

# ***Nominating Committee***

## **Official Responsibilities of the Committee**

The duties of this committee shall include the following:

1. To recommend to the Board of Directors nominees for National Directors and all officers of the Society except State Directors and Practice Section Chairmen in accordance with Article VII of the Charter;
2. To recommend to the Board of Directors nominees for appointment to committees of the National Society of Professional Engineers;
3. To recommend to the Board of Directors nominees for appointment for the Florida Board of Professional Engineers;
4. To compile and prepare biographical data for nominees to the above positions; and
5. To prepare and submit for the consideration of the Budget Committee, and the review and approval of the Board of Directors, a plan of activities, programs, and projects that the committee proposes to undertake during the administrative year. The committee's plan should include a description, time schedule, and budget of anticipated expenses and revenues for each proposed activity, program, and project.

## **Duties**

Members are asked to recommend to the Board of Directors nominees for the NSPE SE Regional Directors positions and all officers of the Society except State Directors and Practice Section chairs. In addition the committee makes recommendations to the Governor's Appointment Board for nominees for positions to the Florida Board of Professional Engineers.

## **Volunteer Time Commitment**

A maximum of one hour every four months, at most is requested from committee members. Meetings are conducted via conference call and via the internet/e-mail when time sensitive issues are at stake.

## **Committee Meetings**

The committee is required to meet once a year in late winter to nominate the slate of officers for the Society. Additional meetings are called on an as needed basis.

## **FES Headquarters Contact**

Kelly Harris-Jones  
Executive Policy Coordinator  
850-224-7121  
[kelly@fleng.org](mailto:kelly@fleng.org)