

MEETING OF THE CANADIAN ENGINEERING ACCREDITATION BOARD
Abridged minutes of the 184th meeting

3368 DATE AND PLACE

The 184th meeting of the Canadian Engineering Accreditation Board took place on February 1 & 2, 2025 in a virtual format via Zoom.

3369 ATTENDANCE

The following were in attendance:

Chair: J. (Jeff) Pieper, FEC, P.Eng.
Vice-Chair: R. (Ray) Gosine, FEC, P.Eng.
Past-Chair: P. (Pemberton) Cyrus, FEC, P.Eng.

Members: P. (Pierre) Bourque, ing.
A. (Adel) Dahmane, ing.
L. (Lisa) Doig, P.Eng.
A. (Ann) English, P.Eng.
M. (Morteza) Esfehiani, P.Eng.
M.I. (Marie-Isabelle) Farinas, ing.
J. (Jason) Foster, LLFM
D. (Diane) Kennedy, P.Eng., FEC
N. (Nicholas) Krouglicof, FEC, P.Eng.
J. (James) Lee, FEC, P.Eng.
M. (Mrinal) Mandal, P.Eng.
C. (Christine) Moresoli, ing.
J. (Julius) Pataky, P. Eng.
M. (Michael) Roach, P.Eng.
A. (Allen) Stewart, FEC, P.Eng.
R. (Ramesh) Subramanian, FEC, P.Eng.
A. (Aparna) Verma, P.Eng.
T. (Tara) Zrymiak, FEC, P.Eng.

Secretariat: E. (Elise) Guest
J. (Johanne) Lamarche, FEC (Hon.)
R. (Roselyne) Lampron
M. (Mya) Warken

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

M. (Mufleh) Al-Shatnawi (Seneca College of Applied Arts and Technology)
F. (Frank) Collins (Canadian Engineering Qualifications Board)
K. (Kathy) Dumanski (Seneca College of Applied Arts and Technology)
S. (Stephen) Geddes (University of Victoria)
B. (Benjamin) Gobeil-Jobin (Université du Québec à Chicoutimi)
T. (Trina) Hubley (Engineers Canada)
R. (Ryan) Huckle (Conestoga College Institute of Technology and Advanced Learning)
C. (Cliff) Knox (Professional Engineers Ontario)

S. (Suzanne) Kresta (University of Prince Edward Island)
F. (France) Legault (École de technologie supérieure)
K. (Kate) MacLachan (Association of Professional Engineers & Geoscientists
Saskatchewan)
M. (Marlo) Rose (Engineers Canada Board)
K. (Kalena) McCloskey (Canadian Federation of Engineering Students)
R. (Ryan) Melsom (Engineers Canada)
J. (John) Newhook (Dalhousie University - Dean's Liaison Committee)
M. (Marilyn) Powers (Conestoga College Institute of Technology and Advanced
Learning)
D. (Derek) Rayside (University of Waterloo)
P. (Philip) Rizcallah (Engineers Canada)
T. (Tony) Thoma (Conestoga College Institute of Technology and Advanced
Learning)
F. (Frank) van Breugel (York University)
I. (Isabelle) Villemure (École Polytechnique)
M. (Miguel) Watler (Seneca College of Applied Arts and Technology)

3370 OPENING OF THE MEETING

3370.1 CALL TO ORDER AND APPROVAL OF AGENDA

The Chair called the meeting to order.

The following motion was carried:

MOTION:

***"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.

3370.2 WELCOME, INTRODUCTIONS, AND HOUSEKEEPING

J. Pieper welcomed all participants, facilitated introductions, and reviewed housekeeping notes.

3370.3 DIVERSITY MOMENT

J. Pieper 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.

3370.4 DECLARATION OF CONFLICTS OF INTEREST

J. Pieper invited CEAB members to declare any conflicts of interest with meeting agenda items.

3371 MINUTES - ABRIDGED

3372 REPORTS TO THE BOARD

3372.1 ENGINEERS CANADA BOARD

L. Doig and A. English provided an update on the December 9, 2024 and October 8 to 10, 2024 meetings. Details were provided in the meeting's briefing note. In addition, it was noted:

- The Engineers Canada Board would continue the discussion on the 2025 CEAB workplan at their February 2025 meeting.
- CEAB members were encouraged to attend the 30 by 30 Conference on May 21, 2025 in Vancouver.
- The Full Spectrum Competency Profile (FSCP) Pilot Study will use the Profile included in the Futures of Engineering Accreditation (FEA) Path Forward Report as a foundation of the work. The purpose of Phase 1 of the pilot study will be to:
 - Understand the effort required to define FSCP competencies;
 - Explore appropriate process(es) to assess the FSCP competencies; and
 - Document learnings and recommendations for future full-scale piloting of the NARL and FSCP.
- Learnings from this Phase 1 of the FSCP Pilot Study will inform and guide Phase 2 of the FSCP pilot study, which will focus on completing and validating the full FSCP and National Academic Requirement for Licensure (NARL). It is expected that the FSCP and NARL will be revised from its current form.

3372.2 CANADIAN ENGINEERING QUALIFICATIONS BOARD

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

It was noted that the CEQB is in the process of drafting a letter to the Engineers Canada Board regarding the Futures of Engineering Accreditation (FEA) Path Forward Report recommendations, including the currently proposed FSCP.

3372.3 CANADIAN FEDERATION OF ENGINEERING STUDENTS

K. McCloskey presented the Canadian Federation of Engineering Students (CFES) update. In subsequent discussions it was noted:

- There may be a number of details in the CFES stances which have already been addressed by the accreditation criteria. The CFES was encouraged to focus on the items which have not been actioned rather than raising issues which have already been addressed by recent criteria or policy changes.
- The CFES may consider partnering with others who may be able to address some of the stances which are outside of the scope of the CEAB which is not as prescriptive as the CFES stances may suggest.
- The CFES is encouraged to consider student workload in light of their requests to add more curriculum content.
- Geographic representation in CFES leadership does not appear to be diverse, specifically lacking representation from Western Canada.

3372.4 ENGINEERING DEANS CANADA

J. Newhook referred members to the written DLC report to the CEAB provided before the meeting. In subsequent discussion, it was noted that:

- The EDC hopes they would be part of the Futures of Engineering Accreditation (FEA) engagement work plan moving forward in a collaborative design model to ensure that any recommendations that are implemented are reasonable from the perspective of HEIs. For example, any future accreditation system must be conscious not to prescribe pedagogy.

- The EDC is prepared to submit a letter to the Engineers Canada Board regarding the FEA Path Forward Report recommendations.
- Some members noted that when considering the recommendations, the EDC was cautioned to consider that if the input evaluation is dropped altogether, the defined Graduate Attribute evaluation processes and their evaluation by CEAB visiting teams would need to be much more rigorous and in depth than they are today.
- Accredited programs continue to report on both an input and outcomes-based accreditation criteria as required by the current accreditation system.
- There is a perception that there is a concentration of criteria compliance issues in the Graduate Attribute/Continual Improvement criteria. There is a CEAB initiative underway to understand the trends in compliance with these criteria to understand where the system might be struggling and where it is succeeding on the whole.

3373 ACCREDITATION ACTIVITIES

3373.1 MEMBER ASSIGNMENTS FOR THE JUNE AND SEPTEMBER 2025 MEETINGS

J. Pieper presented the member assignments for the June and September 2025 decisions for workload planning purposes.

3373.2 2025/2026 ACCREDITATION VISIT CYCLE

3373.2.1 Assignments

J. Pieper presented the proposed assignments for the 2025/2026 visit cycle. No changes were reported.

It was noted that training would be offered for new members who are serving on Accreditation Decision Dossier teams for the first time.

It was also indicated that there will be a record 90 accreditation decisions at the June meeting, which will present a significant challenge. He asked that CEAB members respect the role of the review team especially with the new Evaluator role, and minimize unnecessary questions and discussion when contributing to these decisions.

3373.2.2 Visit cycle kick-off and touchpoints with designated officials

J. Pieper noted that on February 26, 2025 he will deliver a 1-hour virtual presentation to designated officials, other program officials and CEAB members to kick-off the 2025/2026 accreditation visit cycle. The presentation 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.

3373.2.3 Tandem

M. Warken provided an update on the implementation of Tandem for the 2025/2026 accreditation cycle.

Some members reflected that on their visits, it was difficult to access materials linked to another web tool (such as SharePoint) hosted by the

HEI via Tandem. Barriers included multiple login credentials and variability in the navigation. Other members indicated that this was not a barrier on their recent visits. This issue will be monitored as Tandem is implemented in future cycles.

It was confirmed that Engineers Canada staff are closely monitoring challenges with implementation of the tool and are documenting known issues for future prioritization of enhancements.

Only hot fixes have been applied to Tandem since the Fall 2024 as software updates are not applied during an accreditation visit cycle. One update made to the system is a larger, faster web server to improve response time.

There are legacy labels for instruments and artifacts in Tandem to support the transition from the old system to the new system (i.e. maintaining the label of 6C for course information sheets and the labels for the summary views and other artifacts).

3373.3 ANTICIPATED ACCREDITATION VISITS 2025-2029

E. Guest presented the schedule of anticipated visits for the time period 2025-2029. It was noted that in addition to the changes presented in the briefing note, Dalhousie University's Computer Engineering program is approved by the institution senate and the Biomedical Engineering program will no longer be pursued.

3373.4 PROGRAMS UNDER DEVELOPMENT

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

Meeting participants were asked to advise the Secretariat via email if updates to the list are required.

3374 REPORTS FROM CEAB SUB-COMMITTEES AND WORKING GROUPS

3374.1 EXECUTIVE COMMITTEE REPORT

J. Pieper provided a verbal report of the Committee's latest activities.

3374.1.1 SEPTEMBER 2025 WORKSHOP TOPICS

J. Pieper invited members to suggest topics for the September 2025 workshop. Some potential topics offered include:

- A global perspective on outcomes-focused accreditation models, including speakers from Washington Accord jurisdictions to share their approaches and challenges as well as key learnings from CEAB members who have participated on Washington Accord review teams.
- A discussion on the use and relevance of interpretive statements in the accreditation process.
- How to leverage Tandem during an accreditation visit with a focus on the tracking of issues and the AU re-allocation tools.
- The Washington Accord rules and procedures and how they relate to CEAB accreditation criteria.

- The development of rubrics for every accreditation criterion to support consistency in application and training efforts.
- How to consistently apply numerical criteria with subjective components (for example the requirement for programs to have 1,850 AUs at a university level).
- Structured conversation about the different roles during the accreditation decision-making process.
- Unconscious bias to encourage members to take a step back from the details and examine the foundational principles of the CEAB's mandate when considering different approaches to their work.

Members were invited to suggest any other potential workshop topics in the post-meeting evaluation form.

3374.1.2 APPROVED 2025 CEAB WORKPLAN

J. Pieper provided a status update on the CEAB's 2025 workplan. At the time of the meeting, the Engineers Canada Board has approved the accreditation visits and international monitoring activities presented in the workplan. The Board would consider the workplan items related to the policies, procedures, and criteria at their February 28 meeting.

3374.2 POLICIES AND PROCEDURES SUBCOMMITTEE REPORT

R. Gosine updated members on the recent P&P Committee activities. No further discussion ensued.

3374.2.1 2025 POLICIES AND PROCESURES WORKPLAN

R. Gosine presented the Policies and Procedures proposed 2025 workplan.

MOTION:

Moved and Seconded.

***"THAT** the 2025 Policies and Procedures Committee workplan be approved."*

Carried.

3375 ACCOUNTABILITY IN ACCREDITATION COMMITTEE

P. Bourque presented potential improvements to the Accountability in Accreditation Program Logic Model, including:

- Revising Indicator 3.A (Appropriate distribution of decisions and identification of criteria with higher rates of deficiency) under Outcome 3 ("The Accreditation System promotes high quality and ensures a minimum program standard across Canada"); and
- Taking steps to reduce the sensitivity of the evaluation framework by systematically excluding from the dataset one lowest value as per the coding definition (e.g. "no" or "partially" answer) per indicator.

In subsequent discussion, it was noted:

- The revision to Indicator 3.A is directly linked to the promotion of high quality and assurance of minimum program standard as it seems to be more directly linked to transparency. It will be important for the Committee to ensure the linkage is clear.

- Should the CEAB move to the risk-based trajectory model, the Program Logic Model would need to be amended to reflect the change. This would be an editorial change and would not require explicit approval from the CEAB.
- For any future reports on the distribution of criteria compliance findings, it is important to report on the distribution of criteria which are met across the system.

ACTION: The Accountability in Accreditation Committee to consider CEAB member feedback on the potential improvements to the Program Logic Model and bring their final recommendations to the April CEAB meeting.

3376 NOMINATING SUB-COMMITTEE REPORT

L. Doig, chair of the CEAB Nominating subcommittee provided an update on the Committee's work. No further discussion ensued.

3377 INTERNATIONAL RELATIONS

3377.1 INTERNATIONAL ENGINEERING ALLIANCE UPDATE

J. Pieper provided an update on recent activities related to the International Engineering Alliance (IEA). J. Pataky and J. Pieper provided reflections on their recent participation on Washington Accord visiting teams. In these reflections, it was noted that there are other accreditation models from which the CEAB could learn. No further discussion ensued.

3378 FUTURES OF ENGINEERING ACCREDITATION PATH FORWARD REPORT - ABRIDGED

3379 OTHER BUSINESS

No other business items were noted.

3380 FUTURE MEETINGS

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

2025 meetings:

- April 12 virtual (approximately 4 hours in duration)
- May 30, 31 and June 1 in Ottawa, ON
- September 19 and 20 (Saskatoon, SK)

2026 meetings (Tentative):

- February 7 and 8 virtual
- April 11 virtual (approximately 4 hours in duration)
- May 29, 30 & 31 in Ottawa, ON
- September 11 and 12 or 13 and 14 (Montreal, QC)

3381 MEETING EVALUATION BY ACCREDITATION BOARD MEMBERS

A link to the post-meeting evaluation will be circulated to all members.

3382 COMMENTS FROM OBSERVERS

J. Pieper invited the meeting observers to provide feedback on the meeting. Observers:

- Thanked the CEAB for inviting observers to their meetings.

- Noted that there is a workload trade-off between HEIs and visiting team members in the provision and access of visiting materials. A bulk upload of HEI data should be pursued.
- The relationship between the EDC and the CEAB seems to lead to productive dialogue.
- There may be a perceptual issue in terms of the philosophy of CEAB accreditation in that the CEAB accreditation model is much more open-ended than other professions which seems to be more prescriptive. That open-ended nature should be better articulated as part of the dialogue between the visiting teams and the programs when visited.

3383 ACCREDITATION DECISIONS - ABRIDGED

3384 IN-CAMERA SESSION

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 and Engineers Canada Staff.

Moved and seconded.

Carried.

3385 ADJOURNMENT

The 184th meeting of the Canadian Engineering Accreditation Board adjourned at 16:00 on Sunday, February 2, 2025.



J. Pieper, P.Eng., FEC
Chair



Mya Warken
Secretary