

**PROFESSIONAL ENGINEER & LAND SURVEYOR
SECTION MEETING**

MINUTES

The Professional Engineer and Land Surveyor Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on August 16, 2017, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Doyle B. Allen (LS)
Jim Kelly (PE)
Carolyn B. Langelotti (PE)
Christopher M. Stone (PE)
Michael Zmuda (LS)

Board staff present for all or part of the meeting were:

Kathleen (Kate) R. Nosbisch, Executive Director
Marian Brooks, Board Administrator
Bonnie Davis, Administrative Assistant

No representative was present from the Office of the Attorney General.

Mr. Kelly, Chair, called the meeting to order at 9:34 a.m.

Call to Order

Mr. Kelly advised the Section members of the emergency evacuation procedures.

**Emergency
Evacuation
Procedures**

Mr. Kelly welcomed Ms. Nosbisch back from her medical leave. Ms. Nosbisch announced the resignation of Land Surveyor Board Member, Charles Dunlap. She noted that he will be relocating to South Carolina. Ms. Nosbisch introduced the Professional Engineers Advisory Committee members: Wiley "Bif" Johnson and George Gardner. She stated that Stanley Harris and Chris Born were expected to arrive later, and Mr. Vinay Nair sends his regrets. She also introduced the audience, Dwayne Roadcap with Virginia Department of Health and Vickie Anglin, Land Surveyor. Ms. Nosbisch stated that Mr. DeBoer sends his regrets.

**Announcements
and Introductions**

Mr. Zmuda moved to approve the agenda. Mr. Allen seconded the motion which was unanimously approved by members: Allen, Kelly, Langelotti, Stone, and Zmuda.

**Approval of
Agenda**

There was none.

**Public Comment
Period**

Mr. Roadcap provided an update on the plats required by Virginia Department of Health (VDH). He stated that VDH is in the process of revising their policy for Onsite Sewage Application Expectations and Requirements. He stated that a land surveyor was invited to attend last Friday's Sewage Handling and Disposal Advisory Committee (SHADAC) meeting to assist with the revisions. He stated

**Plats Required by
VDH**

good feedback was provided from the land surveyor in regards to survey plats versus site sketches. Through this discussion, the policy is being revised once more and a new finalized policy will be available in September for internal review. Mr. Roadcap will send the revised policy to the Board members for review. This topic will be placed on the agenda of the September 14, 2017 APELSCIDLA Board meeting for further discussion.

Mr. Roadcap also stated that after the APELSCIDLA Board meeting on June 13, 2017, he spoke with Dr. Goodfriend, Loudon County Health Director, about accepting work using the local GIS system and not a survey plat. Dr. Goodfriend sent a mass email message to local companies who submit applications to the County and stated the County will start requiring waiver requests when survey plats are unavailable. Mr. Roadcap thanked the APELSCIDLA Board for their assistance.

Ms. Nosbisch stated the email regarding vouching for code adequacy was for information only.

Vouching for Code Adequacy of Incomplete Work

Ms. Langelotti stated that she is concerned that the new Stormwater Management Facilities Certification Statement from the Department of Environmental Quality (DEQ) is not being used or communicated properly. She stated that one county asked her to sign and seal record drawings. The count took the beginning of the certification statement, but removed the definition of certification. She stated this makes her responsible for the building of the stormwater management system. Ms. Nosbisch stated that the correct information will be published in the next APELSCIDLA Dimension newsletter. Ms. Nosbisch also stated she will contact DEQ and ask if it was sent to all localities as it appears there may be some inconsistencies with applications submitted for approval.

Stormwater Management Facilities Certification Statement

The Board suggested additional changes to the document. Ms. Nosbisch stated that the revised guidance document will be sent to the professional engineers and land surveyors for their review, and then placed on the agenda of the September 14, 2017 APELSCIDLA Board meeting. After the guidance document has been approved, the document will be posted on the DPOR website, published in the next APELSCIDLA Dimension newsletter, will be in the Board minutes on the web, and sent to localities and building inspectors.

Altering/Editing Draft Guidance Document

Ms. Nosbisch stated that the letter from CLARB, NCARB, and NCEES is for informational purposes only. The associations are just letting the composite boards know they are there for them.

NCEES Motions

MOTIONS TO BE PRESENTED AT THE 2017 ANNUAL MEETING

Committee on Finances (2 motions)

Finance Motion 1

Move that the adoption of the 2017–18 operating budget as shown in Appendix B be postponed to the end of the last business session in order to take into account

any subsequent actions adopted by the Council that may affect this budget.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Finance Motion 2

Move that the adoption of the 2017–18 capital budget as shown in Appendix C be postponed to the end of the last business session in order to take into account any subsequent actions adopted by the Council that may affect this budget.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Special Committee on Bylaws (10 motions)

Bylaws Motion 1

Move that *Bylaws* 4.04 be amended as follows:

Section 4.04 Elections and Terms of Office. The President-Elect shall be elected by the Council at each Annual Business Meeting in the manner prescribed in the *Bylaws*. The Treasurer shall be elected at each Annual Business Meeting held in an odd-numbered year, in the manner prescribed in the *Bylaws*. Vice Presidents from the Southern and Northeast Zones shall be elected at their Zone Interim Meeting in odd-numbered years. Vice Presidents from the Central and Western Zones shall be elected at their Zone Interim Meeting in even-numbered years. The Chief Executive Officer is appointed as provided in the *Bylaws*.

The President-Elect shall normally serve the Council for a period of three years. The first year shall be as President-Elect. The second year, without further election, the President-Elect shall become President, holding that office until a successor has been installed. The third year, without further election, the President shall become Immediate Past President, holding that office until a successor has been installed. Vice Presidents shall hold office for two years or until their successors have been installed. The Treasurer's term of office shall be two years; ~~and that person may serve a maximum of two consecutive terms.~~ For the office of Treasurer, a partial term served for the period between consecutive Annual Meetings shall not be considered a term for term-limit purposes.

Past Presidents shall be ineligible for re-election as President-Elect of the Council. Vice Presidents and the Treasurer shall not be eligible for re-election to the same office until at least one full two-year term has elapsed.

New members of the Board shall assume their duties at the conclusion of the Annual Business Meeting. Board members may continue to serve until the conclusion of the term of office to which they were elected even if their terms with Member Boards have ended.

Any member elected to the office of President-Elect shall be eligible to serve as President-Elect, President, and Immediate Past President, with the full authority of the offices and board privileges, until the expiration of the term as Immediate Past President, even though no longer a member of a Member Board.

Rationale

Motion 1 is proposed in response to the approved 2016 ACCA motion to remove the language stating that a treasurer may serve consecutive terms. In the 2016 ACCA motion rationale, the committee stated, "There are many Council members who are eager to serve in leadership roles within NCEES. Having the treasurer serve no more than one consecutive term gives more individuals the opportunity to serve in a leadership role within the board of directors. The proposed restriction is consistent with term limitations for zone vice presidents."

Board of directors' position

Does not endorse, non-consent agenda

The Section does not support the motion.

Bylaws Motion 2

Move that *Bylaws* 4.06 be amended as follows:

Section 4.06 Vacancies. If a vacancy occurs in the office of President, the President-Elect shall succeed to the office of President for the completion of the two-year term. A vacancy in the office of President-Elect shall be filled by the Board of Directors. In the event of a vacancy in the office of Immediate Past President, the office shall be filled by the most recent available Past President. In the event of a vacancy in the office of a Vice President, the Assistant Vice President of the zone will automatically succeed to the office of Vice President. In the event of a vacancy in the office of Treasurer, the Board of Directors shall select an individual to fill the position until an election shall be held to fill the unexpired term of Treasurer at the Annual Business Meeting immediately following the vacancy in the next odd-numbered year.

Appointments by the Board of Directors shall be made in accordance with the required qualifications and limitations for duly elected members of the Board of Directors.

A quorum of the Board of Directors for filling of vacancies shall consist of six members except in the event of two vacancies, when five shall constitute a quorum. For the filling of vacancies, the members of the Board of Directors may be represented by proxies, duly signed and verified.

Rationale

Motion 2 is proposed in response to the approved 2016 ACCA motion to add language to address a vacancy of the treasurer position. In its 2016 motion's rationale, ACCA stated, "The position of treasurer is of importance to NCEES operations. A vacancy would remove vital oversight from NCEES. The *Bylaws* addresses other vacancies and should address the possible vacancy of the office of treasurer. The recommended language intends to correct the situation."

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Bylaws Motion 3

Move that a new *Bylaws* 3.03 be adopted as follows and the following sections renumbered accordingly:

Section 3.03 International Affiliate Organization. An International Affiliate Organization of NCEES shall be a legally constituted entity located outside the United States having a collateral and supportive position with the licensure of engineers or surveyors. International Affiliate Organizations are entitled to representation at Council meetings without voting privileges and, on approval of the presiding officer, may have the privilege of the floor. Acceptance of an International Affiliate Organization shall be by majority vote of the Council.

Rationale

Motion 3 is proposed in direct response to Charge 3, which is to create an International Affiliate Organization category of NCEES membership. The *Bylaws* Committee recognizes the International Affiliate Organization membership to be of the same nature as the Professional Organization membership and so defined the new International Affiliate Organization membership similarly to the Professional Organization membership.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Bylaws Motion 4

Move that *Bylaws* 3.05 be amended as follows:

Section 3.05 Representatives. A representative shall be a member of an International Affiliate Organization or a Participating Organization designated to represent ~~it~~ his or her respective organization at meetings of the Council.

Rationale

As the International Affiliate Organization and Participating Organization memberships are defined similarly, the remaining *Bylaws* sections associated with these membership types are defined in tandem. Motion 4 proposes modifications that allow International Affiliate Organizations to have representatives at the meetings of the Council. Note: If Motion 3 passes, this section will be renumbered as 3.06.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Bylaws Motion 5

Move that *Bylaws* 6.01 be amended as follows:

Section 6.01 Annual Business Meetings. The Annual Business Meeting of the Council shall be held at the time and place selected by the Board of Directors.

Notice of the Annual Business Meeting shall be provided to each Member Board, member, associate member, International Affiliate Organization, and Participating Organization not less than four weeks prior to each meeting.

The Board of Directors shall prepare a consent agenda for each Annual Business Meeting. Individual motions may be removed from the consent agenda upon request by any Member Board.

Rationale

Motion 9 proposes changes necessary to make the *Bylaws* consistent with the addition of an International Affiliate Organization membership.

Board of directors' position

Endorses, consent agenda
The Section does support the motion.

Bylaws Motion 6

Move that *Bylaws* 10.01 be amended as follows:

Section 10.01 Fees. Annual fees of Member Boards, ~~as well as dues for participating organizations~~, are due on January 1 for the ensuing calendar year. The fee schedule for Member Boards shall be based on the number of licensees of record as of December 31 of the preceding calendar year.

Rationale

The Bylaws Committee separated the dues requirements for member boards from those for Professional Organizations and International Affiliate Organizations for clarity and consistency within the *Bylaws*.

Board of directors' position

Endorses, consent agenda
The Section does support the motion.

Bylaws Motion 7

Move that a new *Bylaws* 10.013 be adopted as follows and the following sections renumbered accordingly:

Section 10.013 Dues. Annual dues for International Affiliate Organizations and Participating Organizations are due on January 1 for the ensuing calendar year.

Rationale

As the International Affiliate Organization and Participating Organization memberships were defined similarly, the remaining *Bylaws* sections for these membership types were defined in tandem. Motion 7 proposes modifications that result in the same dues regulations for Professional Organizations and

International Affiliate Organizations.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Bylaws Motion 8

Move that *Bylaws* 10.013 be amended as follows:

Section 10.013-Participating Organizations Obligations Dues Schedule.

Payments for Any annual membership dues by participating organizations of International Affiliate Organizations and Participating Organizations shall be paid in accordance with a schedule established annually by the Board of Directors.

Rationale

As the International Affiliate Organization and Participating Organization memberships were defined similarly, the remaining *Bylaws* sections for these membership types were defined in tandem. Motion 8 proposes modifications that result in the same dues regulations for Professional Organizations and International Affiliate Organizations. Note: If Motion 7 passes, this section will be renumbered as 10.014.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Bylaws Motion 9

Move that *Bylaws* 1.02 be amended as follows:

Section 1.02 Definitions and Abbreviations. Wherever the word "Council" is used, it shall mean the National Council of Examiners for Engineering and Surveying, for which the official abbreviation shall be NCEES. The words "State Board" shall mean a legally constituted board of any state, territory, or political subdivision of the United States of America that administers an Act regulating the practice of professional engineering, a single branch of professional engineering or surveying, or a combination of professional engineering and surveying; or a board that serves in an advisory capacity to a state agency in the administration of such an Act. Wherever the word "State" is used, it shall mean any state, territory, or political subdivision of the United States of America.

Rationale

The proposed changes are to make it clear that a state board can regulate both professional engineering and professional surveying.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Bylaws Motion 10

Move that *Bylaws* 5.01 be amended as follows:

Section 5.01 President. The President shall, when present, preside at all meetings; ~~shall appoint all members, chairs, vice chairs, and consultants of standing committees, special committees, task forces, and a Tellers Committee for the election of the President-Elect and Treasurer;~~ and shall present to the Council at the Annual Business Meeting a report of the activities during the term of office. The President shall ~~also appoint all members, chairs, vice-chairs, and consultants of standing committees, special committees, and task forces~~ unless specific action of the Council or of the Board of Directors names the personnel of the committee or task force. The President shall also appoint all members of a Tellers Committee for the election of the President-Elect and Treasurer. The President shall appoint all official representatives of the Council to other organizations as authorized by the Board of Directors. The President shall be chair of the Board of Directors, shall be an ex-officio member of all committees, and shall perform all other duties ordinarily pertaining to the office of President.

If both the President and the President-Elect are absent, the Vice President from the zone that will be nominating the next President-Elect will be the acting President. The Vice President shall have all the powers of the President while presiding in this capacity.

Rationale

The proposed changes are non-substantive changes; they are being proposed to eliminate redundancy and to clarify language.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Committee on Education (3 motions)

Education Motion 1

Move that Position Statement 35 be amended as follows:

PS 35 Future Education Requirements for Engineering Licensure

One of the goals of NCEES is to advance licensure standards for all professional engineers. Those standards describe the technical and professional competency needed to safeguard the health, safety, and welfare of the public. The Council recognizes that future demands for increasing technical and professional skills have resulted in the need for additional education beyond the bachelor's degree for those entering the engineering profession.

NCEES has identified several future pathways by which a candidate for licensure as a professional engineer might obtain the body of knowledge needed to meet these educational requirements, including the following:

- A. A bachelor's degree in engineering from a program accredited by EAC/ABET and a master's or earned doctoral degree in engineering in the same technical area from an institution that offers EAC/ABET-accredited programs, or the equivalent

- B. A bachelor's degree and a master's degree in engineering from a program accredited by EAC/ABET
- C. A bachelor's degree from a program accredited by EAC/ABET that has a minimum of 150 semester credit hours, of which at least 115 semester credit hours are in mathematics, science, or engineering combined and at least 75 of these semester credit hours are in engineering
- D. A bachelor's degree in engineering from a program accredited by EAC/ABET and at least 30 additional semester credit hours of upper-level undergraduate or graduate-level coursework in engineering on topics relevant to the practice of engineering (e.g., engineering-related science, mathematics, or professional practice topics such as business, communications, contract law, management, ethics, public policy, and quality control) from approved course providers (e.g., institutions that have EAC/ABET-accredited programs, or institutions or organizations accredited by an NCEES-approved accrediting body)
- E. A bachelor's degree in engineering from a program accredited by EAC/ABET, and 80 assessed learning days (ALDs) in areas germane to professional practice and that support and enhance the applicant's capability in their technical area of practice
 - 1. ALDs can be earned through credit or noncredit courses. The applicant shall be required to demonstrate successful completion and that the coursework was of sufficient content and rigor.
 - 2. Coursework may include university courses, industrial in-house specialty courses, short courses and certification courses offered by professional and technical societies, and other courses meeting standards to be developed by NCEES.
 - 3. At least 40 ALDs shall be from technical engineering coursework. Nontechnical ALDs include professional practice topics such as business, communications, contract law, management, ethics, public policy, and quality control.
 - 4. For non-university-provided coursework, a course that earns ALD credit must have a syllabus, learning objectives, and outcomes assessment.
 - 5. For non-university-provided coursework, one ALD unit shall be defined as eight hours of contact time.
 - 6. For university-provided coursework, a three-semester credit hour course shall equal six ALDs.
 - 7. Any single course must consist of at least one ALD.

NCEES will continue to explore alternative educational pathways for candidates for licensure as professional engineers to develop the body of knowledge needed for entry into the profession. These alternatives will be developed through collaboration with technical engineering societies and other stakeholders engaged with the engineering profession.

Rationale

Some member boards oppose requiring strictly a master's degree (or other university coursework) to meet future education requirements for licensure. To address this, the committee has been researching a new practice-oriented pathway for the past three years. The committee consulted several technical societies and concluded that they have high-quality, relevant, practice-oriented educational

programs. These programs often fill the gap that traditional university degrees leave—especially for highly specialized disciplines. Adding item E to PS 35 gives applicants an alternative pathway to licensure that can be met without relying solely on academic institutions.

Board of directors' position

Endorses, non-consent agenda

The Section agreed by consensus to wait until further discussions were held at the annual meeting before deciding how to vote. The Section requested a better definition of ALD's and how and when standards will be developed.

Education Motion 2

Move that the Committee on Uniform Procedures and Legislative Guidelines (UPLG) be charged with incorporating the following changes to *Model Rules* 240.30 B3, C, I, J, K, and L and to the appendix:

Model Rules 240.30 Continuing Professional Competency

The purpose of the continuing professional competency requirement is to demonstrate a continuing level of competency of professional engineers and/or professional surveyors.

A. Introduction

Every licensee shall meet the continuing professional competency requirements of these regulations for professional development as a condition for licensure renewal.

B. Definitions

Terms used in this section are defined as follows:

1. Professional Development Hour (PDH)—One contact hour (nominal) of instruction or presentation. The PDH is the common denominator for other units of credit.
2. Ethics/Business-Related Course or Activity—A qualifying course or activity with content areas related to (1) the awareness of ethical concerns and conflicts; (2) an enhanced familiarity with the codes of conduct; (3) an understanding of standards of practice or care; (4) project management and risk-assessment management; or (5) other similar topics aimed at maintaining, improving, or expanding the skills set and knowledge relevant to the licensee's field and methods of practice.
3. Continuing Education Unit (CEU)—Unit of credit customarily used for continuing education courses. One continuing education unit equals 10 ~~hours of class~~ contact hours in an approved continuing education course.
4. College Semester/Quarter Hour—Credit for course in ABET-approved programs or other related college course approved in accordance with subsection E of this section.
5. Course/Activity—Any qualifying course or activity with a clear purpose and objective that will maintain, improve, or expand the skills and knowledge relevant to the licensee's field of practice. Regular duties are not considered qualified activities.
6. Dual Licensee—An individual who is licensed as both a professional engineer and a professional surveyor

C. Requirements-Qualifying Activities

Every licensee is required to obtain the equivalent of 15 PDHs per annual renewal period, 30 PDHs per biennial renewal period, or 45 PDHs per triennial renewal period. These PDHs may be obtained anytime during the applicable renewal period. A minimum of 1 PDH of each 15 PDHs shall be earned by successfully completing a course or activity that has content areas that focus on (a) professional engineering or surveying ethics, or (b) improving a licensee's methods of business practice or operations or otherwise advancing professionally related skills and practices as applicable to the practice of engineering or surveying. If a licensee exceeds the annual requirement in any renewal period, a maximum of 15 PDHs may be carried forward into the subsequent renewal period. PDHs may be earned as follows:

1. Successful completion of college courses
2. Successful completion of short courses, tutorials, webinars, and distance-education courses offered for self-study, independent study, or group study and through synchronous or asynchronous delivery methods such as live, correspondence, archival, or the Internet
3. Presenting or attending qualifying seminars, in-house courses, workshops, or professional or technical presentations made at meetings, conventions, conferences, or educational institutions
4. Teaching or instructing in 1 through 3 above
5. Authoring published papers, articles, books, or accepted licensing examination items
6. Active participation in professional or technical societies
7. Patents
8. Active participation in educational outreach activities pertaining to professional licensure or the surveying/engineering professions that involve K-12 or higher education students

I. Requirements for Renewal

To renew a license, an applicant must either meet the requirements of *[insert jurisdiction name]* or meet the requirements of the Model Continuing Professional Competency (CPC) Renewal Standard, as defined in paragraph 240.30 L for the number of consecutive reporting periods corresponding to the CPC requirements of *[insert jurisdiction name]* (i.e., biennial or other). A reporting period for the Model CPC Renewal Standard is defined as January 1–December 31 of 1 calendar year. meet either of the following:

1. The requirements of the NCEES CPC Standard defined in section L below.
2. The requirements of *[insert jurisdiction name]*.

J. Dual Licensees

The number of PDHs required per year shall remain 15 be as stated in section L below, at least one-third of which shall be obtained in each profession.

K. ~~Forms~~ Certification

All renewal applications will require the certification of CPC credits as specified by the board. The licensee must supply sufficient detail on a CPC form to permit audit verification and retain any backup documentation. The licensee must certify and sign the CPC form and submit the form, if required, with the renewal application and fee, if required, or upon notification of audit.

L. ~~Model~~ NCEES CPC Renewal Standard

The Model CPC Renewal Standard requires licensees to acquire 15 PDHs in

each calendar year in compliance with the provisions of subsections A, B, C, D, E, and J above. Licensees meeting this standard shall document their CPC activities on the Model CPC standard reporting form.

The NCEES Continuing Professional Competency (CPC) Standard requires a licensee to obtain the equivalent of 15 PDHs per calendar year (January 1–December 31) with no carryover allowed. A minimum of 1 PDH of the 15 PDHs shall be earned by successfully completing a course or activity that has content areas that focus on engineering or surveying ethics or on improving a licensee’s business practice or operations or otherwise advancing professionally related skills and practices as applicable to the practice of engineering or surveying.

APPENDIX C

Index for *Model Rules* with General Cross-Reference to *Model Law*

The following table is for reference only and is not intended to be all-inclusive or adopted into board law/rules. Italic font indicates summary paraphrase of paragraph contents.

<i>Model Rules</i> Section	Descriptor	Correspond <i>Model Law</i> Se
Section 240.30	Continuing Professional Competency	120.60 E, 140.
0 A	Introduction	
0 B	Definitions	
0 C	<i>Requirements Qualifying Activities</i>	
0 D	Units	
0 E	Determination of Credit	
0 F	Recordkeeping	
0 G	Exemptions	
0 H	Reinstatement	
0 I	Requirements for Renewal	
0 J	Dual Licensees	
0 K	<i>Forms Certification</i>	
0 L	<i>Model NCEES CPC Renewal Standard</i>	

Rationale

As explained in the committee’s report (Charge 4), it is proposing changes to the *Model Rules* to clear up confusing language and to be consistent with PS 10, which the Council revised at the 2016 annual meeting. In the revised language,

- Boards are encouraged to allow their licensees to satisfy either the jurisdiction’s CPC requirements or the NCEES CPC Standard. Doing so will promote licensure mobility, especially with boards whose CPC requirements differ from the *Model Rules*.
- References to CPC reporting forms have been removed from the language. In the revised CPC Guidelines, licensees are encouraged to use the NCEES CPC system to document their CPC activities; this may facilitate board reviews or audits.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Education Motion 3

Move that the UPLG Committee be charged with incorporating the following language into *Model Rules* 230.20 A7 and B5:

Model Rules 230.20 Experience

A. As a Professional Engineer

In evaluating experience that indicates to the board that the applicant may be competent to practice engineering, the following will be considered:

7. Teaching experience must be in engineering or engineering-related courses at an advanced level in a college or university offering an engineering program of 4 years or more that is approved by the board. Junior-, senior-, and graduate-level courses can be considered as advanced level.

B. As a Professional Surveyor

In evaluating experience that indicates to the board that the applicant may be competent to practice surveying, the following will be considered:

5. Teaching experience must be in surveying or surveying-related courses at an advanced level in surveying or surveying-related courses approved by the board. Junior-, senior-, and graduate-level courses can be considered as advanced level.

Rationale

This section of the *Model Rules* is particularly applicable to professors who seek licensure. Member boards evaluate their teaching experience for sufficiency, but they often ask what is meant by "advanced level." The committee decided that junior-, senior-, and graduate-level courses qualify as advanced level. It proposes identical language for both engineers and surveyors.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Committee on Law Enforcement (1 motion)

Law Enforcement Motion 1

Move that AP 12, Awards, be amended as follows:

AP 12 Awards

NCEES will officially recognize members, associate members, emeritus members, and other volunteers who provide or have provided outstanding service to NCEES. The members of the Committee on Awards and the board of directors shall not be nominated for these awards while serving on the Committee on Awards or on the board of directors. In evaluating nominations, the following guidelines are to be observed:

Distinguished Service Award

- Must be a current member, a former member, or an emeritus member

- Must promote engineering or surveying licensure at the state or national level
- Must demonstrate positive contributions to the advancement of the engineering or surveying profession and the mission and vision of NCEES
- May include participation in professional or technical societies as a consideration
- Must demonstrate active participation in member board activities
- Must include distinguished service on at least one NCEES committee
- May be nominated by a member board

Distinguished Service Award with Special Commendation

- Must have received the Distinguished Service Award at least six years prior to receiving the Distinguished Service Award with Special Commendation. Any exception based on extraordinary circumstances must be approved by the NCEES board of directors with recommendation by the Committee on Awards.
- Must be a current member, a former member, or an emeritus member
- Must promote engineering or surveying licensure at the national level
- Must demonstrate positive contributions to the advancement of the engineering or surveying profession and the mission and vision of NCEES
- May include participation in professional or technical societies as a consideration
- Must demonstrate active participation in member board activities
- Must include leadership or exemplary service on at least one NCEES committee
- May be nominated by a member board

Meritorious Service Award

- Must be a current or former associate member
- Must demonstrate positive contributions to the advancement of the engineering or surveying profession and the mission, vision, and goals of his or her board and NCEES
- Must participate in member board activities
- Must participate in the promotion of licensure or the enforcement of member board laws and rules
- Must include distinguished service on at least one NCEES committee
- May be nominated by a member board

Distinguished Examination Service Award

- Must demonstrate positive contributions and longtime commitment to the NCEES examination program
- Must have served on at least one of the Council's examination committees or exam-related task forces
- Must demonstrate exemplary service and leadership in the

advancement and improvement of NCEES examinations and the exam-development process

- May be nominated by a member board, an exam committee, or the board of directors

Rationale

As discussed in Charge 9, the Law Enforcement Committee is proposing these changes to broaden the criteria for the NCEES Meritorious Service Award. The proposed language would allow the selection of more law enforcement personnel.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

Committee on Examination Policy and Procedure (4 motions)

EPP Motion 1

Move that EDP 8 be amended as follows:

EDP 8 Deleting/Combining/Renaming a Discipline or Module from the Examination Program

- A. If in two consecutive administrations of pencil-and-paper examinations, there have been fewer than 50 total first-time examinees from NCEES jurisdictions in a specific examination or module, the Committee on Examination Policy and Procedures (EPP) shall review the desirability of continuing the subject examination or module and make one of the following recommendations to the board of directors:
1. Continue to prepare the examination or module.
 2. ~~Discontinue the examination or module. Request the appropriate exam development committee to prepare and submit a specific remedial action plan for increasing the number of first-time takers to a level that meets or exceeds the minimum candidate requirements in the time period specified by the EPP Committee.~~
 3. ~~Put the examination or module on probation and recommend specific remedial action that may include combining the examination with another examination or other such action as the EPP Committee deems appropriate. If such remedial action fails to increase total first time takers to a level that meets the minimum candidate requirements and time period as specified above, the EPP Committee shall recommend appropriate action to the board of directors. Recommend that the examination or module be placed on probation. The EPP Committee shall specify the conditions of the probation, including a time frame for corrective action. The recommendation may include the combination of the examination with another examination or other such action as the EPP Committee deems appropriate.~~
 4. Discontinue the examination or module.
- B. If the population of first-time examinees from NCEES jurisdictions for any NCEES CBT examination or module is not adequate to provide

for accurate psychometric analysis, the EPP Committee shall review the desirability of continuing the subject examination or module and make one of the following recommendations to the board of directors:

1. Continue to prepare the examination or module.
2. ~~Discontinue the examination or module. Request the appropriate exam development committee to prepare and submit a specific remedial action plan for increasing the number of first-time takers to a level that meets or exceeds the minimum candidate requirements in the time period specified by the EPP Committee.~~
3. ~~Put the examination or module on probation and recommend specific remedial action that may include combining the examination with another examination or other such action as the EPP Committee deems appropriate. If such remedial action fails to increase total first time takers to a level that meets the requirements as specified above, the EPP Committee shall recommend appropriate action to the board of directors. Recommend that the examination or module be placed on probation. The EPP Committee shall specify the conditions of the probation, including a time frame for corrective action. The recommendation may include the combination of the examination with another examination or other such action as the EPP Committee deems appropriate.~~
4. Discontinue the examination or module.

Rationale

The committee discussed progressive actions and recommends adding a remedial action plan as a separate option instead of incorporating it into the probation option. In the past, some examinations have fallen below the minimum number of 50 first-time exam takers. Sometimes this was an anomaly, and sometimes they fell below the line by a small number of candidates. EPP feels that there needs to be more latitude in the policy.

According to current policy, the option to request an action plan is tied to putting the examination on probation. Putting an examination on probation is a major decision. EPP has not always wanted to recommend that option; however, it is willing to see how an examination performs over a longer period of time.

Adding an option to work with an exam development committee without putting an examination on probation would be an intermediary step to see if the below-standard number of candidates is an anomaly and to give the development committee adequate time to create a plan before the exam is placed on probation.

Board of directors' position

Endorses, consent agenda

The Section does support the motion.

EPP Motion 2

Move that EAP 6 be amended as follows:

EAP 6 Access to and Review of Examinations

There shall be no post-administration access to, or review of, examination materials by an examinee or his or her representative.

Member boards may allow examinees to request that an examinee's their results from a pencil-and-paper examination be verified by NCEES by manual verification, for a fee established by the NCEES board of directors. ~~NCEES will not accept requests for manual verification from individual examinees. No specific examinee comments will be addressed.~~

Rationale

The EPP Committee discussed the current practice for manual verification of paper-and-pencil examination results. Some member boards allow manual verification, and some do not. If a board allows manual verifications, examinees must log into their MyNCEES account to request the manual verification. Requests for such manual verifications must be submitted to NCEES within 60 days of release of the exam results.

EPP is also proposing to delete the sentence about specific examinee comments because the NCEES *Examinee Guide*, which candidates must attest to having read, directs them to submit any comments regarding a particular question to NCEES within 10 days of the test to their MyNCEES account. EPP feels that the NCEES *Examinee Guide* outlines the appropriate process and that the current language is not needed in this policy statement.

Board of directors' position

Endorses, consent agenda
The Section does support the motion.

EPP Motion 3

Move that EAP 1D be amended as follows:

EAP 1 Administration of Examinations

D. For pencil-and-paper examinations, only preauthorized member board members, member board staff, proctors, NCEES-designated representatives, NCEES staff, and candidates actually taking an examination will be permitted in the examination room.

Rationale

The EPP Committee discussed the current practice and is proposing these changes for clarification.

Board of directors' position

Endorses, consent agenda
The Section does support the motion.

EPP Motion 4

Move that EAP 10 be amended as follows:

EAP 10 NCEES Examinations Offered to a Foreign Entity

Upon receiving a request, the chief executive officer may be authorized by the NCEES board of directors to enter into discussions with a foreign entity concerning the administration of NCEES examinations at a foreign site. The discussions will include an assurance that NCEES examinations will be administered in full compliance with all NCEES examination policies and procedures. All costs borne by NCEES to carry out this provision will be reimbursed.

NCEES may contract with the foreign entity to provide administration of its examinations to the foreign entity's engineering or surveying applicants, upon approval of the Council. A draft agreement that defines areas of responsibility for the foreign entity and NCEES may then be created. The agreement will require, at a minimum, that the foreign entity reimburse all costs borne by NCEES to carry out the provisions of the agreement.

~~The As an exception, the NCEES board of directors is authorized to permit all computer-based examinations the Fundamentals of Engineering and the Fundamentals of Surveying examinations to be administered at an NCEES-approved test sites to students in their senior year and graduates of foreign engineering programs that have attained ABET accreditation or the equivalent as determined by NCEES applicants from a foreign ABET-accredited engineering or surveying program. At a minimum, all costs borne by NCEES to carry out this provision will be reimbursed. Computer-based examinations shall not be administered at a foreign site outside the NCEES-approved testing windows.~~

~~NCEES may contract to provide administration of NCEES examinations that are offered in pencil and paper format to a foreign entity subject to the approval of the Council. Based upon a determination that these conditions will be met, a draft agreement that defines areas of responsibility for the foreign entity and NCEES may be created. The agreement will require, at a minimum, that all costs borne by NCEES to carry out the provisions of the agreement will be reimbursed.~~

For any approved agreement, NCEES will establish minimum criteria for ~~candidates~~ examinees of the foreign entity that are in general conformance with the existing NCEES *Model Law* and *Model Rules*. NCEES will retain the score information for examinees of foreign entities and will transmit that information to any member board when requested.

The examinations may be used to assist examinees interested in applying for licensure as a professional engineer or surveyor with an NCEES member board as well as an outcomes assessment tool to assist in measuring the outcomes of a foreign-based education system.

However, in the event that the examinee elects to use the results of the examination for the purpose of applying for licensure, the member board

may not be precluded from imposing any additional requirements related to state licensure, including but not limited to educational and experience requirements.

Examinee performance data from examinations provided to a foreign entity shall not be included in exam evaluation or development, used to establish cut scores, or included in exam result statistics for NCEES jurisdictions. Examinee performance data from exams provided to a foreign entity may be evaluated and reported separately.

NCEES may release examinee performance data to an ABET-accredited foreign educational program or to the foreign governing body or professional organization as provided in the contract or as approved by the board of directors.

Rationale

The EPP Committee is proposing changes to the language to make it clear that the Council must approve agreements with foreign entities to administer NCEES exams. The changes also clarify that, as an exception, the board of directors has the authorization to allow the NCEES FE and FS exams to be administered for ABET-accredited foreign engineering and surveying programs.

Board of directors' position

Endorses, consent agenda
The Section does support the motion.

Advisory Committee on Council Activities (3 motions)

ACCA Motion 1

Move that a Special Committee on Bylaws be charged with incorporating the following amendments into
Bylaws 4.05:

Bylaws

Section 4.05 Qualifications. Any member of NCEES who is a citizen of the United States and a member of a Member Board sometime during the calendar year in which the nomination occurs is eligible to hold an elective office. Associate members are not eligible to serve on the NCEES Board of Directors.

To be eligible for the office of President-Elect, a person shall be a licensed engineer or surveyor, shall have been a member of NCEES at least three years, and shall have attended at least two Annual Business Meetings. Additionally, ~~m~~Members of the Board of Directors may run for President-Elect if their term on their state board has expired during their term as NCEES Vice-President or Treasurer; and they have obtained emeritus standing within the Council; and they have the approval of their state board; and it is their zone's rotation to elect a President-Elect; and they have been nominated by the zone. The President-Elect shall not be from the same zone as the President. ~~Vice Presidents shall be from the zone that elects them.~~

To be eligible for the office of Vice President, a person shall be a licensed engineer or surveyor and shall be from the zone that elects him or her.

To be eligible for the office of Treasurer, a person shall be a licensed engineer, licensed surveyor, or public member.

Rationale

ACCA feels that to avoid ambiguity and to accurately communicate the Council's intent, the *Bylaws* should clearly describe the requirements for serving in the position of president-elect (and therefore president and past president). The NCEES president-elect, president, past president, and vice presidents are elected licensed engineers or licensed surveyors and represent and act for NCEES with many professional engineering and surveying groups. The treasurer is primarily involved with internal financial matters and mainly works with NCEES staff and the Finance Committee. It is the committee's opinion that the treasurer could be a public member, licensed engineer, or licensed surveyor.

Board of directors' position

No position, non-consent agenda

The Section does not support the motion. The Board has no public members.

ACCA Motion 2

Move that a task force be established to consider the qualifications needed to serve as president-elect, to determine the details of the nomination process (including the potential of reestablishing a Nominating Committee), and to propose a transition plan. The task force shall present its findings, along with the recommended *Bylaws* changes, for Council review and vote.

Rationale

The current rotation system prohibits some qualified members from seeking nomination as president-elect because their term of board service doesn't line up with their zone's nominating opportunity. This change would allow these members the opportunity to serve in NCEES leadership and provide much greater flexibility for all NCEES members who seek these opportunities. The Council would have more qualified candidates to choose from. Other professional organizations have transitioned from a regional zone rotation selection process to qualifications-based selection with favorable results; anticipated negative impacts did not materialize.

Board of directors' position

Does not endorse, non-consent agenda

The Section does support the motion.

ACCA Motion 3

Move that AP 8 and FP 7 be revised as follows:

AP 8 Motions

Motions before the Council at the annual business meeting shall not be voted upon at the same business session in which they are introduced and

initially discussed or prior to zone meetings. This policy shall not apply to privileged or subsidiary motions and may be suspended for other motions upon approval by a two-thirds majority vote.

Additionally, ~~a~~Any motion to amend the *Model Law* or *Model Rules* presented at an annual business meeting by an entity other than the Committee on Uniform Procedures and Legislative Guidelines (UPLG) shall be referred to the UPLG Committee for review and revision of the language before it is presented for Council vote at the next scheduled annual business meeting.

Any motion to amend exam fees in Financial Policy 7 that is presented at an annual business meeting by an entity other than the Committee on Finances shall be referred to the Committee on Finances for review and revision of the language before it is presented for Council vote at the next scheduled annual business meeting.

FP 7 Examination Charges

~~All examination charges shall be reviewed annually by the Committee on Finances, and any proposed changes shall be brought before the Council for approval. The Committee on Finances shall annually review all examination charges and propose any changes to examination charges for Council vote at the annual meeting. The current exam prices are as follows:~~

Examination	Price	Date Approved	Date Effective	Future Price	Date Approved
					<u>Effective</u>
Computer-based FE*	\$225	8/13	1/14	\$175	8/16
Computer-based FS*	\$225	8/13	1/14	\$175	8/16
PE**	\$250	8/11	4/13	—	—
Computer-based PE*	—	—	—	\$375	8/16
Computer-based PS*	\$300	8/15	10/16	—	—
Structural Lateral Forces component**	\$400	8/09	4/11	—	—
Structural Vertical Forces component**	\$400	8/09	4/11	—	—

For computer-based examinations, examinees are required to pay NCEES directly. Beginning in May 2017, all examinees will be required to pay NCEES directly; this requirement will include both computer-based and pencil-and-paper examinations.

*Price includes exam development, scoring, and computer-based exam administration.

**Price includes exam development, scoring, shipping, and materials. Exam administration fees will remain separate for pencil-and-paper exams.

Rationale

This requirement would allow the Finance Committee adequate time to review the financial impact of modifying exam fees to help determine the effects to the long-term financial stability of the Council and provide rationale to the members prior to making exam fee modifications.

Board of directors' position

Endorses, consent agenda
The Section does support the motion.

Committee on Member Board Administrators (1 motion)

MBA Motion 1

Move that the Central, Northeast, Southern, and Western zone interim meetings be held as a combined meeting in 2020, with the vice presidents from each zone serving as members of a single site-selection committee to work with NCEES staff on selecting a location.

Rationale

As described in the report under Charge 5, the MBA Committee believes there are numerous benefits to holding a single zone interim meeting in the spring rather than four separate ones. There is no language in the *Bylaws, Manual of Policy and Procedures, or Zone Meetings and Continuity Guidelines* that precludes such a meeting from being held. The committee's recommendation is to try a combined meeting for one year and is proposing this as a motion to ensure that all zones participate in the single meeting.

The committee expects that there will be cost savings, which would be reflected in the 2019–20 budget that the Council would vote to approve at the 2019 annual meeting. The cost savings would depend on the location selected, so cannot be determined at this date. The committee is proposing that a site-selection committee be made up of the four zone vice presidents, who would work with NCEES staff to determine a location and date of the meeting.

The committee also recognizes that zones have rotations as far as host boards for the zone interim meetings. Holding this single meeting in 2020 would not cancel the order of rotations for those zones; instead, the host board rotation would basically skip a year and pick back up in 2021 with the board that was originally scheduled to host in 2020.

Board of directors' position

No position, non-consent agenda
The Section does support the motion.

Committee on Uniform Procedures and Legislative Guidelines (12 motions)

UPLG Motion 1

Move that the *Model Law* and *Model Rules* prefaces be amended as follows.

PREFACE (of both *Model Law* and *Model Rules*)

Purpose of the NCEES *Model Law* and *Model Rules*

The vision of the National Council of Examiners for Engineering and Surveying (NCEES) is to provide leadership in professional licensure of engineers and surveyors through excellence in uniform laws, licensing standards, and professional ethics in order to safeguard the health, safety, and welfare of the public and to shape the future of professional licensure. The mission of NCEES is to advance licensure for engineers and surveyors in order to safeguard the health, safety, and welfare of the public.

NCEES serves as an organization through which its members—the engineering and surveying licensure boards in all U.S. states and territories—can counsel and act together to better discharge their duties as individual, autonomous regulatory agencies. One of the primary ways NCEES fulfills its vision and supports its mission is by providing the *Model Laws* and *Model Rules* for adoption by its member boards.

The NCEES *Model Law* sets forth broad ideas about the regulation of engineering and surveying licensure. It is an enabling document that defines the board's powers and duties. It is designed to assist legislative counsels, legislators, and NCEES members in preparing new or amendatory legislation. Each line in the sections is numbered to facilitate use of this document as a working model.

The *Model Rules* complements the *Model Law* by providing model rules and regulations for the ways member boards can carry out the general concepts introduced and set forth in the law. While it is designed to explain broad provisions stated in the *Model Law* by offering the details from an administrative perspective, the *Model Rules*, just like a board's regulations or rulemaking process, functions only within the authority granted by the *Model Law*. The *Model Rules* is designed to assist NCEES member board members, board counsel, and board administrators in preparing and updating board rules.

Revisions to the *Model Law* and *Model Rules* are decided at the NCEES annual business meeting—each year, and any motion to amend the *Model Law* or the *Model Rules* presented at an annual business meeting by an entity other than the Committee on Uniform Procedures and Legislative Guidelines (UPLG) shall be referred to the UPLG Committee for review and revision of the language for inclusion before it is presented for Council vote at the next scheduled annual meeting. By vote, the majority of NCEES member boards have agreed that the language in them represents the gold standard for engineering and surveying licensure requirements in the United States. The intent of NCEES in preparing these uniform model documents is to present its member boards with a high-level benchmark—and yet a sound and realistic guide—that will provide greater uniformity of qualifications for licensure, raise these qualifications to a higher level of accomplishment, and simplify the interstate licensure of engineers and surveyors.

Rationale

The 2015–16 ACCA made a motion for UPLG to be charged with incorporating this language into the prefaces of the *Model Law* and *Model Rules*. The ACCA rationale stated that “the language in the *Model Law* and *Model Rules* has been carefully crafted over many years and thoughtfully amended when necessary. To add clarity and a set procedure for any future model document amendments, amendments proposed by an entity other than the UPLG Committee should be referred to UPLG for review.” The ACCA motion passed, and UPLG is proposing these revisions accordingly.

Board of directors’ position

Endorses, consent agenda

The Section does support the motion.

UPLG Motion 2

Move that *Model Law* 110.20 be amended as follows.

Model Law 110.20 Definitions

P. Positional accuracy—The extent to which horizontal and vertical information on a map or in a digital database matches true or accepted values that are relative to the earth’s surface or other reference datum

Rationale

The 2015–16 EPS Committee recommended that this language be incorporated into the model documents. UPLG feels that the most appropriate place for the language is in the definitions section of the *Model Law*.

Board of directors’ position

Endorses, consent agenda

The Section does support the motion.

UPLG Motion 3

Move that *Model Rules* 210.25 be amended as follows.

Model Rules 210.25 Inclusions and Exclusions to the Practice of Surveying

B. Activities Excluded from the Practice of Surveying

A distinction must be made in the use of electronic systems between making or documenting original measurements in the creation of ~~survey products~~ surveying deliverables, versus the copying, interpretation, or representation of those measurements in such systems. Further, a distinction must be made according to the intent, use, or purpose of ~~measurement products in~~ measurements derived from electronic systems to determine a definitive and authoritative location versus the use of those ~~products~~ measurements as a ~~locational~~ reference for planning, infrastructure management, and general information. The following items are not to be included as activities within the definition of the practice of surveying:

Rationale

The 2015–16 EPS Committee recommended that the language be changed from

“measurement products” to “measurements” for clarity, to change “a definitive” to “an authoritative,” and to delete “locational.” When UPLG presented its report at the joint Northeast/Southern Zone meeting, a comment was made that “survey products” should be changed to “surveying deliverables,” so UPLG is proposing that change as well. The reason for changing the wording is that some jurisdictions consider “survey products” to be taxable items instead of professional services. Changing the phrase “survey product” to “surveying deliverables” would make it clear that these are professional services.

Board of directors’ position

Endorses, consent agenda

The Section does support the motion.

UPLG Motion 4

Move that *Model Law* 110.20 be amended as follows.

Model Law 110.20 Definitions

Q. Georeferenced—Being referenced, measured, or described in spatial terms relative to the earth’s surface or other reference datum

Rationale

The 2015–16 EPS Committee recommended that this language be incorporated into the model documents. UPLG feels that the most appropriate place for the language is in the definitions section of the *Model Law*.

Board of directors’ position

Endorses, consent agenda

The Section does support the motion.

UPLG Motion 5

Move that *Model Rules* 210.25 be amended as follows.

Model Rules 210.25 Inclusions and Exclusions to the Practice of Surveying

A. Activities Included within the Practice of Surveying

1. The creation of maps ~~and~~or georeferenced databases representing authoritative locations for boundaries, the location of fixed works, or topography. This includes maps and georeferenced databases prepared by any person or government agency where that data is provided to the public as a survey product.

B. Activities Excluded from the Practice of Surveying

6. Inventory maps ~~and~~or databases created by any organization, in either hard-copy or electronic form, of physical features, facilities, or infrastructure that are wholly contained within properties to which they have rights or for which they have management responsibility. The distribution of these maps ~~and~~or databases outside the organization must contain appropriate metadata describing, at a minimum, the accuracy, method of compilation, data sources and dates, and disclaimers of use clearly indicating that the data are not intended to be used as a survey product.

Rationale

The 2015–16 EPS Committee recommended that “and” be changed to “or” for clarity.

Board of directors’ position

Endorses, consent agenda
The Section does support the motion.

UPLG Motion 6

Move that *Model Rules* 210.25 be amended as follows.

***Model Rules* 210.25 Inclusions and Exclusions to the Practice of Surveying**

B. Activities Excluded from the Practice of Surveying

2. The transcription of previously georeferenced data into a GIS or LIS by manual or electronic means, and the maintenance thereof, provided the data are clearly not intended to indicate the authoritative location of property boundaries, ~~the precise definition of the shape or contour of the earth, and/or the precise location of fixed works of humans.~~

Rationale

The 2015–16 EPS Committee recommended that the phrases “precise definition” and “precise location” be removed from the *Model Rules*.

Board of directors’ position

Endorses, consent agenda
The Section does support the motion.

UPLG Motion 7

Move that *Model Law* 110.20 be amended as follows.

***Model Law* 110.20 Definitions**

R. Surveying deliverables—Any map, database, report, or other similar electronic or printed deliverable that shows the authoritative location of features or coordinate systems. Surveying deliverables provide spatial information to a level of positional accuracy, whether that accuracy is stated, regulated, or implied.

Rationale

The 2015–16 EPS Committee recommended that this language be incorporated into the model documents. UPLG feels that the most appropriate place for the language is in the definitions section of the *Model Law*.

Board of directors’ position

Endorses, consent agenda
The Section does support the motion.

UPLG Motion 8

Move that *Model Rules* 230.20 be amended as follows.

Model Rules 230.20 Experience

A. As a Professional Engineer

In evaluating experience that indicates to the board that the applicant may be competent to practice engineering, the following will be considered:

1. Experience must be progressive on engineering projects and must demonstrate an increasing quality and greater responsibility. Experience must be obtained in accordance with Model Law 130.10.
2. Only work of an engineering nature that follows graduation from a program that meets the criteria set forth in *Model Law 130.10 B3* is acceptable.
3. Experience must ~~not~~ be obtained in ~~violation of~~ compliance with the licensure act.
4. Experience gained in the armed services must be of a character equivalent to that which would have been gained in the civilian sector doing similar work.
5. Experience should be gained under the supervision of a licensed professional engineer; if it is not, an explanation ~~should~~ must be made showing why the experience should be considered acceptable. Experience gained under the technical supervision of an unlicensed individual may be considered if the appropriate credentials of the unlicensed supervisor are submitted to the board.
6. Sales experience must demonstrate that engineering principles were required and used in gaining the experience.
7. Teaching experience must be in engineering or engineering-related courses at an advanced level in a college or university offering an engineering program of 4 years or more that is approved by the board.
8. Experience may be gained in engineering research and design projects by members of an engineering faculty where the program is approved by the board.
9. Experience must have been gained by the time of the application.
10. Experience in construction must demonstrate the application of engineering principles.
11. Experience ~~should~~ must include demonstration of a knowledge of engineering mathematics, physical and applied science, properties of materials, and the fundamental principles of engineering design.
12. Experience ~~should~~ must include demonstration of the application of engineering principles in the practical solution of engineering problems.
13. The board may deem professional experience acquired by applicants outside the United States to be equivalent to the minimum board requirements established by regulations for professional experience in that jurisdiction.

B. As a Professional Surveyor

In evaluating experience that indicates to the board that the applicant may be competent to practice surveying, the following will be considered:

1. Experience must be progressive on surveying projects and must demonstrate an increasing quality and greater responsibility. Experience must be obtained in accordance with *Model Law 130.10*.
2. Experience must ~~not~~ be obtained in ~~violation of~~ compliance with the licensure act.

3. Experience gained in the armed services must be of a character equivalent to that which would have been gained in the civilian sector doing similar work.
4. Experience should be gained under the supervision of a licensed professional surveyor or, if not, an explanation ~~should~~must be made showing why the experience should be considered acceptable. Experience gained under the technical supervision of an unlicensed individual may be considered if the appropriate credentials of the unlicensed supervisor are submitted to the board.
5. Teaching experience must be in surveying or surveying-related courses at an advanced level in surveying or surveying-related courses approved by the board.
6. ~~A substantial portion of the e~~Experience must be spent in charge of work related to property conveyance and/or boundary line determination must be demonstrated.
7. Experience in the technical field aspects of the profession must be demonstrated.
8. Experience must have been gained by the time of the application.
9. Experience ~~should~~must include demonstration of the application of surveying principles in the practical execution of surveying tasks.
10. Experience may be gained in surveying research projects by members of a surveying faculty where the program is approved by the board.
11. The board may deem professional experience acquired by applicants outside the United States to be equivalent to the minimum board requirements established by regulations for professional experience in that jurisdiction.

Rationale

The changes in A3 and B3 are to state the requirement as what must be done rather than not be done. The committee is also proposing to change “violation of” to “compliance with”; it believes this is the more appropriate phrase and still ensures that someone meets the requirements for licensure.

In A5 and B4, the language is being changed from “should” to “must” so that it is clear that someone who does not gain experience under the supervision of a licensee must explain why not. This still allows for someone to get the needed experience but does require an explanation (such as working in an industry with few P.E. supervisors, etc.).

UPLG proposes changing B6 to make the language parallel to the other statements in the section. The term “substantial portion” is vague and not clearly defined; the rest of the requirements in this section do not quantify how much experience must be gained. In addition, UPLG believes that “must be spent in charge of work” is not needed because property conveyance and boundary line determination experience could have been gained even if someone was not in charge of the work. At its face-to-face meeting, UPLG discussed that this is a substantive change that needed to be run by the EPS Committee to see if that committee is OK with the language revisions. UPLG presented the changes to EPS at its committee’s face-to-face meeting in January, and the EPS committee members agreed with the

changes.

UPLG proposes changing “should” to “must” in A11, A12, and B9 because it feels that someone qualified to be licensed must be able to demonstrate that he or she has this practical knowledge.

In addition, UPLG recommends that the appropriate committee be charged with reviewing A8 and A10. It questioned whether this language be broader than including just faculty. Should research and design projects by industry and government also be included?

Board of directors’ position

Endorses, consent agenda

The Section does support the motion.

UPLG Motion 9

Move that *Model Rules 240.20* be amended as follows.

Model Rules 240.20 Seals

A. Seal of the Board

The seal of this board is *[insert description of seal]* and shall be affixed to each certificate of licensure, certificate of authorization, and enrollment document.

B. Seal of Licensee

~~When an applicant is granted licensure, he or she must obtain a seal. It may be a rubber stamp. It~~ A licensee’s seal shall contain the following:

1. Jurisdiction of licensure
2. Licensee’s name
3. License number
4. The words “Professional Engineer” and discipline *[if licensed by]* or “Professional Surveyor”

C. Seal on Documents

1. The seal and signature of the licensee and the date of signing shall be placed on all final engineering specifications, reports, drawings, plans, design information, and calculations or surveys, reports, plats, drawings, plans, and calculations whenever presented to a client or any public agency to certify that the work thereon was done by the licensee or under the responsible charge of the licensee. Working drawings or preliminary documents are not required to have a seal and signature if the working drawing or preliminary document contains a statement in large bold letters to the effect “PRELIMINARY, NOT FOR CONSTRUCTION, RECORDING PURPOSES, OR IMPLEMENTATION.”
2. The seal and signature shall be placed on all original copy, tracings, or other reproducible documents so that the seal and signature will be reproduced when copies are made.
3. When the document contains more than one sheet, the first or title page shall be sealed and signed by the licensee who was in responsible charge. Two or more licensees may affix their signatures and seals provided that a note under the seal designates the specific subject matter for which each is responsible. In addition, each sheet shall be sealed and signed by the

licensee or licensees responsible for that sheet. When a firm performs the work, each sheet shall be sealed and signed by the licensee or licensees who were in responsible charge of that sheet.

4. The seal and signature shall be placed on work only when it was under the licensee's responsible charge. The licensee shall sign and seal only work within the licensee's areas of competence.
5. Plans, plats, specifications, drawings, reports, and other documents will be deemed to have been prepared under the responsible charge of a licensee only when all the following conditions have been met and documented:
 - a. The client requesting preparation of such plans, plats, specifications, drawings, reports, or other documents makes the request directly to the licensee, or a member or employee of the licensee's firm;
 - b. The licensee supervises the preparation of the plans, plats, specifications, drawings, reports, or other documents and has input into their preparation prior to their completion;
 - c. The licensee reviews the final plans, plats, specifications, drawings, reports, or other documents; and
 - d. The licensee has the authority to, and does, make any necessary and appropriate changes to the final plans, plats, specifications, drawings, reports, or other documents.

The licensee is responsible for meeting all of the preceding requirements whether the work is being performed remotely or locally.

6. Any revision to a document containing the seal and signature of a licensee shall be described and dated. If the revisions are not done by the original licensee, the revisions must also be signed and sealed by the licensee in responsible charge of those revisions.
7. In circumstances where a licensee in responsible charge of the work is unavailable to complete the work, or the work is a site adaptation of a standard design plan, or the work is a design plan signed and sealed by an out-of-jurisdiction licensee, a successor licensee may take responsible charge by performing all professional services to include developing a complete design file with work or design criteria, calculations, code research, and any necessary and appropriate changes to the work. The non-professional services, such as drafting, need not be redone by the successor licensee but must clearly and accurately reflect the successor licensee's work. The burden is on the successor licensee to show such compliance. The successor licensee shall have control of and responsibility for the work product and the signed and sealed originals of all documents.
8. ~~Computer-generated seals not signed with a digital signature may be used on final original drawings provided that a handwritten signature is placed adjacent to or across the seal and the date is written below the seal. Drawings, specifications, plans, reports, and documents that do not require sealing may be transmitted electronically but shall have the generated seal, if any, removed before transmitting and shall have the following inserted in lieu of the signature and date: "This document originally issued and sealed by [insert name of licensee], P.E.# _____ / P.S.# _____ on [insert date of sealing]. This document should not be considered a sealed document."~~
When a licensee is required to seal and sign engineering/surveying documents, one of the following methods must be used:

- a. Physical placement of a seal and a handwritten signature in permanent ink containing the name of person who applied it
- b. Digital placement of a seal and a handwritten or digital signature containing the name of person who applied it

Drawings, reports, and documents that are signed using a digital signature must have an electronic authentication process attached to or logically associated with the electronic document. The digital signature must be

- a. Unique to the individual using it
- b. Capable of verification
- c. Under the sole control of the individual using it
- d. Linked to a document in such a manner that the digital signature is invalidated if any data in the document is changed.

A digital signature that uses a process approved by the board will be presumed to meet the criteria set forth in subsections 8 a–d above. Any hard copy printed from the transmitted electronic file shall bear the facsimile of the signature and seal and be a confirmation that the electronic file was not altered after the initial digital signing of the file. Any alterations to the file shall cause the facsimile of the signature to be voided.

Rationale

The 2015–16 Technology Task Force proposed changing language to provide clarity for member boards regarding both physical (ink) and digital methods of signing and sealing professional engineering and surveying documents as defined in the *Model Rules*. In reviewing the language proposed by the Technology Task Force, UPLG did make some modifications. In C8, the original task force language said, “A licensee may seal and sign engineering/surveying documents by one of the following methods.” UPLG edited the language to make it clear that the methods for sealing a document apply when a licensee is required to seal and sign documents. The committee felt that this is needed so that it cannot be interpreted that a licensee with the responsibility to sign and seal a document has the discretion not to do so.

Board of directors’ position

Endorses, non-consent agenda
The Section does support the motion.

UPLG Motion 10

Move that *Model Law* 140.10 C be amended as follows.

Model Law 140.10 Certificates of Licensure, Seals

- C. ~~Each~~ Upon licensure, each licensee hereunder must, upon licensure, may obtain a seal as described in Section 110.20 K of this Act. Documents must be sealed, signed, and dated in accordance with the Rules.

Rationale

The 2015–16 Technology Task Force proposed changing the language from “must” to “may” to provide for flexibility by allowing the option of obtaining a seal upon licensure. In its rationale for charging UPLG to do this, it stated that this “is essentially a change in guidelines for uniformity for member boards related to

signing and sealing engineering and surveying documents as defined in the *Model Law*.”

Board of directors’ position

Endorses, consent agenda

The Section does support the motion.

UPLG Motion 11

Move that *Model Law* 130.10 B2 be amended as follows.

Model Law 130.10 General Requirements for Licensure

B. Engineering

2. Licensure as a Professional Engineer

a. Initial Licensure as a Professional Engineer

An applicant who presents evidence of meeting the applicable education, examination, and experience requirements as described below shall be eligible for licensure as a professional engineer.

(1) Education Requirements

An individual seeking licensure as a professional engineer shall possess one or more of the following education qualifications:

- (a) A bachelor’s degree in engineering from an EAC/ABET-accredited bachelor’s program
- (b) A master’s degree in engineering from an institution that offers EAC/ABET-accredited master’s programs
- (c) ~~A master’s degree in engineering from an EAC/M-ABET-accredited program~~
- (d) ~~An earned doctoral degree in engineering acceptable to the board~~
- (c) A bachelor’s, master’s, or doctoral degree in engineering from a non-EAC/ABET-accredited program. This individual’s education must be shown to meet the NCEES Engineering Education Standard.

(2) Examination Requirements

An individual seeking licensure as a professional engineer shall take and pass the NCEES Fundamentals of Engineering (FE) examination and the NCEES Principles and Practice of Engineering (PE) examination as described below.

- (a) The FE examination may be taken by a college senior or graduate of an engineering program of 4 years or more accredited by EAC/ABET, of a program that meets the requirements of the NCEES Education Standard, or of an engineering master’s program accredited by EAC/ABET.
- (b) The PE examination may be taken by an engineer intern.

(3) Experience Requirements

An individual seeking licensure as a professional engineer shall present evidence of a specific record of 4 years of progressive engineering experience-satisfying one of the following described below after a qualifying degree is conferred as described in a(1) above. This experience should be of a grade and character that

indicate to the board that the applicant may be competent to practice engineering. Exceptions to length of experience are as follows:

- (a) ~~An individual with a bachelor's degree in engineering per (1)(a) above: 4 years of experience after the bachelor's degree is conferred~~
- (ba) An individual with a master's degree in engineering per (1)(b) or (1)(e) above acceptable to the board: 3 years of experience after the qualifying bachelor's degree is conferred as described in a(1)(a) or a(1)(c) above
- (eb) An individual with an earned doctoral degree in engineering acceptable to the board and who has passed the FE exam: 2 years of experience
- (ec) An individual with an earned doctoral degree in engineering acceptable to the board and who has elected not to take the FE exam: 4 years of experience

A graduate degree that is used to satisfy education requirements cannot be applied for experience credit toward licensure. To count for experience credit, graduate degrees shall be a progression of the applicant's bachelor's degree in engineering and relevant to the area of practice.

Experience credit for a graduate degree cannot be earned concurrently with work experience credit.

Rationale

The 2015–16 Education Committee presented a motion to modify Position Statement (PS) 4, Applicants with Non-EAC/ABET-Accredited Baccalaureate Degrees, to add the following statement: “A graduate degree that is used, in part or in whole, to satisfy education requirements cannot be applied for experience credit toward licensure.” The motion passed at the 2016 annual meeting. The Education Committee also presented a motion, which also passed, to charge the UPLG Committee with incorporating similar language into the *Model Law*. The Education Committee's rationale was as follows:

PS 4 and *Model Law* 130.10 both address education requirements for engineering licensure. Upon review of the two items, it was clear that there are discrepancies between them. First, the *Model Law* allows attainment of a master's degree in engineering (without first earning a bachelor's degree in engineering) to be sufficient to meet education requirements for licensure. Second, the *Model Law* does not address degrees from non-EAC/ABET-accredited programs.

The committee believes that the typical board practice is consistent with PS 4 and therefore proposes changes to *Model Law* 130.10 B so that it agrees with PS 4. The proposed changes require one of the following education qualifications: 1) a degree in engineering from an EAC/ABET-accredited bachelor's program; 2) a degree in engineering from an EAC/ABET-accredited master's program*; or 3) a bachelor's, master's, or doctoral degree from a non-

EAC/ABET-accredited in engineering, with the individual's education meeting the NCEES Engineering Education Standard.

*For a master's program to be EAC/ABET-accredited, it must fulfill the bachelor's-level general criteria for accreditation.

The proposed language in B2a(1) above incorporates the language proposed by the Education Committee.

UPLG is also proposing to modify B2a(3) to incorporate language proposed in the 2015–16 Education Committee's Motion 4. That language was originally proposed to be added to *Model Rules* 230.20, Experience, in paragraphs A9 and B11. However, as a result of an unrelated motion last year, those two paragraphs are no longer in the *Model Rules*. UPLG was instructed to find the best place to incorporate the intent of the Education Committee language in the model documents and determined that *Model Law* 130.10 is the best place for that. In adding the original Education Committee language, UPLG felt that it needed to modify some of the language to make it fit holistically into the model documents.

UPLG worked with this year's Education Committee on incorporating the language. The committees agreed to add the word "qualifying" before "degree" to make it clear that four years of experience must be gained after the degree that is used to qualify for initial licensure. For instance, if an applicant has a bachelor's degree from an ABET-accredited program, then the experience could be earned any time after receiving that degree. However, if someone uses a master's degree from an ABET-accredited program to qualify for initial licensure, then the experience would have to be earned after the master's degree is conferred. For someone who uses the NCEES Engineering Education Standard, the experience would begin after the qualifying degree is earned—whether it's a bachelor's, master's, or Ph.D. The language allows a year of experience credit for a master's degree and two years of experience credit for an earned doctoral degree (if the candidate has passed the FE).

Board of directors' position

Endorses, consent agenda

The Section does not support the motion. The Section has concerns regarding the existing language about a qualifying degree. The Section requested that the item be pulled off the consent agenda.

UPLG Motion 12

Move that *Model Rules* 230.20 A be amended as follows.

***Model Rules* 230.20 Experience**

A. As a Professional Engineer

In evaluating experience that indicates to the board that the applicant may be competent to practice engineering, the following will be considered:

1. Experience must be progressive on engineering projects and must demonstrate an increasing quality and greater responsibility. Experience must be obtained in accordance with *Model Law* 130.10.
2. Only work of an engineering nature that follows graduation from a

- program that meets the criteria set forth in *Model Law* 130.10 B3 is acceptable.
3. A graduate degree that is used to satisfy education requirements cannot be applied for experience credit toward licensure. To count for experience credit, graduate degrees shall be a progression of the applicant's bachelor's degree in engineering and relevant to the area of practice. Experience credit for a graduate degree cannot be earned concurrently with work experience credit.
 34. Experience must not be obtained in violation of the licensure act.
 45. Experience gained in the armed services must be of a character equivalent to that which would have been gained in the civilian sector doing similar work.
 56. Experience should be gained under the supervision of a licensed professional engineer; if it is not, an explanation should be made showing why the experience should be considered acceptable. Experience gained under the technical supervision of an unlicensed individual may be considered if the appropriate credentials of the unlicensed supervisor are submitted to the board.
 67. Sales experience must demonstrate that engineering principles were required and used in gaining the experience.
 78. Teaching experience must be in engineering or engineering-related courses at an advanced level in a college or university offering an engineering program of 4 years or more that is approved by the board.
 89. Experience may be gained in engineering research and design projects by members of an engineering faculty where the program is approved by the board.
 910. Experience must have been gained by the time of the application.
 4011. Experience in construction must demonstrate the application of engineering principles.
 4112. Experience should include demonstration of a knowledge of engineering mathematics, physical and applied science, properties of materials, and the fundamental principles of engineering design.
 4213. Experience should include demonstration of the application of engineering principles in the practical solution of engineering problems.
 4314. The board may deem professional experience acquired by applicants outside the United States to be equivalent to the minimum board requirements established by regulations for professional experience in that jurisdiction.

Rationale

UPLG is adding the language in A3 per the language proposed by the 2015–16 Education Committee's Motion 4. The Education Committee's rationale was as follows:

[T]he proposed changes disallow "double dipping" of graduate degrees. An individual who works for only three years while concurrently earning a graduate degree would not be given the one-year experience credit; four years of time would need to go by before eligibility. The committee believes that the intent of awarding the experience credit is not to expedite licensure but rather to allow an individual to pursue a graduate degree and still make progress

towards the requisite four years' experience.

UPLG was not charged with applying similar surveying language in the model documents. However, it recommends that the appropriate committee be charged with considering whether the language should be added for surveyors.

Board of directors' position

Endorses, consent agenda

The Section does not support the motion.

Western Zone Resolution

MOTION

Mr. President, I request the privilege of the floor to make the following resolution on behalf of the Western Zone:

WHEREAS: *Bylaws* 6.02 establishes the rules for quorum and voting at the annual meeting and provides for each member board to have one vote; and

WHEREAS: The current voting structure does not reflect the constituents served by the member boards; therefore, be it

RESOLVED: That a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* 6.02:

Section 6.02 Quorum and Voting. A quorum for the transaction of business at the Annual Business Meetings of the Council shall be delegates from a majority of Member Boards. A majority vote of the Member Boards represented shall be required for affirmative action unless otherwise provided for in the *Bylaws*.

Only Member Boards shall be entitled to vote. Voting shall be by Member Boards, with each board entitled to one vote. Member boards that regulate one profession, either engineering or surveying, shall be entitled to one vote. Member boards that regulate both the professions of engineering and surveying shall be entitled to two votes. No state, as defined in *Bylaws* 1.02, shall be entitled to more than two votes, with the exception of Illinois. The Illinois Board of Structural Engineering will retain its vote, giving Illinois a total of three votes.

If a Member Board is represented by more than one delegate present at the time of voting, the vote may be split proportionately if its delegates wish. An associate member may serve as a Member Board delegate for voting purposes only when so designated by the Member Board's chair through written, signed communication presented to NCEES staff prior to the opening session of the meeting. For Member Boards that require authorization from the state, such designation may come from the agency director for that

board.

Rationale

As regulatory boards, our mission is to protect the health, safety, and welfare of the public that we serve. Part of our duties and responsibilities in accomplishing our mission is to represent our state, district, or territory at the national level through participation in NCEES.

NCEES is comprised of 70 member boards, which represent a total of 55 states (as defined in the *Bylaws* 1.02, the word “state” means “any state, territory, or political subdivision of the United States of America”). The current NCEES *Bylaws* provides one vote to each member board. Thirteen states have two boards, one representing engineers and one representing surveyors. One state has three boards: one for engineering, one for surveying, and one for structural engineering. This means that 14 states—those with two or more boards—have more than one vote on matters before the Council.

Representation before the Council should be reflective of the constituents served by the member boards. As shown in Table 1, the current model does not reflect the constituents served by the member boards. A more equitable and manageable model for representation in the Council would be two votes per state rather than one vote per member board.

Impact on NCEES member boards if motion passes

- The 14 states that currently have two or more boards representing engineering and surveying independently will realize no change. Each board will have a vote and retain its funded delegates.
- The 41 states that currently have one board representing engineers and surveyors will add one vote.

Table 1: Zone data for votes and licensee populations

Zone	Licensees	Population	Current	Proposed	Licensees	Population
Central	179,373	67,941,429	17	25	19%	2
Northeast	179,421	65,690,294	20	26	19%	2
Southern	305,758	106,727,311	18	30	33%	3
Western	275,351	76,882,561	15	30	29%	2
Totals	939,903	317,241,595	70	111	100%	10

Commonly asked questions

Question: For states that have more than one board, will proxy voting be allowed if one of the boards is not able to attend?

Answer: This proposal does not seek to change current rules about proxy voting. Any change to current rules would need to be presented through a separate resolution.

Question: Will our member dues increase or double?

Answer: This proposal does not seek to change the current member board fee structure. The current member dues structure, the total revenue generated from board dues, and benefits provided from the dues are provided below.

Current dues structure

Tier	Number of registrants/ licensees	Amount of dues	Jurisdictions paying	Effective date
1	1 to 150	\$750	Northern Mariana Islands	Jan 1, 2009
2	151 to 500	\$2,600	Delaware LS, Nebraska LS, New Hampshire LS, Rhode Island LS, Vermont LS	Jan 1, 2009
3	501 or more	\$6,500	All others (64 boards)	Jan 1 2007
				Total revenue

Membership benefits

As an NCEES member, each board gets to help determine what the model governance documents for the licensure of engineers and surveyors will contain; the content and format of the examinations used to determine minimal competence for both professions; representation on the board of the governing group that develops the engineering curricula for engineering programs; a portfolio program that aids in evaluating applications for licensure via comity provisions; various hosted communication boards and listserv to allow networking with other NCEES member boards; a vote in determining the leadership of NCEES; and a vote on all NCEES fees and policies. NCEES also funds some board members to travel to the annual meeting and to interim zone meetings.

These member boards (the Council) attend an annual business meeting each August to vote on motions and resolutions presented by NCEES committees, task forces, zones, the board of directors, and individual boards. NCEES boards also vote to fill open spaces on the board of directors. Most items voted on by the Council require a simple majority; changes to the Council's *Bylaws* require a two-thirds majority.

Comment: We are a federation of boards; voting should not be proportional to licensees.

Response: We agree that a voting model based on either licensees or population is not appropriate for NCEES. However, the data for licensees and

populations does show that there is an inequity in the current voting structure. This is why we have proposed a model where each state gets an equal number of votes.

We would also point out that decisions on merging boards are made by legislatures and are not decisions made by boards. Thus, the fact that a state such as Washington has a single board and Delaware has two is a political decision. As such, a model where each board is allocated a vote for the engineering and surveying professions it regulates is more equitable than the current model.

Board of directors' position

No position, non-consent agenda

The Section does support the motion.

The Board reviewed the NCEES changes to exams, the supporting materials, and the 2018 exam specifications.

NCEES Update

Ms. Nosbisch reported that NCEES is looking for licensed industrial and systems engineers to participate in a professional activities and knowledge study (PAKS) survey for the PE Industrial and Systems exam.

George Mason University won the \$7,500 Sid and Reva Dewberry Department of Civil, Environmental, and Infrastructure Engineering Award again this year.

The Board reviewed the nominations for NCEES Treasurer – Balli, Rickborn, and Mongan.

Mr. Harris asked how the Board is going to address the ABET Equivalence. Ms. Nosbisch asked Mr. Harris, former Board member, if he had any suggestions. Mr. Harris stated that applicants will either have an ABET degree or not. If the applicant does not have an ABET degree, then the applicant will be required to have six years of experience. Mr. Johnson, former Board member, agreed. The Section agreed by consensus to forward this item to the Regulatory Review Committee meeting later today and recommended no changes at this time.

Ms. Nosbisch stated that a recent comity applicant contacted the Director's office. According to the Board's regulations, the applicant will never meet the regulations, and never be approved for licensure because his experience was acquired after his exam. The Section agreed by consensus to forward this item to the Regulatory Review Committee meeting later today and recommended no changes at this time.

The Board reviewed the Virginia Association of Surveyor's information on prep classes and the Fall Seminar.

Other Business

Conflict of Interest forms were completed by all Board members present.

Conflict of Interest Forms

There being no further business, the meeting was adjourned at 12:19 p.m.

Adjourn


James Kelly, Chair


Jay W DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Doyle B. Allen
- 2. Title: Board Member
- 3. Agency: Land Surveyors Section/APELSCIDLA Board
- 4. Meeting/IFF Date: Section Meeting, August 16, 2017

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

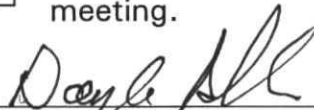
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

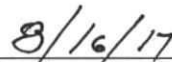
or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.



Signature



Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: James Kelly
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting, August 16, 2017

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

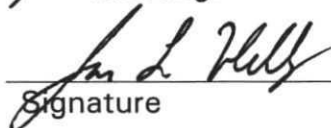
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.



Signature

8/16/17

Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Carolyn B. Langelotti
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting, August 16, 2017

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.



Signature

8/16/17

Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Christopher Stone
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting, August 16, 2017

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

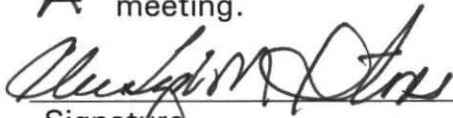
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.



Signature



Date

