

## **STANDARDS AND ACCREDITATION BOARD - TERMS OF REFERENCE**

### **1.1 Role**

The IPENZ Standards and Accreditation Board (SAB) shall:

1. Determine the relevant standards of education and competence required for various classes of IPENZ membership and for New Zealand Chartered Professional Engineers and such other competence registers maintained by IPENZ on behalf of the profession.
2. Determine the standards required and procedures for accrediting or recognising initial tertiary academic education programmes.
3. Oversee qualification accreditation and qualification recognition assessments conducted by IPENZ.
4. Determine the policy and procedures for IPENZ endorsement of employers that provide graduate development programmes.
5. Advise the IPENZ governing Board in respect of ethics, the suitability of rules and regulations governing competence assessment and such other matters as the governing Board may determine.

### **1.2 Specific Responsibilities and Delegated Authorities**

Specifically the SAB shall, unless otherwise required by the CPEng Rules:

- Under delegated authority from the governing Board:
  - approve standards of tertiary qualifications in engineering for accreditation of approved degree programmes and recognition of technician education programmes
  - approve standards of competence in engineering practice
  - develop and approve procedures for assessing qualifications against relevant standards for accreditation or recognition
  - review and confirm suitability of guidelines developed to assist in the interpretation of competence standards
  - develop and approve standards and procedures for IPENZ endorsement of employers that provide graduate development programmes and approve and review the endorsement of organisations
  - organise and oversee qualification accreditation and recognition assessments in accordance with the above procedures and approve the recommendations of accreditation and recognition panels.
- 1. Ensure that, before approval, any standards or procedures:
  - meet the requirements of New Zealand law governing engineers
  - take account of international best practice, and
  - comply with any international agreements to which IPENZ is a signatory.

2. Advise the governing Board in respect of:
  - rules, regulations and procedures for the initial and ongoing assessment of engineers against the competence standards for IPENZ Membership and registration
  - standards for the ethical conduct of engineers (Code of Ethics)
  - any other matter the governing Board may choose to refer to it.
3. Appoint a Standing Recognition Panel to evaluate and report to it on the equivalency of the NZDE on an ongoing basis over a period of up to five years.

### **1.3 Modus Operandi**

The Board meetings may be held face to face, by teleconference or video conference or electronically. Approval of recommendations may be electronic. The Standards and Accreditation Board shall seek to reach unanimous agreement by consensus. Where a recommendation is approved by majority rather than unanimously this shall be noted when the approved recommendation is reported to the governing Board.

The SAB shall report to the governing Board on its activities and any decisions made under delegated authority through its minutes. Additionally, the governing Board representative shall act as a conduit to ensure that any issues are notified to both Boards, and appropriate means are put in place to address them.

Four voting members shall constitute a quorum for the SAB.

### **1.4 Composition**

The composition of the SAB shall be as follows:

- No less than four (4) and no more than seven (7) Members appointed by the governing Board for their knowledge of engineering education and setting of professional competence standards, each appointed for two (2) year terms, with a normal maximum of three (3) consecutive terms, one of who shall be appointed Chair by the governing Board
- The moderator of accreditation or such equivalent appointment as may be required by the procedures who may be one of the persons in a. above
- Any IPENZ Member currently elected as Chair or Deputy Chair of an International Engineering Agreement to which IPENZ is a signatory
- One member of the governing Board, appointed by that Board annually
- Secretary appointed by the Chief Executive (non-voting).

The governing Board shall retain the right to review the composition of the SAB at any time.