

BRIEFING NOTE

TO: Board of Directors

FROM: Fazal Khan, Registrar, CEO

DATE: December 7 and 8, 2020

SUBJECT: 20.0 National Examinations Committee (NEC) Representative

☒ For Decision ☐ For Information ☐ Monitoring Report

Purpose:

To summarize the role of the National Examinations Committee Representative.

Background:

The Board appoints a National Examinations Committee (NEC) representative each year in December for the following year.

National Examinations Committee (NEC) Representative

The NEC is a sub-committee of NACOR and is charged with reviewing and making recommendations, on an annual basis, on the NACOR Optical Sciences 1 (Eyeglass Examination) one year and Optical Sciences 2 (Contact Lens Examination) the next year. Each NACOR member may send a representative to sit on the NEC. The NEC representative approves examination content on Board's behalf. In 2020 the schedule was a little bit different with COVID-19 and the deferral of the Exams until the fall. However, typically the NEC meets in Ottawa in January.

For Consideration:

The Board is asked to hold an election for the NEC representative for the 2021 calendar year.

Desired competencies include extensive knowledge of and experience with opticianry examinations and/or the national competencies.

The NEC representative does not necessarily need to be a Board member. Administration has received an expression of interest from a non-Board member for consideration.

Public Interest Considerations:

An important part of the COO's mandate is to register applicants who demonstrate the required entry to practice competencies. In order to achieve this mandate, it is important that the COO have representation on the committee that reviews and approves the content of the national

registration examinations.

Diversity, Equity and Inclusion Considerations

As noted above, the primary competency identified for the NEC representative is that they have extensive knowledge and experience relating to opticianry examinations and/or national competencies.

While prior experience is often seen as a desirable quality in a candidate, the Board should consider whether they are placing too much emphasis on prior experience, or certain types of prior experience, and in doing so are creating unnecessary barriers for others who may be qualified to fill the role.

In the case of the NEC representative, the Board may wish to consider candidates who have obtained the requisite experience in a variety of different ways, including:

- Prior experience as the NEC representative
- Prior experience as the chief examiner
- Prior experience with other types of examinations
- Proven knowledge or experience with the national competencies relating to opticianry

Action Required:

That the Board elect a National Examinations Committee Representative.