

TITLE 600. REAL ESTATE APPRAISER BOARD

CHAPTER 20. COMMITTEES

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Section

- 600:20-1-1. Establishment of committees
- 600:20-1-2. Election of committee co-chairpersons
- 600:20-1-3. Appointment and removal of committee members

[**Authority:** 59 O.S. § 858-706(A)]

[**Source:** Codified 5-15-92]

600:20-1-1. Establishment of committees; duties

(a) The Board may establish committees for the purpose of advising and assisting the Board in its duties and function. The following committees shall serve the Board in an ongoing capacity:

- (1) Education, Experience and Testing Committee
- (2) Legislation and Rules Committee
- (3) Standards and Disciplinary Procedures Committee

(b) The Board may establish additional committees of a permanent or temporary nature as it deems necessary.

(c) Duties of the Education, Experience and Testing Committee shall include, but are not limited to the following:

- (1) Review submissions and documentation and make recommendations to the Board regarding approval of course providers, course instructors, and courses of study;
- (2) Review experience documentation and make recommendations to the Board regarding approval for licensure or upgrade of appraisers to levels with experience requirements;
- (3) Make recommendations to the Board regarding requirements for changes to statutes or rules with respect to appraiser qualifications;
- (4) Monitor activities of the Appraiser Qualifications Board of the Appraisal Foundation and make recommendations to the Board as required; and
- (5) Perform other duties which may be delegated to the committee by the Board.

(d) Duties of the Standards and Disciplinary Procedures Committee shall include, but are not limited to the following:

- (1) Make recommendations to the Board regarding requirements for changes to statutes or rules with respect to the disciplinary process;
- (2) Monitor activities of the Appraisal Standards Board of the Appraisal Foundation and make recommendations to the Board as required;
- (3) Furnish individuals to serve as members of screening panels and disciplinary hearing panels; and

(4) Perform other duties which may be delegated to the committee by the Board.

(e) Duties of the Legislation and Rules Committee shall include, but are not limited to the following:

(1) Make recommendations to the Board regarding requirements for changes to statutes or rules;

(2) Assist the Board in promoting required legislation and rules; and

(3) Perform other duties which may be delegated to the committee by the Board.

[Source: Added at 13 OK Reg 3519, eff 9-1-96; Amended at 19 OK Reg 1498 eff 7-14-02]

600:20-1-2. Election of committee co-chairpersons

The chairperson and vice-chairperson shall nominate and present to the Board for approval, two Board members to co-chair each committee from January 1 through December 31 of each calendar year. The Board shall approve the committee co-chairs at the last regularly scheduled meeting of the calendar year, or as soon thereafter as possible. If committee co-chair vacancies arise, or for other good cause, the chairperson and vice-chairperson shall present a new nomination for Board approval at the next regularly scheduled board meeting.

[Source: Added at 13 OK Reg 3519, eff 9-1-96]

600:20-1-3. Appointment and removal of committee members

(a) Each Board member shall nominate two (2) persons to serve on each committee. Committee members shall serve from January 1 through December 31 of each calendar year. Committee members may be reappointed to a committee so as to serve for more than one (1) year.

(b) The Board shall approve all persons appointed to a committee. Committee appointments for the upcoming year shall be approved by the Board at its last regularly scheduled meeting during the calendar year. Subsequently, if there are committee vacancies, the Board shall approve persons to serve the remaining term of the vacancy.

(c) The names of persons being nominated for committee appointment shall be presented to the Board at least two (2) weeks before the Board meeting at which time they will be considered for appointment.

(d) The Board shall maintain a current listing of all committee members which shall include the Board members who nominated them. The Board shall also maintain a file containing current professional qualification information on each committee member. The Board may instruct the Director of the Board to maintain this information on its behalf.

(e) Appraisers serving on the Standards and Disciplinary Procedures Committee must be either a State Certified Residential or State Certified General Appraiser.

(f) If circumstances warrant, the Board may provide for the appointment of additional persons to serve on any Committee. These additional persons shall be approved by the Board, and their terms shall expire on December 31 of the year in which they are appointed.

(g) Where good cause for removal is shown, and with proper notification having been given to the party in question, committee members may be removed by the Board at a regularly scheduled meeting.

(h) At no time shall a majority of persons serving on any Board committee be members or affiliates with any one or particular nationally recognized real estate appraisal trade association.

[Source: Added at 13 OK Reg 3519, eff 9-1-96; Amended at 23 OK Reg 1114, eff 7-14-06]

