

126th MEETING OF THE CANADIAN ENGINEERING QUALIFICATIONS BOARD

Saturday, April 06, 2024

9:00 a.m. – 6:00 p.m. EST

Virtual meeting held via Zoom

AGENDA

	Agenda item	Scheduled time	Presenter
1	Opening of the meeting	9:00am	Frank Collins
1.1	Call to order and introduction of attendees		Frank Collins
1.2	Approval of the agenda		Frank Collins
	<i>Motion: That the agenda for the 126th meeting of the Qualifications Board be approved as distributed.</i>		
1.3	Declaration of conflict of interest (attachment 1.3)		Frank Collins
2	Consent agenda (Attachments 2.2 to 2.7)	9:30am	Frank Collins
2.1	CEQB members may request that an item be removed from the consent agenda for debate and deliberation.		
	<i>THAT the consent agenda motions listed below (2.2 to 2.7) be approved in one motion.</i>		
2.2	Approval of minutes of the previous meeting (attachment 2.2)		
	<i>Motion: That the minutes from the 125th meeting of the Qualifications Board held on January 30, 2024, be approved as distributed.</i>		
2.3	Approval of the final revised Building engineering syllabus (attachment 2.3)		
	<i>Motion: That the final revised Building engineering syllabus be approved and published on the public website.</i>		
2.4	Approval of the final revised Guideline on assuming responsibility for the work of engineers-in-training (attachment 2.4)		
	<i>Motion: That the final revised Guideline on assuming responsibility for the work of engineers-in-training be approved.</i>		
2.5	Approval of the final General direction for an Engineers Canada paper on the regulation of emerging disciplines (attachment 2.5)		

	<i>Motion: That the final General direction for an Engineers Canada paper on the regulation of emerging disciplines be approved.</i>		
2.6	Approval of the draft revised Guideline on good character (with principles of character investigations) (attachment 2.6)		
	<i>Motion: That the draft revised Guideline on good character (with principles of character investigations) be approved for regulator consultation.</i>		
2.7	Approval of the draft Regulators Guideline on fitness to practice (attachment 2.7)		
	<i>Motion: That the draft Regulators Guideline on fitness to practice be approved for regulator consultation.</i>		
3	Review of action items from last meeting	9:40am	Ryan Melsom
4	Other CEQB Business	9:50am	
4.1	CEQB Foresight Committee		Frank Collins
	<i>Motion: That the Foresight Committee be struck, to operate as per the terms of reference distributed with the meeting documents.</i>		
4.2	2025 Vice Chair nominations		Ryan Melsom
4.3	Selection of 2025 work plan priorities for consultation		Frank Collins
4.4	Special presentation		Frank Collins
10:30am - 15-MINUTE BREAK			
5	Committee reports		
5.1	Admission Issues Committee	10:45am	Qing Zhao
5.2	Continuing Competence Committee	10:55am	Anil Gupta
5.3	Engineer-in-Training Committee	11:05am	Amy Hsiao
5.4	Syllabus Committee	11:15am	Kamran Behdinan
5.5	Practice Committee	11:25am	Sam Inchasi
5.6	Executive Committee	11:35am	Frank Collins
5.7	Nominations Committee	11:45am	Marisa Sterling
6	Report on Engineers Canada Board activities and decisions	11:55am	Marisa Sterling

			Tim Kirkby
1 HOUR LUNCH BREAK			
7	National Groups		
7.1	National Admissions Officials Group update	1:00pm	Kate MacLachlan
7.2	National Discipline and Enforcement Officials Group update	1:15pm	Kris Dove
7.3	National Practice Officials Group update	1:30pm	Delee Silvius
7.4	Comments from the regulators	1:45pm	Frank Collins
8	Report from the Accreditation Board	1:50pm	Allen Stewart
9	Items added to the agenda	2:05pm	Frank Collins
10	Future meetings CEQB Teleconference call: July 2024 (Date to be determined by Doodle poll) CEQB Fall meeting: September 15-16, 2024 (Moncton) CEQB Teleconference call: January 2025 (Date to be determined by Doodle poll) CEQB Spring meeting: April 2025 – Dates TBD (Ottawa)	2:10pm	Frank Collins
11	In Camera session	2:15pm	Frank Collins
	<i>Motion: That the meeting move in-camera and be closed to the public at the recommendation of the Board. The attendees at the in-camera session shall include CEQB members, and Secretariat staff.</i>		

MINUTES OF THE 125th MEETING

1. Opening of the meeting

The chair welcomed everyone to the meeting.

1.1. Call to order and introduction of attendees:

<u>Canadian Engineering Qualifications Board Members</u>	Frank Collins, FEC, P.Eng.	Chair
	Samer Inchasi, P.Eng., PMP	Vice-chair

	Margaret Anne Hodges, FEC, FGC (Hon.), P.Eng., PMP	Past chair
	Anil Gupta, FEC, FGC (Hon.), P.Eng.	Alberta Representative
	Amy Hsiao, FEC, PhD, MBA, P.Eng.	Atlantic Provinces Representative
	Marcie Cochrane, MBA, P.Eng.	Member-at-Large Representative
	Kamran Behdinan, PhD, FAAAS, FASME, FCAE, FEIC, P.Eng.	Member-at-Large Representative
	Farzad Rayegani, PhD, FEC, P.Eng.	Ontario Representative
	Nadia Lehoux, ing., PhD	Québec Representative
	Carol MacQuarrie, FEC, P.Eng.	Member-at-Large Representative
	Karen Savage, FEC, P.Eng.	British Columbia Representative
	Ian Sloman, FEC, M.Eng., P.Eng.	Saskatchewan, Manitoba Representative
	Adam Wallace, P.Eng.	Northern Representative
	Qing Zhao, PhD, P.Eng.	Member-at-Large Representative
Engineers Canada Board Appointee	Marisa Sterling, FEC, P.Eng.	
	Tim Kirkby, FEC, P.Eng.	
Engineers Canada Staff	Trina Hubley, B.Sc., MBA, MA	Vice President, Regulatory Affairs
	Ryan Melsom, PhD	Manager, Qualifications and CEQB Secretary
	Mya Warken	Manager, Accreditation and CEAB Secretary
	Megan Falle	Manager, Regulatory Liaison
	Alison Peverley	Coordinator, Qualifications
Observers	Delee Silvius, MBA, P.Eng., PMP	APEGS
	Natascha Toedter	APEGNB
	Troy Ostapiw	APEGS
	Stephanie Doucet-Landry, P.Eng., FEC	APEGNB
	Allison Smith	APEGS
	Kate MacLachlan, Ph.D., P.Geo., FGC, FEC (Hon.	APEGS

1.2 Approval of the agenda

Motion: THAT the agenda of the 126th Meeting of the Qualifications Board be approved as distributed was moved by Anil Gupta and seconded by Carol MacQuarrie. One member abstained. None were opposed. The agenda was approved.

1.3 Conflict of interest

CEQB members have an ongoing obligation to conduct themselves in an ethical, professional, and lawful manner, and to identify and disclose actual, reasonably perceived, and potential conflicts of interest. These obligations are set out in case law and are also codified in statute, under the *Canada Not-for-profit Corporations Act* ("CNCA"). Members that cannot act in the best interests of Engineers Canada or are conflicted should recuse themselves from the relevant part of the meeting, and they shall not vote on the decision at hand. Members must support the legitimacy and authority of CEQB decisions, regardless of their personal position on the issue, and shall not publicly discuss the varying opinions of individual members.

2. Consent agenda (attachments 2.2-2.7)

The consent agenda was switched to a passing of the minutes.

Motion: THAT the minutes from the 125th Meeting of the Qualifications Board be approved as distributed was moved by Kamran Behdinan and seconded by Karen Savage. One member abstained. None were opposed. The motion carried.

The following items were pulled from the consent agenda and moved to the subsequent committee reports for discussion:

- 2.3 THAT the final revised Building engineering syllabus be approved and published on the public website.
- 2.4 THAT the final revised Guideline on assuming responsibility for the work of engineers-in-training be approved.
- 2.5 THAT the final General direction for an Engineers Canada paper on the regulation of emerging disciplines be approved.
- 2.6 THAT the draft revised Guideline on good character (with principles of character investigations) be approved for regulator consultation.
- 2.7 THAT the draft Regulators Guideline on fitness to practice be approved for regulator consultation.

3. Review of action items from last meeting

Action item		Assigned to	Status
125.1	SUBMIT Revised Guideline on code of ethics for Engineers Canada Board approval.	Secretariat	Complete

125.2	SUBMIT Guideline on conflict of interest be approved for Engineers Canada Board approval.	Secretariat	Complete
125.3	POST revised Industrial engineering syllabus.	Secretariat	Complete
125.4	SEND revised Guideline on assuming responsibility for the work of engineers-in-training for regulator consultation.	Secretariat	
125.5	SEND draft general direction for an Engineers Canada paper on the regulation of emerging disciplines for regulator consultation.	Secretariat	Complete
125.6	SUBMIT of the final Engineers Canada Guideline on duty to report for Engineers Canada board approval.	Secretariat	Complete
125.7	INCLUDE items from discussion in the consultation feedback for the Guideline on assuming responsibility for the work of engineers-in-training.	Secretariat	Complete
125.8	COMMUNICATE the need to discuss non-P.Eng. supervision with Admissions Issues Committee.	Qing Zhao	Complete
125.9	REVISE Foresight Committee motion and documents for presentation at the April CEQB meeting.	Secretariat	Complete
125.10	DISTRIBUTE Work plan item template.	Secretariat	Complete
125.11	SUPPORT working group led by Marisa to present findings or proposals on the Federal Government's 50/30 Challenge at the April CEQB meeting	Secretariat	Complete

4. Other CEQB Business

Frank Collins, CEQB Chair, presented

4.1 CEQB Foresight Committee

Frank Collins, CEQB Chair, presented

The Foresight Committee is a standing committee of the CEQB, whose purpose is to identify key issues affecting engineering regulation in the 5-to-10-year timeframe, in order to support more effective development of the CEQB's work.

The process to join the committee is through open application, and selections are made by the CEQB Executive Committee. All terms, except for that of the chair, are for a duration of 1 year, and reappointments of previous members are only possible after one year off of the committee.

A CEQB member would like to add a note to the composition of the committee to include at least one industry member to the committee.

A CEQB member questioned where workplan items would come from in future if they would be filtered through this committee and was assured work plan items would remain the same. They also had concerns about whether we were striking the environmental and sustainability committee and would like to see it left dormant but not eliminated.

A CEQB Executive member noted that the intention of this committee is to allow membership to cycle through many members by changing the membership with the single year terms.

*Motion: **THAT** the Foresight Committee be struck, to operate as per the terms of reference distributed with the meeting documents was moved by Margaret Ann Hodges and seconded by Tim Kirkby. None were opposed. The motion carried.*

4.2 2025 Vice Chair nominations

Ryan Melsom, CEQB Secretary, presented on behalf of Marisa Sterling, Nominating Committee Chair

- As per Engineers Canada policy 6.10, CEQB members elect their vice-chairs and pass the recommendation to the Engineers Canada Board for confirmation.
- The upcoming vice-chair role will run from July 1, 2025 to June 30, 2027.
- While this appointment is for two-years, the successful candidate is expected to continue into the chair, and past chair positions (pending Engineers Canada Board approval), for a total of six years.
- Nominations due to Ryan by June 15, 2024.

4.3 2024 priorities discussion

Frank Collins, CEQB Chair, presented

No items were submitted by CEQB members for consideration as 2025 work items

Several options:

- Can allocate resources to writing the paper on Emerging Technologies
- Officials groups will be asked during consultation for their input on potential work items that could be pursued in 2025
- Board has indicated interest in guidance for organizations overseeing engineering work
 - Looking for guidance and tools on what boards could do to ensure proper oversight of engineering work
 - Aims would be to raise awareness of engineers' work in organizations and thereby better protect the public

- February 1, 2024-Template available
- March 1, 2024-Proposed items due to Secretariat
- April 6, 2023-Potential 2025 work items reviewed at CEQB meeting
- July 2024-Work plan consultation reviewed at teleconference
- Work plan approved by CEQB
- October 2023-Work plan presented at Engineers Canada Board meeting for comments
- December 2023-Work plan approved by Engineers Canada Board

5. Committee reports

5.1 Admission Issues Committee

Qing Zhao, Committee Chair, presented

Status update:

- Consultation for a paper on the regulation of emerging disciplines closed with feedback items from 3 regulators; Committee met to discuss and review the feedback on March 19
- The final general direction document was approved by CEQB today. A draft of the paper is planned for committee review by mid to late May
- Paper is planned as a regulator-only document

Key issues:

- Paper will provide high level guidance on regulation of emerging disciplines, but future direction may still be needed on processes for regulators to use the model
- Some overlap with themes from the review of the guideline on EIT supervision, so this will be considered in the final version of the paper

A CEQB member requested that they add a component to the paper on engaging with industry.

A CEQB member pointed out a few grammatical corrections to review.

Motion: THAT the final General direction for an Engineers Canada paper on the regulation of emerging disciplines be approved. Was moved by Qing Zhao and seconded by Kamran Behdinan. None were opposed. The motion carried.

Action items: 126.1, 126.2

5.2 Continuing Competence Committee

Anil Gupta, Committee Chair, presented

Status update:

- Committee met to approve the draft guideline
- Outstanding committee feedback to be addressed as part of the consultation
- The guideline is very timely, as several regulators are now undertaking substantial reviews of their policies around fitness-to-practice

Key issue:

- The draft guideline provides direction on a public-facing component; the development of this after the document's publication will take substantial time in 2025

A CEQB member felt that a review of the legacy of work done by the registrant that could have been affected by the fitness to practice issue should be carried out and is important to add to the cover of the guideline. They also sent edits to the secretariat to be included in the consultation feedback.

Motion: THAT the draft Regulators Guideline on fitness to practice be approved for regulator consultation. Was moved by Anil Gupta and seconded by Karen Savage. None were opposed. The motion carried.

Action item: 126.3

5.3 EIT Committee

Amy Hsiao, Committee Chair, presented

Status update:

- The committee received 55 pieces of feedback from 6 regulators—one of the most substantial consultations in recent memory
- All feedback was addressed and the guideline was presented for approval today
- Will go for Board approval in October

Key issue:

- The guideline discusses how to enhance competencies, but the Pan-Canadian competency framework has been updated since the last time the guideline was revised; however, the committee decided not to focus exclusively on this, due to jurisdictional differences

A CEQB member noted that consistency with wording throughout the guideline when referring to professional engineers was important. It was noted that using one term throughout and including terms in the glossary would be the right approach.

Motion: THAT the final revised Guideline on assuming responsibility for the work of engineers-in-training be approved. Was moved by Amy Hsiao and seconded by Ian Sloman. None were opposed. The motion carried.

Action item: 126.4

5.4 Syllabus Committee

Kamran Behdinan, Committee Chair, presented

Status update:

- Syllabi continue to be one of the most widely used CEQB products, presenting significant value for regulators
 - CEQB regularly receives detailed feedback on syllabi, indicating a high level of engagement and value
- Reviews in 2024:

- 2007 Building engineering (final approval April 2024)
- 2017 Petroleum engineering (final approval July 2024)
- 2016 Naval Architectural engineering syllabus
- 2017 Computer engineering syllabus
- 2018 Mining and Mineral processing engineering syllabus
- 2018 Environmental engineering syllabus (tentative)

There was some discussion brought up by a CEQB member whether certain industry practices should be included in the syllabus. It was noted that the general practice with syllabi is to follow CEAB programs.

Motion: THAT the final revised Building engineering syllabus be approved and published on the public website. Was moved by Kamran Behdinan and seconded by Karen Savage. None were opposed. The motion carried.

Action item: 126.5

5.5 Practice Committee

Sam Inchasi, Practice Committee Chair, presented

Status Update:

- Three guidelines were approved by the CEQB in January 2024 to be presented to the Engineers Canada Board for final approval in May: Duty to report, Conflict of interest, Code of ethics
- Two guidelines are being revised in 2024:
 - Guideline on good character (to include principles of character investigations) – for regulator consultation April-June 2024.
 - Guideline on the practice of engineering in Canada

Key issues

- Regulators are interested in the guideline on Practice of engineering in Canada, as it has been used in several recent court cases;
 - Because it has no legal authority, there is a question of the value of having a national guideline

A CEQB member had some feedback to improve the Guideline. Their suggestions have been noted for consultation feedback.

Motion: THAT the draft revised Guideline on good character (with principles of character investigations) be approved for regulator consultation. Was moved by Sam Inchasi and seconded by Karen Savage. None were opposed. The motion carried.

5.6 Executive Committee

Frank Collins, CEQB Chair, presented

Status update:

- Met virtually on March 8 to review January meeting feedback, April CEQB meeting agenda, and work plan progress.
- Discussed potential options for streamlining CEQB administration

- Staff will be exploring ways to reduce administrative load in subcommittee meetings
- Recommendations to be made on reducing subcommittee size
- Translation resources to be focused more on documents going for consultation, to better align with expectations of other Engineers Canada Board committees
- Suggestions from CEQB members welcome

5.7 Nominating Committee

Marisa Sterling, Nominating Committee Chair, presented

Status update:

- As per Board Policy 6.10, all discussion about nominees is considered confidential, so only high-level information can be shared:
 - 1 Regulator has submitted regional member nominees for Engineers Canada Board approval (Engineers and Geoscientists BC)
 - 2 Reappointments have been considered and submitted for Engineers Canada Board approval
 - 1 member-at-large has been recommended to the Board for approval
 - Announcements will be made following the May Board meeting
- This year, we expanded our outreach efforts to promote the member-at-large position:
 - Shared in the 30 by 30 newsletter
 - Shared on Engineers Canada's social media channels, newsletter, and website
 - Revised posting language to highlight our commitment to fostering a diverse and representative membership
 - Held a Q&A webinar to share more information about the CEQB's work and current members' experience
- Next year, we will be implementing a more fulsome communications plan for the recruitment of new CEQB members.

7.2 National Discipline and Enforcement Officials Group (NDEOG) Update

Kris Dove, NDEOG Chair, presented:

Recent NDEOG Work/Discussions

NDEOG last met virtually in November 2023 and March 2024. Discussions included;

- Challenges and new happenings at each regulator; including updates related to Alberta's Bill 6 which seeks to allow the use of the title "software engineer" without holding a P.Eng license from APEGA
- Selection of topic / updates on next Engineers Canada research paper on "Machine Learning and Data Science"

- Qualification Board updates on new and incoming guidelines /work
- Launch of 2024 “Out of Province” campaign

Next NDEOG Meetings

- June 5-6th, 2024 – F2F/In person meeting (Victoria, BC)
- Tuesday, September 10th, 2024 (12-2pm ET) – Virtual Meeting
- Thursday, November 21st, 2024 (12-2pm ET) – Virtual Meeting

6. Report on Engineers Canada Board activities and decisions

Marisa Sterling and Tim Kirkby, CEQB board appointees, presented

- December 2023 Board meeting
 - 2024 CEQB work plan and budget approved
 - Revised travel policy 7.1 on flights over 4 hours was repealed to previous version
- February 2024 Board meeting
 - 2023 Annual strategic performance report was amended and accepted for distribution to Engineers Canada members (i.e., the regulators)
 - 2025-2029 Strategic plan approved for recommendation to the members at the Annual Meeting of Members (AMM) (May)
 - Standard policy revisions were reviewed and approved
- April 2024 Board meeting
 - Approved annual financial statements for submission to the AMM
 - Approved National Statement of Collaboration for approval at the AMM

7. National Groups

7.1 National Admissions Officials Group (NAOG) Update

Kate MacLachlan, NAOG Chair, presented

Recent NAOG Work/Discussions

- NAOG last met in January 2024 to discuss items such as;
 - Discussions around current and incoming changes to regulator’s minimum academic requirements for licensure (particularly out of EngGeoMB)
 - Use of foreign credential assessment agencies (e.g., WES)
 - News related to the start up of a new competency based assessment discussion group for users of the EGBC Pan-Canadian CBA system

Next NAOG Meetings

- Tuesday, April 9th, 2024 (12-2pm ET) – Virtual Meeting
- Thursday, June 27th, 2024 (12-2pm ET) – Virtual Meeting
- September 17-18th, 2024 – F2F/In person meeting (Moncton, NB)

7.3 National Practice Officials Group (NPOG) Update

Delee Silvius, NPOG Chair, presented:

Recent NPOG Work/Discussions

- **Since the last QB update, NPOG has met in person in November 2023 and virtually in February 2024. Discussions included;**
 - Challenges and new happenings at each regulator
 - Including changes to CPD program requirements, new guidelines and work products, etc.
 - Engineers Canada's "Employer Engagement Strategy"
 - Western Regulator "Corporate Registration Task Group" and next steps
 - Early conversations/development of a new "MOU on Interjurisdictional CPD Acceptance"

Next NPOG Meetings

- Wednesday, April 24th, 2024 (12-2pm ET) – Virtual Meeting
- Wednesday, August 28th, 2024 (12-2pm ET) – Virtual Meeting
- November 6-7th, 2024 – F2F/In person meeting (likely Saskatoon, SK)

7.4 Comments from the regulators

Frank Collins, CEQB Chair, presented:

8. Canadian Engineering Accreditation Board Update

Al Stewart, CEAB Member, presented:

Why engineering education accreditation matters

- Graduates exempted from writing confirmatory technical exams for licensure.
- International agreements provide mobility for graduates.
- The profession expresses expectations for graduates through criteria.
- Flexibility helps institutions develop innovative programs in new fields.

Linkage(s) with CEQB

- Direct report of the Engineers Canada Board
- Outputs support regulators' licensing processes
- Program data collected in accreditation process supports development of CEQB syllabi
 - Otherwise publicly available information but collated in a usable format for CEQB work
 - Syllabi are not used on an accreditation visit
- Impacted by outcomes of the Futures of Engineering Accreditation project

Visits

- 2023/2024 cycle: 30 programs at 13 institutions
 - Decisions at June 2024 meeting
- 2024/2025 cycle: 95 programs at 21 institutions
 - First implementation of Tandem for accreditation
- 2025/2026 cycle: 98 programs at 25 institutions
 - Offered extensions of accreditation to 25 programs at 8 institutions to re-balance the 25/26 and 26/27 visit cycle

2024 Workplan

- Operational policies and procedures
 - Conflicts of interest / Terminating programs / Focused visits
- Revised *Interpretive statement on curriculum content for options and dual discipline programs*
 - Spring consultation
- Study trends in Graduate Attribute and Continual Improvement criteria compliance identify where the CEAB should intervene on training and development (or if criteria should be revised)
- Training module(s) for visiting team members (based on revised role descriptions)
- Contributions to *Futures of Engineering Accreditation* project
 - What is the future of the 'specified AU' criteria which require a minimum number of AUs in Engineering Science and Engineering Design to be taught by licensed faculty?

Tandem

Implemented for the 2024/2025 visit cycle

- Configured off-the-shelf solution with some customization.
- Use by programs to submit Questionnaire and by visiting teams to complete their reviews and write their observations. Replace Word- and Excel-based tools and forms.
- Significant training and change management underway
- Feedback to-date:
 - Users are feeling well-supported with multiple opportunities to be trained on the system
 - User interface, reduced data duplication, and stable records management all positives
 - Room for improvement to further reduce manual data entry, granular levels of permissions, audit log of changes

9. Items added to the agenda

Additional item:

Action item: 125.11

10. Future meetings

CEQB Teleconference call: July 2024 (Date to be determined by Doodle poll)

CEQB Fall meeting: September 15-16, 2024 (Moncton)

CEQB Teleconference call: January 2025 (Date to be determined by Doodle poll)

CEQB Spring meeting: April 2025 (dates TBD) (Ottawa)

11. In Camera Session

11.1 was moved back into open session.

CEQB members had an open and honest discussion about opposing views and came to the following

plan to move forward with Marcie Cochrane and Tim Kirkby as the 50-30 champions.

Proposed action/recommendation

1. Staff will submit changes to the CEQB [Handbook](#) section 6.10.1.C(10) - on pages 70-71 - to reflect the commitment to the 50-30 Challenge
2. CEQB will assign at least two members to be champions of this motion and who will lead the gap and opportunities analysis, guided by the Government of Canada's 50-30 Challenge [What Works Toolkit](#).
3. Interested CEQB members will work with the champions and staff to facilitate a self-reflection discussion with the CEQB in the summer of 2024 on procedures factors such as member skills, diversity, recruitment, and onboarding along with CEQB subcommittee composition and inclusive culture.
4. The champions will consider Engineers Canada's more robust skills matrix in its Board policy manual for possible adoption by the CEQB to improve its recruitment efforts
5. The champions will bring a set of recommendations to the CEQB at their September 2024 meeting based on the outcomes of the self-reflection, including policy recommendations for consideration by the Engineers Canada Board.

Motion: THAT the CEQB commit to the Government of Canada's 50-30 Challenge in alignment with the Engineers Canada Board and Leadership Team, and consider related gaps and opportunities, and identify actions to improve practices and procedures at the CEQB's September 2024 meeting. Was moved by Tim Kirkby and seconded by Kamran Behdinan. None were opposed. The motion carried

Action item: 126.9

12. Review of action items of 126th Qualifications Board meeting

Action item		Assigned to
126.1	SEND NOTES to CSL on Emerging Disciplines paper	Secretariat
126.2	SEND draft general direction for an Engineers Canada paper on the regulation of emerging disciplines for regulator consultation.	Secretariat
126.3	SEND draft Regulators Guideline on fitness to practice for regulator consultation – (with cover note re: retroactive reviews)	Secretariat
126.4	SEND Revised Guideline on assuming responsibility for the work of engineers-in-training for Board approval (with noted changes)	Secretariat
126.5	POST Revised Building Engineering Syllabus to Engineers Canada website	Secretariat
126.6	POPULATE Foresight committee and hold an initial meeting	Secretariat
126.7	DISTRIBUTE outcomes of the marketing campaign (metrics) to CEQB	Secretariat
126.8	FLAG policy issue of recording to the Board Governance Committee	Secretariat
126.9	SUPPORT 50-30 champions in their work	Secretariat

13. Conclusion

The meeting concluded.

Recordings of meeting are deleted once meeting minutes are approved.

Prepared by: Alison Peverley, Coordinator, Qualifications on behalf of:



Frank Collins, FEC, P.Eng.
Chair, Canadian Engineering Qualifications
Board



Ryan Melsom, PhD
Secretary, Canadian Engineering
Qualifications Board