



Oregon

STATE BOARD OF EXAMINERS
FOR ENGINEERING &
LAND SURVEYING

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OREGON SPECIFIC EXAMINATION TASK FORCE

Minutes of Meeting
August 14, 2015

Members present:

Oscar Zuniga, Chair
Ken Hoffine
Amin Wahab

Staff present:

Mari Lopez, Board Administrator
Jenn Gilbert, Executive Assistant
Jennifer O'Neill, Registration Specialist
Brianna Weekly, Registration Specialist

Others present:

Katharine Lozano, Assistant Attorney General
Robert Neathamer, Oregon Specific 4-hour Exam Liaison
Jason Kent (Observer)

The meeting of the Oregon Specific Examination Task Force (OSETF) was called to order at 2:36 p.m. in the OSBEELS Conference Room at 670 Hawthorne Avenue SE, Suite 220, Salem, OR 97301.

Public Comment

There was no public comment.

New Business

Volunteer Agreement

Examination Subversion

The Task Force reviewed and discussed the draft Volunteer Agreement for those participating with the development, proctoring and grading of the Oregon Specific examinations. The Task Force simultaneously reviewed and discussed the Examination Subversion rule and the changes needed to be made to the rules referenced.

AAG Lozano informed the Committee that the Volunteer Agreement was drafted to establish certainty of ownership, especially between the Board and the universities who currently have possession of examination questions.

Mr. Hoffine questioned if it would be best for the exam liaisons to be present to provide input regarding the Volunteer Agreement and any changes they would want to see made with the Examination Subversion. AAG Lozano asked staff if the exam liaisons are notified when these meetings are held. Staff indicated that the exam liaisons are notified and that although their attendance is not required, it is always appreciated. Mr. Neathamer included that he has an alternate liaison in the event that he is not be able to attend a meeting. Mr. Hoffine inquired if the other Oregon Specific Examination Teams have alternate liaisons and if not, should the Task Force ask that they have an alternate to attend the meetings in the event that the liaison is not able to attend. Staff reported that Mr. John Sessions, Exam Liaison for Forest Examination Team does typically have an alternate. It was mentioned that Mr. Steve Pilkerton has been in attendance on behalf of the Forest Examination Team during past meetings.

Chair Zuniga mentioned not having seen any examination syllabuses in the one year that he has been on the Board. Ms. Lopez indicated that Board policy only requires examination syllabuses be presented to the Board if changes are made. Mr. Neathamer included that in his years of experience as an exam liaison, examination syllabuses take a while to be developed and may take at the very least one (1) year to be drafted.

It was moved and seconded (Hoffine/Wahab) that once the necessary revision is made by staff, the Statement of Compliance be forwarded to the Board for adoption during the September 8, 2015 Board meeting. The motion passed unanimously.

Mr. Neathamer inquired on the status of transferring examination materials to Board. Ms. Lopez informed Mr. Neathamer and the Task Force that there has been no movement since the last meeting held regarding the transferring and housing of examination questions. She added that it has been difficult to move forward with the process as the Board has contracted with an outside I.T. professional who's often busy. Mr. Hoffine asked if staff had any other recommendations on how to move forward with the processes. Ms. Lopez suggested possibly moving everything to the State Data Center. She also included that National Council of Examiners for Engineering and Surveying (NCEES) has discussed the possibilities of housing state specific land surveying examination questions, which would allow participating states to proctor each other's state specific land surveying examination. Chair Zuniga directed staff to provide an update regarding the transferring and housing of examination questions during the next Task Force meeting. Ms. Lopez inquired if the Task Force was interested in reviewing the proposal and fees to transfer over to the State Data Center. It was moved and seconded (Hoffine/Wahab) that staff procures a cabinet to house examination questions and that the Board considers utilizing to the State Data Center. The motion passed unanimously. There was no further discussion.

The meeting adjourned at 3:12 p.m.