



107th MEETING OF THE CANADIAN ENGINEERING QUALIFICATIONS BOARD
FRIDAY, AUGUST 2, 2019
12:30 p.m.–2:00 p.m. EDT

Held by teleconference

AGENDA OF THE 107th MEETING

	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	Approval of minutes of the previous meeting (attachment 2) <i>Motion: That the minutes from the 106th meeting of the Qualifications Board held on April 6, 2019 be approved as distributed.</i>	Ron LeBlanc
3	Review of action items from last meeting	Mélanie Ouellette
4	2020 CEQB Priorities (attachment 4 A-C) <i>Motion: That the 2020 priorities be sent to the Engineers Canada Board for review and approval.</i>	Ron LeBlanc
5	Items added to the agenda	Ron LeBlanc
6	Future meetings <i>The next CEQB meeting will be held in St. John's on September 15-16, 2019.</i> <i>The next CEQB teleconference will be held on January 22, 2020.</i> <i>The next Spring CEQB meeting will be held in Ottawa, on April 11-12, 2020.</i>	Ron LeBlanc
7	Review of action items of 107th Qualifications Board meeting	Mélanie Ouellette
8	Conclusion	Ron LeBlanc

MINUTES OF THE 107TH MEETING
1. Opening of the meeting

The Chair welcomed everyone.

1.1. Call to order and introduction of attendees

Canadian Engineering Qualifications Board	Ron LeBlanc, FEC, P.Eng.	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
	Samer Inchasi, P.Eng., PMP	Member-at-Large
Engineers Canada Board director appointees	Christian Bellini, FEC, P.Eng.	
	Jeff Holm, P.Eng., FEC, CCA	
Engineers Canada Staff	Stephanie Price, P.Eng., CAE	Executive Vice President, Regulatory Affairs
	Mélanie Ouellette, MA, MBA	Manager, Qualifications
	Isabelle Flamand	Coordinator, Qualifications
	Beryl Strawczynski, MA	Manager, Professional Practice
	Maria Arrieta, B.Eng.	Manager, Foreign Credential Recognition
	Daphne Smith	Executive Assistant
	David Lapp, FEC, P.Eng. IRP	Manager, Globalization and Sustainable Development

Regrets:

Mahmoud Mahmoud, PhD, FEC, P.Eng., Vice-Chair

Amy Hsiao, PhD, MBA, P.Eng., Atlantic Provinces Representative

Karen Savage, FEC, P.Eng., British Columbia, Yukon Representative

Ian Sloman, P.Eng., Saskatchewan, Manitoba Representative

Nikeetta Marshal, MSc, P.Eng., Member-at-Large

Qing Zhao, PhD, P.Eng., Member-at-Large

1.2. Approval of the agenda

Motion: That the agenda for the 107th meeting of the Canadian Engineering Qualifications Board (CEQB) be approved as distributed, moved by Frank George and seconded by Christian Bellini. None were opposed. The agenda was approved.

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

A CEQB member identified two amendments to be made to the minutes of the previous meeting (action item 107.1).

Motion: That the minutes from the 106th meeting of the Canadian Engineering Qualifications Board held on April 6, 2019 be approved with two changes. None were opposed. The minutes were approved.

3. Review of action items from last meeting

It was confirmed that all the action items from previous meetings were completed. During the last meeting, the CEQB requested that Engineers Canada create a repository of workplan ideas. The content is from 2016 to present and CEQB members were invited to provide feedback and suggest any additional content.

It was reiterated that an Engineers Canada banner would be brought to future CEQB meetings.

4. 2020 CEQB Priorities (attachment 4 A-C)

The purpose of this meeting is to obtain CEQB's final recommendations on the 2020 CEQB Priorities, which will then be provided to the Engineers Canada Board of Directors for final approval. It was agreed that the suggested QB responses for each item in the 2020 CEQB Priorities would be approved one by one, and further discussed should members have any objections.

A CEQB member flagged that the items listed in the 2020 CEQB Priorities should be forward thinking. In response to this concern, although there is no established process, there will be an opportunity to discuss emerging trends when providing feedback on the environmental scan for the next Engineers Canada Strategic Plan, which will be brought forward during the CEQB Workshop in September, and that participants will have the chance to take a look at major trends and opportunities in order to create a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis for Engineers Canada. This input will be used to inform the development of the Strategic Plan, and can be used by the CEQB to help determine their 2021 Priorities.

It was reiterated that these 2020 CEQB Priorities are recommendations provided by the CEQB to the Engineers Canada Board for information in September, and for their final decision in December.

White Paper on Software Engineering (attachment 4.1.B)

A CEQB member shared their concerns regarding the focus of this white paper. It was pointed out that officials specifically stated the content they want to see added to the document.

A CEQB member suggested creating a white paper on emerging disciplines, as that is the reason behind the drafting of the White Paper on Software Engineering. It was stated that the work in emerging areas is part of the Engineers Canada Strategic Plan and is assigned to the CEO; a report is currently under development.

Annex 2 (attachment 4.1.C)

This document encompasses the recommendations from the CEQB to be presented to the Engineers Canada Board for approval. It is divided into three sections; items carried forward from 2019, additional 2020 priorities based on consultation results, and 2021 items that are pending confirmation.

It was mentioned that examinations syllabi are not only being reviewed in chronological order, but that the CEQB also prioritizes the review of those that are most often used by regulators (e.g., Basic Studies and Complementary Studies) and those that do not correspond to at least two currently accredited programs in Canada.

Revised 2004 Forest Engineering Syllabus

The Syllabus Review Protocol states that Examinations Syllabi should be reviewed if there are two or more accredited programs offered in Canada at the time of the review. A motion will be put forward in September to rescind this examinations syllabus as there is only one accredited program in Canada.

A member mentioned that further collaboration should be sought with the Canadian Engineering Accreditation Board (CEAB) to ensure that the assessment of both CEAB and non-CEAB applicants are in alignment. It was highlighted that a CEQB representative has been presenting to every CEAB meeting for the last three years and that feedback is always sought from their members on every product related to their mandate. A suggestion was made to invite a CEAB member to join the Syllabus Committee and that further discussion on this topic is desirable at the September meeting.

Motion: That the 2020 priorities be sent to the Engineers Canada Board for review and approval, moved by Margaret Anne and seconded by Samer.

Given that the Engineers Canada Policy 6.10 states that quorum is 10 CEQB members, the motion that the 2020 priorities will be circulated for approval of via email following the conference (**action item 107.2**).

5. Items added to the agenda

No items were added to the agenda.

6. Future meetings

The next CEQB meeting will be held in St. John's, Newfoundland on September 15-16, 2019.

The next CEQB teleconference will be held on January 22, 2020.

The next Spring CEQB meeting will be held in Ottawa, on April 11-12, 2020.

7. Review of action items from the 107th Canadian Engineering Qualifications Board meeting

	Action item	Assigned to
107.1	Two changes are to be made to the April 6, 2019 meeting minutes.	Secretariat
107.2	Given that the Engineers Canada Policy 6.10 states that quorum is 10 CEQB members, the motion that the 2020 priorities will be circulated for approval of via email following the conference.	Secretariat

8. Conclusion

The meeting was concluded.

Prepared by: Isabelle Flamand, Coordinator, Qualifications on behalf of:



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



Mélanie Ouellette, MA, MBA
Secretary, Canadian Engineering
Qualifications Board