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103rd MEETING OF THE QUALIFICATIONS BOARD

July 17, 2018
2:30–4:00 p.m. EDT

Held by teleconference

AGENDA

	Agenda item	Presenter
1	Opening of the meeting	
1.1	Call to order and introduction of attendees	Ron LeBlanc
1.2	Approval of the agenda	Ron LeBlanc
2	<p>Approval of minutes of the previous meeting (attachment 2)</p> <p><i>Motion: That the minutes from the 102nd meeting of the Qualifications Board held on June 14th, 2018, be approved as distributed.</i></p>	Ron LeBlanc
3	Review of action items from previous meetings	Mélanie Ouellette
4	<p>Draft 2019-21 Work Plan (attachment 4A-C)</p> <p><i>Motion: That the Draft 2019-21 Qualifications Board Work Plan be sent to the Engineers Canada Board for review and approval.</i></p>	Ron LeBlanc
5	<p>Future meetings</p> <p><i>The next QB meeting will be held Québec City, Québec, on September 14-15, 2018. A QB teleconference call will be held on January 29th, 2019.</i></p>	Ron LeBlanc
6	Review of action items of 103 rd Qualifications Board meeting	Mélanie Ouellette
7	Conclusion	Ron LeBlanc

MINUTES

1. Opening of the meeting

The Chair welcomed everyone.

1.1. Call to order and introduction of attendees

Qualifications Board	Ron LeBlanc, FEC, P.Eng.	Chair
	Mahmoud Mahmoud, PhD, FEC, P.Eng.	Vice-Chair
	Dennis Peters, PhD, FEC, SMIEEE, P.Eng.	Past Chair
	Frank Collins, FEC, P.Eng.	Atlantic Provinces Representative
	Frank George, FEC, FGC (Hon), P.Eng.	Alberta, Northwest Territories and Nunavut Representative
	Roydon Fraser, PhD, FEC, P.Eng.	Ontario Representative
	Margaret Anne Hodges, FEC, FGC (Hon), P.Eng., PMP	Member-at-Large
	Amy Hsiao, PhD, MBA, P.Eng.	Atlantic Provinces Representative
	Samer Inchasi, P.Eng., PMP	Member-at-Large Representative
	Nikeetta Marshal, MSc, P.Eng.	Member-at-Large
	Diane Riopel, PhD, FIC, ing.	Québec Representative
	Ian Sloman, P.Eng.	Saskatchewan, Manitoba Representative
Engineers Canada Board Representatives	Christian Bellini, FEC, P.Eng.	
	David Lynch, PhD, FCAE, FCIC, FEIC, FEC, FGC (Hon.), P.Eng.	
Engineers Canada Staff	David Lapp, FEC, P.Eng., IRP	Manager, Globalization and Sustainable Development
	Mélanie Ouellette, MA, MBA	Manager, Qualifications
	Stephanie Price, P.Eng., CAE	Executive Vice President, Regulatory Affairs
Regrets: Karen Savage, FEC, P.Eng., British Columbia, Yukon Territory Representative, Qing Zhao, Ph.D., P.Eng., Member-at-Large, Catherine Christoffersen, Coordinator, Qualifications		

1.2. Approval of the agenda

No changes or additions were proposed.

Motion: that the agenda of the 103rd meeting of the Qualifications Board be approved as distributed, moved by Ian Sloman and seconded by Dennis Peters. The agenda was approved.

2. Approval of minutes of the previous meeting (attachment 2)

Motion: That the minutes from the 102nd meeting of the Qualifications Board, held on June 14, 2018, be approved as distributed, moved by Dennis Peters and seconded by Nikeetta Marshal. The minutes were approved.

3. Review of action items from previous meetings

All action items were completed.

4. Draft 2019-21 Work Plan (attachment 4A-C)

The Chair stated that the purpose of the teleconference was to discuss the draft QB 2019-2021 work plan (three attachments). The QB work plan has been aligned to fit the timelines of the Engineers Canada strategic plan for 2019-2021 and was developed in consultation with Officials Groups and the CEOs Group. The draft work plan will be submitted to the Engineers Canada Board at their September 2018 meeting for their initial review. The Engineers Canada Board will then vote whether to approve the work plan at their December 2018 teleconference. Between September and December, Engineers Canada Board members can discuss the work plan with their regulators. This process was designed to be open, transparent, and to mitigate previous issues where Board members had insufficient time to review the work plan.

It was reiterated that QB aims to work only on items that are valuable to regulators. Since the spring of 2018, the QB Chair is no longer an advisor to the Engineers Canada Board. The QB Chair now reports to the Engineers Canada Board, and QB is now a working group or sub-committee of the Engineers Canada Board.

First, the Chair asked for comments on Attachment 4A, the briefing note on the work plan. The briefing note is planned to be submitted with the work plan to the Engineers Canada Board in September. No changes were made, and the briefing note was accepted.

Next, the group discussed the table of feedback on the work plan. The feedback table included QB's proposed responses to each comment received. For transparency, the table would be shared with those who provided feedback and the Engineers Canada Board. The following two comments were given on the feedback table:

- Table 1, Row 4 – offshore engineering

The National Practice Officials Group (NPOG) had commented that they wished to receive guidance on offshore engineering. A QB member commented that NPOG likely meant engineering performed outside Canada, but QB's response referred to the National Position Statement on Regulation of Coastal, Ocean and Related Subsurface Engineering, which is a different issue. The secretary would clarify with NPOG what they meant by offshoring (**action item 103.1**).

It was noted that the APEGA Council had discussed offshoring of engineering vs. offshore engineering. It was commented that the topic should not fall under a globalization operational committee at Engineers Canada that focusses on mobility, as this issue is actually a public safety concern relating to verification and regulation, including regulation of individuals licensed with a Canadian regulator but practising outside of Canada.

- Table 3, Row 1 – Guideline on Enabling Entrepreneurship

It was asked whether QB should proceed with developing the one-pager and confirming with all Officials Groups and the CEOs Group before developing the General Direction on the Guideline on Enabling Entrepreneurship, given that NAOG was unclear on the topic of the guideline, and that the CEOs Group was tepid about it proceeding. A QB member commented that there is some interest among Officials Groups for the guideline to proceed.

Lastly, the group discussed the draft 2019-2021 work plan. A QB member objected to the proposed new work plan item, White Paper on Evolution of Assessment of Applicants for Licensure as a Professional Engineer in Canada. Their main concern was that the proposed item is different from what was originally proposed during the QB teleconference on June 14. The member remarked that the white paper should link to the Syllabus Committee's current work, but as it is proposed, ignores this work. A second QB member agreed, adding that the proposed academic assessment process chart had been previously drafted by the National Admissions Officials Group (NAOG), that the white paper would only document current NAOG practices, and that the Syllabus Committee has been aiming to develop, through consultation, common practices that work for all regulators.

QB will consult regulators on the white paper in the fall of 2018, using the same consultation process as for the other work plan items. The person who had originally proposed the white paper agreed that the current proposal was now broader than the original proposal, a White Paper on a National System of Technical Examinations. The proposer noted, however, that the revised proposal for a White Paper on Evolution of Assessment of Applicants for Licensure as a Professional Engineer in Canada had received substantial support through the QB email vote. The broadened white paper would address the differences between CEAB and non-CEAB applicants, and the associated human rights and consistency issues.

The proposer commented that NAOG's academic assessment chart already addresses the value of the International Institutions Degree Database (IIDD) and external transcript analysis but lacks options for a system of national technical examinations. They proposed that the paragraph from the original proposal be re-added, as the first paragraph under Annex 1, to bring the current proposal closer in line with the original proposal, only broader. The first QB member agreed with re-adding the original paragraph, but commented that the use value concept, which was in the original proposal, is excluded from the current proposal, and it would be more important to consider use value than efficiencies. The proposer agreed use value is important.

A fourth QB member remarked that the white paper would be beyond the Syllabus Committee's scope, which had received clear direction to focus on particular topics. It was commented that NAOG will now be a strong influence on QB's work. It was clarified that NAOG had not requested the white paper; it had been suggested independently to help manage risk.

David Lynch will revise the proposal for the White Paper on Evolution of Assessment of Applicants for Licensure as a Professional Engineer in Canada and will send the revised version to Mélanie Ouellette, who will circulate it to QB for review and their recommendation whether to add the white paper to the draft work plan (**action item 103.2**). There were no objections to excluding the white paper from the draft work plan until the proposal could be reviewed again. If QB approves the white paper proposal, it will be added to the work plan.

Motion: That the Draft 2019-21 Qualifications Board Work Plan be sent to the Engineers Canada Board for review and approval, excluding the White Paper on Evolution of Assessment of Applicants for Licensure as a Professional Engineer in Canada, moved by Mahmoud Mahmoud and seconded by Roydon Fraser. None were opposed. The motion carried.

It was discussed whether QB should review the original proposal for the white paper, or elements from the original proposal. It was expressed that the white paper may develop differently as work on it progresses. It was asked why a detailed timeline for the development of the white paper had already been provided at this early stage. Another QB member suggested excluding from the proposal the information given in the annex and informing regulators that this information would be provided at the general direction stage. Another QB member expressed that the proposal should thoroughly detail the issues the white paper will address, so that QB can receive a clear mandate to develop the white paper and avoid the potential for future misunderstandings among regulators or the Engineers Canada Board.

The person who had proposed the white paper commented that some regulators would see the need for the white paper and others might not. They clarified that the white paper would first outline the pros and cons and the use value of the current assessment system, including the use of the IIDD, World Education Services, and Mutual Recognition Agreements, and second, it would outline the pros and cons of a national system of technical examinations as a risk management approach. NAOG would be consulted in the fall on the proposed white paper and would provide feedback to the CEOs Group. These consultations would then influence the Engineers Canada Board's decision whether to approve the item for the QB work plan.

5. Future meetings

The next QB meeting will be held Québec City, Québec, on September 14-15, 2018.
A QB teleconference call will be held on January 29th, 2019.

6. Review of action items of 103rd Qualifications Board meeting

	Action item	Assigned to
103.1	Clarify with NPOG what they mean by offshoring.	Mélanie Ouellette
103.2	Revise the proposal for the White Paper on Evolution of Assessment of Applicants for Licensure as a Professional Engineer in Canada, which will then be circulated to QB for review and voting by email or teleconference.	David Lynch and Mélanie Ouellette

7. Conclusion

The meeting was concluded.

Prepared by: Sue Bourgon, Executive Assistant and Catherine Christoffersen, Coordinator, Qualifications on behalf of:



Ron LeBlanc, FEC, P.Eng.
Chair, Qualifications Board



Mélanie Ouellette, MA, MBA
Secretary, Qualifications Board