Regulation No. 7
National Committees

Effective February 8, 2014
Table of Contents

ARTICLE I: Purpose .................................................................................................................. 4

ARTICLE II: General ............................................................................................................... 5

Part A: Establishment ............................................................................................................. 5
Part B: Appointment and Terms ............................................................................................ 5
Part C: Eligibility .................................................................................................................... 5
Part D: Removal ....................................................................................................................... 6
Part E: Vacancies ..................................................................................................................... 7
Part F: Meetings, Quorum and Voting .................................................................................. 7
Part G: Responsibilities of Chair .......................................................................................... 8
Part H: Panels ........................................................................................................................ 8

ARTICLE III: Admissions and Designation Qualifications Committee .................................. 11

Part A: Composition of Committee ...................................................................................... 11
Part B: Powers and Duties of Committee .............................................................................. 11
Part C: Experience Panel ....................................................................................................... 12
Part D: Demonstration of Knowledge Grading Panel ............................................................ 12
Part E: Narrative Examinations Grading Panel .................................................................. 13
Part F: Comprehensive Examination Panel .......................................................................... 13

ARTICLE IV: Professional Standards and Guidance Committee ........................................... 15

Part A: Composition of Committee ...................................................................................... 15
Part B: Powers and Duties of Committee .............................................................................. 15
Part C: Additional Powers and Duties of Committee Chair .................................................. 15
Part D: Appraisal Guidance Panel ....................................................................................... 16

ARTICLE V: Diversity Committee ......................................................................................... 17

Part A: Composition of Committee ...................................................................................... 17
Part B: Powers and Duties of Committee .............................................................................. 17

ARTICLE VI: Education Committee ....................................................................................... 18

Part A: Composition of Committee ...................................................................................... 18
Part B: Powers and Duties of Committee .............................................................................. 18
Part C: Subject Matter Panel ................................................................................................ 19

ARTICLE VII: Finance Committee ......................................................................................... 20

Part A: Composition of Committee ...................................................................................... 20
Part B: Powers and Duties of Committee .............................................................................. 20

ARTICLE VIII: Government Relations Committee ................................................................. 21

Part A: Composition of Committee ...................................................................................... 21
Part B: Powers and Duties of Committee .............................................................................. 21
Part C: Government Relations Panel .................................................................................. 22

ARTICLE IX: International Relations Committee ................................................................. 23

Part A: Composition of Committee ...................................................................................... 23
Part B: Powers and Duties of Committee .............................................................................. 23
Part C: International Relations Panel .................................................................................. 23
ARTICLE X: Professional Practice Compliance and Enforcement Committee ........................................... 25
Part A: Composition of Committee ........................................................................................................ 25
Part B: Powers and Duties of Committee ................................................................................................. 25
ARTICLE XI: Strategic Planning Committee ............................................................................................ 26
Part A: Composition of Committee ........................................................................................................ 26
Part B: Powers and Duties of Committee ................................................................................................. 27
Part C: Client Advisory Board ................................................................................................................. 27
Part D: University Relations Panel .......................................................................................................... 27
Part E: Strategic Planning Panel .............................................................................................................. 28
ARTICLE XII: The Appraisal Journal Editorial Board ............................................................................. 29
Part A: Composition of Board .................................................................................................................. 29
Part B: Powers and Duties of Board .......................................................................................................... 29
ARTICLE XIII: Other Panels ..................................................................................................................... 30
Part A: Past Presidents Panel .................................................................................................................... 30
Part B: Admissions Appeals Panel ............................................................................................................ 30
Part C: Professional Practice Appeals Panel ............................................................................................ 31
Part D: Publications Review Panel .......................................................................................................... 31
ARTICLE I

Purpose

The purpose of this Regulation is to:

1) delineate the composition of the Appraisal Institute committees, boards and panels established under this Regulation;

2) describe the powers, duties, responsibilities and obligations of such committees, boards and panels; and

3) state certain rules of procedure governing their operations.

Additional rules governing the composition, powers, duties, responsibilities and obligations of committees, boards and panels established under this Regulation are found in the Bylaws, Regulations and policies of the Appraisal Institute.
ARTICLE II

General

Part A: Establishment

The Board of Directors may from time to time establish and abolish committees as it deems necessary or appropriate. Committees shall report to the Board of Directors.

Part B: Appointment and Terms

Except as otherwise provided, the President shall appoint the Chairs and other members of the committees established under this Regulation, subject to the approval of the Board of Directors. Committee Chairs shall appoint their respective Vice Chairs from among the committee members.

Except as otherwise provided, for committees established under this Regulation:

1) Chairs shall serve two (2) year terms and may serve two (2) consecutive full two (2) year terms;

2) Vice Chairs shall serve one (1) year terms and may be reappointed; and

3) other members shall serve two (2) year terms with staggered expiration dates and may serve two (2) consecutive full two (2) year terms.

Such terms shall commence on January 1 of the appointing President’s and Chair’s term.

Part C: Eligibility

To be eligible for service on a committee, all members, including Chairs and Vice Chairs shall:

1) be a Designated Member or Candidate when required by the Regulation provisions governing the committee and the position in which the individual would serve;

2) be in good standing as defined in the Bylaws;

3) hold the status “continuing education program completed” if a Designated Member or have completed continuing education requirements of the Appraisal Institute for Candidates if a Candidate;

4) be adept at and possess technical capability for prompt Internet communication including the ability to access and respond to e-mail;
5) have completed the Leadership Resources Registry;
6) not have been subject to a publishable disciplinary action as defined by the Regulations of the Appraisal Institute within the five (5) years prior to appointment or election;
7) stay up-to-date on the content of Appraisal Institute communications, including but not limited to, the content of all non-commercial e-mails originating from the national organization, the individual’s region and the individual’s chapter; and
8) have met such other minimum qualifications for service as may be adopted by the Board of Directors from time to time.

Committee Chairs shall be Designated Members.

If an Appraisal Institute designation is conferred on a Candidate who is serving on a committee in a position for which Candidacy is required as a condition of service pursuant to the Regulation provisions governing the committee, such newly Designated Member may serve the remainder of his or her term so long as the newly Designated Member continues to meet all other requirements for service on the committee.

Individuals serving on committees who were Associate Members as of December 31, 2012, whose terms extend beyond that date and who become Practicing Affiliates on January 1, 2013 may serve the remainder of their terms so long as they continue to meet all other requirements for service on the committee and maintain their Practicing Affiliate status; however, such individuals shall only be eligible for re-election or re-appointment if they have become Candidates or Designated Members, whichever may be required to serve.

Part D: Removal

A committee Chair, Vice Chair or member shall be automatically removed if he or she:

1) ceases to be a Designated Member or Candidate and is holding a position for which Designated Membership or Candidacy is required by the Regulation provisions governing the committee as a condition of service;
2) ceases to hold a particular Appraisal Institute designation and is holding a position for which such designation is required by the Regulation provisions governing the committee as a condition of service;
3) ceases to be in good standing as defined in the Bylaws;
4) receives a publishable disciplinary action as defined in the Regulations of the Appraisal Institute; or
5) ceases to hold the status “continuing education program completed” if a Designated Member or fails to complete continuing education requirements of the Appraisal Institute for Candidates if a Candidate.

Further, the Board of Directors may remove a Chair, Vice Chair or member of a committee for cause by a sixty percent (60%) vote.

**Part E: Vacancies**

Unless otherwise established by the Bylaws and this Regulation, if a vacancy for whatever reason occurs in a committee position, such vacancy shall be filled by appointment by the President or election, depending on the means by which the position is regularly filled. However, the member so appointed or elected must be qualified to serve in the position from the time of appointment or election.

Any appointment by the President to fill a vacant committee position shall be subject to approval by the Board of Directors at its next regularly scheduled or special meeting. All business conducted by committees shall be deemed valid regardless of the Board of Director’s subsequent actions with respect to disapproval of any committee appointments.

**Part F: Meetings, Quorum and Voting**

A committee may hold meetings either in person or by interactive technology, so long as all members of the committee participating in the meeting can communicate with one another. Interactive technology includes, but is not limited to, conference telephone, electronic transmission, Internet usage and remote communication. Action taken at a meeting held via interactive technology shall be as effective as if the committee members had met in person.

A majority of the members of a committee shall constitute a quorum for the transaction of the business of that committee, except as provided otherwise in the Appraisal Institute Bylaws and Regulations. The vote of a majority of members of a committee voting at a duly held meeting shall be regarded as the act of that committee. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of any members, if any action taken is approved by a majority of the required quorum for that meeting or by a majority of the remaining members, whichever is greater.

Except where otherwise provided, each member of a committee shall have one (1) vote on each matter coming before that committee. Using the best interests of the Appraisal Institute as a guide, each member of a committee shall vote his or her own conscience on every matter brought before such committee. A member of a committee may not attend a committee meeting by proxy or vote by proxy.
Any action required or permitted to be taken by a committee may be taken without a meeting if all members of the committee consent in writing to that action. A member of the committee may provide such written consent in electronic form. An action by written consent shall have the same force and effect as any other validly approved action of the committee. Such written consent or consents shall be filed with the minutes of the proceedings of the committee that took the action.

**Part G: Responsibilities of Chair**

The Chair of each committee shall:

1) oversee the preparation of the agenda for meetings;

2) chair committee meetings;

3) assign matters within committee jurisdiction to members of the committee as appropriate;

4) monitor progress on committee assignments and goals established by the Board of Directors;

5) ensure that the committee completes the assignments and achieves the goals established by the Board of Directors;

6) serve as spokesperson regarding the committee’s activities, recommendations and decisions within the Appraisal Institute’s governance structure; and

7) ensure that committee activities, recommendations and decisions are reported to the Board of Directors.

**Part H: Panels**

The Board of Directors may from time to time establish and abolish Panels as it deems necessary or appropriate. Work Groups, individuals and other bodies can be selected by Panel or Committee Chairs from the membership of the Panels to implement specific Bylaws, Regulations and policies of the Appraisal Institute and to perform specified functions.

Panels shall have a Chair, as provided in this Regulation, who shall be appointed by the President, subject to the approval of the Board of Directors. The Chairs of Panels shall serve two (2) year terms and may serve no more than two (2) consecutive full two (2) year terms. The Chairs of Panels shall be Designated Members of the Appraisal Institute in good standing.

Panels may include any number of members. Panel members shall be appointed by the President for one (1) year calendar terms and may be re-appointed. Except where otherwise provided, Panel members must be Designated Members of the Appraisal Institute in good standing.
To be eligible for service as a Chair or member of a Panel, an individual shall:

1) be a Designated Member, Candidate, Practicing Affiliate or Affiliate when required by the Regulation provisions governing the Panel and the position in which the individual would serve;

2) be in good standing as defined by the Bylaws if a Designated Member, Candidate, Practicing Affiliate or Affiliate;

3) not have been subject to a publishable disciplinary action by the Appraisal Institute within the five (5) years prior to appointment;

4) hold the status “continuing education program completed” if a Designated Member, have completed any continuing education requirements for Candidates if a Candidate, have completed any continuing education requirements for Practicing Affiliates if a Practicing Affiliate or have completed any continuing education requirements for Affiliates if an Affiliate;

5) stay up-to-date on the content of Appraisal Institute communications, including but not limited to, the content of all non-commercial e-mails originating from the national organization, the individual’s region and the individual’s chapter;

6) have completed the Leadership Resources Registry; and

7) have met such other minimum qualifications for service as may be adopted by the Board of Directors from time to time.

A Panel Chair or member shall be automatically removed if he or she:

1) ceases to be a Designated Member, Candidate, Practicing Affiliate or Affiliate of the Appraisal Institute and is holding a position for which membership, candidacy or affiliation is required by the Regulation provisions governing the Panel and the position in which the individual is serving as a condition of service;

2) ceases to be in good standing as defined by the Bylaws if a Designated Member, Candidate, Practicing Affiliate or Affiliate;

3) ceases to hold a particular Appraisal Institute designation and is holding a position for which such designation is required by the Regulation provisions governing the Panel as a condition of service;

4) receives a publishable disciplinary action as defined in the Regulations of the Appraisal Institute;

5) ceases to hold the status “continuing education program completed” if a Designated Member, fails to complete any continuing education requirements of the Appraisal Institute for Candidates if a Candidate, fails to complete any continuing education requirements of the Appraisal Institute
for Practicing Affiliates if a Practicing Affiliate or fails to complete any continuing education requirements of the Appraisal Institute for Affiliates if an Affiliate.

Further, the Board of Directors may remove the Chair or member of a Panel for cause by a sixty percent (60%) vote.
ARTICLE III

Admissions and Designation Qualifications Committee

Part A: Composition of Committee

The Admissions and Designation Qualifications Committee shall consist of a Chair and ten (10) members at large, all of whom shall be Designated Members of the Appraisal Institute. The ten (10) members shall include members who have a practice that is primarily residential in nature and members who have a practice that is not primarily residential in nature.

Part B: Powers and Duties of Committee

The Admissions and Designation Qualifications Committee shall:

1) review and analyze trends in the appraisal profession and real estate markets, review and analyze the requirements for Appraisal Institute designations and the value of Appraisal Institute designations in the marketplace and review and analyze the effectiveness of admissions procedures;

2) monitor the appropriateness, application and effectiveness of requirements, policies and procedures for admission to affiliation, candidacy and designated membership;

3) recommend to the Board of Directors changes to the Bylaws and Regulations impacting the requirements for admission to affiliation, candidacy and designated membership;

4) create and adjust Admissions Procedure Manuals, admissions policies and admissions procedures as it deems appropriate;

5) monitor appropriateness of, compliance with and effectiveness of any continuing education requirements, policies and procedures for Designated Members, Candidates, Practicing Affiliates and Affiliates;

6) recommend to the Board of Directors changes to the Bylaws and Regulations impacting continuing education for Designated Members, Candidates, Practicing Affiliates and Affiliates;

7) create and adjust continuing education policies and procedures as appropriate;

8) identify, recommend and oversee development of programs to encourage Candidates to fulfill the requirements for Appraisal Institute designation and to provide appropriate assistance to Candidates in doing so;

11 | Regulation No. 7: National Committees
9) recommend positions to the Board of Directors relating to certification and licensing matters under the jurisdiction of the Appraiser Qualifications Board (AQB) of The Appraisal Foundation; in consultation with the President, ensure that the Appraisal Institute is represented at AQB meetings where certification and licensing matters are addressed and in consultation with the President, ensure that Appraisal Institute positions regarding certification and licensing matters are presented to the AQB; and

10) perform such other duties as may be assigned to it by the Board of Directors.

Part C: Experience Panel
There shall be an Experience Panel of the Admissions and Designation Qualifications Committee. The Chair and members of the Experience Panel shall be Designated Members of the Appraisal Institute, shall meet the qualifications set forth in this Regulation and shall meet the qualifications established by the Admissions and Designation Qualifications Committee.

The Chair of the Experience Panel shall oversee the assignment of Experience Panel members to serve as Screeners and to serve on Experience Committees as set forth in the Admissions Regulations, policies and procedures of the Appraisal Institute. Panel members assigned to serve as Screeners and Experience Committee members shall fulfill the duties and responsibilities set forth in the Admissions Regulations, policies and procedures of the Appraisal Institute.

The Chair and members of the Experience Panel may recommend to the Admissions and Designation Qualifications Committee changes to the Admissions Regulations, policies and procedures of the Appraisal Institute.

The Experience Panel, its Chair and its members shall also perform such other duties as may be assigned to it by the Admissions and Designation Qualifications Committee and Board of Directors.

Part D: Demonstration of Knowledge Grading Panel
There shall be a Demonstration of Knowledge Grading Panel of the Admissions and Designation Qualifications Committee. The Chair and members of the Demonstration of Knowledge Grading Panel shall be Designated Members of the Appraisal Institute, shall meet the qualifications set forth in this Regulation and shall meet the qualifications established by the Admissions and Designation Qualifications Committee.

The Chair of the Demonstration of Knowledge Grading Panel shall oversee the assignment of Demonstration of Knowledge Grading Panel members to serve as graders of Demonstration of Knowledge submissions as set forth in the Admissions Regulations, policies and procedures. The Chair of the Demonstration of Knowledge Grading Panel shall also perform such other duties as set forth in the Admissions Regulations, policies and procedures.
Panel members assigned to serve as graders of Demonstration of Knowledge submissions shall fulfill the duties and responsibilities set forth in the Admissions Regulations, policies and procedures of the Appraisal Institute.

The Chair and members of the Demonstration of Knowledge Grading Panel may recommend to the Admissions and Designation Qualifications Committee changes to the Admissions Regulations, policies and procedures of the Appraisal Institute relating to the Demonstration of Knowledge requirement.

The Demonstration of Knowledge Grading Panel, its Chair and its members shall also perform such other duties as may be assigned to it by the Admissions and Designation Qualifications Committee and Board of Directors.

**Part E: Narrative Examinations Grading Panel**

There shall be a Narrative Examinations Grading Panel of the Admissions and Designation Qualifications Committee. The Chair and members of the Narrative Examinations Grading Panel shall be Designated Members of the Appraisal Institute, shall meet the qualifications set forth in this Regulation and shall meet the qualifications established by the Admissions and Designation Qualifications Committee.

The Chair of the Narrative Examinations Grading Panel shall oversee the assignment of Narrative Examinations Grading Panel members to serve as graders of narrative examinations as set forth in the Admissions Regulations, policies and procedures of the Appraisal Institute. Panel members assigned to serve as graders of narrative examinations shall fulfill the duties and responsibilities set forth in the Admissions Regulations, policies and procedures of the Appraisal Institute.

The Chair and members of the Narrative Examinations Grading Panel may recommend to the Admissions and Designation Qualifications Committee changes to the Admissions Regulations, policies and procedures of the Appraisal Institute relating to narrative examinations.

The Narrative Examinations Grading Panel, its Chair and its members shall also perform such other duties as may be assigned to it by the Admissions and Designation Qualifications Committee and Board of Directors.

**Part F: Comprehensive Examination Panel**

There shall be a Comprehensive Examination Panel of the Admissions and Designation Qualifications Committee. The Chair and members of the Comprehensive Examination Panel shall be MAI Designated Members, shall meet the qualifications set forth in this Regulation and shall meet the qualifications established by the Admissions and Designation Qualifications Committee.
The Comprehensive Examination Panel shall:

1) prepare questions and answers for the General Comprehensive Examination;

2) oversee the grading of the General Comprehensive Examination;

3) recommend to the Admissions and Designation Qualifications Committee changes to the general subject matters covered by the General Comprehensive Examination;

4) interface with the Education Committee regarding the content of education programs as it relates to the General Comprehensive Examination; and

5) perform such other duties as may be assigned to it by the Admissions and Designation Qualifications Committee and Board of Directors.
ARTICLE IV

Professional Standards and Guidance Committee

Part A: Composition of Committee
The Professional Standards and Guidance Committee shall consist of a Chair and nine (9) members at large, and the Appraisal Institute representative to The Appraisal Foundation Advisory Council, all of whom shall be Designated Members of the Appraisal Institute.

Part B: Powers and Duties of Committee
The Professional Standards and Guidance Committee shall:

1) review and analyze information relating to services appraisers provide, standards and ethics for the profession and appraisal practice issues where further guidance may be beneficial;

2) seek input from appropriate Appraisal Institute and external bodies and individuals on standards and ethics for the appraisal profession;

3) develop positions on exposure drafts of standards and ethics impacting the appraisal profession both in the United States and world-wide;

4) recommend to the Board of Directors amendments to the Appraisal Institute Code of Professional Ethics and Standards of Professional Appraisal Practice;

5) provide general guidance to Appraisal Institute Designated Members, Candidates, Practicing Affiliates and Affiliates on professional practice issues; and

6) perform such other duties as may be assigned to it by the Board of Directors.

Part C: Additional Powers and Duties of Committee Chair
The Chair of the Professional Standards and Guidance Committee shall, in consultation with the President, ensure that an Appraisal Institute representative:

1) attends meetings of the Appraisal Standards Board and Appraisal Practices Board of The Appraisal Foundation and presents Appraisal Institute positions to such Boards;

2) attends meetings of the International Valuation Standards Committee and presents Appraisal Institute positions to such Committee; and
3) interfaces with other entities establishing standards and ethics impacting the appraisal profession.

**Part D: Appraisal Guidance Panel**

There shall be an Appraisal Guidance Panel that shall report directly to the Professional Standards and Guidance Committee. Members of the Appraisal Guidance Panel shall be Designated Members of the Appraisal Institute. Members of the Appraisal Guidance Panel also shall meet the qualifications set forth in this Regulation and shall meet the qualifications established by the Board of Directors.

The Appraisal Guidance Panel shall:

1) develop general guidance and formal Guide Notes on specific appraisal practice issues as requested by the Professional Standards and Guidance Committee or Board of Directors; and

2) perform such other duties as may be assigned to it by the Professional Standards and Guidance Committee or Board of Directors.
ARTICLE V

Diversity Committee

Part A: Composition of Committee
The Diversity Committee shall consist of a Chair and six (6) members at large. The members at large of the Diversity Committee may be Appraisal Institute Designated Members or Candidates.

Part B: Powers and Duties of Committee
The Diversity Committee shall be responsible for enhancing diversity within the Appraisal Institute and the appraisal profession. The Diversity Committee shall:

1) review and analyze information relating to diversity issues in the Appraisal Institute and the appraisal profession;

2) recommend to the Board of Directors policies relating to diversity in the Appraisal Institute and the appraisal profession;

3) recommend to the Strategic Planning Committee programs to enhance diversity within the Appraisal Institute and the appraisal profession;

4) proactively seek governance and program participation from the diversity of Appraisal Institute Designated Members, Candidates, Practicing Affiliates and Affiliates;

5) work with appropriate bodies and individuals to enhance knowledge of and commitment to Appraisal Institute diversity policies and programs;

6) monitor Appraisal Institute diversity programs and policies and recommend revisions to such programs and policies as appropriate; and

7) perform such other duties as may be assigned to it by the Board of Directors.
ARTICLE VI

Education Committee

Part A: Composition of Committee
The Education Committee shall consist of a Chair and ten (10) members at large, all of whom shall be Designated Members of the Appraisal Institute.

Part B: Powers and Duties of Committee
The Education Committee shall:

1) review and analyze information relevant to creating appraiser education strategies, including, but not limited to, market needs, course and seminar performance, instructor performance generally, areas for enhancement of appraiser education and customer needs and satisfaction;

2) recommend to the Board of Directors education programming strategies for qualifying, continuing and advanced education needs;

3) monitor Appraisal Institute courses and seminars to help ensure that they fulfill education strategies and qualifications specifications;

4) interface with the Admissions and Designation Qualifications Committee to help ensure that education program and examination content meet qualification requirements;

5) review the curriculum of the formal education degree programs of universities, including master's degree programs, for equivalency with Appraisal Institute education qualifications, subject to ratification by the Admissions and Designation Qualifications Committee;

6) recommend positions to the Board of Directors relating to education matters under the jurisdiction of the Appraiser Qualifications Board (AQB) of The Appraisal Foundation; in consultation with the President, ensure that the Appraisal Institute is represented at AQB meetings where education matters are addressed; and, in consultation with the President, ensure that Appraisal Institute positions regarding such education matters are presented to the AQB;

7) recommend to the Board of Directors policies, procedures and programs for qualification and development of instructors, and monitor implementation of such policies, procedures and programs; and

8) perform such other duties as may be assigned to it by the Board of Directors.
Part C: Subject Matter Panel

There shall be a Subject Matter Panel of the Education Committee. The members of the Subject Matter Panel may be Designated Members, Candidates, Practicing Affiliates or Affiliates of the Appraisal Institute or individuals not in one of such categories. Members of the Subject Matter Panel shall also meet the qualifications set forth in this Regulation and any additional qualifications established by the Board of Directors.

Members of the Subject Matter Panel shall, as requested, provide subject matter expertise and other assistance in the development of Appraisal Institute courses and seminars, as well as in other matters relating to Appraisal Institute education.

The Subject Matter Panel and its members shall also perform such other duties as may be assigned to it by the Board of Directors.
Finance Committee

Part A: Composition of Committee
The Finance Committee shall consist of a Chair and six (6) members, all of whom shall be Designated Members of the Appraisal Institute. The Chair shall be the Vice President of the Appraisal Institute. At least two (2) of the members must also be members of the Board of Directors with at least one (1) year remaining on their Board terms at the time they assume their positions on the Finance Committee. The other four (4) members shall be members-at-large.

Part B: Powers and Duties of Committee
The Finance Committee shall:

1) recommend to the Board of Directors financial policies relating to, but not limited to, financial reserves, investments, reimbursements, compensation and financial goals;

2) monitor financial policies and recommend to the Board of Directors revisions of such policies as appropriate;

3) review the staff prepared draft annual operating budget for the coming year to ensure that such draft budget complies with strategic plan priorities, financial policies and financial goals and make appropriate revisions;

4) recommend to the Board of Directors a final operating budget after review and revision of the staff prepared draft annual operating budget and report to the Board of Directors those programs not funded and the amount of funding for new programs;

5) evaluate and assess the Appraisal Institute’s financial status and performance, as well as financial risks, on a quarterly and annual basis at minimum;

6) report to the Board of Directors the financial status, financial performance, financial risks and significant variances from the annual operating budget of the Appraisal Institute; and

7) perform such other duties as may be assigned to it by the Board of Directors.
Government Relations Committee

Part A: Composition of Committee
The Government Relations Committee shall consist of a Chair and one (1) member from each Region. The members of the Government Relations Committee may be Appraisal Institute Designated Members or Candidates. The members of the Government Relations Committee may serve no more than three (3) consecutive two (2) year terms.

Part B: Powers and Duties of Committee
The Government Relations Committee shall:

1) recommend to the Strategic Planning Committee legislative, regulatory and other initiatives relating to the appraisal profession;

2) except where provided otherwise, develop positions relating to legislative, regulatory and other proposals and actions relating to the appraisal profession consistent with the policies and directives of the Appraisal Institute;

3) in consultation with the President, ensure that the Appraisal Institute is represented at governmental activities that impact the appraisal profession, and that the Appraisal Institute positions regarding legislation, regulation and other proposals impacting the appraisal profession are presented before governmental entities;

4) provide input to the Professional Standards and Guidance Committee on matters relating to The Appraisal Foundation’s Appraisal Standards Board and Appraisal Practices Board, and provide input to the Education Committee and Admissions and Designation Qualifications Committee on matters relating to The Appraisal Foundation’s Appraiser Qualifications Board as appropriate;

5) recommend to the Board of Directors policies and initiatives regarding the Appraisal Institute’s relationships with governmental entities and other external appraisal regulatory bodies; and

6) perform such other duties as may be assigned to it by the Board of Directors.
Part C: Government Relations Panel

There shall be a Government Relations Panel of the Government Relations Committee. The members of the Government Relations Panel shall be Designated Members, Candidates, Practicing Affiliates or Affiliates of the Appraisal Institute. Members of the Government Relations Panel shall also meet the qualifications set forth in this Regulation and the qualifications established by the Board of Directors.

Members of the Government Relations Panel will provide subject matter expertise and other assistance for development of positions and comment letters, as well as other needs relating to government relations issue.

The Government Relations Panel and its members shall also perform such other duties as may be assigned to it by the Board of Directors.
International Relations Committee

Part A: Composition of Committee

The International Relations Committee shall consist of a Chair, up to eight (8) at-large members who are Designated Members of the Appraisal Institute and the International Designated Member on the Board of Directors.

Part B: Powers and Duties of Committee

The International Relations Committee shall:

1) review and analyze information relating to international markets and opportunities for the Appraisal Institute, Appraisal Institute Designated Members, Candidates, Practicing Affiliates, Affiliates and the appraisal profession;

2) recommend to the Strategic Planning Committee international programs, initiatives and liaisons;

3) recommend to the Board of Directors policies relating to international issues;

4) identify and recommend initiatives to embrace the cultural diversity among appraisers world-wide;

5) recommend to the national Nominating Committee one (1) or more International Designated Members for nomination to serve as the International Designated Member on the national Board of Directors;

6) monitor effectiveness of international programs and initiatives, and monitor internationally offered educational programs and publications to identify any cultural or language issues;

7) in consultation with the President and within the approved budget, ensure that the Appraisal Institute is represented at appropriate international meetings and events; and

8) perform such other duties as may be assigned to it by the Board of Directors.

Part C: International Relations Panel

There shall be an International Relations Panel that shall report directly to the International Relations Committee. The members of the International Relations Panel shall be Designated Members, Candidates, Practicing Affiliates or Affiliates or individuals not in one of such categories. The
members of the International Relations Panel also shall meet the qualifications set forth in this
Regulation and any additional qualifications established by the Board of Directors.

Upon selection from the Panel, members of the International Relations Panel shall, as requested:

1) provide ideas, expertise and other input to the International Relations Committee relating to
specific international markets and opportunities for the Appraisal Institute, Appraisal Institute
Designated Members, Candidates, Practicing Affiliates, Affiliates and the appraisal profession;

2) recommend to the International Relations Committee international programs, initiatives and
liaisons; and

3) perform such other duties as may be assigned by the International Relations Committee,
Executive Committee or Board of Directors.
ARTICLE X

Professional Practice Compliance and Enforcement Committee

Part A: Composition of Committee
The Professional Practice Compliance and Enforcement Committee shall consist of a Chair, the Director of Screening, the Chair of the Professional Standards and Guidance Committee, the Chair of the Professional Practice Appeals Panel and three (3) members at large.

Part B: Powers and Duties of Committee
The Professional Practice Compliance and Enforcement Committee shall:

1) review and analyze information relating to effectiveness of peer review Regulations, policies and procedures and identify common issues relating to services provided by appraisers;

2) recommend to the Board of Directors Regulations, policies and procedures for peer review proceedings and revisions thereof;

3) exercise general supervision and control over peer review proceedings;

4) notify appropriate bodies and individuals where changes to appraiser education and training may be beneficial based on general findings in peer review proceedings;

5) perform such other duties as provided in the Regulations, procedures and policies governing peer review; and

6) perform such other duties as may be assigned to it by the Board of Directors.
ARTICLE XI

Strategic Planning Committee

Part A: Composition of Committee

The Strategic Planning Committee shall consist of a Chair and nine (9) members. The members of the Strategic Planning Committee shall include:

1) two (2) members who are appointed by the President;
2) a member of the Board of Directors elected by the Board of Directors;
3) the Admissions and Designation Qualifications Committee Chair;
4) the Education Committee Chair;
5) the Government Relations Committee Chair;
6) the International Relations Committee Chair;
7) the Professional Practice Compliance and Enforcement Committee Chair; and
8) the Chief Executive Officer, who shall serve as a non-voting member.

The Chair of the Strategic Planning Committee shall be elected by the Board of Directors at its third regular meeting in the year prior to the commencement of the Chair’s term. The Chair of the Strategic Planning Committee shall serve a two (2) year term and may serve no more than two (2) consecutive full two (2) year terms.

The two (2) members appointed by the President shall be Designated Members or Candidates of the Appraisal Institute, shall serve two (2) year staggered terms and shall serve no more than two (2) consecutive full two (2) year terms.

Except as provided below, the member of the Board of Directors, elected by the Board of Directors, shall serve a two (2) year term, shall serve no more than two (2) consecutive full two (2) year terms and shall have at least two (2) years remaining on his or her Board of Directors term at the commencement of his or her term on the Strategic Planning Committee.

The member of the Board of Directors elected at the third regular Board meeting in 2013 only shall serve a one (1) year term, and shall have at least one (1) year remaining on his or her Board of Directors term at the commencement of his or her term on the Strategic Planning Committee.
The Chairs of the Committees shall serve on the Strategic Planning Committee for the duration of their service as Chairs of such committees.

**Part B: Powers and Duties of Committee**

The Strategic Planning Committee shall:

1) monitor issues, trends, opinions and other factors that affect or will affect the Appraisal Institute and the appraisal profession;

2) recommend to the Board of Directors short and long term strategic and operating plans, including, but not limited to, mission, goals, strategies, priorities and adjustments thereto; and

3) perform such other duties as may be assigned to it by the Board of Directors.

**Part C: Client Advisory Board**

There shall be a Client Advisory Board of the Strategic Planning Committee. The Client Advisory Board shall be considered a Panel for purposes of this Regulation. The Chair of the Client Advisory Board shall be a Designated Member of the Appraisal Institute in good standing.

The members of the Client Advisory Board may be Appraisal Institute Designated Members, Candidates, Practicing Affiliates or Affiliates or individuals not in one of such categories. The Chair and members of the Client Advisory Board also shall meet the qualifications set forth in this Regulation and any additional qualifications established by the Board of Directors.

Upon selection from the Panel, members of the Client Advisory Board shall, as requested:

1) provide ideas, expertise and other input to the Strategic Planning Committee regarding client needs and perspectives; and

2) perform such other duties as may be assigned to it by the Strategic Planning Committee or Board of Directors.

**Part D: University Relations Panel**

There shall be a University Relations Panel that shall report directly to the Strategic Planning Committee. The members of the University Relations Panel may be Designated Members, Candidates, Practicing Affiliates or Affiliates or individuals not in one of such categories. Members of the University Relations Panel also shall meet the qualifications set forth in this Regulation and any additional qualifications established by the Board of Directors.

Upon selection from the Panel, members of the University Relations Panel shall, as requested:
1) provide ideas, expertise and other input to the Strategic Planning Committee on how to increase Appraisal Institute presence and advance Appraisal Institute education with universities, colleges and community colleges with real estate programs;

2) provide ideas, expertise and other input to the Strategic Planning Committee on how to establish and maintain relationships with universities, colleges and community colleges with real estate programs; and

3) perform such other duties as may be assigned to it by the Strategic Planning Committee or Board of Directors.

Part E: Strategic Planning Panel

There shall be a Strategic Planning Panel that shall report directly to the Strategic Planning Committee. The members of the Strategic Planning Panel shall be Designated Members, Candidates, Practicing Affiliates or Affiliates or individuals not in one of such categories. The members of the Strategic Planning Panel also shall meet the qualifications set forth in this Regulation and any additional qualifications established by the Board of Directors.

Upon selection from the Panel, members of the Strategic Planning Panel shall, as requested:

1) provide ideas, expertise and other input relating to issues, trends, opinions and other factors that affect or will affect the Appraisal Institute and the appraisal profession;

2) perform such other duties as maybe assigned by the Strategic Planning Committee or Board of Directors.
ARTICLE XII

The Appraisal Journal Editorial Board

Part A: Composition of Board

The Appraisal Journal Editorial Board shall consist of a Chair, seven (7) Designated Members of the Appraisal Institute and one (1) Candidate of the Appraisal Institute. The members of the Appraisal Journal Editorial Board may serve an unlimited number of consecutive terms. The Appraisal Journal Editorial Board shall report to the Board of Directors and shall be considered a committee for purposes of this Regulation and the Bylaws of the Appraisal Institute.

Part B: Powers and Duties of Board

The Appraisal Journal Editorial Board shall:

1) oversee the content of The Appraisal Journal;

2) recommend to the Board of Directors editorial policies relating to The Appraisal Journal;

3) perform such other duties as may be assigned to it by the Board of Directors.
ARTICLE XIII

Other Panels

Part A: Past Presidents Panel
There shall be a Past Presidents Panel. Members of the Panel shall be the past Presidents of the Appraisal Institute and its predecessors. Upon selection from the Panel, members of the Past Presidents Panel may, as requested:

1) provide ideas, expertise and other input to the Board of Directors on Appraisal Institute matters as requested by the Board of Directors or President; and
2) perform such other duties as may be assigned to it by the Board of Directors.

Part B: Admissions Appeals Panel
There shall be an Admissions Appeals Panel that shall report directly to the Board of Directors. The members of the Admissions Appeals Panel shall be Designated Members of the Appraisal Institute, shall meet the qualifications set forth in this Regulation and shall meet the qualifications established by the Board of Directors. A member of the Admissions Appeals Panel may not concurrently serve on the Admissions and Designation Qualifications Committee or one of its other Panels.

The Chair of the Admissions Appeals Panel shall select individuals from the Panel to serve on Appeal Boards that:

1) conduct appellate proceedings and render decisions on appeals as set forth in the Admissions Regulations, policies and procedures of the Appraisal Institute.
2) conduct appellate proceedings and make recommendations concerning readmission to designated membership pursuant to Regulation No. 4 and the related procedures and policies of the Appraisal Institute; and
3) conduct appellate proceedings and render decisions on appeals regarding suspension or termination of membership, candidacy or affiliation for failure to fulfill continuing education requirements as set forth in the Bylaws and Regulations and related procedures and policies of the Appraisal Institute.

The Chair and members of the Admissions Appeals Panel may recommend to the Admissions and Designation Qualifications Committee and the Board of Directors changes to the procedures relating to admissions, readmission and continuing education.
The Admissions Appeals Panel, its Chair and its members shall also perform such other duties as may be assigned to it by the Board of Directors.

**Part C: Professional Practice Appeals Panel**

There shall be a Professional Practice Appeals Panel that shall report directly to the Board of Directors. The members of the Professional Practice Appeals Panel shall be Designated Members of the Appraisal Institute, shall meet the qualifications set forth in this Regulation and shall meet the qualifications established by the Board of Directors. A member of the Professional Practice Appeals Panel (excepting the Chair) may not concurrently serve on the Professional Practice Compliance and Enforcement Committee.

The Chair of the Professional Practice Appeals Panel shall select individuals from the Panel to serve on the Professional Practice Appeal Boards that conduct appellate proceedings and render decisions on appeals as set forth in Regulation No. 6 and related policies and procedures.

The Chair and members of the Professional Practice Appeals Panel may recommend to the Professional Practice Compliance and Enforcement Committee and the Board of Directors changes to the procedures relating the enforcement of the Standards of Professional Appraisal Practice and Code of Professional Ethics.

The Professional Practice Appeals Panel, its Chair and its members shall also perform such other duties as may be assigned to it by the Board of Directors.

**Part D: Publications Review Panel**

The members of the Publications Review Panel shall be Designated Members, Candidates, Practicing Affiliates or Affiliates of the Appraisal Institute. Members of the Publications Review Panel shall also meet the qualifications set forth in this Regulation and the qualifications established by the Board of Directors.

Members of the Publications Review Panel will provide ideas, expertise and other input for Appraisal Institute publications, except for The Appraisal Journal.

The Publications Review Panel and its members shall also perform such other duties as may be assigned to it by the Education Committee and Board of Directors.

02/28/14