



# NCEES

## PROGRESS ON STRATEGIC PLAN GOALS AS OF APRIL 2013

### STANDARDS GOAL

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NCEES is the recognized leader in developing and establishing licensure standards that serve to protect the public, are used by all member boards, and lead to increased mobility.

#### Priority Objective

1. Increase uniformity among member boards.

#### Proposed Strategies

1. Expand and maximize the use of My NCEES to facilitate uniformity among member boards.

- Uniform application process

Through the assistance of the Committee on Member Board Administrators, the NCEES IT staff developed a safe method to transmit Verifications (examination, certification, and/or licensure) among the 69 jurisdictions and with the NCEES Records Department. Records began using the Verification system on March 1, 2013. Because individual boards have differing IT staff and capabilities, each jurisdiction has been encouraged to designate a staff member or members for using the system no later than June 14, 2013.

- Uniform preapproval application and process

A revised application process has been developed to address the transition of the FE/FS exams to CBT. Each member board will be allowed to predetermine which candidates may register directly with NCEES without prior approval from the board and which candidates will require manual approval by the board. Because a number of boards have expressed interest in the “automatic” model and because over 80 percent of all FE candidates are graduates of EAC programs, NCEES believes this will bring greater efficiency to the process while reducing the workload of member boards and their staffs.

- Integration of Credentials Evaluations and Records

*High priority*

The rewrite of the software to integrate the Credentials Evaluations and Records programs is on hold pending completion of all IT matters pertaining to the transition of the FE and FS to CBT. We anticipate that this project will be initiated in early 2014.

2. Create a committee/task force to promote the adoption of the NCEES *Model Law* for mobility purposes

*High priority*

President Dinkins created the Mobility Task Force for the 2012–13 administrative year. One of its charges is to develop a concept plan that will make mobility between jurisdictions simpler, easier, and quicker for Model Law Engineers. The result of this group’s work, along with its recommendations, will be provided to the Council during the 2013 NCEES annual meeting.

3. Benchmark common continuing education requirements by all member boards, and develop a recommendation for a consistent continuing education requirement.

The Committee on Education was charged with conducting this study and will provide its findings and recommendations at the 2013 NCEES annual meeting.

#### Draft Metrics

- Ten additional member boards will be using the new examinee management system (EMS) for application and approval process within 5 years.
- NCEES continuing education guidelines will be adopted and implemented by 10 percent of member boards within 5 years.

## INTERNATIONAL GOAL

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The NCEES examinations will increasingly be used outside the United States as an outcomes assessment tool and to assist in determining minimum competency.

### Priority Objective

1. Codify the process for responding to international requests.

#### Proposed Strategies

- 1.1 Establish staff roles and responsibilities

The responsibility for responding to requests from foreign entities for permission to offer NCEES exams remains within the purview of the Office of the Executive Director. The executive director addresses all requests and subsequent communication, with appropriate follow-up with the NCEES board of directors.

- 1.2 Develop criteria for evaluating administration of exams at non-U.S. sites

*High priority*

NCEES developed a document with the history of NCEES offering examinations outside the United States and the criteria for evaluating such requests. The NCEES board of directors then adopted this document. The criteria will be adjusted as additional determinations are reached concerning the administration of CBT examinations outside the United States. This document has been posted on the NCEES website as resource information.

### Secondary Objective

2. Increase NCEES' capacity and consistency in responding to diverse requests for licensing information, and prepare an NCEES model for licensure to provide to interested parties.

#### Proposed Strategies

- 2.1 Develop criteria for assessment of administration of exams at non-U.S. sites.

Completed (see above)

- 2.2 Develop written guidelines and supporting materials that will help NCEES respond to individuals in a quick and consistent manner.

*High priority*

The criteria for evaluating requests have been posted in a document on the NCEES website. This will serve as a guidance document for foreign entities interested in offering NCEES exams and will help facilitate future discussions.

- 2.3 Define rationale/criteria for not approving applications, and secure board approval of criteria regarding decisions to turn down applications.

*High priority*

The criteria adopted by the NCEES board of directors include the following parameters that determine when a request may be denied:

- Concern for the security of the NCEES examinations to include:
  - Loss or theft
  - Misuse or inappropriate distribution
  - Violation of copyright of test items
- Concern for the safety of NCEES personnel
- Inability to administer examinations in full compliance with NCEES policy
- Lack of authorized Pearson VUE testing centers for computer-based examinations
- Any additional mitigating or aggravating circumstances that would suggest that a potential partnership would not be in the best interest of NCEES

- 2.4 Secure Council support of yes criteria for approval of requests, leading eventually to decision being made by the board of directors.

*High priority*

The NCEES board of directors has determined that no revisions should be made to the existing policy that requires the Council to approve requests for the administration of NCEES examinations outside the United States. The NCEES president will advise the Council of this determination during the 2013 NCEES annual meeting and request the Council to ratify the decision of the board.

- 2.5 Continue to clearly define parameters for administering exams at non-U.S. sites.  
This will be a work in progress as NCEES completes the CBT transition.
- 2.6 Develop criteria to govern how the performance of foreign candidates is used to establish the cut scores for examinations, and determine which exam results will be provided to the candidate's institution.  
No definitive action has been taken on this issue. This matter will be referred to the Committee on Examination Policy and Procedures for review and consideration.

**Draft Metrics**

- Develop written guidelines for international requests within one year.  
Completed
- Identify staff roles and responsibilities for responding to international requests within one year.  
Completed
- Secure board of directors' approval of defined criteria within two years.  
Completed
- Secure Council endorsement of approval process within two years.

**PUBLIC AWARENESS GOAL**

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The general public has a greater understanding that engineering and surveying licensure are essential to public health, safety, and welfare.

**Priority Objective**

1. Increase awareness of licensure and the value of licensure to the public.

**Proposed Strategies**

- 1.1 Conduct a baseline survey. *High priority*  
A third-party consultant conducted a nationwide survey related to the general public's awareness of professional engineering/surveying licensure and NCEES. According to respondents of the survey, the most important qualities in ensuring that a professional has the necessary skills and expertise are technical knowledge, years of experience, and academic degree/qualifications. The survey respondents also ranked engineers fourth behind doctors, lawyers, and architects as professionals who should be licensed.
- 1.2 Incorporate the new audience into the integrated marketing plan and develop appropriate tactics. *High priority*  
Using the information gleaned from the survey, the NCEES Public Affairs Department developed a Public Speakers Kit; it is now posted on the NCEES website. The kit emphasizes the following top four talking points based on comments provided from the national survey:
  - Address the misconceptions that exist about licensing requirements.
  - Point out how engineers solve problems.
  - Reinforce safety, safety, safety.
  - Keep messages simple, fun, and relatively universal.
- 1.3 Create an official statement/action from Council that affirms our ability to promote value of licensure to all audiences (policy/position statement).
- 1.4 Review and evaluate the K-12 initiatives in relation to public awareness. *High priority*
- 1.5 Create crisis communications/disaster response plan (through member board level).

## Secondary Objective

2. Educate public on roles of professional engineers and surveyors.

See 1.2 above.

## Draft Metric

- Establish a benchmark from which to develop quantifiable measures of change.

## GROWTH OF LICENSURE GOAL

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The demonstrated value of licensure will result in continued growth in the number of licensed engineers and surveyors.

## Priority Objective

1. Increase academia, student, corporate, and government understanding of the value of employing licensed engineers and surveyors.

### Proposed Strategies

#### *Academia/Students*

- 1.1 Learn more about the tenure process and how licensure might support tenure.  
The 2012–13 Education Committee was charged with studying this issue and will report to the Council at the 2013 annual meeting that licensure is not likely to be included as a metric in the tenure process for engineering and surveying faculty in the foreseeable future. The committee will recommend additional study to review previous attempts at promoting licensure among faculty and the potential for a formal advertising campaign by NCEES.
- 1.2 Investigate confidentiality of institution reports.  
The Education Committee was charged with determining what, if any, FE information should be made public. The committee will recommend that NCEES produce a report twice each year that conveys the following:
  - Proper preparation for an NCEES exam based on first-time taker performance
  - Obtaining a degree from an accredited program
  - Applying for and taking any NCEES exam as soon as the applicant is qualified to do so
- 1.3 Explore outreach to deans of engineering and surveying programs to help them understand importance of licensure and their support of the same.
- 1.4 Encourage ABET to support licensure as a criterion for accreditation.
- 1.5 Include engineering licensure as a criterion in evaluation of engineering schools by *U.S. News and World Report*.
- 1.6 Revisit previous task force study and recommendations regarding licensure for faculty, including nontraditional paths to licensure for faculty.  
The Education Committee is recommending this as a future charge to the committee.

#### *Corporate/Government*

- 1.7 Evaluate the realities of industrial exemption across the states; determine what is reality and what is urban legend.  
President Dinkins created the Industrial Exemption Task Force for the 2012–13 administrative year and charged it with conducting this analysis. The task force reviewed the results of a 2011 survey conducted by the National Society of Professional Engineers, which gathered data from the laws of the U.S. engineering licensing jurisdictions. The data was categorized by type of exemption, and the resulting data have been depicted on a spreadsheet. The findings show that there are few actual exemptions to the practice acts of member boards and that member boards are not enforcing licensure

in categories that are not specifically exempt. The task force will provide its findings and recommendations to the Council during the 2013 NCEES annual meeting.

- 1.8 Consider the USGBC model as a template to build success.
- 1.9 Explore alternative methods of measuring experience in order to qualify for licensure.  
The 2012–13 Committee on Member Board Administrators (MBAs) was charged to investigate different methods of evaluating progressive experience to qualify for licensure. A significant issue recognized by the MBA Committee is the difficulty member boards are experiencing in evaluating the experience of candidates that have taken NCEES examinations at foreign locations and who have no experience in the United States or while working for a U.S.-based company. The MBA Committee will recommend that the president charge the MBA Committee or a special task force to consider how the NCEES Records program may be expanded to require a portfolio for each candidate that has taken the NCEES examinations at a foreign location. The portfolio would include an evaluation provided by the NCEES staff regarding the quality of the candidate’s progressive experience.
- 1.10 Work to dispel the myths about who can and cannot qualify for licensure.
- 1.11 Seize opportunities to promote the value of licensure to the public.  
NCEES developed the Public Speakers Kit to assist in promoting the value of licensure to the general public. NCEES will continue to seek opportunities to address civic organizations and other public groups to advance this message.
- 1.12 Create crisis/disaster communications plan (through member board level).
- 1.13 Monitor key areas through options like Google Analytics.  
NCEES is using available tools to track and analyze how people interface with the NCEES website and to help determine how we can best use this information to improve on the services offered and to ensure that the message we are presenting is relevant. NCEES will continue to use these Internet-based tools to assist with the marketing of NCEES products and to stay connected with individuals who are in the licensure pipeline.

### **Secondary Objectives**

2. Decrease number of industrial exemptions.
3. Increase number of licensed faculty.
4. Ensure that graduating engineers and surveyors understand the value of licensure.
5. Increase the exposure of students to professional practice.

### **Draft Metrics**

- Establish benchmark information for academia, student, corporate, and government audiences.
- Conduct survey of member boards to develop matrix of current member board statutory/administrative requirements related to the industrial exemption and requirements for faculty licensure.

### **ORGANIZATIONAL GOVERNANCE GOAL**

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NCEES’ governance processes and structures will facilitate active engagement of all member boards.

### **Priority Objectives**

1. Increase leadership identification and development opportunities.

#### **Proposed Strategies**

- 1.1 Have leadership personally contact new members; conduct targeted communications.  
Through Council action in 2012, NCEES developed and incorporated a plan into the *Zone Meeting and Continuity Guidelines*. Each zone assistant vice president is now tasked with performing outreach to member boards, particularly new members, to inform them about NCEES and its role in serving the

member boards and the professions, to solicit involvement by the member boards and their new members, and to gather information regarding the leadership qualities of volunteers from the member boards to NCEES committees and task forces. NCEES staff now notify both the zone vice president and zone assistant vice president about the appointment of new members to NCEES member boards as soon as that information is known.

1.2 Assign mentors at zone meetings and annual meetings.

Included in the revised duties for the zone vice presidents is the responsibility to identify experienced members of the zone to serve as mentors to newer members and to assist with developing them to assume leadership roles.

1.3 Develop standard messaging about NCEES for MBAs to deliver to new members.

A New Member Information Center was developed and posted on the My NCEES portion of the NCEES website. This link provides a video and PowerPoint slides with an overview of NCEES, along with links to additional NCEES information, i.e., current initiatives, outreach opportunities, and publications.

1.4 Identify and track leaders; educate member boards about the leadership process.

1.5 Provide synopsis of paths to leadership to provide a clearer understanding for people interested in pursuing leadership positions.

2. Maintain financial support of delegates to attend Council meetings.

**Proposed Strategy**

2.1 Continue to provide funding as approved in the budget process for members to attend NCEES meetings.

In recent years, NCEES has funded the following to attend the annual meeting:

- One delegate from each NCEES member board
- One first-time attendee from each NCEES member board (within 18 months of initial appointment)

In 2012, the Council also approved for NCEES to fund one delegate from each member board to that board's respective zone interim meeting as specified by the member board.

The 2012–13 Advisory Committee on Council Activities (ACCA) is recommending that the annual meeting funding be extended to include every new member and member board administrator of an NCEES member board within 24 months of initial appointment/hire date. The 2012–13 Finance Committee has reviewed this recommendation and will offer it as a motion at the 2013 NCEES annual meeting.

**Secondary Objectives**

3. Reduce length of time to effect changes.

**Proposed Strategies**

3.1 Encourage/assign joint charges; encourage collaboration between committees to shorten the time before motion is presented.

*High priority*

Several committees and task forces were given joint charges for the 2012–13 administrative year. A number of the charges related to the transition of the FE/FS examinations to CBT. Having various groups assigned the same or similar charge has provided for detailed review and discussion of the charges and collaborative efforts between the groups. Also, motions will be offered during the 2013 NCEES annual meeting to approve revisions to the NCEES *Model Rules* without referring these changes to the Committee on Uniform Procedures and Legislative Guidelines for review and action. If the Council approves the motions, this will reduce the time of implementation by 12 months.

3.2 Charge the appropriate committee with revising the *Bylaws* to allow the NCEES board of directors more authority to change policy.

3.3 Develop a two-page synopsis of all you need to know about the NCEES *Bylaws*. *Medium+ priority*

4. Increase participation of members and member boards.

**Proposed Strategies**

4.1 Provide tools to aid MBAs in sharing NCEES message and a way to do it (such as a speakers kit for MBAs).

NCEES developed a Public Speakers Kit and posted it on the NCEES website. The Public Speakers Kit includes videos about the general public’s perception of engineering and surveying licensure and on licensed engineers and professional surveyors speaking on behalf of their professions.

The goal with this Public Speakers Kit is to bring awareness to the significant impact engineers and surveyors have on the health, safety, and welfare of the public.

4.2 Explore opportunities to engage younger professionals in the work of NCEES.

The 2012–13 ACCA has studied this issue and will present recommendations to the Council during the 2013 NCEES annual meeting to provide for a method of identifying young professionals who can serve as a focus group to the NCEES board of directors and various committees of the Council.

**Draft Metrics**

- Increase the number of responses received to committee preference survey by 10 percent within two years.
- Develop MBA speakers kit within two years.

**EDUCATION GOAL**

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Education standards for entry into professional practice and for continued licensure will continually evolve to reflect minimum requirements for the protection of the public.

**Priority Objective**

1. Increase educational requirements for initial licensure.

**Proposed Strategies**

1.1 Promote recommendations of the Engineering Education Task Force appendix/white paper.

*High+ priority*

1.2 Use the work of the Engineering Education Task Force on identified audiences as launch pad.

*Low- priority*

1.3 Use the Participating Organizations Liaison Council to have more dialogue about this with other societies.

*Medium priority*

**Secondary Objectives**

2. Increase NCEES’ ability to anticipate and define future educational needs.

**Proposed Strategies**

2.1 Continue participation in and engagement with ABET.

*High priority*

NCEES continues to have dialogue with ABET at a various levels. NCEES has a new representative and alternate to the ABET board and, with the assistance of ABET staff, is securing the necessary training for various NCEES members in order to qualify them for future nomination to serve on one of the ABET commissions. Also, Monte Phillips, who is a former member of the North Dakota board and previous member of the Engineering Licensure Qualifications Task Force, is serving as the ABET president for 2013–14.

- 2.2 Establish a way to be notified when member boards change education requirements (board profile). *Medium priority*  
NCEES IT staff developed a Board Profile to replace the previous MBA Survey. This profile is a summary of general information for each NCEES member board and includes licensure requirements, information on board processes, comity and firm registration, and practice/enforcement issues. Each NCEES member board has completed at least a portion of the profile, and the MBA Committee will serve as an advocate to ensure that each member board completes the profile. The profile resides on the My NCEES portion of the NCEES website and is accessible by all MBAs for any needed revisions or updates. Once all of the profiles have been completed, a portion of the information will be posted on the public side of the NCEES website as a resource to the general public.

3. Routinely review and update the NCEES *Continuing Professional Competency Guidelines*.

**Proposed Strategies**

- 3.1 Charge the Education Committee with annually reviewing the *CPC Guidelines* (board profile). *High priority*  
The Education Committee reviewed the guidelines this year and will recommend revisions for Council action during the 2013 annual meeting. A standing charge for the Education Committee will be to review and update the guidelines as needed.

- 3.2 Look at continuing education across all member boards, and develop a recommendation for a consistent requirement on minimum required continuing education.  
The 2012–13 Education Committee was charged to survey NCEES member boards to benchmark the common activities/courses required to satisfy continuing education requirements. By January, all member board profiles had been uploaded, and the committee was able to view each item in order to assess how similar (or how divergent) each jurisdiction’s CPC requirements are. With complete and current data on CPC requirements of all jurisdictions available, the committee can now better consider recommendations to improve the recognition of CPC activities across state borders.

The committee will recommend that maps showing the various state CPC requirements, renewal periods, etc., be prepared and placed on the NCEES website.

- 3.3 Develop and implement a plan for promotion and adoption of consistent continuing education requirements.  
The Education Committee will recommend that NCEES form a task force to work with various professional societies such as the National Society of Professional Engineers and the National Society of Professional Surveyors at the local level to assist each member board in moving towards a more consistent continuing professional competency requirement in alignment with that in the *Model Law*.

- 3.4 Do an online survey to assess priorities.

**Draft Metrics**

- Increase in number of boards that have adopted additional education requirements
- Increase in number of boards that endorse the additional education requirements
- Nomination of NCEES representatives to ABET board and commissions annually