



MOTIONS TO BE PRESENTED AT THE 2024 ANNUAL MEETING

Advisory Committee on Council Activities (12 motions)

ACCA Motion 1

Move that a position statement on ethics and good character be adopted as follows:

PS XX Ethics and Good Character

Engineering and surveying are important and learned professions. As members of these professions, licensees have a direct and vital impact on the quality of life for all people and are expected to exhibit the highest standards of honesty and integrity. Accordingly, professional engineers and professional surveyors must be dedicated to the protection of the public health, safety, and welfare. Professional engineers and professional surveyors must perform under a standard of professional behavior that requires adherence to the highest principles of ethical conduct.

Rationale

NCEES references ethics in its vision and mission statements and requires that applicants for licensure demonstrate good character and reputation in the *Model Law*. A policy statement that supports the vision and mission and demonstrates that NCEES promotes professional ethics among all engineers and surveyors is appropriate. As professionals, engineers and surveyors are expected to exhibit high ethical standards and are recognized by the public as trustworthy and of good character. ACCA agrees that a position statement reinforcing the tenets of honesty and integrity should be incorporated into the *Manual of Policy and Position Statements*.

Board of directors' position

Endorses, non-consent agenda

ACCA Motion 2

Move that Administrative Policy 12 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 demonstrate service prior to and after receiving Distinguished Service Award
- 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

Meritorious Service Award with Special Commendation

- Must have received the Meritorious Service Award at least six years prior to receiving the Meritorious 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 demonstrate distinguished service prior to and after receiving the 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 and vision of NCEES
- Must demonstrate active participation in member board activities
- Must participate in the promotion of licensure and/or the enforcement of member board laws and rules
- Must include leadership or exemplary 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

President's Award

- May be given by the president to recognize an individual for outstanding service in support of NCEES

Rationale

Adding the Meritorious Service Award with Special Commendation recognizes the service of associate members who demonstrate distinguished service after receiving the Meritorious Service Award.

Board of directors' position

Endorses, consent agenda

ACCA Motion 3

Move that a Special Committee on Bylaws be charged with incorporating the following amendment into *Bylaws* Section 3.05:

Section 3.05 Delegates. A delegate shall be a member or an associate member designated by a Member Board to represent it at meetings of the Council. A Member Board may have as many delegates as it has members but may cast votes only as prescribed. Any delegate shall have the privilege of the floor. Only delegates may make motions or propose amendments to motions.

Rationale

This will clarify that only delegates are allowed to make motions or propose amendments to motions.

Board of directors' position

Endorses, consent agenda

ACCA Motion 4

Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Sections 3.03 and 3.04:

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 or removal of an International Affiliate Organization shall be by majority vote of the Council.

Section 3.04 Participating Organizations. A Participating Organization shall be a society, institute, association, or organization of national scope whose membership is composed predominantly of engineers and/or surveyors engaged in work at the professional level and whose policies include advancement of professional ethics and standards and encouragement of licensure, and which actively supports the policies and objectives of the Council. Participating Organizations are entitled to representation at meetings of the Council without voting privileges and, on approval of the presiding officer, may have the privilege of the floor. ~~They shall be privileged to communicate with the officers and Board of Directors of the Council on matters of mutual concern.~~ Acceptance or removal of a Participating Organization shall be by majority vote of the Council.

Rationale

The proposed amendments provide a mechanism for termination of these organizations after acceptance and also remove language regarding the privilege to communicate with NCEES leadership, which ACCA finds unclear in meaning and intent.

Board of directors' position

Endorses, consent agenda

ACCA Motion 5

Move that a Special Committee on Bylaws be charged with incorporating the following amendment into *Bylaws* Section 4.01:

Section 4.01 Board of Directors. The Board of Directors shall be the executive board of the National Council of Examiners for Engineering and Surveying. The Board of Directors shall exercise the corporate powers as set forth in the South Carolina Nonprofit Corporation Act.

The Board of Directors shall function as the executive board of the Council and may authorize all expenditures, provide direction to the office of the Chief Executive Officer through the President, authorize the borrowing of funds for Council purposes, and do all things necessary to conduct the affairs of the Council between the Annual Business Meetings.

The Board of Directors shall not take any action that shall interfere with the rights of any Member Board in the regulation of licensees or determine the licensing requirements of applicants within any Member Board's jurisdiction. The Board of Directors shall not be authorized to make expenditures in excess of its annual income and general reserves. In no event shall the Board of Directors be authorized to increase NCEES membership fees of a constituent member.

Decisions of the Board of Directors shall be made by a majority of the members present at a regularly scheduled or called meeting at which a quorum is present. The President shall call meetings of the Board of Directors no less than four times per year. A majority of the board members may submit a written request to the President to call such meeting, and the President shall call such meeting within 30 days of receiving such request.

Rationale

This amendment will set expectations and ensure transparency around board of directors meetings.

Board of directors' position

Endorses, consent agenda

ACCA Motion 6

Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Section 4.01:

Section 4.01 Board of Directors. The Board of Directors shall be the executive board of ~~the National Council of Examiners for Engineering and Surveying NCEES~~. The Board of Directors shall exercise the corporate powers as set forth in the South Carolina Nonprofit Corporation Act.

The Board of Directors shall function as the executive board of the Council and may authorize all expenditures, provide direction to the office of the Chief Executive Officer through the President, authorize the borrowing of funds for Council purposes, and do all things necessary to conduct the affairs of the Council between the Annual Business Meetings.

The Board of Directors shall not take any action that shall interfere with the rights of any Member Board in the regulation of licensees or determine the licensing requirements of applicants within any Member Board's jurisdiction. The Board of Directors shall not be authorized to make expenditures in excess of its annual income and general reserves. In no event shall the Board of Directors be authorized to increase NCEES membership fees of a ~~constituent m~~Member Board.

Decisions of the Board of Directors shall be made by a majority of the members present at a regularly scheduled or called meeting at which a quorum is present. The President shall call meetings of the Board of Directors. A majority of the board members may submit a written request to the President to call such meeting, and the President shall call such meeting within 30 days of receiving such request.

The written request must include the names of the board members requesting the meeting and the specific purpose for the meeting. Notice of the date, time, place, and specific purpose of the meeting shall be sent to each member of the Board of Directors at least 15 days prior to the start of the meeting.

Rationale

ACCA recommends that additional information be required with the written request for a special meeting of the board of directors. The other proposed amendments in this section follow the recommendation of the NCEES parliamentarian.

Board of directors' position

Endorses, consent agenda

ACCA Motion 7

Move that a Special Committee on Bylaws be charged with incorporating the following amendment into *Bylaws* Section 4.01:

Section 4.01 Board of Directors. The Board of Directors shall be the executive board of the National Council of Examiners for Engineering and Surveying. The Board of Directors shall exercise the corporate powers as set forth in the South Carolina Nonprofit Corporation Act.

The Board of Directors shall function as the executive board of the Council and may authorize all expenditures, provide direction to the office of the Chief Executive Officer through the President, authorize the borrowing of funds for Council purposes, and do all things necessary to conduct the affairs of the Council between the Annual Business Meetings.

The Board of Directors shall not take any action that shall interfere with the rights of any Member Board in the regulation of licensees or determine the licensing requirements of applicants within any Member Board's jurisdiction. The Board of Directors shall not be authorized to make expenditures in excess of its annual income and general reserves. In no event shall the Board of Directors be authorized to increase NCEES membership fees of a constituent member.

Decisions of the Board of Directors shall be made by a majority of the members present at a regularly scheduled or called meeting at which a quorum is present. [A quorum of the Board of Directors shall consist of five members, unless otherwise provided in these Bylaws.](#) The President shall call meetings of the Board of Directors. A majority of the board members may submit a written request to the President to call such meeting, and the President shall call such meeting within 30 days of receiving such request.

Rationale

ACCA recommends that a quorum of the board of directors consist of five members, a simple majority of members.

Board of directors' position

Endorses, consent agenda

ACCA Motion 8

Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Section 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~~ [voting](#) 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. 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.

Voting by one Member Board on behalf of another Member Board not physically present in the meeting room at the time of the vote shall not be permitted.

Rationale

Under the current *Bylaws*, affirmative action is taken by a majority of the member boards represented, not by a majority that vote on a matter. Under this system of participation, it is possible to have an action fail to be passed based solely on inaction by a member board. In practice, if all 69 member boards are represented and all 69 member boards vote, then an action is taken if 35 member boards vote in the affirmative. Under a system in which a majority of those represented is required but only 60 member boards vote, for example, then 35 affirmative votes are still required. ACCA feels that a majority of boards voting should be required—in the example of 60 member boards voting, for example, 31 affirmative votes would result in an action being taken.

Board of directors' position

Endorses, consent agenda

ACCA Motion 9

Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Section 4.07:

Section 4.07 Sanction or Removal. By a majority vote [of the members](#) and pursuant to the grievance procedure of the Council's *Manual of Policy and Position Statements*, which shall set forth appropriate due process, the Board of Directors may recommend the removal or sanction of a member of the Board of Directors. Upon a finding of the Board of Directors that the Board member has violated the ethics policy set forth in Section 4.08 of the *Bylaws*, that finding, along with stated grounds therefor, shall be transmitted to the chair of the Advisory Committee on Council Activities, [who shall convene a Grievance Committee appointed as follows: A Grievance Committee shall be appointed to address the removal or sanction recommended by the Board of Directors. The Grievance Committee members shall be selected as follows:](#) two members of the Board of Directors, selected by the Board; one member from each zone, selected by the Assistant Vice President of each respective zone; and three members of the Advisory Committee on Council Activities, selected by said committee. [The Grievance Committee shall select its chair.](#)

If by a majority vote of its members, the Grievance Committee concurs with the Board-recommended removal or sanction, the Board of Directors shall implement such removal or sanction.

A sanction may include a period of suspension from Board activities, including attendance at Board of Directors or Council conferences and meetings.

In the event of removal of a Board member, the vacancy on the Board of Directors shall be filled pursuant to Section 4.06 of the *Bylaws*.

Rationale

ACCA believes that clarifying language on the Grievance Committee is needed in the *Bylaws*. ACCA is recommending that the ACCA chair be added as the one who would convene the Grievance Committee, and then the committee would select the chair.

Board of directors' position

Endorses, consent agenda

ACCA Motion 10

Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Section 6.03:

Section 6.03 Special Meetings. Special meetings of the Council may be called by the President, ~~or by the delegates, representatives, or officers of the majority of the Member Boards~~ or shall be called by the President within 60 days of receiving the written request of authorized representatives of the majority of the Member Boards.

The specific purpose of the meeting shall be stated in the written request. Notice of the date, time, place, and specific purpose of the meeting shall be sent to each member of the Council or published on the Council website at least 15 days prior to the start of the meeting.

The same *Bylaws* relative to quorum, voting, procedure and conduct of business at an Annual Business Meeting shall apply to special meetings.

Rationale

ACCA believes that the current wording of the *Bylaws* is insufficient and lacks specificity as to who can call a special meeting, for what purpose, and where and when such meeting is to take place. The president, under the *Bylaws*, is the only person who can officially call a meeting, so it is necessary to provide for a method in which the Council can request that the president call a special meeting. Specific procedures for a special meeting to be called at the request of Council should be included in the *Bylaws*. ACCA determined that the president should call a special meeting of the Council when requested by a majority of the member boards and that the meeting should be held within 60 days of the receipt of that request. Furthermore, the request should be for a specific purpose, a notice to all member boards should be provided to every member of the Council, and the notice should be provided in a reasonable time prior to the meeting for the Council to prepare. Given that a special meeting of the Council should be a very rare occurrence and only called for an urgent matter, providing the president and board of directors 60 days to arrange for the meeting and the Council 15 days to arrange for attendance was determined to be appropriate.

Board of directors' position

Endorses, consent agenda

ACCA Motion 11

Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Sections 12.01, 12.02, and 12.021:

Section 12.01 Adoption. The *Bylaws* shall become effective upon adoption by the Council at its annual business meeting. For such adoption, a two-thirds affirmative vote of the member boards ~~present and in good standing voting~~ shall be required.

Section 12.02 Amendments. The *Bylaws* may be amended at any annual business meeting by a two-thirds affirmative vote of the member boards [present and in good standing voting](#). Any amendment proposed shall be sent to a Special Committee on Bylaws by the President at the President’s initiative or as requested based on action by the Council. Any amendments recommended by a Special Committee on Bylaws shall be submitted to all member boards at least 60 days prior to the date of the earliest zone meeting preceding the next annual business meeting. Voting shall be by sections. All sections shall be considered in their proposed form, including punctuation and verbiage. Changes to the published amendments will not be permitted during the annual business meeting. Copies of the proposed amendments to be voted upon shall be distributed in written form to delegates at the annual business meeting.

Section 12.021 Effective Date of Amendments. An amendment to the *Bylaws* shall become effective upon certification by the presiding officer at the annual business meeting of a two-thirds affirmative vote of the member boards [in good standing represented voting](#).

Rationale

The current *Bylaws* allows adoption of amendments by an affirmative vote of a supermajority of member boards present, not a supermajority of those voting in favor. Under this system of participation, member boards that choose to not vote are considered as negative votes. Considering the procedure for adoption of amendments, whereby a Special Committee is charged with proposing them after they have been agreed to by Council at the recommendation of other committees, it is appropriate that they be adopted by a two-thirds affirmative vote of those member boards voting.

Board of directors’ position

Endorses, consent agenda

ACCA Motion 12

Move that a Special Committee on Bylaws be charged with incorporating the following amendment into *Bylaws* Section 1.02:

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. [The words “privilege of the floor” shall mean the right to speak to the subject or situation being considered.](#)

Rationale

The term “privilege of the floor” is used throughout the NCEES *Bylaws*, specifically in Sections 3.021, 3.022, 3.03, 3.04, 3.05, 3.07, and 10.012. “Privilege of the floor” is commonly used for the purposes of allowing a person who is not a member of the deliberative body to simply attend the proceedings. In practice, NCEES has used the term in reference to allowing a member who is not a delegate to have the right to speak. The parliamentarian noted in her report to the 2023–24 Special Committee on Bylaws that the term was not previously defined. ACCA determined that the most effective and efficient method to resolve this issue is to include this term in *Bylaws* Section 1.02, Definitions and Abbreviations. To codify the meaning of the term, adding a definition to the *Definitions and Abbreviations* section of the *Bylaws* is recommended.

Board of directors’ position

Endorses, consent agenda

Committee on Education (6 motions)

Education Motion 1

Move that the NCEES *Engineering Education Standard* be amended as follows:

NCEES Engineering Education Standard

Applicants having engineering degrees from programs that are not accredited by the Engineering Accreditation Commission (EAC) of ABET must demonstrate the following:

- A. 32 college semester credit hours of higher mathematics, ~~and~~ basic sciences, and additional sciences
1. Credits in higher mathematics must be beyond algebra and trigonometry and must emphasize mathematical concepts and principles rather than computation. Courses in differential and integral calculus are required. Additional courses may include differential equations, linear algebra, numerical analysis, probability and statistics, and advanced calculus.
 2. Credits ~~in basic sciences~~ must include at least two courses in basic sciences. These courses must be in general chemistry, general calculus-based physics, or general biological sciences; the two courses may not be in the same area. ~~Additional basic sciences courses may include earth sciences (geology, ecology), advanced biology, advanced chemistry, and advanced physics. Computer skills and/or programming courses may not be used to satisfy mathematics or basic science requirements. Basic engineering science courses or sequence of courses in this area are acceptable for credit but may not be counted twice.~~
 3. Courses in additional sciences may include earth sciences (geology, ecology), advanced biology, advanced chemistry, and advanced physics. Computer skills and/or programming courses may not be used to satisfy mathematics or basic science requirements. Basic engineering science courses or sequence of courses in this area are acceptable for credit but may not be counted twice.

- C. 48 college semester credit hours of engineering science and/or engineering design courses
1. Courses in engineering science must be taught within the college/faculty of engineering ~~and or~~ approved for engineering credit by an EAC/ABET-accredited program on a publicly listed course equivalency list. The courses must have their roots in mathematics and basic sciences but carry knowledge further toward creative application of engineering principles. Examples of approved engineering science courses are mechanics, thermodynamics, heat transfer, electrical and electronic circuits, materials science, transport phenomena, engineering economics, and computer science (other than computer programming skills).
 2. Courses in engineering design must stress the establishment of objectives and criteria, synthesis, analysis, construction, testing, and evaluation. Graduate-level engineering courses may be included to fulfill curricular requirements in this area.

Engineering technology courses cannot be considered to meet engineering topic requirements.

Rationale

NCEES staff has had pushback from candidates who maintain that current wording would lead one to believe that the “additional basic sciences courses” qualify for the two of three “basic sciences.” These changes should clarify the original intent of paragraph A. In paragraph C, wording was added so that NCEES staff had clear guidance on how to accept credits transferred from non-accredited programs.

Board of directors’ position

Endorses, consent agenda

Education Motion 2

Move that the NCEES *Surveying Education Standard* policies be amended as follows:

NCEES Credentials Evaluations Policies

The NCEES *Surveying Education Standard* was developed by the NCEES Committee on Education for use by the NCEES Credentials Evaluations service and member boards. An educational evaluation provided by NCEES should be accepted as the only official assessment of whether the *Surveying Education Standard* has been met.

NCEES Credentials Evaluations will adhere to the following in conducting evaluations.

- Evaluations will be conducted on the following:
 1. Foreign surveying degree programs
 2. U.S.-based, non-ABET-accredited degree programs in surveying
 3. U.S.-based B.S./B.A. programs for applicants that have met the “surveying core” program requirements

Evaluations may be conducted on programs that do not meet these criteria if specifically requested by an NCEES member board. Such requests must come directly from the member board to the NCEES Manager of Credentials Evaluations.

- NCEES will evaluate all programs against the NCEES standard. NCEES will no longer determine substantial equivalence to an ABET-accredited program.
- In conducting the evaluation, NCEES will consider the breadth of the applicant’s education, to include bachelor’s degree coursework, master’s degree coursework, and doctorate coursework in determining satisfaction of the NCEES standard.
- NCEES will provide credit for any advanced coursework earned prior to college enrollment that is deemed appropriate for college-level academic credit (such as Advanced Placement, A-levels, Abitur, French Baccalaureate, International Baccalaureate, Lebanese Baccalaureate, etc.).
- A maximum of 6 hours’ credit will be granted for thesis, special topics, and independent study at any level.
- Cooperative training, practicums, internships, and continuing education activities will not receive educational credits to satisfy the NCEES standard.
- ~~NCEES will not conduct evaluations of degrees that are offered entirely via the internet.~~
- NCEES will note any deficiencies in the applicant’s educational history compared to the NCEES standard.

For applicants whose educational record indicates satisfaction of the NCEES standard, NCEES will report that the applicant possesses the education required in order to be considered by a member board for entry into the professional practice of surveying.

For applicants whose educational record indicates deficiencies relative to the NCEES standard, those deficiencies will be noted for any action deemed appropriate by a member board. NCEES will also provide any relevant information concerning the educational requirements and/or any prerequisites for entry into surveying programs in the applicant’s country for consideration and overall qualification by a member board.

Rationale

The committee feels that removing this item will better align with the NCEES white paper *Benefits to Requiring a Bachelor’s Degree for Professional Surveying Licensure*, which was revised last year and includes online education.

Board of directors’ position

Endorses, consent agenda

Education Motion 3

Move that the NCEES Surveying Education Award be modified to provide two programs with separate applications for bachelor’s degree programs and associate’s degree programs with articulation agreements, with each program providing \$75,000 in prize money to five winning schools, for a total of 10 awards and \$150,000.

Financial impact

Additional \$50,000 per year, beginning with the 2025 award cycle as part of the 2024–25 operating budget

Rationale

The committee feels that two-year programs that lead to a four-year degree in surveying, geomatics, etc., should be recognized for their work through the NCEES Surveying Education Award program. Following from last year’s adopted Education Motion 1, the committee requests that staff develop the award program expansion and incorporate the changes for the 2025 award cycle.

Board of directors’ position

Endorses, consent agenda

Education Motion 4

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendment into *Model Rules 240.30 D*:

240.30 Continuing Professional Competency

D. Units

The conversion of other units of credit to PDHs is as follows:

1. 1 semester hour 45 PDHs
2. 1 quarter hour 30 PDHs

- 3. 1 continuing education unit 10 PDHs
- 4. 1 hour of professional development in coursework, seminars, or professional or technical presentations made at meetings, conventions, or conferences 1 PDH
- 5. For teaching in 1 through 4 above, apply multiple of 2*
- 6. Publications
 - a. Each published peer-reviewed paper or book in the licensee’s area of professional practice 10 PDHs
 - b. Each published paper or article (other than 6.a above) in the licensee’s area of professional practice 5 PDHs
- 7. Active participation in professional and technical society (each organization) 2 PDHs
- 8. Each patent 10 PDHs
- 9. Active volunteer participation in standards or code development commissions or technical committees up to 4 PDHs
- 10. 1 hour of outreach activities 1 PDH (not to exceed 3 PDHs)
- 11. [Active participation in an accreditation visit as a program evaluator or evaluation team chair.....2 PDHs](#)

* Teaching credit is valid only for the first offering or presentation. Full-time faculty may not claim teaching credit associated with their regular duties.

Rationale

The committee feels that an added item 11 is needed for clarification on PDH units regarding ABET accreditation participation.

Board of directors’ position

Endorses, consent agenda

Education Motion 5

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendment into *Model Law* 130.10 B–C and *Model Rules* 230.20:

130.10 General Requirements for Licensure

B. Engineering

- 1. Certification or Enrollment as an Engineer Intern

The following shall be considered as minimum evidence that the applicant is qualified for certification as an engineer intern.

 - a. Graduating from an engineering [bachelor’s](#) program ~~of four years or more~~ accredited by the Engineering Accreditation Commission of ABET (EAC/ABET), graduating from an engineering master’s program accredited by EAC/ABET, or meeting the requirements of the NCEES *Engineering Education Standard*
 - b. Passing the NCEES Fundamentals of Engineering (FE) examination

C. Surveying

- 1. Certification or Enrollment as a Surveying Intern

The following shall be considered as minimum evidence that the applicant is qualified for certification as a surveying intern.

 - a. Graduating from a surveying [bachelor’s](#) program ~~of four years or more~~ accredited by the Engineering Accreditation Commission of ABET (EAC/ABET), the Engineering Technology Accreditation Commission of ABET (ETAC/ABET), or the Applied and Natural Science Accreditation Commission of ABET (ANSAC/ABET); graduating from a [bachelor’s](#) program ~~of four or more years~~ related to surveying with 30 or more semester course hours in core surveying topics; or meeting the requirements of the NCEES *Surveying Education Standard*
 - b. Passing the NCEES Fundamentals of Surveying (FS) examination
- 2. Licensure as a Professional Surveyor
 - a. Initial Licensure as a Professional Surveyor

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 surveyor.

(1) Education Requirements

An individual seeking licensure as a professional surveyor shall possess one or more of the following education qualifications (a degree in surveying includes surveying, surveying engineering, mapping, geodesy, and geomatics):

- (a) A bachelor's degree in surveying ~~of four years or more~~ accredited by the Engineering Accreditation Commission of ABET (EAC/ABET)
- (b) A bachelor's degree in surveying ~~of four years or more~~ accredited by the Engineering Technology Accreditation Commission of ABET (ETAC/ABET)
- (c) A bachelor's degree in surveying ~~of four years or more~~ accredited by the Applied and Natural Science Accreditation Commission of ABET (ANSAC/ABET)
- (d) A bachelor's degree related to surveying ~~of four years or more~~ with 30 or more semester course hours in core surveying topics
- (e) A bachelor's, master's, or doctoral degree from a non-accredited program related to surveying. This individual's education must be shown to meet the NCEES *Surveying Education Standard*

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:

- 8. Teaching experience must be in engineering or engineering-related courses at a junior-, senior-, or graduate-level in a college or university offering an engineering bachelor's program ~~of four years or more~~ that is approved by the board.

Rationale

The committee feels that the term “bachelor’s degree” is more appropriate than “four-year degree” because the level of degree is more accurate than the length of a degree program.

Board of directors’ position

Endorses, consent agenda

Education Motion 6

Move that Position Statements 16–18 and 25 be amended as follows:

PS 16 Bachelor of Science Degree in Engineering Technology

NCEES recommends that the boards of licensure, whose statutes do not otherwise prohibit, require any applicant who has a degree in engineering technology, who applies for engineering licensure in any jurisdiction of the United States, and who has not previously been licensed to practice by one of the boards of licensure be required to first demonstrate that he or she possesses at least a ~~four-year~~ bachelor of science degree in engineering technology, acquired through the successful completion of an ETAC/ABET-accredited program or through a board-approved program.

PS 17 Bachelor of Science Degree in Engineering

NCEES recommends that the boards of licensure require any applicant who applies for engineering licensure in any jurisdiction of the United States and who has not previously been licensed to practice by one of the boards of licensure be required first to demonstrate that he or she possesses at least a ~~four-year~~ bachelor of science degree in engineering, acquired through the successful completion of an EAC/ABET-accredited program or through a board-approved program.

PS 18 Bachelor of Science Degrees in Surveying Engineering, Surveying and Mapping, and Geomatics

NCEES recommends that the boards of licensure require any applicant who applies for surveying licensure in any jurisdiction of the United States and who has not previously been licensed to practice by one of the boards of licensure for professional surveyors be required to first demonstrate that they possess at least a ~~four-year~~ bachelor of science degree in surveying, acquired through the successful completion of an ABET-accredited surveying program or through a board-approved program.*

NCEES expects all of its examination development to follow current *Model Law* and *Model Rules*. Model Law Surveyors should be utilized to prepare FS examinations, and Model Law Surveyors should be utilized to establish cut scores for FS examinations.

The content of the FS examination shall test the knowledge obtained in a baccalaureate surveying degree that will enable the individual to protect the public.

* Refer to the NCEES position paper “Benefits to Requiring a Bachelor’s Degree for Professional Surveying Licensure” (2023), available as a PDF on ncees.org under MyNCEES.

PS 25 NCEES-Recommended Education/Experience Guidelines for P.E. Licensing

4-Year or More Degree	Years of Experience Required	Comments
EAC/ABET accredited	4	NCEES PS 17
Canada (CEAB) accredited	4	
Non-EAC/ABET or non-CEAB accredited	4 or more	Education should be evaluated using the NCEES Engineering Education Standard.
Recommendations below are only for member boards that must evaluate applicants who do not meet the minimum education of an EAC/ABET or equivalent degree as specified in PS 17.		
ETAC/ABET accredited	6	NCEES PS 16
Related science*	8	Education should be evaluated using the NCEES Engineering Education Standard.
No degree	20	Needed by some boards

*A related science curriculum from a school or college approved by the board is defined as a [four-year curriculum leading to a](#) bachelor of science degree in chemistry, physics, mathematics, or similar science curriculum.

Rationale

The committee feels that the term “bachelor’s degree” is more appropriate than “four-year degree” because the level of degree is more accurate than the length of a degree program.

Board of directors’ position

Endorses, consent agenda

Committee on Examination Policy and Procedures (20 motions)

EPP Motion 1

Move that Exam Development Policy 1 be amended as follows:

EDP 1 Examinations

[Examination shall be defined as an assessment tool \(such as exam, module, division, or section\) that produces a score/result on which a decision is being based.](#)

It shall be the policy of NCEES in all publications and correspondence to refer to the respective examinations only as follows:

- A. Fundamentals of Engineering (FE) examination
- B. Principles and Practice of Engineering (PE) examination, which includes the PE Structural examination
- C. Fundamentals of Surveying (FS) examination
- D. Principles and Practice of Surveying (PS) examination
- [E. Public Land Survey System \(PLSS\) examination](#)

The purpose of the examinations is to assess licensure candidates’ abilities to practice competently as engineers or surveyors and to assist member boards in the regulation of the practice of engineering and surveying as it relates to safeguarding the health, safety, and welfare of the public.

Rationale

The committee worked with Pearson VUE to define “examination” as the term that can be used to refer to all NCEES exams or parts of exams (such as modules, divisions, or sections). The committee believes that adding the definition of “examination” and using it throughout the *Manual of Policy and Position Statements* provides

more clarity and consistency. The proposed amendments also incorporate the directed updates involving the PLSS exam.

Board of directors' position

Endorses, consent agenda

EPP Motion 2

Move that Exam Development Policy 3 be amended as follows:

EDP 3 Engineering and Surveying Examinations and Formats

A. Fundamentals of Engineering Examination

The Fundamentals of Engineering (FE) examination shall be administered via computer-based testing (CBT) and have supplied references.

B. Principles and Practice of Engineering Examinations

The Principles and Practice of Engineering (PE) examinations shall be offered in the following ~~disciplines~~ practice areas and shall be ~~offered closed book via~~ administered in CBT ~~with format and have~~ supplied references ~~as defined in EAP 4:~~

24. Structural

The PE Structural examination shall consist of ~~two components~~ four sections and shall be considered and referred to as one examination.

C. Survey Examinations

The surveying examinations shall be available as follows:

1. The Fundamentals of Surveying (FS), Principles and Practice of Surveying (PS), and Public Land Survey System (PLSS) examinations shall be administered ~~via in~~ CBT format and have supplied references.

~~2. The Principles and Practice of Surveying examination shall be administered via CBT and have supplied references.~~

~~3. Member boards shall~~ reserve the right to administer, score, and report state-specific examinations.

F. Examination Preparation Material Development

Exam preparation material shall be developed for each NCEES examination. This material shall include ~~both a~~ standard-supplied reference handbook and ~~sample questions and solutions a practice exam~~ on each major topic area sufficient to provide candidates with a sense of the structure, scope, and difficulty of the examination. ~~Standard-~~ The supplied reference handbooks and practice exam shall be made available to candidates six months prior to the exam administration during an exam re-specification year and a minimum of three months prior to the exam administration during a standard exam administration year. ~~Sample questions and solutions materials shall remain current and be available six months prior to the administration of an examination during a re-specification year.~~

Rationale

The committee felt that the policy information regarding the PE Structural exam needed to be updated to reflect the current exam terminology. The proposed amendments also incorporate the directed updates involving the PLSS exam to provide clarity and consistency. The committee provided additional updates to the nomenclature regarding the practice exam and supplied reference handbook.

Board of directors' position

Endorses, consent agenda

EPP Motion 3

Move that Exam Development Policy 4 be amended as follows:

EDP 4 Entry of a New Discipline or Depth Module PE Examination or Reinstatement to of a PE Examination Status

A. Accreditation Requirement

No ~~discipline examination~~ shall be added or reinstated to the examination program unless there is an EAC/ABET-accredited program in the discipline that offers an undergraduate degree program or a graduate degree program focused on the examination topic area.

B. Professional or Technical Society Involvement Requirement

No ~~discipline examination~~ shall be added or reinstated unless a national professional or technical society agrees to support the examination. All professional or technical societies that support examinations shall sign an agreement with NCEES delineating the responsibilities of both parties.

C. Member Board Requirement

Requests for examinations ~~and/or depth modules~~ shall be made supported in writing by no fewer than 10 member boards ~~collectively~~ who can each demonstrate a need for the examination ~~or depth module~~ in their jurisdiction by each providing a letter of support for the new ~~discipline or depth module examination~~ in accordance with paragraph D herein. A request older than four years must be reaffirmed-resubmitted by the member boards.

D. Letters of Support

All requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public. ~~Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination or module and that additional knowledge areas and skills required for the discipline are sufficient to support a new examination or module. The estimate of usage shall include the methodology used to derive that estimate.~~

E. Minimum Number of Exam Candidates Estimate of Usage

No ~~discipline or depth module examination~~ shall be added or reinstated to the examination program unless the number of candidates for an ongoing examination estimate of usage conforms to NCEES policies and procedures. ~~If that is demonstrated, a professional activities and knowledge study (PAKS) shall be conducted to establish that the addition in question comprises a unique body of knowledge important for safeguarding the health, safety, and welfare of the public. The estimate of usage shall include the methodology used to derive the estimate. Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination and that additional knowledge areas and skills required are sufficient to support a new examination.~~

F. Application Review

If the Committee on Examinations for Professional Engineers (EPE) determines that the proposed application meets the requirements, then it will recommend to the board of directors that the process continues with a professional activities and knowledge study (PAKS). The board of directors shall either approve or reject the recommendation.

~~FG. CBT Format Exam Format~~

The new exam or reinstatement request shall ~~include a plan to develop the exam be developed~~ in CBT format.

~~GH. Notification to Member Boards~~

Member boards shall be notified one year in advance of the addition or reinstatement of any ~~discipline or depth module examination~~ to the ~~PE examination~~ program.

~~HI. Requests to Divide an Existing Examination~~

Requests to divide an existing examination into multiple examinations shall be made to the ~~Committee on Examinations for Professional Engineers (EPE) Committee~~. Requests shall include proof of such need in accordance with sections A-~~DE of this policy~~ herein.

Rationale

These changes align with the definition of “examination” as stated in the recommended revision to EDP 1, while providing more clarity and consistency to the process for a new or reinstated examination as also stated in EDP 5 and EDP 8. The step of “Application Review” was added to provide a direct review by the EPE Committee in order to make a recommendation to the board of directors about the new or reinstated examination.

Board of directors' position
Endorses, consent agenda

EPP Motion 4

Move that Exam Development Policy 5 be amended as follows:

EDP 5 ~~Adoption-Entry~~ of a New ~~Discipline-Specific~~ FE Examination

A. Accreditation Requirement

No ~~discipline-specific-new~~ FE examination shall be added to the examination program unless there is an EAC/ABET-accredited program in the ~~discipline examination topic area~~.

B. Member Board Requirement

~~A request for a discipline-specific FE examination must be made by no fewer than 10 member boards collectively who can each demonstrate a need for that discipline in their jurisdiction. Requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public. Proof of such need shall include evidence that knowledge areas and skills are not adequately measured in an existing FE examination and evidence that those knowledge areas and skills required for the discipline are sufficient to support a new FE examination. The estimate of usage shall include the methodology used to derive that estimate.~~

Requests for examinations shall be supported in writing by no fewer than 10 member boards who can each demonstrate a need for the examination in their jurisdiction by each providing a letter of support for the new examination in accordance with paragraph C herein. A request older than four years must be resubmitted by the member boards.

C. Letters of Support

All requests shall include proof of such need, an estimate of usage, and the impact of safeguarding the health, safety, and welfare of the public.

D. Estimate of Usage

No examination shall be added or reinstated to the examination program unless the estimate of usage conforms to NCEES policies and procedures. The estimate of usage shall include the methodology used to derive that estimate. Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination and that additional knowledge areas and skills required are sufficient to support a new examination.

E. Application Review

If the EPE Committee determines that the proposed application meets the requirements, then it will recommend to the board of directors that the process continues with a professional activities and knowledge study (PAKS). The board of directors shall either approve or reject the recommendation.

F. Exam Format

The new exam or reinstatement request shall be developed in CBT format.

G. Notification to Member Boards

Member boards shall be notified at least one year in advance of the addition of any ~~discipline-specific-new~~ FE examination.

Rationale

These changes align with the definition of “examination” as stated in the recommended revision to EDP 1 while providing more clarity and consistency to the process for a new or reinstated examination as also stated in EDP 4 and EDP 8.

Board of directors' position
Endorses, consent agenda

EPP Motion 5

Move that Exam Development Policy 6 be amended as follows:

EDP 6 ~~Deleting/Discontinuing/~~ Combining/~~Renaming a Discipline or Module from the Examination Program an Examination and Pertinent Requirements~~

A. ~~Deleting/Combining of Discontinuation of an~~ Examinations

If the population of the first-time examinees from NCEES jurisdictions for any two consecutive administrations of an NCEES ~~CBT~~ examination ~~or module~~ is not adequate to provide for accurate psychometric analysis, the EPP Committee shall review the desirability-viability of continuing the subject examination ~~or module~~ and make one of the following recommendations to the board of directors, which may include such actions as the EPP Committee deems appropriate:

1. Continue to prepare the examination ~~or module~~.
2. Request the appropriate exam development committee and the supporting professional or technical society 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 with in the time period specified by the EPP Committee.
3. Place the examination, ~~section, or module~~ on probation. The EPP Committee shall specify the conditions of the probation, including a time frame for corrective action. The recommendation may include such action as the EPP Committee deems appropriate.
4. Discontinue the examination, ~~section, or module~~.
- ~~5. Combine the examination, section, or module with another examination, section module.~~

B. Request to ~~Delete/Discontinue~~ an Examination, ~~Section, Module~~

If an NCEES committee, professional or technical society, or other group-suitable entity desires to have an examination, ~~section, or module~~ ~~deleted/discontinued~~, it ~~should~~ shall make a request to the EPE/~~or~~ EPS Committee. The EPE/~~or~~ EPS Committee shall review the request and make a recommendation to the board of directors.

C. Request to Rename an Examination

Any requests to rename an examination ~~or module or to combine two or more discipline examinations or modules should~~ shall also be made to the appropriate committee (EPE/~~or~~ EPS Committee). ~~Requests shall include proof of such need, estimate of usage, and impact on safeguarding the health, safety, and welfare of the public. Proof of such need shall include evidence that knowledge areas and skills are not measured adequately in an existing examination or module and evidence that those knowledge areas and skills required for the discipline are sufficient to support a new, combined, or renamed examination or module.~~ The ~~EPE/EPS C~~ committee will shall review the request and make a recommendation to the board of directors.

D. Request to Combine Two or More Examinations

Any requests to combine two or more examinations shall be made to the EPE or EPS Committee. Proof of such need shall include evidence that knowledge areas and skills are not measured adequately in an existing examination and evidence that those knowledge areas and skills required for the competency are sufficient to support a combined examination. The committee shall review the request and make a recommendation to the board of directors.

~~DE~~ Adequate Examination Item Bank Requirement

If an examination fails to have an adequate item bank as specified in paragraph D of EDP 3, including solutions and knowledges being assessed, the EPP Committee shall review the desirability-viability of continuing the examination ~~or module~~ and make one of the following recommendations to the board of directors, which may include such actions as the EPP Committee deems appropriate:

1. Continue to prepare the examination ~~or module~~.
- ~~2. Discontinue the examination or module.~~
- ~~3.2.~~ Place the examination ~~or module~~ on probation and recommend specific remedial action that may include contracting for item writing with an outside entity or other such action as the EPP Committee deems appropriate. If such remedial action the examination entity fails to cause the provide sufficient data to successfully complete the next scheduled examination ~~to meet the requirements of paragraph D of EDP 3 within one year after the examination was put on probation audit~~, the EPP Committee shall recommend appropriate action to the board of directors.
3. Discontinue the examination.

EF. Sufficient Data for Examination Audit Requirement

If an examination fails to provide the Committee on Examination Audit with sufficient data to conduct an adequate audit for two consecutive audit cycles, the EPP Committee shall review the desirability-viability of continuing the examination ~~or module~~ and make one of the following recommendations to the board of directors, which may include such actions as the EPP Committee deems appropriate:

1. Continue to prepare the examination ~~or module~~.
- ~~2. Discontinue the examination or module.~~
3. Place the examination or module on probation and recommend specific remedial action that the EPP Committee deems appropriate. If the examination entity fails to provide sufficient data to successfully complete the next scheduled examination audit, the EPP Committee shall recommend appropriate action to the board of directors.
3. Discontinue the examination.

FG. Temporary Suspension of an Examination

If, upon the chief executive officer's recommendation and an EPE /or EPS Committee evaluation, the board of directors determines that an examination does not meet the policies, specifications, and/or guidelines of the Council, the board of directors may temporarily suspend the offering of an examination in that particular discipline practice area.

Rationale

These changes align with the definition of "examination" as stated in the recommended revision to EDP 1 while providing more clarity and consistency to the process for a new or reinstated examination as stated in EDP 4, EDP 5, and EDP 8.

Board of directors' position

Endorses, consent agenda

EPP Motion 6

Move that Exam Development Policy 7 be amended as follows:

EDP 7 Changes in Examination Procedures or Format

Member Bboards shall be notified one year in advance of any change in the examination administration procedures or any change in examination format that requires dissemination to applicants.

Rationale

These changes align with the definition of "examination" as stated in in the recommended revision to EDP 1.

Board of directors' position

Endorses, consent agenda

EPP Motion 7

Move that Exam Development Policy 8 be amended as follows:

EDP 8 Adoption-Entry of a New-Depth Module or Division of an Existing Examination into Multiple Examinations for the PS-Surveying Examination

A. Member Board Requirement

Requests for ~~depth modules~~ examinations shall be made by no fewer than 10 member boards ~~collectively~~ who can each demonstrate a need for the ~~depth module examination~~ in their jurisdiction by each providing a letter of support for the new examination in accordance with paragraph B herein. A request older than four years must be reaffirmed-resubmitted by the member boards. ~~Requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public. Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination or module and that additional knowledge areas and skills required for the discipline are sufficient to support a new module. The estimate of usage shall include the methodology used to derive that estimate.~~

B. Letters of Support

All requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public.

BC. Minimum Number of Exam Candidates Estimate of Usage

No ~~discipline or depth module examination~~ shall be added or reinstated to the examination program unless the ~~number of candidates for an ongoing examination conforms to NCEES policies and procedures. If that is demonstrated, a professional activities and knowledge study (PAKS) shall be conducted to establish that the addition in question comprises a unique body of knowledge important for safeguarding the health, safety, and welfare of the public estimate of usage conforms to the NCEES policies and procedures. The estimate of usage shall include the methodology used to derive that estimate. Proof of need shall include evidence that knowledge areas and skills required are sufficient to support a new examination.~~

CD. Statutory Requirement for a Depth Module Application Review

~~A depth module must address a distinct PS practice area included within statutory coverage of the jurisdiction in the member boards requesting the module. If the EPS Committee determines that the proposed application meets the requirements, then it will recommend to the board of directors that the process continues with a professional activities and knowledge study (PAKS). The board of directors shall either approve or reject the recommendation.~~

DE. CBT Format Requirement Exam Format

The new examination or reinstatement request shall include a plan to develop the exam in CBT format.

EF. Notification to Member Boards

Member boards shall be notified one year in advance of the addition of any ~~depth module to the PS surveying~~ examination.

FG. Requests to Divide an Existing Examination

Requests to divide an existing examination into multiple examinations shall be made to the Committee on Examinations for Professional Surveyors (EPS) Committee. Requests shall include proof of such need in accordance with paragraphs ~~A and B-D~~ of this policy.

Rationale

These changes align with the definition of “examination” as stated in the recommended revision to EDP 1 while providing more clarity and consistency to the process for a new or reinstated examination as stated in EDP 4 and EDP 5.

Board of directors’ position

Endorses, consent agenda

EPP Motion 8

Move that Exam Development Policy 9 be amended as follows:

EDP 9 Requirements for Item Writers, Pass-Point Evaluators, and Reviewers, and Scorers

A. Qualification Requirement

Each person involved as an item writer, pass-point evaluator, or reviewer, ~~or scorer~~ for ~~the any~~ NCEES ~~PE or PS~~ examinations must have an active professional license issued by an NCEES member board, ~~must be qualified in the appropriate discipline be a subject-matter expert~~, and must be familiar with requirements for and capabilities of candidates who are minimally qualified to practice in that ~~discipline~~ subject matter. Engineers and surveyors with licenses that have inactive or retired status are ineligible to serve in these positions.

B. Pass-Point Evaluation Team Requirements

Exam committees shall require that at least one person who participates on the pass-point evaluation team be a person who has worked on the current development of an examination undergoing a pass-point evaluation. The number of current exam development members participating in the pass-point evaluation shall be no more than one-quarter of the pass-point evaluation team.

C. Restriction on Teaching Exam Refresher Courses

Any person serving on an NCEES examination development committee or involved in a pass-point evaluation panel shall not teach an exam refresher course related to the preparation for that examination within three years of serving on the committee or panel.

D. Exam Developers Disclosure Requirement

Any person involved in the development of an NCEES examination who is later required by a member board to sit for that examination must inform that member board of their involvement in the development of that examination.

Rationale

These changes align with all exams now being offered in CBT and there no longer being a need for exam grading by hand. The term “subject matter” is proposed because it aligns with currently used language for disciplines and for participants in the exam development process.

Board of directors’ position

Endorses, consent agenda

EPP Motion 9

Move that Exam Development Policy 11 be amended as follows:

EDP 11 Foreign Examination Language Requirement

NCEES shall prepare examinations only in the English language.

Rationale

The policy title modification is being proposed for clarity.

Board of directors’ position

Endorses, consent agenda

EPP Motion 10

Move that Exam Development Policy 12 be deleted.

EDP 12 Reporting of Scores

~~All examination results shall be reported to member boards.~~

Rationale

The release of results is covered by EAP 7. Subsequent EDPs will be renumbered if this motion is adopted.

Board of directors’ position

Endorses, consent agenda

EPP Motion 11

Move that Exam Development Policy 13 be amended as follows:

EDP 13 EPE and EPS Committee Membership Qualifications

~~Members of the~~ The EPE and EPS Committees should include members of their current ~~and/or~~ past representatives from their respective exam development committees.

Rationale

Minor editorial changes are proposed for clarity.

Board of directors’ position

Endorses, consent agenda

EPP Motion 12

Move that Exam Development Policy 14 be amended as follows:

EDP 14 Examination Audits

The Committee on Examination Audit shall audit all examinations developed by NCEES. The following constraints shall be used:

- A. ~~CBT representative e~~Examinations ~~(as created by the testing service psychometrician)~~ from ~~the benchmark item pool, which is~~ the first item pool following a PAKS, shall be audited.
- B. ~~CBT representative e~~Examinations shall be audited at least once between ~~benchmark item pool audits~~ PAKS.
- C. There shall be no more than four years between audits.

The president-elect shall, in developing charges for the Committee on Examination Audit, develop a list of examinations for audit in consultation with the current chair of the Committee on Examination Audit and the NCEES chief officer of examinations. Circumstances may prevail that would affect which examinations are selected for audit in [a-any](#) given year.

The Committee on Examination Audit shall review each [examination](#) audited as to its conformance with specified criteria set forth in the Committee on Examination Audit procedures.

Rationale

These changes provide more clarity and consistency to constraints of the examination audit process.

Board of directors' position

Endorses, consent agenda

EPP Motion 13

Move that Exam Administration Policy 1 be amended as follows:

EAP 1 Administration of Examinations

B. ~~Testing Examination~~ Regulations

NCEES will provide the *NCEES Examinee Guide* to each candidate approved to take NCEES examinations. The *NCEES Examinee Guide* includes information regarding regulations to be observed during the examinations and actions that may be taken in the event of [a-testing-an exam](#) irregularity.

C. Candidate Admission

Approval of candidates applying to take NCEES examinations ~~may be is~~ by the individual member boards or their designated representative. To be admitted to an NCEES examination, candidates will be required to create an account with NCEES.

D. Restriction of Retaking an Examination

~~Candidates Examinees~~ who have passed an examination may not retake that same examination unless required by a member board.

E. Irregularity Restriction

If ~~a-candidate's-an examinee's~~ examination results are not released due to a suspected exam irregularity, the ~~candidate-examinee~~ will not be allowed to register for another exam until the investigation is complete and the irregularity has been resolved per the *Security and Administrative Procedures Manual*.

F. Examination Scheduling Restriction

A candidate for ~~a-CBT-an~~ exam may take the examination only one time per ~~testing-exam~~ window and no more than three times in a 12-month period.

H. Banned Registration Requirements

If a member board bans an ~~an-examinee candidate~~ from registering for an examination, it shall be the responsibility of that member board to notify NCEES of the specific terms and reasons for the ban. NCEES will update the ~~examinee's-candidate's~~ account to make this information available to all member boards. The decision as to whether another member board agrees to honor the terms of the original member board's decision to ban this ~~examinee's-candidate's~~ registration will remain with the individual member boards.

Rationale

These changes are consistent with the recommended definitions of “examinee” and “candidate” outlined in the *Exam Development Procedures Manual*.

Board of directors' position

Endorses, consent agenda

EPP Motion 14

Move that Exam Administration Policy 3 be amended as follows:

EAP 3 Materials Permitted and Not Permitted in Examination Room

~~Devices or materials that might compromise the security of the examination or examination process are not permitted. These include any devices with copying, recording, or communication capabilities.~~

~~Only NCEES-supplied reference materials are permitted for use in the examination room.~~

~~Only models of calculators as specified or supplied by NCEES are permitted in the examination room.~~

~~Only NCEES-supplied marking and erasing instruments are permitted for use in the examination room.~~

A. Other items specifically allowed by the current NCEES *Examinee Guide* are permitted.

B. Only NCEES-supplied reference materials are permitted for use in the examination room. The current version of the NCEES *Supplied Reference Handbook* will be supplied on-screen as a searchable PDF. If additional required design standards are being supplied during the exam, they will be listed as part of the exam specifications.

Rationale

These changes are consistent with the current permissible materials allowed in a room during an exam administration.

Board of directors' position

Endorses, consent agenda

EPP Motion 15

Move that Exam Administration Policy 4 be amended as follows:

EAP 4 NCEES Examination Jurisdiction Requirements

A. Jurisdiction Requirements

~~Individual applicants should~~ Candidates shall apply to a member board in accordance with that jurisdiction's operating policies and procedures.

B. Approved Test Centers

~~Approved examinees~~ Candidates may sit for an ~~CBT~~ examination at any NCEES-approved test center ~~located in North America or any U.S. territory.~~

C. Military Accommodations

~~Approved examinees~~ Candidates from the U.S. military serving outside of the United States and U.S. territories and their ~~spouses~~ dependents residing outside of the United States and U.S. territories may request to take an ~~CBT~~ examination at an NCEES-approved test center ~~located outside of these areas.~~ NCEES will review all requests and make recommendations regarding the approval of the request.

Rationale

These changes are consistent with the recommended definitions of "examinee" and "candidate" outlined in the *Exam Development Procedures Manual*. The change from "spouses" to "dependents" is more inclusive and consistent with the military environment during international assignments.

Board of directors' position

Endorses, consent agenda

EPP Motion 16

Move that Exam Administration Policy 6 be amended as follows:

EAP 6 Requests for Special Examination Accommodations

NCEES must determine reasonable, fair, and equitable methods to be employed to administer examinations ~~to candidates.~~ All such accommodations shall comply with applicable federal and state laws and regulations.

NCEES will review all requests for accommodation and make recommendations regarding the approval of the request.

Rationale

This change is proposed for consistency and clarity.

Board of directors' position

Endorses, consent agenda

EPP Motion 17

Move that Exam Administration Policy 7 be amended as follows:

EAP 7 Release and Use of Examination Results

A. Results Reporting

Examination results ~~for examinees~~ shall be released only to the respective member board ~~or its designee and directly to and the~~ examinees. Examination results for ~~candidates-examinees~~ suspected of an exam irregularity shall not be released until the irregularity has been resolved per the *Security and Administrative Procedures Manual*. Reporting of examination results for ~~candidates-examinees~~ will be reported only as pass or fail. All failing ~~candidates-examinees~~ will be provided with a diagnostic report to indicate performance on those ~~sections~~-attempted ~~examinations~~.

B. Validity and Integrity

NCEES shall strive to ensure that the validity and integrity of the examinations are preserved and examinees are treated in a fair and equitable manner. NCEES reserves the right to treat exam scores as final and not subject to change after one year has passed from the date of release from NCEES to the member boards. If there is a change in the exam scores within a year of the date NCEES releases the examination results roster to the member boards, then NCEES will notify the member board only if the change in the exam scores alters ~~a candidate's-an examinee's~~ status from fail to pass.

NCEES reserves the right to notify the member boards at any time if it learns that ~~a candidate-an examinee~~ engaged in any improper conduct relating to the exam on which the score was obtained or took any action that jeopardized the security of any other NCEES exam or exam administration.

C. Exam Irregularities

All NCEES exam irregularities should be evaluated by NCEES with regards to invalidation of exam results. If ~~a candidate-an examinee~~ fails to comply with the conditions stated in the *NCEES Examinee Guide*, NCEES shall have the authority to invalidate exam results and, furthermore, shall have the authority to suspend ~~a candidate's-an examinee's~~ ability to take an NCEES examination for up to three years. If deemed appropriate, NCEES shall also have the right to pursue additional restrictions on future testing, civil remedies, ~~and/or~~ criminal remedies.

NCEES will notify the member board selected by the examinee of the specific terms and reasons for the invalidation ~~and/or~~ ban. NCEES will update the examinee's account to make this information available to all member boards.

If a member board objects to NCEES' decision to ban an examinee's registration, NCEES will update the examinee's account to allow the examinee to select that member board and register for an examination in accordance with the terms set forth by that member board.

D. Structural Engineering Examinations

A section results notice will be transmitted to the member board for each administration in which ~~a candidate-an examinee~~ takes a section. ~~Receiving an acceptable result on Passing~~ only one section shall not be sufficient for any licensure purposes. After ~~a candidate-an examinee~~ has ~~received an acceptable result on passed~~ all sections, an examination pass notice will be transmitted to the member board to indicate that the ~~candidate-examinee~~ has passed the PE Structural examination.

E. Release to Universities and Colleges

NCEES may provide ~~directly to a university or college~~ institutional reports containing FE or FS examination data ~~directly to a university or college~~ that ~~will~~ may help measure learning outcomes of the total engineering or surveying education.

Rationale

These changes are consistent with the recommended definitions of "examinee" and "candidate" captured by the *Exam Development Procedures Manual*.

Board of directors' position
Endorses, consent agenda

EPP Motion 18

Move that Exam Administration Policy 9 be amended as follows:

EAP 9 NCEES Examinations Offered at Foreign Sites

A. Contracting with Foreign Entities

The chief executive officer is authorized to enter into discussions with foreign entities concerning the administration of NCEES examinations ~~to examinees via computer based testing (CBT)~~. Any agreement resulting from such discussions requires the approval of the NCEES board of directors.

B. Minimum Criteria

For any approved agreement, NCEES will establish minimum criteria for ~~examinees~~ candidates of the foreign entity that are in general conformance with the existing NCEES *Model Law* and *Model Rules*. Such agreements shall require that any additional costs to NCEES to administer the exams shall be reimbursed by the foreign entity and that ~~CBT~~ examinations shall be administered in accordance with the NCEES examinee testing agreement.

C. Use of Examination Results for Licensure

Results of the examinations may be used to assist examinees interested in applying for licensure as a professional engineer or professional surveyor with an NCEES member board. NCEES makes no representations that passing such exams will qualify the examinees for licensure in any NCEES member board jurisdiction. The results may also be used as an outcomes assessment tool to assist in measuring the outcomes of foreign-based ABET-accredited programs.

F. Other Foreign Offerings

The chief executive officer is authorized to approve other foreign sites without foreign entity involvement for use by U.S. military personnel and their ~~spouses~~ dependents and by other individuals approved by the chief executive officer.

Rationale

These changes are consistent with the recommended definitions of “examinee” and “candidate” outlined in the *Exam Development Procedures Manual*. The change from “spouses” to “dependents” is more inclusive and consistent with the military environment during international assignments.

Board of directors' position
Endorses, consent agenda

EPP Motion 19

Move that Exam Administration Policy 11 be amended as follows:

EAP 11 Exam Administration Audits

Examination forensics, including a secret shopper-type program (which shall include a person who is requested to take the exam at a test center to verify quality assurance of the examination process), may be performed in accordance with the vendor-NCEES contract. Secret shopper exposure to NCEES examination content is restricted to an NCEES staff member or a ~~licensed~~ professional engineer or professional surveyor who has already passed the appropriate NCEES exam.

Rationale

These changes are proposed made for consistency in defining a professional engineer and professional surveyor.

Board of directors' position
Endorses, consent agenda

EPP Motion 20

Move that Administrative Policy 8 be amended as follows:

AP 8 Motions

- A.** 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.
- B.** 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.
- C.** Any motion to amend exam prices in Financial Policy 6 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.
- D.** Any motion to amend examination policies presented at an annual business meeting by an entity other than the Committee on Examination Policy and Procedures (EPP), the Committee on Examinations for Professional Engineers (EPE), or the Committee on Examinations for Professional Surveyors (EPS) shall be referred to the EPP Committee for review and revision of the language in consultation with any other appropriate committee before it is presented for Council vote at the next scheduled annual business meeting.

Rationale

The committee recommends that this section of the *Manual of Policy and Position Statements* be subdivided like others for consistency. The suggested revision was made in conjunction with the EPE Committee and the EPS Committee to provide a means to review amendments to motions on exam policies to avoid unintended consequences.

Board of directors' position

Endorses, consent agenda

Committee on Examinations for Professional Surveyors (1 motion)

EPS Motion 1

Move that Position Statement 18 be amended as follows:

PS 18 Bachelor of Science Degrees in Surveying Engineering, Surveying and Mapping, and Geomatics

NCEES recommends that the boards of licensure require any applicant who applies for surveying licensure in any jurisdiction of the United States and who has not previously been licensed to practice by one of the boards of licensure for professional surveyors be required to first demonstrate that they possess at least a four-year bachelor of science degree in surveying, acquired through the successful completion of an ABET-accredited surveying program or through a board-approved program.*

NCEES ~~expects all of~~ prefers that its examination development ~~to~~ follow current *Model Law* and *Model Rules*. Whenever possible, Model Law Surveyors should be utilized to prepare FS examinations, and Model Law Surveyors should be utilized to establish cut scores for FS examinations.

The content of the FS examination shall test the equivalent knowledge obtained in a baccalaureate surveying degree that will enable the individual to protect the public.

* Refer to NCEES position paper “Benefits to Requiring a Bachelor’s Degree for Professional Surveying Licensure” (2023), available as a PDF on ncees.org under MyNCEES.

Rationale

The committee recommends that PS 18 be amended to allow more leeway in the selection of subject-matter experts for the FS exam development committee. Typically, there are 15 exam development committee members budgeted for each meeting, but there has been a diminishing number of candidates from the roster who are able to participate in an exam development meeting. A change in the position statement may provide the flexibility to

obtain more participation on the FS exam development committee by loosening the requirements of the members to possess a baccalaureate surveying degree without compromising the exam or protection of the public.

Board of directors’ position

Endorses, consent agenda

Committee on Finances (6 motions)

Finance Motion 1

Move that the adoption of the 2024–25 operating budget as shown in **Appendix B** be postponed to the end of the last business session.

Rationale

The committee proposes postponing consideration of the motion 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

Finance Motion 2

Move that the adoption of the 2024–25 capital budget as shown in **Appendix C** be postponed to the end of the last business session.

Rationale

The committee proposes postponing consideration of the motion 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

Finance Motion 3

Move that Financial Policy 7 be amended as follows:

FP 7 Membership Fees

All membership fees will be reviewed and approved by the Council. The current approved schedule is included here for reference.

Member boards	Current fee	Date effective	<u>Future Fee</u>	<u>Date effective</u>
1 through 200 registrants	\$750 annually	01/01/18	=	=
201 through 500 registrants	\$2,600 annually	01/01/18	=	=
501 or more registrants	\$6,500 annually	01/01/07	=	=
<u>Less than 500 registrants</u>	=	=	<u>\$2,000 annually</u>	<u>01/01/26</u>
<u>500–4,999 registrants</u>	=	=	<u>\$4,000 annually</u>	<u>01/01/26</u>
<u>5,000–9,999 registrants</u>	=	=	<u>\$6,000 annually</u>	<u>01/01/26</u>
<u>10,000–29,999 registrants</u>	=	=	<u>\$7,500 annually</u>	<u>01/01/26</u>
<u>30,000 or more registrants</u>	=	=	<u>\$8,500 annually</u>	<u>01/01/26</u>

Rationale

The current member board fee structure is not properly balanced among the categories and is not equitable. The proposed fee structure results in strong representation across the categories and provides equity. The proposed fee structure results in projected revenue within 2 percent of the current revenue.

Board of directors’ position

Endorses, consent agenda

Finance Motion 4

Move to approve a \$100,000 contribution to the NCEES Foundation.

Rationale

Based on the financial condition and needs of the organization, the \$100,000 copyright infringement award is available as a contribution to the NCEES Foundation. These funds could be spent by the Foundation in 2024–25.

Board of directors' position

Endorses, non-consent agenda

Finance Motion 5

Move to approve a \$3 million transfer to the NCEES Foundation.

Rationale

Based on both the current Reserves Available for Mission balance and the results of the five-year NCEES operational financial projection, the transfer is available without negatively impacting the long-term financial health of NCEES. These funds would become part of the investment corpus, or basis, of the Foundation and are not available to be directly spent. Instead, they are used to create investment income for the Foundation, which can be spent.

Board of directors' position

Endorses, non-consent agenda

Finance Motion 6

Move that Financial Policy 3B be amended as follows:

FP 3 Travel Expenses

B. NCEES annual business meetings

1. Members of the current NCEES board of directors, incoming vice presidents, nominees for the incoming NCEES president-elect and treasurer positions, and past presidents. Registration fees shall be waived for a guest of each.
2. A minimum of three funded delegates from each member board as specified by the member board. Member boards must meet the *Bylaws* requirements for voting to receive the benefits of funded delegates.
3. Member board members who are attending their first annual meeting and who have been appointed to their board within 24 months before the annual meeting
4. The designated member board administrator (MBA) of each member board. When an MBA represents more than one board, the funding shall be for the designated MBA only and not for the assistant MBA or for member board staff. Member boards must meet the *Bylaws* requirements for voting to receive the benefits of a funded MBA.
5. Chairs of NCEES standing committees and task forces
6. NCEES service award recipients. Registration fees shall be waived for a guest of each.
7. Zone assistant vice presidents and zone secretary-treasurers
8. The NCEES representative to the ABET board of delegates, the alternate NCEES ABET representative, and the commissioners on the Engineering Accreditation Commission of ABET, the Engineering Technology Accreditation Commission of ABET, and the Applied and Natural Science Accreditation Commission of ABET

[9. NCEES Foundation board of directors members](#)

Financial impact

Needed funding for the six Foundation board members will vary each year, as some members may be funded in other capacities to attend the meeting (for example, as an NCEES past president). The financial impact for 2024–25 is \$10,766.

Rationale

With the creation of the NCEES Foundation, Foundation board members will be added as funded attendees to the NCEES annual meeting.

Board of directors' position

Endorses, consent agenda

Committee on Member Board Administrators (2 motions)

MBA Motion 1

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Law 150.20*:

150.20 Disciplinary Action Procedures—Licensees and Interns

- A. Any person or entity, including the board or board staff, may file a complaint alleging a violation of any provision of this Act or any of the rules or regulations of the board against any licensee or against any intern.
- B. A complaint shall be in writing and state specifically the facts on which the complaint is based.
- C. All complaints shall be reviewed by the board, or an investigative committee designated by the board. After review, the board or the investigative committee shall determine or recommend, as appropriate, if charges are warranted.
- D. All charges, unless dismissed by the board as unfounded, trivial, or unless settled informally, shall be heard by the board. The time and place for the hearing shall be fixed by the board, and a copy of the charges, together with a notice of the time and place of hearing, shall be personally served on or mailed to the last known address of such accused individual at least 30 days before the date fixed for the hearing. The summons and notice of charges shall be prepared in accordance with *Model Rules 250.30*. At any hearing, the accused individual shall have the right to appear in person or by counsel, or both, to cross-examine witnesses in their defense and to produce evidence and witnesses in their defense. If the accused individual fails or refuses to appear at the hearing, the board may proceed to hear and determine the validity of the charges in the accused individual's absence. The hearing shall be conducted in accordance with *Model Rules 250.30*.
- E. If after such hearing a majority of the board votes in favor of sustaining the charges, the board shall reprimand, fine in an amount not to exceed *[insert amount]* dollars for each count, recover costs, refuse to issue, restore or renew, place on probation for a period of time, and subject to such conditions as the board may specify, suspend, revoke, or any combination thereof, the accused individual's license or intern certification.
- F. Order of the Board
The board shall issue an order within *[insert number]* days of the date of the hearing. It shall include and shall state separately:
 1. Findings of fact that are based exclusively on the evidence and on matters officially noticed, stated by a concise and explicit statement of the underlying facts supporting the findings.
 2. Conclusions of law
The prosecutor and/or respondent shall be delivered a copy of the findings of fact and conclusions of law by person or by mail with return receipt requested. The attorney of record for the respondent shall also be mailed a copy.
- G. Discipline
Upon an order by the board in which the respondent is found guilty of the charges preferred, the board may take appropriate disciplinary action against the respondent.
- H. Stay Order
At its discretion, the board may stay, permanently or temporarily, the execution of its order conditioned on any provision the board believes appropriate under the circumstances for the case.
- I. A licensee or intern aggrieved by any action of the board in levying a fine; recovering costs; reprimanding; placing on probation; denying; suspending; refusing to issue, restore, or renew; or revoking a license or intern certification may appeal the board's decision to the proper court.
- J. Any financial sanction assessed pursuant to Section 150.10 of this Act shall be assessed in a proceeding as provided in this section. Unless the amount of the penalty is paid within *[insert number]* days after the order becomes final, the order shall constitute a judgment and shall be filed and execution issued thereon in the same manner as any other judgment of a court of record.

- K. An action to enforce an order under this section may be combined with an action for an injunction.
- L. The board may, upon petition of a licensee or intern, reissue a license or intern certification that has been revoked by the board, provided that a majority of the board votes in favor of such reissuance.
- M. The board may expunge disciplinary action arising from failure to renew a license in a timely manner, failure to complete required continuing education, or other minor disciplinary action if:
 - 1. The disciplinary action at issue is at least three years old;
 - 2. The terms of the disciplinary action as described in a board’s order or agreement have been met; and
 - 3. The licensee has had no subsequent violations of any other provisions of the licensing board’s relevant practice act or rules.
- N. The board may expunge disciplinary action other than those listed in paragraph M if:
 - 1. The disciplinary action at issue is at least seven years old;
 - 2. The terms of the disciplinary action have been met; and
 - 3. The licensee has had no subsequent violations of any other provisions of a board’s relevant practice act or rules

The licensee must not be in a current disciplinary status (e.g., revoked, suspended, or on probation), and any fees or fines assessed must be paid in full.
- O. If a prior disciplinary action is expunged:
 - 1. The board shall report the expungement to any national database to which it previously reported the disciplinary action; and
 - 2. The board shall not consider any expunged disciplinary action in future disciplinary matters unless the expunged disciplinary action involved the same or substantially similar conduct.

Rationale

The proposed addition will provide guidance language for member boards to expunge disciplinary actions that were the result of minor infractions of the board’s registration act.

Board of directors’ position

Endorses, non-consent agenda

MBA Motion 2

Move that Professional Policy 5 be amended as follows:

PP 5 NCEES Model Law Designations

The NCEES Records program requires the delineation of the requirements for Model Law Engineer, Model Law Surveyor, and Model Law Structural Engineer. These designations may be used by state licensing boards to expedite comity applications.

The requirements for Model Law designations may only be amended after review by an appropriate standing committee or task force and ratification by the Council.

The designations are defined as follows:

A. Model Law Engineer

The term “Model Law Engineer” refers to an individual who has obtained licensure as a professional engineer in at least one jurisdiction as the result of satisfying the following conditions:

- 1. Earns one of the following:
 - a. A degree in engineering from a bachelor’s program accredited by the Engineering Accreditation Commission of ABET (EAC/ABET)
 - b. A degree in engineering from an EAC/ABET-accredited master’s program
- 2. Passes the NCEES Fundamentals of Engineering (FE) examination and an NCEES Principles and Practice of Engineering (PE) examination
- 3. Meets one of the following experience requirements:
 - a. Completes 4 years of acceptable engineering experience after confirmation of a bachelor of science degree in an engineering program accredited by EAC/ABET
 - b. Completes 3 years of acceptable engineering experience after confirmation of a bachelor of science degree in engineering from an EAC/ABET-accredited engineering program and holds a master’s degree in engineering

- c. Completes 3 years of acceptable engineering experience after confirmation of a master's degree in engineering from an EAC/ABET-accredited engineering program
 - d. Completes 2 years of acceptable engineering experience and has an earned doctoral degree in engineering from an institution that offers EAC/ABET-accredited programs
4. Has a record clear of disciplinary action

For Model Law Engineer status to continue after such has been designated by NCEES, the individual must meet the requirements provided in Definition D, Continuance of Model Law Engineer, Model Law Surveyor, and Model Law Structural Engineer Status.

B. Model Law Surveyor

The term "Model Law Surveyor" refers to an individual who has obtained licensure as a professional surveyor in at least one jurisdiction as the result of satisfying the following conditions:

1. Earns one of the following:
 - a. A degree from a surveying engineering bachelor's program accredited by the Engineering Accreditation Commission of ABET (EAC/ABET)
 - b. A degree from a surveying and geomatics bachelor's program accredited by the Applied and Natural Science Accreditation Commission of ABET (ANSAC/ABET)
 - c. A degree from a surveying and geomatics bachelor's program accredited by the Engineering Technology Accreditation Commission of ABET (ETAC/ABET)
2. Passes the NCEES Fundamentals of Surveying (FS) examination and the NCEES Principles and Practice of Surveying (PS) examination
3. Completes 4 years of acceptable surveying experience after confirmation of a bachelor of science degree in a surveying/geomatics program accredited by ANSAC/ABET, EAC/ABET, or ETAC/ABET, which may include up to 1 year of experience for a graduate surveying/geomatics degree
4. Has a record clear of disciplinary action

The jurisdiction may also require a Model Law Surveyor to pass its state-specific examination for surveyors. For Model Law Surveyor status to continue after such has been designated by NCEES, the individual must meet the requirements provided in Definition D, Continuance of Model Law Engineer, Model Law Surveyor, and Model Law Structural Engineer Status.

C. Model Law Structural Engineer

The term "Model Law Structural Engineer" refers to an individual who has obtained licensure in at least one jurisdiction as the result of satisfying the following conditions:

1. Earns one of the following:
 - a. A degree in engineering from a bachelor's program accredited by EAC/ABET
 - b. A degree in engineering from a master's program accredited by EAC/ABET
2. Passes a minimum of 18 semester (27 quarter) hours of structural analysis and design courses. At least 9 of the semester (14 quarter) hours must be structural design courses.
3. Passes the NCEES FE examination
4. Passes one of the following:
 - a. 16 hours of NCEES structural examinations, 8 hours of which were from the SE II taken prior to January 1, 2011
 - b. 16-hour state-written structural examinations taken prior to 2004
 - c. NCEES SE II plus 8-hour state-written structural examinations taken prior to January 1, 2011
 - d. NCEES PE Structural examination taken after January 1, 2011
5. Meets one of the following experience requirements:
 - a. Completes 4 years of acceptable structural engineering experience after confirmation of a bachelor of science degree in an engineering program accredited by EAC/ABET
 - b. Completes 3 years of acceptable structural engineering experience after confirmation of a bachelor of science degree in engineering from an EAC/ABET-accredited engineering program and holds a master's degree in engineering that includes at least 6 semester (9 quarter) hours of structural engineering (in addition to the 18 hours noted above)
 - c. Completes 3 years of acceptable structural engineering experience after confirmation of a master's degree in engineering from an EAC/ABET-accredited engineering program that includes at least 6 semester (9 quarter) hours of structural engineering (in addition to the 18 hours noted above)

- d. Completes 2 years of acceptable structural engineering experience and has an earned doctoral degree in engineering focused on structural engineering from an institution that offers EAC/ABET-accredited programs

6. Has a record clear of disciplinary action

For Model Law Structural Engineer status to continue after such has been designated by NCEES, the individual must meet the requirements provided in Definition D, Continuance of Model Law Engineer, Model Law Surveyor, and Model Law Structural Engineer Status.

D. Continuance of Model Law Engineer, Model Law Surveyor, and Model Law Structural Engineer Status

Any licensed professional who meets the criteria of the Model Law Engineer, Model Law Surveyor, or Model Law Structural Engineer shall continue to be designated Model Law Engineer, Model Law Surveyor, or Model Law Structural Engineer, even if these definitions are revised at a later date, provided that

1. The licensee has continually maintained his or her status as Model Law Engineer, Model Law Surveyor, or Model Law Structural Engineer
2. The licensee is not on revoked status or has not retired his or her license
3. The licensee has a record clear of disciplinary action and maintains a record clear of disciplinary action

E. Expungements

Any licensed professional who loses Model Law Engineer, Model Law Surveyor, or Model Law Structural Engineer status due to a disciplinary action and subsequently successfully has that disciplinary action expunged may petition NCEES to restore the licensee's Model Law designation by submitting a request in writing to the chief executive officer.

Rationale

This amendment to PP 5 will permit any licensed professional who lost MLE, MLS, or MLSE designation due to a disciplinary action to petition NCEES to restore the licensee's Model Law designation if the disciplinary action has been expunged by the member board that imposed it.

Board of directors' position

Does not endorse, non-consent agenda

Board of directors' rationale

The board of directors has concern about the sanctity of the Model Law Engineer/Surveyor/Structural Engineer designations, which are intended to represent, in part, a professional career absent of any and all disciplinary issues. Because expungement is not a uniformly accepted practice, the original intent of the Model Law designator would be altered if the proposed motion were approved, potentially disrupting Model Law designation acceptance for comity licensure by a variety of member boards and internationally.

Committee on Uniform Procedures and Legislative Guidelines (23 motions)

UPLG Motion 1

Move that *Model Rules* 240.30 be amended as follows:

240.30 Continuing Professional Competency (CPC)

B. Definitions

Terms used in this section are defined as follows:

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; or (3) an understanding of standards of practice or care;
3. Business-Related Course or Activity—A qualifying course or activity with content areas related to principles of business, management, and economics or other similar topics aimed at maintaining, improving, (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.

Rationale

The section has been revised to address Motion 2 presented by the Committee on Education and approved by the Council at the 2023 annual meeting. The definition of "business-related course or activity" was reworded to clarify the reach of the phrase "business-related." The subsequent terms in paragraph B (currently B.3–6) will be renumbered if this motion is adopted.

Board of directors' position

Endorses, consent agenda

UPLG Motion 2

Move that *Model Rules* 240.30 be amended as follows:

240.30 Continuing Professional Competency

B. Definitions

Terms used in this section are defined as follows:

1. [NCEES CPC Standard—The NCEES 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 a content area focusing on engineering or surveying ethics.](#)

Rationale

The section has been revised to address Motion 3 presented by the Committee on Education and approved by the Council at the 2023 annual meeting to insert the NCEES CPC Standard into the *Model Rules*. The subsequent terms in paragraph B (currently B.1–6) will be renumbered if this motion is adopted.

Board of directors' position

Endorses, consent agenda

UPLG Motion 3

Move that *Model Rules* 240.30 be amended as follows:

240.30 Continuing Professional Competency

B. Definitions

Terms used in this section are defined as follows:

5. [Qualifying](#) 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.

Rationale

UPLG feels that “qualifying course” is used in different sections of the *Model Rules* pertaining to continuing professional competency, thus the need to clarify the definition.

Board of directors' position

Endorses, consent agenda

UPLG Motion 4

Move that *Model Law* 110.20 A be amended as follows:

110.20 Definitions

3. Practice of Engineering—The term “Practice of Engineering,” as used in this Act, shall mean any service or creative work requiring engineering education, training, and experience in the application of engineering principles and the interpretation of engineering data to engineering activities, including the engineering design of buildings, structures, products, machines, processes, and systems, that potentially impact the health, safety, and welfare of the public.

The services may include, but not be limited to, providing planning, studies, designs, design coordination, drawings, specifications, and other technical submissions; teaching engineering design courses; commissioning of engineered systems; performing surveying that is incidental to the practice of engineering; and reviewing construction or other design products for the purposes of monitoring compliance with drawings and specifications related to engineered works.

Surveying incidental to the practice of engineering excludes the surveying of real property for the establishment or determination of land boundaries, rights of way, easements, and the dependent or independent surveys or resurveys of the public land survey system and is limited to conducting field measurements to supplement the documentation of existing conditions.

An individual shall be construed to practice engineering, within the meaning and intent of this Act, if ~~he or she~~ the individual does any of the following:

- a. Practices any discipline of the profession of engineering or holds ~~himself or herself~~ themselves out as able and entitled to practice any discipline of engineering
- b. Represents ~~himself or herself~~ themselves to be a professional engineer by verbal claim, sign, advertisement, letterhead, or card or in any other way
- c. Through the use of some other title, implies that ~~he or she is~~ they are a professional engineer under this Act

Rationale

The amendments are proposed to incorporate gender-neutral terms.

Board of directors' position

Endorses, consent agenda

UPLG Motion 5

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

- B. Professional Surveyor (Professional Land Surveyor, Professional Surveyor and Mapper, Geomatics Professional, or equivalent term)—The term “Professional Surveyor,” as used in this Act, shall mean an individual who is qualified to practice surveying by reason of surveying education, training, experience, and examination in the application of surveying principles and the interpretation of surveying data and who has been duly licensed as a professional surveyor by the board.
1. Professional Surveyor, Retired—The term “Professional Surveyor, Retired,” as used in this Act, shall mean an individual who has been duly licensed as a professional surveyor by the board and who chooses to relinquish or not to renew a license and who applies to and is approved by the board to be granted the use of the title “Professional Surveyor, Retired.”
 2. Surveyor Intern—The term “Surveyor Intern,” as used in this Act, shall mean an individual who has been duly certified as a surveyor intern by the board.
 3. Practice of Surveying—The term “Practice of Surveying,” as used in this Act, shall mean providing, or offering to provide, professional services using such sciences as mathematics, geodesy, and photogrammetry, and involving both (1) the making of geometric measurements and gathering related information pertaining to the physical or legal features of the earth, improvements on the earth, the space above, on, or below the earth and (2) providing, utilizing, or developing the same into survey products such as graphics, data, maps, plans, reports, descriptions, or projects.
 - a. Professional services include acts of consultation, investigation, testimony evaluation, expert technical testimony, planning, mapping, assembling, and interpreting gathered measurements and information related to any one or more of the following:
 - a.i. Determining by measurement the configuration or contour of the earth’s surface or the position of fixed objects thereon
 - b.i. Determining by performing geodetic surveys the size and shape of the earth or the position of any point on the earth
 - e.iii. Locating, relocating, establishing, reestablishing, or retracing property lines or boundaries of any tract of land, road, right of way, or easement
 - d.iv. Making any survey for the division, subdivision, or consolidation of any tract(s) of land
 - e.v. Locating or laying out alignments, positions, or elevations for the construction of fixed works
 - f.vi. Determining, by the use of principles of surveying, the position for any survey monument (boundary or nonboundary) or reference point; establishing or replacing any such monument or reference point
 - g.vii. Creating, preparing, or modifying electronic, computerized, or other data, relative to the performance of the activities in items ~~a–f~~ a–i–vii above
 - b. An individual shall be construed to practice surveying, within the meaning and intent of this Act, if ~~he or she~~ the individual does any of the following:
 - a.i. Engages in or holds ~~himself or herself~~ themselves out as able and entitled to practice surveying

- bii. Represents ~~himself or herself~~ themselves to be a professional surveyor by verbal claim, sign, advertisement, letterhead, or card or in any other way
- eiii. Through the use of some other title, implies that ~~he or she is~~ they are a professional surveyor or licensed under this act

G. Firm—The term “Firm,” as used in this Act, shall mean any form of business or entity other than an individual operating as a sole proprietorship under ~~his or her own~~ their name.

Rationale

The amendments are proposed to incorporate gender-neutral terms and to incorporate formatting changes for clarity.

Board of directors’ position

Endorses, consent agenda

UPLG Motion 6

Move that *Model Law* 120.10 be amended as follows:

120.10 Board Appointments, Terms

A jurisdiction board of licensure for professional engineers and/or professional surveyors is hereby created whose duty it shall be to administer the provisions of this Act. The board shall consist of *[insert number]* professional engineers, *[insert number]* professional surveyors, and *[insert number]* public members who shall be appointed by the governor. The professional engineer and professional surveyor members shall preferably be appointed from a list of nominees submitted by the respective engineering and/or surveying societies of this jurisdiction and shall have the qualifications required by Section 120.20 of this Act. Each member of the board shall receive a certificate of ~~his or her~~ their appointment from the governor and shall file with this jurisdiction a written oath or affirmation for the faithful discharge of ~~his or her~~ their official duty. Appointments to the board shall be in such manner and for such period of time that the term of each member shall expire at the end of a different year, insofar as is possible. On the expiration of the term of any member, the governor shall in the manner hereinbefore provided appoint for a term of *[insert number]* years a professional engineer, a professional surveyor, or a public member having the qualifications required in Section 120.20 of this Act. Members may be reappointed to succeed themselves. Each member shall hold office until the expiration of the term for which appointed or until a successor has been duly appointed and has qualified. In the event of a vacancy on the board due to resignation, death, or for any cause resulting in an unexpired term, if not filled within three months by the governor, the board may appoint a provisional member to serve in the interim until the governor acts.

Rationale

The amendments are proposed to incorporate gender-neutral terms.

Board of directors’ position

Endorses, consent agenda

UPLG Motion 7

Move that *Model Law* 120.20 be amended as follows:

120.20 Board Qualifications

Each professional engineer member of the board shall be a citizen of the United States ~~and, be~~ be a resident of this jurisdiction. ~~He or she shall,~~ have been engaged in the lawful practice of engineering as a professional engineer, ~~shall~~ have been in responsible charge of engineering projects for at least five years, and ~~shall~~ be a licensed professional engineer in this jurisdiction.

Each professional surveyor member of the board shall be a citizen of the United States ~~and, be~~ be a resident of this jurisdiction. ~~He or she shall,~~ have been engaged in the lawful practice of surveying as a professional surveyor, ~~shall~~ have been in responsible charge of surveying projects for at least five years, and ~~shall~~ be a licensed professional surveyor in this jurisdiction.

Each public member of the board shall be a citizen of the United States and a resident of this jurisdiction and shall not be or have been a licensee.

Rationale

The amendments are proposed to incorporate gender-neutral terms and for readability.

Board of directors' position

Endorses, consent agenda

UPLG Motion 8

Move that *Model Law* 120.60 be amended as follows:

120.60 Board Powers

N. The attorney general of this jurisdiction or ~~his or her~~ their assistants may act as legal adviser to the board and render such legal assistance as may be necessary in carrying out the provisions of this Act. The board may employ or retain counsel and necessary assistance to aid in the enforcement of this Act, and the compensation and expenses therefore shall be paid from the funds of the board.

Rationale

The amendment is proposed to incorporate gender-neutral terms.

Board of directors' position

Endorses, consent agenda

UPLG Motion 9

Move that *Model Law* 120.80 be amended as follows:

120.80 Records and Reports

- A. The board shall keep a record of its proceedings. The board shall also keep a record of all applications for licensure, which shall show all of the following:
1. The name, date of birth, and physical address of each applicant
 2. The date of application
 3. The place of business of the applicant
 4. Educational and other qualifications of the applicant
 5. Whether or not an examination was required
 6. Whether or not the applicant was rejected
 7. Whether or not a license was granted
 8. The date of the action by the board
 9. A declaration under penalty of perjury from each applicant that ~~he or she~~ they will abide by the statutes and rules prescribed by the board, with the declaration becoming a part of ~~his or her~~ their application for licensure
 10. Any other information deemed necessary by the board

Rationale

The amendments are proposed to incorporate gender-neutral terms.

Board of directors' position

Endorses, consent agenda

UPLG Motion 10

Move that *Model Law* 140.10 be amended as follows:

140.10 Certificates of Licensure, Seals

B. The board shall issue to any applicant for licensure as a professional engineer or professional surveyor who, in the opinion of the board, has met the requirements of this Act, a certificate of licensure giving the licensee proper authority to practice ~~his or her~~ their profession in this jurisdiction. The certificate of licensure for a professional engineer shall carry the designation "Professional Engineer" and for a professional surveyor, "Professional Surveyor." It shall give the full name of the licensee with licensure number and shall be signed by the appropriate authority under the seal of the board.

- E. The board shall issue to any applicant for certification as an engineer intern or surveyor intern who, in the opinion of the board, has met the requirements of this Act, an enrollment document as engineer intern or surveyor intern, which indicates that ~~his or her~~ their name has been recorded as such in the board office. The engineer intern or surveyor intern enrollment document does not authorize the holder to practice as a professional engineer or a professional surveyor.

Rationale

The amendments are proposed to incorporate gender-neutral terms.

Board of directors' position

Endorses, consent agenda

UPLG Motion 11

Move that *Model Law* 130.10 B.2.b be amended as follows:

- b. Licensure by Comity for a Professional Engineer^{3,4}

³ Jurisdictions (boards) that do not license by discipline may license an individual as a professional engineer.

⁴ Jurisdictions (boards) that license by discipline may license an individual in any discipline in which the individual can verify ~~his or her~~ competency.

Rationale

The amendment is proposed to incorporate gender-neutral terms.

Board of directors' position

Endorses, consent agenda

UPLG Motion 12

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

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 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 measurements derived from electronic systems to determine an authoritative location versus the use of those measurements as a 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:

6. Inventory maps 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 the organization has rights or for which ~~they have the organization has~~ management responsibility. The distribution of these maps 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 surveying deliverable.

Rationale

The committee proposes replacing “they” with “the organization” for clarification.

Board of directors' position

Endorses, consent agenda

UPLG Motion 13

Move that *Model Rules* 220.30 be amended as follows:

220.30 Fees

D. Renewal Fees

1. Renewal fees are payable before the last day of the month of *[insert month]* each year *[or other intervals]*.
2. Each licensee and firm holding a certificate of authorization will be notified by the board of the expiration date of ~~his or her~~ their license or authorization and the amount of the renewal fee at least one month before the expiration date.
3. Amount of Renewal Fee—The renewal fee is set by regulation of the board in accordance with the provisions of *[insert applicable jurisdiction law]*.
4. Penalties for Late Renewal—Renewal fees in arrears are subject to a penalty for late renewal in accordance with jurisdiction law.

Rationale

The amendment is proposed to incorporate gender-neutral terms.

Board of directors' position

Endorses, consent agenda

UPLG Motion 14

Move that *Model Rules* 230.30 be amended as follows:

230.30 References

References are individuals who have personal knowledge of an applicant and are able to assess an applicant's experience, ability, character, or reputation.

- A. For licensure as a professional engineer or professional surveyor, an applicant must submit five references, three of whom shall be professional engineers, professional surveyors, or other individuals deemed acceptable to the board, who have personal knowledge of the applicant's engineering or surveying experience. In addition, for each employment period, individuals familiar with the applicant's experience for that period must be identified. Engineering applicants must have professional engineer references, and surveying applicants must have professional surveyor references.
- B. Relatives may not be used as references.
- C. No current board member shall be used as a reference.
- D. Each applicant should inform the individuals being used as references that ~~they will be sent~~ a reference form will be sent for them to complete and return to the board.
- E. It is the responsibility of the applicant to ensure that the individuals giving the reference return a completed reference form to the board within a reasonable time. All reference materials must be complete before any board action may be taken on an application.
- F. References are considered to be confidential, nonpublic records that will not be divulged except as required by law.

Rationale

The amendments are proposed for clarity.

Board of directors' position

Endorses, consent agenda

UPLG Motion 15

Move that *Model Rules* 230.40 be amended as follows:

230.40 Examinations

C. Classification of Surveying Examinations

1. This jurisdiction ~~or its designee will provide~~ shall require the following ~~examinations~~:
 - a. NCEES Fundamentals of Surveying (FS) examination—The examination consists of subject matters in the fundamentals of surveying.

- ~~a~~b. NCEES Principles and Practice of Surveying (PS) examination—The examination consists of subject matters in applied surveying, which may be divided in separate parts as determined by the board.
- 2. This jurisdiction may ~~provide~~ require the following ~~examinations~~:
 - ~~a~~. Jurisdictional examination(s)—The examination(s) may include jurisdiction laws, procedures, and standards for the practice of surveying.
 - b. NCEES Public Land Survey System (PLSS) examination—The examination consists of subject matters related to the Public Land Survey System.

Rationale

The amendments are proposed to incorporate the PLSS examination into the classification of surveying examinations. This classification of the PLSS examination will allow for jurisdictions to require the national exams and the PLSS exam if a particular jurisdiction requires it, while other jurisdictions may not require it.

Board of directors’ position

Endorses, consent agenda

UPLG Motion 16

Move that *Model Rules* 230.40 be amended as follows:

230.40 Examinations

H. Instructions for Examinees

1. Instructions provided prior to each examination will declare an examination to be open- or closed-book. Instructions will communicate what materials are allowed in the examination room in accordance with established NCEES policy.
2. Failure to Attend an Examination
 - a. An applicant who fails to attend an examination for which ~~he or she~~ the applicant has been scheduled will forfeit the fee paid for the exam, except in the case of illness, death in the family, or military deployment. Refunds, if any, will be determined ~~based upon~~ by NCEES or jurisdictional policies.
 - b. Failure of an applicant to attend an examination for which ~~he or she~~ the applicant has been scheduled to attend does not count as a failure of the examination.

Rationale

The amendments are proposed to incorporate gender-neutral terms and for clarity.

Board of directors’ position

Endorses, consent agenda

UPLG Motion 17

Move that *Model Rules* 230.60 be amended as follows:

230.60 Applications

E. Licensure by Comity

1. The board is authorized to review and evaluate the applications of ~~all~~ a comity applicants to determine if ~~they~~ the applicant meets or exceeds the criteria to be licensed as a professional engineer or professional surveyor as defined in Section 130.10 of the *Model Law*.
2. The board administrator is authorized to review and evaluate the applications of ~~all~~ a comity applicants to determine if ~~they~~ the applicant meets or exceeds the criteria of a Model Law Engineer or Model Law Surveyor designated by NCEES. If the applicant meets or exceeds these requirements, the board administrator may issue a contingent license authorizing that individual to offer or provide engineering or surveying services in this jurisdiction. A list of all engineers issued contingent licenses will be placed on the agenda of the next meeting of the board for formal approval by the board. A list of all surveyors who have been issued contingent licenses and who have passed the appropriate jurisdiction-specific examination will be placed on the agenda of the next meeting for formal approval by the board.

Rationale

The amendments are proposed to incorporate gender-neutral terms and for clarity.

Board of directors' position

Endorses, consent agenda

UPLG Motion 18

Move that *Model Rules* 240.10 be amended as follows:

240.10 Licensure

A. License Number as a Professional Engineer or Professional Surveyor

Each licensee is assigned a license number at the time licensure is granted by the board. Numbers are issued consecutively in the order in which applicants are granted licensure. The licensee will be advised of the number by the board.

B. Certificates of Licensure

The board shall issue a certificate of licensure to an applicant who has met the requirements of this jurisdiction and who has paid the application fee. The information shown on the certificate shall be in accordance with *Model Law* 140.10 Certificates of Licensure, Seals.

C. Retirement of Licensure Option

When a licensee in good standing desires to retire ~~his or her~~ their license, ~~he or she~~ they may do so ~~upon application by applying~~ to the board. ~~Upon~~ After meeting the requirements established by the board, a permanent identification card may be issued and the retired licensee shall receive all rights and benefits as established by the board. ~~Upon~~ After retirement of said license, the retiree shall not practice the profession.

D. Reissuance of Certificate

When a certificate of licensure, certificate of authorization, or enrollment card is lost, destroyed, or mutilated, it will be replaced upon request by a licensee, firm, or intern in good standing who has paid a fee established by the jurisdiction.

Rationale

The amendments are proposed to incorporate gender-neutral terms and for clarity.

Board of directors' position

Endorses, consent agenda

UPLG Motion 19

Move that *Model Rules* 240.15 be amended as follows:

240.15 Rules of Professional Conduct

To safeguard the health, safety, and welfare of the public and to maintain integrity and high standards of skill and practice in the engineering and surveying professions, the rules of professional conduct provided in this section shall be binding upon every licensee and on all firms authorized to offer or perform engineering or surveying services in this jurisdiction.

A. ~~Licensee's~~ Obligations of Licensees to the Public

1. Licensees shall be cognizant that their first and foremost responsibility is to safeguard the health, safety, and welfare of the public when performing services for clients and employers.
2. Licensees shall sign and seal only those plans, surveys, and other documents that conform to accepted engineering and surveying standards and that safeguard the health, safety, and welfare of the public.
3. Licensees shall notify their employer or client and such other authority as may be appropriate when their professional judgment is overruled when the health, safety, or welfare of the public is endangered.
4. Licensees shall, to the best of their knowledge, include all relevant and pertinent information in an objective and truthful manner within all professional documents, statements, and testimony.
5. Licensees shall express a professional opinion publicly only when it is founded upon an adequate knowledge of the facts and a competent evaluation of the subject matter.
6. Licensees shall issue no statements, criticisms, or arguments on engineering and surveying matters that are inspired or paid for by interested parties, unless ~~they~~ the licensee explicitly identifies the interested parties on whose behalf they are speaking and reveal any interest they have in the matters.
7. Licensees shall not partner, practice, or offer to practice with any person or firm that they know is engaged in fraudulent or dishonest business or professional practices.

8. Licensees who have knowledge or reason to believe that any person or firm has violated any rules or laws applying to the practice of engineering or surveying shall report it to the board, may report it to appropriate legal authorities, and shall cooperate with the board and those authorities as requested.
 9. Licensees shall not knowingly provide false or incomplete information regarding an applicant in obtaining licensure.
 10. Licensees shall comply with the licensing laws and rules governing their professional practice in each of the jurisdictions in which they practice.
- B. Licensee's Obligations of Licensees to Employers and Clients
1. Licensees shall undertake assignments only when qualified by education or experience in the specific technical fields of engineering or surveying involved.
 2. Licensees shall not affix their signatures or seals to any plans or documents dealing with subject matter in which they lack competence, nor to any such plan or document not prepared under their responsible charge.
 3. Licensees may accept assignments and assume responsibility for coordination of an entire project if each technical segment is signed and sealed by the licensee responsible for preparation of that technical segment.
 4. Licensees shall not reveal facts, data, or information obtained in a professional capacity without the prior consent of the client, employer, or public body on which ~~they~~ the licensee serves except as authorized or required by law or rules.
 5. Licensees shall not solicit or accept gratuities, directly or indirectly, from contractors, their agents, or other parties in connection with work for employers or clients.
 6. Licensees shall disclose to their employers or clients all known or potential conflicts of interest or other circumstances that could influence or appear to influence their judgment or the quality of their professional service or engagement.
 7. Licensees shall not accept compensation, financial or otherwise, from more than one party for services pertaining to the same project, unless the circumstances are fully disclosed and agreed to in writing by all interested parties.
 8. Licensees shall not solicit or accept a professional contract from a governmental body on which a principal or officer of their organization serves as a member. Conversely, licensees serving as members, advisors, or employees of a government body or department, who are the principals or employees of a private concern, shall not participate in decisions with respect to professional services offered or provided by said concern to the governmental body that they serve.
 9. Licensees shall not use confidential information received in the course of their assignments as a means of making personal profit without the consent of the party from whom the information was obtained.
- C. Licensee's Obligations of Licensees to Other Licensees
1. Licensees shall not falsify or permit misrepresentation of their, or their associates', academic or professional qualifications. They Licensees shall not misrepresent or exaggerate their degree of responsibility in prior assignments nor the complexity of said assignments. Presentations incidental to the solicitation of employment or business shall not misrepresent pertinent facts concerning employers, employees, associates, joint ventures, or past accomplishments.
 2. Licensees shall not offer, give, solicit, or receive, either directly or indirectly, any commission, or gift, or other valuable consideration in order to secure work, and shall not make any political contribution with the intent to influence the award of a contract by public authority.
 3. Licensees shall not injure or attempt to injure, maliciously or falsely, directly or indirectly, the professional reputation, prospects, practice, or employment of other licensees, nor indiscriminately criticize other licensees' work.
 4. Licensees shall make a reasonable effort to inform another licensee whose work is believed to contain a material discrepancy, error, or omission that may impact the health, safety, or welfare of the public, unless such reporting is legally prohibited.

Rationale

The amendments are proposed to incorporate gender-neutral terms and for clarity and consistency.

Board of directors' position

Endorses, consent agenda

UPLG Motion 20

Move that *Model Rules* 240.40 be amended as follows:

240.40 Expirations, Renewals, and Reinstatement to Active Practice

- A. A renewal notice will be sent annually or as required by this jurisdiction by the board [*insert number of days*] prior to the license expiration date to every individual licensed under the licensure act and to every firm holding a certificate of authorization showing the expiration date of their license or certificate and the amount of the fee for renewal.
- B. The annual [*or insert other amount of time*] renewal fee is established by the board.
- C. Renewal fees must be received by the board prior to the expiration date. Fees received within one month or more after the renewal date will be assessed an additional fee established by the board.
- D. Renewal fees not paid within a period established by the board after the expiration date voids the license or certificate and will require a new application for licensure or certification in order to continue to practice engineering or surveying.
- E. A licensee or firm who supplies the board before the expiration date of ~~his/her/its~~ their license/certificate with an affidavit that ~~he/she/it~~ they are no longer practicing and will not practice engineering or surveying in this jurisdiction may retain ~~his/her/its~~ their license/certificate for later use ~~upon payment of~~ after paying delinquent fees.
- F. The responsibility for the timely renewal of a licensee's license rests solely with the individual licensee. The responsibility for the timely renewal of a firm's certificate rests solely with the firm's managing agent.
- G. The applicant for renewal or reinstatement may be required to demonstrate to the board that ~~he or she has~~ they have maintained the required minimum level of professional competence in a manner acceptable to the board.
- H. If the applicant for reinstatement has not been engaged in the legal practice of engineering or surveying for more than five years prior to seeking reinstatement, the licensing board may require the applicant to take and pass the NCEES Principles and Practice of Engineering (PE) examination or the NCEES Principles and Practice of Surveying (PS) examination and jurisdiction-specific examinations prior to reinstatement.

Rationale

The amendments are proposed to incorporate gender-neutral terms and for clarity and consistency.

Board of directors' position

Endorses, consent agenda

UPLG Motion 21

Move that *Model Rules* 250.30 be amended as follows:

250.30 Disciplinary Action Procedures

- A. Summons and Notice of Charges
 1. In the event the investigative committee determines that a probable cause exists, the legal counsel of the board is requested to prepare a summons and notice of charges.
 2. The summons and notice of charges shall be personally served or mailed to the last known address of the respondent at least 30 days before the date fixed for hearing.
 3. The summons and notice of charges shall show the time, place, and nature of the hearing, a statement of legal authority and jurisdiction under which the hearing is to be held, a reference to the particular section of the licensure act and rules involved, and a short and plain statement of the matters asserted. The notice of the summons and notice of charges shall indicate that at any hearing the respondent shall have the right to appear in person or by counsel or both to cross-examine witnesses in ~~his or her or its~~ their defense and to produce evidence and witnesses ~~of his or her or its own in their~~ defense. If the respondent fails or refuses to appear, the board may proceed to hear and determine the validity of the charges. The notice shall be in substantial compliance with the requirements of the laws of this jurisdiction.

Rationale

The amendments are proposed to incorporate gender-neutral terms.

Board of directors' position

Endorses, consent agenda

UPLG Motion 22

Move that *Model Law* “An Act” section be amended as follows:

AN ACT

To regulate the practice of engineering and/or surveying; provide for the licensure of qualified individuals as professional engineers and/or professional surveyors and for the certification of engineer interns, surveyor interns, and firms; define the terms “~~Engineer,~~” “Professional Engineer,” “Professional Engineer, Retired,” “Engineer Intern,” and “Practice of Engineering”; define the terms “Professional Surveyor,” “Professional Surveyor, Retired,” “Surveyor Intern,” and “Practice of Surveying”; create a jurisdiction board of licensure for professional engineers and/or professional surveyors and provide for the appointment and compensation of its members; fix the term of members of the board and define its powers and duties; set forth the minimum qualifications and other requirements for licensure as a professional engineer and/or a professional surveyor and for certification as an engineer intern, surveyor intern, or firm; establish fees and expiration and renewal requirements; impose certain duties upon this jurisdiction and political subdivisions thereof in connection with public work; and provide for the enforcement of this Act and penalties for its violation.

Be it enacted by the *[insert Legislative body name]* of the Jurisdiction of *[insert state or territory name]* as follows.

Rationale

At the 2023 annual meeting, the Council adopted UPLG Motion 3, which removed the definition of “Engineer” from *Model Law* 110.20 Definitions. This amendment is proposed in response to that change.

Board of directors’ position

Endorses, consent agenda

UPLG Motion 23

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

240.20 Seal on Documents

H. When a licensee is required to seal and sign engineering/surveying documents, one of the following methods must be used:

1. Physical placement of a seal and a handwritten signature in permanent ink containing the name of the licensee
2. Digital placement of a seal and a handwritten signature in permanent ink containing the name of the licensee
3. Digital placement of a seal and a digital signature containing the name of the licensee

I. 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

1. Unique to the individual using it
2. Capable of verification
3. Under the sole control of the individual using it
4. Linked to a document in such a manner that the digital signature is invalidated if any data in the document is changed.

J. A digital signature that uses a process approved by the board will be presumed to meet the criteria set forth in Sections H and I 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

Formatting modifications are proposed for clarity and consistency.

Board of directors’ position

Endorses, consent agenda

Engineering Licensure Task Force (2 motions)

ELTF Motion 1

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Law* 130.10 B.2.b:

130.10 General Requirements for Licensure

B. Engineering

2. Licensure as a Professional Engineer

b. Licensure by Comity for a Professional Engineer^{3,4}

The following shall be considered as minimum evidence satisfactory to the board that the applicant is qualified for licensure by comity as a professional engineer:

- (1) An individual holding a license to engage in the practice of engineering issued by a proper authority of any jurisdiction or any foreign country, based on requirements that do not conflict with the provisions of this Act and possessing credentials that are, in the judgment of the board, of a standard that provides proof of minimal competency and is comparable to the applicable licensure act in effect in this jurisdiction at the time such license was issued may, upon application, be licensed without further examination except as required to examine the applicant's knowledge of statutes, rules, and other requirements unique to this jurisdiction; or
- (2) An individual holding an active Council Record with NCEES, whose qualifications as evidenced by the Council Record meet the requirements of this Act, may, upon application, be licensed without further examination except as required to examine the applicant's knowledge of statutes, rules, and other requirements unique to this jurisdiction; or
- (3) An individual (not applying for licensure in the structural discipline) who holds a certificate of licensure to engage in the practice of engineering issued by another state, the District of Columbia, or a territory of the United States may, upon application, be licensed without further examination except as required to examine the applicant's knowledge of statutes, rules, and other requirements unique to this jurisdiction, if the applicant meets all of the following criteria:
 - (a) The professional engineering qualifications of the applicant include a minimum of seven years of continuous and verifiable experience as a professional engineer that is acceptable to the board;
 - (b) Applicant has not received any form of disciplinary action related to professional conduct or practice from any jurisdiction within the five years immediately preceding application to this jurisdiction;
 - (c) Applicant's professional license has not been suspended or revoked at any time from any jurisdiction; and
 - (d) Applicant has passed the Principles and Practice of Engineering examination administered by the National Council of Examiners for Engineering and Surveying relevant to the discipline in which the applicant is seeking licensure.

³ Jurisdictions (boards) that do not license by discipline may license an individual as a professional engineer.

⁴ Jurisdictions (boards) that license by discipline may license an individual in any discipline in which the individual can verify his or her competency.

Rationale

The task force believes that proposed changes to existing licensure laws by local legislative bodies have been increasing in frequency and severity and that this addition to the *Model Law* will allow jurisdictions, if they so wish, to remove regulatory barriers and allow expediency to professional engineering licensure without increased hazard to the public that each board serves. The intent is to utilize a history of board-monitored safe practice in lieu of any unique licensure criteria applied on a jurisdiction-by-jurisdiction basis that could prevent licensure of otherwise qualified individuals.

Board of directors' position

Endorses, non-consent agenda

ELTF Motion 2

Move that Administrative Policy 17 be amended as follows:

AP 17 Representatives to the International Engineering Alliance and Related Organizations

- A. NCEES shall be represented at the International Engineering Alliance (IEA) and related organizations by the president, president-elect, and chief executive officer. The president may, subject to approval by the board, appoint substitute representatives [and additional attendees to meetings](#).
- B. All travel expenses shall be funded in accordance with Financial Policy 3 and the *NCEES Travel Policy*.
- C. When seeking election or reelection to an office or an appointment to a committee or working group of IEA or related organizations, any individual [other than the above officers](#) must first obtain approval of the NCEES board of directors.

Rationale

The task force believes that there are instances when someone interested in seeking a leadership position with IEA may need to attend a meeting (paragraph C). This person will need to be able to attend the in-person or virtual meetings of IEA to be elected. This revision will allow the president, with approval by the board, to appoint additional attendees to meetings of IEA.

Board of directors' position

Endorses, consent agenda

Surveying and Mapping Sciences Licensure Task Force (2 motions)

SMSLTF Motion 1

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Law 130.10 C.2.a*:

130.10 General Requirements for Licensure

(1) Education Requirements

An individual seeking licensure as a professional surveyor shall possess one or more of the following education qualifications (a degree in surveying includes surveying, surveying engineering, mapping, geodesy, and geomatics):

- (a) A degree in surveying of four years or more accredited by the Engineering Accreditation Commission of ABET (EAC/ABET)
- (b) A degree in surveying of four years or more accredited by the Engineering Technology Accreditation Commission of ABET (ETAC/ABET)
- (c) A degree in surveying of four years or more accredited by the Applied and Natural Science Accreditation Commission of ABET (ANSAC/ABET)
- (d) A degree [related to surveying](#) of four years or more with 30 or more semester course hours in core surveying topics
- (e) A bachelor's, master's, or doctoral degree from a non-accredited program related to surveying. This individual's education must be shown to meet the *NCEES Surveying Education Standard*

Rationale

This motion provides educational flexibility by allowing an individual to obtain the necessary surveying education of 30 or more hours either as part of a bachelor's degree or in addition to a bachelor's degree of any type. This recommendation considered NCEES' surveying education white paper, which was revised in 2023. The white paper documented the positive effects of formal education for a surveying professional. The paper surmised that a bachelor's degree program is more effective at teaching a wide variety of concepts and principles than an associate's degree alone. The paper also recognized that the success of online surveying programs has shown that it is feasible to accommodate students who would otherwise not have access to a surveying degree program.

Board of directors' position

Endorses, consent agenda

SMSLTF Motion 2

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Law 130.10 C.2.a*:

130.10 General Requirements for Licensure

(3) Experience Requirements

An individual seeking licensure as a professional surveyor shall present evidence of a specific record of four years of progressive surveying experience ~~after a qualifying degree is conferred as described in 2.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 surveying. The following educational criteria may apply as a substitute to the length of experience set forth above:

- (a) An individual with a master's degree in surveying acceptable to the board: three years of experience ~~after the qualifying bachelor's degree is conferred as described in 2.a.(1) above~~
- (b) An individual with an earned doctoral degree in surveying acceptable to the board and who has passed the FS exam: two years of experience
- (c) An individual with an earned doctoral degree in surveying acceptable to the board and who has elected not to take the FS exam: four years of experience

A graduate degree that is used to satisfy education requirements cannot be applied for experience credit toward licensure. To be eligible for experience credit, graduate degrees shall be relevant to the applicant's area of professional practice.

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

Rationale

This motion revises experience language so that an individual can begin to account for their surveying-related experience time, even if that person is working on their education requirement. The task force recognized that more individuals are working full time in the field of surveying while they meet their educational requirements and that many of those are benefiting from online or part-time programs. Striking this language does not decrease the experience requirement but instead reflects the unique nature of how these individuals acquire experience and that some obtain overlapping surveying education and experience.

Board of directors' position

Endorses, consent agenda

Special Committee on Bylaws (36 motions)

Bylaws Motion 1

Move that *Bylaws* 2.01 be amended as follows:

Section 2.01 Purpose. The purpose of this Council shall be to provide an organization through which ~~s~~State ~~b~~Boards may act and counsel together to better discharge their responsibilities in regulating the practice of engineering and surveying as it relates to safeguarding the health, safety, and welfare of the public. The Council shall also provide such services as may be required by the boards in their mandate to safeguard the public.

Rationale

For clarification and simplification, when a term first appears and is defined in the *Bylaws*, primarily in Articles 1–3, it is capitalized, and the capitalization of that term is continued throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location of their occurrence.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 2

Move that *Bylaws* 2.02 be amended as follows:

Section 2.02 Objectives. In the public interest, NCEES shall provide to licensing boards services that assist in the development and administration of the licensing process by promoting

- (1) Improvements of licensing laws for engineering and surveying, including the administration and effectiveness of ~~these~~~~those~~ laws;
- (2) Uniformity of standards and practices used in engineering and surveying licensure;

- (3) General acceptance and recognition of comity for engineering and surveying licensure among boards;
- (4) Definition and maintenance of nationally recognized licensing qualifications to become professional engineers and professional surveyors;
- (5) Identification and observation of international engineering and surveying licensing procedures and the maintenance of a liaison with international licensing agencies;
- (6) Improvement and uniformity of standards for law enforcement and disciplinary action in engineering and surveying licensing laws and their administration; and
- (7) Value of the licensure of engineers and surveyors as it relates to safeguarding the health, safety, and welfare of the public.

Rationale

A minor wording revision is proposed for conciseness and clarity.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 3

Move that *Bylaws* 3.02 be amended as follows:

Section 3.02 Members. A ~~m~~Member of NCEES shall be a person who is a member of a Member Board.

Rationale

When a term first appears and is defined in the *Bylaws*, it is capitalized, and the capitalization of that term is continued throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 4

Move that *Bylaws* 3.021 be amended as follows:

Section 3.021 Associate Members. An Associate Member of NCEES shall be a designee of a Member Board, but not a member of a Member Board, who is appointed by the NCEES Board of Directors as an Associate Member of NCEES.

Member board administrators shall automatically be designated as Associate Members. Recommendations for ~~other a~~Associate mMembers ~~of NCEES~~ shall be submitted by Member Boards to the Board of Directors and become effective upon appointment by the Board of Directors. Such appointments shall be reviewed annually by each Member Board and shall remain in effect until the Board of Directors is notified otherwise by the Member Board.

Associate Members ~~of NCEES~~ shall have the privilege of the floor at meetings of the Council. Associate Members may serve on any committee or task force to which duly appointed under the *Bylaws*. ~~Associate Members are eligible to hold the elective office of zone Secretary but are not eligible to serve on the NCEES Board of Directors.~~

Rationale

The revision to the first sentence of the second paragraph of Section 3.021 is as proposed by ACCA and approved at the 2023 annual meeting. The rationale at that time was that member board administrators (MBAs) are a vital part of NCEES, and almost every MBA is named an associate member in due course. This change would streamline the process for designating MBAs associate members. Other member board staff who wish to be designated associate members would need to continue to go through the formal process.

The remaining revisions to Section 3.021 are a result of Charge 1 considerations. They consist of capitalizations and minor wording cleanup for conciseness and clarity and to eliminate repetition. Eligibility to hold office is covered in Sections 3.09 and 4.05 and should not be included in this section.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 5

Move that *Bylaws* 3.022 be amended as follows:

Section 3.022 Emeritus Members. An Emeritus Member of NCEES shall be a person who is a former member of a Member Board who is duly recommended by that Member Board and approved by the NCEES Board of Directors. Such appointments shall be reviewed annually by each Member Board and shall remain in effect until the Board of Directors is notified otherwise by the Member Board.

Emeritus Members ~~of NCEES~~ shall have the privilege of the floor at meetings of the Council. Emeritus Members may serve on any committee or task force to which duly appointed under the *Bylaws*.

Rationale

A minor wording revision is proposed for conciseness and clarity and to eliminate repetition. In the first sentence of this section, Emeritus Member is defined as including “of NCEES.” Subsequently, the capitalization of Emeritus Member indicates that the complete definition applies, as provided in the first paragraph, and noting “of NCEES” is not necessary.

Board of directors’ position

Endorses, consent agenda

Bylaws Motion 6

Move that *Bylaws* 3.03 be amended as follows:

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

A minor wording revision is proposed to eliminate repetition. Voting privileges are defined in Section 6.02.

Board of directors’ position

Endorses, consent agenda

Bylaws Motion 7

Move that *Bylaws* 3.04 be amended as follows:

Section 3.04 Participating Organizations. A Participating Organization shall be a society, institute, association, or organization of national scope whose membership is composed predominantly of engineers and/or surveyors engaged in work at the professional level and whose policies include advancement of professional ethics and standards and encouragement of licensure, and which actively supports the policies and objectives of the Council. Participating Organizations are entitled to representation at meetings of the Council ~~without voting privileges~~ and, on approval of the presiding officer, may have the privilege of the floor. They shall be privileged to communicate with the officers and Board of Directors of the Council on matters of mutual concern. Acceptance of a Participating Organization shall be by majority vote of the Council.

Rationale

A minor wording revision is proposed to eliminate repetition. Voting privileges are defined in Section 6.02.

Board of directors’ position

Endorses, consent agenda

Bylaws Motion 8

Move that *Bylaws* 3.05 be amended as follows:

Section 3.05 Delegates. A ~~d~~Delegate shall be a ~~m~~Member or an ~~a~~Associate ~~m~~Member designated by a Member Board to represent it at meetings of the Council. A Member Board may have as many ~~d~~Delegates as it has members but may cast ~~votes~~ only the number of votes as prescribed in the *Bylaws*. Any ~~d~~Delegate shall have the privilege of the floor.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

In addition, minor wording revisions are proposed for conciseness and clarity.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 9

Move that *Bylaws* 3.06 be amended as follows:

Section 3.06 Representatives. A ~~r~~Representative shall be a member of an International Affiliate Organization or a Participating Organization designated to represent his or her respective organization at meetings of the Council.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 10

Move that *Bylaws* 3.07 be amended as follows:

Section 3.07 Past Presidents. Past ~~p~~Presidents of the Council who are not members of Member Boards shall be considered as honorary participants in the Council eligible to serve on the committees, to have the privilege of the floor at meetings of the Council, to take part in discussions, and to perform all functions of ~~m~~Members except to hold office and vote.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 11

Move that *Bylaws* 3.08 be amended as follows:

Section 3.08 Zones. ~~The~~ Member Boards ~~of the Council~~ shall be divided into four zones as follows: **Central Zone:** Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin; **Northeast Zone:** Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, West Virginia; **Southern Zone:** Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, Puerto Rico, South Carolina, Tennessee, Texas, Virgin Islands (U.S.), Virginia; **Western Zone:** Alaska, Arizona, California, Colorado, Guam, Hawaii, Idaho, Montana, Nevada, New Mexico, Northern Mariana Islands, Oregon, Utah, Washington, Wyoming.

Rationale

Minor wording revisions are proposed for conciseness and clarity and to eliminate repetition.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 12

Move that *Bylaws* 3.09 be amended as follows:

Section 3.09 Zone Organization. Each zone shall adopt the *Zone Meeting and Continuity Guidelines* for its organization and operation consistent with and in conformity to the *NCEES Bylaws*.

Each zone shall submit copies of its minutes to the Council at the Annual Business Meeting of the Council. Each zone shall elect an Assistant Vice President who shall serve a two-year term concurrent with the Vice President. The Assistant Vice President shall assist the Vice President, shall perform the duties outlined in the *Zone Meeting and Continuity Guidelines*, and shall perform all duties of the Vice President in the event that the Vice President is unable to perform [them](#) for any reason. This shall include fulfilling the duties as Vice President on the Board of Directors.

Each zone shall elect a Secretary. Members and [Associate m](#)Members shall be eligible to hold the office of Secretary. The Secretary shall keep and have published zone minutes and maintain records of zone activities.

Administration of the financial affairs of the zone shall be consistent with those of the Council as governed by the Council's Articles of Incorporation and the *Bylaws*.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

In addition, a minor wording revision is proposed for conciseness and clarity.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 13

Move that *Bylaws* 4.01 be amended as follows:

Section 4.01 Board of Directors. The Board of Directors shall be the executive board of ~~the National Council of Examiners for Engineering and Surveying NCEES~~. The Board of Directors shall exercise the corporate powers as set forth in the South Carolina Nonprofit Corporation Act.

The Board of Directors shall function as the executive board of the Council and may authorize all expenditures, provide direction to the office of the Chief Executive Officer through the President, authorize the borrowing of funds for Council purposes, and do all things necessary to conduct the affairs of the Council between the Annual Business Meetings.

The Board of Directors shall not take any action that shall interfere with the rights of any Member Board in the regulation of licensees or determine the licensing requirements of applicants within any Member Board's jurisdiction. The Board of Directors shall not be authorized to make expenditures in excess of its annual income and general reserves. In no event shall the Board of Directors be authorized to increase NCEES membership fees of a constituent member.

Decisions of the Board of Directors shall be made by a majority of the members present at a regularly scheduled or called meeting at which a quorum is present. The President shall call meetings of the Board of Directors. A majority of the [b](#)Board members may submit a written request to the President to call such meeting, and the President shall call such meeting within 30 days of receiving such request.

Rationale

A minor wording revision is proposed to eliminate repetition.

In addition, defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 14

Move that *Bylaws* 4.02 be amended as follows:

Section 4.02 Board Membership. The Board of Directors shall consist of the President, the President-Elect, the Immediate Past President, the Treasurer, and the four [zone](#) Vice Presidents (one from each zone).

Rationale

A minor wording revision is proposed for clarity.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 15

Move that *Bylaws* 4.03 be amended as follows:

Section 4.03 Officers. Officers of the Council shall be the President, the President-Elect, the Immediate Past President, the Treasurer, the four [zone](#) Vice Presidents (one from each zone), and the Chief Executive Officer as the Secretary.

Rationale

A minor wording revision is proposed for clarity.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 16

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 President-Elect shall 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. Any [member](#) elected to the office of President-Elect shall be eligible to serve as President-Elect, President, and Immediate Past President, with full authority of the offices and board privileges. Past Presidents shall be ineligible for reelection as President-Elect of the Council.

The Treasurer shall be elected at the Annual Business Meeting every three years in the manner prescribed in the *Bylaws*. Treasurers shall not be eligible for reelection to the same office until at least one full term has elapsed. For the office of Treasurer, a partial term served shall not be considered a term for term-limit purposes.

Vice Presidents shall be elected at their respective Zone Interim Meeting every two years in the manner prescribed in the *Bylaws*. Vice Presidents from the Northeast and Southern Zones shall be elected in odd-numbered years. Vice Presidents from the Central and Western Zones shall be elected in even-numbered years. Vice Presidents shall not be eligible for reelection to the same office until at least one full term has elapsed. For the office of Vice President, a partial term served shall not be considered a term for term-limit purposes.

New members of the Board of Directors 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.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 17

Move that *Bylaws* 4.05 be amended as follows:

Section 4.05 Qualifications. Any ~~m~~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 ~~m~~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 ~~m~~Member of NCEES at least three years, and shall have attended at least two NCEES Annual Business Meetings.

Members of the current Board of Directors whose term on their Member Board has expired may run for President-Elect if

- ~~▪ Their term on their state board has expired during their term as NCEES Treasurer or Vice President;~~
- They have obtained emeritus standing within the Council; and
- ~~They have the approval of their state Member 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.

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

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

Rationale

The proposed revisions to the third paragraph of Section 4.05 are presented as passed by the Council at the 2023 annual meeting. The changes were recommended by ACCA based on the belief that once a member board member is elected zone vice president or treasurer, they should be able to continue through the entire leadership pathway (vice president/treasurer, president-elect, president, and immediate past president) even if their term on their member board expires prior to the end of this pathway.

The remaining proposed revisions to Section 4.05 are minor wording revisions to eliminate repetition and to capitalize defined terms.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 18

Move that *Bylaws* 5.01 be amended as follows:

Section 5.01 President. The President shall be the chair of the Board of Directors and shall preside over all meetings of the Board as well as the Annual Business Meeting of the Council. The President shall be an ex-officio member of all committees and task forces of the Council. The President shall perform all other duties ordinarily pertaining to the office of President. The President shall prepare and present to the Council at the Annual Business Meeting a report of the President's activities during the term of office.

The President shall appoint all members, chairs, vice-chairs, and consultants of the standing committees as defined in Article 7 of the *Bylaws*. The President shall also appoint all members, chairs, vice-chairs, and consultants of 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 one member of the Board of Directors to serve as board liaison to each standing committee, special committee, and task force. The President shall appoint all official representatives of the Council to any other organizations. If needed during the annual meeting, the President shall appoint a Tellers Committee for the election of the President-Elect and/or Treasurer.

If the President is absent, the President-Elect will serve as the acting President in accordance with *Bylaws* 5.02. 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 serve as the acting President. The acting President shall have all powers of the President while [presiding/acting](#) in this capacity.

Rationale

A minor wording revision is proposed for conciseness and clarity.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 19

Move that *Bylaws* 5.02 be amended as follows:

Section 5.02 President-Elect. ~~The President-Elect shall serve as a member of the Board of Directors.~~ In the absence of the President or the incapacity of the President, the President-Elect shall exercise the duties of and possess all the powers of the President, including the appointment of committees. The President-Elect shall serve as an ex-officio member of the Committee on Finances.

Rationale

The first sentence has been removed to eliminate repetition. The deleted information is already provided in Section 4.02.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 20

Move that *Bylaws* 5.03 be amended as follows:

Section 5.03 Treasurer. ~~The Treasurer shall serve as a member of the Board of Directors.~~ The Treasurer shall, under the direction of the Board of Directors, oversee the financial operation of the Council and shall obtain an annual audit of Council finances and submit such audit to the Board of Directors. The Treasurer shall serve as an ex-officio member of the Committee on Finances.

Rationale

The first sentence has been removed to eliminate repetition. The deleted information is already provided in Section 4.02.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 21

Move that *Bylaws* 5.04 be amended as follows:

Section 5.04 Vice Presidents. Vice Presidents shall be identified as Central Zone Vice President, Northeast Zone Vice President, Southern Zone Vice President, and Western Zone Vice President. The Vice President of each zone shall be the administrative officer of their zone ~~and serve as a member of the Board of Directors.~~

Rationale

The revision has been proposed to eliminate repetition. The deleted information is already provided in Section 4.02.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 22

Move that *Bylaws* 5.05 be amended as follows:

Section 5.05 Secretary. The Chief Executive Officer shall serve as the Secretary of the Corporation. As such, the Secretary shall serve as the custodian for corporate records of the Council and shall be the officer responsible for preparing minutes of the [Board of dDirectors](#)² and [mMembers](#)² meetings and for authenticating all corporate records. The Secretary shall have the authority to execute documents on behalf of the Council and as directed by the Board of Directors.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 23

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, [mMember](#), [aAssociate mMember](#), [Past President](#), [Emeritus 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

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

In addition, Past President and Emeritus Member are added to the list of those receiving notice of the annual meeting to conform with the practice of the Council.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 24

Move that *Bylaws* 6.02 be amended as follows:

Section 6.02 Quorum and Voting. A quorum for the transaction of business at ~~the an~~ Annual Business Meetings of the Council shall be [dDelegates](#) 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. An [aAssociate mMember](#) may serve as a Member Board [dDelegate](#) 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 [sState](#), such designation may come from the agency director for that board.

Voting by one Member Board on behalf of another Member Board not physically present in the meeting room at the time of the vote shall not be permitted.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

In addition, a minor wording revision is proposed for clarity.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 25

Move that *Bylaws* 6.03 be amended as follows:

Section 6.03 Special Meetings. Special meetings of the Council may be called by the President, or by the [eDelegates](#), representatives, or officers of the majority of the Member Boards. The same *Bylaws* relative to quorum, voting, procedure and conduct of business at an Annual Business Meeting shall apply to special meetings.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 26

Move that *Bylaws* 6.04 be amended as follows:

Section 6.04 Zone Meetings. Zone meetings may be held each year. A quorum for the transaction of business at zone meetings shall be [eDelegates](#) from a majority of Member Boards of the zone. The Vice President from the zone shall preside at the zone meetings and submit copies of its minutes to the Council [Secretary](#).

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 27

Move that *Bylaws* 7.01 be amended as follows:

Section 7.01 Standing Committees. The standing committees of the Council shall be the following: Advisory Committee on Council Activities (ACCA), Awards, Education, Examination Audit, Examinations for Professional Engineers (EPE), Examinations for Professional Surveyors (EPS), Examination Policy and Procedures (EPP), Finances, Law Enforcement, [Licensure](#), Member Board Administrators (MBA), and Uniform Procedures and Legislative Guidelines (UPLG).

The structure and membership of all standing committees shall be commensurate with the charges unless otherwise provided for in the *Bylaws*. The composition of the committees should reflect the diversity of the Council membership.

A committee member may be appointed to serve on only one standing committee during any administrative year.

Appointments shall limit the tenure on any one committee to a maximum of four consecutive years, including any time as chair, except that (1) an individual may serve for three years as an EPS Committee member, two additional years as the EPS Committee vice chair, and two additional years as the EPS Committee chair; and (2) an individual may serve for three years as an EPE Committee member, two additional years as the EPE Committee vice chair, and two additional years as the EPE Committee chair. The chairs of the EPE and EPS

Committee shall have had experience in developing NCEES examinations before assuming the position of chair. This experience is defined as involvement in at least two of the following activities: item writing or review, participation on a cut score panel, involvement in a Professional Activities and Knowledge Study (PAKS) committee or on examination specification committees, or participation on an examination development committee. The ascension track to the chair shall also include psychometric training approved by NCEES. A committee chair appointment shall be limited in tenure to a maximum of two consecutive years on any one committee.

Members, ~~a~~Associate ~~m~~Members, ~~p~~Past ~~p~~Presidents, and ~~e~~Emeritus ~~m~~Members shall be eligible to serve on any committee or task force. Committee members may continue to serve until the conclusion of the term of office to which they were appointed even if their terms with Member Boards have ended.

Rationale

The Committee on Licensure has been added to the list of standing committees, as approved by Council at the 2023 annual meeting.

In addition, defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 28

Move that *Bylaws* 7.10 be amended as follows:

Section 7.10 Committee on Law Enforcement. The Committee on Law Enforcement shall consist of a chair and members from each zone. At least one member shall be a surveyor. The committee shall receive comments and suggestions from Member Boards regarding ~~s~~State ~~b~~Board regulatory functions and submit recommendations for action to the Board of Directors. The committee will consider and recommend methods for Member Boards to achieve more effective and uniform enforcement of licensing acts and for greater interstate coordination of enforcement actions, including better utilization of available technologies. The committee is responsible for periodically updating the *Investigation and Enforcement Guidelines* to assist Member Boards in investigative techniques, hearing procedures, and settlements.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 29

Move that *Bylaws* 7.11 be added as follows and that subsequent sections be renumbered accordingly:

Section 7.11 Committee on Licensure. The Committee on Licensure shall consist of a chair and two members from each zone. At least two members of the committee shall be professional engineers, at least two members shall be professional surveyors, and at least one member shall be a member board administrator. Committee appointments shall strive to include those currently active in academia, private practice, industry, and government. In addition, the President shall appoint consultants as necessary.

The chair or a designee of this committee shall be a liaison to the Participating Organizations Liaison Council and to the Committee on Uniform Procedures and Legislative Guidelines and shall provide advice to the President and the Board of Directors.

The committee shall provide ongoing holistic review of the engineering and surveying licensure systems. It shall respond to licensure issues and concerns as they arise by developing and recommending licensure processes and amendments to position statements, the *Model Law*, and the *Model Rules* as necessary.

Rationale

The Bylaws Committee worked with the Engineering Licensure Task Force to develop a committee description that adequately serves the purpose of the Licensure Committee. It provides for a forum where a wide range of licensure issues can be addressed and provides connectivity between existing standing committees in addressing licensure-related issues.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 30

Move that *Bylaws* 7.11 be amended as follows:

Section 7.11 Committee on Member Board Administrators. The Committee on Member Board Administrators shall consist of a chair, who shall be a member board administrator; at least two member board administrators from each zone; and two current ~~m~~Members or ~~e~~Emeritus ~~m~~Members ~~of Member Boards~~. The committee shall arrange for the conference of administrators at the Annual Meeting and Interim Meetings of the NCEES zones. Throughout the year, the committee shall strive to provide close cooperation between administrators and to facilitate and assist any efforts by the Member Boards in addressing licensure processes and practices.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Note: This section will be renumbered from 7.11 to 7.12 if Motion 29 is adopted.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 31

Move that *Bylaws* 10.01 be amended as follows:

Section 10.01 Fees. Member Board annual membership fees are due within 30 days ~~within of~~ receipt of an invoice from NCEES. The fee schedule for Member Boards shall be based on the number of licensees of record as of December of the preceding calendar year.

Rationale

A minor wording revision is proposed for clarity.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 32

Move that *Bylaws* 10.0125 be amended as follows:

Section 10.0125 Examinees. Examinees may register and sit for NCEES examinations even when their NCEES ~~m~~Member ~~b~~Board is in arrears.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 33

Move that *Bylaws* 11.01 be amended as follows:

Section 11.01 Nominations. A nomination for the office of President-Elect shall be presented to the Board of Directors by the respective ~~Zz~~one Vice President as voted on by the respective zone at its Zone Interim Meeting. The order of rotation for President-Elect shall be Northeast Zone, Central Zone, Southern Zone, and Western Zone.

Member ~~bB~~oards may submit nominations for qualified Treasurer candidates in the third year of the outgoing Treasurer's term. These nominations shall be filed with the Chief Executive Officer not later than 60 days prior to the opening of the Annual Business Meeting.

Any ~~dD~~elegates shall have the privilege of making nominations for President-Elect and Treasurer from the floor. Such nominees from the floor must meet the requirements set out in Section 4.05 and be seconded by at least four Member Boards.

Rationale

A minor wording revision has been proposed for consistency.

In addition, defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 34

Move that *Bylaws* 12.01 be amended as follows:

Section 12.01 Adoption. The *Bylaws* shall become effective upon adoption by the Council at ~~its~~ the ~~a~~Annual ~~bB~~usiness ~~mM~~eeeting. For such adoption, a two-thirds affirmative vote of the ~~mM~~ember ~~bB~~oards present and in good standing shall be required.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 35

Move that *Bylaws* 12.02 be amended as follows:

Section 12.02 Amendments. The *Bylaws* may be amended at any ~~a~~Annual ~~bB~~usiness ~~mM~~eeeting by a two-thirds affirmative vote of the ~~mM~~ember ~~bB~~oards present and in good standing. Any amendment proposed shall be sent to a Special Committee on Bylaws by the President at the President's initiative or as requested based on action by the Council. Any amendments recommended by a Special Committee on Bylaws shall be submitted to all ~~mM~~ember ~~bB~~oards at least 60 days prior to the date of the earliest zone meeting preceding the next ~~a~~Annual ~~bB~~usiness ~~mM~~eeeting. Voting shall be by sections. All sections shall be considered in their proposed form, including punctuation and verbiage. Changes to the published amendments will not be permitted during the ~~a~~Annual ~~bB~~usiness ~~mM~~eeeting. Copies of the proposed amendments to be voted upon shall be distributed in written form to ~~dD~~elegates at the ~~a~~Annual ~~bB~~usiness ~~mM~~eeeting.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Bylaws Motion 36

Move that *Bylaws* 12.021 be amended as follows:

Section 12.021 Effective Date of Amendments. An amendment to the *Bylaws* shall become effective upon certification by the presiding officer at the ~~a~~Annual ~~b~~Business ~~m~~Meeting of a two-thirds affirmative vote of the ~~m~~Member ~~b~~Boards in good standing represented.

Rationale

Defined terms are capitalized throughout the *Bylaws*. Whenever these capitalized terms are used in the *Bylaws*, the definitions automatically apply, eliminating the need for additional explanation at each location.

Board of directors' position

Endorses, consent agenda

Northeast Zone (1 motion)

NZ Motion 1

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following language into *Model Law* 130.10 B and to make additional modifications throughout the *Model Law* and *Model Rules* to include the general premise that an ETAC/ABET degree is allowed to satisfy the education requirements for engineering licensure.

130.10 General Requirements for Licensure

B. Engineering

1. Certification or Enrollment as an Engineer Intern

The following shall be considered as minimum evidence that the applicant is qualified for certification as an engineer intern.

- a. Graduating from an engineering program of four years or more accredited by the Engineering Accreditation Commission of ABET (EAC/ABET), graduating from an engineering master's program accredited by EAC/ABET, [graduating from an engineering technology program of four years or more accredited by the Engineering Technology Accreditation Commission of ABET \(ETAC/ABET\)](#), or meeting the requirements of the NCEES *Engineering Education Standard*
- b. Passing the NCEES Fundamentals of Engineering (FE) examination

2. Licensure as a Professional Engineer

The board may designate a professional engineer as being licensed in a specific discipline or branch of engineering, signifying the area in which the engineer has demonstrated competence.

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 degree in engineering from an EAC/ABET-accredited bachelor's program
- (b) A degree in engineering from an EAC/ABET-accredited master's program
- (c) [A degree in engineering technology from an ETAC/ABET-accredited bachelor's program](#)
- (ed) 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, and any jurisdiction-specific examination.

(3) Experience Requirements

An individual seeking licensure as a professional engineer shall present evidence of a specific record of four years of progressive engineering experience after a qualifying degree is conferred as described in a(1)(a), a(1)(b), or a(1)(d) above [or evidence of a specific record of six years of](#)

progressive engineering experience after a qualifying degree is conferred as described in a(1)(c). This experience should be of a grade and character that indicate to the board that the applicant may be competent to practice engineering. The following educational criteria may apply as a substitute to the length of experience set forth above:

(a) An individual with a master's degree in engineering acceptable to the board: three years of experience after the qualifying bachelor's degree is conferred as described in a(1)(a) or a(1)(ed) above

(b) An individual with a master's degree in engineering acceptable to the board: five years of experience after the qualifying bachelor's degree is conferred as described in a(1)(c) above

~~(b)~~(c) An individual with an earned doctoral degree in engineering acceptable to the board and who has passed the FE exam: two years of experience

(ed) An individual with an earned doctoral degree in engineering acceptable to the board and who has elected not to take the FE exam: four years of experience

A graduate degree that is used to satisfy education requirements cannot be applied for experience credit toward licensure. To be eligible for experience credit, graduate degrees shall be relevant to the applicant's area of professional practice.

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

Rationale

Throughout the Northeast Zone, the ETAC/ABET degree is accepted as a valid qualification for licensure together with meeting experience requirements. All jurisdictions in the zone accept the four-year ETAC/ABET degree, except the District of Columbia, which follows the *Model Law*.

The jurisdictions in the Northeast Zone have found practicing engineers with an ETAC/ABET degree to be equally competent to professional engineers with an EAC/ABET degree.

The American Society for Engineering Education (ASEE) strongly endorses the acceptance of the ETAC/ABET baccalaureate degree and notes that a 2017 report by the National Academy of Engineering indicates that ETAC/ABET baccalaureate programs have significantly more economically disadvantaged students than EAC/ABET engineering programs and the lack of a clear pathway to licensure erects an unnecessary barrier to full participation in the engineering profession.

The proposed change acknowledges the prevalence of practicing professional engineers with an ETAC/ABET degree throughout the nation. The National Society of Professional Engineers (NSPE) reported in 2018 that there were 40 jurisdictions that have a path for ETAC/ABET degree holders. Adjusting the *Model Law* to reflect current practice will promote comity and decrease barriers to mobility among states. This change will provide an opportunity for jurisdictions that currently do not recognize ETAC/ABET degrees for licensure to amend their laws and accept these degrees.

Board of directors' position

Endorses, non-consent agenda