**131st MEETING OF THE CANADIAN ENGINEERING QUALIFICATIONS BOARD**
**Friday, July 25, 2025**
**3:00 p.m. – 6:00 p.m. ET**
**Via Zoom**

**AGENDA**

| | Agenda item | Scheduled time | Presenter |
|---|---|---|---|
| **1** | **Opening of the meeting** | 3:00 pm | Sam Inchasi |
| 1.1 | Call to order and introduction of attendees | | |
| 1.2 | Approval of the agenda<br>*Motion: That the agenda for the 131st meeting of the Qualifications Board be approved as distributed.* | | |
| 1.3 | Declaration of conflict of interest (attachment 1.3) | | |
| **2** | **Consent agenda (Attachments 2.2 to 2.6)** | 3:15 pm | Sam Inchasi |
| 2.1 | CEQB members may request that an item be removed from the consent agenda for debate and deliberation.<br>*THAT the consent agenda motions listed below (2.2-2.6) be approved in one motion.* | | |
| 2.2 | Approval of minutes of the previous meeting (attachment 2.2)<br>*Motion: THAT the minutes from the 130th meeting of the Qualifications Board held on April 5, 2025, be approved as distributed and the meeting recording be deleted.* | | |
| 2.3 | Approval of the final General Direction on the Guideline on the ethical development and use of groundbreaking technologies<br>*Motion: That the final general direction for a Guideline on the ethical development and use of groundbreaking technologies be approved.* | | |
| 2.4 | Approval of the final revised Regulator's Guideline on the Practice of Engineering<br>*Motion: That the revised Regulator's Guideline on the Practice of Engineering be sent to the Board for final approval.* | | |
| 2.5 | Approval of the final revised Regulator's Guideline on the Academic | | |

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|---|---|---|---|
| | Assessment of Non-CEAB Applicants | | |
| | *Motion: That the final revised Regulator's Guideline on the Academic Assessment of Non-CEAB Applicants be sent to the Board for final approval.* | | |
| 2.6 | Approval of Practice Committee Chair | | |
| | *Motion: That Marcie Cochrane be approved to replace Sam Inchasi as Chair of the CEQB Practice Committee.* | | |
| **3** | **Review of action items from last meeting** | 3:30 pm | Ryan Melsom |
| **4** | **Other CEQB Business** | | |
| 4.1 | Approval of the final 2026 CEQB workplan | 3:35 pm | Sam Inchasi |
| | *Motion: THAT the CEQB recommends that the* draft *2026 CEQB Work Plan be sent to the Board for review and approval.* | | |
| **BREAK 4:00 pm - 4:15 pm** | | | |
| | Continuous improvement moment | 4:15 pm | Amy Hsiao |
| 4.2 | 50-30 Working Group update (attachment) | 4:20 pm | Marcie Cochrane<br>Rishi Gupta |
| 4.3 | Foresight Committee Foresight Paper: Educating Engineers for a World That Doesn't Exist Yet (attachment) | 4:35 pm | Sam Inchasi |
| 4.4 | CEQB Response to FEA Path Forward | 4:50 pm | Sam Inchasi |
| | *Motion: THAT the revised CEQB Response to the FEA Path Forward Report be send to Philip Rizcallah, CEO, Engineers Canada* | | |
| **5** | **Items added to the agenda** | 5:35 pm | Sam Inchasi |
| **6** | **Future meetings**<br>*CEQB Fall meeting: September 21-22, 2025 (Saskatoon)*<br>*CEQB Teleconference call: January 2026 (Date to be determined by poll)*<br>*CEQB Spring meeting: April 11-12, 2026 (Ottawa)*<br>*CEQB Teleconference call: July 2026 (Date to be determined by poll)* | 5:40 pm | Sam Inchasi |
| **7** | **Review of action items of the 131st Qualifications Board meeting** | 5:45 pm | Ryan Melsom |
| **8** | **Conclusion** | 5:50 pm | Sam Inchasi |

**MINUTES OF THE 131st MEETING**

## 1. Opening of the meeting

The chair welcomed everyone to the meeting.

### 1.1. Call to order and introduction of attendees:

| | | |
|---|---|---|
| **Canadian Engineering Qualifications Board Members** | Samer Inchasi, P.Eng., PMP | Chair |
| | Amy Hsiao, FEC, PhD, MBA, P.Eng. | Vice-chair |
| | Frank Collins, FEC, P.Eng. | Past chair |
| | Rishi Gupta, PhD, FCSSE, FEC, P.Eng. | British Columbia Representative |
| | Phil Zinck, M.Sc., FEC, P.Eng. | Atlantic Provinces Representative |
| | Marcie Cochrane, MBA, P.Eng. | Member-at-Large Representative |
| | John Diiwu, PhD, FEC, P.Eng., EP. | 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 |
| | Wahab Hamou-Lhadj, PhD, ing, SMIEEE | Québec Representative |
| | Carol MacQuarrie, FEC, P.Eng. | Member-at-Large Representative |
| | Efrem Teklemariam, FEC, P. Eng, PMP | Saskatchewan, Manitoba Representative |
| | Adam Wallace, P.Eng. | Northern Representative |
| **Engineers Canada Board Appointee** | Sudhir Jha, P.Eng. | |
| | Eliott Coles FEC, P.Eng | |
| **Engineers Canada Board** | John Van der Put, FEC, FGC (Hon.), P.Eng. | |
| **Officials Group Representatives** | Cliff Knox, MBA, P.Eng. | NAOG |
| | Kelly Dayman, FGC (Hon.) | NPOG |
| | Danielle Unett | NDEOG |
| **Engineers Canada Staff** | Trina Hubley, B.Sc., MBA, MA | Vice President, Regulatory Affairs |

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|---|---|---|
| | Ryan Melsom, PhD | Manager, Qualifications and CEQB Secretary |
| | Alison Peverley | Coordinator, Qualifications |
| | Carole Anne Hoffman | Specialist, Qualifications |
| **Regrets** | Anil Gupta, FEC, FGC (Hon.), P.Eng. | Alberta Representative |

**1.2. Approval of the agenda**

*Motion: THAT the agenda of the 131st Meeting of the Qualifications Board be approved as distributed moved by Rishi Gupta and seconded by Carol MacQuarrie. 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)**

2.2 Approval of minutes of the previous meeting noting recording will be deleted once approved.
2.3 Approval of the final General Direction on the Guideline on the ethical development and use of groundbreaking technologies **PULLED FOR DISCUSSION**
2.4 Approval of the final revised Regulator's Guideline on the Practice of Engineering **PULLED FOR DISCUSSION**
2.5 Approval of the final revised Regulator's Guideline on the Academic Assessment of Non-CEAB Applicants **Action item 131.1**
2.6 Approval of Practice Committee Chair

*Motion: That the consent agenda motions (2.2,2.5,2.6) be approved in one motion was moved by Kamran Behdinan and seconded by Marcie Cochrane. None were opposed. The motion carried.*

2.3 A member supported this item but requested it be pulled to ask how the CEQB could support the Secretariat in this work moving forward, and whether any committees could assist. The Secretariat responded that this work is unique in that it is not assigned to a specific committee but instead discussed at the full CEQB level. Because it is not tied to a committee, CEQB feedback is particularly encouraged. One challenge noted is that once the document goes to consultation, no major changes can be made by the CEQB. The Secretary emphasized its support for receiving suggestions and feedback in advance of approvals and expressed openness to a committee taking on this work.

*Motion: THAT the final general direction for a Guideline on the ethical development and use of groundbreaking technologies be approved was moved by Marcie Cochrane and seconded by Frank Collins. None were opposed. The motion carried.*

2.4 A member requested item 2.4 be pulled for discussion. When reviewing the agenda brief, the member felt this item should be pulled—particularly because there were concerns around the approval's impact on harmonization, which they identified as a key element of the initiative.

Their concern stemmed from some of the responses and feedback received. The tone from certain Regulators suggested that their perspectives might not be fully heard if the item moved forward as is. They noted it was worth pausing to ensure harmonization remained the focus and that all voices were considered.

Previously there was a recommendation to shift the document to a regulator-only guideline, making it a resource for regulators rather than a public standard. Regulators provided feedback during this process, which was reflected in the materials shared. Further context was sought directly at the National Practice Officials meeting, where there was verbal confirmation that the proposed approach seemed acceptable.

The challenge, however, is that because the document is nationally consulted and valued by many regulators, its discontinuation as per one regulator's recommendation would take away a resource relied upon by others. A balance or compromise is therefore needed. It was suggested that, as a caveat to today's approval, the motion could proceed to the Board explaining the risks of the approval.

*Motion: THAT the revised Regulator's Guideline on the Practice of Engineering be sent to the Board for final approval was moved by Frank Collins and seconded by Adam Wallace. None were opposed. The motion carried.*

**Action item 131.2**

**3. Review of action items from last meeting**

| | Action item | Assigned to | Status |
|---|---|---|---|
| 130.1 | SEND work plan items for regulator consultation | Secretariat | Complete |
| 130.2 | COMMUNICATE concerns about risk register language to the Board Secretary | Secretariat | Complete |
| 130.3 | SUPPORT 50-30 working group's next steps on implementing recommendations | Secretariat | Complete |
| 130.4 | RECORD norms on 50-30 and Indigenous moment in CEQB policy | Secretariat | Complete |
| 130.5 | SHARE CEAB response to FEA with CEQB, if possible | Secretariat | In Progress |
| 130.6 | CEQB to SEND input to Ryan on the FEA response by April 14 | Secretariat | Complete |

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|---|---|---|---|
| 130.7 | SEND revised "CEQB response to the FEA Path Forward Report" to the CEQB for electronic approval | Secretariat | Complete |

**4. Other CEQB Business**

**4.1 Approval of the final 2026 CEQB workplan**
Sam Inchasi, CEQB Chair, presented:

***January 21, 2025:*** *Template available*
***March 1, 2025:*** *Proposed items due to Secretariat*
***April 5, 2025:*** *Potential 2026 work items reviewed at CEQB meeting*
***July 2025:*** *Work plan consultation reviewed at teleconference, Work plan approved by CEQB*
***October 2025:*** *Work plan presented at Engineers Canada Board meeting for comments*
***December 2025:*** *Work plan approved by Engineers Canada Board*

Highlights of the 2026 work plan:

- Proposed New Guideline on the public conduct of engineers [from officials]
- Review of Regulators guideline on Assessment of engineering work experience using competency-based assessment
- Review the most recent iterations of the Civil, Basic Studies, and engineering physics syllabi
- Ongoing work from 2025, including the development of a new regulators guideline on managing challenging complaints

*Motion: THAT the CEQB recommends that the draft 2026 Work Plan be sent to the Board for review and approval was moved by Sudhir Jha and seconded by Elliott Coles. None were opposed. The motion carried.*

**Action item 131.3**

**Continuous improvement moment (CIM)**
Presented by Amy Hsiao, CEQB Vice Chair

**4.2 50-30 Working Group update: CIM**
Marcie Cochrane, Committee Chair, and Rishi Gupta, Committee Member, presented:

- CIM Guidance Document is available for use by the CEQB.
- The 50-30 Working Group seeks feedback on the title *"Continuous Improvement Moment"* to ensure alignment with CEQB values and purpose.
- The working group proposes renaming CIM to **"Equity and Inclusion Reflection."**
- The attributes matrix and supporting resources are in early development.
- CEQB members are invited to complete a brief, anonymous survey to help shape the Attributes Matrix and supporting resources.
- **Virtual Workshop planned for late August/early September:** Aims to advance the Attributes Matrix and resources, informed by anonymous survey results and external case studies.

**Action item 131.5**
**4.3 Foresight Paper: Educating Engineers for a World That Doesn't Exist Yet**

Sam Inchasi, Foresight Committee Chair, presented:

- The CEQB Foresight Committee was created in 2024 with the purpose of considering "The issues people *aren't* talking about"— issues that exist on a much larger time frame than the current, needs-focused approach of CEQB's work.
- As part of its mandate, the committee was tasked with generating 1-2 brief thought pieces (2-3 pages) per year to identify emergent issues in the engineering profession and its regulation. These papers do not require CEQB approval and are provided to assist the CEQB in keeping long-term line of sight on emergent issues.
- The Foresight Committees first Foresight Paper "Educating Engineers for a World That Doesn't Exist Yet" is now available and has been provided in the meeting package, for information. CEQB members are free to use this paper to facilitate discussions with relevant interest holders.

**Action item 131.6, 131.7**

**4.4 CEQB Response to FEA Path Forward**

- The Path Forward Report is a comprehensive summary of the FEA vision for Canadian engineering accreditation and represents the culmination of multi-year national consultation efforts and significant input from across the Canadian engineering ecosystem. While it peripherally considers the impacts of changes to accreditation on the academic assessment of non-CEAB applicants, the CEQB has the expertise and opportunity to provide to a more fulsome consideration of these, while becoming an integral part of building tomorrow's assessment methods and practices.
- In January 2025, the CEQB discussed the development of a CEQB response to the Futures of Engineering Accreditation Path Forward Report. After discussion by the CEQB Executive Committee in March 2025, it was determined that the most appropriate response format would be a formal letter sent by the CEQB to the Board of Engineers Canada.
- A draft response was presented for CEQB consideration at the April 2025 meeting, but on discussion it was felt that the letter needed to be improved in terms of tone, conciseness, and focus. At that time, it was determined that a revised letter would be circulated to the CEQB for an electronic vote in May-June.
- The electronic vote determined that while the CEQB technically supported submitting the letter to the CEO (62.5%), the support was not strong enough to reflect a consensus. The CEQB Executive decided that the membership would be invited to submit further comments on the Response, in the hope that it could be revised to a state where a strong majority of the CEQB would support it.
- In response to this, on July 2, an open call was made to CEQB members to solicit feedback on their outstanding concerns. Five members provided feedback. The letter presented for decision today (Appendix A) has been revised based on this feedback. Several themes for revision emerged from this:
    - Improvements to the length and tone of the letter
    - Revision to the scope of the original letter's recommendations
    - Clarification of concerns with the NARL's position within the pathway to licensure for non-CEAB applicants
    - Simplification of the recommendations to the Futures of Engineering Accreditation project owners

CEQB members discussed the proposed letter highlighting a few minor amendments that were noted.

*Motion: THAT the revised CEQB Response to the FEA Path Forward Report, be sent to Philip Rizcallah, CEO, Engineers Canada and John Van der Put, President, Engineers Canada, with*

*minor amendments discussed was moved by Elliott Coles and seconded by Carol MacQuarrie None were opposed. The motion carried.*

**Action item 131.8**

**5. Items added to the agenda**
No items were added to the agenda

**6. Future meetings***)*
*CEQB Fall meeting: September 21-22, 2025 (Saskatoon)*
*CEQB Teleconference call: January 2026 (Date to be determined by poll)*
*CEQB Spring meeting: April 11-12, 2026 (Ottawa)*
*CEQB Teleconference call: July 2026 (Date to be determined by poll)*

**7. Review of action items of the 130th Qualifications Board meeting**

| | Action item | Assigned to |
|---|---|---|
| 131.1 | SEND The final revised Regulator's Guideline on the Academic Assessment of Non-CEAB Applicants to the Board for final approval. | Secretariat |
| 131.2 | SEND The revised Regulator's Guideline on the Practice of Engineering to the Board for final approval (with a robust briefing note) | Secretariat |
| 131.3 | SEND The draft 2026 Work Plan to the Board for review and approval. | Secretariat |
| 131.4 | REMOVE "provincial" from mention of regulators moving forward | Secretariat |
| 131.5 | SHARE 50-30 survey for CEQB and PLAN Virtual Workshop for late August/early September | Secretariat |
| 131.6 | SHARE foresight paper with CEAB | Secretariat |
| 131.7 | EXPRESS interest on joining Foresight Committee to Ryan | CEQB Members |
| 131.8 | SEND The revised CEQB Response to the FEA Path Forward Report to Philip Rizcallah, CEO, Engineers Canada, and John van der Put, President, Engineers Canada | Secretariat |

**8. Conclusion**

The meeting concluded.

*Recordings of meeting are deleted once meeting minutes are approved.*

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

Sam Inchasi P.Eng., PMP
Chair, Canadian Engineering Qualifications Board



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Ryan Melsom, PhD
Secretary, Canadian Engineering Qualifications Board



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