

MEETING OF THE CANADIAN ENGINEERING ACCREDITATION BOARD
Abridged minutes of the 182nd meeting

3333 DATE AND PLACE

The 182nd meeting of the Canadian Engineering Accreditation Board took place on May 31 to June 2, 2024 in a hybrid format via Zoom and in person at the Metcalfe Hotel located at 123 Metcalfe Street, Ottawa, Ontario.

3334 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, FEC, P.Eng.

Members: S. (Suzelle) Barrington, FIC, ing.
P. (Pierre) Bourque, ing.
E. (Emily) Cheung, FEC, P.Eng.
L. (Lisa) Doig, 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, P.Eng., FEC
R. (Ramesh) Subramanian, FEC, 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)

A. (Adel) Dahmane, ing. (Incoming CEAB member)
T. (Trina) Hubley (Engineers Canada)
M. (Morteza) Esfehiani, P.Eng. (Incoming CEAB member)
M.I. (Marie-Isabelle) Farinas, ing. (Incoming CEAB member)
C. (Christine) Moresoli, ing. (Incoming CEAB member)
A. (Aparna) Verma, P.Eng. (Incoming CEAB member)
A. (Allison) Smith, P.Eng. (APEGS)
N. (Natascha) Toedter (APEGNB)

3335 OPENING OF THE MEETING

3335.1 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.

3335.2 WELCOME, INTRODUCTIONS, AND HOUSEKEEPING

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

3335.3 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.

3335.4 DECLARATION OF CONFLICTS OF INTEREST

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

The following conflicts were declared during the meeting:

- S. Barrington – McGill University
- E. Cheung – University of British Columbia
- J. Foster – Simon Fraser University
- D. Kennedy – British Columbia Institute of Technology
- J. Pieper – University of Calgary

3336 MINUTES AND ACTION ITEMS - ABRIDGED

3337 REPORTS TO THE BOARD

3337.1 ENGINEERS CANADA BOARD

P. Cyrus provided an update on the April 3, 2024 and May 24, 2024 meetings.

3337.2 TANDEM UPDATE

M. Warken provided an update about the transition to Tandem Engineers Canada's web-based data management system for accreditation, for the 2024/2025 accreditation visit cycle. Status updates included:

- Feedback from users to-date
- Request from one institution to opt-out from using Tandem for the 2024/2025 visit cycle
- Data migration activities
- Volunteer database update
- Training

3337.3 EXECUTIVE COMMITTEE

P. Cyrus provided an update on the Executive Committee's activities including:

- Policies and Procedures Committee composition
- April 17-18 Futures of Engineering Accreditation Path Forward co-design session

- 12e colloque sur les normes et procédures d'agrément des programmes de génie des établissements québécois et/ou francophones
- CEEA-ACEG Conference workshops
- CEQB meeting attendance
- 2025 accreditation budget

3338 SEPTEMBER 2024 WORKSHOP UPDATE

3338.1 SEPTEMBER 2024 WORKSHOP UPDATE

CEAB members were requested to provide suggested workshop topics via a survey launched in April 2024. After reflecting on the ideas and suggestions from the CEAB members, a workshop was held focused on 'How to chair a visit' with particular emphasis on:

- Tandem – How to use the system; Changes and opportunities to be aware of.
- Managing schedules and documentation submission deadlines / Required visit materials
- Maintaining and increasing transparency of accreditation processes
- Interview techniques
- Common findings across GA/CI criteria

3338.2 ELIMINATION OF THE GENERAL VISITOR ROLE - ABRIDGED

3339 ACCREDITATION DECISIONS - ABRIDGED

3340 FUTURES OF ENGINEERING ACCREDITATION - ABRIDGED

3341 OTHER BUSINESS

No other business items were noted.

3342 FUTURE MEETINGS

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

2024 meeting:

- 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)

3343 MEETING EVALUATION BY ACCREDITATION BOARD MEMBERS

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

3344 INTERNATIONAL RELATIONS - ABRIDGED

3345 COMMENTS FROM OBSERVERS

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

3346 IN-CAMERA SESSION - ABRIDGED

The following motion was carried unanimously:

*“**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.”*

Moved and Seconded.

Carried.

3347 ADJOURNMENT

The 182nd meeting of the Canadian Engineering Accreditation Board adjourned at 17:30 on Sunday, June 2, 2024.



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



Mya Warken
Secretary