## MINUTES

NSPE Board of Directors
Teleconference
April 23, 2011

2010-11 Board of Directors In Attendance *(unless noted)*

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
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<tbody>
<tr>
<td>President</td>
<td>Michael L. Hardy, P.E., F.NSPE</td>
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<tr>
<td>President-elect</td>
<td>Christopher M. Stone, P.E., F.NSPE</td>
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<tr>
<td>Vice President</td>
<td>Dan J. Wittliff, P.E., F.NSPE</td>
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<tr>
<td>Immediate Past President</td>
<td>Samuel W. Grossman, P.E., F.NSPE</td>
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<tr>
<td>Treasurer</td>
<td>Leanne H. Panduren, P.E., F.NSPE</td>
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<tr>
<td>Director, Central Region</td>
<td>Jeffrey S. Elliott, P.E., NSPE</td>
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<td>Director, North Central Region</td>
<td>David L. Morrill, P.E., F.NSPE</td>
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<td>Director, Northeast Region</td>
<td>Matthew R. Purcell, P.E., F.NSPE</td>
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<td>Director, Southeast Region</td>
<td>Warren E. Maddox, P.E., F.NSPE</td>
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<tr>
<td>Director, Southwest Region</td>
<td>John J. Plaisance, II, P.E., NSPE</td>
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<tr>
<td>Director, Western &amp; Pacific Region</td>
<td>David E. James, Ph.D., P.E.</td>
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<tr>
<td>Director, Interest Group</td>
<td>Paul J. Bakken, P.E., F.NSPE</td>
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<td>Director, Interest Group</td>
<td>Tim Madhanagopal, P.E., F.NSPE</td>
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<tr>
<td>Director, Membership at Large</td>
<td>Harvey D. Hnatiuk, P.E., F.NSPE</td>
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<tr>
<td>Educational Foundation President</td>
<td>Robert S. Miller, III, P.E., F.NSPE <em>ABSENT</em></td>
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<td>SSEC President</td>
<td>Frank Rudd, CAE</td>
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<td>Director, Young Engineer</td>
<td>Eric L. West, P.E., NSPE <em>ABSENT</em></td>
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<tr>
<td>NICET Representative</td>
<td>Arthur B. deWitt P.E., P.E., F.NSPE</td>
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<tr>
<td>Executive Director &amp; Secretary</td>
<td>Lawrence A. Jacobson</td>
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1 CALL TO ORDER. The meeting was called to order at noon.

1.1 Invocation – Plaisance provided an invocation.

1.2 Pledge of Allegiance – Stone led the Board in the Pledge of Allegiance.

1.3 Roll Call – Jacobson called the roll of the NSPE Board. Miller and West were not present.

1.4 Read NSPE Mission and Vision Statements – Stone read the NSPE mission and vision statements. (Attachment 1.4)

1.5 Opportunity for NSPE Members to Address the NSPE Board – There were no NSPE members present who wished to address the NSPE Board.

2 REVIEW AND APPROVAL OF MAIN AND CONSENT AGENDAS

2.1 Modifications to Main Agenda – A new item 7.3 (NSPE House of Delegates) was added to the NSPE Board agenda. Following discussion the NSPE Board Agenda was approved as revised.

2.2 Review of Last Minute Items Received (if any) – Hardy highlighted some last minute items received including the NSPE Treasurer’s Report and the NICET Report.

2.3 Approval of Consent Agenda (Attachment 2.3)
(Note: Approval of the Consent Agenda in its entirety constitutes NSPE Board approval of all Committee/Task Force recommendations contained on the Consent Agenda)

A. Approve NSPE Board Minutes and Review ExComm. Minutes

1. January 15, 2011, NSPE Board of Directors Meeting (Attachment 2.3.A.1)

2. January 14, 2011, NSPE Executive Committee Meeting (Attachment 2.3.A.2)

3. March 9, 2011, NSPE Executive Committee Teleconference (Attachment 2.3.A.3)

B. NSPE Board Ratification of New ABET Associate Member Society–WEPAN (Attachment 2.3.B)

Following discussion, it was moved and seconded that the NSPE Board of Directors approve the Consent Agenda. CARRIED.
3 PRESIDENT’S REPORT. Hardy reported on state society visits, January NSPE Board Meeting in Tucson, Southwest Region Meeting, Pacific & Western Region Meeting, National Engineers Week activities, Draper Awards Event, radio interviews, and additional travel. Hardy also discussed ongoing issues relating to NICET, NSPE building improvements, National-State membership issues, and other issues.

4 EXECUTIVE DIRECTOR’S REPORT. Jacobson reported on increased traffic on the NSPE job board and EJCDC document sales. He also reported that NSPE finances are stable. Additionally, he noted that there continues to be a 2–3% drop in overall membership and that NSPE staff has experimented with different membership sales and marketing efforts to address NSPE’s ongoing membership decline. Jacobson further reported on increasing government relations initiatives.

5 OPERATIONS

5.1 Treasurer’s Report – Panduren provided the NSPE Treasurer’s Report. She noted that there is a surplus of approximately $3,000. Both revenue and expenses are currently below budgeted amounts. Some of the NSPE revenue goals are in excess of budgeted amounts. However, NSPE dues and rents are below budgeted amounts. (Attachment 5.1)

5.2 Approval of Audit Report – Panduren provided a summary of the NSPE Audit Report. She noted that due to corrections in NICET’s finances, the Audit Report was revised. A copy of the revised report will be distributed electronically to the NSPE Board of Directors following this meeting for approval by the NSPE Board. (Attachment 5.2)

5.3 Budget Update and Schedule – Panduren provided a review of the status and schedule for the 2011-12 NSPE Budget approval process.

5.4 NICET Representative Report – DeWit reviewed the status of NICET finances. He reported that some of the current NICET financial issues relate to NICET’s conversion to computer based testing (CBT). The NICET budgeted revenues for CBT have not yet been realized. In addition, DeWit noted that there were some internal NICET accounting errors that have now been corrected. NICET continues to explore external sources of funding. Two new fire alarm certification programs have been launched by NICET. NICET continues to explore the residential sprinkler system certification program and believes it will ultimately be a successful program. NICET’s database upgrade is expected to be completed later in the year. NICET will be hosting its 50th Anniversary celebration in the Fall. (Attachment 5.4)

5.5 NSPE Educational Foundation Report – Miller was not present to provide a report.
5.6  **NSPE Building Committee Report** – Panduren reported on the status of improvements to the NSPE headquarters building, discussions regarding building upgrades (conversion of NSPE print shop, consolidation of NSPE staff on floors 1 and 2, NICET on floor 3 and leasing of floors 4, 5, and 6, lobby improvements, elevators, etc.). There was general discussion regarding the proposed timetable for improvements.

5.7  **NSPE Bylaws Task Force Report** – Wittliff provided a report on the efforts of the NSPE Bylaws Task Force to streamline the NSPE Bylaws and to shift provisions into operating procedures.

5.7.1  **Recommendation 3 (Re: Revisions to NSPE Bylaws)**

(Attachments 5.7.1 – Recommendation Only; Clean Version; Redline Version (revised 4/23/11))

It was moved and seconded that the NSPE Board of Directors recommend NSPE House of Delegates approval of NSPE Bylaws Task Force Recommendation 3 with the removal of the reference to “three (3)” in Bylaw 22. CARRIED.

5.7.2  **Recommendation 4 (Re: NSPE Operating Procedures)**

(Attachments 5.7.2 – Recommendation Only; Clean Version; Redline Version (revised 4/23/11))

It was moved and seconded that the NSPE Board of Directors approve NSPE Bylaws Task Force Recommendation 4 contingent upon the NSPE House of Delegates approval of the NSPE Bylaw changes with the addition of the PEG “Pegasus Award” reference in OP 10.1. CARRIED.

011-009

It was moved and seconded that NSPE establish a NSPE Bylaws and Policy Review Committee to review existing NSPE Bylaws and Operating Procedures and make appropriate recommendations for changes. CARRIED.

6  **BOARD OF DIRECTORS ACTION ITEMS.** There were no new action items.

7  **GOAL 1 (State-National Partnerships)**

7.1  **Update on State/National Affiliation Agreements** – Hardy reported on the status of State/National Affiliation Agreements. He noted that there are approximately half of the states that have signed State/National Affiliation Agreements. (Attachment 7.1)
7.2 Update on House of Delegates – Stone provided an update on the NSPE July 2011 Meeting in Las Vegas including planned tours, celebrations, committees, leadership training, HoD Meeting, installations, receptions, dinners, education sessions, NSPE Board Meeting, speakers, and other events.

7.3 NSPE House of Delegates – Morrill expressed the position of the North Central Region that some of the business of the NSPE House of Delegates (e.g., bylaw changes) should be handled in a “face-to-face” format rather than through an electronic format. There was general discussion on the desire to remove governance issues from the “face-to-face” meetings to focus more on substantial policy/professional issues (e.g., licensure, professional practice, legislation, engineering education policy, etc.) and other issues. Stone agreed to review this issue for further consideration.

8 GOAL 2 (Value to Members)

8.1 Licensure & Qualifications for Practice Committee Report – LQPC Chairman Craig N. Musselman, P.E., F.NSPE, provided background information on state engineering licensure law industrial exemptions. Current NSPE policy essentially acquiesces to industrial exemptions. Musselman reported that there is a NCEES committee that is also examining this issue. Musselman indicated that, based upon the response received to date, this issue resonates with many NSPE members.

8.1.1 LQPC Recommendation #1 (Re: New PP on Industrial Exemption) (Attachment 8.1.1)

011-010

It was moved and seconded that the NSPE Board of Directors recommend NSPE House of Delegates approval of the new PP on Industrial Exemption. CARRIED.

8.1.2 LQPC Recommendation #2 (Re: Revise PP–130, “Procurement of Engineered Products”) – (Attachment 8.1.2)

011-011

It was moved and seconded that the NSPE Board of Directors recommend NSPE House of Delegates approval of the revised PP–130, “The Design of Products, Machines, Processes and Systems”. CARRIED.
8.2 Legislative & Government Affairs Committee Recommendations – Wittliff recused himself from discussion and voting on items covered under Item 8.2.

8.2.1 Recommendation 1 (Re: New Position Statement on Batteries) (Attachment 8.2.1)

011-012
It was moved and seconded that the NSPE Board of Directors approve L&GA Committee Recommendation 1 regarding a new NSPE position statement on batteries. CARRIED.

8.2.2 Recommendation 2 (Re: New Position Statement on Biomass Energy) (Attachment 8.2.2)

011-013
It was moved and seconded that the NSPE Board of Directors approve L&GA Committee Recommendation 2 regarding a new NSPE position statement on biomass energy. CARRIED.

8.2.3 Recommendation 3 (Re: New Position Statement on Coal) (Attachment 8.2.3)

011-014
It was moved and seconded that the NSPE Board of Directors approve L&GA Committee Recommendation 3 regarding a new NSPE position statement on coal. CARRIED.

8.2.4 Recommendation 4 (Re: New Position Statement on Oil Energy) (Attachment 8.2.4)

011-015
It moved and seconded that the NSPE Board of Directors approve L&GA Committee Recommendation 4 regarding a new NSPE position statement on oil energy. CARRIED.

8.2.5 Recommendation 5 (Re: New Position Statement on Wind Energy) (Attachment 8.2.5)

011-016
It was moved and seconded that the NSPE Board of Directors approve L&GA Committee Recommendation 5 regarding a new position statement on wind energy. CARRIED.

8.2.6 Recommendation 6 (Re: New Position Statement on Solar Energy) (Attachment 8.2.6)

011-017
It was moved and seconded that the NSPE Board of Directors approve L&GA Committee Recommendation 6 regarding a new position statement on solar energy. CARRIED.
8.3 Council of Fellows Executive Committee Report (Attachment 8.3)

8.3.1 Ratification of COFEC Report. It was noted that the COFEC Report was approved by the NSPE Board of Directors via electronic ballot on March 11, 2011, by unanimous consent and therefore no further action was necessary. (Attachment 8.3.1)

It was moved and seconded that the NSPE Board of Directors approve the revisions to the “NSPE Fellow Membership Grade Nomination Form, Instructions, and Guidance” and the “Process & Continuous Quality Improvement for NSPE Fellows Program” documents as indicated in the attachments to the Council of Fellows Executive Committee Report & Recommendation 1. CARRIED.

8.4 Fellow Member Nomination—David A. Janover, P.E. (Attachment 8.4)

Following discussion, it was moved and seconded that the NSPE Board of Directors approve David A. Janover, P.E. as a NSPE Fellow. CARRIED.

9 GOAL 3 (Membership Growth)

9.1 Membership Committee Report – Purcell reported on the activities of the NSPE Membership Committee. He noted that NSPE continues to experience a 2–3% decline in membership and will recommend future changes to NSPE membership programs.

9.2 Update on National Marketing – Jacobson reported on NSPE “National Only” membership marketing efforts and working with states so that new “National Only” members can be converted to three-tier membership.

10 REGION/STATE/CHAPTER HIGHLIGHTS

10.1 SSEC President’s Report – Rudd reported on the State Society Executive Council’s programs and activities.

11 DETERMINE IF EXECUTIVE SESSION IS NECESSARY. An executive session was not conducted.

12 NEW BUSINESS. There was no new business.

13 REVIEW OF NEW ACTION CHECKLIST ITEMS. Schwartz reviewed the new action checklist items. (Attachment 13)
14 **ADJOURNMENT.** The meeting adjourned at 3:05 p.m.

15 **INFORMATIONAL ITEMS**

- 2010-11 NSPE Board of Directors Roster (*Attachment 15.1*)
- NSPE Strategic Plan (*Attachment 15.2*)
- Highlights from the January 2011 NSPE Winter BOD Meeting (*Attachment 15.3*)
- Sister Society Report (*Attachments 15.4 - 4. Change Diversity Workshop: AAAS; ABET; NABIE-Haimes; NABIE-Panduren*)
- State Society and Regional Visit Reports
**Non-Agenda Items**

The following NSPE committees/task forces/advisory groups/etc., have either not submitted any written reports or have submitted written reports without any actual recommendations requiring NSPE Board of Director action. Therefore, in the interests of permitting the NSPE Board of Directors to discuss major strategic issues and to use its limited time in the most efficient manner, oral reports regarding these committees/task forces/advisory groups/etc. should only be made by board members if such reports involve strategic issues critical to the work of the NSPE Board of Directors.

**Goal 1 (State-National Partnerships):**
- NAI-1 - House of Delegates (M. Hardy)
- NAI-2 - Candidate Screening Committee Report (S. Grossman) *(Item NAI-2 Attachment)*
- NAI-3 - Legislative & Government Affairs Committee Report (W. Fendley) *(Item NAI-3 Attachment)* *(See also item 8.2)*
- NAI-4 - Legislative & Government Affairs PAC Report (L. Panduren) *(Item NAI-4 Attachment)*
- NAI-5 - Licensure & Qualifications for Practice Committee Report (C. Musselman) *(See item 8.3 above)*
- NAI-6 - State Society Executives Council (F. Rudd)

**Goal 2 (Value to Members):**
- NAI-7 - Board of Ethical Review Report (C. Beck)
- NAI-8 - Council of Fellows Executive Committee Report (M. Phillips)
- NAI-9 - Educational Foundation Board (R. Miller)
- NAI-10 - E-Week Foundation Board of Directors (B. Aldrich)
- NAI-11 - E-Week Steering Committee (K. Gray) *(Item NAI-11 Attachment)*
- NAI-12 - Honor & Awards Task Force Report (J. Emerick)
- NAI-13 - International Relations Task Force (S. Grossman)
- NAI-14 - AAES IntAC Committee on UPADI (D. Clinton)
  - Professional Engineers in Construction (PEC) (P. Bakken)
  - Professional Engineers in Government (PEG) (S. Knight)
  - Professional Engineers in Higher Education (PEHE) (D. Rockstraw)
  - Professional Engineers in Industry (PEI) (J. Nebbe)
  - Professional Engineers in Private Practice (PEPP) (M. Davy)
- NAI-16 - Standard of Practice Task Force Report (G. Brands)
- NAI-17 - Student Chapter Development Task Force Report (D. Benner/T. Glunt)
- NAI-18 - Young Engineers Advisory Council Report (E. West)

**Goal 3 (Membership Growth):**
- NAI-19 - Membership Committee Report (M. Purcell)
- NAI-20 - Mentoring Task Force Report (B. Berson) *(Item NAI-20 Attachment)*

**Operations:**
- NAI-21 - Bylaws Task Force (K. Church) *(See item 5.7 above)*
- NAI-22 - Budget/Finance/Audit Committee Report (L. Panduren)
- NAI-23 - Building Committee (B. Aldrich)
- NAI-24 - Past President’s Council (B. Aldrich)
- NAI-25 - Strategic Objectives Task Force (B. Aldrich)

**Region/State/Chapter Highlights:**
- NAI-26 - Central Region Report (J. Elliott)
- NAI-27 - North Central Region Report (D. Morrill) *(Item NAI-27 Attachment)*
- NAI-28 - Northeast Region Report (M. Purcell)
- NAI-29 - Southeast Region Report (W. Maddox)
- NAI-30 - Southwest Region Report (J. Plaisance)
- NAI-31 - Western and Pacific Region Report (D. James)

**Presidential Reports:**
- NAI-32 - President’s Report (M. Hardy)
- NAI-33 - President-elect’s Report (C. Stone)
- NAI-34 - Vice President’s Report (D. Wittliff)
- NAI-35 - Past President’s Report (S. Grossman)

**Other Reports:**
- NAI-36 - January 15, 2011 Consolidated Action Checklist Update *(Item NAI-36 Attachment)*
- NAI-37 - April 23, 2011 Consolidated Action Checklist Update *(Item NAI-37 Attachment)*