



Volunteers needed

NCEES is in the process of assembling panels of licensed structural engineers and licensed professional engineers to participate in a series of two-day meetings to determine the cut score, or establish the pass point, for the 2024 Principles and Practice of Structural Engineering exam. This process requires a cross-section of engineers from various employment positions and technical specialties. NCEES asks that you consider volunteering to assist with this important work. We hope you'll be able to help.

Where

There will be separate panels for Buildings and Bridges. The panels will meet at NCEES headquarters in Greenville, South Carolina. Meetings will be conducted during May 2024:

May 17–18, from 8:30 a.m.–5:00 p.m.	Vertical Depth – Buildings Vertical Depth – Bridges
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May 20–21, from 8:30 a.m.–5:00 p.m.	Lateral Depth – Buildings Lateral Depth – Bridges
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Who we need

- Structural Engineers (S.E.) or Professional Engineers (P.E.) who are currently licensed in a U.S. jurisdiction or have passed the SE or PE exam
- All panelists should be familiar with the level of knowledge that a minimally competent structural engineer should possess and knowledgeable of the PE Structural Engineering exam content. Current exam specifications are available on the [NCEES website](#).
- Individuals who teach exam review courses are **not eligible to participate**.

Volunteers who have not taken or passed the PE Structural Engineering exam may still participate as long as you understand that there may be limitations from you taking this exam in the future. Per its [Manual of Policy and Position Statements](#), NCEES considers the Structural exam to be a [Principles and Practices of Engineering exam](#). However, not all jurisdictions accept it as such.

Benefits

We can't overemphasize the importance of this activity or the gratitude of NCEES for cut score panel volunteers.

- 16 PDH hours:** NCEES certificate of completion for approximately 16 professional development hours
- Travel expense reimbursement:** NCEES will cover all of your travel expenses, lodging, and meal costs, as well as a stipend to cover incidental costs.

Meeting agenda

The purpose of the cut score panel evaluation is for the panel to set the recommended pass rate for the exam. This is not a test of panel members' knowledge. No test results will be reported to any state licensing board. This cut score process is done routinely for all NCEES exams—usually about every eight years. Under the direction of the testing consultant, the panel will evaluate the exam following these guidelines:

- Rate item difficulty:** First, the panel members work as a group to draft a definition of minimum competence (called the "standard") for examinees. Then, working individually, the panelists complete the exam and rate exam item difficulty.
- Rate test difficulty:** Next, each panelist is asked to provide an opinion on the expected exam pass rate for the entire group of first-time test takers.
- Develop panel recommendation:** Working as a group, the panel discusses the difficulty level of each item.

How to volunteer

If you are interested in volunteering for this activity, please complete the onboarding process in our E3 system. The initial step can be found at the following link:
<https://ncees.org/volunteer/>

Volunteers will be able to select their areas of expertise about vertical and lateral forces during the second step of this process. Panelists will be selected for invitation based on this information. Volunteers that are not selected for these panels may be selected for future exam development committee opportunities.

Please contact me at wb Bowen@ncees.org if you have any questions.

Sincerely,

William Bowen, P.E.
NCEES Exam Development Engineer

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