

Indiana Statutes and Rules for Professional Engineering Licensure

March 2023





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DISCLAIMER

The speaker is <u>expressing his own views and opinions on the</u>
<u>matters being discussed</u> and does not represent the official
views of the State Board of Registration for Professional
Engineers, the Indiana Society of Professional Engineers, or
Purdue University.



ACKNOWLEDGMENTS

Indiana State Board:

- Jason Durr, PE, Chair 2023
- **Greg Morical**, JD, Vice Chair 2023
- **Tim Jensen**, PE, Liaison to AG
- Stephen Gillman, PE
- Opal Kuhl, PE
- Sam Reed, PE
- Susan Zellers, PE

Professional Assistance:

- Amy Hall, Board Director
- Robert Elliott, Purdue Conf.
- Darcy Bullock, PE, Purdue JTRP
- Kym Pelfree, Purdue JTRP
- Opal Kuhl, PE, Past Presenter
- Stephen Gillman, PE, Past Presenter
- Vincent Drnevich, PE, Past Presenter

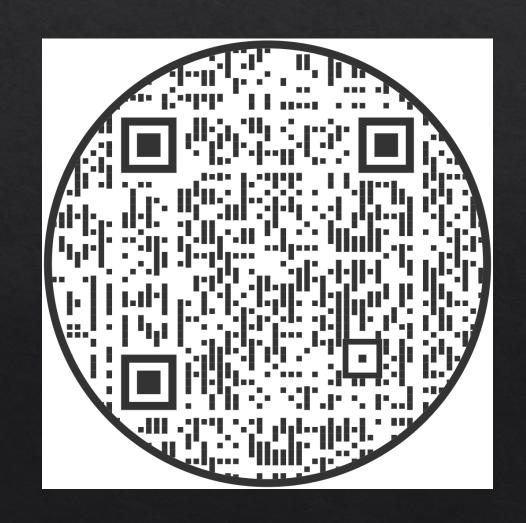


QUIZ DETAILS

You may complete the quiz as we progress through the course.

It will be collected at the end of the presentation and will be used to:

- Confirm your attendance at the session
- Confirm you paid just enough attention to pass the quiz





Indiana Professional Licensing Agency

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- Expectations for this Session
- Indiana Code vs. Indiana Administrative Code
- Selected Statutes and Rules
- Board Structure, Appointments and Future Issues
- Legislative Matters and Professional Licensure
- Closing Comments and Discussion

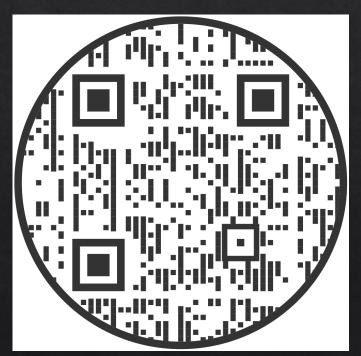


By the end of this session you will:

- Learn more about the Indiana Statute 25-31
- Learn more about the 864 Indiana Administrative Code
- Learn about Renewals and Name and Address Changes
- Review Continuing Education requirements
- Look at NCEES info, and
- Learn more about the IN Board of Registration for PEs

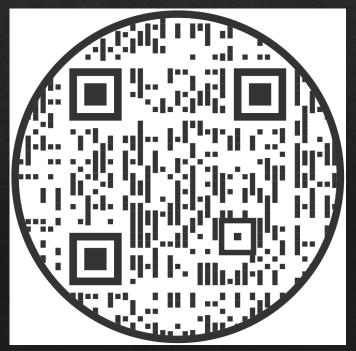


INDIANA CODE (IC) 25 - 31



Scan or Click the code above

864 INDIANA ADMINISTRATIVE CODE (IAC)



Scan or Click the code above



INDIANA CODE (IC)

The Indiana Code contains the <u>laws</u> as established by the <u>legislative</u> process.

- IC 25-1-11 Addresses professions in general
 - Professional Licensing Standards of Practice
 - Defines Boards
 - Empowers Boards to make Rules
- IC 25-31 Specifically addresses Professional Engineers
 - Regulation of Engineers
 - Creation of Engineering Board



INDIANA ADMINISTRATIVE CODE (IAC)

The Indiana Administrative Code is a <u>compilation</u> of the text of all permanent <u>Indiana administrative rules</u>.

- Contains the rules created by the boards
- Approved by the procedures set up in the Indiana Code
- 864 IAC applies to the Practice of Engineering
- It refers back to IC for authority and guidance
- All rules are in 864 IAC Article 1.1



RULES WITHIN 864 IAC

 Rule 1 	General	Provisions
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- Rule 2 Qualifications for Examination
- Rule 3 Applications
- Rule 4 Examinations
- Rule 5 Comity Registration
- Rule 6 Certificates
- Rule 7 Registrant's Seal
- Rule 8 Renewal

- Rule 9 Name and Address Change
- Rule 10 Temporary Permit
- Rule 11 Rules of Professional Conduct
- Rule 12 Fees
- Rule 13 Land Surveying; Comp. Pract.
- Rule 14 LLC Practice
- Rule 15 Continuing Education



RULES WITHIN 864 IAC

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TO SIT FOR THE EXAM

- Be certified as an Engineering Intern (passed FE exam)
- Experience Requirements (in Indiana, must be completed at the time of application...co-op and internship time do not count)
 - For EAC ABET accredited BS program, 4 yrs of engineering experience after a BS degree acceptable to the Board
 - MS degree in engineering counts for 1 year, PhD counts for 2 years
 - Other durations required for non-EAC ABET BS engineering programs

References

• At least five (5) favorable reports of the engineering applicant's competence of which three (3) must be from registered professional engineers familiar with the applicant's engineering work.



Exam	1st Time		2nd Time		Format	Availability	Updated
	Volume	Pass Rate	Volume	Pacc Rate			
PE Agricultural and Biological Engineering	18	83%	1	0	СВТ	Once per year	Jan-23
PE Architectural Engineering	115	58%	N/A	N/A	СВТ	Once per year	Jan-23
PE Chemical	169	58%	42	38%	СВТ	Year round	Jan-23
PE Civil: Construction	767	47%	219	33%	СВТ	Year round	Jan-23
PE Civil: Geotechnical	413	46%	77	31%	СВТ	Year round	Jan-23
PE Civil: Structural	1318	57%	295	39%	СВТ	Year round	Jan-23
PE Civil: Transportation	1480	60%	276	41%	СВТ	Year round	Jan-23
PE Civil: Water Resources and Environmental	1524	63%	223	40%	СВТ	Year round	Jan-23
PE Control Systems	241	49%	N/A	N/A	CBT	Once per year	Jan-23
PE Electrical and Computer: Computer Engineering	32	38%	3	67%	СВТ	Once per year	Jan-23
PE Electronics, Controls, and Communications	149	72%	21	57%	СВТ	Once per year	Jan-23
PE Electrical and Computer: Power	923	59%	373	41%	СВТ	Year round	Jan-23
PE Environmental	300	72%	73	53%	CBT	Year round	Jan-23
PE Fire Protection	207	74%	24	38%	СВТ	Once per year	Jan-23
PE Industrial and Systems	92	54%	21	29%	СВТ	Once per year	Jan-23
PE Mechanical: HVAC and Refrigeration	537	72%	169	53%	CBT	Year round	Jan-23
PE Mechanical: Machine Design and Materials	301	63%	73	40%	СВТ	Year round	Jan-23
PE Mechanical: Thermal and Fluid Systems	303	71%	96	47%	СВТ	Year round	Jan-23
PE Metallurgical and Materials	48	79%	N/A	N/A	СВТ	Once per year	Jan-23
PE Mining and Mineral Processing	48	65%	12	25	СВТ	Once per year	Jan-23
PE Naval Architecture and Marine Engineering	59	53%	N/A	N/A	СВТ	Once per year	Jan-23
PE Nuclear	15	73%	1	0%	СВТ	Once per year	Jan-23
PE Petroleum	83	65%	30	43%	CBT	Once per year	Jan-23



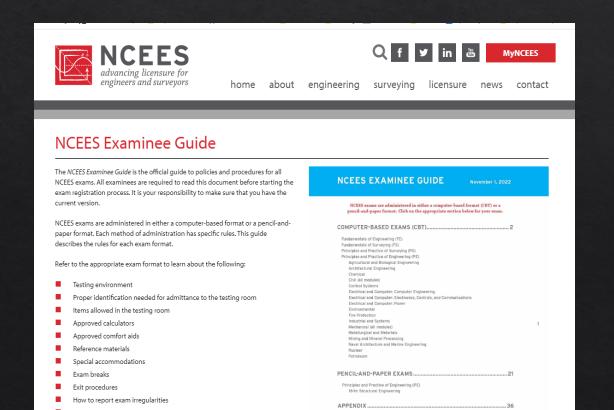
COMPUTER BASED TESTING

- Computer-based Testing (CBT) began in 2014
- All disciplines, except Structural Exams (2024), are now available for CBT at Pearson Vue testing centers
- All, except Nuclear Engineering exams, will be available year-round

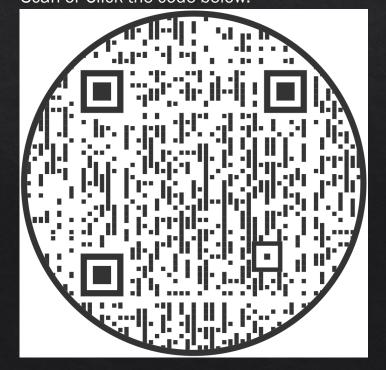


FE & PE EXAM INFORMATION

 Learn more about exam environment and content by reading the rules and policies here:



Scan or Click the code below:





WHAT IS COMITY?

- Registration in Indiana for person registered in another state
- Applicant must meet the educational, experience, and examination requirements for registration in Indiana.
- Fee is \$300
- Determination of comity made by the Board



EXPEDITED COMITY

NCEES Records is a service designed for engineers seeking comity licensure. One-time fee of \$175, no annual fee. There is a \$75 transmittal fee.

Steps for completing the Record application process:

- 1. Applicant creates an account
- 2. Applicant completion of all sections of the online application
 - Seven sections Education, Examinations, Licensure, References, Questions for the Applicant, Experience Record, and Payment Information.
- 3. NCEES verifies application information
- 4. NCEES reviews and verifies all transcripts and responses from references and employers.
- 5. NCEES notifies applicant and provides a Record Number



864 IAC 1.1-7-3 Application of seal; signature

Section (c) When a registrant is in responsible charge of engineering work for which one (1) or more:

- (1) specifications;
- (2) plans; and
- (3) drawings;

...the registrant shall apply the seal in the full manner required by this section on each page of all drawings and on the title page of all specifications.



864 IAC 1.1-7-3 Application of seal; signature

Section (d) A registrant who is not in responsible charge of the entire work, but assumes responsibility for portions of the work included on any page of:

- (1) specifications;
- (2) plans; and
- (3) drawings;

Shall affix the seal in a manner required by this section on all title pages and on all pages on which the registrant's work appears.



864 IAC 1.1-7-3 Application of seal; signature

Section (e) When affixing the seal, the registrant shall denote the registrant's part of the work by inserting below the registrant's signature and date, language similar to the following:

COVERING _____ DESIGN.



864 IAC 1.1-7-4 Use of Seal and Signature

Section (a) The seal and signature of a registrant on any drawings, documents, or instruments signifies the registrant's acceptance of full responsibility for the professional work represented thereon, except as another registrant shall have assumed a limited responsibility for portions of the work in accordance with section 3(d) of this rule.



864 IAC 1.1-7-4 Use of Seal and Signature

Section (b) A registrant may include in the registrant's plans certain predesigned manufactured equipment or products which have become established as acceptable for the proposed use, when such items:

- (1) Meet standards established by nonprofit trade organizations
- (2) Meet the requirements for the proposed use as indicated by tests performed by a competent, unbiased testing agency;
- (3) Are mechanical, electrical, or other types of machinery or systems guaranteed by a reputable manufacturer; or
- (4) Do not affect the structural safety of the project.



SIGNATURES

When using the seal, it must include:

- The registrant's original handwritten, electronic or other signature recognized under Indiana law
- The date the seal is affixed.

"Electronic Signature" means an electronic sound, symbol, or process attached to or logically associated with and electronic record and executed or adopted by a person with the intent to sign the record.



RENEWAL OF REGISTRATION

- Professional Engineering License must be renewed every
 2 years in even-numbered years next is 2024.
- Can all be done on-line through IPLA website.
- Now requires an upload of all continuing education proof
- When a renewal fee is not paid on time:
 - The certificate of registration becomes immediately invalid
 - The individual cannot lawfully practice or offer to practice engineering



NAME AND ADDRESS CHANGE

- Each Registrant shall keep the board advised of the registrant's latest address within thirty (30) days of the address change.
- Each Registrant shall keep the board advised of the registrant's full name within thirty (30) days of the name change.





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864 IAC 1.1-10-1 Engineer's temporary permit; purpose; application; use of seal (Repealed) Sec. 1. (Repealed by State Board of Registration for Professional Engineers; filed Oct 17, 1986, 2:20 pm: 10 IR 444) Ethical, economic, and legal principles; professional incompetence

Rule 11. Rules of Professional Conduct

864 IAC 1.1-11-1

864 IAC 1.1-11-2 864 IAC 1.1-11-3

864 IAC 1.1-11-4 864 IAC 1.1-11-5

864 IAC 1.1-11-6

Privilege to practice; responses to board pertaining to professional conduct

Public safety, health, and welfare Restricted services for assignment outside field of competence

Use of seal restricted

Competence examination (Repealed) Professional reports, statements, and testimony

864 IAC 1.1-11-7 Public policy statements, criticisms, or arguments 864 IAC 1.1-11-8 864 IAC 1.1-11-9

864 IAC 1.1-11-10

Compensation from more than one party for same project 864 IAC 1.1-11-11 864 IAC 1.1-11-12

Financial or other considerations from suppliers prohibited 864 IAC 1.1-11-13 Public service position; conflict of interest 864 IAC 1.1-11-14

864 IAC 1.1-11-15

864 1AC 1.1-11-16

Public contracts; conflict of interest 864 IAC 1.1-11-17

Payment of consideration to secure work prohibited; exception Employment on basis of qualification and competence 864 IAC 1.1-11-18 864 IAC 1.1-11-19

Indiana Administrative Code

864 IAC 1.1-11-20

ADMINISTRATION; GENERAL REQUIREMENTS 864 IAC 1.1-11-21 864 IAC 1.1-11-22 864 IAC 1.1-11-23 Misrepresentation of qualifications prohibited 864 IAC 1.1-11-24 Use of name in fraudulent or dishonest venture 864 IAC 1.1-11-25 864 IAC 1.1-11-1 Ethical, economic, and legal principles; professional incompetence Discipline of license in another jurisdiction; effect Sec. 1. (a) This rule establishes requirements concerning ethical, economic, and legal principles and unprofessional conduct in the practice of engineering. Practice of engineering. (b) The failure of a registered professional engineer to comply with the provisions of this rule constitutes professional Engineers: Rule 11. Sec. 1: filed Feb. 29, 1980, 3:40 p.m.: 3 1R 634: (b) The failure of a registered professional engineer to comply with the provisions of this rule constitutes professional filed Jun 21, 1988, 4:05 p.m.: 11 IR 3908; filed Sep 24, 1992, 9:00 a.m.: 16 IR 731; readopted filed Jun 21, 2001, 9:01 a.m.: 3 IR 634; incompetence. (State Board of Registration for Professional Engineers; Rule 11, Sec 1; filed Feb 29, 1980, 3:40 p.m.: 3 IR 3824; readopted filed Jul 19, 2007, 12:56 p.m.: 20070808-IR-864070063RF4; readopted filed Jul 21, 2001, 9:01 a.m.: 24 filed Jun 21, 1988, 4:05 p.m.: 11 IR 3908; filed Sep 24, 1992, 9:00 a.m.: 16 IR 731; readopted filed Jun 21, 2001, 9:01 a.m.: 20130828-IR-864130228RFA; readopted filed Nov 22, 2016, 12:27 p.m.: 20101221-IR-864160321RFA; readopted filed Jul 29, 2013, 1:25 p.m.: 20161221-IR-864160321RFA; readopted filed Jul 20, 2013 IR 3824; readopted filed Jul 19, 2007, 12:56 p.m.: 20070808-IR-864070063RFA; readopted filed Jul 29, 2013, 1:25 p.m.: 2022, 8:12 a.m.: 20220817-IR-864220189RFA) 2022, 8:12 a.m.: 20220817-IR-864220189RFA) 864 IAC 1.1-11-2 Agreement to abide by act and rules Sec. 2. Each applicant shall certify on the application that the applicant has read and acres in force at the time (State Roard of Registration for Professional Fine) Sec, 2. Each applicant shall certify on the application that the applicant has resulted for the board in force at the time. (State Board of Registration for Professional Fnormal State St of the board in force at the time. (State Board of Registration for Profess) 10. 2007 12.55. 2007 10.55. 20

This will be reviewed in the Ethics presentation.

readopted filed Nov 22, 2016, 12:27 p.m.: 2014

y the Act and the rules d Feb 29, 1980, 3:40 readopted filed Jul R-864130228RFA; m.: 20220817-IR-

o a right, and the registrant shall be forthright and candid in statements of Act and rules of the board shall encompass the understanding that the auves on matters pertaining to professional conduct. (State Roard of Paris readopted filed Jun 21, 2001, 9:01 a.m.: 24 IR 3824. 1904. readopted filed Jul 29, 2013. 1:25 nm : 2012000



- 1. Thirty hours of continuing education will be required over the biennium. Renewal in even years 2024
- 2. As many as 15 hours may be carried over from one biennium to the next
- 3. In each biennium, one (1) hour on the Indiana statutes and rules governing the practice of engineering is required (a course like this one)



- 4. In each biennium, one (1) hour on ethics applicable to the practice of professional engineering is required
- 5. Web-based and other electronically delivered courses are allowed
- 6. Courses which are part of the curriculum of an accredited university, college, or educational institution, shall earn:
 - (1) fifteen (15) hours of continuing education for each academic semester hour completed; or
 - (2) ten (10) hours of continuing education for each academic quarter hour completed



- 7. Credit for teaching courses at an accredited university, college, or educational institution for the first time will carry two (2) times the hours obtained by students in the course, but only for the initial instruction.
- 8. Services as an instructor or presenter at a qualified continuing education course earn two (2) hours* of continuing education for each hour taught, but only for the initial instruction or presentation.



- 9. Active participation in educational outreach activities with kindergarten to grade 12, or higher education, e.g. JETS, MathCOUNTS, EPICS, Engineering Week, student chapter advising, etc. (max. 1 PDH per activity, and a max. 2 PDH's per biennium)*
- 10. Active participation in a professional or technical society relating to the practice of engineering (1 PDH per year of service and, max. of 2 PDH's per biennium)*



- Authoring of published papers, articles, or books relevant to the professional engineer's practice of engineering (5 PDH's, but 10 PDH's if in peer reviewed archived journals, in the biennium in which the publication occurred, 1 article per biennium)*
- 12. Attainment of a patent relevant to the professional engineer's practice of engineering (10 PDH's for each patent)*
- Provisions exist for hardship cases (detailed process, typically for people in armed services or for those with or caring for people with serious illnesses.)
- 14. Provisions exist for obtaining Inactive Status where no continuing education would be required, but the licensee could not practice engineering while in the status of inactive.



STRATEGY FOR COMPLIANCE

- Choose Courses and Activities
 - Approved providers some have not been updated
 - Designed to directly enhance the practitioner's knowledge and skill
- Log Keeping
 - Maintain portfolio for three years after end of renewal date
 - Maintain certificates to validate participation for all efforts
- At the time of license renewal, you <u>used to</u> be asked to check a box indicating you have completed the Continuing Education Requirement. <u>NOW</u> you must upload proof of completion.



FREE CE TRACKING THROUGH NCEES













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CPC tracking

Most state licensing boards require licensed engineers and surveyors to meet a continuing professional competency (CPC) requirement to renew their license. You can conveniently track and report your CPC requirements for free through your MyNCEES account.

How to track your CPC courses and requirements

- 1. Identify the state licensing board(s) for which you would like to track CPC requirements. Log into your MyNCEES account and select CPC Tracking to select the appropriate state licensing boards and enter renewal period information for each.
- 2. Enter CPC course information

When you complete a continuing education course, add the course information and corresponding professional development hours (PDH). Supporting documentation can be uploaded to your account and the course and PDHs will be applied to the appropriate states.

3. Track your progress

View a side-by-side comparison of the state's requirements and your completed CPC courses.

4. Transmit your completed CPC report

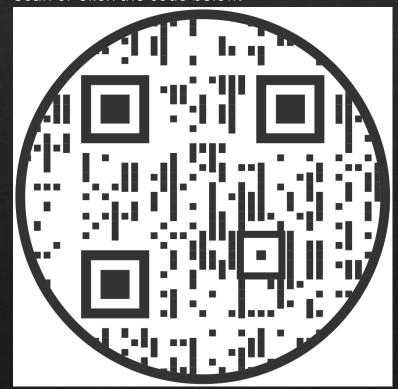
Send your CPC transcript electronically to a state licensing board. Check with your state licensing board for specific requirements.

get started

About the NCEES Continuing Professional Competency (CPC) Standard

State licensing boards can require a licensee to either meet the requirements of their jurisdiction or the NCEES CPC Standard for renewal purposes. The NCEES CPC Standard requires licensees to acquire 15 PDHs in each calendar year, of which at least one must be earned in an area that focuses on professional engineering or surveying ethics or improving a licensee's methods of business practice or operations.

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National Council of Examiners for Engineering and Surveying

Membership: Board members from all states and territories

Creates and maintains:

Model Law https://ncees.org/wp-content/uploads/Model_Law 2021_web-2.pdf

Model Rules https://ncees.org/wp-content/uploads/Model_Rules_2022_web.pdf



INDIANA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

The board consists of seven (7) members, six (6) of whom shall be registered professional engineers.

Subject to IC 25-31-1-3 Sec. 3, one (1) member must be appointed to represent the general public who is:

- (1) a resident of this state; and
- (2) not associated with professional engineering other than as a consumer.

All members of the board shall be appointed by the Governor.



BOARD APPOINTMENTS AND STRUCTURE

A person appointed as a professional engineer member of the board must:

- 1. Be a citizen of the United States
- 2. Be a resident of Indiana for a period of at least five (5) years immediately before appointment
- 3. Be registered as a professional engineer and must have been engaged in the lawful practice of engineering for at least twelve (12) years; and
- 4. Be in responsible charge of engineering work or engineering teaching for at least five (5) years.

Every board member shall be appointed for a term of five (5) years and shall serve until the member's successor is appointed and qualified.



BOARD APPOINTMENTS AND STRUCTURE

- Jason Durr, PE, Chair 2023
- Greg Morical, JD, Vice Chair 2023
- Tim Jensen, PE, Liaison to AG
- Stephen Gillman, PE
- Opal Kuhl, PE
- Sam Reed, PE
- Susan Zellers, PE



INDIANA BOARD STATISTICS

In 2022, there were:

- 591 FE test takers
- 166 PE test takers
- 902 PE licenses issued

There are now 13,333 active IN PE licenses!





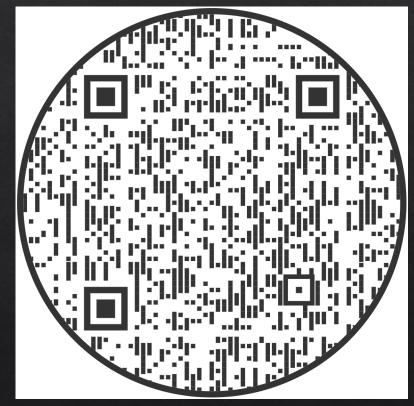
CURRENT BOARD INITIATIVES

- Looking at alternative pathways to licensure for individuals without the proper educational requirements or an EAC ABET degree.
- Looking at ways to advance the concept of licensure into the higher institutions for student promotion.





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Be sure to submit your QUIZ and EVALUATION sheet.

Failure to do so will result in not getting credit for this course.

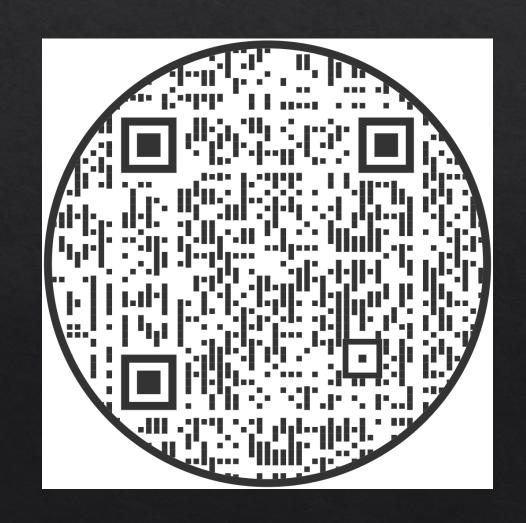


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