

# **REGISTRAR'S REPORT TO COUNCIL**

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## **1. GENERAL**

The statistical data on the membership, as of April 30, 2008, is shown on the attached spreadsheets. Included with the spreadsheets are three demographic pie-charts that define membership by geographical regions. These charts were produced at the suggestion of Council Members who felt that the information may be useful to government and corporate human resources departments. The Associate Registrar would like feed back from Council Members on these new demographic charts, as the plan is to include them with the annual reporting statistics.

The good news is that membership total net growth since December 31<sup>st</sup> is 3.12% and AScT and CTech numbers continue to be at an all time high. While we have experienced a decline in recent years in Associate and Graduate Technologist/Technician categories, the current decline is less pronounced when compared to last year and student numbers have almost doubled in the same period. Requests for applications, applications received and reclassification applications are also up significantly. Our technical specialist certification group numbers remain static. Since we started the AScT/CTech 'Provisional' certification last fall, to assist internationally trained professionals to gain membership, we now have eleven members registered in that category. As of April 30<sup>th</sup>, the total membership, including all categories and technical specialist groups, is **9, 281**.

## **2. PROFESSIONALISM**

### **E&O / CGL Insurance Plan**

A decision was made to change the insurance carrier from ENCON to CATLIN. While ASTTBC had experienced a long term relationship with ENCON, many concerns had developed over several years which were not being addressed. ASTTBC's position was that the insurance should be competitive, be available for access by all certified members and no class of certified membership should be discriminated against with respect to cost. These principles were not being achieved with ENCON and hence the change to CATLIN.

The CATLIN Syndicate is the largest syndicate at Lloyd's of London, based on a premium capacity of £1.25 billion (2007). The syndicate is a recognized leader of numerous classes of specialty insurance and reinsurance. The CATLIN Syndicate at Lloyd's has been long regarded as one of the most successful syndicates in the Lloyd's market. The CATLIN Syndicate has a depth of underwriting talent; with a staff of nearly 200 underwriting professionals it can be accessed by brokers both at CATLIN's boxes at Lloyd's and at CATLIN's London office, where all underwriters work from a single, purpose-built underwriting floor. The syndicate's underwriters are supported by a wide range of specialists, including a market leading actuarial team, as well as a 60-person claims staff. The CATLIN contact office with which our broker (Willis Canada) communicates is in Calgary.

Council is being provided with a complete report on the change of carriers. Some highlights of the new insurance plan include the fact that CATLIN represents an average rate decrease of 20% for all renewing members, except for "Class 4 Members" and "House/Property Inspectors". The renewing Class 4 Members' premium remains the same as expiring, as it was already quite low. The renewing House/Property Inspectors receive a substantial rate decrease of approximately 74% (average). In addition:

- 1 A \$2,000,000 limit option for the House/Property Inspectors
- 2 Loss of Documents cover: \$50,000 limit
- 3 Libel and Slander and Breach of Confidentiality: coverage is up to the limit of insurance
- 4 "Claims resulting from the provision of surveying services by the Insured, which require a seal, certificate or other professional designation, surveys or investigations of the sub-surface conditions unless specifically endorsed hereon" will not be excluded as on the previous policy

- 5 "Claims resulting from activities in connection with (a) tunnels, (b) bridges exceeding 150 feet in length, (c) overpasses exceeding 150 feet in length, or (d) dams, unless specifically endorsed hereon" will not be excluded as on the previous policy.
- 6 Subrogation rights waived in respect of claims made as a result of negligence etc. by employees will be included in the policy

### **Risk Management**

The Annual General Meeting is providing a seminar by Peter Boucher of Willis Canada. It will be an extension to the Risk Management seminars/workshops previously presented by ASTTBC. It will also provide an opportunity for members to discuss E&O/CGL Insurance issues and the benefits of the switch in the international carrier to CATLIN.

### **3. REGISTRATION INFORMATION**

Implementation and training for the new National Technology Benchmarks (NTB) continues to be a priority with the target to have it fully in place by ASTTBC at the end of this year. The Associate Registrar is scheduled to meet with his CCTT Constituent Member counterparts at a Council of Registrars (COR) Toronto Meeting in June where the main topic of discussion will be the coordinated implementation of the NTB across Canada. The CMs want to ensure consistency between all provinces and the Canadian Technology Accreditation Board (CTAB).

### **CCTT/CTAB**

On April 5, the Canadian Technology Accreditation Board (CTAB) approved the release of a NEW GUIDE for accreditation of college programs in Canada. The document is also available at [www.cctt.ca](http://www.cctt.ca). In addition, the CCTT Standard also can be found in the News section at the [www.cctt.ca](http://www.cctt.ca), along with the NTB Technician Level Criteria Version 1.0. For information, a chart and graphs have been attached to this report to show Technician/Technologist CCTT membership statistics by disciplines.

Ninety-one programs from educational institutions in the Republic of Ireland, Trinidad and Tobago, Jamaica and India have been transferred to the International Qualifications Data Base (IQDB); of these, 29 programs are provided with course outlines, as well as a synopsis on the educational system of the Republic of Ireland. Other programs are mainly programs from educational agencies in Taiwan, South Korea, Turkey and Mexico. These programs were rated but do not contain course outlines. New synopses on educational systems for the Republic of Korea and People's Republic of China have also been posted to the IQDB. The total number of programs in the IQDB is now 5,097.

Updates have been made to the IQDB Software which includes Program Length criteria being added to the search filter. In addition, the new dictionary manager has been designed and is in a testing stage before being incorporated to the production release of the IQDB. The dictionary manager is an interface that allows Data Manager to update IQDB dictionaries such as countries, provinces, cities, etc. As with all newly redesigned interfaces, it was designed using AJAX technology for better user experience. A few updates have been made to the IQDB front-end that can be of interest to users belonging to the Data Manager and Administrator groups. The Program Import Wizard has been completely redesigned. The redesigned wizard has a richer feature set and is much more responsive since it has been built with AJAX technology. Also, the Users Management interface has been reworked with AJAX and became much nicer to work with.

CCTT has approved the National Accreditation Process for all new accreditations in 2008 as follows:

The Canadian Technology Accreditation Board (CTAB) provides the evaluation of applied science and engineering technology programs in Canada. Accreditation is a voluntary yet detailed review of a program measured against the National Technology Benchmarks (NTB). CTAB uses a two-part process to assess the program at a level of performance, integrity and quality, ensuring that technology programs keep pace with change and remain relevant to industry.

## Part 1: Self-Study

The organization seeking accreditation evaluates its own compliance against a national series of outcome requirements. The self-study portion requires that the program demonstrate how it meets/exceeds the National Profile of a technician or technologist. Key areas that are examined during the review process include the list of program strengths, course outlines, the organization's governance and the management of the program.

## Part 2: Peer Review

External reviewers undertake an evaluation of the program to measure the organization through an on-site visit. This review offers clients the opportunity to have the program assessed by external and objective reviewers. During the on-site visit, the reviewers meet with a broad spectrum of individuals such as faculty, students, graduates, advisory committee members and senior administration to discuss their experiences, perceptions and expectations. The findings from the evaluation are summarized in a report and focus on the strengths and weaknesses. Recommendations and opportunities for improvement are made to assist the organization in curriculum development.

In general terms, the following steps must occur:

1. An educational agency requests accreditation for a specific applied science or engineering technology program, by completing an application form.
2. Program staff complete and submit the required documentation to CTAB.
3. CTAB in cooperation with the related provincial constituent member association assembles an accreditation team to visit the school and assess the program in question.
4. The visiting team examines every facet of the program, including facilities, student services, faculty, and professional development for staff, with program outcome of primary importance. The evaluation of student work is a key element in the process.
5. The accreditation team submits a written report detailing the results of their comparison of the program to the appropriate criteria and any recommendations for program improvements. The Educational Agency receives a draft report for review and comment. Upon receipt of the response, a Final Visiting Team Report is submitted to CTAB for a decision.
6. Once national accreditation approval is granted (up to four years), the educational agency must submit a report highlighting all changes made to the program since the evaluation.

## Removing Barriers

Portability of credentials from coast to coast to coast remains a high priority with the Federal and Provincial Governments. TILMA is leading the way, but the Agreement on Internal Trade (AIT) by the First Ministers and Federal Government is also having a major impact on all professional associations. Generally CCTT & the CMs are compliant with the new requirements, which come into force in June 2009.

## **4. BOARD REPORTS**

### **Board of Examiners**

The Board has provided Council with a report requesting it approve a revision to the Board of Examiners Policy Section 4.4, which includes a defined Interview Process under this Special Consideration Section of the policy.

ASTTBC was awarded a contract by the Ministry of Economic Development that included developing an interview process for Internationally Trained Professionals; this contract was successfully completed in mid-March. The objective of the project was to develop a streamlined interview process for applicants whose education and work experience would have been difficult and time-consuming to assess if performed using the existing 'documentation only' system. The primary focus was for Internationally Trained Professionals (ITPs), but the process would apply equally to all applicants as a tool to assess competence.

As a result of the contract outcomes, the Board of Examiners proposed revisions to the current policy. The changes define the interview process and conditions for use in the applicant's certification evaluation. An appendix providing guidelines clarifying the process for applicants and interviewers was also added. With Council's approval, the Board of Examiners has been given a valuable additional tool, to assist in the certification process, in further determining the competence of an applicant.

### Practice Review Board

As you will see from the Summary Chart below (to April 30<sup>th</sup>), should 2008 complaint cases continue at the current pace, we will set a record for the numbers of complaint cases. The PRB is working with Legal Counsel on suggestions for ASTTBC Regulation changes that will clarify and better define our processes and procedures in dealing with complaints and censure of members. A recommendation and report is expected to be presented to Council in September.

<b>COMPLAINTS STATISTICS</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>	<b>2003</b>	<b>2002</b>
<b>Technologist/Technician complaints</b>							
Unauthorized use of AScT, CTech, CET; Certified Technician etc.	2	1	2	3	8	1	4
Ethics/logo/procedural etc.			2		3	1	
Inquiry – no action			1				
<b>Special Certification Complaints</b>							
Property Insp. Title/logo	1	6	5	12	5	2	4
Property Insp. Ethics/other		5	2	2	3	2	2
Fire Prot. Title/logo		2			2		
Fire Prot. Ethics/other		9	15	7	10	12	5
Timber Cruiser Title/logo			1				
Timber Cruiser Ethics/other				2	1		
Onsite Waste. Title/logo			1	1			
Onsite Waste. Ethics/other	10	18	18				
All other Spec. Cert .groups – Title/logo	2	1					
All other Spec. Cert. groups - Ethics/other			2				
<b>FILES CLOSED TO-DATE</b>	<b>15</b>	<b>42</b>	<b>49</b>	<b>27</b>	<b>32</b>	<b>18</b>	<b>15</b>

Note: Statistics for current year are year-to-date; other years are to year-end.

<b>COMPLAINT OUTCOME</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>	<b>2003</b>	<b>2002</b>
Cease & Desist - ethics/logo/titles – complied	5	11	11	15	15	3	8
Ethics Complaint - censure applied	7	12	11	4	5	6	4
Ethics Complaint - no breach of code found	3	14	9	7	11	9	3
Ethics Complaint withdrawn		1	2	1	1		
Title/logo inquiry – no action taken by PRB		1	16				
Complaint in abeyance (membership cancelled) *(CP)		3					
<b>TOTAL COMPLAINTS</b>	<b>15</b>	<b>42</b>	<b>49</b>	<b>27</b>	<b>32</b>	<b>18</b>	<b>15</b>
<b>TYPE OF ACTION INVOLVED</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>	<b>2003</b>	<b>2002</b>
Disciplinary Hearing held		1		1		5	
Special Investigative Meeting held			2				2
Stipulated Order accepted	1	1	9				
Stipulated Order rejected			1				
Appeal to PRB upheld						1	
Appeal to PRB denied							
Appeal to ASTTBC Council upheld		1		1			
Appeal to ASTTBC Council denied				1			
Title/Logo/Stamp/Inquiry – no action by PRB		2	3				

Note: 'Type of Action' - included in totals of 'Complaint Outcomes'

	2008	2007	2006	2005	2004	2003	2002
<b>COMPLAINTS IN PROGRESS</b>							
Ethics Investigation in progress	19	16	13	13			
Cease & Desist order in progress		4	3	1			
Cease & Desist order in progress – CET				1			
Ethics or Title/Logo/Stamp; Inquiry/Misc.	3						

Note: 'Investigation in progress files' are not included in totals

The greatest number of complaint cases involves our Registered Onsite Wastewater Practitioners and additional individuals with this expertise are likely to be added to the Board to assist with the investigations workload.

### **SPECIAL CERTIFICATIONS UPDATE**

#### **Construction Safety**

The Construction Safety Certification Panel has been challenged by the current number of volunteers and workload. Council is being asked by a separate report to approve two new members to the Panel. Other potential volunteers are also being actively pursued for Panel membership.

#### **Fire Protection**

Pitt Meadows has informed ASTTBC that it will be changing its Bylaws to require that fire protection inspection services within that Municipality will specify that individuals providing the services are to be certified and registered with this Association.

Work is underway to implement the Verification of Fire Alarms certification as recently approved by Council. The challenge examination for this category is expected to be ready in the very near future

#### **House and Property Inspection**

In a separate report Council is being requested to approve a new certification policy for the Property Inspection technical specialist group. The policy's main restructuring is focused around the dropping of the Associate Inspector category and replacing it with a new CHI (Provisional). This Provisional member would be required to pass several practice audits during their first year of practice before full certification would be granted. This brings policy into alignment with what is happening in real world practice. The policy is supported by guideline appendices that deal with issues such as mentoring/field training, inspection assessments and assessment reporting forms.

#### **Onsite Wastewater**

ASTTBC, with support and input from stakeholders, has developed a brochure for general use and information for the public, realtors and municipal authorities, etc. This brochure will be going to print shortly and widely distributed throughout the province.

ASTTBC continues to pressure Government, along with its partners in the Sewerage Systems Leadership Council, for better enforcement around the issue of illegal systems.