



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

## MICHIGAN BOARD OF PROFESSIONAL SURVEYORS January 11, 2017 MEETING

### APPROVED MINUTES

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Michigan Board of Professional Surveyors met on January 11, 2017 at the Ottawa Building, Conference Room 4, 611 West Ottawa Street, Lansing, Michigan 48933.

#### CALL TO ORDER

Ginger Michalski-Wallace, Vice-Chairperson, called the meeting to order at 9:33 a.m.

#### ROLL CALL

**Members Present:** Ginger L. Michalski-Wallace, Vice Chair, Professional Surveyor  
Gilbert Barish, Professional Surveyor  
Jeffrey Bartlett, Professional Surveyor  
Ronald Brand, Professional Surveyor (teleconferenced at 9:36 a.m.)  
Kenneth Van Tine, Architect

**Members Absent:** Michael Drewyor, Chair, Professional Engineer  
Nickolas Darin, Public Member  
Steven Gravlin, Professional Surveyor  
Jeffrey Hertrich, Public Member

**Staff:** Belinda Wright, Manager, Licensing Division  
Nakisha Bayes, Board Support, Boards and Committees Section  
Ron Hitzler, Analyst, Boards and Committees Section

#### APPROVAL OF AGENDA

MOTION by Van Tine, seconded by Barish, to approve the agenda as presented.

A voice vote was taken.

MOTION PREVAILED

## **APPROVAL OF MINUTES**

MOTION by Barish, seconded by Bartlett, to amend the minutes from September 7, 2016 in the regard of the NCEES Conference to state, "...the 2017 Western Central Zone meeting in Denver is May 18-20..."

A voice vote was taken.

MOTION PREVAILED

## **REGULATORY CONSIDERATIONS**

None

## **OLD BUSINESS**

### **Minimum Standards Committee**

The Minimum Standards Committee will be meeting immediately after the Professional Surveyors Board meeting. The Committee is not prepared to provide a report at this time, they will provide an update at the Joint Design Boards Meeting.

## **NEW BUSINESS**

### **Continuing Education Update**

Wright directed the Board to the Continuing Education Audit Status memo (see addendum #1). Wright summarized the information in the document as it pertains to the Board.

Hitzler explained the Board may want to create a suggested sanctions committee for continuing education to aid with establishing minimum sanctioning guidelines for continuing education deficiencies.

MOTION by Michalski-Wallace, seconded by Barish, to form a minimum sanctions committee for continuing education.

A voice vote followed.

MOTION PREVAILED

Michalski-Wallace appointed herself, Brand, and Barish to the minimum sanctions committee for continuing education.

## **Rules Update**

Hitzler explained he needs a vote from the Board to open the rule set. This will enable to Board to begin making revisions and editorial changes to the rules.

MOTION by Bartlett, seconded by Barish, to open the rule set.

A voice vote was taken.

MOTION PREVAILED

## **SB 954 Discussion**

Wright explained Senate Bill 954 was approved on January 3, 2017. It will go into effect around April 3, 2017. The bill is known as Public Act 435 of 2016. As a result of the Act, MCL 339.2004 was amended and MCL 339.2005 was repealed. The Act has eliminated the 10 year time frame to take the examination. Applicants can now apply when they are prepared for licensure. The exam applications will be held for one year.

Wright also explained Articles 1 and 2 of the Occupational Code have been revised via Public Act 502 of 2016. The Act sets guidelines for continuing education waiver options as well as enabling the Department to communicate electronically.

## **Exam Review Discussion**

Wright directed the Board to the Michigan Professional Surveyor Exam Development Summary dated 2016 (see Addendum #2). Wright summarized the proposed changes and explained the Board will need to vote to approve the content of the Michigan Professional Surveyor Exam Development Summary dated 2016 as well as the references included.

MOTION by Barish, seconded by Bartlett, to accept the Michigan Professional Surveyor Exam Development Summary dated 2016 content and references.

A voice vote was taken.

MOTION PREVAILED

## **Chairperson's Report**

None

## **Department Update**

None

## **PUBLIC COMMENT**

None

## **ANNOUNCEMENTS**

The next regularly scheduled meeting will be held May 10, 2017 at 1:00 p.m., following the Joint Design Board meeting at 9:00 a.m. in the Ottawa Building, 611 W. Ottawa Street, Upper Level Conference Center, Conference Room 3, Lansing, Michigan.

## **ADJOURNMENT**

MOTION by Barish, seconded by Van Tine, to adjourn the meeting at 10:42 a.m.

A voice vote was taken.

MOTION PREVAILED

Minutes approved by the Board on May 10, 2017.

Nakisha Bayes, Board Support  
Bureau of Professional Licensing

Date Minutes Prepared: 1-12-2017

Addendum  
#1



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

## Memorandum

**DATE:** January 10, 2017

**TO:** Board of Professional Surveyors

**FROM:** Belinda Wright, Licensing Manager  
BPL – Licensing Division, Occupational Code Section

**SUBJECT:** Continuing Education Audit Status

The following represents the total number of continuing education audits initiated on October 2016 for the Professional Surveyor licensees covering the audit period of November 1, 2013 – October 31, 2015.

The first Notice of Audit was mailed on October 10, 2016, wherein the licensee had 30 days to provide the required documentation. On November 23, 2016, a second Notice of Audit was mailed to the licensees who did not respond or had any noted deficiency in the submission to the Department.

Profession	Total Number Audited	Total Number Deficient	Number of with "No Responses"	Total % Deficient
Engineers	267	40	10	15%
Surveyors	23	5	0	22%
Architects	76	20	6	26%
<b>Total</b>	<b>366</b>	<b>65</b>	<b>16</b>	<b>18%</b>

Attachments



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

October 10, 2016

«NAME»  
«ADDR\_LINE\_1»  
«ADDR\_LINE\_2»  
«CITY», «STATE» «ZIPCODE»

License Number: «LICENSE\_NO»

### NOTICE OF CONTINUING EDUCATION AUDIT

Dear Licensee:

Your license number has been randomly selected by the Department for an audit of licensees who have renewed their **Professional Surveyor** license through October 31, 2017. If you have any questions about the continuing education requirements, please visit our website at [www.michigan.gov/surveyors](http://www.michigan.gov/surveyors), or call our office at (517) 241-9288. The excerpt of the administrative rules for professional surveyors is attached for your convenience.

**You are required to submit the following:**

- Proof of your attendance or participation that you earned the required hours of continuing education activities (CE) in subjects relative to the surveying profession during the two-year period of **11/01/2013 to 10/31/2015**.
- If you have held your license for 12 months to 24 months from the date of initial licensure, you must provide proof of 15 hours of CE.
- If you have held a license for 24 months or more from the date of initial licensure, you must provide proof of 30 hours of CE.
- Continuing education hours may have been acquired in another jurisdiction.
- Detailed information on the acceptable courses or activities may be found in the administrative rules R 339.17505-R 339.17509 (attached).
- Verification of attendance/participation at a course or activity, such as completion certificates, transcripts, or supporting documentation must include your name, the dates when the courses or activities were held, sponsoring organization, instructor's name or speaker's name, and the hours earned. Any spreadsheets or logs of CE submitted must include the corresponding certificates.

**Retain all original certifications for your files.** All documentation submitted to our office will become the property of the Department and will not be returned.

**Submit your documentation with a copy of this letter no later than 11/09/2016 to:**

Michigan Department of Licensing & Regulatory Affairs  
BPL/Occupational Code Section  
P.O. Box 30670  
Lansing MI 48909-8170

**Failure to respond within 30 days will result in your file being forwarded to BPL Legal Affairs Division for possible license sanctions.**

Sincerely,

Bureau of Professional Licensing  
Licensing Division  
Occupational Code Section  
[BPLHelp@michigan.gov](mailto:BPLHelp@michigan.gov)

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
DIRECTOR'S OFFICE

PROFESSIONAL SURVEYORS – GENERAL RULES

PART 5. CONTINUING EDUCATION

**R 339.17505 Continuing education; license renewal; requirements.**

Rule 505.

- (1) A licensee shall obtain continuing education as specified in R 339.17507.
- (2) A licensee shall certify the completion of continuing education requirements as a condition for licensure renewal in a format prescribed by the department.
- (3) The department shall not renew a license if the continuing education requirements have not been completed.
- (4) A licensee shall submit to the department evidence of fulfillment of the continuing education requirements within 45 days of a request from the department for the evidence to be submitted.

**R 339.17506 Acceptable continuing education; limitations.**

Rule 506.

- (1) Continuing education hours may be acquired in another jurisdiction.
- (2) Continuing education hours shall be relevant to the occupation and may be earned as follows:
  - (a) Successfully completing a college course.
  - (b) Successfully completing a continuing education course.
  - (c) Successfully completing a distance learning course.
  - (d) Presenting or attending a seminar, in-house course, workshop, or professional or technical presentation made at a meeting, convention or conference.
  - (e) Teaching, instructing, or presenting an acceptable course or activity listed in subrule 2(a) to (d) of this rule.
  - (f) Publishing a peer-reviewed paper, article, or book in the licensee's area of professional practice.
  - (g) Serving as a member of the state board of professional surveyors or attending a state board of professional surveyors meeting.
  - (h) Participating in a company sponsored seminar or training that is designed to enhance professional development in the licensee's area of professional practice.
  - (i) Serving as a mentor to a surveying student in a school-sponsored program.
  - (j) Obtaining patents related to surveying.
- (3) Continuing education hours shall be granted once during a renewal period in which the hours were earned for the same course or activity that a licensee completed as either a licensee, instructor, or presenter.
- (4) Continuing education hours shall be granted once for the first time a course is offered or presented provided that the course is not associated with a licensee's regular duties as a member of a faculty.
- (5) Continuing education hours shall not be earned for the following activities:
  - (a) Passing an examination to obtain licensure.
  - (b) Completing a course that does not provide a licensee access to an instructor during the course.
  - (c) Completing a course that is not designed to bring licensees up to date on a particular area of knowledge or skills in the licensee's area of professional practice.
  - (d) Attending a cultural performance, entertainment, or recreational meeting or activity, or participation in a travel group.
- (6) The conversion of other units of credit per renewal cycle shall be as follows:
  - (a) 1 college semester credit hour equals 45 continuing education hours.
  - (b) 1 college quarter credit hour equals 30 continuing education hours.
  - (c) Publishing a peer-reviewed paper, article, or book in the licensee's area of professional practice equals 10 continuing education hours.
  - (d) Serving as a member of the state board of professional surveyors or attending a state board of professional surveyors meeting equals 2 continuing education hours.
  - (e) Serving as a mentor for a surveying student in a school-sponsored program equals 4 continuing education hours.
  - (f) Obtaining patents related to surveying equals 10 continuing education hours.

**R 339.17507 Continuing education hours required; renewal.**

Rule 507. Continuing education hours required for renewal shall be as follows:

- (a) A licensee who holds a license for more than 12 months, but less than 24 months from the date of initial licensure shall obtain 15 hours of continuing education for the first renewal period.
- (b) A licensee who holds a license for 24 months or more from the date of initial licensure shall obtain 30 hours of continuing education for the renewal period.

**R 339.17508 Determination of credit; forms; record keeping.**

Rule 508. A licensee shall maintain records of continuing education hours earned for 4 consecutive years. The records shall include the following:

- (a) The courses or activities completed, the dates when the courses or activities were held and the duration of the courses or activities, the sponsoring organization, the instructor's or speaker's name, and the hours earned.
- (b) Verification of attendance at a course or activity, such as completion certificates or other supporting documentation.

**R 339.17509 Auditing.**

Rule 509. The department may establish a process for auditing licensees regarding continuing education for compliance with the act and these rules.

History: 2013 AACB.





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STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

November 23, 2016

«NAME»  
«ADDR\_LINE\_1»  
«CITY», «STATE» «ZIPCODE»

License Number: «LICENSE\_NO»

### **CONTINUING EDUCATION AUDIT - FINAL NOTICE**

Dear Licensee:

As of today's date, the Department has not received a sufficient response to your audit notice that was sent on October 10, 2016. Your license number has been randomly selected by the Department for an audit of licensees who have renewed their Professional Surveyor license through October 31, 2017. If you have any questions about the continuing education requirements, please visit our website at [www.michigan.gov/surveyors](http://www.michigan.gov/surveyors), or call our office at (517) 241-9288.

Enclosed is a detailed report of the accepted CE hours the Department has on record for you, the number of hours you are deficient, and the reason any documents you submitted could not be accepted.

**You are required to submit the following:**

- Proof of your attendance or participation that you earned the required hours of continuing education activities (CE) in subjects relative to the surveying profession during the two-year period of 11/01/2013 to 10/31/2015.
- If you have held your license for 12 months to 24 months from the date of initial licensure, you must provide proof of 15 hours of CE.
- If you have held a license for 24 months or more from the date of initial licensure, you must provide proof of 30 hours of CE.
- Continuing education hours may have been acquired in another jurisdiction.
- Detailed information on the acceptable courses or activities may be found in the administrative rules R 339.17505-R 339.17509.
- Verification of attendance/participation at a course or activity, such as completion certificates, transcripts, or supporting documentation must include your name, the dates when the courses or activities were held, sponsoring organization, instructor's name or speaker's name, and the hours earned. Any spreadsheets or logs of CE submitted must include the corresponding certificates.

Retain all original certifications for your files. All documentation submitted to our office will become the property of the Department and will not be returned.

Submit your documentation with a copy of this letter no later than **12/08/2016** to:

Michigan Department of Licensing & Regulatory Affairs  
BPL/Occupational Code Section  
P.O. Box 30670  
Lansing MI 48909-8170

Failure to respond within 15 days will result in your file being forwarded to BPL Legal Affairs Division for possible license sanctions.

Sincerely,

Bureau of Professional Licensing  
Licensing Division  
Occupational Code Section  
[BPLHelp@michigan.gov](mailto:BPLHelp@michigan.gov)

BUREAU OF PROFESSIONAL LICENSING  
611 W. OTTAWA • P.O. BOX 30670 • LANSING, MICHIGAN 48909  
[www.michigan.gov/bpl](http://www.michigan.gov/bpl)

Licensee: [REDACTED]  
License Number: 4001 [REDACTED]

Continuing Education Hours

Hours Required	Hours Accepted	Hours Deficient
30	20	10

Below are the reasons the documents you submitted could not be accepted by the Department:

- Seven of the CE Certificates submitted were not completed during the license cycle from November 1, 2013 through October 31, 2015.

Addendum  
#2

**Michigan Professional Surveyor Exam Development Summary  
2016**

**Prepared by PSI**

#### Summary

An Exam Review Committee (ERC) meeting was held for the Michigan Professional Surveyor licensing exam in December 2016, following a survey-based job analysis study. Meetings began with an online webinar meeting on November 30, and continued with a 2-day meeting at the East Lansing Marriott in East Lansing, Michigan, on December 8 and 9, 2016. A list of participating subject matter experts (SMEs) is provided further in the document.

The goal of the meeting was to:

- Review the results of the Michigan Professional Land Surveyor job analysis
- Update the content outline and test specification based on the results of the job analysis
- Review and confirm that items appearing on the Michigan Professional Surveyor exam are consistent with current rules and regulations
- Update and verify exam reference materials
- Develop new items to enhance the item bank

It is recommended that new exams be published in June 2017 or another date preferred by the State to reflect content outline and item changes made using the results of the job analysis study and item bank review. This timeline will allow for at least 3-months notifications of exam changes on the PSI website.

In addition, close to 40 new items are being developed by the subject matter expert (SME) panel. New items covering existing exam topic areas will be added in an experimental status once approved by the SME panel. New items representing new content topics will be added to the exam in June 2017 in an experimental status when the exam is updated. Experimental items are presented to candidates during the test administration but do not affect the candidate's score.

This document contains a description of the test development work completed in 2016 and the required next steps.

#### **Job Analysis Overview**

PSI conducted a job analysis study for the Michigan Professional Land Surveyor licensing exam. The purpose of the job analysis was to gather the relevant knowledge, skills, and abilities required for proficient practice in the field. The results of the job analysis were used to update the existing exam content specification and to provide a basis for the content validity of the licensing exam in accordance with the *Standards for Educational and Psychological Testing* and other professional standards.

The job analysis study used a multiple-method approach, incorporating expert judgments of an advisory committee and a state-wide survey of practitioners. The job analysis methodology included initial research, development of a survey, review and editing of the survey by subject matter experts, distribution of the survey using an internet-based survey tool, and analysis of survey results by PSI. A detailed technical report will be provided.

A total of 92 survey responses were completed resulting in a 12.8% response rate. PSI conducted statistical analyses of the responses to determine which of the professional activities and knowledge statements “qualified” for testing on the licensing examinations (i.e., rated as at least moderately important and required at least some competence at the time of licensure).

#### **Webinar Meeting**

A three-hour webinar meeting was held on November 30, 2016. The goal of the online meeting was to review and analyze the results of the job analysis survey and to identify appropriate test content areas. Specifically, the subject matter expert committee completed the following tasks:

1. Review of the survey respondent demographic data to confirm appropriate representation of the industry
2. Review of the professional activity and knowledge statement rating results
3. Verification of knowledge and tasks to be covered by the exam

Based on SME feedback, PSI drafted an updated content outline to be reviewed at the on-site meeting.

#### **On-site Meeting**

An onsite meeting was held on December 8 and 9, 2016. A subset of items that were not seen during the 2015 exam review meeting, were reviewed as well as items in flagged topic areas that the SME panel considered possibly outdated or affected by recent legislative changes, including the Corner Recordation Act. The SME committee reviewed 127 items, of which 83 were approved without changes, 17 were edited, 23 were deleted, and 7 were placed on a hold status for further review.

Following the item review, the SME panel reviewed and finalized the exam content outline. Subtopics *Corporations & Partnerships*, *Control documents*, and *Magnetic declination* were deleted from the exam



content outline based on job analysis results and SME judgement. In addition, the following topics were added to the exam content outline: *Highways and Private Roads Act, Records of United States Land Office Act, United States Field Notes, Maps, Plats, and Records, Uniform Electronic Transmission Act, Office management and practice, Prorate, Calculated Culvert, and Unmanned aerial vehicles*. Numbers of items per topic were also adjusted for two topic areas.

The SME-confirmed content outline and reference list can be found at the end of the summary document, along with the meeting agenda and list of participating subject matter experts.

#### **New Item Development**

PSI reviewed the item bank and determined areas for new item writing. SMEs were trained for item writing and assignments were given in new areas as well as areas of shallow coverage. SMEs are currently completing their item writing assignments. The goal is to have all item writing complete by January 31, 2017.

Close to 40 new items are being developed by the SME panel. New items covering existing exam topic areas will be added to the exam in an experimental status once approved by the SME panel. New items representing new topics areas added with the completion of the job analysis will be added to the exam in June 2017 in an experimental status. Experimental items are presented to candidates during the test administration but do not affect the candidate's score.

A second item review will be conducted to collectively review and approve any new items for the exam.

#### **Next Steps**

The next step will be for the State to review and approve, if satisfactory, the new content outline. Once approved, the exam publication date will be confirmed and new exam changes will be posted to the PSI website. It is recommended that new exams be published in June 2017 or another date preferred by the State. This timeline will allow for at least 3-months notifications of exam changes on the PSI website and updating of the Candidate Information Bulletin.

**Michigan Surveyor Licensing Exams  
Exam Review Meeting**

November 30 and December 8 and 9, 2016

University Place East Lansing Marriott  
300 M. A. C. Ave, East Lansing, MI 48823  
Facilitator: Nicole Tucker, PSI

**Online Meeting: November 30, 2016**

1:00 pm – 4:00pm	Introductions and housekeeping Training Presentation Content Outline and Reference Materials review Minimal Acceptable Competence (MAC) definition
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**Day 1: December 8, 2016**

8:30 am – 8:45 am	Introductions and Housekeeping
8:45 am – 10:00 am	Item Review: Items 1 - 20
10:00 am – 10:10 am	Break
10:10 am – 12:00 pm	Item Review: Items 21 - 50
<b>12:00 pm – 1:00 pm</b>	<b>Lunch</b>
1:00 pm – 3:00 pm	Item Review: Review Items 51 - 85
3:00 pm – 3:15 pm	Break
3:15 pm – 4:45 pm	Item Review: Review Items 86 – 103
4:45 pm – 5:00 pm	Wrap up for the day

**Day 2: December 9, 2016**

8:30 am – 9:45 am	Content Outline/Test Specification - Finalize Topics and Subtopics - Verify Content Outline against Michigan Occupational Code - Assign Item Weightings
9:45 am – 10:00 am	Break
10:00 am – 12:00 am	New Item Development
<b>12:00 pm – 1:00 pm</b>	<b>Lunch</b>
1:00 pm – 4:00 pm	Review New Items
4:00 pm – 4:30 pm	Wrap up and Adjourn



*Proposed Michigan Surveyor Licensing Exam for State Approval  
 Content Outline 2017 (revisions from 2015 version are in italicized blue text)*

# of items	Topic	
43	<b>Michigan Laws:</b> as they pertain to Land Surveying	MIOSHA Corner Recordation Act, Act 74 of 1970 Revised Judicature Act of 1961, Act 236 of 1961 (excerpts: Sections 2567 & 2567a) Certified Surveys, Act 132 of 1970 Right of Entry by Surveyors, Act 115 of 1976 Affidavits Affecting Real Property, Act 123 of 1915 Michigan Coordinate Systems, Act 9 of 1964; creating the Michigan Coordinate System of 1983 Occupational Code, Act 299 of 1980 (excerpts: Articles 1-6 & 20) Drain Code, Act 40 of 1956 (excerpts: Chapters 1, 2, 3, and 8) Natural Resources & Environmental Protection Act, Act 451 of 1994; Revised Statutes of 1846, R.S. of 1846 (excerpts: County Surveyors, Sections 54.95 – 54.106), Remonumentation Act, Act 345 of 1990 Condominium Act, Act 59 of 1978 Land Division Act, Act 288 of 1967 <i>Highways and Private Roads Act, Act 283 of 1909, Chapter 1</i> <i>Records of United States Land Office Act, Act 54 of 1927</i> <i>United States Field Notes, Maps, Plats, and Records, Act 55 of 1927</i> <i>Uniform Electronic Transmission Act, Act 305 of 2000</i>
14	<b>Principles of the Profession:</b> involving management, legal & technical aspects, and professional conduct	<i>Corporations &amp; Partnerships; Liability, Insurance, Obligation to client, Contracts, Areas of practice, Private claims, Office management and practice</i>
40 32	<b>Public Land Surveying Systems in Michigan:</b> including matters pertaining to retracement, and subdivision	Section Breakdown (Subdivisions of Sections), Original government survey closing corners, Original government survey definitions, <del>control</del> documents, notes & definitions, bona fide rights, General Sets of Instructions: 1815, 1833 & 1850, Control monuments (natural & artificial), <del>Magnetic declination</del> , Section Line Retracement, Preservation, Restoration, Single & Double proportionate, Lost corners, Obliterated corners, Existent corners, and Meandered bodies of water
24 32	<b>Property Surveys, Descriptions and Legal Implications:</b> including legal, technical, historical aspects, and research	Writing & plotting descriptions, Boundary survey problems, Subdivision lot resurveys, Prorate, Monumentation, <i>Authority court survey</i> , Court testimony, Field survey procedures, Deeds & Abstracts, <i>Error in Measurement</i> , Riparian rights, Junior & Senior rights, Reversion rights, Adverse possession, and Real property history



19	<b>Special Surveying:</b> encompassing measurements, mapping, design and planning & mathematics unique or applicable to surveying	Land planning for residential development, Contour problems, Surveying information for architects, Photogrammetry & related topics, Topographic surveys, Hydrographic Mapping, Geographic Information System, Land Information System and Global Positioning System, Control Surveys, <i>ALTA/NSPS Land Title Surveys, Floodplain Management, FEMA/FIRM Insurance, and Elevation Certificates, and Letters of Map Revision, Calculated Culvert, Proposed Elevation, Coordinate, Elevation, Unmanned aerial vehicles</i>
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***Michigan Surveyor Licensing Exam***

***Reference List 2017 (revisions from 2015 version are in blue text)***

The following list of reference materials were used to verify the accuracy of the test items for this examination. These listed references are used for the purpose of test validation. These materials contain neither all of the professional surveying knowledge required to be competent in any specific area nor all of the information on which the examination is based. Other publications are also available to study for the examination.

Copies of the Michigan Laws and Rules as they pertain to Land Surveying, can be obtained from the Michigan Legislature Web Site: [www.michiganlegislature.org](http://www.michiganlegislature.org) and the State Office of Administrative Hearings and Rules Web Site: [www.michigan.gov/orr](http://www.michigan.gov/orr) for the "Occupational Code, Articles 1 through 6 and Article 20" and "Administrative Rules for Michigan Board of Professional Surveyors" visit the Bureau's Web Site: [www.michigan.gov/surveyors](http://www.michigan.gov/surveyors).

Except for the Michigan and Federal Laws, Rules, Codes and Standards, neither the Department nor PSI endorses any of the materials listed. However, we try to ensure that the references are currently available and consist of recognized industry standards.

***Michigan Laws: (including all Rules promulgated under each Act and all current amendments to each Law and/or Rule.)***

- *Natural Resources & Environmental Protection Act, Act 451 of 1994*
- *Michigan Occupational Safety and Health Act 154 of 1974 as amended, and Administrative Rules for All Industries, Michigan Department of Licensing and Regulatory Affairs, MIOSHA Standards Division, P.O. Box 30643, Lansing, MI 48909, (517) 322-1845. Price: Free. All MIOSHA standards may be printed from the MIOSHA web site: [www.michigan.gov/mioshastandards](http://www.michigan.gov/mioshastandards)*
- *Occupational Code, Act 299 of 1980 (excerpts: Articles 1-6 & 20)*
- *Land Division Act, Act 288 of 1967*
- *Condominium Act, Act 59 of 1978*
- *Corner Recordation Act, Public Act 74 of 1970*
- *Certified Surveys Act, Public Act 132 of 1970*
- *Michigan Coordinate System, Act 9 of 1964*
- *Right of Entry by Surveyors, Act 115 of 1976*
- *Revised Judicature Act of 1961, Act 236 of 1961 (excerpts: Sections 2567 & 2567a)*
- *Affidavits Affecting Real Property Act 123 of 1915*
- *Drain Code, Act 40 of 1956 (excerpts: Chapters 1, 2, 3, and 8)*
- *Revised Statutes of 1846 (excerpts: County Surveyors, Sections 54.95-54.106)*
- *Remonumentation Act, Public Act 345 of 1990*
- *Public Highways and Private Roads Act, Public Act 283 of 1909, Chapter 1*
- *Records of United States Land Office Act, Public Act 54 of 1927*
- *United States Field Notes, Maps, Plats, and Records, Public Act 55 of 1927*
- *Uniform Electronic Transmission Act, Public Act 305 of 2000*

***Federal Statutes and Publications:***

- *State Plane Coordinate System of 1983*
- *The Instructions for Deputy Surveyors 1815, 1833 and 1850, Surveyor General of the United States, [www.blm.gov](http://www.blm.gov)*
- *BLM Manual of Surveying Instructions 2009*
- *Glossaries of BLM Surveying and Mapping Terms, [www.blm.gov](http://www.blm.gov)*

- *Restoration of Lost or Obliterated Corners & Subdivision of Sections, a guide for surveyors*, United States Department of the Interior, Bureau of Land Management, 1974 Edition, [www.blm.gov](http://www.blm.gov)
- *Glossary of Mapping, Charting and Geodetic Terms*, Fourth Edition, 2005, published by the Defense Mapping Agency
- *Federal Emergency Management Agency (FEMA)* - [www.fema.gov](http://www.fema.gov), National Flood Insurance Program Managing Floodplain Development
- *Department of Commerce, National Oceanic and Atmospheric Administration (NOAA) Manual NOS NGS 5 State Plane Coordinate System of 1983*
- *Federal Aviation Administration (FAA), Summary of Small Unmanned Aircraft Rule (Part 107)*  
[https://www.faa.gov/uas/media/Part\\_107\\_Summary.pdf](https://www.faa.gov/uas/media/Part_107_Summary.pdf)

**General Surveying References:**

- *Black's Law Dictionary*, 10th Edition, Garner, 2014, West Publishing Co. – available online at Blacks Law. doc
- *Clark on Surveying and Boundaries*, Robillard, 8th Edition, Lexis Nexis Publishing
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**Subject Matter Experts**

1. Ballard, George
2. Barish, Gilbert M.
3. Case, Phillip
4. Michalski-Wallace, Ginger
5. Muxlow, Tricia
6. Wascher, William (Bill)

