

CANADIAN ENGINEERING ACCREDITATION BOARD
Abridged Minutes of the 165th meeting

CONFIDENTIAL

3076 DATE AND PLACE

The 165th meeting of the Canadian Engineering Accreditation Board took place at the Sheraton Newfoundland hotel, St. John's, Newfoundland on September 14, 2019.

3077 ATTENDANCE

The following were in attendance:

Chair: L. (Luigi) Benedicenti, FEC, P.Eng.
Vice-Chair: R. (Robert) Dony, FEC, P.Eng.
Past-Chair: W. (Wayne) MacQuarrie, FEC, P.Eng.
Members: S. (Suzelle) Barrington, FIC, ing.
D. (Dan) Candido, FEC, P.Eng.
E. (Emily) Cheung, FEC, P.Eng.
P. (Pemberton) Cyrus, FEC, P.Eng.
W. (Waguih) ElMaraghy, FEC, P.Eng.
R. (Ray) Gosine, FEC, P.Eng.
P. (Paula) Klink, P.Eng.
S. (Suzanne) Kresta, FEC, P.Eng.
P. (Pierre) Lafleur, FIC ing.
A.M. (Anne-Marie) Laroche, ing.
J. (Julius) Pataky, P.Eng.
J. (Jeff) Pieper, FEC, P.Eng.
R. (Ramesh) Subramanian, FEC, P.Eng.
A. (Allen) Stewart, FEC, P.Eng.
T. (Tara) Zrymiak, FEC, P.Eng.

Secretariat: J. (Johanne) Lamarche
M. (Mya) Warken

Engineers Canada Board Directors:

J. (Jeff) Card, FEC, P.Eng.
L. (Louis) Champagne, FIC, ing.

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

C. (Christian) Bellini, FEC, P.Eng. (PEO)
A. (Annette) Bergeron, FEC, P.Eng. (Past-President, Engineers Canada)
J. (Jean) Boudreau, FEC, P.Eng. (President-elect, Engineers Canada)
D. (Danny) Chui, FEC, P.Eng. (Engineers Canada Board Director)
K. (Kim) Johnston (University of Calgary)

K. (Kimberley) King, FEC (Hon.) (Engineers Yukon)
D. (Dani) Lake, EIT (President, CFES)
J. (Jim) Landrigan, P.Eng. (Engineers PEI)
T. (Tin) Latt, Myanmar representative
D. (David) Lynch, FEC, P.Eng. (President, Engineers Canada)
G. (Gerard) McDonald, P.Eng. (CEO, Engineers Canada)
C. (Christine) Moresoli, ing. (Waterloo University)
J. (Jim) Nicell, P.Eng. (McGill University, NCDEAS)
J. (Jason) Ong, (Engineers and Geoscientists BC)
M. (Mélanie) Ouellette, MA, MBA (Engineers Canada staff)
D. (Dennis) Peters, FEC, P.Eng. (Past-President, Qualifications Board)
G. (Gillian) Pichler, P.Eng. (Engineers and Geoscientists BC)
S. (Stephanie) Price, P,Eng. (Engineers Canada Executive vice-president)
C. (Changiz) Sadr, FEC, P.Eng. (Engineers Canada Board Director)
K. (Kate) Sisk (APEGNB)
L. (Lynn) Villeneuve, LL.B., FEC (Hon.)

3078 OPENING OF THE MEETING

3078.1 CALL TO ORDER AND INTRODUCTION OF MEETING ATTENDEES

The Chair called the meeting to order and all attendees introduced themselves. The confidentiality of the Accreditation Board proceedings was shared with all present. A copy of the Rules of Confidentiality was included in the agenda book for information.

3078.2 APPROVAL OF AGENDA

The following motion was carried unanimously:

MOTION:

“That the agenda be accepted as distributed and that the Chair be authorized to revise the order of business as necessary to accommodate the needs of the meeting.”

3078.3 MEMBERSHIPS / ADHÉSIONS

L. Benedicenti introduced the two new Accreditation Board members, W. EIMaraghy and A. Stewart as well as the new Engineers Canada Director appointee, L. Champagne.

The chair explained that following the recommendations of the Engineers Canada Nominations Task Force, CEAB members now vote for the election of the vice-chair.

Effective April 16, 2019 there is a new election process for the position of vice-chair and any other vacancies that arise on the Executive Committee of the Accreditation Board (Engineers Canada Board Policy Manual policy 6.9, Section 6.9.4.2). An invitation was sent on June 12, 2019 inviting members to declare their willingness to be considered for election to position of vice-chair. Three candidates stepped forward:

- P. Klink

- P. Lafleur
- J. Pieper

Each candidate was asked to provide a response to the following two questions:

1. Why are you interested in serving as vice-chair of CEAB?
2. What would you bring to the position?

The election was determined by secret ballot voting by the voting members of the Accreditation Board. The scrutineers then counted the votes and declared P. Lafleur elected. A motion to destroy the ballots was put forth.

The following motion was carried unanimously:

MOTION:

"THAT the ballots for the 2019 election of the CEAB vice-chair be destroyed."

3079 MINUTES OF THE 164th MEETING – June 1 & 2, 2019

3079.1 Approval of minutes

The minutes and the action items of the 164th Accreditation Board meeting were included in the September meeting materials.

The minutes were amended with comments from T. Zrymiak, A. Stewart, L. Champagne, and W. MacQuarrie

The following motion was carried unanimously:

MOTION:

"THAT the minutes and actions items of the 164th meeting be accepted as amended."

3079.2 FOLLOW-UP ON ACTION ITEMS FROM MINUTES

M. Warken reported that an update on the action items of the 164th was provided in the meeting's agenda book for information purposes.

3080 INFORMATION

3080.1 CEEA meeting update

L. Benedicenti, L. Villeneuve, and M. Warken co-facilitated a workshop titled "Preparing for your upcoming CEAB accreditation visit". Approximately 10 individuals attended the 90-minute workshop. The workshop highlighted recent changes to criteria, procedures, and tools. Workshop participants broke out into two small groups to discuss common challenges:

1. What approaches do institutions use to measure 'intrinsic' graduate attributes (specifically, Professionalism, Ethics and equity, and Lifelong learning)?
2. As the assessment of GA/CI criteria focus more on process and less on data, what on-site documentation might institutions provide to the visiting team based on the guidance provided in the Questionnaire?

3. The groups focussed their discussions on the challenges they faced to measuring the graduate attributes and validated that the 'intrinsic' attributes could be a challenge. Good practices and tools were exchanged.

3080.2 Update on the Engineers Canada Board workshop

L. Benedicenti presented the June 27, 2019 Engineers Canada workshop agenda. No comments were received and no questions were asked.

3080.3 Update on the Engineers Canada Board meeting

L. Benedicenti shared that the next meeting of the Engineers Canada Board would take place on October 4, 2019.

J. Card indicated that at the upcoming Engineers Canada board meeting he, in his capacity as Engineers Canada board representative, will provide an update on changes to the timing of deliverables under Strategic Priority 2 and suggested changes to the proposed motion wording changes related to Operational Imperative 9 draft sub-strategy.

3080.4 Quebec engineering student community conference update

S. Barrington attended the July 13, 2019 conference on behalf of the Accreditation Board where she gave a one-hour presentation on the accreditation process and role of engineering students in the accreditation visit process. The presentation was intended to be a discussion with questions throughout the presentation.

The questions from the QCESO focused on the following topics:

1. Internships abroad, and their Canadian equivalent
2. Student health services
3. The concept of Accreditation Units (AUs) and the relationship between AUs and student workload hours

The group also discussed how to ensure equitable representation during accreditation visits. The Canadian Federation of Engineering Students (CFES) Executive plans to carry out a project to assess the relationship between AUs and student workload hours.

3081 REPORTING

3081.1 Update on the Qualification Board's activities

D. Peters provided an update on the work of the CEQB. There are currently consultations under way on the Guideline on the use of syllabi and the revised syllabi on Basic studies, Computer Engineering Software Engineering Biomedical Engineering. CEAB members were invited to provide comment on the revised syllabi. He also shared the CEQB's priorities for 2020. D. Peters answered questions from CEAB members and received their comments regarding the work of the CEQB. The discussion highlighted the points of common interest between the work performed by CEQB and CEAB.

D. Peters provided an overview of next steps for the CEQB's Guideline on the Use of Syllabi. He noted that the Guideline included feedback from the Accreditation Board and regulators. A legal review of the document was completed. The next step will be to submit it for final approval from the Qualifications Board and subsequently from the Engineers Canada Board's October 4, 2019 meeting.

He also provided some highlights of the Qualifications Board's 2020 priorities and next steps including:

- The development of new Aeronautical Engineering and Aerospace Engineering Syllabi
- The following syllabi were reviewed and will be provided as information to the Engineers Canada Board in October 2019 for final approval in December 2019:
 - Basic studies
 - Biomedical/Biochemical Engineering
 - Forest Engineering
 - Building Engineering
 - Structural Engineering
 - Complementary Studies

ACTION ITEM:

- Follow-up comments on the CEQB's Guideline on the Use of Syllabi are welcomed by email to: ceqb@engineerscanada.ca

3081.2 Accreditation Board observation of the Qualification Board meeting

J. Pieper will attend the September 16, 2019 Qualifications Board meeting on behalf of the Accreditation Board. He will report back on the meeting during the February 8, 2020 Accreditation Board meeting in Ottawa.

3081.3 Update on the National Council of Deans of Engineering and Applied Science (NCDEAS) activities

J. Nicell provided updates on the following key NCDEAS activities:

- Liaison with the CEAB regarding the accreditation process (through the NCDEAS' Deans' Liaison Committee) and the NCDEAS' pre-occupations. There remains preoccupations regarding CEAB's suggested onsite interview questions student mental health, transfer credits for international student exchanges, and the final report on the analysis on the time variance of AUs.
- Education improvement (Education Committee)
 - Collaboration with Engineering Change Lab
 - Engineering Graduate Attribute Development (EGAD) Project
- Engineering research enhancement and advocacy (NSERC-Engineering & Applied Science Liaison Committee)
- Advocacy on matters related to engineering education, research and the profession (Research Committee, Public Policy Committee)
- Equity, diversity and inclusivity
 - Enhanced EDI in the engineering education (Student Equity Committee)
 - Made-in-Canada Athena SWAN (Scientific Women's Academic Network) Charter

- Other:
 - Collaboration with Deans of Management and Business Schools
 - Grand Challenges program which was noted as aligning well with the United Nations 17 recommendations
 - Improved liaison and collaboration with engineering students (e.g., CFES)
 - International collaboration and communication (e.g., ASEE)
 - There is an initiative underway this year to commemorate the December 6, 1989 massacre by showcasing engineering graduates from 1986 to 1992 as a way to demonstrate the potential that was lost in the massacre.
- An update on the NCDEAS Calgary declaration. The NCDEAS encouraged Engineers Canada to formally adopt the Calgary declaration if their governance structure allows it.

NCDEAS' report included an update on the Deans' preoccupations.

ACTION ITEM:

- Secretariat to distribute presentations provided at the meeting
- Engineers Canada to respond to the NCDEAS' request to formally adopt the Calgary declaration.

3081.4 NCDEAS presentation on Future of Engineering Education

J. Nicell opened a dialogue on whether now is the time for a fundamental change in engineering education. He raised the suggestion that educators must prepare students for the reality where their education will have to accelerate over the course of their career. The context of engineering practice includes the globalization of industry and engineering practice. Engineering employment includes a shift to a knowledge-based economy, and the retention of employees can be as little as 18 months. There is a tendency towards non-traditional less technical engineering work. For example, many engineering graduates go to work in the finance industry. There is more emphasis on innovation and entrepreneurship. There is the impact of increased calls for accountability by the profession as well as the growing complexity, uncertainty and interdisciplinary foundations of engineered systems. The accelerating pace of technological advances is another impact, as is climate change and adaptation and resilience which has impacts to the entire geopolitical context. Showing the value of the work performed by engineers will help attract the right people to the profession. He suggested that Engineers solve problems through the design, creation and application of technologies. From an educational perspective, the problems represent both a challenge and an opportunity. He referred to the concept of "wicked problems" which is a shift to problems of greater complexity, where solutions will constantly need to shift. Combined with that is the requirement for the ownership of problems and solutions over the long term, which is described as "stewardship". Lastly, there is the phenomenon of the "democratization of technology", which means technology is no longer the sole domain of engineers and is becoming more accessible to all.

The presentation went on to explore the constraints that exist: cost, time, quality, functionality, considerations of safety, financial viability, etc. The knowledge base and tools have evolved and expanded significantly (Artificial Intelligence, blockchain, design thinking, life cycle analysis, etc.). He asked participants to

consider whether it may be better to teach students to learn “enough” to access the new tools, without necessarily understanding them in depth. Such a broad toolset may not be accessible, especially in the four-year timeframe. Perhaps a basic foundational tool should be imparted to prepare students for changes that will occur over their future careers. The presentation concluded with seven questions designed to generate more analysis of engineering education, the role of higher education institutions in supporting the learning of engineers and the role of industry in engineering education, both during and after graduation. Participants were asked to consider what is preventing the development of a more adaptive, flexible, effective, and efficient education for engineers.

3081.5 Update on activities from the Canadian Federation of Engineering Students (CFES)

D. Lake provided general updates on the CFES creation of long-term advocacy plan framework, future areas of research/advocacy, position paper updates and input on consultation on the white paper “Curriculum content measurement beyond the AU”. CFES supports the white paper recommendations. They provided comments on the proposed “learning unit” as an alternative to the AU. The research proposal on mental health continues the work already done by CREIQ and CFES.

3081.6 Update on the Accreditation Improvement Program

M. Warken provided an update on progress of the AIP indicating that there are regular AIP updates emailed on a monthly basis to subscribers. The AIP team communicates regularly with stakeholders including at the Canadian Engineering Education Association’s annual meeting and a post-NCDEAS meeting webinar that is open to all interested parties. The data management system, known as “Tandem” was successfully used for the first time this year for the enrolment and degrees awarded survey this year. The data management system element of the program is now in phase two, which involves applying Tandem to accreditation activities. The continual improvement system tracks all feedback, it assesses the appropriate way to implement suggestions for improvement and measures the outcome of those changes.

3081.7 Update from the Accountability in Accreditation Committee

R. Gosine provided an update on the Accountability in Accreditation Committee whose members include:

- Ray Gosine, Chair
- Suzelle Barrington, member, industry
- Jeff Card, member CEAB, Engineers Canada Board representative
- Suzanne Kresta, member, academia
- Pierre Lafleur, member, P&P representative
- Matthew Oliver, regulator representative

R. Gosine reported that since the last meeting the Committee followed a robust RFP process, where proposals were assessed, and a preferred vendor was identified. Contract negotiations were underway but there are plans to begin discovery activities on September 23. The name of the winning bidder will be announced to CEAB members and other stakeholders once the contract has been awarded.

3081.8 Consultation on the Environmental Scan – 2021/2023 Engineers Canada Strategic Plan

G. Macdonald presented the first step of the development of the next (2022-2024) Engineers Canada Strategic Plan. He reviewed with participants the 10 purposes of Engineers Canada, with the first purpose being “Accredit undergraduate engineering programs”. Overall timelines for the development of the Strategic Plan include the environmental scan over the course of the next 3-4 months (to early 2020) to gather the necessary inputs. Next is the foresight exercise, in February 2020 where results of the environmental scan and of a risk analysis which will be the two main inputs into developing the draft strategic plan. By June 2020 at the Engineers Canada board workshop, the board will focus on developing the priorities for the next draft strategic plan. In the fall of 2020 there will be consultation on the draft plan. After consultation, in February 2021, the Engineers Canada Board will review the draft plan for presentation to the Engineers Canada board in May 2021 for approval. CEAB members were asked whether the environmental scan describes trends in the right manner? Have the right trends been identified?

Currently ten major trends affecting the engineering have been identified:

1. External reviews of regulatory processes and practices
2. Erosion of the definition of engineering and its regulation
3. Increased scrutiny and need to demonstrate the value of self-regulation
4. Market drivers
5. Factors impacting the long-term diversity and sustainability of the profession
6. Pressure on the accreditation system
7. Pressure on the assessment of non-CEAB applicants
8. Engineers’ role in supporting long-term environmental stewardship
9. Technology trends
10. Long term funding of Engineers Canada

Next steps:

- Comments from participants are requested, preferably by September 22, 2019.
- Environmental Scan will be finalized early winter 2020

ACTION ITEM:

- Members to provided feedback on Engineers Canada's Environment Scan by September 22nd

3081.9 Presentation on Diversity and Inclusion

D. McMartin, Professor, College of Engineering at the University of Saskatchewan provided a presentation titled Diversity and Inclusion. The presentation touched upon several themes, including:

- diversity and inclusion
- strategic priority 3: Women in engineering
- 30 by 30
- operational imperative 9: Indigenous access

- next steps including:
 - strategy approval in December
 - tactics based on consultations and IPPIE recommendations
 - continue to support Indigenous engineers and engineering student organization (i.e., CIAC)
 - explore increasing Indigenous awareness and cultural competency in engineering

In their discussions, members suggested that one possible approach is to make engineers more visible in society. Other professions are known to the public, whereas members of the engineering profession are much less visible. The CEAB may consider looking into human resource policies that promote equality, especially in academia. Inclusion is connected to ethics and the CEAB may be looking at academia's practices in that light. Another suggestion is that showing engineers as the agents of change and making that visible to students, has the potential of encouraging them to begin the journey towards the engineering profession, first by studying engineering and then enrolling as engineers in training, or otherwise beginning the path to licensure.

3082 ACCREDITATION ACTIVITIES

3082.1 Accreditation Board Fall 2019 / Winter 2020 visits

L. Benedicenti provided a verbal report of activities to-date related to the fall 2019 and winter 2020 accreditation visits. A list of visits and the corresponding schedule was provided in the meeting materials. 14 institutions and 51 programs would be visited between fall 2019 and winter 2020.

3082.2 Member Assignments for the February and June 2019 Accreditation Board Meeting

L. Benedicenti presented the members' assignments for the June 2020 meeting for information. No concerns or comments were noted.

3082.3 Preliminary visit assignments for 2020/2021 visits

L. Benedicenti presented the proposed visit assignments for the 2020/2021 cycle. He noted that suggestions for vice-chairs for 2020/2021 will be provided to team chairs by the Secretariat after their appointments are approved by the institutions. The assignments for P. Lafleur and A. Stewart were switched. As a result, P. Lafleur was assigned as Chair for l'École de Technologie Supérieure (ETS) and A. Stewart was assigned as Chair for l'Université de Québec à Trois-Rivières (UQTR).

3082.4 Programs under development

L. Benedicenti presented the list of programs under development. Meeting participants were encouraged to report anything of interest related to this issue. P. Klink noted that the word "Engineering" was missing under the Environmental program at the University of British Columbia heading.

ACTION ITEM:

Secretariat to add the word "Engineering" to the Environmental program under the University of British Columbia in the Programs Under Development document.

3082.5 Anticipated accreditation visits 2020-2024

L. Benedicenti presented the 2020-2024 anticipated accreditation visits forecast for information and workload planning purposes.

3082.6 Programs' evaluations of the accreditation visit process

M. Warken presented the compiled feedback received from institutions having recently received accreditation visits (2018-2019).

This year the HEIs used an online survey tool for the first time. There was a 25% response rate to the survey. The secretariat staff will continue to seek responses, but the responses received to-date are consistent with past results. The primary concern reported is the workload associated with preparing for an accreditation visit.

3083 ACCREDITATION DECISIONS - ABRIDGED

3084 SUBSTANTIAL EQUIVALENCY EVALUATION - ABRIDGED

3085 IN-CAMERA SESSION - ABRIDGED

3086 POLICY ITEMS

3086.1 Update on the Policies and Procedures Committee activities

R. Dony notes that there have been two meetings of the P&P since the CEAB last met: August 13 and September 13. A number of items were to be discussed during the September 15, 2019 workshop. As it was not possible for the P&P and DLC to meet in person in September, some DLC issues will be discussed during a teleconference on October 9, 2019.

Topics of discussion at the August 13, 2019 P&P meeting were:

- Updates and reports were provided on the following topics:
 - 2019/2020 visiting team tools and templates
 - general visitor manual
 - dossier assessment
 - suggested interview questions for HEI registrar or equivalent
 - international exchanges and CEAB accreditation requirements
 - CEGEP transfer credits
 - Definition of Engineering Design consultation plan
 - curriculum content measurement
 - course information sheet prototype to link graduate attributes and accreditation units

- Other updates on new business were provided on:
 - limitations on accreditation units claimed within a single category (Appendix 3)
 - questionnaire instructions for onsite materials
 - studying accreditation criteria compliance over time
 - suggested wording change to French translation of graduate attribute number 12 (lifelong learning)
 - decision meeting script
 - feedback from HEIs – ambiguities on the introductory / developed / advance application scale in the Questionnaire

Topics of discussion at the September 13, 2019 Policies and Procedures meeting were:

- 2019 Accreditation Criteria and Procedures report
- 2020/2021 visit cycle documentation
- paper submission of the Questionnaire
- Queen's School of Mining for a "pathway to licensure"
- Unaccredited engineering transcripts and criterion 3.3.4
- possible request for the CEAB to consider including questions regarding women in engineering in the Questionnaire
- P&P succession planning and Terms of Reference

3086.2 Update on the Policies and Procedures Committee workplan

R. Dony presented the P&P's 2019/2020 workplan for information and planning purposes.

3086.3 Action items from the August 13, 2019 Policies and Procedures meeting

R. Dony presented the status of the action items from the August 13, 2019 meeting for information. Discussion items as listed in the agenda provided in the materials.

3086.4 2019/2020 accreditation visit documentation

B. Dony presented the 2019/2020 accreditation visit documentation for information. Updates included:

1. Visiting team report and Tracking of issues templates (applied ✓ or * rating scale and related guidance for program visitors). Elimination of the Word version of the Tracking of issues template. Use only Excel version.
2. GA/CI rubrics (applied ✓ or * rating scale, new About section, combined into one document).
3. Visiting team chair presentation template (general clean-up and updates, re-organized content based on feedback, new content on slides 14, 29-32, 49-50, 60).
4. General visitor manual (incorporated new role description content, applied corporate branding).
5. Suggested interview questions (new questions for HEI registrar).
New Dossier Assessment Form (formerly Lead reviewer form and new columns for lead reviewer comments, identification of resolved issues, remaining concern, weakness, for deficiency).

Accreditation visit documentation will be more fully discussed by the board at the September 13 workshop. All documentation has been updated as approved by the CEAB in June.

3086.5 Definition of Engineering Design consultation plan

J. Pieper reported that there will be a consultation with stakeholders including the CEQB, design chairs, CFES, etc. on an updated definition of Engineering design.

A consultation plan has been developed in collaboration with the working group. The consultation kicks off on October 10 and concludes on December 4, 2019. Competing priorities were considered when defining the plan. Consultation materials such as web content, letters of invitation to stakeholders, and an announcement in Engineers Canada's newsletter, *Engineering Matters* will be developed in collaboration with the working group.

3086.6 Curriculum content measurement: Beyond the AU consultation plan

R. Dony reported that Curriculum content measurement consultation is under way. Webinars in both English and French have occurred. Consultation with NAOG will occur on September 18. The timelines have been adjusted to allow time for the NCDEAS to provide feedback. Currently the date for closing the consultation is October 4, but this will be extended. This means that reporting to Engineers Canada will also be adjusted, with a new goal of reporting to the Engineers Canada board in May 2020. He presented the consultation plan for the recommendations within the *Curriculum content measurement: Beyond the AU* white paper.

A consultation plan has been developed in collaboration with the Chair of the P&P. The consultation kicked off on August 6, 2019 and concludes on October 4, 2019. Consultation materials such as web content, letters of invitation to stakeholders, and an announcement in Engineers Canada's newsletter, *Engineering Matters* have been developed.

3086.7 Decision meeting script

R. Dony presented the proposed decision meeting script.

S. Kresta provided a draft script to support decision meetings for P&P's discussion. The script is designed to help the presenter(s) present the accreditation report and respond to questions, eventually leading the CEAB to a proposed accreditation decision. The script aims to reduce confusion as to which CEAB member is responsible to present which piece of information and when, enabling the Board to be more consistent in their decision making and serving as a training tool for all members.

The tool was piloted during the September 2019 accreditation decisions. The script will be refined ahead of the February 2020 meeting, and fully implemented for the June 2020 decision meeting.

Board members noted:

- The "permitted motions" section of the dossier assessment forms, the Procedures for Accreditation Decisions Following reports document and the Standard Motions for Accreditation Decisions Following reports document requires further elaboration because it does not accurately reflect the decisions that can be made on reports and doesn't align with the accreditation criteria; i.e. "Program meets criteria; some issues identified (#V if visit required or #R if reportable)". R - report can not be a permitted motion for reportable decisions
- Suggestion to make more specific reference to issues noted in the lead reviewer section of the dossier assessment forms to enable easy cross referencing to the HEI response column
- In the last step of the script where it says "Is the Board ready to vote" changed to: "Are there any further comments?" Those in favor by show of hands. Motion carried. (Since not every motion is necessarily carried, suggest adding "if applicable".)
- In the section: **CEAB Chair:** *I now call upon the Lead reviewer to present the issues identified by the visiting team/report, the response from the institution (for visits), and the proposed outcome (resolved/ C/W/D) for the Graduate Attributes (3.1) and Continuous Improvements (3.2) sections of the report; in numerical order, stating the criterion number each time.*
 - The Chair suggested shortening this paragraph. S. Kresta noted that the reason for adding this text was that people got lost at the June meeting. She suggested maybe reading this once or twice and once the Board gets in to the routine, then the Chair would not have to repeat it every time.
- T. Zrymiak suggested that where issues are the same for all programs at a particular HEI's, they be dealt with all at once at the beginning of the discussion instead of repeating the same issues for each program therefore saving time.

Action item:

- Secretariat to add the decision meeting script the option that where issues are the same for all programs at a particular HEI's, that they be dealt with all at once at the beginning of the discussion instead of repeating the same issues for each program.

3086.8 Appendix 1, CEGEP transfer credits

P. Lafleur presented an amendment to Appendix 1, CEGEP transfer credits for approval. He reported on editorial changes to the wording relating to appendix 1, transfer credits for CEGEP studies.

Action item:

- Secretariat to include the maximum at the bottom of the new 2.3.1 that is explicit about the allowable maximum to be reflective of 3.2.2

3087 INTERNATIONAL RELATIONS

3087.1 Washington Accord

3087.1.1 International Engineering Alliance meeting

D. Lynch reported on his attendance at the Washington Accord meetings in Hong Kong. He expressed thanks to Accreditation Board members for their work in June 2019 as well as the input and advice of the Accreditation Board to the Engineers Canada delegation in preparation for attending the International Engineering Alliance (IEA) meetings. The work had significant impact on the preparedness of the delegation. There are three new provisional members Myanmar Engineering Council (MEC), Indonesia Accreditation Board for Engineering Education (IABEE) and Council of Engineers Thailand (COE) and no new signatories to the Washington Accord. The Engineering Council United Kingdom (ECUK) decision was more difficult. There were lengthy discussions on this issue and the use of the language by ECUK left Engineers Canada uncertain as to the treatment of Washington accord program graduates. Several signatories were concerned but Engineers Canada was the only jurisdiction to remain opposed to accepting ECUK arguments as it appears very clear that ECUK will recognize four-year Washington Accord graduates as equivalent to their 3 year graduates. D. Lynch pointed out that when the Washington Accord was created, Engineers Canada joined because of the belief that being part of the agreement would assist the regulators in assessing foreign trained engineers and lighten the workload of regulators in the assessment of individual applicants. After three decades it has become apparent that this is not the value proposition of being part of this agreement. Instead, we know that the educational standards of Washington Accord members include elements of public safety and public welfare, which is the true benefit of participating in the Washington Accord.

Canada has not fully met the requirements of the International Professional Engineers Association (IPEA) and thus has been given a 2-year renewal with a requirement to prepare a report within 6 months to show how they will address the concerns expressed. David Lynch indicated that the concerns are based on inconsistencies across the country related to CPD, CBA, and treatment of applicants from Washington Accord countries. The report has been provided to all regulator CEOs.

The 2020 IEA meeting will be held in Cape Town, South Africa on June 21-26.

The 2021 IEA meeting will be held in Killarney, Ireland on June 20-25.

3088 NEW BUSINESS AND FUTURE BUSINESS

3088.1 Comments from Observers

L. Benedicenti invited the meeting observers to provide feedback on the meeting.

The following comments were received:

- A. Bergeron stressed the importance of the Accreditation Board's input into the Engineers Canada Strategic plan and encouraged to state any priority members may have/wish to add to the plan.
- K. Johnston expressed her appreciation that the Accreditation Board included students' mental health in their discussions. She suggested that the one thing that the CEAB could do to help is continue the discussion around reducing the amount of content that HEIs have to teach their students.
- D. Chui expressed his admiration of the work of the Accreditation Board members.

3089 FUTURE MEETINGS

Proposed future dates and locations for the Accreditation Board meetings were presented.

2020 meetings:

- Winter meeting and workshop: February 8 & 9 in Ottawa, ON.
- Spring meeting: June 5 to 7 in Ottawa, ON.
- Fall meeting and workshop: September 19 & 20 in Vancouver, BC.

2021 meetings:

- Winter meeting and workshop: February 6 & 7 in Ottawa, ON.
- Spring meeting: June 4 to 6 in Ottawa, ON.
- Fall meeting and workshop: September 18 & 19 in PEI

3090 SUMMARY OF ACTION ITEMS

M. Warken reviewed the action items resulting from this meeting. A summary of actions is included in these minutes as appendix "A".

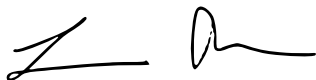
3091 MEETING EVALUATION BY ACCREDITATION BOARD MEMBERS

3091.1 Meeting Evaluations Report

Members were reminded to use the link to the electronic survey provided on the agenda item template to submit their evaluation. The link was also distributed shortly after the meeting.

3092 ADJOURNMENT

The 165th meeting of the Canadian Engineering Accreditation Board adjourned at 17:45 on Saturday, September 14, 2019.



Luigi Benedicenti, FEC, P.Eng.
Chair



Mya Warken
Secretary