



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

**MICHIGAN BOARD OF PROFESSIONAL SURVEYORS  
RULES COMMITTEE WORK GROUP  
MEETING**

**MINUTES  
MARCH 27, 2019**

The Michigan Board of Professional Surveyors Rules Committee Work Group, met on March 27, 2019, at 611 West Ottawa Street, Upper Level Conference Room 4, Lansing, Michigan 48933.

**CALL TO ORDER**

Rick Roselle, Analyst, Boards and Committees Section, called the meeting to order at 3:15 p.m.

**ATTENDANCE**

**Members Present:** Gilbert Barish, Professional Surveyor  
Jeffrey Bartlett, Professional Surveyor  
Timothy A. Platz, Professional Surveyor

**Members Absent:** Michael Drewyor, Chair, Professional Engineer

**Staff Present:** Kerry Przybylo – Manager, Boards and Committees Section  
Rick Roselle, Analyst, Boards and Committees Section  
Stephanie Wysack, Board Support, Boards and Committees Section

**Public Present:** Michelle Batora – Michigan Society of Professional Surveyors  
Brett A. Dodge – Michigan Society of Professional Surveyors  
Lawrence R. Feindt – Michigan Society of Professional Surveyors  
David LaCross – Michigan Department of Transportation  
Lisa Martin, PS – Michigan Department of Transportation  
Kevin O'Brien – Self  
Mike Vanfossen - Self

## **WELCOME**

Roselle explained that Department leadership has mandated that all rules committee meetings will be open to the public in order to receive input on the rules draft from the public earlier in the rulemaking process. Roselle reminded the public that the Rules Committee will make the final recommendation on the proposed rule changes to the Board.

Roselle explained the plan for the flow of the meeting.

## **RULES DISCUSSION – Copy of Draft Rules is attached.**

### **R 339.17101 Definitions.**

The Rules Committee agreed with all of the changes in the rule as presented. No public comment was made.

### **R 339.17201 Educational requirements.**

The Rules Committee agreed with all of the changes in the rule as presented. No public comment was made.

### **R 339.17202 Professional surveying experience; verification; educational credit for experience.**

The Rules Committee agreed with all of the changes in the rule as presented. No public comment was made.

### **R 339.17203 Examination requirements.**

Barish wanted clarification that the National Council of Examiners for Engineering and Surveying (NCEES) administered the Fundamentals of Surveying and Principals and Practice of Surveying exams. Roselle confirmed that NCEES administers both exams.

O'Brien asked how the Department determined the exam administrator as indicated in R 339.17203(c). Roselle indicated that the chosen administrator for the department is PSI Services, LLC, which is contracted with the Bureau of Professional Licensing (BPL) to administer Michigan-specific jurisprudence exams for professions overseen by the Bureau.

### **R 339.17305 Relicensure.**

The Rules Committee agreed with all of the changes in the rule as presented. No public comment was made.

**R 339.17401 Solicitation of employment; restrictions; exception.; R 339.17402 Conflict of interest.; and R 339.17403 Participation in project; responsibilities; survey identifications.**

No changes to the rules were presented. Neither the Rules Committee or the public had any comments.

**R 339.17405 Professional surveyor seal.**

(1) Feindt questioned the need to use the full 10-digit license number on the seal. Roselle clarified that only listing the last 5 digits of the license number does not allow the public to verify the license on the state's license verification system. The license verification system requires all 10 digits.

Platz inquired how notification would be sent out to individuals regarding the change in the need to use the 10-digit license number. Przybylo indicated that an email blast will be sent once the rules have been promulgated. Further, the rules are also posted online and available for public viewing.

Dodge wondered where an individual would go to obtain a new seal. Roselle indicated that there are online services that will produce Michigan seals at a cost ranging from \$25.00 to \$50.00. Platz clarified that he is aware that there are printing companies that provide the service.

LaCross wondered if there was discussion regarding the ability to use an electronic seal. Roselle read the statute that indicates an electronic seal is acceptable.

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

The Rules Committee agreed with all of the changes in the rule as presented. No public comment was made.

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

**Activity code (a)** - Barish expressed concerns about granting credit for continuing education that is approved by the entities listed in the activity. Roselle explained that the rule makes it easier for the department to administer the continuing education rule when conducting reviews for audits and relicensure.

Barish questioned how the Board would address new entities as they were created. Roselle explained that the rules would have to be reopened at a future date to make any change to the listed entities. However, licensees would still be permitted to obtain continuing education from entities that are not listed in the activity as long as the entity's continuing education programs satisfy the requirements found in one of the other activities listed in the rule.

Barish asked how the department determines what continuing education is provided by the entity, what entity provided the continuing education program, and how many credits were earned for the continuing education program. Roselle explained that each activity lists requirements for what a licensee must submit if audited. The information required includes the details necessary for verifying whether it is qualifying continuing education and how much credit is granted.

O'Brien questioned how an individual would provide proof of acceptable continuing education from another state board if that state does not provide licensure, just registration or other state government authorization. Roselle indicated that Michigan would recognize continuing education approved by another state government's regulatory authority.

Bartlett believed the rules pertaining to the continuing education requirements should encourage licensees to receive continuing education from a variety of activities under the rule. Bartlett did not feel that activity code (a) allows for that because a licensee may satisfy all of the continuing education requirements under a single activity.

Platz stated that other entities should be added to activity code (a) and gave several examples: the National Society of Professional Surveyors (NSPS) which has a relationship with the Michigan Society of Professional Surveyors (MSPS), the American Council of Engineering Companies (ACEC), and the Council of Professional Surveyors (COPS).

Barish expressed a concern that activity code (a) is unlimited while other activities are not. Maybe a limitation should be added in order to be consistent with the other activities.

Martin, Feindt, and Dodge agreed with Barish regarding adding a limitation to activity code (a) to be consistent.

LaCross suggested a limitation of 15 credits for activity code (a).

Roselle explained that inserting a limitation on the number of credits that can be earned under activity code (a), would not prevent a licensee from earning additional hours for the same continuing education program by claiming credit for it, under activity code (c). Roselle explained he will look into options for crafting language that would place the intended limits being discussed.

**Activity code (c)** - Barish indicated that he did not want limits on the activities as this can make it difficult for licensees holding a license in more than one state to keep track of their continuing education requirements. Platz agreed with Barish. Platz indicated that he liked the way that activity code (a) is written as well as limitations to other activities, starting with activity code (c).

Bartlett believed that activity code (c) encourages diversity.

**Activity code (j)** - Bartlett would like a limit on this activity but would be fine with removing the limitation to all other activities.

Barish noted that NCEES has recently identified that 1 credit hour is equal to 60 minutes of time spent engaging in the activity. Roselle stated that he could add a definition for continuous instruction to clarify that 1 credit is equal to 50 minutes of continuous instruction with no breaks, instead of changing to 60 minutes. The Rules Committee agreed to add a clarifying definition to the rule.

The Rules Committee could not come to an agreement on the credit limitations for each activity. Barish wanted either limitations to all activities or no limitations to all activities. Barish did not want the Committee to pick and choose what should or should not have a limitation. Bartlett and Platz agreed with removing limitations for all activities except activity code (j) in order to encourage diversity outside of workplace specific activities.

Dodge and Feindt both would like a limitation to activity code (j).

Roselle let the Committee know that if a limitation was put on activity code (j), it would then have to be tied to activity code (a).

The Rules Committee decided to table the decision of limitations to a further meeting. Roselle indicated that he would schedule another Rules Committee Work Group to specifically work on R 339.17506.

Dodge suggested that the Committee add a requirement for ethics to the continuing education requirements.

Platz and Barish were in favor of adding ethics and law as a continuing education requirement.

O'Brien wanted to know if ethics requirements were to be added, would they be specific to surveying only.

Feindt asked Roselle if he was aware of how other states worded their ethics requirement. Barish and Platz both identified states that had an ethics and law requirement. Roselle indicated he would research this issue and draft sample language for discussion at the next meeting.

## **ADJOURNMENT**

Roselle announced the there is a full Board meeting on May 8, 2019 as well as a Joint Design meeting. Roselle indicated that NCEES will be presenting at the Joint Design meeting so it would be important to attend.

Roselle adjourned the meeting at 4:16 p.m.

Prepared by:  
Stephanie Wysack, Board Support  
Bureau of Professional Licensing

April 2, 2019

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

DIRECTOR'S OFFICE

PROFESSIONAL SURVEYORS – GENERAL RULES

Filed with the secretary of state on

These rules take effect immediately upon filing with the secretary of state unless adopted under section 33, 44, or 45a(6) of the administrative procedures act of 1969, 1969 PA 306, MCL 24.233, 24.244, or 24.245a. Rules adopted under these sections become effective 7 days after filing with the secretary of state.

(By authority conferred on the board by section 308 of **the occupational code**, 1980 PA 299, MCL 339.308; and on the director of the department of licensing and regulatory affairs by ~~section~~**sections 205 and 2009 of the occupational code**, 1980 PA 299, MCL 339.205 **and 339.2009**; and Executive Reorganization Order Nos. **1991-9**, 1996-2, 2003-1, ~~2008-4~~, and 2011-4, MCL **338.3501**, 445.2001, ~~MCL 445.2011, MCL 445.2025, and MCL 445.2030~~)

R 339.17101, R 339.17201, R 339.17202, R 339.17203, R 339.17505, and R 339.17506 of the Michigan Administrative Code are amended, R 339.17305 and R 339.17405 are added, and R 339.17301 is rescinded as follows:

PART 1. GENERAL PROVISIONS

R 339.17101 Definitions.

Rule 101. (1) As used in these rules:

(a) **"Act" means the occupational code, 1980 PA 299, MCL 339.101 to 339.2919.**

~~(a)(b)~~ **"Continuing education"** means an instructional course or activity designed to bring licensees up to date on a particular area of knowledge or skills relevant to a licensee's area of professional practice.

~~(b) "Course" means any qualifying activity with a clear purpose and objective that will maintain, improve, or expand the skills and knowledge relevant to the licensee's area of professional practice. Regular duties for compensation shall not be considered qualified activities, except for employer compensated continuing education activities.~~

**(c) "Department" means the Michigan department of licensing and regulatory affairs.**

~~(c) "Distance learning" means any of the following:~~

~~(i) Courses where an instructor and a licensee may be apart and instruction takes place through online or electronic media.~~

~~(ii) Courses which include, but are not limited to, instruction presented through interactive classrooms, at the job site, computer conferencing, and interactive computer systems.~~

(2) Terms defined in the act have the same meanings when used in these rules.

March 22, 2019

PART 2. EDUCATION, EXPERIENCE, AND EXAMINATIONS

R 339.17201 **Educational requirements** ~~Acceptability of baccalaureate degrees; criteria; experience credit.~~

Rule 201. (1) ~~A baccalaureate degree shall be deemed to be acceptable if the candidate holding the degree has achieved all of the credits in college level courses in accordance with the following table:~~ **An applicant for a professional surveyor license shall submit 1 of the following to satisfy the educational requirements under the act:**

(a) **Transcripts verifying that he or she received a baccalaureate or higher degree in a surveying program accredited by any of the following:**

(i) **The Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology, Inc. (EAC/ABET).**

(ii) **The Engineering Technology Accreditation Commission of ABET (ETAC/ABET).**

(iii) **The Applied and Natural Science Accreditation Commission of ABET (ANSAC/ABET).**

(b) **A National Council of Examiners for Engineering and Surveying (NCEES) credentials evaluation that verifies he or she received a baccalaureate or higher degree in surveying or related field and meets the NCEES surveying core program requirements found in the NCEES education standard.**

(c) **A credentials evaluation that verifies he or she received a baccalaureate or higher degree in surveying from an educational program that is substantially equivalent to a baccalaureate or higher degree program that is accredited by EAC/ABET, ETAC/ABET, or ANSAC/ABET. The credentials evaluation must be generated by a company that is a current member of the National Association of Credential Evaluation Services (NACES).**

<del>General</del> <del>Title</del>	<del>Representative Courses Which</del> <del>May Be Included</del>	<del>Semester</del> <del>Hours</del>	<del>Quarter</del> <del>Hours</del>
Mathematics	analytic geometry, calculus, statistics	12	18
Humanities and Communications	English, speech, government, history, literature, philosophy, sociology	10	15
Law and Business	legal principles, Michigan surveying law, accounting, economics, business administration	10	15
Basic Science	physics, chemistry, geology, Astronomy, biology, dendrology	18	27



Further Development	computer science, remote sensing graphics, linear analysis	6	9
Engineering Science	statics, fluid mechanics, properties and mechanics of materials	8	12
Engineering	construction materials transportation, soils, hydraulics hydrology	13	20
Surveying	mensuration, operation of Instruments, practical astronomy, geodesy, topographic surveying, route surveying, boundary surveying, photogrammetry cartography, planning and design of land divisions, construction layout	30	45

~~(2) An applicant who possesses a bachelor of science degree in land surveying from an institution whose facilities, faculty, and curriculum have been reviewed and approved by this board shall be deemed to meet the requirements of section 2004(1) of the act.~~

~~(3) All other baccalaureate degrees shall be evaluated as to their conformance with the criteria specified in subrule (1) of this rule. An applicant shall provide transcripts and other documents as may be required by the board for evaluation and determination of acceptability of the degree, which may include documentation by the educational institution to verify that the degree meets the criteria set forth in this rule.~~

~~(4) A person who possesses an acceptable bachelor's degree shall be granted 4 years of experience credit as required by the act.~~

~~(5) A person who possesses a graduate degree in surveying may be granted a maximum of 1 additional year of experience credit pursuant to the act.~~

**R 339.17202 Professional surveying experience; verification; educational credit for experience.** ~~Required professional experience; acceptability; verification.~~

Rule 202. (1) ~~Professional surveying experience required by the act for examination admission may include the following types of surveying work, which shall include both field and office practice:~~ Pursuant to section 2004(3)(a) of the act, MCL 339.2004(3)(a), an applicant for a professional surveyor license shall document at least 8 years of professional experience in professional surveying, including not more than 5 years of education. An applicant shall satisfy the requirements of this rule to receive credit for professional experience.

**(2) Professional surveying work that is performed while under the supervision of a professional surveyor who is licensed or registered in Michigan or another state and involves work in 1 or more of the following areas shall qualify as professional experience:**

**(a) Providing professional services such as consultation, investigation, testimony, evaluation, planning, mapping, assembling, and interpreting reliable scientific measurements and information relative to the location, size, shape, or physical features of the earth, improvements on the earth, the space above the earth, or any part of the earth, and the utilization and development of these facts and interpretations into an orderly survey map, plan, report, description, or project.**

~~(a)-(b)~~ Land surveying, which is the surveying of an area for its correct determination or description for its conveyance or for the establishment or reestablishment of a land boundary and the designing or design coordination of the plotting of land and the subdivision of land.

~~(b)-(c)~~ Geodetic surveying, which includes surveying for a determination of the size and shape of the earth, both horizontally and vertically, and the precise positioning of points on the earth utilizing angular and linear measurements through spatially oriented spherical geometry.

~~(c)-(d)~~ Utilizing and managing land information systems through the establishment of datums and local coordinate systems and points of reference.

~~(d)-(e)~~ Engineering and architectural surveying for design and construction layout of infrastructure.

~~(e)-(f)~~ Cartographic surveying for the making of maps, including topographic and hydrographic mapping.

~~(2)(3)~~ Acceptable professional experience shall be obtained in a varied and increasingly responsible position under the direction of a licensed professional surveyor. **An applicant for a professional surveyor license shall submit to the department 1 of the following to receive credit for professional experience:**

**(a) Proof acceptable to the department verifying that he or she has obtained not less than 4 years of experience practicing as a licensed or registered professional surveyor in another state.**

**(b) All of the following:**

**(i) The dates of performing work that satisfies the requirements under subrule (2) of this rule.**

**(ii) The supervising individual's name, license or registration number, and state in which the supervising individual is licensed or registered as a professional surveyor.**

**(iii) Documentation from the supervising individual attesting to the work experience, supervision, and the dates of work and supervision.**

~~(3)~~ An applicant shall have the applicant's employers or supervisors, or both, submit verification of experience forms to the board and other references required by the act. Decisions by the board regarding satisfactory experience shall be based upon an evaluation of this information. **The department shall grant not more than 5 years of professional experience in professional surveying to an applicant holding a degree that satisfies the requirements under R 339.17201. Credit shall be granted in the following amounts:**

(a) Not more than 4 years of professional experience shall be granted for a baccalaureate degree. Experience shall be granted for only 1 baccalaureate degree.

(b) Not more than 1 year of professional experience shall be granted for a post-baccalaureate degree. Experience shall be granted for only 1 post-baccalaureate degree.

R 339.17203 Examinations **requirements**; ~~subject matter.~~

Rule 203. ~~(1) Part 1, entitled "Fundamentals of Land Surveying Examination," may include any of the following subjects:~~ **An applicant for a professional surveyor license shall satisfy all of the following to meet the examination requirements under the act:**

(a) ~~Mathematics.~~ **Achieve a passing score on the Fundamentals of Surveying Examination administered by NCEES. A passing score on the exam shall be determined by NCEES.**

(b) ~~Physics.~~ **Achieve a passing score the Principals and Practice of Surveying Examination administered by NCEES. A passing score on the exam shall be determined by NCEES.**

(c) ~~Communication skills.~~ **Achieve a passing score on the Michigan Principles and Practice of Professional Surveying Examination. A passing score on the exam shall be determined by the department's chosen administrator of the exam.**

~~—(d) Care and use of surveying instruments.~~

~~—(e) Orientation.~~

~~—(f) Horizontal, vertical, and angular measurements.~~

~~—(g) Traversing.~~

~~—(h) Topographic mapping.~~

~~—(i) Notekeeping.~~

~~—(j) Computing.~~

~~—(k) Property surveys and descriptions.~~

~~—(l) Land and space divisions.~~

~~—(m) Plats.~~

~~—(n) Plans.~~

~~—(o) Charts.~~

~~—(p) Monumentation.~~

~~—(q) Vertical and horizontal curves.~~

~~—(r) State plane coordinate calculations.~~

~~—(s) Economic analysis.~~

~~—(t) Astronomy.~~

~~—(u) Photogrammetry.~~

~~—(v) Evaluation and adjustment of errors.~~

~~(2) Part 2, entitled "Principles and Practice of Land Surveying Examination," may include any of the following subjects:~~

~~—(a) Knowledge of state statutes and rules related to land surveying.~~

~~—(b) The United States system of public land surveys.~~

~~—(c) Michigan plane coordinate system.~~

~~—(d) Land descriptions, including those involving disputed boundaries or defective deed descriptions.~~

~~—(e) Riparian rights, hydrology, and meandered bodies of water.~~

- ~~—(f) Adverse possession.~~
- ~~—(g) Office management and practice.~~
- ~~—(h) Client relations.~~
- ~~—(i) Reconciliation of past and present measurements.~~
- ~~—(j) Subdivision of sections.~~
- ~~—(k) Original government surveys.~~
- ~~—(l) Condominium subdivision laws and rules.~~

### PART 3. LICENSURE, RECIPROCITY, AND RENEWAL RELICENSURE

R 339.17301 Offer of licensure; seal design; use of seal; validation. **Rescinded.**

- ~~—Rule 301. (1) After meeting the licensing requirements prescribed by the act and these rules, an applicant shall be offered original licensure by the board.~~
- ~~—(2) A seal of a licensed professional surveyor as prescribed by the act shall have the following design:~~



~~No other design for a seal shall be used.~~

- ~~—(3) A licensee's seal shall be used by the licensee whose name appears on the seal for as long as the license remains in effect. A licensee shall be responsible for the security of the seal.~~

**R 339.17305 Relicensure.**

**Rule 305. (1) An applicant whose license has lapsed for less than 3 years after the expiration date of the last license may be relicensed under section 411(3) of the act, MCL 339.411(3), by satisfying all of the following requirements.**

- (a) Submitting a completed application on a form provided by the department.**
- (b) Paying the required fee to the department.**
- (c) Submitting proof to the department that he or she completed 15 hours of continuing education in activities approved under R 339.17401 during the 1-year period immediately preceding the date of filing the relicensure application. However, if the continuing education hours submitted with the application are deficient, the applicant shall have 1 year from the date of filing the application to provide proof of completing the deficient hours.**

**(2) An applicant whose license has lapsed for 3 years or more after the expiration date of the last license may be relicensed under section 411(4) of the act, MCL 339.411(4), by satisfying all of the following requirements:**

- (a) Submitting a completed application on a form provided by the department.**
- (b) Paying the required fee to the department.**

**(c) Establishing that he or she has met the requirements for licensure under the act and these rules.**

#### PART 4. STANDARDS OF PRACTICE AND PROFESSIONAL CONDUCT

R 339.17401 Solicitation of employment; restrictions; exception

Rule 401. (1) In the solicitation of employment, a licensee shall not falsify, or permit the misrepresentation of, the academic or professional qualifications of the licensee or the licensee's associates.

(2) A licensee shall not offer to pay or give, or pay or give, directly or indirectly, to a client or potential client or to the agent of a client or potential client, a commission, contribution, gift, or other substantial valuable consideration to secure or retain professional surveying work. This restriction does not include payments to an employment agency for the purpose of securing employment or employees for salaried positions.

(3) A licensee shall seek professional employment on the basis of the licensee's qualifications, competence, and ability to properly accomplish the employment sought.

R 339.17402 Conflict of interest.

Rule 402. (1) To avoid a conflict of interest, a licensee shall promptly inform, in writing, an employer or client of the licensee or a public body on which the licensee serves of any employment, business association, interest, duty, or circumstance if that relationship is with another and involves the current or prospective work assignment of the licensee with that employer, client, or public body.

(2) A licensee shall not accept compensation, financial or otherwise, from more than 1 party for services performed on the same project or assignment, unless the circumstances are fully disclosed to all parties that pay, or are required to approve payment, for the work performed by the licensee.

(3) A licensee shall not solicit or accept gratuities, directly or indirectly, from contractors, their agents, or other parties dealing with the client or employer of the licensee in connection with work for which the licensee is responsible, nor shall the licensee solicit or accept financial or other valuable consideration from another for specifying products or services.

R 339.17403 Participation in project; responsibilities; survey identification.

Rule 403. (1) A licensee shall undertake to participate only in those phases of a project in which the licensee is competent. In the areas of a project involving architecture or professional engineering in which the licensee lacks competence, the licensee shall retain licensed professional associates for those phases of that project.

(2) A licensee is responsible for clear, accurate, and complete development of plats, plans, drawings, specifications, survey reports, and other instruments of service as is customary in the practice of the licensee's profession, and the material shall properly satisfy the need for which it is intended.

(3) Surveys and drawings not intended to delineate, monument, or define property boundaries and limits shall be clearly identified as not being boundary surveys.

**R 339.17405 Professional surveyor seal.**

**Rule 405. (1) Effective 60 days after the promulgation of this rule, the seal of a professional surveyor shall include the licensee's full name and license number, as shown on his or her state-issued license, and indicate "State of Michigan" and "Licensed Professional Surveyor" in the legend surrounding the seal. The seal shall have a design substantially similar to figure 513 below.**

**(2) A licensee's seal shall be used by the licensee whose name appears on the seal for so long as the license remains in effect. A licensee is responsible for the security of his or her seal.**

**FIGURE 513**



**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. An applicant for license renewal who has been licensed during the 2-year period immediately preceding the expiration date of the license shall obtain not less than 30 hours of continuing education in activities approved under R 339.17506 during the 2-year period immediately preceding the expiration date of the license.~~**

**(2) ~~A licensee shall certify the completion of continuing education requirements as a condition for licensure renewal in a format prescribed by the department. Submission of an application for renewal constitutes the applicant's certification of compliance with this rule and R 339.17506.~~**

**(3) ~~The department shall not renew a license if the continuing education requirements have not been completed. A licensee shall retain documentation of satisfying the requirements of this rule and R 339.17506 for a period of 4 years from the date of filing the application for license renewal.~~**

**(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. A licensee is subject to audit under this part and may be required to submit documentation as described by R 339.16506 upon request of the department.~~**

**(5) A request for a continuing education waiver pursuant to section 204(2) of the act, MCL 339.204, must be received by the department before the expiration date of the license.**

R 339.17506 Acceptable continuing education; limitations.

Rule 506. (1) ~~Continuing education hours may be acquired in another jurisdiction. The~~ department shall grant credit for continuing education hours that satisfy the requirements in the following chart:

Activity Code	Activity and Proof Required	Number of Continuing Education Credits for the Activity
(a)	<p>Completing a continuing education program or activity related to professional surveying that is approved or offered for continuing education credit by any of the following:</p> <ul style="list-style-type: none"> <li>• Another state board of professional surveyors.</li> <li>• Michigan Society of Professional Surveyors.</li> <li>• NCEES.</li> <li>• ABET.</li> </ul> <p>If audited, a licensee shall submit documentation or certificate of completion showing the licensee's name, total continuing education credits earned, sponsor name and contact information, program title, and the date the program was held or completed.</p>	<p>The number of continuing education credits approved by the approving entity shall be granted for this activity.</p>
(b)	<p>Passing an academic course related to professional surveying from a baccalaureate degree or higher degree surveying program that is accredited by EAC/ABET, ETAC/ABET, or ANSAC/ABET.</p> <p>If audited, a licensee shall submit a copy of the transcript showing credit hours of the academic courses related to surveying.</p>	<p>Fifteen continuing education credits shall be granted for each semester credit or 10 continuing education credits shall be granted for each quarter credit.</p>
(c)	<p>Attending a seminar, in-house course, workshop, or professional or technical presentation related to surveying.</p> <p>If audited, the licensee shall submit a copy of the presentation notice or advertisement showing the date of the presentation, the licensee's name listed as a presenter or attendee, and the name of the organization that approved or offered the presentation.</p>	<p>One continuing education credit shall be granted for every 50 minutes attending the activity.</p> <p>A maximum of 16 continuing education credits shall be granted for this activity during each renewal period.</p>
(d)	<p>Presenting a seminar, in-house course,</p>	<p>Two continuing education</p>

	<p>workshop, or professional or technical presentation related to surveying. A licensee shall not receive credit for a presentation offered as part of their regular job description or duties.</p> <p>If audited, the licensee shall submit a copy of the presentation notice or advertisement showing the date of the presentation, the licensee's name listed as a presenter or attendee, and the name of the organization that approved or offered the presentation.</p>	<p>credits shall be granted for every 50 minutes of presenting.</p> <p>A maximum of 16 continuing education credits shall be granted for this activity during each renewal period.</p>
(e)	<p>Teaching, instructing, or presenting a subject related to professional surveying that is part of an academic course related to surveying that is offered at a college or university.</p> <p>If audited, a license shall submit documentation by the college or university confirming the licensee as the teacher, instructor, or presenter of the academic course, the dates of the course or presentation, number of classroom hours spent teaching, instructing, or presenting, and the course title.</p>	<p>Two continuing education credits shall be granted for every 50 minutes of instruction or presentation.</p> <p>A maximum of 16 continuing education credits shall be granted for this activity during each renewal period.</p>
(f)	<p>Initial publication a peer-reviewed paper, article, or book related to surveying.</p> <p>If audited, the licensee shall submit a copy of the publication that identifies the licensee as the author or a publication acceptance letter.</p>	<p>Six continuing education credits shall be granted for this activity.</p> <p>A maximum of 12 continuing education credits shall be granted for this activity during each renewal period.</p>
(g)	<p>Serving as a voting member on a state or national surveying committee, board, council, or association. To receive credit, a licensee shall participate in at least 50% of the regularly scheduled meetings of the committee, board, council, or association.</p> <p>If audited, a licensee shall submit documentation satisfactory to the department verifying the licensee's participation in at least 50% of the regularly scheduled meetings of the committee, board, council, or</p>	<p>Three continuing education credits shall be granted for the year in which the licensee serves as a member.</p> <p>A maximum of 6 continuing education credits shall be granted for this activity during each renewal period.</p>



	<b>association</b>	
<b>(h)</b>	<p><b>Attending a Michigan board of professional surveyors meeting. To receive credit, the licensee shall obtain a form provided by the department from a department employee present at the meeting and have that employee complete, sign, and date the form. The licensee shall present a valid government-issued photo identification to the department employee for verification.</b></p> <p><b>If audited, the licensee shall submit a copy of the form completed, signed, and dated by the department employee who was present at the meeting.</b></p>	<p><b>One continuing education credit shall be granted for each meeting attended.</b></p> <p><b>A maximum of 2 continuing education credits shall be granted for this activity during each renewal period.</b></p>
<b>(i)</b>	<p><b>Serving as a school-sponsored mentor to a surveying student in a school-sponsored program. To receive credit, this activity shall not be part of the licensee's regular job description.</b></p> <p><b>If audited, the licensee shall submit a letter from an authorized official from the school verifying the licensee's role and the number of mentoring hours the licensee provided.</b></p>	<p><b>Four continuing education credits shall be granted for this activity.</b></p>
<b>(j)</b>	<p><b>Participating in a company-sponsored or hosted seminar or training that is designed to enhance professional development in the licensee's area of professional practice.</b></p> <p><b>If audited, a licensee shall submit documentation or a certificate of completion issued by the company presenting the seminar or training showing the licensee's name, company name, subject of seminar or training, and the date on which the seminar or training was held.</b></p>	<p><b>One continuing education credit shall be granted for every 50 minutes of the seminar or training.</b></p>
<b>(k)</b>	<p><b>Obtaining patents related to surveying.</b></p>	<p><b>Ten continuing education hours shall be granted for each approved patent.</b></p>

~~(2) Continuing education hours shall be relevant to the occupation and may be earned as follows: Continuing education credits will not be granted for a program or activity that has substantially the same content of a program or activity for which the applicant has already earned continuing education credits during the renewal period.~~

~~—(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. **Not more than 12 continuing education credits shall be earned during a 24-hour period.**~~
- ~~—(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. **Rescinded.**

- ~~—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. **Rescinded.**~~

~~—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. **Rescinded.**~~

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

DRAFT