

MEETING OF THE CANADIAN ENGINEERING ACCREDITATION BOARD
Abridged minutes of the 180th meeting

3302 DATE AND PLACE

The 180th meeting of the Canadian Engineering Accreditation Board took place on February 9 and 10, 2024 in a virtual format via Zoom.

3303 ATTENDANCE

The following were in attendance:

Chair: P. (Pemberton) Cyrus, FEC, P.Eng.
Vice-Chair: J. (Jeff) Pieper, FEC, P.Eng.
Past-Chair: P. (Paula) Klink, P.Eng., FEC

Members: E. (Ernest) Barber, P.Eng.
S. (Suzelle) Barrington, FIC, ing.
P. (Pierre) Bourque, ing.
E. (Emily) Cheung, FEC, P.Eng.
J. (Jason) Foster, LLFM
R. (Ray) Gosine, FEC, P.Eng.
S. (Sudhir) Jha, P.Eng., FEC
D. (Diane) Kennedy, P.Eng., FEC
N. (Nicholas) Krouglicof, FEC, P.Eng.
J. (James) Lee, FEC, P.Eng.
M. (Mrinal) Mandal, P.Eng.
J. (Julius) Pataky, P. Eng.
M. (Michael) Roach, P.Eng.
A. (Allen) Stewart, FEC, P.Eng.
R. (Ramesh) Subramanian, FEC, P.Eng.
T. (Tara) Zrymiak, FEC, P.Eng.

Secretariat: A. (Aude) Adnot-Serra
E. (Elise) Guest
J. (Johanne) Lamarche FEC (Hon.)
R. (Roselyne) Lampron
L. (Lisa) Luo
A. (Adam) Rodrigues
M. (Mya) Warken

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

T. (Tanwa) Adegbola (Conestoga College)
A. (Ali) Akgunduz, P.Eng. (Concordia University)
H. (Heather) Appleby (Professional Engineers and Geoscientists of Newfoundland)
A. (Amanda) Aschaber (Seneca College)
C. (Catherine) Betancourt-Lee (Canadian Federation of Engineering Students)
F. (Frank) Collins (Canadian Engineering Qualifications Board)

I. (Ibrahim) Deiab (University of Guelph)
M. (Mauricio) Dziedzic, P.Eng. (University of Northern British Columbia)
A. (Andrea) Frisque, P.Eng. (British Columbia Institute of Technology)
S. (Steve) Geddes (University of Victoria)
B. (Benjamin) Gobeil-Jobin, ing. (Université du Québec à Chicoutimi)
R. (Ryan) Huckle (Conestoga College)
R. (Ryan) Melsom (Engineers Canada)
J.F. (Jean-François) Méthot (Université du Québec à Rimouski)
J. (John) Newhook, P.Eng. (Dalhousie University)
J. (James) Olson, P.Eng. (University of British Columbia)
J. (Jason) Ong (Engineers and Geoscientists British Columbia)
G. (Gérard) Poitras (Université de Moncton)
S. (Sarah) Ranger (École de technologie supérieure)
M. (Marlo) Rose (Engineers Canada Board Director)
T. (Tony) Thoma, P.Eng. (Conestoga College)
F. (Frank) Van Breugel (York University)
C. (Christopher) Yip (University of Toronto)

3304 OPENING OF THE MEETING

3304.1 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.

3304.2 WELCOME, INTRODUCTIONS, AND HOUSEKEEPING

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

3304.3 DIVERSITY MOMENT

P. Cyrus 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, Black History Month.

3304.4 DECLARATION OF CONFLICTS OF INTEREST

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

3305 MINUTES AND ACTION ITEMS - ABRIDGED

3306 REPORTS TO THE BOARD

3306.1 ENGINEERS CANADA BOARD

E. Barber and S. Jha provided an update on the December 4, 2023 and October 3 to 5, 2023 meetings.

3306.3 CANADIAN ENGINEERING QUALIFICATIONS BOARD

F. Collins presented an update on the CEQB's activities.

3306.4 CANADIAN FEDERATION OF ENGINEERING STUDENTS

C. Betancourt Lee presented the Canadian Federation of Engineering Students (CFES) update. The presentation focused on recent CFES activities.

- The following official stances were provided to the CEAB for their review:
 - Three new stances:
 - Indigenous Practices and Education
 - Bilingualism
 - Online Accessibility and Academic Accommodations
 - Current stances:
 - Engineering Accreditation
 - Language Electives
 - Mental Health and Student Workload
 - Quality of Engineering Internships
 - Sustainability
 - Equity, Diversity and Inclusion
 - Iron Ring Ceremony
- In the CFES' 2024 National Survey, 56% of survey respondents indicated that they had a solid understanding of what the CEAB does and their involvement in the engineering curriculum. 43% of respondents indicated that they feel they understand how and where the accreditation units fit into their engineering education.

3306.5 ENGINEERING DEANS CANADA

J. Newhook, Chair of the Dean's Liaison Committee, expressed the EDC's support of the work and progress of the Future of Engineering Accreditation initiative. He also provided EDC's feedback on the final 30 by 30 Task Force report and the revised recommendations as a result of the 2022 consultation process.

3307 ACCREDITATION ACTIVITIES

3307.1 MEMBER ASSIGNMENTS FOR THE JUNE AND SEPTEMBER 2024 MEETINGS

P. Cyrus presented the members' assignments for the June and September 2024 decisions for workload planning purposes.

3307.2 2024/2025 ACCREDITATION VISIT CYCLE

3307.2.1 Assignments

P. Cyrus presented the proposed assignments for the 2024/2025 visit cycle. No changes were reported.

3307.2.2 Visit cycle kick-off and touchpoints with designated officials

P. Cyrus noted that he will deliver a 1-hour virtual presentation on February 28, 2024 to designated officials, other program officials and CEAB members which will include a brief overview of the accreditation process, including high-level details about the visit itself and recent changes to accreditation criteria and documentation. Shortly thereafter, assigned visiting team chairs will reach out to the designated official for each visit to schedule a virtual meet-and-greet with program officials.

3307.2.3 Tandem

M. Warken provided an update on the implementation of Tandem for the 2024/2025 accreditation visit cycle. A link to pre-recorded Tandem demo was provided in the meeting materials. A request from one institution to opt out of Tandem for the coming visit cycle was noted. The Executive Committee and Engineers Canada staff are working through the request.

3307.3 ANTICIPATED ACCREDITATION VISITS 2025-2029

M. Warken presented the schedule of anticipated visits for the time period 2025-2029.

3307.4 PROGRAMS UNDER DEVELOPMENT

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

ACTION: The Policies and Procedures Committee to discuss moving the request for accreditation submission deadline from January 1st to an appropriate date in June.

3308 REPORTS FROM CEAB SUB-COMMITTEES AND WORKING GROUPS

3308.1 EXECUTIVE COMMITTEE REPORT

P. Cyrus provided a verbal report of the Committee's latest activities

3308.1.1 SEPTEMBER 2024 WORKSHOP TOPICS

P. Cyrus invited members to suggest topics for the September 2024 workshop.

Board members were encouraged to send any suggested workshops topics to the CEAB secretariat.

3308.1.2 APPROVED 2024 CEAB WORKPLAN

P. Cyrus provided a status update on the CEAB's 2024 workplan.

3308.2 POLICIES AND PROCEDURES COMMITTEE REPORT

J. Pieper provided the following updates for members' information:

- The P&P Committee held a joint meeting in November with the EDC's Deans' Liaison Committee (DLC). The following items were on the agenda:
 - Discussion on the proposed revisions to the *Interpretive statement on curriculum content for options and dual discipline programs*.
 - Presentation of *Approved Timelines for Document Submission for Accreditation Visits*.
 - Discussion of Futures of Engineering Accreditation (FEA) progress and feedback from P&P/DLC to FEA.
 - Discussion of use, utility and efficacy of Focused Visits.
 - Discussion of co-creation with a view toward measuring the success of the *Temporary Exemption for students Going on International Exchange*.
- The Committee approved:
 - A report on the gap analysis between the International Engineering Alliance (IEA) Graduate Attributes and Professional Competency (GAPC) Framework and the CEAB Graduate Attributes (recommended for CEAB approval and submission).
 - The revisions to the *Interpretive statement on curriculum content for options and dual discipline programs* (recommended for CEAB approval for consultation).
 - Their 2024 Workplan (recommended for CEAB approval).

3308.2.1 2024 POLICIES AND PROCEDURES COMMITTEE WORKPLAN

J. Pieper presented the Policies and Procedures proposed 2024 workplan.

MOTION:

Moved and Seconded.

"THAT the 2024 Policies and Procedures Committee workplan be approved."

Carried.

3308.2.2 INTERPRETIVE STATEMENT ON CURRICULUM CONTENT FOR OPTIONS AND DUAL DISCIPLINE PROGRAMS

R. Gosine presented the proposed revisions to the *Interpretive statement on curriculum content for options and dual discipline programs* as recommended by the Policies and Procedures Committee. The work had input from an EDC member (H. Sheardown) and a regulator admission official (E. Duquette).

In addition to the amended Interpretive statement, it is recommended that programs elaborate on the rationale for the name of the program in both the Request for Accreditation and in the Questionnaire.

MOTION

Moved and seconded

“THAT the CEAB approve the Interpretive statement on curriculum content for options and multi-discipline programs for consultation with accreditation interest holders in 2024.”

Carried.

3308.3 ACCOUNTABILITY IN ACCREDITATION COMMITTEE

R. Gosine provided a summary of the Committee’s latest activities including:

- T. Zrymiak has joined the Committee. One Committee vacancy remains unfilled.
- The [Accountability in Accreditation 2023 Report](#) has been posted to the Engineers Canada website, disseminated via *Accreditation Matters*, and was summarized at the Engineers Canada Board in December.
- The surveys have been deployed for the 2024 report and data is being collected.

3308.4 NOMINATING COMMITTEE REPORT

E. Barber, chair of the CEAB Nominating subcommittee provided an update on the Committee’s work including:

- The Committee has started to execute the CEAB’s volunteer management and succession plan by:
 - Launching recruitment for three members-at-large (to fill the vacancy after Emily Cheung’s term concludes, Waguih ElMaraghy’s resignation, and Ray Gosine’s election to the Vice-Chair position). The following skills and qualifications are being sought:
 - Licensed to practice engineering in Canada
 - A keen interest in engineering education and accreditation processes
 - Work experience in industry and/or academia
 - Experience in CEAB accreditation visits
 - Ability to conduct accreditation visits in English
 - Ability to conduct accreditation visits in French is preferred
 - Initiating the process to re-appoint Ramesh Subramanian (Ontario) and Jim Lee (member-at-large).
 - Initiating the process to seek a new appointment from Quebec (to fill the vacancy after Suzelle Barrington’s term ends).
- The Committee will present all CEAB member nominations to the Engineers Canada Board in May 2024.

3309 INTERNATIONAL RELATIONS

3309.1 INTERNATIONAL ENGINEERING ALLIANCE UPDATE

P. Cyrus provided an update on recent activities related to the International Engineering Alliance (IEA) including:

- As a result of a call out to all CEAB members, the following individuals were nominated to the IEA review team pool (Washington Accord, APEC, and/or IPEA reviews)
 - Emily Cheung
 - Paula R. Klink
 - Julius Pataky

- Jeff Pieper
- Ramesh Subramanian
- Al Stewart served as a review team member for the APEC review of the Institution of Engineers Singapore (IES).
- Julius Pataky served as review team chair for the IPEA review of Engineering Council United Kingdom (ECUK).
- The next IEA meeting will take place June 6-14, 2024 in New Delhi, India.

3309.1.1 GAP ANALYSIS OF THE CEAB AND IEA'S GRADUATE ATTRIBUTES

P. Bourque and J. Pieper presented the gap analysis between the International Engineering Alliance (IEA) Graduate Attribute and Professional Competency (GAPC) Framework and the CEAB Graduate Attributes. The gap analysis will be included as an appendix to Engineers Canada's 2024 annual report to the IEA. The roadmap to close any gaps will be developed in the future once the outcomes of the Futures of Engineering Accreditation are known.

MOTION

Moved and seconded

"THAT CEAB recommends to the Engineers Canada delegation that the IEA GAPC and CEAB Graduate Attribute gap analysis be submitted to the IEA as distributed."

Carried.

3310 FUTURES OF ENGINEERING ACCREDITATION (FEA)

M. Warlen provided an update on the Futures of Engineering Accreditation (FEA) project including a summary of perspectives on the accreditation system held by interest holders, the high-level findings from the Fall 2023 consultations, and the work underway by the Academic Requirement for Licensure and Purpose of Accreditation Task Forces. The CEAB Executive Committee will join other participants at a session in April to consider the impact Task Forces recommendations and start to discuss the Path Forward report. J. Pieper will represent the CEAB Executive Committee on the session planning committee. In subsequent discussions it was noted:

- As important as it is to consider what is not working in the current accreditation system, it is equally important to consider what is working in the current system that should be brought forward into the desired future state. Data from the annual Accountability in Accreditation report should be considered.
- CEAB members are eager to see the outcomes of the project, including the final National Academic Requirement for Licensure, the Full Spectrum Competency Profile, and the future purpose of accreditation. It will be especially important to understand the future role of engineering licensure in accredited engineering education.
- The practices of other engineering regulation and accreditation systems have been researched and summarized in the [Benchmarking the Canadian Engineering Accreditation system report](#). The ways that other professional licensure schemes (architecture, nursing, and accounting) relate to accreditation systems was explored in the Fall 2023. The Task Forces have been provided with this data to consider in their recommendations. There are good practices across the globe that Engineers Canada could learn from as the work progresses.
- It will be important for the Path Forward report to apply organizational management/business process/systems design methodology in the final recommendations to ensure future success.

- The definition, governance, maintenance structures of the National Academic Requirement for Licensure will need to be defined in the Path Forward report. The final recommendations must be explicit as to whether withdrawing from IEA membership is an option. It was clarified that Engineers Canada has no intention to withdraw and this must be clearly stated in the report(s).
- The system has invested in Graduate Attributes and Competency-Based Assessment and the work effort to further shift to a future Full Spectrum Competency Profile should be considered.
- The systems learnings presented in the project work may be perceptions of the accreditation system or they may be factual short comings. Regardless, the accreditation system has an obligation to address both perceptions and factual short comings.

3311 OTHER BUSINESS

G. McDonald noted that recruitment for the Vice President, Regulatory Affairs was underway with interviews being held the week of February 12th. The CEO search firm had been selected and recruitment was underway. Interviews will take place in March with a potential target of onboarding the new CEO to occur in May. The process is being managed by Engineers Canada's HR Committee.

3312 FUTURE MEETINGS

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

2024 meetings:

- April virtual meeting: April 13 (approximately 4 hours in duration)
- Spring meeting: May 31, June 1 and 2 (Ottawa, ON)
- Fall meeting and workshop: September 13 and 14 (Moncton)

2025 meetings (Tentative):

- Winter virtual meeting: February 1 and 2
- April virtual meeting: April 12 (approximately 4 hours in duration)
- Spring meeting: May 30, 31 and June 1 in Ottawa, ON
- Fall meeting and workshop: September 19 and 20 or 21 and 22 (Saskatoon, SK)

3313 MEETING EVALUATION BY ACCREDITATION BOARD MEMBERS

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

3314 COMMENTS FROM OBSERVERS

P. Cyrus invited the meeting observers to provide feedback on the meeting.

3315 ACCREDITATION DECISIONS - ABRIDGED

3315.4 REBALANCING THE 25/26 AND 26/27 ACCREDITATION VISIT CYCLE - ABRIDGED

3316 TRAINING AND DOCUMENTATION RESOURCES WORKING GROUP - ABRIDGED

3317 ROLE OF LICENSURE IN ENGINEERING EDUCATION - ABRIDGED

3318 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.

3319 ADJOURNMENT

The 180th meeting of the Canadian Engineering Accreditation Board adjourned at 14:30 on Saturday, February 10, 2024.



J. Pemberton Cyrus, Ph.D., P.Eng., FEC
Chair



Mya Warken
Secretary