



Technology  
Accreditation  
Canada

Agrément en  
Technologie du  
Canada

# A Milestone Year

## 2019 Annual Report

Prepared: January 20, 2020

# 2019 Highlights

- Finalized agreement to integrate 92 CTAB accredited programs
- 5 new Member organizations joined
- 16 programs accredited, bringing the total to 70
- 5 year milestone: renewed first accredited program
- Recommendations on key national standards issues approved by Standards Council
- Presented transition plan to CTAB customers

Presidents of five new members with presidents of four original members and Peter Portlock, Board Chair



# Key Performance Indicators

KPI	Result
1. Audit 34 programs	<ul style="list-style-type: none"> <li>15 programs audited. (see following page for details).</li> </ul>
2. Secure 5 new customers in TPC aligned provinces	<ul style="list-style-type: none"> <li>Secured 3: Seneca, Humber and Camosun</li> <li>Two accrediting bodies in the market for most of the year continued to be a barrier to securing new customers.</li> </ul>
3. Receive "Meet or exceed" rating from customers for 100% of accreditations	<ul style="list-style-type: none"> <li>Did not receive any customer satisfaction surveys.</li> </ul>
4. Add trained auditors in identified disciplines and province	<ul style="list-style-type: none"> <li>Conducted interviews with 10 CTAB auditors.</li> </ul>
5. Increase number of lead auditors to 14	<ul style="list-style-type: none"> <li>16 lead auditors on auditor registry.</li> </ul>
6. 95% of accreditation timelines met	<ul style="list-style-type: none"> <li>109 of 113 timelines met (96%).</li> </ul>
7. Publish 2 revised CTAC	<ul style="list-style-type: none"> <li>Work of Standards Development Steering Committee pushed back timing of conducting in depth standard reviews.</li> </ul>
8. Add 4 new members	<ul style="list-style-type: none"> <li>5 new members joined November 13<sup>th</sup> (AETTNL, CTTAM, IPT, NBSCETT/STTAGNB, TechNova).</li> </ul>
9. Not to exceed budgeted shortfall	<ul style="list-style-type: none"> <li>Generated modest net profit.</li> </ul>

# Core Strategies

1. Enhance customer and stakeholder value through innovative services
2. Provide leadership through knowledge and resources
3. Excellence in execution, rooted in continuous improvement
4. Achieve greater financial sustainability



Accreditation certificate presentation at Lethbridge College for its Engineering Design and Drafting Technology program

# Key Priorities

## 1. Enhance customer and stakeholder value through innovative services

Priority	Status
a. Conduct accreditations	<ul style="list-style-type: none"><li>• See following slides for details.</li></ul>
b. Launch a promotional campaign to promote the value of accreditation	<ul style="list-style-type: none"><li>• “Value of Accreditation” article drafted and distributed to PPAs.</li><li>• Distributed over 900 printed “Value of Accreditation” flyers to students and provided 42 posters for placement in labs.</li></ul>
c. Deliver key messages to audiences through our communication vehicles and other mediums	<ul style="list-style-type: none"><li>• See slide 11 for details.</li></ul>
d. Provide customers with National Accredited Program logo to promote accredited programs	<ul style="list-style-type: none"><li>• Provided newly accredited programs with NAP logo.</li><li>• Created and distributed CTAB nationally accredited program logo.</li></ul>



# Key Priorities

## 1a. Conduct accreditations – Accredited Programs

Educational Institution	Program	Date
Centennial	Electromechanical Engineering Technician - Automation & Robotics	Jan 14/19 – Jan 13/24
Centennial	Computer Systems Technician - Networking	Jan 14/19 – Jan 13/24
NAIT	Construction Engineering Technology	Jan 14/19 – Jan 13/24
Centennial	Electronics Engineering Technology	Mar 7/19 - Mar 6/24
Centennial	Computer Systems Technology - Networking	Mar 7/19 - Mar 6/24
NAIT	Civil Engineering Technology	Mar 7/19 - Mar 6/24
NAIT	Chemical Engineering Technology	Apr 3/19 – Apr 2/24
Lethbridge	Civil Engineering Technology	Apr 23/19 – Apr 22/24
SAIT	Electronics Engineering Technology	Apr 27/19 – Apr 26/24
NAIT	Petroleum Engineering Technology	Apr 26/19 – Apr 25/24
Lethbridge	Engineering Design & Drafting Technology	Apr 23/19 – Apr 24/24

# Key Priorities

## 1a. Conduct accreditations – Accredited Programs

Educational Institution	Program	Date
Centennial	Electromechanical Engineering Technology - Automation & Robotics	Apr 19/19 - Apr 18/24
Centennial	Environmental Technology	Apr 18/19 - Apr 17/24
Thompson Rivers University	Architectural and Engineering Technology	Sep 27/19 - Sep 26/24
Georgian College	Electrical Engineering Technology (1 <sup>st</sup> renewal)	Apr 19/19 - Apr 18/24
Camosun College	Electronics & Computer Engineering Technology - Renewable Energy	Apr 26/19 - Apr 25/24



Presentation of accreditation certificates at Centennial College; Computer Systems Technician & Technology, Electromechanical Engineering Technician & Technology, Electronics Engineering Technician & Technology, Environmental Technician & Technology and Food Science Technology programs

# Accreditations

	AB	BC	MB	NB	NL	NS	ON	PE	SK	IN	Total
Accredited programs											
TAC	25	8					22		15		70
CTAB		11		22	28	16	5	6		1	89
Subtotal	25	15		22	25	16	23	6	15	1	159
Accreditations in progress											
TAC	7	1					3				11
CTAB		1									1
Applications received											
TAC	4	4	9				30		1		48
CTAB		1			1						2
Total	37	22	9	22	31	16	56	6	16		221



# Key Priorities

1c. Deliver key messages to audiences through our communication vehicles and other mediums

Audience	Activity
Customers	<ul style="list-style-type: none"><li>• Presented updates at NCDATT (October 17) and Ontario Heads of Technology (December 3) meetings.</li><li>• Conducted transition presentations to 13 CTAB customers.</li><li>• Issued 6 news releases for accredited programs.</li><li>• 70 posts to website.</li></ul>
Prospective Customers	<ul style="list-style-type: none"><li>• Sent emails shortly after CTAB integration announcement.</li></ul>
Students	<ul style="list-style-type: none"><li>• Added "Graduate Recognition" page to website.</li></ul>
General Public	<ul style="list-style-type: none"><li>• Added list of CTAB accredited programs to website.</li><li>• Added member page to website.</li></ul>

# Key Priorities

## 2. Lead, through providing knowledge and resources

Priority	Status
a. CTAC Review Project	<ul style="list-style-type: none"><li>Standards Council approved recommendations in Steering Committee's report (see following slide).</li></ul>
b. Explore collaboration with provincial government educational ministries regarding national standards	<ul style="list-style-type: none"><li>Did not take place as the Steering Committee's report was not submitted until October.</li></ul>
c. Align accreditation services with IEA	<ul style="list-style-type: none"><li>Updated IEA Best Practices analysis.</li><li>Met with CCTT's IEA representative to discuss international recognition for TAC accredited program graduates.</li></ul>
d. Engage with related accrediting organizations	<ul style="list-style-type: none"><li>Contacted AAAC regarding survey to fellow members regarding appeals.</li></ul>
e. Celebrate World Accreditation Day and World Standards Day	<ul style="list-style-type: none"><li>Distributed news releases to celebrate World Accreditation Day and Worlds Standards Day.</li></ul>

# Key Activity

## 2a. CTAC Review Project

### Standards Development Steering Committee Recommendation

- #1. Adopt a revised “structure” to the CTAC, which reduces the number by clustering related learning outcomes.
- #2. Incorporate into TAC-DEV -1, CTAC Development and Revision Policy criteria for the creation of a CTAC.
- #3. Adopt a new format to the CTAC, which amends the preamble and lists the general and discipline learning outcomes in one document.
- #4. Adopt a “Standards Protocol” document, which will provide direction to Standards Development Committees on how to revise a standard, resulting in a comprehensive menu of well written, consistent learning outcomes and indicators.
- #5. Provide each Standards Development Committee with learning outcomes from educational programs across the country to ensure all topics are covered.
- #6. Form a Standards Development Committee to finalize the general learning outcomes, including the learning outcome indicators.
- #7. Implement the “Math Learning Outcome Table”, which requires each Standards Development Committee reviewing a standard to identify which discipline learning outcomes require the relevant math learning outcome.
- #8. Create a National Technology Report Guideline.
- #9. Remove the wording in the 2016 PGLOY “*the Educational Institution must show that graduates have reliably demonstrated achievement of the majority of the LOIs for the PGLOs listed below and achievement of the majority of the LOIs for each of the five PDLOs*”, as the CTAC are simply a menu of learning outcomes and should not include any specific references to how stakeholders use the learning outcomes.
- #10. Evaluate the value in approaching discipline related organizations to participate in the refinement of the standards.
- #11. Incorporate into TAC-DEV -1, CTAC Development and Revision Policy wording which indicates when an educational institution is required to utilize new or revised CTAC.

# Key Priorities

## 3. Excellence in execution, rooted in continuous improvement

Priority	Status
a. Tactically build auditor registry with focus on developing lead auditors and auditors across all disciplines	<ul style="list-style-type: none"><li>Secured new auditors where required for audits conducted during the year.</li></ul>
b. Automate internal accreditation tracking documents	<ul style="list-style-type: none"><li>Was not started with focus on resolving system speed issue and completing Audit Report form.</li></ul>
c. Review annually accreditation and standards development processes	<ul style="list-style-type: none"><li>Board approved final recommendation from 2018 Continuous Improvement Report on Jul 4/19.</li><li>GAC approved recommendations, resulting from appeal, in Sep 20/19 Continuous Improvement Report.</li><li>Drafted Learning Outcome Discussion Paper to resolve standards conflict related to learning outcomes.</li></ul>

# Key Priorities

## 4. Achieve greater financial sustainability

Priority	Status
a. Secure annual funding from TPC	<ul style="list-style-type: none"><li>No activity during this period as budget approval process pushed back to 2020.</li></ul>
b. Expand customer base in TPC aligned provinces	<ul style="list-style-type: none"><li>Met with Ontario Heads of Technology December 3<sup>rd</sup>..</li></ul>
c. Conclude discussions with CCTT to integrate CTAB accreditation services	<ul style="list-style-type: none"><li>Agreement to integrate CTAB accreditation services signed by members November 15<sup>th</sup>.</li></ul>
d. Explore funding for CTAC Review Project	<ul style="list-style-type: none"><li>Discussed opportunity with CCTT CEO, who committed to speaking with government contacts.</li></ul>
e. Invest cash reserves	<ul style="list-style-type: none"><li>Maintain three GICs of \$50,000 each.</li></ul>

# Board of Directors

- Provided extensive consultation regarding CTAB Integration Business Case
- Secured Member approval of Business Case
- Secured Member approval of Board of Directors expansion, from 4 to 9 member representatives
- Approved recommendations in Continuous Improvement Reports



Presentation of accreditation certificate at Lethbridge College for its Geomatics Engineering Technology program

# Standards Council

- Approved 11 recommendations in the Standards Development Steering Committee's Report
- Reviewed Terms of Reference
- Welcomed 6 new members (5 provincial registrars and a new academic representative)
- New Chair appointed



Presentation of accreditation certificates at NAIT;  
Chemical, Petroleum, Construction and Civil  
Engineering Technology programs

# Governance and Audit Council

- Completed 22 accreditation second level reviews
- Conducted first accreditation appeal
- Approved recommendations in Continuous Improvement Reports
- Approved recommendations in CTAB transition and audit team composition reports
- New Chair appointed



Presentation of accreditation certificate at Thompson Rivers University for its Architectural and Engineering Technology program

