

MEETING OF THE CANADIAN ENGINEERING ACCREDITATION BOARD
Abridged minutes of the 176th meeting

CONFIDENTIAL

3234 DATE AND PLACE

The 176th meeting of the Canadian Engineering Accreditation Board took place on February 3 & 4, 2023 in a hybrid format via Zoom and in person at the Hilton Garden Inn & Homewood Suites hotel located at 361 Queen Street, Ottawa, ON.

3235 ATTENDANCE

The following were in attendance:

Chair: P. (Paula) Klink, P.Eng.
Vice-Chair: P. (Pemberton) Cyrus, FEC, P.Eng.

Members: E. (Ernest) Barber, P.Eng.
S. (Suzelle) Barrington, FIC, ing.
P. (Pierre) Bourque, ing.
E. (Emily) Cheung, FEC, P.Eng.
W. (Waguih) ElMaraghy, FEC, P.Eng.
R. (Ray) Gosine, FEC, P.Eng.
D. (Diane) Kennedy, P.Eng.
N. (Nicholas) Krouglicof, FEC, P.Eng.
A.M. (Anne-Marie) Laroche, ing.
J. (James) Lee, FEC, P.Eng.
M. (Mrinal) Mandal, P.Eng.
J. (Julius) Pataky, P. Eng.
J. (Jeff) Pieper, FEC, P.Eng.
D. (Darlene) Spracklin-Reid, FEC, P.Eng.
A. (Allen) Stewart, FEC, P.Eng.
R. (Ramesh) Subramanian, FEC, P.Eng.
T. (Tara) Zrymiak, FEC, P.Eng.

Secretariat: E. (Elise) Guest
J. (Johanne) Lamarche
M. (Mya) Warken

Observers: (The following were in attendance for all, or part, of the meeting)

S. (Stamatia) Baker, FEC (Association of Professional Engineers and Geoscientists New Brunswick)
L. (Luigi) Benedicenti, P.Eng., FEC (University of New Brunswick)
R. (Ranjan) Bhattacharya (Seneca College)
D. (Danny) Chui, FEC, P.Eng. (Engineers Canada Past President)
L. (Lia) Daborn (Association of Professional Engineers and Geoscientists New Brunswick)
K. (Kevin) Deluzio, P.Eng. (Queens University)
M. (Mauricio) Dziedzic, P.Eng. (University of Northern British Columbia)

A. (Andrea) Frisque, P.Eng., (British Columbia Institute of Technology)
M. A. (Margaret Anne) Hodges, P.Eng., FEC (Canadian Engineering Qualifications Board)
R. (Ryan) Huckle (Conestoga College)
S. (Suzanne) Kresta, P.Eng., FEC (University of Saskatchewan)
K. (Kimberley) King, FEC (Hon.) (Engineers Yukon)
K. (Kate) MacLachlan, P.Geo. (Association of Professional Engineers and Geoscientists Saskatchewan)
G. (Gerard) MacDonald, P.Eng. (Engineers Canada)
R. (Ryan) Melsom (Engineers Canada)
C. (Christine) Moresoli, ing. (University of Waterloo)
J. (Jim) Nicell, P.Eng. (McGill University)
J. (James) Olson, P.Eng. (University of British Columbia)
W. (Wayne) Peters, P.Eng. (University of Prince Edward Island)
G. (G rard) Poitras (Universit  de Moncton)
S. (Stephanie) Price, P.Eng. (Engineers Canada)
M. (Marlo) Rose, P.Eng. (Engineers Canada Board Director)
D. (Delee) Silvius, P.Eng. (Association of Professional Engineers and Geoscientists Saskatchewan)
J. (Jeanette) Southwood, P.Eng. (Engineers Canada)
C. (Caroline) St-Denis ( cole de technologie sup rieure)
Z. (Zairul Amri) Zakaria (Board of Engineers Malaysia)
Z. (Zoey) Zhang (Canadian Federation of Engineering Students)

3236 OPENING OF THE MEETING

3236.1 CALL TO ORDER AND APPROVAL OF AGENDA

The Chair called the meeting to order.

The following motion was carried:

MOTION:

Moved and seconded.

“That the agenda be approved as circulated and that the Chair be authorized to revise the order of business as necessary to accommodate the needs of the meeting.”

Carried.

The confidentiality of the Accreditation Board proceedings was shared with all present.

3236.2 WELCOME, INTRODUCTIONS, AND HOUSEKEEPING

P. Klink welcomed all participants, facilitated introductions, and reviewed housekeeping notes.

3236.3 DIVERSITY MOMENT

P. Klink began the meeting with a diversity moment, which gives participants pause to self-reflect on a social issue that is going on around them and, in this case, climate change and its effects on members of society.

3236.4 DECLARATION OF CONFLICTS OF INTEREST

P. Klink invited CEAB members to declare any conflicts of interest with meeting agenda items.

3237 MINUTES AND ACTION ITEMS - ABRIDGED

3238 REPORTS TO THE BOARD

3238.1 ENGINEERS CANADA BOARD

D. Spracklin-Reid provided an update on the September 27 to 29, 2022 and the December 12, 2022 meetings and highlighted agenda items of interest for the February 23, 2023 meeting – of note, consideration of the *Temporary Exemption for Students Going on International Exchange* which was to be discussed later on the agenda. No further discussion ensued.

3238.2 CANADIAN ENGINEERING QUALIFICATIONS BOARD

M. A. Hodges presented an update on the CEQB's activities.

The presentation led to a discussion on Engineers Canada's International Institutions and Degrees Database (IIDD) and its use in the engineering licensure process, which is outside the CEQB's scope of work. The IIDD is a collection of data about institutions outside of Canada and these data are collected at the request of the regulators who use this information to assess the qualifications of potential applicants. The regulators have requested that the IIDD not be publicly accessible.

The Feasibility study on alternative methods of academic assessment for non-CEAB applicants provides regulators with an overview of current and potential methods for assessing non-CEAB applicants but does not make a specific recommendation. The study serves as a tool to support conversations at and between the regulators.

P. Klink noted that A. Stewart will serve as the CEAB's representative at CEQB meetings for the next two years.

3238.3 TANDEM UPDATE

M. Warken shared that the project will kick-off external user acceptance testing at the end of February to make sure that Tandem is ready for implementation for the 2024/2025 visit cycle in Fall 2023. The team is also actively working on a data migration strategy to minimize the level of effort for first-time use by institutions in getting their existing data into the system. The team is also executing a strategy to update the visiting team volunteer database and migrate the data into Tandem.

3238.4 CANADIAN FEDERATION OF ENGINEERING STUDENTS

Z. Zhang presented the Canadian Federation of Engineering Students (CFES) update.

J. Pieper was thanked for presenting on behalf of the CEAB at the Canadian Engineering Leadership Conference. The session was well-attended and there could be future opportunities to offer interactions between students and students.

Z. Zhang's term as CFES VP Advocacy will conclude in the Spring 2023 and therefore, the February CEAB meeting was her last as a CFES representative. Z. Zhang was recognized for her positive contributions to CEAB meetings and members wished her well in her future study and career.

3238.5 ENGINEERING DEANS CANADA

J. Olson presented Engineering Deans Canada's update where he:

- Re-affirmed EDC's commitment to work collaboratively towards accreditation improvement and is invested in Engineers Canada's strategic priority to *Investigate and validate the scope and purpose of accreditation*.
- Recognised the P&P Working Group to Remove Accreditation Barriers to Students Going on International Exchange for their collaborative approach to the *Temporary Exemption* policy considered under agenda item 5.2.2. The proposal was endorsed by the Deans' Liaison Committee.
- Noted EDC's opposition to the process followed to develop the CEAB's Working Group to Respond to the Engineers Canada "30 by 30" Initiative recommendations and that the recommendations are antithetical to the goals of 30 by 30 and represent an inappropriate incursion into matters outside the scope of accreditation. He noted that HEIs are committed to action to improve equity, diversity and inclusion within the engineering profession.

It was noted that the EDC would advocate for further reduction in Accreditation Units and a transition to an outcomes-based accreditation system to provide more flexibility to curriculum design, better manage high workload for students and therefore, address mental health and other issues facing undergraduate engineering students.

J. Olson was thanked for providing clarity on EDC's concerns about the accreditation system and for EDC's collaborative approach to the work.

3239 ACCREDITATION ACTIVITIES

3239.1 REMINDER: MEMBER ASSIGNMENTS FOR THE JUNE AND SEPTEMBER 2023 MEETINGS

P. Klink presented the assignments and invited comment. No further discussion ensued.

3239.2 ASSIGNMENTS FOR THE 2023/2024 CYCLE

P. Klink presented the assignments for information. Members were asked to raise any concerns or conflicts with the assignments. No concerns were raised.

It was noted that in future, the CEAB may wish to change the submission deadline for the Request for Accreditation to June rather than January (therefore six months earlier) to support planning. The EDC Chair noted that he did not foresee this being an issue for institutions but would discuss with EDC colleagues.

3239.3 ANTICIPATED ACCREDITATION VISITS 2024-2028

M. Warlen presented the schedule of anticipated visits for the time period 2024-2028. The 2025/2026 is a large cycle with 23 anticipated visits. The Secretariat will work over the summer to identify workload-balancing opportunities and bring a proposal to the CEAB in September.

3239.4 PROGRAMS UNDER DEVELOPMENT

M. Warken provided the slate of known programs under development for future workload planning and program support purposes.

3240 REPORTS FROM CEAB SUB-COMMITTEES AND WORKING GROUPS

3240.1 EXECUTIVE COMMITTEE REPORT

P. Klink referred members to the Executive Committee's written report. She noted that there has been a concerted effort to distribute the workload of the CEAB Chair/Vice Chair/Past-Chair duties to other CEAB members.

3240.1.1 CEAB TERM LIMITS

P. Bourque introduced a discussion on CEAB member term limits. Engineers Canada's Governance Committee has invited the CEAB and the CEQB to comment on the current member term limits (two three-year terms for members and one-year term each for the Vice Chair, Chair, and Past-Chair. The Executive Committee has prepared a draft response to the Governance Committee which would be discussed in the CEAB's closed session. For the sake of transparency to accreditation system stakeholders, P. Bourque summarized the feedback that will be communicated to the Governance Committee:

- The CEAB is an operational board with a high workload and a steep learning curve to become an effective member.
- The nature of the accreditation visit cycle (18 months in duration) means that it takes time to acquire hand-on experience chairing visits and making accreditation decisions.
- The evaluation of outcomes-based accreditation criteria requires technical knowledge to interpret and apply the intentionally flexible criteria in the evaluation of undergraduate engineering programs.
- The shortened term limits have jeopardized the retention of corporate memory with more frequent overturn of membership.
- Therefore, the recommendation to the Governance Committee is that CEAB members should be eligible for up to three three-year terms while the Vice-Chair, Chair, and Past-Chair terms be maintained at one year each.

The EDC Chair spoke in support of increasing the number of years a member could serve knowing that there is a formal re-appointment process to be followed.

M.A. Hodges noted that the CEQB's discussions have focussed on retaining the two three-year term maximum for members but extending the term limits of the Vice Chair/Chair/Past-Chair limits to two years each.

3240.2 POLICIES AND PROCEDURES COMMITTEE REPORT

P. Cyrus presented the Policies and Procedures (P&P) Committee report including a summary of work against the Committee's 2022 workplan.

3240.2.1 2023 WORKPLAN

P. Cyrus presented the P&P's proposed 2023 workplan.

MOTION:

Moved and seconded.

That the 2023 Policies and Procedures Committee workplan be approved.

Carried.

3240.2.2 PROPOSAL TO RESOLVE ACCREDITATION BARRIERS TO STUDENTS GOING ON INTERNATIONAL EXCHANGE

P. Klink presented a summary of the process to develop the *Temporary Exemption for Students Going on International Exchange*. The policy is in response to EDC concerns that specified AUs (those which require instruction by licensed faculty members) inhibit international student exchanges. The Policies and Procedures struck the Working Group to resolve accreditation barriers to students going on international exchange with membership drawn from the CEAB and EDC. A workshop was held between the P&P and the Dean's Liaison Committee where the barriers and solutions to these barriers were brainstormed and considered by the Working Group in their proposal.

After considering the proposal at their December 2022 meeting, the P&P recommended to the CEAB that the *Temporary Exemption for Students Going on International Exchange* be approved as appendix 18 of the *CEAB Accreditation Criteria and Procedures* applying only to students going on international exchange and will be re-evaluated by the CEAB by June 2027 with a view to making a recommendation on its future status to the Engineers Canada Board, unless otherwise instructed to do so at an earlier date.

It was noted that the timeline originally suggested by the CEAB was that the *Temporary Exemption* would be in force until Engineers Canada's Strategic Priority 1.1 to *Investigate and Validate the Purpose and Scope of Accreditation* has delivered their recommendations. Given the primary deliverable of the Strategic Priority is a Path Forward document and any approved changes to the accreditation system would need time to be implemented, having the *Temporary Exemption* expire at the end of 2024 is inadequate. Thus, it is suggested that the policy be in place until 2027. It was clarified that if, as the policy is implemented, that the CEAB identifies issues or negative unintended consequences through the monitoring process, that the CEAB would be within its right to review the policy before 2027.

Some members objected to the process followed to develop the policy namely, deviation from the CEAB's standard consultation process. To meet the Engineers Canada Board's February 2023 deadline for CEAB to consider the Temporary Exemption, some consultation processes outlined in Board Policy 9.1 Accreditation criteria and procedures report were not followed – namely EDC, HEIs, the CFES and Regulators beyond the CEO Group were not invited to comment on the proposal.

The issue is of significant importance to stakeholders of the accreditation system, the motivation to develop a resolution to the issue in short order.

Others who expressed concern about the proposal noted that the mandate of the Working Group differs from what appeared to be a consensus recommendation at the CEAB's September 2022 meeting, the Working Group did not explore other more sustainable solutions to the problem, and that this introduces another Appendix to the CEAB Accreditation Criteria and Procedures which goes against the EDC's position that Interpretive Statements should be avoided.

It was noted that the 2022 CEAB Accreditation Criteria and Procedures has been published and the approved *Temporary Exemption* would be published in the 2023 CEAB Accreditation Criteria and Procedures. Like any criteria change, programs may wish to adopt changes early if they wish.

It was suggested that the 9th paragraph on page 3 of the *Temporary Exemption* be amended to clarify that 50% of the program must be completed at any CEAB-accredited program in Canada and not that 50% of the program must be completed at a single CEAB-accredited program in Canada. Thus, it was agreed that the *Temporary Exemption* be amended to read:

“For International Exchange Students, this criterion is relaxed: at least 50% of the program must be completed at CEAB-accredited programs in Canada.”

MOTION:

Moved and seconded.

“THAT, on the recommendation of the Policies and Procedures (P&P) Committee, the CEAB recommend to the Engineers Canada Board that the Temporary Exemption for Students Going on International Exchange be approved as amended.”

Carried with one opposed.

The CEAB supported the P&P Committee's recommendation that the role of licensed engineering professionals in the teaching of accredited undergraduate engineering programs needs to be explicitly addressed in the SP 1.1 project. If the project does not explore this issue, CEAB must address this issue prior to the Temporary Exemption's June 2027 re-evaluation date.

ACTION: The P&P Committee to define and monitor success measures (based on Working Group suggestions) such as the impact of the Temporary Exemption on workload, confidence in the accreditation system, and the number of students/programs/HEIs participating in international student exchanges.

ACTION: M. Warken to update the proposal for the Engineers Canada's Board's consideration as per the amendments.

ACTION: M. Warken to develop communications collateral to support the implementation of the Temporary Exemption across the system.

3240.2.3 P&P WORKING GROUP ON TRAINING DOCUMENTATION AND RESOURCES: AB AND VISITING TEAM PROCESSES

P. Klink summarized the mandate and members of the P&P Working Group on Training Documentation and Resources.

3240.2.3.1 LEADERSHIP SUB-GROUP

P. Klink highlighted for CEAB members the proposed Peer- and -self evaluation form. In subsequent discussion it was noted:

- Board evaluation is a governance good practice, and it is meant to be a constructive rather than a critical or punitive exercise.
- A procedure document to support the execution of any approved form is yet to be developed. The procedure should outline the frequency of the evaluation, access to the data, destruction of records, and consideration be given to the existing Engineers Canada's Board evaluation process.
- It would be the expectation that CEAB members do self-evaluation on an annual basis and peer evaluations are conducted in the second year of their first term and then in their final year for each subsequent term.
- Consideration should be made as to whether the procedure should/must align with the engineering Code of Ethics recognizing that the evaluation is not of CEAB members engineering work but rather, their work related to the mandate of the CEAB.
- The proposal will be presented to the CEAB in June 2023 for implementation in September 2023.

3240.2.3.2 VISITING TEAM PROCESS SUB-GROUP

R. Gosine noted that Position descriptions for the Visiting Team (Visit Chair, Vice Chair, Program Visitor, General Visitor, Observer, and Engineers Canada Director Observer) are being unified. Members' attention was drawn to the Vice Chair role description and invited specific feedback on this document.

ACTION: CEAB members are invited to provide final feedback on any of the role descriptions as circulated to either P. Klink or R. Gosine.

3241.3 ACCOUNTABILITY IN ACCREDITATION COMMITTEE

R. Gosine provided an update on the Accountability in Accreditation Committee activities whose activities have been primarily focussed on data collection for the 2023 report which will be presented at the September 2023 meeting. Members were

invited to identify if they have an interest in serving on or Chairing the Committee as R. Gosine's term is coming to an end.

3241.4 CEAB WORKING GROUP TO RESPOND TO THE ENGINEERS CANADA "30 BY 30" INITIATIVE CONSULTATION

J. Pieper provided an update on the Working Group's recent activities. The analysis of consultation feedback is progressing, and the main high-level themes identified to date are:

- Consider the scope of the recommendations vis-à-vis the goals of the 30 by 30 initiative vs. the larger principles of equity, diversity, and inclusion (EDI).
- Consider the latest practices in EDI and women in engineering approaches.

By the volume of feedback received, there is great interest in the topic so while the Working Group is targeting delivering their consultation report in June, September may be a more realistic timeline. It was noted that:

- The Working Group recognized that not all members are experts on Equity, Diversity, and Inclusion.
- The Working Group consulted with and learned from external experts in developing their recommendations.
- Engineering Deans Canada had formally asked the Engineers Canada Board to cease the consultation process and in response, the Board declined to stop the consultation process. Still, the EDC will be invited to review the Working Group's final recommendations before they are presented to the CEAB.
- It was suggested that the Working Group might consider having their final recommendations reviewed and commented on by Women in Science, Engineering, Trades, and Technology (WinSETT).

3241.5 NOMINATING COMMITTEE REPORT

D. Spracklin-Reid presented the Committee's report. CEAB members were encouraged to share the call for two members-at-large with their networks.

ACTION: CEAB members to share the call for two members-at-large with their networks.

3242 INTERNATIONAL RELATIONS

3242.1 INTERNATIONAL ENGINEERING ALLIANCE UPDATE

M. Warke presented the International Engineering Alliance update, highlighting the trip report from Engineers Canada's participation in the October 2022 meeting of the IEA.

3243 NEW BUSINESS

3243.1 ENGINEERS CANADA'S 2022/2024 STRATEGIC PLAN

S. Price and J. Southwood to provide an update on Engineers Canada's 2022-2024 Strategic Plan, including demonstrating alignment between regulatory and non-regulatory priorities. The presenters highlighted the key achievements and upcoming activities for strategic priorities under the umbrellas of "Advance the regulatory framework" and "Champion an equitable, diverse, and inclusive

engineering profession". The team has identified emergent trends from the Strategic Priority to *Investigate and validate the purpose and scope of accreditation* (branded as 'Futures of Engineering Accreditation), including:

- Engineering culture is changing and needs to change more.
- Regulators want to improve in collaboration with Engineers Canada and each other.
- The integration of international engineering graduates is critical and needs further attention.
- We need to engage industry and working engineers to effect change.
- Status quo is not an option.

These emergent themes are also observed in most of the strategic priorities presented at the meeting.

In subsequent discussions, it was noted:

- The national campaign will focus more on the value of licensure rather than promotion of the profession. The campaign will use television as the medium for dissemination, on the advice of a consulting group involved in the project. A second phase may change mediums based on the performance of the first phase.
- Futures of Engineering Accreditation will discuss the role of licensure in the teaching of engineering when it consults with regulators later in 2023.
- One of Engineers Canada's Core Purposes aims to support Indigenous peoples' access to the profession.
- Lessons learned from the media campaign based in Quebec have been considered by Engineers Canada's team.

On the Futures of Engineering Accreditation project, S. Price provided further detail on the activities and deliverables to-date as well as immediate next steps: Desktop simulations. The simulations are designed to develop options for the purpose of accreditation and the academic requirement for licensure, to make ideas tangible so they can be discussed and tested safely, and to develop a variety of feasible concepts for the academic requirement and purpose of accreditation. In subsequent discussion, it was noted:

- The work of the Engineering Change Lab has informed the project through informal linkages with leaders at the Engineering Change Lab.
- While simulations are safer, they will not reliably represent what will happen in the real world. It is further complicated by attempting to understand and predict human behaviour. The intent of the simulations is to narrow the options for the academic requirement and purpose of accreditation.
- The project team is carefully curating the simulation teams to ensure that voices with whom Engineers Canada hasn't traditionally engaged are involved as well as those with years of experience who have seen what works and what does not work.
- The term 'desktop' might be confusing to participants. Perhaps consider 'tabletop' in its place.
- It is important for the CEAB to monitor the progress made on the Futures of Engineering Accreditation project in light of the pause on policy-related work by the CEAB.

3243.2 APPROVED 2023 CEAB WORKPLAN

P. Klink shared that the Engineers Canada Board has approved the CEAB's 2023 workplan. No further discussion ensued.

3243.3 FEBRUARY 2023 MEET-AND-GREET

P. Klink shared that what was traditionally an in-person meeting between assigned visiting team chairs and program officials in February, the meet-and-greet will be held virtually. A one-hour virtual presentation will be hosted by the Chair. The presentation will include a brief overview of the accreditation process, including high-level details about the visit itself. Recent changes to accreditation criteria and documentation will be highlighted. All designated officials, other program officials, and CEAB members will be invited to attend the presentation which will be recorded for future viewing. Following the presentation, assigned visiting team chairs will reach out to the designated official for each visit to schedule a virtual meet-and-greet with program officials. This will be an opportunity to discuss the specifics of the visit and the programs being visited and answer any questions program officials might have. Moving this session to a virtual delivery means more program officials can attend and benefit from meeting the visiting team chair for the first time.

3243.4 SEPTEMBER 2023 WORKSHOP

P. Klink invited members to suggest topics for the September 2023 workshop. The following suggestions were offered:

- Calibration on the new required visit materials: What they are and how to use them and how to support program visitors as they become familiar with the new materials.
- Tools, tips, and tricks for managing the visit (project management, approaches to leading a team) and how the ramp-up time for new visiting team members could be reduced.
- The need to offer training to program visitors and institutions on the new required visit materials.
- Calibration on what is expected of the GA/CI criteria – specifically around curriculum maps, indicators, and learning levels.
- What data points need to be validated on a visit.

ACTION: CEAB members are invited to provide workshop topic suggestions via email to P. Klink, P. Cyrus, and M. Warken.

3244 OTHER BUSINESS

No other business was added to the agenda.

3245 FUTURE MEETINGS

Future dates and locations for the Accreditation Board meetings were presented.

2023 meetings:

- April meeting (virtual): TBD by availability poll (approximately 4 hours in duration)
- Spring meeting: June 1, 2, and 3 in Ottawa, ON (note 3 days in duration)
- Fall meeting and workshop: September 15 and 16 (Edmonton, AB)

2024 meetings:

- Winter meeting: February 9 and 10 in Ottawa, ON
- April meeting (virtual): TBD by availability poll (approximately 4 hours in duration)
- Spring meeting: June 6, 7 and 8 in Ottawa, ON (note 3 days in duration)
- Fall meeting and workshop: September 13 and 14 or 15 and 16 (tentatively Charlottetown, PEI)

A concern was raised about holding CEAB meetings during the week rather than entirely on the weekend; this could be a barrier for some to joining the Board.

3246 SUMMARY OF ACTION ITEMS

M. Warlen listed the summary of action items that are included in these minutes as appendix "A".

3247 MEETING EVALUATION BY ACCREDITATION BOARD MEMBERS

A link to the post-meeting evaluation will be circulated via email by M. Warlen to all members.

ACTION: M. Warlen to add questions to the evaluation form to solicit feedback from members on:

- Days of the week where CEAB meetings should be held.
- Whether the Board would favor holding the February meeting virtually and hold an in-person meeting in April.

3248 COMMENTS FROM OBSERVERS

P. Klink invited the meeting observers to provide feedback on the meeting who noted:

- The CEAB is a cohesive group, the agenda is well-managed, and the amount of work was appreciated.
- Observers appreciated being able to identify synergies between groups.
- The opportunity to participate in the meeting in-person is important especially when navigating complex discussions.
- The positive outcome on the discussion on the *Temporary Exemption for Students Going on International Exchange* was appreciated by EDC colleagues.
- The CEAB was invited to collaborate with CEEA-ACEG's GAPNet Special Interest Group on a presentation on the new required visit materials.
- It was noted that J. Nicell's term as Dean will conclude in Summer 2023. He thanked all CEAB members for their volunteerism and for the opportunities to work together. The CEAB thanked J. Nicell for his collaboration with the CEAB and work with Engineering Deans Canada.

ACTION: M. Warlen to follow-up with CEEA-ACEG GAPNet Special Interest Group on their offer to host a presentation on required visit materials.

3249 ACCREDITATION DECISIONS - ABRIDGED

3250 CEAB WORKSHOPS - ABRIDGED

3250.2 CEAB DECISION PROCESSES - ABRIDGED

3251 IN-CAMERA SESSION

MOTION:

Moved and seconded.

That the meeting move in-camera and be closed to the public at the recommendation of the Accreditation Board. The attendees at the in-camera session shall include CEAB members, the Secretary, the Accreditation Coordinator, and the Assistant Manager, Accreditation.”

Carried.

3252 ADJOURNMENT

The 176th meeting of the Canadian Engineering Accreditation Board adjourned at 14:00 Eastern time on Saturday, February 4, 2023.



Paula R. Klink, Ph.D., P.Eng.
Chair



Mya Warken
Secretary

APPENDIX "A"

Minute number / meeting agenda number and subject title	Action item	Status
3237.2 / 2.2 Review of action items	M. Warken to investigate and report back on the decisions related to the inclusion of 'Equity' as part of the International Engineering Alliance's Graduate Attributes.	Outstanding
3240.2.2 / 5.2.2 Proposal to resolve accreditation barriers to students going on international exchange	The P&P Committee to define and monitor success measures (based on Working Group suggestions) such as the impact of the Temporary Exemption on workload, confidence in the accreditation system, and the number of students/programs/HEIs participating in international student exchanges.	In progress For discussion by the P&P April 22
3240.2.2 / 5.2.2 Proposal to resolve accreditation barriers to students going on international exchange	M. Warken to update the proposal for the Engineers Canada's Board's consideration as per the amendments.	Complete
3240.2.2 / 5.2.2 Proposal to resolve accreditation barriers to students going on international exchange	Develop communications collateral to support the implementation of the Temporary Exemption across the system.	In progress
3240.2.3 / 5.2.3 P&P Working Group on training documentation and resources	CEAB members to provide final feedback on any of the role descriptions as circulated to either P. Klink or R. Gosine.	Complete
3241.5 / 5.5 Nominating Committee report	CEAB members to share the call for two members-at-large with their networks.	Complete
3247 / 11 Meeting evaluations	M. Warken to add questions to the evaluation form to solicit feedback from members on: <ul style="list-style-type: none"> • Days of the week where CEAB meetings should be held. • Whether the Board would favor holding the February meeting virtually and hold an in-person meeting in April. 	Complete
3248 / 12 Comments from observers	M. Warken to follow-up with CEEA-ACEG GAPNet Special Interest Group on their offer to host a presentation on required visit materials.	Outstanding