEIs) with engineering programs receive regular accreditation visits from Accreditation Board teams, and these require extensive documentation. Here you will find key documents to help guide you through the 18-month accreditation process.

This page also contains key information for volunteers who conduct site visits, which HEIs are welcome to review to better prepare.

- February 18, 2021 CEAB statement on COVID-19
- Accreditation extensions due to COVID-19
- For regulators: March 31, 2020 CEAB statement on COVID-19
- For HEIs: March 31, 2020 CEAB statement on COVID-19
- March 12, 2020 CEAB statement on COVID-19 (novel coronavirus)



All public statements on the CEAB's response to COVID-19 can be found on Engineers Canada's public website. For any questions regarding COVID-19 related changes to the accreditation program, or how those changes relate to your HEI, please contact the CEAB Secretariat directly at [visits@ingenieurscanada.ca](mailto:visits@ingenieurscanada.ca)

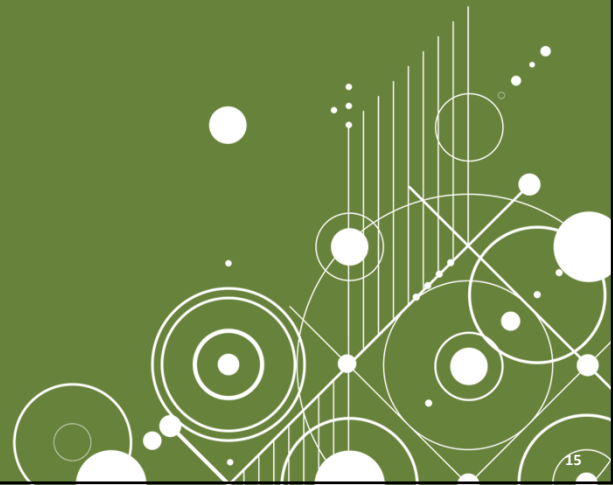
## 2021/2022 cycle

- Decision: all visits for the 2021/2022 accreditation cycle will be virtual
- Considerations:
  - planning;
  - risks;
  - volunteers;
  - equity; and
  - resource capacities.



# Virtual Visits

What stays the same? What changes?



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## An approach to virtual visits: What stays the same?

- The intent, purpose and general process of an accreditation visit
- Application of criteria
- Triangulation of evidence
- Visiting team composition
- Time allocated for the visit (equivalent of three days)
- Questionnaire, Exhibit 1, Excel spreadsheets provided 8 weeks before visit

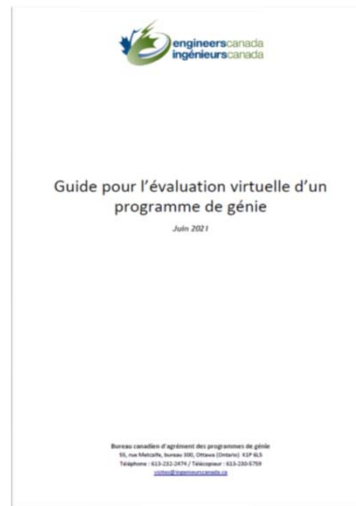
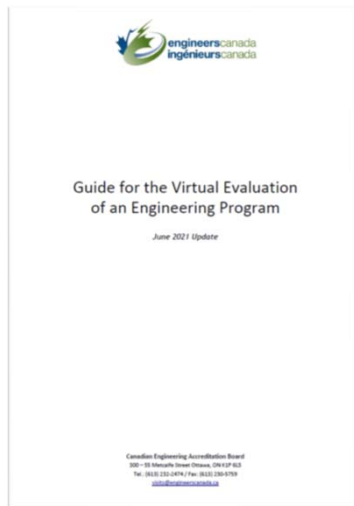


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# Considerations for the virtual visits



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## An approach to virtual visits: What changes? Document submission

- The Questionnaire for Evaluation of an Engineering Program is still due **eight** weeks before the visit start date
- Materials to be made available ahead of visit (**four to six** weeks before the visit start date)
  - Course materials (per the 'On-site materials' section of the Questionnaire)
    - › 'A1' material typically be distributed to students for every learning activity in the program.
    - › 'A2' 15-20 learning activities used to assess achievement of the Graduate Attributes
  - Graduate Attributes and Continual Improvement documentation (evidence for three examples where change to a program was considered)
  - Graduate Attributes and Continual Improvement presentation (pre-recorded is preferred)
  - Safety manuals and procedures
  - Lab and facilities tours (more information on the next slide)

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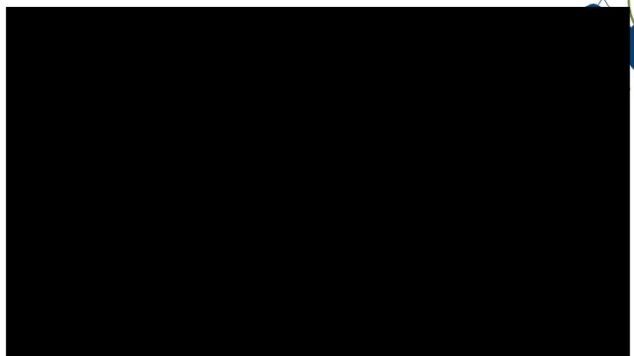
## An approach to virtual visits: What changes? The interview process

- All interviews will be conducted via online meeting platforms
  - Hosting responsibilities
  - Recordings
  - Scheduling
  - Logistics
  - CEAB Secretariat support

*It is possible that the length of the visit will increase by 0.5-1 day to accommodate shorter days/time zone difference. The time spent in interviews would remain the same.*

## An approach to virtual visits: What changes? Touring labs and engineering facilities

- Two stages:
  - Pre-recorded video
  - Live walk through (as required)
- Focus on:
  - Labs relevant to the program being assessed
  - Study spaces
  - Club spaces
  - Teaching facilities



*Our thanks to ABET for sharing this resource with the CEAB.*

## An approach to virtual visits: What changes? HEI activities

- Logistics
- Documents to be submitted
  - New modality
  - Some additions

## An approach to virtual visits: What changes? CEAB Secretariat support

- Attendance at each visit
- Visitor and HEI training
- Technical support

# Questions?



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# The COVID-19 Addendum to the Questionnaire



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## An approach to virtual visits: What changes? Addendum to the Questionnaire

- Which courses, if any, will be delivered online, in class, or in combination and how will Accreditation Units (AUs) be calculated?
- For courses being held in-class, what measures are being taken to ensure the safety of students and faculty?
- How will classes with either a lab component or field exercises be handled?
- Are there any significant changes to the delivery of capstone design projects? If so, please describe.
- How have your plans for the final year of the program changed due to measures taken in response to the pandemic? What were you planning to do vs. what has been implemented?
- What, if any, attrition do you expect?
- How will GA/CI processes be affected by changes to course and lab instruction implemented to address pandemic concerns?

## Virtual visits: Final thoughts



Collaboration and flexibility will be key!

# Questions?



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# Thank you!

For more information:

[accreditation@engineerscanada.ca](mailto:accreditation@engineerscanada.ca) | 613.232.2474

[engineerscanada.ca/accreditation](http://engineerscanada.ca/accreditation)



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