



Oregon

**State Board of Examiners for
Engineering & Land Surveying**

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OREGON SPECIFIC EXAMINATION TASK FORCE

Minutes of Meeting

February 14, 2014

Members present:

Sue Newstetter, Chair

James Doane

Staff present:

Mari Lopez, Administrator

Jenn Gilbert, Executive Assistant

Matt Bryan

Jennifer O'Neill

Joy Pariante

Brianna Weekly

Others present:

Katharine Lozano, Assistant Attorney General

Shelly Duquette (Observer)

Anne Hillyer (Observer)

The meeting of the Oregon Specific Examination Task Force (Task Force) was called to order at 2:35 p.m. in the OSBEELS Conference Room at 670 Hawthorne Avenue SE, Suite 220, Salem, OR 97301.

New Business

2013 PE Exam – Acoustical Engineer, Graded Exams, Transmittal Letter

Mr. Noxon provided the results for the Acoustical Engineering examination on January 20, 2014. This exceeded the 60 days set in the Oregon Specific Examination Policy. Additionally, Mr. Noxon indicated that the cut score was determined out of 200 possible points, rather than the 100 prescribed in Oregon Administrative Rule (OAR) 820-010-0463(2). Mr. Noxon's letter also requested changes to the procedure used for providing documents for grading. Mr. Bryan explained that Staff sends copies of the original examination booklets to graders to avoid loss or damage to the originals. The Task Force had no issue with this procedure. Mr. Noxon's letter pointed out that copies made by the graders for their records of the copies provided by OSBEELS results in a low quality, illegible copy. The Task Force expressed concern regarding examination security issues arising from graders keeping copies of examination booklets.

Ms. Newsletter suggested sending Mr. Noxon a letter reiterating the statutes, rules and policies he must follow when participating as a member of the examination team. The Task Force determined that this issue should be addressed by the full Board during the March 2014 Board meeting. There was no further discussion.

Applicant Examination History Information

During past examination administrations, the Registration Department Staff have provided examination history to the Oregon Specific Acoustical and Forest Engineering examination liaisons regarding the previous attempts for return applicants. This information consists of the year(s) in which the applicants previously sat for the respective examinations. It's provided to assist the teams with the development of the examinations and allow selection of questions or test versions that weren't used in any of the previous examinations attended by the applicant. The Task Force directed Staff to continue providing this information to the examination liaisons.

Mission, Functions and Goals of Task Force

The Task Force expressed interest in developing a Mission, Functions and Goals document. Due to time constraints, the Committee determined to discuss this topic during the April 2014 meeting.

The meeting adjourned at 2:45 p.m.