

MEETING OF THE CANADIAN ENGINEERING ACCREDITATION BOARD
Abridged Minutes of the 178th meeting

CONFIDENTIAL

3268 DATE AND PLACE

The 178th meeting of the Canadian Engineering Accreditation Board took place on June 1, 2 and 3, 2023 in a hybrid format via Zoom and in person at the Hilton Garden Inn and Homewood Suites hotel located at 361 Queen Street, Ottawa, Ontario.

3269 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: 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)

K. (Kalina) Bacher-René (Ordre des Ingénieurs du Québec)
J. (Jason) Foster, LLFM (Incoming CEAB member)
C. (Christine) Lee (Engineers and Geoscientists BC)
K. (Karen) Leung, P.Eng. (Engineers and Geoscientists BC)
M. (Michael) Roach, P.Eng. (Incoming CEAB member)

3270 OPENING OF THE MEETING

3270.1 CALL TO ORDER AND APPROVAL OF AGENDA

The Chair called the meeting to order. The confidentiality of the Accreditation Board proceedings was shared with all present.

3270.2 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.

3270.3 DECLARATION OF CONFLICTS OF INTEREST

P. Klink asked meeting attendees to declare any conflicts of interests they may have.

The following conflicts were declared:

- E. Cheung – University of Northern British Columbia, University of Alberta, University of British Columbia/University of Northern British Columbia, University of British Columbia
- P. Cyrus - Dalhousie University
- R. Gosine – University of Toronto
- D. Kennedy – British Columbia Institute of Technology
- M. Mandal – University of Alberta
- J. Pieper – University of Calgary
- Ernie Barber – University of Northern British Columbia

3271 MINUTES AND ACTION ITEMS

3271.1 Approval of the minutes

No changes were reported at the meeting.

MOTION:

Moved and seconded.

"That the minutes of the April 15, 2023 Accreditation Board meeting be approved as circulated."

Carried

3271.2 Follow up on action items from the minutes of the April 15, 2023 Accreditation Board meeting - ABRIDGED

3272 SEPTEMBER 2023 WORKSHOP UPDATE

A list of potential topics for the September 2023 CEAB workshop was provided to the CEAB members at the April CEAB meeting. After reflecting on the ideas and suggestions from the CEAB members, a workshop will be held which will be focused on:

- 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 *Temporary exemption for students going on international exchange*.

3273 ACCREDITATION DECISIONS - ABRIDGED

3274 REQUIRED VISITS MATERIALS FOR 2023/2024 CYCLE: A REFRESHER - ABRIDGED

3275 INTERNATIONAL RELATIONS - ABRIDGED

3276 CEAB DECISION PROCESSES - ABRIDGED

3277 OTHER BUSINESS

No other subject items were brought forward.

3278 FUTURE MEETINGS

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

2023 meetings:

- 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)

3279 SUMMARY OF ACTION ITEMS

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

3280 MEETING EVALUATION BY ACCREDITATION BOARD MEMBERS

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

ACTION ITEM:

- Secretariat to distribute the post-meeting evaluation to AB members.

3281 COMMENTS FROM OBSERVERS

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

- J. Foster expressed his appreciation for the invitation to observe the meeting.

3282 IN-CAMERA SESSION

The following motion was carried unanimously:

Moved by R. Subramanian, seconded by E. Cheung

"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 CEAB members, the Secretary,

Executive Vice President, Regulatory Affairs, the Assistant Manager, Accreditation and the Accreditation Coordinator.”

3283 ADJOURNMENT

The 178th meeting of the Canadian Engineering Accreditation Board adjourned at 17:30 on Saturday, June 3, 2023.



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



Mya Warken
Secretary

APPENDIX "A"

Minute number / meeting agenda number and subject title	Action item	Notes
3278/10 CEAB meeting evaluations	<ul style="list-style-type: none">• Secretariat to distribute the post-meeting evaluation to AB members.	Complete