

**SOUTH DAKOTA  
STATE BOARD OF TECHNICAL PROFESSIONS  
Board Minutes**

Of the scheduled hearing for Case 15-06 on July 15, 2016 starting at 8:30 a.m.  
in the Board Office in Clock Tower Plaza, 2525 W. Main St., Suite 211; Rapid City

In the Matter of Daniel Eugene Wobbe, Case #15-06:

Respondent, Daniel Eugene Wobbe, failed to appear for the scheduled hearing. Staff Attorney Aaron Arnold presented evidence to the Board which showed that Respondent failed to respond to requested information for a PDH Audit and that Respondent failed to obtain the necessary professional development hours for renewal, in violation of South Dakota law and administrative rules.

Following further discussion by the Board, Staff Attorney Aaron Arnold and Staff Member Kathryn Patterson recommended the following motion be made:

**Motion:** By Peters, seconded by Thingelstad that Staff Attorney Aaron Arnold prepare Findings of Fact and Conclusions of Law consistent with the evidence presented during the hearing, and it is the decision of the Board that license #11148 of Daniel Eugene Wobbe be revoked and not allowed to reapply for licensure for a period of 10 years.

**Action:** 6-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, and Williams).

A transcript of the hearing is posted on the Board website also.

And of the regular meeting Friday, July 15, 2016  
In the Board Office in Clock Tower Plaza,  
2525 W. Main St., Suite 211; Rapid City

After closing the hearing, Chairman Williams called the regular board meeting to order at 9:00 a.m.

The following Board members were present: Chairman Steve Williams, Vice Chairman Steve Peters, Secretary Steve Thingelstad, Dennis Micko, and Jeffrey Nelson. Others present were staff members Kathryn Patterson, Tamara Moore, Susan Neuf and Staff Attorney Aaron Arnold. Board member Drake Olson attended the meeting by phone.

**Agenda Items:**

- 1) Approval of May 20, 2016 Minutes (Motion)
- 2) Approval of vouchers since last meeting (Motion)
- 3) Activities report ending June, Review of Deposits & Quarterly report (FYI)
- 4) Investigation reports
- 5) Old Business
- 6) New Business
- 7) PDH Audits (Motion)
- 8) Approval of passing Examinees (Appendix A, Motion)
- 9) Approval to take the NCEES Examinations as available (Appendix B, Motion)
- 10) Approval of applicants by examination; A (Appendix C, Motion)
- 11) Approval of Comity applications (Appendix D, Motion)
- 12) Approval of Business applications (Appendix E, Motion)
- 13) Approval of Previous Comity and Business applications (Appendix F, Motion)
- 14) Annual, zone, committee meeting reports & upcoming meetings
- 15) Correspondence

- 16) Future board meeting schedule
- 17) Adjournment (Motion)

---

#### AGENDA ITEM #1 APPROVAL OF May 20, 2016 BOARD MEETING MINUTES (MOTION)\*

**Motion:** By Peters, seconded by Micko for approval of May 20, 2016 Board Meeting Minutes.  
**Action:** 6-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

---

#### AGENDA ITEM #2 APPROVAL OF VOUCHERS SINCE LAST MEETING (MOTION)

**Motion:** By Micko, seconded by Thingelstad for approval of vouchers since last meeting.  
**Action:** 6-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

---

#### AGENDA ITEM #3 ACTIVITES REPORT ENDING JUNE, 2016, REVIEW OF DEPOSITS & QUARTERLY REPORT (FYI)\*

The Board discussed the activities report ending April 2016, conducted a review of the deposits, and found everything to be in good order.

---

#### AGENDA ITEM #4 INVESTIGATION REPORTS

**Case 09-06 Competency and Professional Conduct** - Memorandum Decision received from Circuit Court; Motion for Reconsideration; Brief in Support

**Case 15-03 Practice without CoA - AR** - Legal counsel to generate Assurance of Voluntary compliance.

Mike Albertson joined the meeting at 9:39 a.m.

**Case 15-05 Practice without CoA - PE** - Consent agreement rejected - need to schedule hearing.

**Case 15-06 Audit - Failure to comply with PDH requirements - LS** - Licensee did not renew license in lapsed status as of now. Hearing held at 8:30 a.m. prior to regular meeting.

**Case 15-09 Business Entity allowing unlicensed practice** - Legal counsel reviewing.

---

#### AGENDA ITEM #5 OLD BUSINESS

##### Action Items - reports

- Draft of updated Building Officials Guide is being disseminated to Board members for review.
- Outreach to Associations of counties, county commissioners, and/or rural permitting agents is in progress.
- Caroline Troutman, Association Manager, from the South Dakota Association of Environmental Professionals has volunteered the services of the SDAEP to help rewrite/update the Petroleum Release exams and definitions for both Assessors and Remediators.
- Talk to "Build Dakota" about donation to their scholarship programs.
- Update of DLR website and BoTP Website is in progress.
- Update administrative Rules to allow for new procedures for CBT of PS Exam is in progress.
- The Board is exploring the possibilities of hiring two part-time investigators; one east river and another west river.

##### NCEES National Survey Award

Congratulations go out to Southeast Technical Institute for being one of 10 recipients of the inaugural NCEES Surveying Education Award. This annual award recognizes surveying programs that best reflect the organization's mission to advance licensure for engineers and surveyors in order to safeguard the health, safety and welfare of the public.

**NCARB ARE5-Prep-Workshop**  
**CLARB Communique**  
**NCARB Legislative Tacker**  
**CLARB Member Board e-News**  
**NCARB Fast Facts - April**  
**NCARB BOD Brief**  
**NCARB Region 6 Resolution**

The Board briefly reviewed each of the above items.

---

#### **AGENDA ITEM #6 NEW BUSINESS**

**Core Eng. & Consult., Inc. - hours request**

**Motion:** By Olson, seconded by Micko for approval of Core Engineering and Consulting, Inc.'s posting of hours.

**Action:** 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

**NCEES - MBA Report - BOD Meeting**  
**CLARB Member Board E-News - May**  
**NCARB CEO Update - May**

**NCEES - News Release**

NCEES is seeking licensed professional engineers practicing environmental engineering to participate in an online survey for the PE Environmental exam professional activities and knowledge study, or PAKS. This survey will be used to update the specifications for the exam.

**CLARB Communique**  
**NCARB BOD Brief - Pre-Annual Meeting**  
**NCARB BOD Brief - Post-Annual Meeting**

**NCEES Engineering Award**

Congratulations go out to the University of Nebraska-Lincoln for winning the 2016 NCEES Engineering Award for Connecting Professional Practice and Education. The NCEES Engineering Award recognizes engineering programs that encourage collaboration between students and professional engineers.

**CLARB Member Board E-News - June**  
**NCARB Fast Facts - May**

**NCARB - MRA Agreement** - Information on the agreement between Australia, New Zealand and the US. Currently, South Dakota is unable to sign the Agreement.

**NCARB Launch of Architectural Experience Program (AXP)**

The Board briefly reviewed each of the above items.

---

#### **AGENDA ITEM #7 PDH AUDITS (MOTION)**

**NEW AUDITS :**Bixler, William David, PE; Bland, Ronald E., AR; Bosworth, Paul Anthony, PE; Brandner, Thomas M., R; Chamberlain, Joel G., AR; Finger, John William, PE; Houska, Trinity Edward, PE; Hyde, Steven J., LS; Nistler, Perry Richard, PE; Rawls, Charles Edward, AR; Schroeder, Russell H., PE; Reese, Rodric Randolph, LS  
Zoltek, Michael John, LS

**Motion:** By Nelson, seconded by Olson for approval of the audits of Ronald E. Bland, AR; Joel G. Chamberlain, AR; and Charles Edward Rawls, AR.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

**Motion:** By Peters, seconded by Thingelstad for approval of the audits of Steven J. Hyde, LS; and Michael John Zoltek, LS.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

**Motion:** By Micko, seconded by Albertson for approval of the audits of William David Bixler, PE; Paul Anthony Bosworth, PE; John William Finger, PE; Trinity Edward Houska, PE; Perry Richard Nistler, PE; and Russell H. Schroeder, PE.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

**Motion:** By Micko, seconded by Albertson for denial of the audit of Thomas M. Brandner, R; pending more information.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

**Motion:** By Peters, seconded by Thingelstad for denial of the audit of Rodric Randolph Reese, LS; pending more information.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

**REVIEW PREVIOUS AUDITS** Abraham, Ronald Gene, PE; Doran, Sandra L, LA; Fravel, Kevin M., PE; Hermanson, Robin, PE

**Motion:** By Micko, seconded by Albertson for denial of the audit of Ronald Gene Abraham, PE; pending more information.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Information pending receipt from Sandra L. Doran, LA; Kevin M. Fravel, PE; and Robin G. Hermanson, PE.

---

## AGENDA ITEM #8 APPROVAL OF PASSING EXAMINEES (MOTION)

**Motion:** By Micko, seconded by Thingelstad for approval of the examinees for passing the Fundamentals of Engineering (FE) exam.

**Action:** 6-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams) Albertson abstained.

Issue Date	Name	Certificate #	Exam	Exam Date
05/20/2016	Hanson, Max	E-12036	FE	04/12/2016
05/20/2016	Pantzke, Shawn Lee	E-12037	FE	04/12/2016
05/20/2016	Sonne, Jacob Daniel	E-12038	FE	04/12/2016
05/20/2016	Weiss, Kody Kinyon	E-12039	FE	04/12/2016
05/20/2016	Tolliver, Branson	E-12040	FE	04/12/2016
05/20/2016	Odegaard, Tanner York	E-12041	FE	04/12/2016
05/20/2016	Shearer, Mitchell	E-12042	FE	04/12/2016

Issue Date	Name	Certificate #	Exam	Exam Date
05/20/2016	Kelley, Colin Ray	E-12043	FE	04/12/2016
05/20/2016	Stephens, Shayla KayAnn	E-12044	FE	04/15/2016
05/20/2016	Kallas, Douglas John	E-12045	FE	04/15/2016
05/20/2016	Mack, Shawn Arnold	E-12046	FE	04/15/2016
05/20/2016	Ackermann, Kendall Lee	E-12047	FE	04/15/2016
05/20/2016	Kurtenbach, Kirstie Anne	E-12048	FE	04/15/2016
05/20/2016	Drake, Joshua T.	E-12049	FE	04/16/2016
05/20/2016	Carey, Kyle Grayson	E-12050	FE	04/16/2016
05/20/2016	Butcher, McKenzie Judy	E-12051	FE	04/16/2016
05/20/2016	Behnken, Joshua Luke	E-12052	FE	04/18/2016
05/20/2016	Hillesheim, Jordan	E-12053	FE	04/19/2016
05/20/2016	deWit, Jordan Rae	E-12054	FE	04/19/2016
05/20/2016	Morrow, Lucas	E-12055	FE	04/19/2016
05/20/2016	Baker, Micah Kyle	E-12056	FE	04/21/2016
05/20/2016	Wampol, Calvin William	E-12057	FE	04/21/2016
05/20/2016	Bierle, Austin James	E-12058	FE	04/21/2016
05/20/2016	Sokulski, Kyle Steven	E-12059	FE	04/21/2016
05/20/2016	Caballero, Salvador Juarez	E-12060	FE	04/21/2016
05/20/2016	Breckenridge, John	E-12861	FE	04/21/2016
05/20/2016	Ketcham, Josh Roger	E-12062	FE	04/21/2016
05/20/2016	Bughman, Andrew James	E-12063	FE	04/21/2016
05/20/2016	Peterson, Jacob Raymond	E-12064	FE	04/21/2016
05/20/2016	Bendix, Hannah	E-12065	FE	04/21/2016
05/20/2016	Tew, Kathleen	E-12066	FE	04/22/2016
05/20/2016	Hirschey, Travis James	E-12067	FE	04/23/2016
05/20/2016	Clemens, Joshua Lloyd	E-12068	FE	04/23/2016
05/20/2016	Cowan, Samuel Xavier	E-12069	FE	04/23/2016
05/20/2016	Pagel, Alex M	E-12070	FE	04/25/2016
05/20/2016	Ode, Ryan	E-12071	FE	04/25/2016
05/20/2016	Linneman, John Ryan	E-12072	FE	04/27/2016
05/20/2016	Meinders, Josh	E-12073	FE	04/28/2016
05/20/2016	Reichert, Nathan Joel	E-12074	FE	04/28/2016
05/20/2016	Arkema, Nicholas Derek	E-12075	FE	04/28/2016
05/20/2016	Munsterman, Jesse	E-12076	FE	04/28/2016
05/20/2016	Clemen, Phillip J	E-12077	FE	04/28/2016
05/20/2016	Fiechtner, Matthew Aaron	E-12078	FE	04/30/2016
05/20/2016	Hodges, Daniel Jared	E-12079	FE	04/30/2016
05/20/2016	Giddings, Trenton	E-12080	FE	04/30/2016
05/20/2016	Kepler, Justin Reed	E-12081	FE	04/30/2016
05/20/2016	Makousky, Christopher	E-12082	FE	05/03/2016
05/20/2016	Young, Mitchell William	E-12083	FE	05/03/2016

Issue Date	Name	Certificate #	Exam	Exam Date
05/20/2016	Heiden, Chase Aaron	E-12084	FE	05/04/2016
05/20/2016	Engelmeyer, Erik	E-12085	FE	05/07/2016
05/20/2016	Halverson, Adam	E-12086	FE	05/11/2016
05/20/2016	Morris, James Barry	E-12087	FE	05/12/2016
05/20/2016	Feistner, Heath	E-12088	FE	05/12/2016
05/20/2016	Ketterling, Chase	E-12089	FE	05/12/2016
05/20/2016	Hocking, Crystal Marie	E-12090	FE	05/14/2016
05/23/2016	Carpenter, Michael	E-12091	FE	04/19/2016
05/23/2016	Mokrzycki, Laura J	E-12092	FE	04/19/2016
05/23/2016	Hoelsema, Peter	E-12093	FE	04/19/2016
05/23/2016	Lindemulder, Austin David	E-12094	FE	04/19/2016
05/23/2016	Vander Zee, Kyle John	E-12095	FE	04/19/2016
05/23/2016	Brummel, Dean Ray	E-12096	FE	04/27/2016
05/23/2016	Van Engen, Zachary	E-12097	FE	04/27/2016
05/23/2016	Haglund, Justin David	E-12098	FE	04/28/2016
05/23/2016	Schweer, Tanner	E-12099	FE	04/28/2016
05/23/2016	Humble, Seth Thomas	E-12100	FE	05/05/2016
05/23/2016	Larson, Micah Lee	E-12101	FE	05/11/2016
05/23/2016	Doan, Jace	E-12102	FE	05/14/2016
06/07/2016	Cuperus, Jacob	E-12105	FE	05/17/2016
06/07/2016	Dockter, Spencer Darwin	E-12106	FE	05/17/2016
06/07/2016	Dulas, Matt	E-12107	FE	05/19/2016
06/07/2016	Dolan, Marcus James	E-12108	FE	05/21/2016
06/07/2016	Artz, Tyler Robert	E-12109	FE	05/21/2016
06/07/2016	Dollarhide, Michael Aaron	E-12110	FE	05/21/2016
06/07/2016	Johnson, Amy Lynn	E-12111	FE	05/28/2016
06/07/2016	Zelecki, Zachary Leon	E-12112	FE	05/28/2016

**Motion:** By Peters, seconded by Thingelstad for approval of the examinees for passing the Fundamentals of Surveying (FS) exam.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Issue Date	Name	Certificate #	Exam	Exam Date
05/23/2016	Klinger, Andrew Wayne	S-12103	FS	05/03/2016
05/23/2016	Menking, Ross Daniel	S-12104	FS	05/03/2016

**Motion:** By Peters, seconded by Thingelstad for approval of the examinees for passing the Principles of Surveying (PS) exam.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Issue Date	Name	#	Exam	Exam Date
05/24/2016	Noonan, Michael J.	12913	PS	04/15/2016

**Motion:** By Micko, seconded by Albertson for approval of the examinees for passing the Principles of Engineering (PE) exam.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Issue Date	Name	#	Exam	Exam Date
05/24/2016	Baumiller, Casey Ryan	12914	PE	04/15/2016
05/24/2016	Belzer, Brett Emiel	12923	PE	04/15/2016
05/24/2016	Holzer, Tevis Jay	12915	PE	04/15/2016
05/24/2016	Johnson, Samuel Arthur	12916	PE	04/15/2016
05/24/2016	Kerr, Steven Michael	12924	PE	04/15/2016
05/24/2016	Koubsky, Dustin	12917	PE	04/15/2016
05/24/2016	Kraft, Paul Michael	12925	PE	04/15/2016
05/24/2016	Lickty, Kyle Victor	12918	PE	04/15/2016
05/24/2016	Lupo, Christopher David	12926	PE	04/15/2016
05/24/2016	Maassen, Shawn Paul	12919	PE	04/15/2016
05/24/2016	Maras, Jacob Edward	12920	PE	04/15/2016
05/24/2016	May, Krista Ann	12921	PE	04/15/2016
05/24/2016	Pfister, Matthew James	12927	PE	04/15/2016
05/24/2016	Polenz, Daniel Carlton	12928	PE	04/15/2016
05/24/2016	Rombough, Kyrik Nelson	12929	PE	04/15/2016
05/24/2016	Sampica, Ben J.	12930	PE	04/15/2016
05/24/2016	Stonesifer, Joseph Robert	12931	PE	04/15/2016
05/24/2016	Swanson, Broc William	12932	PE	04/15/2016
05/24/2016	Ullmann, John Christopher	12933	PE	04/15/2016
05/24/2016	VandenBos, Joshua Lee	12922	PE	04/15/2016

**Motion:** By Micko, seconded by Thingelstad for approval of the examinee for passing the Structural Engineering (SE) exam.

**Action:** 6-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams) Albertson abstained.

Issue Date	Name	#	Exam	Exam Date
05/24/2016	Hartwell, Aaron	11122	SE	04/15-16/2016

---

**AGENDA ITEM #9 APPROVALS TO TAKE THE NCEES EXAMINATIONS AS AVAILABLE (MOTION)**

**Motion:** By Micko, seconded by Albertson for approval of the examinees to take the Fundamentals of Engineering (FE) exam.

**Action:** 6-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams) Albertson abstained.

Name	Exam
Beaty, Caitlin	FE
Bockorny, Todd	FE
Coleman, Pamela Belle	FE
DeVries, Ben	FE
Flicek, Cole	FE
Heinen, Cortney	FE

Name	Exam
Kroeber, Devin	FE
Krsnak, Michael Alan	FE
Lemmerman, Jessica Marie	FE
Nelson, Eric David	FE
O'Connor, Kristen Joy	FE
Smith, Marshall Odel	FE

**Motion:** By Thingelstad, seconded by Peters for approval of the examinee to take the Fundamentals of Surveying (FS) exam.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Name	Exam
Corner, Eric	FS

**Motion:** By Thingelstad, seconded by Peters for denial of the examinees to take the Fundamentals of Surveying (FS) exam.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Name	Exam
Bartscher, Joel Lee	FS
Dustin Rougeau	FS

**Motion:** By Micko, seconded by Thingelstad for approval of the examinees to take the Professional Engineering (PE) exam.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams) Albertson abstained.

Name	Exam
Baumeister, Trent Martin	PE
Beck, Clinton Derek	PE
Bierle, Nicholas Lynn	PE
Brakke, Colby Thomas	PE
Brandenburg, Nathan Alan	PE
Clay, Devin Michael	PE
DiRienzo, Amy Lynn	PE
Fried, Lucas George	PE
Garduna, Maria Kathleen	PE
Green, Samuel Pierce	PE
Gugel, Steven	PE
Hansen, Kyle Ernest	PE
Heizelman, Rory Stephen	PE
Hocking, Crystal Marie	PE

Name	Exam
Johnson, Brett Tyler	PE
Kohles, Cullen	PE
Kollars, Rebecca Anne	PE
Larsen, Matthew Jens	PE
Letcher, Bradley Charles	PE
Leuthold, Michael Jon	PE
Marnach, Nicholas	PE
Moss, Eric Bryan	PE
Nieland, Joel Douglas	PE
Osterloo, Kelli Anne	PE
Paulson, Nicolle Ann	PE
Rodig, Luke Aaron	PE
Rosecky, Jacob John	PE
Willhite, Joshua Chad	PE

**Motion:** By Micko, seconded by Albertson for denial of the examinee to take the Professional Engineering (PE) exam.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Name	Exam
James, Kristofer Robert Barth	PE

---

#### AGENDA ITEM #10 APPROVAL OF APPLICANT BY EXAMINATION, A (MOTION)

**Motion:** By Micko, seconded by Albertson for approval of the following Petroleum Release Assessor (A) by Exam.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)



Date Licensed	Name	City	State	Profession	#
07/15/2016	Schutte, Brett William	Mitchell	SD	A	13051

---

**AGENDA ITEM # 11 APPROVAL OF COMITY APPLICATIONS (MOTION)**

**Motion:** By Nelson, seconded by Micko for approval of the following Architects (AR) by comity.  
**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Date Licensed	Name	City	State	Profession	#
07/15/2016	Berendzen, John David	Saint Louis	MO	AR	12998
07/15/2016	Cash, Larry Stephen	Anchorage	AK	AR	12999
07/15/2016	Creager, Grant G.	North Platte	NE	AR	8635
07/15/2016	Fusch, Robbie Francis	Dallas	TX	AR	13000
07/15/2016	Harney, Kevin Wayne	Nashville	TN	AR	13001
07/15/2016	Krumm, Richard Vance	Roberts	WI	AR	13002
07/15/2016	Majeed, Matt E	Hinckley	OH	AR	13003
07/15/2016	McElroy, William Lee	Jackson	MS	AR	13004
07/15/2016	Morschen, Loren	Bloomington	MN	AR	13005
07/15/2016	Scheid, Douglas Michael	Buffalo	NY	AR	13006
07/15/2016	Thueringer, Kevin David	Minnetonka	MN	AR	13007
07/15/2016	Wagner, David O'Brien	Minneapolis	MN	AR	13008
07/15/2016	Wothington, William David	Dakota Dunes	SD	AR	13009

**Motion:** By Nelson, seconded by Micko for approval of the following Landscape Architects (LA) by comity.  
**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Date Licensed	Name	City	State	Profession	#
07/15/2016	Halverson, Brady	Minneapolis	MN	LA	13010
07/15/2016	Wichman, Todd R.	Saint Paul	MN	LA	6410

**Motion:** By Peters, seconded by Thingelstad for approval of the following Land Surveyors (LS) by comity.  
**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Date Licensed	Name	City	ST	Profession	#
07/15/2016	Baze, William Eric	Burleson	TX	LS	13011
07/15/2016	Berard, Robby Lawrence	Minot	ND	LS	13012
07/15/2016	Blew, Buckley	Fayetteville	AR	LS	13013
07/15/2016	Fish, Timothy Leigh	Kitty Hawk	NC	LS	13014
07/15/2016	Gilbert, Carl John	Harrisburg	NE	LS	13015
07/15/2016	Hamilton, Chris Dalton	Dubois	WY	LS	13016
07/15/2016	Murphy, Jonathan Franklin	Raleigh	NC	LS	13017

**Motion:** By Peters, seconded by Thingelstad for denial of the following Land Surveyor (LS) by comity based on lack of qualifying experience.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Name	City	ST	Profession
Wolterstorff, Darren R	Denver	CO	LS

**Motion:** By Albertson, seconded by Micko for approval of the following Professional Engineers (PE) by comity.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Date Licensed	Name	City	ST	Profession	#
07/15/2016	Anderson-Burnside, Andrew Chase	Houston	TX	PE	13018
07/15/2016	Arend, Brian Theodore	Perrysburg	OH	PE	13019
07/15/2016	Arens, Steven William	Lincoln	NE	PE	13020
07/15/2016	Arthur, William Blount	Sylvania	GA	PE	13021
07/15/2016	Bassi, Ravinder Singh	Canonsburg	PA	PE	13022
07/15/2016	Bordenet, Daniel Scott	Indianapolis	IN	PE	13023
07/15/2016	Bowers , Jermey Lynn	Auburn	IN	PE	13024
07/15/2016	Brua, Matthew	Brandon	SD	PE	13025
07/15/2016	Dirkzwager, Lee Ralph	Minnetrista	MN	PE	13026
07/15/2016	Franklin, Juene	Pearland	TX	PE	13027
07/15/2016	Grasley, Steven Scott	Marathon	FL	PE	13028
07/15/2016	Gutierrez, Carlos Antonio	Houston	TX	PE	13029
07/15/2016	Ike, Ayodele Chukwumerije	Houston	TX	PE	13030
07/15/2016	Janowak, Martin J.	Plymouth	MN	PE	13031
07/15/2016	Johnson, Gregory Scot	Chisholm	MN	PE	13022
07/15/2016	Johnson, Matthew Christopher Fernly	Houston	TX	PE	13033
07/15/2016	Kinnischtzke, Cody	Bismarck	ND	PE	13034
07/15/2016	Kushner, Brian Paull	Houston	TX	PE	13035
07/15/2016	Kwiatkowski, Richard E	Eureka	MO	PE	13036
07/15/2016	Kynett, Michael Raymond	Great Falls	MT	PE	13037
07/15/2016	Lammers, Austin H	Crofton	NE	PE	13038
07/15/2016	Maack, Kurt Louis	Bennington	NE	PE	5797
07/15/2016	McAlister, Troy Michael	Houston	TX	PE	13039
07/15/2016	Milbrett, Brandon Mark	New Prague	MN	PE	13040
07/15/2016	Moore, Kevin Todd	Rolla	MO	PE	13041
07/15/2016	Ostendorf, Ronnie L	Lincoln	NE	PE	13042
07/15/2016	Parkins, Geoffrey Todd	Billings	MT	PE	13043
07/15/2016	Perry, William H.	Aurora	IL	PE	13044
07/15/2016	Persyn, Russell Alan	Hondo	TX	PE	9090
07/15/2016	Reiche, Max Emilio	Terre Haute	IN	PE	13045
07/15/2016	Sire, Brandon M	Lincoln	NE	PE	13046
07/15/2016	Sire, Jesse	Lincoln	NE	PE	13047

Date Licensed	Name	City	ST	Profession	#
07/15/2016	Sorensen, Benjamin James	Butte	MT	PE	13048
07/15/2016	Wiesner, Brady Neil	Bremerton	WA	PE	13049
07/15/2016	Zalzali, Wissam	Mission Viejo	CA	PE	13050

**Motion:** By Albertson, seconded by Micko for denial of the following Professional Engineers (PE) by comity based on lack of qualifying experience.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Name	City	ST	Profession
Lim, Hock Hai	Arlington	TX	PE
Rhoades, Randy	Muskegon	MI	PE

## AGENDA ITEM #12 APPROVAL OF BUSINESS APPLICATIONS (MOTION)

**Motion:** By Nelson, seconded by Thingelstad for approval of the following Architect (AR) Business License applications.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Date Licensed	Company Name	City	State	Profession	#
07/15/2016	CGID, llc	North Platte	NE	AR	C-7478
07/15/2016	Fox Inc.	Saint Louis	MO	AR	C-7483
07/15/2016	Fusch Architects	Dallas	TX	AR	C-7485
07/15/2016	Linner Morschen Architects LLC	Bloomington	MN	AR	C-7490
07/15/2016	M3A Architecture, PLLC	Jackson	MS	AR	C-7491
07/15/2016	RIM Architects, LLC	Anchorage	AK	AR	C-7495
07/15/2016	RVK Architects	Roberts	WI	AR	C-7497
07/15/2016	Scheid Architectural PLLC	Buffalo	NY	AR	C-7498

**Motion:** By Peters, seconded by Thingelstad for approval of the following Land Surveyors (LS) Business License applications.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Date Licensed	Company Name	City	State	Profession	#
07/15/2016	Blew & Associates P.A.	Fayetteville	AR	LS	C-7475
07/15/2016	Continental Mapping Consultants, Inc.	Sun Prairie	WI	LS	C-7479
07/15/2016	Hamilton Land Surveying	Dubois	WY	LS	C-7487
07/15/2016	Murphy Geomatics	Raleigh	NC	LS	C-7493
07/15/2016	Topographic Land Surveyors Inc.	Burleson	TX	LS	C-7499

**Motion:** By Micko, seconded by Albertson for approval of the following Professional Engineers (PE) Business License applications.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Date Licensed	Company Name	City	State	Profession	#
07/15/2016	A2H, Inc.	Lakeland	TN	PE	C-7472

Date Licensed	Company Name	City	State	Profession	#
07/15/2016	Anderson Engineering of New Prague Inc.	New Prague	MN	PE	C-7473
07/15/2016	Arthur Engineering, LLC	Sylvania	GA	PE	C-7474
07/15/2016	Bordenet Civil Eng. & Land Surveying, LLC	Indianapolis	IN	PE	C-7476
07/15/2016	Bowers Engineering Services	Auburn	IN	PE	C-7477
07/15/2016	CSF Consulting, L.P.	Houston	TX	PE	C-7480
07/15/2016	Dewain William Hodge Jr.	Rogers	AR	PE	C-7481
07/15/2016	Edward R. Zabala, P.E.	Conway	SC	PE	C-7482
07/15/2016	Franklin Engineers & Consultants	Pearland	TX	PE	C-7484
07/15/2016	Gralund Engineering, Inc.	Salem	OR	PE	C-7486
07/15/2016	Lammers Engineering LLC	Crofton	NE	PE	C-7488
07/15/2016	Leuthold Plbg., Htg., & Elec., Inc.	Lester	IA	PE	C-7489
07/15/2016	Max E Reiche	Terre Haute	IN	PE	C-7492
07/15/2016	Nero Engineering LLC	Minneapolis	MN	PE	C-7494
07/15/2016	RTM Engineering Consultants, LLC	South Barrington	IL	PE	C-7496
07/15/2016	Watermark Engineering Resources, Ltd.	Aurora	IL	PE	C-7500
07/15/2016	Zalzali & Associates, Inc.	Lake Forest	CA	PE	C-7501

**Motion:** By Albertson, seconded by Peters for denial of the following Professional Engineers (PE) Business License applications based on denial of the comity applications.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Company Name	City	State	Profession
Rhoades Engineering Corporation	Muskegon	MI	PE
Sabre Industries, Inc.	Alvarado	TX	PE

---

#### AGENDA ITEM #13 APPROVAL OF PREVIOUS COMITY AND BUSINESS APPLICATION (MOTION)

**Motion:** By Micko, seconded by Albertson for approval of the following previous Professional Engineer (PE) Comity License application.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Date Licensed	Company Name	City	State	Profession	#
07/15/2016	Tomlin, Zack Lee	Raleigh	NC	PE	13052

**Motion:** By Micko, seconded by Albertson for approval of the following previous business Professional Engineer (PE) Business License application.

**Action:** 7-0 AYE (Micko, Nelson, Olson, Peters, Thingelstad, Williams and Albertson)

Date Licensed	Company Name	City	State	Profession	#
07/15/2016	Maple Engineering, PLLC	Raleigh	NC	PE	C-7502

---

**AGENDA ITEM #14 ANNUAL, ZONE, COMMITTEE REPORTS & UPCOMING MEETINGS\***

**PREVIOUS** - 06/15/16 to 06/18/16 - NCARB Annual Meeting; Seattle, WA (Williams, Patterson)

NCARB Annual Business Meeting - Day 1 Recap  
NCARB Annual Business Meeting - Day 2 Recap

**UPCOMING** - 08/24/16 to 08/27/16 - NCEES Annual Meeting; Indianapolis, IN (Albertson, Micko, Peters, Thingelstad, Patterson) - Albertson & Peters not able to attend; Micko and Patterson as funded Delegates; Thingelstad funded as first-time attendee

10/27/16 to 10/29/16 - NCARB Board Chair/MBE Summit; Columbus, OH (Williams And Patterson)

**Motion:** By Nelson, seconded by Micko for approval of Williams and Patterson to attend NCARB Summit in Columbus, OH.

**Action:** 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

---

**AGENDA ITEM #15 CORRESPONDENCE (FOR REVIEW AND DISCUSSION, IF DESIRED)**

Compliment  
NCARB Invitation to Licensing Advisors Community Webinar  
Google Analytics Report for Board Website  
NCARB Region 5 Thank you  
Gina Spaulding - Retirement  
NCEES - E3 System Updates  
NCARB - Derek Haese - Farewell  
South Dakota DLR - new logo

Other various board correspondence/Email

The Board briefly reviewed each of the above items.

---

**AGENDA ITEM #16 FUTURE BOARD MEETING SCHEDULE**

September 23 and November 18

---

**AGENDA ITEM #17 ADJOURNMENT (MOTION)**

**Motion:** By Micko, seconded by Albertson to adjourn the meeting.

**Action:** 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

There being no further business, at the hour of 10:48 a.m. the Board meeting of the South Dakota Board of Technical Professions adjourned.



Kathryn Patterson, Executive Director

Submitted by Susan Neuf, Secretary, SDBTP

---

**ACTIVITIES REPORT FOR THE YEAR 2016**

DATE	ASSESSOR			AR			AR/LA			LA			LS			PE			PE/AR		
	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT
1/31	6	4	10	108	747	855	1	0	1	17	37	54	117	278	395	908	3175	4083	1	3	4
2/28	6	4	10	108	745	853	1	0	1	17	37	54	117	277	394	908	3171	4079	1	3	4
3/31	6	4	10	110	757	867	1	0	1	18	38	56	117	282	399	912	3197	4109	1	3	4
4/30	6	4	10	110	754	864	1	0	1	18	38	56	117	280	397	912	3193	4105	1	3	4
5/31	7	4	11	112	756	868	1	0	1	18	38	56	118	279	397	932	3226	4158	1	3	4
6/30	7	4	11	112	754	866	1	0	1	18	38	56	117	278	395	921	3216	4137	1	3	4
7/31	8	4	12	113	764	877	1	0	1	18	37	55	118	285	403	924	3240	4164	1	3	4
8/31	8	4	12	113	761	874	1	0	1	18	39	57	115	286	401	923	3238	4161	1	3	4
9/30		0			0			0			0			0			0			0	
10/31		0			0			0			0			0			0			0	
11/30		0			0			0			0			0			0			0	
12/31		0			0			0			0			0			0			0	

DATE	PE/LA			PE/LS			PE/LS/R			PE/R			REMIANIATOR			LICENSEES			BUSINESS		
	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOTAL	RES	NON	TOT
1/31	0	1	1	63	16	79	1	1	2	14	8	22	21	20	41	1257	4290	5547	290	1971	2261
2/28	0	1	1	63	16	79	1	1	2	14	7	21	21	20	41	1257	4282	5539	290	1969	2259
3/31	0	1	1	63	16	79	1	1	2	14	7	21	22	20	42	1265	4326	5591	285	1977	2262
4/30	0	1	1	63	16	79	1	1	2	14	7	21	22	20	42	1265	4317	5582	284	1975	2259
5/31	0	1	1	63	16	79	1	1	2	14	7	21	22	19	41	1288	4351	5639	283	1978	2261
6/30	0	1	1	63	16	79	1	1	2	13	8	21	22	19	41	1276	4338	5614	283	1976	2259
7/31	0	1	1	63	16	79	1	1	2	13	8	21	22	19	41	1283	4377	5660	282	1996	2278
8/31	0	1	1	63	16	79	1	1	2	13	8	21	22	19	41	1279	4375	5654	280	1998	2278
9/30		0			0			0			0			0			0	0		0	
10/31		0			0			0			0			0			0	0		0	
11/30		0			0			0			0			0			0	0		0	
12/31		0			0			0			0			0			0	0		0	

		JAN	FEB	MAR	APR	MAY	JUNE
Business		2261	2259	2262	2259	2261	2259
Active		5547	5539	5591	5582	5639	5614
Inactive		240	239	240	242	242	245
Retired		169	169	170	170	171	171
<b>TOTAL</b>		<b>8217</b>	<b>8206</b>	<b>8263</b>	<b>8253</b>	<b>8313</b>	<b>8289</b>

		JULY	AUG	SEPT	OCT	NOV	DEC
Business		2278	2278				
Active		5660	5654				
Inactive		248	250				
Retired		174	173				
<b>TOTAL</b>		<b>8360</b>	<b>8355</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**ACTION ITEMS**

	<b>Initial Date</b>	<b>Action</b>	<b>Decision</b>	<b>Responsible Person(s)</b>	<b>Status</b>
1	05/31/2013	Building Officials Guide	Update information for posting to website	Board / Building Officials	Presented to SD Bldg. Officials on 07/21/16 - draft for Board Review
2	03/20/2015	Outreach to assoc. of counties, co. commissioners, and/or rural permitting agents	Pursue outreach to benefit from Board knowledge	Board	In Progress
3	07/26/2013	Rewrite Petroleum Release Exam - review experience required for Assessor & Remediator	Update with new references; new questions; and separate exam for Assessor/Remediator	Dennis/Mike/ Staff	SD Assoc. of Environmental Prof. offered to help re-write
4	01/14/2015	Use of Board reserve funds	Contact state auditor for how funds may be used	Mike / Drake / Staff	In Progress - 10 iPads purchased for Board
5	05/02/2016	Update of DLR Website and BToP Website	Update references to Blue Book effective 07/01/16 - Update all applications and forms on website	Staff/BIT	In Progress
6	05/02/2016	Update of Administrative Rules to allow for CBT of Principles of Surveying Exam	Update references to deadlines for PS and remove 12/31/2015 date for FS exam application to review under 2011 rules	Board/Legal Counsel/Staff	In Progress
7	07/15/2016	Research hiring of half time investigators - one east river & one west river	Work with BOP to see if possible to change current .5 position to a full-time position to be split between east & west river investigators	Board/Legal Counsel/Staff	In Progress

as of 09/06/16



**MBA REPORT  
NCEES BOARD OF DIRECTORS MEETING  
ANCHORAGE ALASKA  
MAY 22-23, 2016**

**Purpose:** The purpose of the MBA Report following the NCEES Board of Directors Meeting is to highlight items of importance to Member Board Administrators. Each issue was presented by the assigned Board liaison or staff member as appropriate. Reports for each agenda item were submitted as part of the Board materials and covered in detail. A copy of the meeting minutes will be available on the NCEES website.

**Attendance:**

Michael Conzett, PE – President  
Daniel Turner, PhD, PE, PLS – President Elect  
David Widmer, PLS – Past President  
Gary Thompson, PLS – Treasurer  
Christy VanBuskirk, PE – Central Zone Vice President  
Roy E. Shrewsbury, PS – Northeast Zone Vice President  
Theresa Hodge, PE – Southern Zone Vice President  
Patrick Tami, PLS – Western Zone Vice President  
Jerry Carter – Chief Executive Officer  
Davy McDowell, PE – Chief Operating Officer  
David Cox – Director of Kentucky Board and MBA Committee Representative

**MEETING REPORTS**

**Participating Organizations Liaison Council (POLC)**

NCEES hosted the 2016 POLC meeting in Atlanta Georgia on March 5, 2016. Representatives from 19 of the 24 POLC member organizations were in attendance. Each member discussed their organization's body of knowledge (BOK), if one existed. It was explained that the information was being requested on behalf of the NCEES Education Committee which continues to investigate potential alternate pathways to licensure.

## **ABET Governance Meeting**

The spring ABET governance meetings took place March 11-12, 2016. Significant information included:

- Confirming Gary Thompson, PLS as the NCEES ASAC commissioner.
- Comments regarding proposed changes to EAC Criterion 3 and Criterion 5 need to be made by early June. However, it appears the comment period will likely be extended. ABET Director Michael Milligan will present an update and rationale for the changes at our August annual meeting.
- ABET now accredits 3,569 programs at 714 institutions worldwide.

## **COMMITTEE LIAISON ACTIVITIES**

The Board discussed the draft committee reports and motions for the Committee on Finances, Committee on Awards, and the Committee on Nominations. The other committee reports were discussed at the previous Board meeting. Copies of the committee reports will be provided in the Conference Report available in early July.

## **OTHER REPORTS**

### **Finance Report**

Financial statements for the seven months ended April 30, 2016 were presented. The results are favorable including revenues exceeding budgeted amounts due to increased exam volumes, both CBT and paper and pencil.

### **Examination Update**

The April 2016 volume of PE and SE examinees was greater than budgeted and exceeded both last year's numbers and the last five spring administrations average.

The PS volume continues to decrease and was below budget, last year, and the last five spring administrations average.

The volume of FE examinees is moving in a positive direction. Volumes are well ahead of last year heading into the final window of the 2015-16 fiscal year. The FS volume is up slightly compared to last year.

## **DISCUSSION / ACTION ITEMS**

### **Composition of Examination Committees**

The Board discussed current exam development policies and procedures related to exam committee volunteers. There will most likely be charges to EPE, EPS, and EPP to develop more formal procedures regarding the make-up of exam writing committees.

### **Boards in Arrears 90 Days Prior To Annual Meeting**

The Board discussed three member boards that have not fully paid the required membership fees. Per NCEES Bylaws Section 10.012:

*“Any Member Board in arrears in membership fees 90 days prior to the Annual Business Meeting shall be placed in inactive status by the Board of Directors. Member Boards in an inactive status shall not be entitled to vote. Individual members of Member Boards may not hold office or serve on committees. Representatives of boards in inactive status may attend meetings of the Council and may have the privilege of the floor.”*

The Board discussed the matter at length including what flexibility, if any, the Board may have. Part of the discussion was the language of the Bylaws; including the word “shall”. The Board voted to invoke Bylaws Section 10.012 and place the three member boards in inactive status effective May 27 (90 days prior to the annual meeting). The member boards will be returned to active status upon payment of the amounts in arrears.

### **Annual Meeting 2020**

2020 will be the 100<sup>th</sup> anniversary of NCEES, with the very first annual meeting having been held in Chicago. Therefore, Chicago has been selected as the site and staff will move forward with negotiations with the Chicago Marriott Downtown Magnificent Mile property.

### **International Engineering Alliance (IEA) Meeting**

NCEES and ABET will co-host the 2017 IEA meeting in Anchorage Alaska. NCEES and ABET will each contribute approximately \$35,000 to help cover the cost of the meeting.

## **Enhanced Communication with NCEES Member Boards**

Although NCEES is fortunate to have the engagement of a number of members of member boards and their Member Board Administrator (MBA), there are a significant number who have never attended an NCEES meeting, have never served on an NCEES committee or task force and in many cases, have a limited understanding of the services that NCEES provides member boards other than the development of the licensure examinations. At the 2016 NCEES Annual Meeting, a workshop will be conducted on "Leadership Exploration and Development within NCEES" in an attempt to encourage more individuals to consider leadership positions in NCEES and to provide additional information about NCEES the organization. Even if this workshop is successful, it will be limited to those attending the Annual Meeting.

The NCEES Board has previously discussed the need for presentations at meetings of member boards by NCEES leadership to disseminate information about NCEES and to respond to questions. This would afford the opportunity to address all members of a member board and their staff, discuss NCEES services and initiatives and to provide the opportunity to address questions or to dispel any misconceptions that might exist. In order to further this goal, the Board approved a plan to extend the opportunity for a member of the NCEES leadership to attend meetings of member boards to improve the lines of communication.

A communication will be submitted to all NCEES member boards subsequent to the 2016 Annual Meeting that extends the offer to have a member of NCEES leadership attend a future meeting at no cost to the member board. The offer would be valid between September 1, 2016 and August 1, 2017 which would allow ample time to evaluate the value/success of this initiative. Requests would be submitted to NCEES headquarters and passed along to the NCEES President who will determine who from NCEES leadership will attend.

NCEES staff would develop talking points and provide literature to disseminate to the member board regarding NCEES services and on-going initiatives.

## **ANNUAL MEETING COMMITTEE REPORTS WITH MOTIONS**

The Board reviewed and discussed all motions. For each motion, the Board determined whether to endorse, not endorse, or take no position. The Board then decided if the motion should be placed on the consent agenda.

Details of the motions and the committee reports will be provided in the Conference Report be available in early July.

## **ANNUAL MEETING COMMITTEE REPORTS WITH NO MOTIONS**

The Board reviewed and discussed all committee reports.

Copies of the committee reports will be provided in the Conference Report available in early July.

### **Southern Zone Resolution**

The "RESOLVED" portion of the resolution is:

*"That NCEES Financial Policy 4 be amended to state that each zone shall be granted an equal sum of money each year from the funds of the Council for up to 75 members. Additional funding by the Council for attendance above 75 members shall be granted to the respective zone at \$200 per member."*

The Board discussed the resolution and voted to take no position.

### **Northeast Zone Resolution**

The "RESOLVED" portion of the resolution is:

*"That the NCEES board of directors stay the motion passed at its February 2016 board meeting concerning attesting to qualifications allowing applicants to take the professional exams offered by NCEES; be it further RESOLVED that a task force or special committee be formed to study this issue because this subject impacts a number of areas of NCEES; This group would be charged to develop a recommendation for approval by the Council at the 2017 annual meeting."*

The Board discussed the resolution and voted to not endorse. This option had been requested by some Member Boards and the Board was acting to provide such a service. The option is not required and each Member Board will be free to select an approval option that suits their needs; from this "automatic" option to complete manual approval by the Member Board. The full rationale will be provided in the Conference Report be available in early July.

## **NEW BUSINESS**

The Board approved an additional \$35,000 to complete the development of the CBT Chemical PE reference. The Chemical exam will be the first CBT PE exam; converting from paper and pencil in early 2018.

The Board also discussed Council investments and a meeting is scheduled in July with the investment management firm.

## **CONCLUSION**

NCEES members are lucky to have such a hardworking Board of Directors and staff. They worked diligently through the agenda items with great care. I would like to thank them on behalf of myself, the MBA Committee, and all MBAs for continuing to include us at their meetings. It is a great opportunity to provide input and feedback on a variety of topics.

Respectfully submitted,

David Cox  
MBA Committee Member  
Executive Director - Kentucky State Board of Licensure for Professional  
Engineers and Land Surveyors

## NEWS RELEASE

May 23, 2016

Contact: Tom Dodd, Ph.D., P.E.

Exam Development Engineer

tdodd@ncees.org

## NCEES seeks environmental engineers' professional expertise and advice

NCEES is currently seeking licensed environmental engineers to participate in a professional activities and knowledge study, or PAKS, for the PE Environmental exam. The results of this online survey will be used to update specifications for the exam, which is used throughout the United States for licensing purposes.

NCEES requires a cross section of licensed professional engineers practicing environmental engineering—including those working in industry, consulting, the public sector, and academia—to complete an online survey about the tasks and knowledge required of a licensed environmental engineer with 4 to 6 years of experience to practice in a manner that safeguards the health, safety, and welfare of the public. The survey can be completed in about 20 minutes.

“These studies help NCEES ensure its licensing exams remain relevant to current professional practice,” explained Director of Exam Services Tim Miller, P.E. “The value of this PAKS depends on the number of people who participate, so NCEES is eager to get a large response from professional engineers across all areas of environmental engineering.”

For access to the online survey, visit [bit.ly/EnvironmentalPE](http://bit.ly/EnvironmentalPE). Responses must be received by July 20. For more information, contact NCEES Exam Development Engineer Tom Dodd, Ph.D., P.E., at [tdodd@ncees.org](mailto:tdodd@ncees.org) or 864-624-5453.

## ABOUT NCEES

*The National Council of Examiners for Engineering and Surveying is a nonprofit organization made up of engineering and surveying licensing boards from all U.S. states, the District of Columbia, Guam, the Northern Mariana Islands, Puerto Rico, and the U.S. Virgin Islands. Since its founding in 1920, NCEES has been committed to advancing licensure for engineers and surveyors in order to safeguard the health, safety, and welfare of the public.*

*NCEES helps its member licensing boards carry out their duties to regulate the professions of engineering and surveying. It develops best-practice models for state licensure laws and regulations and promotes uniformity among the states. It develops and administers the exams used for engineering and surveying licensure throughout the country. It also provides services to help licensed engineers and surveyors practice their professions in other U.S. states and territories. For more information, please visit [ncees.org](http://ncees.org).*



# CLARB Communiqué

From Chief Executive Officer Joel Albizo

*We're too limited in what we can do.  
That's great for CLARB but we're different--we have more constraints.  
The legislature keeps us on a short leash.  
We're afraid to draw unwanted attention.  
We don't have the resources--we're maxed out already.  
Our board just won't go there.*



All true. Yet, these seemingly extreme constraints may mask opportunity that is cleverly disguised as an unsolvable problem or insurmountable challenge. (Although, as Winston Churchill famously said, it may be very *effectively* disguised!)

So how can regulators **innovate** (the third part of our annual meeting theme) in the face of extreme constraints in a way that best serves public interest? Occasionally (sometimes often) we have to look elsewhere for a new perspective and inspiration and we've found one that I think you'll find interesting, thought provoking-and perhaps more.

The concept is called "[Jugaad Innovation](#)" and it's centered on the Hindi word meaning "frugal." But it's more than that. It's about using creative thinking and problem solving methods in the face of extreme (usually financial) constraints. A philosophy and approach rather than a process, it's based on the assumptions that too many solutions-particularly in the West-are overly complex, expensive and exclusive and that extreme needs exist in the face of extreme constraints and there is broad social value in meeting them.

While the concept is simple, it's far from simplistic and focuses on three goals: solutions should be **frugal**, or resource efficient; solutions should be **flexible** so they can change or evolve as needed; and solutions should be **inclusive** so they serve the needs of many rather than the needs of few. You can see how the three goals interact-for example, an expensive, complex solution isn't likely to be very flexible.

At its May meeting, the CLARB Board of Directors engaged in a 45-minute foresight discussion (proving that these don't have to be long, just frequent) on this very topic after first watching this [18-minute video](#) featuring the author of an excellent book on the subject. We then invited the group to take these principles and complete this sentence: "What if we..." What followed was a very creative and surprising, robust conversation that surfaced new ideas, ways of thinking, perspectives and additional clarity. Our staff completed a similar exercise and we've begun to actively use the concept in our daily work.

If you can find the time (18 minutes) to watch this, I guarantee that it will stimulate your thinking in a good way! If you're more of a reader, here's a good [summary](#) or you could get the [book](#).



So how does all this relate to the work of a licensure board? What's the relevance? I'd propose that it is useful in at least three ways:

- Many of our persistent challenges are likely not solvable by conventional thinking and practices. If they were, we'd have solved them already.
- While none of us know what the future will look like, there are some powerful clues as we learned in the recent ["In the Know"](#) webcast on foresight.
- We can all use a simple way to think about, and *do*, innovation.

As you can see in the above summary link, this thinking is beginning to capture the imagination of Western firms that are, frankly, stuck within the big, complex, expensive, inflexible mode.

For those of you who check this out, I'd be interested to hear what you think.

Enjoy your summer and I look forward to hearing your "What if we..." idea in Philadelphia.

*This publication is designed to provide timely updates on the actions and discussions of the NCARB Board of Directors immediately following meetings. Please remember that the information provided here may be confidential and will be indicated as such when necessary.*



The National Council of Architectural Registration Boards' (NCARB) Board of Directors (BOD) convened in advance of its 2016 Annual Business Meeting this week in Seattle. Led by President/Chair of the Board Dennis S. Ward, FAIA, NCARB, the Board reviewed the 10 resolutions that were voted on by the 54 Member Boards at the Annual Business Meeting, the organization's financials, and a draft of the FY17 budget.

Past President Dale McKinney, FAIA, NCARB, reflected on his tenure with the Council, including his many years on the Board of Directors. During this time, NCARB was actively involved in shaping the discussion surrounding the use of titles within the architectural community and spearheading the sun-setting of the term "intern."

#### *Proposed Resolutions for 2016 Member Board Actions*

Secretary Terry L. Allers, AIA, NCARB, reviewed the 10 resolutions up for a vote by delegates at the Saturday session of this year's Annual Business Meeting.

Member Boards voted on a resolution approving a Mutual Recognition Arrangement with Australia and New Zealand, enabling U.S. architects to earn reciprocal licenses abroad. Several resolutions regarded changes to NCARB's official documents, incorporating updates to the Architect Registration Examination® (ARE®) 5.0 and the Architectural Experience Program® (AXP®). Other resolutions entailed granting retired practitioners with an

honorary title of "Emeritus Architect," offering an alternative path to NCARB certification for architects without an accredited degree, and including new provisions to registration requirements for military personnel.

## General Board Business

### *President's Report*

President Ward updated the Board of Directors on recent activities. In May, Ward and CEO Michael Armstrong attended the AIA National Convention in Philadelphia, where Ward announced the simplification and reduction of fees for NCARB's key programs and met with the leaders of collateral and international organizations.

Ward also announced that an Education Task Force has been established by the five collateral organizations: NCARB, the National Architectural Accrediting Board (NAAB), the Association of Collegiate Schools of Architecture (ACSA), the American Institute of Architects (AIA), and the American Institute of Architecture Students (AIAS). The task force, which will be hosted by ACSA, is intended to focus on blue-sky thinking.

### *NCARB Finances*

Treasurer David L. Hoffman, FAIA, NCARB, presented fiscal year-end financial reports, which indicate that income will be 10.5 percent higher than budget expectations.

This is largely driven by higher demand for ARE 4.0 prior to the launch of ARE 5.0 on November 1, 2016.

Hoffman noted that NCARB's income from applications, transmittals, and renewals has also increased over the 2015 fiscal year.

Expenses are nearly 5 percent below budget, which is consistent with the level of spending from the previous year. The net income over expenses is expected to be \$3 million for the fiscal year. After funding development for a new website, the majority of this net income has been invested in the Council's Long-term Reserve Fund. The Council's long-term reserve fund reached its highest point ever during May of this fiscal year, providing 7.5 months of savings for risk mitigation and new opportunities. The balance of the Long-term Reserve Fund remains \$2 million below the minimum target balance established by the Board in December 2014.

Operating and short-term reserve funds are both fully funded, allowing for three months of funding for short-term needs.

### Centennial Fund

The Board approved the establishment of a limited, short-term fund for special efforts related to the Council's upcoming centennial in 2019. Funds will be used in part for research and development of an archival history of NCARB, its member licensing boards, and the importance of regulation in the protection of the public. Unused funds will be transferred to NCARB's long-term reserves.

### FY17 Draft Budget

Armstrong presented a proposed budget for fiscal year 2017, which begins on July 1. The balanced budget includes fee reductions recently approved by the Board of Directors as well as funding for the launch of ARE 5.0; dual delivery of ARE 4.0 and ARE 5.0; increased investment in NCARB's data sharing services for Member Boards; launching new Model Law and Resilience task forces; upgrading the NCARB website; a biennial conference for

Member Board Chairs and Member Board Executives; partnering with AIAS' Freedom by Design initiative; and the temporary hiatus of the NCARB Award. Armstrong also shared a multi-year forecast that includes preparation for expected deficits in FY18 and FY19 due to reduced fees and streamlined programs that are expected to reduce overall costs for licensure candidates. The forecast shows a return to a balanced budget in 2020.

### CEO Update

Armstrong provided an update on the upcoming launch of the AXP on June 29 and reviewed the agenda for activities taking place this week. In addition to the proposed resolutions, some of the week's highlights include workshops on the launch of ARE 5.0, the use of technology in board meetings, and state responses to the Supreme Court decision in *North Carolina Dental Board v. FTC*; as well as updates to NCARB programs and the election of the FY17 Board of Directors.

The newly seated Board of Directors will convene on Sunday, following the close of the Annual Business Meeting, to vote on the FY17 budget, among other housekeeping activities.

*This publication is designed to provide timely updates on the actions and discussions of the NCARB Board of Directors immediately following meetings. Please remember that the information provided here may be confidential and will be indicated as such when necessary.*



President Kristine A. Harding, NCARB, AIA, convened the first meeting of the [FY17 Board of Directors](#) of the National Council of Architectural Registration Boards (NCARB) following the organization's 97th Annual Business Meeting in Seattle. The Board approved the FY17 budget, discussed [resolutions](#) voted on by the membership, and reviewed key initiatives for the fiscal year commencing on July 1, 2016.

## Resolutions

The Board of Directors discussed the impact of resolutions passed on Saturday, June 18, at the culmination of the Annual Business Meeting.

The [first resolution](#), passed by Member Boards facilitates reciprocal registration between the U.S., Australia, and New Zealand. CEO Michael Armstrong reminded the Board that a minimum of 28 jurisdictions will need to sign the Mutual Recognition Arrangement by December 31, 2016. The [second resolution](#) passed by Member Boards will streamline the education requirements for licensed architects seeking an NCARB Certificate without a NAAB-accredited degree. This program is expected to go into effect no later than June 2017, following necessary system development prior to launch.

The Board also discussed various ways to market this opportunity to architects seeking certification to reach a larger portion of the architect community.

Armstrong discussed the implementation of the remaining resolutions passed by Member Boards, which require updates to Council documents such as the *NCARB Bylaws* and the *NCARB Legislative Guidelines and Model Law/Model Regulations*. These documents are updated every fiscal year, and should be available for Member Boards in July.

## FY17 Budget & Key Initiatives

The Board approved a balanced budget of \$27.4 million presented by newly elected Treasurer Terry L. Allers, AIA, NCARB.

### *Increased Transparency*

The Board discussed the importance of encouraging increased transparency and member feedback in FY17. Going forward, these efforts will be focused on extending the comment period from 90 to 120 days, exploring additional opportunities for members to interact through the Member Resources section, and sharing Board of Director meeting agendas with Member Board Executives (MBEs) prior to Board meetings.

## *Updating Model Law*

Another key initiative for the coming year is updating *NCARB's Model Law*. In response to the 2016 resolutions, Member Boards will need to individually adopt the updates to *Model Law*. NCARB's Council Relations Directorate will be available to assist Member Boards with this process.

President Harding also reviewed the Model Law Task Force that has been established for FY17. A blue-sky conversation about *Model Law* is on the agenda for the September Board of Directors meeting.

## *Assisting Member Boards*

In addition to helping Member Boards adopt new *Model Law* updates, the Board discussed other ways NCARB can assist Member Boards in FY17. These include expanding NCARB's video services with the addition of a full-time videographer and small studio, and making Customer Relations staff available to boards to provide in-person training.

Armstrong updated the Board on two recent changes to the NCARB office: staffing is at full capacity for the first time in several years, and the current internal review process is being revised to focus on a more progressive quarterly coaching system. Harding and Armstrong briefed the Board on the partnership in development between NCARB and the International Code Council (ICC).

The Board meeting concluded with a review of the Annual Business Meeting sessions and discussions regarding post-meeting communication.



### June 2016

#### Important Dates and Reminders

- **June 30** -- "In the Know" webcast at 3 p.m. EDT
- **July 22** -- Registration closes for the August L.A.R.E. administration
- **August 1-13** -- August L.A.R.E. administration
- **August 31** -- Annual Meeting hotel registration deadline
- **September 2** -- Annual Meeting attendee registration deadline
- **September 22-24** -- Annual Meeting in Philadelphia, Pennsylvania

Visit the [CLARB website](#) for information about Board of Directors' meetings and minutes.

### Announcing the Slate of Candidates for the 2017 Board of Directors and Committee on Nominations Elections



The Committee on Nominations is pleased to announce the slate of candidates for the Board of Directors and Committee on Nominations elections. **Get to know the candidates, in their own words, through interviews and bios on the [election website](#).**

#### How to Vote for Officers and Committee on Nominations Members

Each Member Board may cast one [ballot](#) in the election of officers and members of the Committee on Nominations. Each ballot must be accompanied by a [credentials letter](#) indicating your Board's voting delegate. Ballots and credentials letters may be mailed or emailed to [Veronica Meadows](#) so they are received at the CLARB office by Friday, September 16 or these items may be turned in at the Annual Meeting no later than noon on Friday, September 23.

#### How to Vote for Regional Directors

Each Member Board in Regions 2 and 4 may cast one vote in their respective Regional Director election. Regional elections will be held *during the regional webcasts in August*. Dates for the regional webcasts will be announced in July.

#### Additional Information

[Visit the website](#) to learn more about the positions up for election, the candidates and the elections processes. If you have questions or would like more information, please refer to [Article VII, Section 6 of the Bylaws](#) or contact [Veronica Meadows](#).

## Advocating for Common Sense Regulation



As a Governing Member of the Federation of Associations of Regulatory Boards (FARB) and as a member of FARB's Advocacy Committee, CLARB is collaborating with regulatory association peers (architects, engineers, medical boards, appraisers, and many more) to concentrate a broader range of talent and influence in support of common-sense regulation.

During the June "In the Know" webcast, learn more about FARB and its mission and how CLARB's involvement in FARB benefits not only the CLARB Community but the regulatory community at large. Plus, hear an update on FARB's advocacy efforts from Stephen Nutt, FARB's Chief Advocacy Officer who will be a guest speaker at our Annual Meeting.

**Mark your calendar and plan to join us on Thursday, June 30 at 3 p.m. EDT / 2 p.m. CDT / 1 p.m. MDT / Noon PDT.**

Accessing the webcast is easy!

### Computer

- Step 1: Log in. There's no need to pre-register. [Simply log in when it's time to begin.](#)
- Step 2: Dial in. Dial 1-800-501-8979 and enter access code 9499463.
- Prior to joining the webcast, we recommend that you test your computer for [compatibility](#).

### iPad

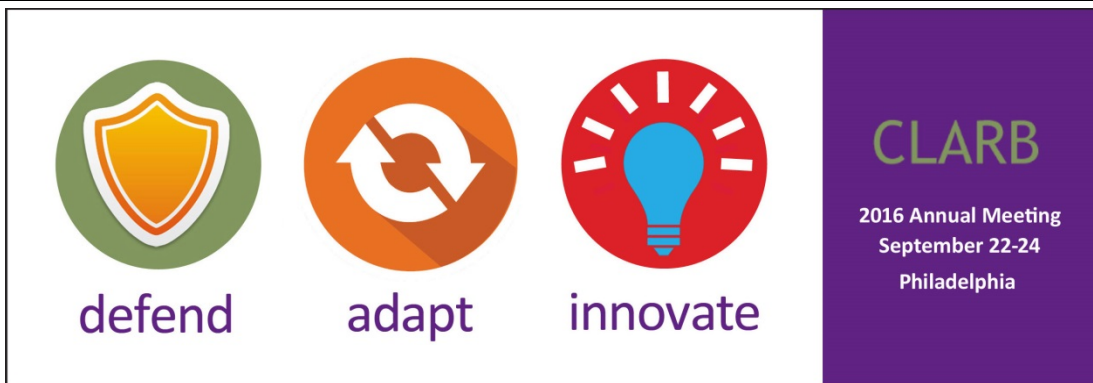
- Install/launch the app. (The app is named Level 3 Web Meeting.)
- Enter the conference phone number: 8005018979 (no dashes).
- Enter the access code: 9499463.
- Follow the prompts to join the meeting.
- Use your phone to dial 1-800-501-8979 and enter access code 9499463.

---

About CLARB's "In the Know" Series

This series is designed to ensure that you are "in the know" about key issues, programs,

activities and processes that are part of CLARB's work on behalf of you, our members. The events are prepared for your benefit and exclusive use and we respectfully ask that access information for these events not be shared with the public. [Visit the "In the Know" archive](#) to access recordings and documents from previous events.



## Defend, Adapt and Innovate at This Year's Annual Meeting

Join the CLARB Community of North American regulatory boards September 22-24 in Philadelphia to learn more about our recommended three-pronged approach - **Defend, Adapt, Innovate**. This new ongoing approach will help our community effectively partner to not only survive but thrive in today's changing environment.

The **Defend** portions of the meeting will focus on preserving boards' ability to protect the public. You will have the unique opportunity to hear the latest information on several key topics including:

- **2016 Task Analysis Results**  
We will share results of the 2016 survey regarding the practice of landscape architecture across North America and provide a glimpse into the practice globally. We will also discuss how the L.A.R.E. will change as a result, as well as possible implications for regulation.
- **Trends in Regulation**  
Stephen Nutt, Chief Advocacy Officer, Federation of Associations of Regulatory Boards (FARB), will discuss trends across all regulated professions and share potential implications and key lessons learned to inform defense of landscape architecture regulation and relevancy of licensure into the future.

You can learn more about additional **Defend** topics at the meeting as well as other session offerings [here](#).

### Meeting Registration

MBEs, please register your jurisdiction's attendees by contacting Missy Sutton via [email](#) or phone (703-949-9466 direct). Once registered, attendees will receive a confirmation email with next steps including booking flights, making hotel reservations and registering guests.

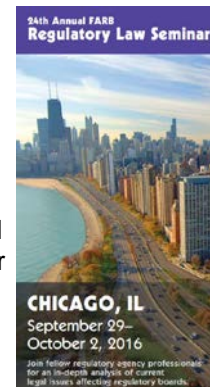


To help you get the most benefit from the meeting, we're once again offering a 50% discount on one registration fee if an MBE and MBM from your jurisdiction attend together. Registration fees are the same as last year (\$950 for attendees, \$250 for guests).

Questions? Contact [Missy Sutton](#) or visit the [Annual Meeting website](#).

## Oversight, Antitrust and the Supreme Court: FARB's 2016 Regulatory Law Seminar

The U.S. Supreme Court's decision in the case of the North Carolina State Board of Dental Examiners v. Federal Trade Commission (FTC) has created uncertainty in the regulatory law community and has created the potential for increased risk and antitrust claims. Regulatory boards depend heavily on their legal counsel to stay up-to-date on regulatory law issues especially in today's environment.



At this year's [Regulatory Law Seminar](#), the Federation of Associations of Regulatory Boards (FARB) will bring together experts and attorneys from across the country to discuss latest trends, cases, and the impacts to those representing regulatory boards and developing administrative law.

The seminar is designed for assistant attorneys general and board legal counsel focusing on the top issues affecting regulatory boards. This is a great opportunity for your board's legal counsel to learn about and discuss the trends and topics the regulatory community is facing while networking with other jurisdictions' representatives in an interactive and open environment.

Sessions include:

- "Cease and Desist: Should we cease and desist using cease and desist?"
- "Regulatory State of the Union."
- "Recent Regulatory Lawsuits: Spotlight on antitrust violations."
- "Delegation of Authority: Oversight through legislation."

New this year is an optional Thursday evening session, "Navigating Law and Ethics for the Regulatory Lawyer," which will focus on professional conduct as it relates to legal ethics for the government attorney.

As a Governing Member of FARB, CLARB will be represented at this year's seminar taking place September 29-October 2 in Chicago, Illinois. Click [here](#) to learn more about what the Regulatory Law Seminar can offer your jurisdiction's legal counsel, CLE credit hours, and to register to attend.



## FAST FACTS

## June 29, 2016: Implementation Day

With the launch of the Architectural Experience Program (AXP), the new e-Portfolio option, fee adjustments, and a new alternative to certification for foreign architects, there are a lot of changes headed your way on June 29, 2016. We're excited for these new updates, and we hope you will be, too—especially once you've read the facts.

### What You Need to Know about the AXP

The Intern Development Program, better known as IDP, will retire on June 28 of this year. Don't worry, the program isn't going away; it's just being renamed. Effective June 29, 2016, the program will be called the [Architectural Experience Program](#), or AXP. For those of you with references to IDP in your laws and/or rules, our *Model Law* will propose adding the stipulation "formerly known as IDP" so you do not have to rush to amend your regulations. We are excited for this new chapter!

#### New Experience Areas

Along with the name change, the program's current 17 experience categories will be realigned into [six experience areas](#) that more accurately reflect the general areas of practice identified by the [2012 NCARB Practice Analysis of Architecture](#). The new areas also correspond to the new ARE 5.0 divisions, making the path to licensure simpler to understand. Under this new framework, licensure candidates will be required to document hours in the following areas:

- Practice Management
- Project Management
- Programming & Analysis
- Project Planning & Design
- Project Development & Documentation
- Construction & Evaluation

We've prepared the [Experience Area Map](#) to show how the current experience areas will merge into the six new areas and what the requirements will be. You can also see how the tasks identified in the [Practice Analysis: Internship Report](#) have been linked to the new experience areas.

**\*Due to system restrictions, NCARB will not be able to support jurisdictions that will continue to require applicants to document experience in accordance with the current IDP (17 areas within the four experience categories).**

The AXP has been designed to reduce complexity, align internship components with the current realities and challenges of contemporary practice, and ensure candidates obtain the comprehensive experience essential for competent practice. The newly defined areas reflect how the marketplace, education, and technology impact how experience is gained. Broadening the scope of the program will allow candidates to more freely explore learning opportunities, rather than obsessing over checklists and timesheets.

NCARB

*Celebrating over  
90 years of protecting  
the health, safety, and  
welfare of the public.*

1801 K Street, NW  
Suite 700K  
Washington, DC 20006  
202/783-6500  
[www.ncarb.org](http://www.ncarb.org)

As we gear up for the implementation of AXP, we are excited to share that our team has worked with many jurisdictions to draft new regulations to adopt the changes. Should your board need any assistance in reviewing your current rules or developing regulations to implement the overhaul of the experience areas during this home stretch, feel free to contact Derek Haese, Assistant Director, Member Board Relations, at [dhaese@ncarb.org](mailto:dhaese@ncarb.org) or 202/495-7783.

### **Mystery Solved: the AXP e-Portfolio Explained**

If you've been having trouble distinguishing the Broadly Experienced Intern (BEI) Program, IDP Portfolio Documentation Method, and the [AXP e-Portfolio](#), we have good news: they're all the same.

As part of a continued effort to make the path to architectural licensure more inclusive, design professionals with substantial experience working for an architect will have an opportunity to satisfy AXP requirements through an online portfolio. Approved by NCARB's Board of Directors following feedback from all Member Boards in December, the AXP e-Portfolio option will officially launch on June 29, 2016. Here's what you need to know:

- **Eligibility**

- The AXP e-Portfolio option is designed solely for professionals who put licensure on hold due to career, personal, or economic decisions.
- This option for completing the AXP will only be available to professionals who can document two years of experience that is older than five years.

- **Process**

- Applicants will submit documentation of work experience to a current architect supervisor or mentor to demonstrate acquisition of knowledge/skills and competent performance of the AXP's tasks.
  - Documentation includes work history—such as role, project types, project descriptions, project budgets, etc.
  - Work samples of valid experience will be submitted through an automated e-portfolio system to the supervisor or mentor.
- An architect supervisor or mentor will review the work and attest to satisfaction of the experience requirements per the *AXP Guidelines*.
- NCARB staff architects, Internship, or Education committee members will perform random audits of e-portfolios.

Upon approval of all 96 AXP tasks, the applicant will have formally documented completion of AXP. To qualify for licensure through this alternative option, candidates will also need to meet their licensing board's education and examination requirements and have an active NCARB Record.

**New AXP Fees**

Current fees for licensure candidates completing the experience program are \$350 for three years, followed by \$75 annually thereafter. Starting June 29, the new fees for licensure candidates in the experience program will be \$100 for the first year, followed by \$85 annually renewal.

This change in fee structure is based on current median timelines to complete both the ARE and AXP, and will start reducing the costs for licensure candidates seeking their initial license.

---

## New Alternative to Certification

**BEFA to Join IDP in Retirement**

After over a decade of providing foreign architects with a path to licensure in the United States, the Broadly Experienced Foreign Architect (BEFA) Program will join IDP in the joyous sunshine of retirement.

Thanks to Resolution 2015-02: Revision of the Requirements for Certification of Foreign Architects, the program will be retired and overhauled on June 29. As part of the overhaul, the program name will change to “Alternative to Certification for Foreign Architects.” Passing by a vote of 49-4, the new requirements for certification of foreign architects will be:

- **Education Requirement:** Applicant must hold a recognized education credential in an architecture program that leads to licensure/credential in a foreign country.
- **Registration Requirement:** Applicant must be credentialed in a foreign country allowing unlimited practice that has a formal record-keeping mechanism for disciplinary actions in the practice of architecture.
- **Experience Requirement:** Applicant must complete the requirements of the Architectural Experience Program (AXP).
- **Examination Requirement:** Applicant must pass the Architect Registration Examination® (ARE®).

Application of these requirements for foreign architects will ensure equality among expectations of foreign and U.S. architects. Requiring compliance with two recognized NCARB programs also provides a better assessment of an applicant’s competence in understanding and applying U.S. building codes and laws, accessibility requirements, and practice requirements. It is important to note that in modifying the requirements for certification of foreign architects, applicants will no longer be required to complete a minimum of seven years of practice in the country where they are credentialed as an architect. They will also not be required to compile a dossier of their experience and participate in an interview with the BEA Committee.

Our systems are currently being modified to reflect the new requirements of the program, and beginning June 29, foreign architect applicants will be able to submit an application to NCARB for eligibility into the new program. If the applicant is approved, we will open their ARE eligibilities so he/she can begin scheduling exams. They will also be granted the ability to document their experience. These candidates will be classified as registered architects, so the reporting requirement will not apply.

In the coming days, we will be distributing a survey to all Member Boards to determine implementation details and better understand which boards will accept architects certified via this path.

Good Afternoon Member Board Chairs, Member Board Executives and Regional Chairs:

At the 2016 Annual Business Meeting, *Resolution 2016-01: Mutual Recognition Arrangement with Australia and New Zealand* was passed by the membership with a 45-8-1 vote. Please find attached a letter from President Kristine Harding that includes a *Letter of Undertaking* in respect of the Mutual Recognition Agreement between NCARB, the Architects Accreditation Council of Australia and the New Zealand Registered Architects Board.

To ease preparation for discussion with your Board, the attached file contains the following pieces of information:

- Cover Letter
- Letter of Undertaking
- NCARB-AACA-NZRAB Mutual Recognition Arrangement
- Letter of Good Standing
- Declaration of Professional Experience
- AACA Statement of Evaluation
- NZRAB Evaluation of Records
- Confirmation of Council Certification Template

In order to complete adoption of this agreement, please review the *Letter of Undertaking* with your Board and, if agreeable to the terms, execute the document. As the letter explains, in order for the agreement to become active, we need to achieve signature by more than one half of our Member Boards by **December 31**.


We are respectfully requesting that you include the attached document on the agenda of an upcoming meeting of your Board and return an executed copy of the *Letter of Undertaking* to Maurice Brown ([mbrown@ncarb.org](mailto:mbrown@ncarb.org)) by **December 31, 2016**.

Because we are dealing with a limited timeframe to collect the signed *Letter of Undertaking* from Member Boards and in an effort to prevent me from becoming a nuisance, I would appreciate if you could advise me and Maurice as to when your Board will be addressing this issue. I am hopeful that we have a wide enough window that all Member Boards will easily be able to address this at a meeting to take place between now and the end of the year.

**MEMORANDUM**

**DATE:** 28 June 2016

**TO:** Member Board Chairs  
Member Board Executives

**FROM:** Kristine A. Harding, NCARB, AIA  
President, NCARB 

**RE:** Request for Signatories to the new Mutual Recognition Arrangement with Australia and New Zealand

Kristine A. Harding, NCARB, AIA  
*President/Chair of the Board*  
Huntsville, Alabama

Gregory L. Emy, NCARB, AIA  
*First Vice President/President-elect*  
Reno, Nevada

David L. Hoffman, FAIA, NCARB  
*Second Vice President*  
Wichita, Kansas

Terry L. Allers, NCARB, AIA  
*Treasurer*  
Fort Dodge, Iowa

Robert M. Calvani, NCARB, AIA  
*Secretary*  
Albuquerque, New Mexico

Dennis S. Ward, FAIA, NCARB  
*Past President*  
Florence, South Carolina

David R. Prengaman, AIA, NCARB  
*Director, Region 1*  
Providence, Rhode Island

Susan B. McClymonds, AIA, CSI, CCS, SCIP  
*Director, Region 2*  
Amsterdam, New York

Alfred Vidaurri Jr., FAIA, NCARB, AICP  
*Director, Region 3*  
Fort Worth, Texas

Stephen L. Sharp, AIA, NCARB  
*Director, Region 4*  
Springfield, Ohio

Bayliss Ward, NCARB, AIA  
*Director, Region 5*  
Bozeman, Montana

Jim Oschwald, NCARB, AIA, LEED, AP<sup>BD+C</sup>  
*Director, Region 6*  
Albuquerque, New Mexico

Kingsley Johnson Glasgow  
*Member Board Executive Director*  
Little Rock, Arkansas

John E. Cardone Jr.  
*Public Director*  
Lake Charles, Louisiana

Michael J. Armstrong  
*Chief Executive Officer*

The ability of an architect licensed in a U.S. jurisdiction to lawfully seek and find work abroad depends on their ability to become licensed in that foreign jurisdiction. In February, 2016 a new Mutual Recognition Arrangement was signed by the leaders of the Council, the Architects Accreditation Council of Australia (ACA), and the New Zealand Registered Architects Board (NZRAB).

In late 2014, current and former chairs of NCARB’s Education Committee, Internship Committee, and Examination Committee, along with additional subject-matter experts, were appointed by then-president Dale McKinney, FAIA to review the requirements for licensure in Australia and New Zealand. Through a substantial comparative analysis, this special review team found a significant correlation between the expected professional competencies for practice and the way they were established and assessed in both countries. Furthermore, the detailed comparative analysis revealed that both countries maintain a rigorous and standardized licensure process that parallels NCARB’s.

The terms of this Arrangement follow the lines of our current arrangement with Canada and are strongly founded on accredited education, structured experience, and comprehensive examination; the mainstays of licensure in our U.S. jurisdictions. All three countries also provide for alternative paths to licensure for those without accredited education. Those alternatives, like ours, are appropriately rigorous and include extended periods of experience prior to initial licensure. While this arrangement includes those applicants, the focus of the Arrangement is based on the primary and most often utilized pathway.



**Memorandum to Member Board Chairs and Member Board Executives  
Mutual Recognition Arrangement with Australia and New Zealand  
June 28, 2016  
Page 2**

The fundamental principles of recognition under this Arrangement are:

- Citizenship or lawful permanent residence in the home country,
- Validation of licensure in good standing from the home authority, and
- 6,000 hours (approximately three years) of post-licensure experience in the home country.

An architect who obtained their license through other foreign reciprocal registration procedures would not qualify for reciprocal registration under this Arrangement.

**Implementation of the Arrangement is contingent on more than half of all NCARB Member Boards becoming formal signatories to the Arrangement by December 31, 2016.** Likewise, AACA has the same timeframe to collect signed Letters from all eight of their member jurisdictions. NZRAB represents all registered architects in New Zealand and has secured ratification of the Arrangement. **Once we have collected the required number of signatories, the new arrangement will become effective January 1, 2017.**

Attached to this letter is the MRA and a Letter of Undertaking that we are respectfully asking you to sign on behalf of your Board. Please review this Letter of Undertaking with your fellow Board members and return an executed copy to Maurice Brown ([mbrown@ncarb.org](mailto:mbrown@ncarb.org)) by **December 31, 2016**. We will keep you informed as to the progress of Member Boards who are signing on to the Arrangement. Should you have any questions regarding the Arrangement or its impact, feel free to contact either Kathy Hillegas ([khillegas@ncarb.org](mailto:khillegas@ncarb.org)) or Stephen Nutt ([snutt@ncarb.org](mailto:snutt@ncarb.org)).

**Attachments:**

- Letter of Undertaking
- MRA between NCARB and AACA and NZRAB
- Letter of Good Standing (template)
- Declaration of Professional Experience (template)
- AACA/NZARB/NCARB Statement of Credentials (template)
- Confirmation of Council Certification

***Letter of Undertaking***  
with respect to the

**MUTUAL RECOGNITION ARRANGEMENT**  
between the  
**NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS**  
and the  
**ARCHITECTS ACCREDITATION COUNCIL OF AUSTRALIA**  
and the  
**NEW ZEALAND REGISTERED ARCHITECTS BOARD**

**The National Council of Architectural Registration Boards (NCARB)**  
representing the architectural licensing boards of the 50 United States,  
the District of Columbia, Guam, Puerto Rico, and the U.S. Virgin Islands.

**AND**

**The Architects Accreditation Council of Australia (ACA)**  
representing the architectural licensing boards of the eight states and territories of Australia.

**AND**

**The New Zealand Registered Architects Board (NZRAB)**  
representing the registered architects of New Zealand.

**WHEREAS**, NCARB, ACA, and NZRAB have agreed to and signed a Mutual Recognition Arrangement (Arrangement) dated 10 February 2016, ratified by the architectural licensing authorities represented by NCARB, the architectural licensing authorities represented by ACA, and the NZRAB.

**NOW THEREFORE**, this *Letter of Undertaking* shall be signed, without modification, by each individual licensing/registration authority wishing to participate in the Arrangement.

The undersigned licensing/registration authority, having the authority to register or license persons as Architects within its jurisdiction, wishes to become a signatory to the Arrangement by virtue of this *Letter of Undertaking*. In doing so, the licensing/registration authority agrees to and acknowledges the following:

1. The terms used in this *Letter of Undertaking* shall have the same meaning as defined in the Arrangement between NCARB, ACA, and NZRAB dated 10 February 2016.
2. The undersigned individual has the authority to sign on behalf of the licensing/registration authority.

*Letter of Undertaking*  
MRA between NCARB, AACA, and NZRAB

3. As a signatory to the Arrangement, the undersigned licensing/registration authority will adhere to the fundamental principles of the Arrangement and agrees to accept the *Letter of Good Standing* provided by the home licensing/registration authority and the applicant's personal *Declaration of Professional Experience* as satisfying the eligibility requirements for licensing/registration as set forth in the Arrangement.
4. The undersigned licensing/registration authority will not impose any additional education, experience, or examination requirements, or require the applicant to provide education transcripts, experience verifications, examination scores, or government identification numbers (including, but not limited to, Social Security Numbers or social insurance numbers). However, the host licensing/registration authority may impose familiarity with local laws and other local requirements that also apply to all domestic applicants seeking reciprocal licensure.
5. In keeping with the above, the undersigned licensing/registration authority agrees that it will accept for licensure/registration to practice architecture in its jurisdiction a licensed/registered architect who holds a valid and current NCARB Certificate that has been issued in accordance with the Arrangement and satisfies all conditions outlined within the Arrangement.

**IN WITNESS WHEREOF**, the licensing/registration authority named below has caused the duly authorized person, on its behalf, to execute and deliver this *Letter of Undertaking*.

Entered into on \_\_\_\_\_ '201

By: \_\_\_\_\_  
Name of Licensing/Registration Authority

\_\_\_\_\_  
Name of duly authorized individual and title

\_\_\_\_\_  
Signature

*Copy of Mutual Recognition Arrangement attached*

**MUTUAL RECOGNITION ARRANGEMENT**  
**between the**  
**NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS**  
**and the**  
**ARCHITECTS ACCREDITATION COUNCIL OF AUSTRALIA**  
**and the**  
**NEW ZEALAND REGISTERED ARCHITECTS BOARD**  
**as executed**

**10 February 2016**

---

**The National Council of Architectural Registration Boards (NCARB)**  
representing the architectural licensing boards of the 50 United States,  
the District of Columbia, Guam, Puerto Rico, and the U.S. Virgin Islands.

**AND**

**The Architects Accreditation Council of Australia (AACA)**  
representing the architectural licensing boards of the eight states and territories of Australia.

**AND**

**The New Zealand Registered Architects Board (NZRAB)**  
representing the registered architects of New Zealand.

---

*This **Mutual Recognition Arrangement** has been designed to recognize the professional credentials of architects licensed/registered in the U.S., Australia, and New Zealand and to support their mobility by creating the opportunity to practice beyond their borders. More specifically, the purpose of this Arrangement is to facilitate the registration of an architect licensed in a participating US. jurisdiction as an Australian architect or New Zealand architect; and the licensing of an Australian architect or New Zealand architect as an architect in a U.S. jurisdiction that has agreed to participate in the Arrangement.*

**WHEREAS**, NCARB establishes model regulations for the profession of architecture and promulgates recommended national standards for education, experience, and examination for initial licensure and continuing education standards for license renewal to the 54 Member Boards; as well as establishing the education, experience, and examination requirements for the *NCARB Certificate* in support of reciprocal licensure within the United States;

**WHEREAS**, AACA advocates, coordinates, and facilitates the development of national standards of competency for the profession of architecture through education, practical experience, and examination requirements for initial licensure and license renewal for all eight Australian State and Territory Registration Boards;

**WHEREAS**, NZRAB, as established by an act of the New Zealand Parliament, or its statutory successor, holds the statutory authority to determine the minimum education qualifications, work experience requirements, and assessment procedures for initial registration and license renewal as a registered architect in New Zealand, as well as the responsibility to register, monitor, and discipline all architects registered in New Zealand;

**WHEREAS**, NCARB and the AACA previously ratified Mutual Recognition Agreements in 1973, 1983, and 2006 that were never fully realized; NCARB, the AACA, and the Architects Education and Registration Board of New Zealand (AERB/NZ) ratified separate Practice in a Host Nation Agreements in 2002 that were never fully implemented; and the AERB/NZ no longer exists and has been statutorily replaced by the NZRAB; and NCARB, AACA, and the NZRAB declare all former Agreements no longer exist or are terminated;

**WHEREAS**, the NCARB Member Boards, the Australian State and Territory Boards, and the NZRAB are empowered by statutes to regulate the profession of architecture in their respective jurisdictions, including establishing education, experience, and examination/assessment requirements for licensure/registration and license/registration renewal;

**WHEREAS**, the standards, protocols, and procedures required for entry to the practice of architecture within the United States, Australia, and New Zealand have benefitted from many years of effort by NCARB, AACA, and NZRAB;

**WHEREAS**, NCARB and the AACA are the lead organizations recognized by their individual state and territory registration authorities and the NZRAB has the necessary statutory authority for the negotiation of mutual recognition arrangements for architects with similar foreign authorities;

**WHEREAS**, accepting there are differences between the systems in place in United States, Australia, and New Zealand, nonetheless there is significant and substantial equivalence between the regulatory systems for licensure/registration and recognition of the privilege and obligations of architects registered to practice in the United States, Australia, and New Zealand;

**WHEREAS**, NCARB, AACA, and NZRAB are recognized by the profession as mature and sophisticated facilitators of licensure to which the utmost full faith and credit should be accorded and desire to support reciprocal licensure/registration in the host country of architects who have been licensed/registered in their home country;

**WHEREAS**, any architect actively engaging or seeking to engage in the practice of architecture in any United States jurisdiction, Australian jurisdiction, or New Zealand must obtain the authorization to practice from the jurisdiction, must comply with all practice requirements of the jurisdiction, and is subject to all governing legislation and regulations of the jurisdiction;

**NOW THEREFORE**, NCARB, AACA, and NZRAB agree as follows:

## **1. PARTIES TO THE ARRANGEMENT**

Any NCARB Member Board and any Australian State or Territory Board may become a party to the provisions of this Arrangement by submitting a signed *Letter of Undertaking* to the responsible negotiating representative. The *Letter of Undertaking* is incorporated herewith and includes the binding requirements for the implementation of this Arrangement by each individual signatory jurisdiction. The *Letters of Undertaking* shall be distributed, collected, and maintained by NCARB, AACA, and NZRAB respectively. NCARB and AACA each shall promptly notify the others in writing of all individual signatories. Each NCARB Member Board and each Australian State or Territory Board that executes a *Letter of Undertaking*, and which has not withdrawn from this Arrangement, as well as NCARB, AACA, and NZRAB once they sign this Arrangement below, shall be known as a "Party to this Arrangement."

## **2. ELIGIBILITY REQUIREMENTS**

1. Architects who are able to benefit from the provisions of this Arrangement must be citizens respectively of the United States, Australia, or New Zealand or have lawful permanent residency status in that country as their home country in order to seek licensure/registration in one or the other countries serving as the host country under this Arrangement.
2. Architects shall not be required to establish citizenship or permanent residency status in the host country in which they seek licensure/registration under this Arrangement.
3. Architects must be licensed/registered in a jurisdiction of their home country and must have completed at least 6,000 hours of post-licensure/registration experience practicing as a registered architect in their home country as demonstrated through the provision of proof of current and valid licensure in good standing from the jurisdictional licensing authority and a declaration signed by the applicant attesting to the experience.
4. Notwithstanding items 1, 2, and 3 above, Architects who have become licensed/registered in their home country by means of a foreign reciprocal licensing agreement/arrangement are not eligible under this Arrangement.

### 3. CONDITIONS

#### **A. U.S. Architect to AACA Jurisdiction**

Upon application, those Australian State and Territory Boards who become a Party to this Arrangement agree to license/register as an architect in their respective jurisdiction any U.S. architect who:

1. meets the eligibility requirements listed in Section 2 of this Arrangement, *and*
2. holds a current *NCARB Certificate, and*
3. has been issued *an AACA Statement, and*
4. is currently licensed/registered in good standing by one or more NCARB Member Board(s) that is a Party to this Arrangement.

#### **B. U.S. Architect to NZRAB**

Upon application, the NZRAB agrees to register as an architect in New Zealand any U.S. architect who:

1. meets the eligibility requirements listed in Section 2 of this Arrangement, *and*
2. holds a current *NCARB Certificate, and*
3. is currently licensed/registered in good standing by one or more NCARB Member Board(s) that is a Party to this Arrangement.

#### **C. Australian Architect to NCARB Jurisdiction**

Upon application, NCARB shall issue an *NCARB Certificate* to any Australian Registered Architect licensed/registered in one or more AACA jurisdiction(s) meeting the eligibility requirements listed above.

Upon application, those NCARB Member Boards who become a Party to this Arrangement agree to license/register as an architect in their respective jurisdiction any Australian Registered Architect who:

1. meets the eligibility requirements listed in Section 2 of this Arrangement, *and*
2. holds a current *AACA Statement, and*
3. has been issued an *NCARB Certificate, and*
4. is currently licensed/registered in good standing by one or more Australian State and Territory Board(s) that is a Party to this Arrangement.

#### **D. New Zealand Architect to NCARB Jurisdiction**

Upon application, NCARB shall issue an *NCARB Certificate* to any New Zealand Registered Architect licensed/registered by the NZRAB meeting the eligibility requirements listed above.

Upon application, those NCARB Member Boards who become a Party to this Arrangement agree to license/register as an architect in their respective jurisdictions any New Zealand Registered Architect who:

1. meets the eligibility requirements listed in Section 2 of this Arrangement, *and*
2. holds a current *NCARB Certificate, and*
3. is currently licensed/registered in good standing by the NZRAB.

#### **4. MONITORING COMMITTEE**

A Monitoring Committee is hereby established to monitor the performance of all signatories who have agreed to be bound by the terms and conditions of this Arrangement to assure the effective and efficient implementation of this Arrangement.

The Monitoring Committee shall be comprised of no more than five individuals appointed by NCARB, no more than five individuals appointed by AACA, and no more than five individuals appointed by NZRAB. The Monitoring Committee shall convene at least one meeting (by phone, video conference, or in person) in each calendar year, and more frequently if circumstances so require.

#### **5. LIMITATIONS**

Nothing in this Arrangement limits the ability of an NCARB Member Board, Australian State or Territory Board, or the NZRAB to refuse to license/register an architect or impose terms, conditions or restrictions on his/her license/registration as a result of complaints or disciplinary or criminal proceedings relating to the competency, conduct, or character of that architect where such action is considered necessary to protect the public interest.

Nothing in this Arrangement limits the ability of NCARB, AACA, NZRAB or any individual state or territory registration board to seek appropriate verification of any matter pertaining to the foregoing or the eligibility of an applicant under this Arrangement.

#### **6. AMENDMENT**

This Arrangement may only be amended with the written consent of NCARB, AACA, and NZRAB. Any such amendment will be submitted to each NCARB jurisdiction and AACA jurisdiction, who may re-affirm their respective assent to this Arrangement as so amended or may withdraw as a Party to this Arrangement.

#### **7. NO ASSIGNMENT**

No Party can assign their rights under this Arrangement without the prior written consent of NCARB, AACA, and NZRAB.

The Parties agree that a reference to an individual State or Territory Board includes a reference to any entity, board or regulator that assumes the role and responsibility to regulate an architect registered by that individual State or Territory Board under the relevant legislation, and that a restructure of an individual Board will not be deemed an assignment under this Arrangement.

#### **8. WITHDRAWAL**

Any NCARB Member Board, Australian State or Territory Board, or the NZRAB may withdraw from this Arrangement with 90-days written notice given respectively to the responsible negotiating representative. NCARB, AACA, and NZRAB shall each promptly notify the other in writing of all withdrawals.

In the event of withdrawal, all licenses/registrations and any *NCARB Certificate* granted to architects pursuant to this Arrangement shall remain valid as long as all registration and renewal obligations are maintained and **all** other generally applicable licensure requirements are met or unless registration is revoked for cause.



**9. TERMINATION**

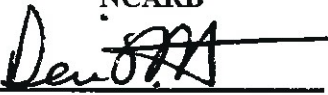









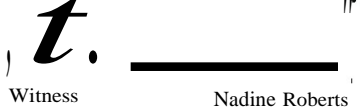

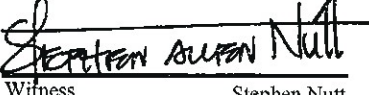
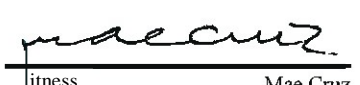

NCARB, AACA, or NZRAB may invoke termination of this Arrangement with 90-days written notice to the other parties. This Arrangement shall also terminate if more than one-half of the respective NCARB Member Boards or any Australian State and Territory Board or the NZRAB cease to be Parties to this Arrangement.

In the event of tennination, all licenses/registrations granted pursuant to this Arrangement prior to the effective termination date shall remain valid as long as all registration and renewal obligations are maintained and all other generally applicable licensure requirements are met or unless registration is revoked for cause.

**10. ENTRY INTO FORCE**

This Arrangement shall come into force at such time as more than one-half of all NCARB Member Boards and all Australian State and Territory Boards have become Party to this Arrangement and the NZRAB has become party to this Arrangement so long as such condition is met on or before December 31, 2016, or as mutually extended by the NCARB, AACA, or NZRAB Board of Directors.

**SIGNATURES**

NCARB		AACA		NZRAB	
 President Dennis Ward	 President Richard Thorp	 Chair Warwick Bell			
 CEO Mike Armstrong	 CEO Kate Doyle	 CEO Paul Jackman			
 Witness Kristine Harding	 Witness	 Witness Pip Cheshire			
 Witness Dale McKinney	 Witness Nadine Roberts	 Witness Callum McKenzie			
 Witness Stephen Nutt 30 January 2016	 Witness Mae Cruz 8 February 2016	 Witness Christina van Bohemen 10 February 2016			

***Letter of Good Standing***

DATE

NAME  
ADDRESS  
ADDRESS  
ADDRESS  
ADDRESS

Dear Sir or Madam:

This is to confirm that [ ***NAME OF ARCHITECT*** ] was licensed/registered on [ ***MONTH / DAY / YEAR*** ] with the [ ***NAME OF LICENSING AUTHORITY*** ] and was not licensed by means of a foreign reciprocal licensing agreement or a Broadly Experienced Foreign Architect program.

[ ***NAME OF ARCHITECT*** ] is currently a licensee/registrant in good standing with the [ ***NAME OF LICENSING AUTHORITY*** ] and is not currently the subject of disciplinary action by this licensing authority nor has a record of unresolved disciplinary action on file with this licensing authority.

Sincerely,

NAME  
Registrar

11.20.2015

TEMPLATE TO BE COMPLETED BY APPLICANT

*Declaration of Professional Experience*

with respect to the

MUTUAL RECOGNITION ARRANGEMENT

between the

NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS

and the

ARCHITECTS ACCREDITATION COUNCIL OF AUSTRALIA

and the

NEW ZEALAND REGISTERED ARCHITECTS BOARD

I, *[NAME OF ARCHITECT ]*, declare and affirm that:

I am a citizen or hold permanent residency status in *[ UNITED STATES or AUSTRALIA or NEW ZEALAND ]*;

I am a licensed/registered architect, and currently a licensee/registrant in good standing with the *[NAME OF LICENSING AUTHORITY ]*;

I was licensed on *[MONTH /DAY /YEAR ]* with the *[NAME OF LICENSING AUTHORITY ]* who will separately be confirming that I am in good standing with that Authority, and I did not obtain licensure in that jurisdiction by means of a foreign reciprocal licensing agreement/arrangement or a Broadly Experienced Foreign Architect program;

- I have completed a minimum of 6,000 hours of post-licensure experience as an architect engaged in the lawful practice of architecture in my home country;
- I meet all of the eligibility requirements of the Mutual Recognition Arrangement for reciprocal licensing between NCARB, AACA, and NZRAB; and
- I understand that upon licensure/registration, I must comply with all practice requirements of the host jurisdiction and will be subject to all governing legislation and regulations of the host jurisdiction.

**NO** I have/had a disciplinary action registered against me by a licensing authority (circle one)

**YES** *If yes, submit the summary findings and official action of the licensing authority, as well as any further explanation necessary with this form.*

*The host licensing authority has the right to request further details with respect to all disciplinary actions.*

---

*I affirm that the above statements are accurate and true to the best of my knowledge and belief*

\_\_\_\_\_  
Name of Architect (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

12.18.2015

**AACA STATEMENT**

Applicant: XXXX

Education: March University of NSW May 1983

Other: N/A

Architectural Practice Examination: Passed October 1990

First Registered: NSW December 1990

Currently Registered: Victoria

See attached statement of current registration status *{provided by the relevant architect registration board. AACA would seek this from the relevant Board}*

• The AACA Architectural Practice Examination (APE) is a nationally consistent competency based assessment benchmarked against the National Standard of Competency for Architects. See <http://competencystandardforarchitects.aaca.org.au/matrix/index/print/assessment/4?assessment%5B%5D=4>.

The APE comprises three parts - completion of a logbook (3,300 hours) and Statement of Practical Experience, a written paper and an interview with architect practitioners. Candidates who have satisfactorily met the requirements of all three parts of the APE may apply for registration to the Architects Registration Board in any state or territory in Australia. See <http://competencystandardforarchitects.aaca.org.au/matrix/index/print/assessment/4?assessment%5B%5D=4>

## Evaluation of Record

For application for registration/licensure in the United States of America  
under the Australia United States New Zealand MRA

Applicant's name:

New Zealand registration number:

Academic qualification relevant to  
registration:

Qualification provider:

Year academic qualification obtained:

Current New Zealand registration status:

Date first registered:

For further information, contact the New Zealand Registered Architects Board at  
[info@nzrab.org.nz](mailto:info@nzrab.org.nz) or 006444471 1336:



# Council Certification

NCARB FILE NO. «NCARB\_NO» NCARB CERTIFICATE NO. «NCARB\_CERT\_NUM»

**The National Council of Architectural Registration Boards**  
Certifies that

«NCARB\_NAME\_FIRST» «NCARB\_NAME\_MIDDLE» «NCARB\_NAME\_LAST»

has met all requirements for Council Certification  
and is therefore recommended to all Registration Authorities for  
REGISTRATION or LICENSE AS AN ARCHITECT.

Given under our hand and the Seal of the Council  
This \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_



\_\_\_\_\_  
Terry Allers, AIA, NCARB  
Secretary

*Article IX, Section 3 of the Bylaws provides that, "Council Certification shall be in effect for a period of one year. Renewal of the Certification shall be predicated upon the submission of an annual fee and the submission of an annual report containing such information as the Council deems appropriate. "*

I HEREBY CERTIFY that annual renewal fees and reports having been submitted as required by the Bylaws, the above Certification is in effect on this day of \_\_\_\_\_ in the year \_\_\_\_\_

## MEMORANDUM

**To:** Board of Directors  
Member Board Chairs  
Member Board Executives  
Regional Leadership

**From:** Michael J. Armstrong   
Chief Executive Officer

**Date:** June 28, 2016

**Subject:** Launch of Architectural Experience Program (AXP)

Tomorrow we start a new era in tracking experience for the licensure candidate community as we unveil the new Architectural Experience Program (AXP) as a successor to the Intern Development Program (IDP). In the attached edition of *Fast Facts* we have attempted to anticipate all of your questions regarding the AXP including new features such as the portfolio alternative and the overhaul from 17 to six categories, and the revised fee schedule.

All record holders currently reporting experience will have their experience hours automatically reformatted to the six-category configuration. Hopefully this will not be a surprise to licensure candidates as a calculator has been posted to our website for several months to assist candidates in planning for this transition. In addition, transmittals will include a confirmation statement that completion of AXP under the six categories is equivalent to completing all previous versions of IDP.

We will also be instituting a simplified fee schedule for new AXP enrollees which reduces the initial fee from \$350 to \$100, with yearly renewal at \$85 after the first year rather than \$75 after three years. This constitutes a net savings over the life of the program for all participants who complete their experience in less than 12 years; the current average is around five years.

The AXP launch represents the culmination of multiple years of updating and revising the experience program via our committees, comments from Member Boards, and votes by our Board of Directors. A quick roll-up of all these changes implemented over the past five years includes:

- Eligibility to start an NCARB record upon high school graduation
- Elimination of the “minimum duration requirement” for experience gained at a firm
- Establishment of credit for work on construction sites
- Establishment of credit for paid academic internships
- Establishment of credit for hours older than six months but less than five years, at 50 percent value
- Streamlining total required hours to 3740 by eliminating elective hours (EFFECTIVE JULY 2015)
- Overhauling from 17 reporting categories to six categories, based on six phases of practice as identified in the 2012 *Practice Analysis* and being used as the six divisional titles for the new ARE 5.0 (EFFECTIVE JUNE 29, 2016)
- Adding an alternative to complete the experience requirement via the AXP Portfolio, providing a new path for those who are unable to document older hours: e.g., supervisor is deceased; work has been isolated to specialized focus or duties of senior partner so that conducting traditional reporting of hours is not feasible; life circumstances have delayed or prevented acquiring experience credit. (EFFECTIVE JUNE 29, 2016)

Please don't hesitate to contact us should questions arise regarding this transition to the new AXP.

Hello all,

Please share with staff:

As some of you are aware, I recently accepted a position with the Bureau of Human Resources, the position of Director of Legal Services and Human Resource Relations. I will begin that position on August 24, 2016, which means my last day with the Department is August 23, 2016. I want to thank you all for being such a great team to work with over these past six years. I truly believe we've done a lot of good for the public of South Dakota and for the programs that each of you represent. Many of you have found new, more modern ways to serve the public and your licensees on a day to day basis, and it has been a privilege to be along for the ride.

In way of a transition, odds are Amber will be taking over a majority of my duties until a new attorney can be hired and brought up to speed. I will be preparing a list of current and future projects and goals for each program and I will send it to each of you for review and additions. The easy projects, such as some legislation and rule changes, I am attempting to get finished prior to leaving, but there is only so much time in a day and so many days before I can't do that anymore. The transition won't be a fun process, but if you work together with Amber and have a little patience, you guys will make it through.

Thank you all again for all the hard work you do each and every day, you're a true gift to the Department and to the State.

***Aaron N. Arnold***

Senior Staff Attorney  
SD Department of Labor and Regulation  
Legal Services Division



EAS Boards,

The NCEES exams will be held on **October 28 - 29, 2016**.

In order to properly list any site visitors for our chief proctors, please let me know if your board intends on sending anyone by **Friday, September 30, 2016**. Of course, if you have a late board meeting, please just let me know.

Once any site visitors have been identified, I will send you more detailed site information for exam day.

Let me know if you have any questions.

Sincerely,

\*\*\*\*\*

Tracy Snyder  
Manager of Exam Administration Services



# FARB Focus

## GOVERNING MEMBERS

- AARO
- AASCB
- AAVSB
- ARBO
- ASPPB
- ASWB
- BOC
- CLARB
- FCLB
- FSMB
- FSMTB
- ICFSEB
- NAB
- NABP
- NASBA
- NASCLA
- NASEMSO
- NBCOT
- NCARB

VOLUME 3, ISSUE 3

AUGUST 2016

## 2016 FARB National Policy Summit

FARB's second Annual National Policy Summit on Professional Regulation was held on July 14, 2016. FARB expresses its sincere thanks to the National Association of State Boards of Accountancy (NASBA) for hosting this important event at its headquarters in Nashville. Executive Directors and Chief Executive Officers from fourteen associations and federations of regulatory boards gathered to discuss issues relevant to the current status of their organizations and what the future holds.

The Summit was facilitated by Michael Barrett of Resonance Facilitation, LLC. Participants engaged in intense discussions

in small groups that centered on two general themes: Today and Tomorrow. First, what significant issues are pressing in the current state of affairs of each organization and what are the implications of such issues. Lively debate and discussions revealed numerous common themes across the various professions.

Next, participants entertained the notion of what their organizations will be like in the year 2030. The small groups assessed the top three drivers of change and identified anticipated adaptations from the perspective of their respective organizations. Again, spirited debate revealed

numerous examples of why and how change might be stimulated and the potential resulting adaptations.

Participants expressed the benefits of this annual summit that allows for dialogue and discussions among peer leadership of these similar organizations. FARB is pleased to coordinate this event and looks forward to the 2017 National Policy Summit scheduled for July 27, 2017 in Kansas City, which will be co-hosted by the American Association of Veterinary State Boards (AAVSB) and the Federation of State Massage Therapy Boards (FSMTB).

## INSIDE THIS ISSUE:

Policy Summit	1
Program Spotlight: TRC	2
FARB on the Road	2
Guest Column	3
Calendar of Events	3
Contact FARB	4
Guest Column	4

### Today Issues and Implications

- **Mobility**
  - Embrace Technology
  - Develop Uniform Criteria
  - Educate Regulators
  - Educate Licensees
- **Regulation Under Fire**
  - Be Proactive
  - Regain Control of Conversation
  - Engage Stakeholders
  - Educate Public
- **Barriers to Practice**
  - Focus on Health, Safety, and Welfare
  - Develop Uniform Criteria
  - Educate Legislators
  - Educate Licensees
- **Practitioner/Board Member Pipeline**
  - Focus on Mission
  - Be Proactive
  - Understand Demographics
  - Educate Regulators

### Tomorrow Assessments and Adaptations

- **Technology**
  - Keep up with the Pace of Change
  - Understand the Next Generation
  - Expand Thinking: Exams/Education
  - Build Models
- **Globalization**
  - Accommodate Foreign Education
  - Develop Uniform Criteria
  - Establish Trust Networks
  - Explore Governance Structure
- **Changing Demographics**
  - Be Proactive
  - Promote Diversity
  - Understand the Next Generation
  - Keep up with the Pace of Change
- **Evolution of Regulation**
  - Focus on Continued Competence
  - Engage Stakeholders
  - Expand Thinking: Exams/Education
  - Insource Functions to Support Boards

# Program Spotlight: Top Regulatory Cases

Keeping up with caselaw pertaining to professional licensing can be a daunting task. That's precisely why FARB created Top Regulatory Cases. We perform the searches and write the summaries so you can be informed on the decisions that affect your board. TRC contains over 1100 cases dating from 2011 covering the full range of professions. Advanced search functions allow you to filter by profession or key term when you are performing specific research or by date when you are looking for the latest decisions.

To learn more about this valuable service, visit: [www.FARB.org/Top Cases](http://www.FARB.org/Top Cases)

## JULY TOP REGULATORY CASES

Board properly restricted dentist's specialty ads.

*Indiana Prof. Licensing Agency, et al. v. Atcha*

Suit proceeds against Board accused of "secret meeting".

*Zuniga v. City of Orange*

Optometrist case dismissed for not following APA procedures.

*Salibello v. Oregon Board of Optometry*

Accountancy Board immune from suit under 11th Amendment.

*Cane v. Nevada State Board of Accountancy*

Architecture Board's definition of "unlicensed practice" overly broad.

*Twist Architecture & Design v. Oregon Board of Architect Examiners*

Board amends rules in response to veterinarian's lawsuit.

*Texas State Board of Veterinary Medical Examiners v. Jefferson*

Federal court can't expunge its own criminal conviction of nurse.

*Doe v. United States*

FL physician failed to supervise nurse practitioners at TN pain clinic.

*Wytenbach v. Tennessee Board of Medical Examiners*

Public reprimand rejected and private admonition granted to attorney.

*Iowa Supreme Court Attorney Disciplinary Board v. Doe*

## FARB on the Road

FARB staff members have made several appearances at members' Annual Meetings over the past several months to enhance FARB's visibility, to spotlight FARB's programs and services, and to promote the benefits of FARB membership. FARB had a presence at the FSMB Annual Meeting in San Diego in April, the NCARB Annual Business Meeting in Seattle in June and the NCSBN Annual Meeting in Chicago in August.

Coming up, we'll be at the NASCLA Annual Meeting in Minneapolis in August, the AAVSB Annual Meeting in Scottsdale in August and the

CLARB Annual Meeting in Philadelphia in September. Make sure to say "Hi" if you are there, too.

Beyond member meetings, FARB also recently attended the National Conference of State Legislators' Annual

Summit and made many new connections with state legislators. We know that making those face-to-face connections at conferences is so important for collaboration and communication and is always worthwhile!



# Random Thoughts from a Public Protection Administrator

by Brian Carnahan

Nearly two years ago, I made a career change, moving from regulating affordable housing to regulating professionals - seemingly an "even" trade. This transition has offered some insights.

The mantra is public protection. It is a unique aspect of licensure. The public comes first. You must guard against advocating. The goal is not to stifle nor is it to promote. In a way, upholding the laws and rules is promoting the profession. I personally find that not being a licensee of my board helps to sort through issues. That is not to imply that those members of the profession who also regulate cannot act in the public interest, although I suspect it is more difficult. I have the flexibility to ask the simple "why?" and "how?" questions that encourage discussion. Nonetheless, you must have an interest in the profession, and be willing to learn. Recognizing the value of "my" licensees makes it a pleasure to come to work each day.

Balancing the requirements of public policy and the board's mission with the interests of licensees and advocates is a challenge. We are tasked to protect the public, but that does not mean that we can ensure only the best qualified are practicing. Boards are defining practice

standards and setting "minimum" requirements. It is up to employers to help develop and improve the quality of licensees. The professional's job market can be relied upon to facilitate a sorting effect. We cannot - generally speaking - monitor quality, only qualifications.

As a public protector you have to maintain boundaries. This involves building relationships without becoming "captured". Remember that the public protection role means that you are not an extension of associations and interest groups. The relationship does not have to be conflictual. Professional advocates and associations can share with the Board. It can be difficult for board members to separate professional positions on issues versus public protection issues. We are all only human, so it can be hard to set aside personal biases. Board members are experts in their field. This does not necessarily translate into expertise in serving on a Board. The desire to do what is right has to be channeled in the proper direction. It can be easy to lose sight of the purpose of the organization. This can be true when outside pressures to take a position on a particular issue align with what a board member wishes to achieve. As a personal aside, I would rather lead persons who are too passionate

versus not passionate enough.

Rulemaking should not be reactive, but often is so. Change causes a ripple effect as licensees learn of the change, and the Board and staff integrate it into decision-making. At my Board we have established a practice of limited rule changes; we are trying to limit changes to only those absolutely necessary.

While there is a theme in the media and politics that there is too much regulation, many professions seek to be licensed. Some seek it because of competition, others for legitimacy, while others do so to access public and private insurance. It is odd to be lobbied by persons who want to be regulated. The reality is that boards must operate in the prevailing political environment.

My most important observation to date is that staff and board members each work very hard. Each is asked to work on difficult tasks that impact licensees and the public. No one takes these duties lightly.

*Brian Carnahan is Executive Director of the State of Ohio Counselor, Social Worker, & Marriage and Family Therapist Board. Special thanks to CSWMFT Board Investigator Tracey Hosom for her helpful suggestions.*

## Calendar of Upcoming Events

24th Annual FARB Regulatory Law Seminar ( <a href="#">Register</a> )	Sep 30 - Oct 2, 2016	Chicago, Illinois
41th Annual FARB Forum ( <a href="#">Register</a> )	January 26-29, 2017	San Antonio, Texas



**Our Mission:**

**To advance excellence in regulation of the professions in the interest of public protection.**

**Federation of Associations of Regulatory Boards**

1466 Techny Road  
Northbrook, IL 60062  
Phone: 847-559-FARB (3272)

E-mail: [FARB@FARB.org](mailto:FARB@FARB.org)

Website: [www.FARB.org](http://www.FARB.org)

Facebook: [@FARB.org](https://www.facebook.com/FARB.org)

Twitter: [@FARB\\_org](https://twitter.com/FARB_org)



# Identity Fraud and Licensing

by C. Richard Triola

“Know Your Customer” has certainly been buzzing in the financial services industry for years but due to an uptick in rampant identity fraud, the need for higher levels of identity proofing and authentication is resonating across all industries. Identity fraud has been called the “#1 Crime in America” and there is no indication that this will be slowing anytime soon.

Healthcare licensing and credentialing services are not immune to the constant barrage of data breaches. Due to the widespread compromise of personal data and user credentials criminals can now pierce most identity proofing methods. For centuries, the role of the professional notary has served society well; but as we move away from a face-to-face physical environment to a new “on demand” society, electronic online notarization has become a safe, convenient



alternative. For most business practices you can complete the majority of paperwork over the internet. However, when higher value and/or riskier transactions demand a notarization, the process becomes clunky and inconvenient. Companies and government agencies are looking for alternative solutions.

As an example of an organization navigating this issue, the Federation of State Medical Boards (FSMB) offers the Federation Credential Verification Service (FCVS) and Uniform Application for Physician State Licensure (UA), both of which require notarized documentation. This notarization requirement was preventing FSMB from moving their processes online and creating difficulty for their applicants. Online notarization has solved this problem.

The Federation has seen a number of benefits and efficiencies by offering online ID proofing and notarization to its applicants. They have increased

confidence in the ID verification process and authenticity of the documents they receive. They no longer have to open mail and scan documents into their system, which also means they never lose documents or deal with documents lost by mail. And because the documents are completed by a team of notaries trained on the document, they rarely have to reject forms and ask applicants to redo them. Their applicants have also expressed gratitude because of the added convenience afforded by an on demand service available from anywhere in the world, 7 days a week. It has definitely been a win-win proposition.

Agencies should be proactive and look for ways to prevent fraud and improve the overall experience for all stakeholders.

*Rick Triola is CEO of NotaryCam, Inc.*



***Thank you to our Annual Sponsor!***

**COLLATERAL ENGAGEMENT**

**FEDERATION OF ASSOCIATIONS OF REGULATORY BOARDS (FARB)**

**FARB CEO Summit** (July 14)

- **Nashville, TN:** Attended by CEO Armstrong and COO de Sousa.

**FARB Leadership Conference** (July 15-16)

- **Nashville, TN:** Attended by CEO Armstrong, COO de Sousa, Sr. Architect and Advisor to the CEO Nutt, Examination Director Zurn, Information Systems Director Ortiz de Zarate, and Customer Relations Director Alston.

**AMERICAN INSTITUTE OF ARCHITECTURE STUDENTS (AIAS)**

**AIAS Grassroots Leadership Conference** (July 7-10)

- **Washington, DC:** President Harding addressed attendees at this meeting, sharing her vision for licensure candidates and the Council; CEO Armstrong addressed attendees regarding the new NCARB/AIAS partnership supporting the AIAS Freedom by Design Initiative; Armstrong was given a surprise award from outgoing AIAS President Danielle Mitchell—the AIAS Presidential Citation—for serving “as an inspiration to the architectural community through his commitment to the value of mentorship and the power of student-led design/build.”



Dear Colleagues,

After our customary post-Annual Business Meeting break from sending the CEO Update, we are eager to re-engage and report on many activities occurring with our staff and our volunteers. With the huge load of resolution

*votes, debates and discussions behind us, we have a checklist of implementation items that will occupy much of the next two quarters, along with supporting the new initiatives launched by President Kristine Harding.*

*Our biggest takeaway from the Seattle ABM has been “keep the conversation going.” As our members debated how to best address Member Board to Board of Directors engagement involving policy and program change, there was a nearly unanimous desire for augmenting engagement tools to maximize transparency and real-time feedback. Accordingly, we will be experimenting with new ways to alert Member Boards of feedback commentary from their peers and to convene our communities outside our traditional meetings. Even when no policy changes are being contemplated by our Board of Directors, there are other conversations regarding strategies and opportunities that can only be enhanced by additional engagement from our Member Boards.*

*To this end, the upcoming Member Board Chairs/Executives Summit in October is being designed as a series of conversations among participants, including our Board of Directors, to frame out possible directions to take heading into future strategies. A save-the-date notice has issued for the meeting, to occur in Columbus, OH, and we are hoping for maximum attendance for this every-other-year event. We are asking for our Member Board Chairs and Executives to send in their ideas for conversation topics.*

*On July 1, we initiated a new experience reporting option first suggested to NCARB by the California Architects Board (CAB) several years ago. Their idea, first referred to as the “broadly experienced intern” program, has evolved into the AXP Portfolio. The CAB correctly noted that a number of licensure candidates who took life and career detours are stymied from the traditional reporting of hours due to where they now sit in their offices. Over several years, the NCARB Board of Directors worked on honing design options researched by staff to come up with a rigorous methodology that would reflect the same breadth of experience through a portfolio submittal that would otherwise be reflected in the reporting of hours. As awareness grows regarding this new option, we anticipate a large influx of licensure candidates back into the pipeline as they restart their careers.*

*The July 1 transition from the Intern Development Program (IDP) to the Architectural Experience Program® (AXP®) involved not only the introduction of the AXP Portfolio, but the overhaul from 17 experience areas to six, reflecting the same six “phases of practice” identified by the 2012 Practice Analysis of Architecture and being implemented as the new divisional titles for ARE® 5.0. Merely by moving from 17 to six experience areas positioned roughly 2,900 licensure candidates to move from “in progress” to “complete” status for their experience requirement. This metric underscores the fundamental concept being employed for our multi-year streamlining efforts: it is possible to remove unnecessary administrative hurdles while preserving the necessary rigor for all of our programs.*

*We are also seeking to continue the conversation outside our own membership. For the second year in a row, we were invited to address the July annual meeting of the State Government Network (SGN) of AIA component lobbyists and advocates. Our Council Relations team developed a matrix of where state laws or regulations were not in alignment with NCARB models as a means of encouraging a conversation between state advocates, Member Boards, and elected officials regarding the ongoing pursuit of uniform approaches to licensure across the U.S.*

**AMERICAN INSTITUTE OF ARCHITECTS (AIA)****AIA State Government Network Meeting**

(July 11-13)

- **Washington, DC:** CEO Armstrong presented an update on changes to Council programs and services that will require updates to statutes and regulations to volunteers and staff from AIA state components. He also provided an update on state responses to the *FTC. v. North Carolina Board of Dental Examiners* ruling.
- **AIA California Outreach** (July 26-31)
- **Los Angeles, CA:** CEO Armstrong met with the leadership of the AIA California Council, and he participated in a panel addressing the future of architectural practice at the close of the AIA CC Board of Directors Meeting.
- Armstrong also met with AIA Los Angeles Executive Director Nicci Solomons.

**ASSOCIATION OF COLLEGIATE SCHOOLS OF ARCHITECTURE (ACSA)**

- NCARB representatives Past President Dunn and Experience + Education Director Falconer participated in the first face-to-face meeting of the Education Coordinating Council (ECC), involving all five collaterals and chaired by the ACSA. This open forum approach to discussing possible common approaches to the “education continuum,” ranging from K-12 to undergraduate/graduate through continuing education, is an outgrowth of a multi-year “Path Forward” initiative to spur improved ACSA-NAAB relations and efficiencies.

*Given the numerous changes to NCARB programs over the past several years, the timing is ripe for an organized effort to assure updated references to the AXP, ARE 5.0, the Integrated Path to Architectural Licensure (IPAL), and older changes—such as examination access before completion of experience requirements and streamlining continuing education reporting to a 12-HSW-every-calendar-year format where feasible. We acknowledge jurisdictions that have affirmatively chosen alternatives to NCARB models but hope to see desired changes move forward where possible.*

*Our leadership transitions have moved forward successfully in the first few weeks of our new fiscal year: President Harding addressed the AIAS Grassroots conference, was profiled by Architectural Record, and returned from facilitating a session at the ACSA International Forum in Chile; and, we hosted orientation sessions for First VP/President-elect Greg Erny, Second VP Dave Hoffman, Treasurer Terry Allers, and Secretary Bob Calvani.*

*Immediate Past President Dennis Ward is helping the new NCARB-AIAS partnership supporting “Freedom by Design” get off to a strong start through his appointment as the new NCARB liaison to the AIAS Board. We hope that the presentation in Seattle with the call to action for Member Boards to engage with AIAS chapters in this important student/architect initiative has resonated. Together, NCARB and the AIAS can demonstrate how thoughtful design can enable all who are challenged with disabilities—through Member Board Members helping students earn AXP credit.*

*We are also seeking to continue the new conversations launched last year by Member Board Executive Director Kingsley Glasgow of Arkansas, who hosted three MBE Engagement Sessions designed to knit together newer and more seasoned MBEs, create mentoring opportunities, and re-establish a sense of community within a vastly changed roster of board executives. Efforts are underway to design a series of opportunities to keep this conversation going, including at our Columbus event and other events throughout the year.*

*Part of “continuing the conversation” includes making sure our volunteer committees are part of the feedback loop in addition to fulfilling their duties to address presidential charges. This year, President Harding has issued a new “strategic charge” to all committees, which will be facilitated by our staff liaisons sometime during the year. We know that our volunteers have many informal strategic discussions; we want to capture and organize the flow so that we are best informed as we scan the horizon.*

*We also welcome our first public director to represent Member Board public members, city administrator John Cardone of Louisiana, to the Board of Directors. With this change in qualifications for our public director comes new outreach opportunities to a community of Member Board Members who have not had a seat at our Board table. The conversation with public members has been ongoing for several years through the Public Member Task Force, meetings at our ABMs, and service provided by public members on several NCARB committees. Now we can really continue the conversation through the elevated role of public members in shaping NCARB policy and strategies.*

*Lastly and more immediately, we are in the home stretch of final beta testing and protocol development of the new ARE 5.1 launching on November 1. Special, targeted webinars for MBEs and other groups are on the calendar, we are continuing our outreach to the test prep and AIA component community, and are regularly reaching out to all licensure candidates and focusing on examination information at our campus outreach events.*

*Please let us know how you would like to be part of these conversations and what subjects you expect us to address. As we move to implement changes approved at the ABM in the latter part of our year, prepare for the ARE 5.0 launch, continue adding benefits to the NCARB Certificate, and explore directions for the future, we want you to be with us on the journey!*

*With best wishes for the remaining days of summer,*



Mike Armstrong

**NATIONAL ARCHITECTURAL ACCREDITING BOARD (NAAB)**

- NCARB staff are conducting ongoing discussions with NAAB staff regarding tracking educational transcripts to assure compliance with NAAB accreditation and NCARB education standards, in preparation for implementing revisions to the education alternative for NCARB certification. NCARB staff are also providing demonstrations of various information systems tools that may be applicable to NAAB activities.

**CEO ON THE ROAD**

- **San Francisco, CA:** California Architectural Board Visit (June 8-11)
- **Seattle, WA:** Annual Business Meeting (June 14-20)

**UPCOMING:**

- **Chicago, IL:** Licensing Advisors Summit (August 4-6)
- **Huntsville, AL:** Presidential Planning Meeting (August 19-20)
- **Denver, CO:** Ethics Task Force (August 26-27)

**STRATEGIC PLAN****Facilitating Licensure.**

As noted above, the July 1 transition from the 17-area IDP to six-area AXP resulted in an immediate “complete” status for some 2,900 licensure candidates. This places these candidates one step closer to licensure as they complete their other eligibility requirements. We are continuing to see a strong surge in examination registrations in anticipation of the November 1 ARE 5.0 launch. Candidates can start in ARE 4.0 and finish in ARE 5.0—and do it with five divisions rather than the current seven—or take the new six-division format. Once ARE 5.1 launches, candidates without a prior examination history will only be offered ARE 5.0. We also continue to be at or near record levels of experience participants and holders of the NCARB Certificate. Effective July 1, we have streamlined fees for both programs with a net savings in each program.

**Fostering Collaboration.**

- Our new partnership with the AIAS regarding its Freedom by Design initiative is aimed at providing students the opportunity to record AXP hours while being supervised by an architect serving on one of our Member Boards. The student/Member Board exposure will deliver increased awareness of the different perspectives within our community and enhance outreach efforts already underway in many jurisdictions.
- The Licensing Advisors Summit in August convenes three communities: student advisors, faculty advisors, and AIA state advisors under the umbrella of a joint mission to inform licensure candidates and licensees regarding current licensure requirements. Student attendance at this conference will be at a record level, and we are adding a number of Member Board

**@AIA\_Advocacy**

Thank you Mike Armstrong @NCARB for updating us on licensing trends #SGN2016 #AIASGN

Executives to the mix in recognition of their role as licensing advisors on behalf of their boards and jurisdictions.

- NCARB continues to seek opportunities to facilitate advocacy at the state level through partnering with AIA components and other interested entities such as IPAL schools. Successful legislative strategies were launched earlier this year in Georgia and South Carolina, and work is underway in Virginia.
- CEO Armstrong and President Harding are starting a new round of one-on-one calls to MBEs and Member Board presidents, respectively, to hear about how NCARB can best support the needs of our membership.
- The NCARB Board will be hosting NAAB leadership at its upcoming September Board meeting. Future guests will be the leaders of the ACSA in January and the AIAS in March. NCARB leaders will engage with their AIA counterparts in October after the Five Collaterals meeting and NAAB Annual Meeting.

**Centralizing Data.**

- At the Seattle ABM, IS Director Guillermo Ortiz de Zarate pitched the importance of building a national disciplinary database as a vital piece of centralizing data from Member Boards. A follow-up discussion of methodology will occur at the October Member Board Chairs/Executives Summit. The IS team is also working on information management tools that could be utilized by state jurisdictions to address data collection challenges in a secure environment.



**SOCIAL MEDIA MILESTONES (JUN):**

**PERCENT CHANGE IN FOLLOWERS:**

Twitter .....	3%	Instagram .....	7%
Facebook .....	7%	Google+ .....	7%
LinkedIn .....	0%	ARE 4.0 Community ...	7%

**CUSTOMER RELATIONS STATISTICS**

**Phones – June 2016**

- Answered 3,841 calls (of 3,925 calls presented)
- Handle Ratio: 97.86
- Wrap Up Codes Utilization: 2,384 (62% of calls answered received wrap up codes)
  - Top Five Wrap Up Codes for June:
    1. IDP Inquiry - 524
    2. ARE Inquiry - 450
    3. General Inquiry - 390
    4. Architect Evaluation Status Check - 188
    5. Registered Architect Inquiry – 142

**Evaluations – June 2016**

- AXP and Certificate Evaluations: 708
  - Certificates issued: 464

**From the CEO**

**ORGANIZATIONAL DEVELOPMENT AND OFFICE LIFE**

With the departure of Assistant Director Derek Haese from the Council Relations Directorate, a holistic overview of priorities for Member Board Services and external Council Relations functions is underway. Existing staff, along with potential new hires, will be tasked to address key functions as part of a refreshed departmental strategy.

The entire NCARB staff participated in a one-day off-site retreat organized jointly by departmental "brand ambassadors" and the Quality of Life Committee. Small groups deliberated on best ways to organize information delivery and learned about NCARB programs through a "carnival game" format, followed by collaborative problem-solving through an "escape room" approach. The staff also celebrated milestone years of service and other staff achievements.

**OFFICE OF THE CEO**

- Four jurisdictions have returned their signed Letter of Undertaking for the new MRA between the U.S., Australia, and New Zealand. A total of 28 signatures is required by December 31, 2016, in order to make the Arrangement effective on January 1, 2017.
- Stephen Nutt, serving as temporary Chief Advocacy Officer of FARB, continues to increase the visibility of the organization on behalf of its many professions. Nutt presented an overview of his six-month efforts at FARB's 2016 Leadership Summit in July. Key legislation, designed to protect state licensing boards and their volunteer members, is the primary focus of the Professional Licensing Coalition (of which NCARB is a member).

**@blackspectacles**

A new program from @AIASorg along with @NCARB to improve accessible #design in underserved communities: <http://bksp.es/29owYqW>

## ADMINISTRATION

- The Meeting Planning team provided logistical oversight to the Annual Business Meeting in Seattle.
- Human Resources completed recruiting and onboarding of several new hires over the past few months resulting in no current staffing vacancies.
- Our Finance and Accounting team delivered the final version of the FY17 budget, which was approved and adopted by our Board of Directors at their meeting immediately following the ABM.

## COUNCIL RELATIONS

- Attended Tennessee Board of Architectural and Engineering Examiners Meeting in Nashville and the California Architects Board Meeting in San Francisco.
- Attended the AIA State Government Network meeting with CEO Armstrong.
- Distributed a comprehensive midyear report capturing the legislative and regulatory changes reported between January – June 2016.
- Created a summary of the resolutions prior to the Annual Business Meeting.
- Began multiple research projects to support the upcoming work of FY17 committees, including the Ethics Task Force and Model Law Task Force.
- Launched a new Legislative Map that identifies areas where Member Boards require changes in statute or regulations in order to adopt Council programs.
- Presented an update on state responses to the *FTC v. North Carolina Board of Dental Examiners* ruling and facilitated a discussion among attendees at the Annual Business Meeting.

## EXAMINATION

- Announced the launch of ARE 5.0. The new exam will become available to candidates November 1, 2016.
- Presented an ARE 5.0 content and candidate management workshop as part of the NCARB Annual Business Meeting, providing information on how Member Board Members and Executives can support candidates leading up to the launch of ARE 5.0.
- Released new ARE 4.0 examination questions into the testing channel supporting a candidate's ability to test and retest up to three times on the same division per year.
- Kicked-off several new examination committee efforts in preparation for a year during which NCARB will deliver both ARE 4.0 and 5.0 exams.
- Finalized updates in preparation for the release of the upcoming *ARE 5.0 Guidelines* and the development of a new *ARE 5.0 Handbook* for release in August.

@kelvinhaywood

@NCARB @khal architect ARECommunity is absolutely amazing...

## EXAMINATION

- Announced the launch of ARE 5.0. The new exam will become available to candidates November 1, 2016.
- Presented an ARE 5.0 content and candidate management workshop as part of the NCARB Annual Business Meeting, providing information on how Member Board Members and Executives can support candidates leading up to the launch of ARE 5.0.
- Released new ARE 4.0 examination questions into the testing channel supporting a candidate's ability to test and retest up to three times on the same division per year.
- Kicked-off several new examination committee efforts in preparation for a year during which NCARB will deliver both ARE 4.0 and 5.0 exams.
- Finalized updates in preparation for the release of the upcoming *ARE 5.0 Guidelines* and the development of a new *ARE 5.0 Handbook* for release in August

### @AIASorg

Excited to partner w/ @NCARB to enhance our Freedom by Design program! <http://klou.tt/f81a1j225s88>

## EXPERIENCE + EDUCATION

- *NCARB Education Standard* went into effect July 1.
- The foreign architect path to certification was implemented on July 1.
- Two updated monographs released as e-books: *Acoustics Illustrated* and *Seismic Mitigation*
- New mini-monographs; *Fire Safety in Buildings Part V* and *Improving Building Performance Part I*
- BEA Committee conducted 12 BEFA interviews, passing all 12. There is currently one more BEFA interview scheduled, which will be conducted virtually in August.

### • COUNCIL OUTREACH:

- June
  - Webinars: Architect Licensing Advisors
  - Firms: Torti Gallas and Partners, Inc.
  - Conferences: California Academy for Emerging Professionals Leadership Summit
  - Member Board Visits: Tennessee and California
- July
  - AIA Components: AIA Middle Tennessee
  - Conferences: American School Counselor Association, AIAS Grassroots, and FARB Leadership Conference
  - Firms: LSM

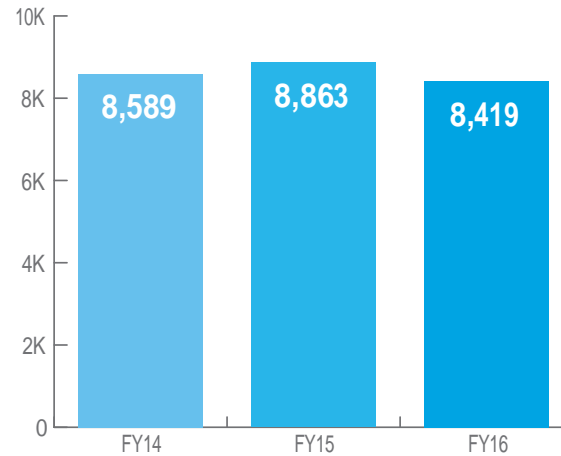
### ○ Upcoming in August

- Universities: University of Tennessee Knoxville
- Webinars: Architect Licensing Advisors and AIA Honolulu
- AIA Components: AIA Chicago
- Conferences: Licensing Advisors Summit, CACE Annual Meeting, and AIA Tennessee State Convention
- Member Board Visits: Georgia

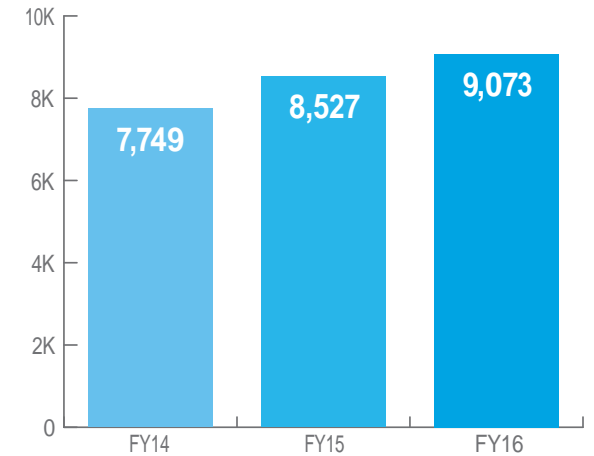
## CUSTOMER RELATIONS

- Provided support team for ABM registration and logistics surge support in Seattle.
- Supported Experience + Education during two outreach events: AIAS Grassroots and the architecture firm LSM
- Attended Call Center Week 2016 to collaborate with call center professionals regarding tools to enhance NCARB's Customer Relations offerings.
- Providing Support to Experience + Education during the upcoming Licensing Advisors Summit in Chicago.
- Member Board Visits: New York (August 2016).

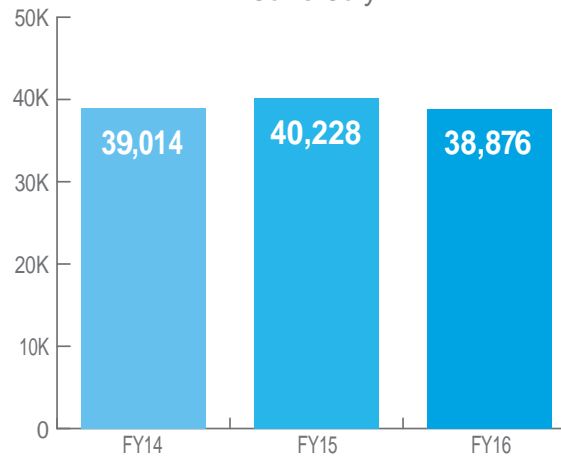
Intern Applications  
June-July



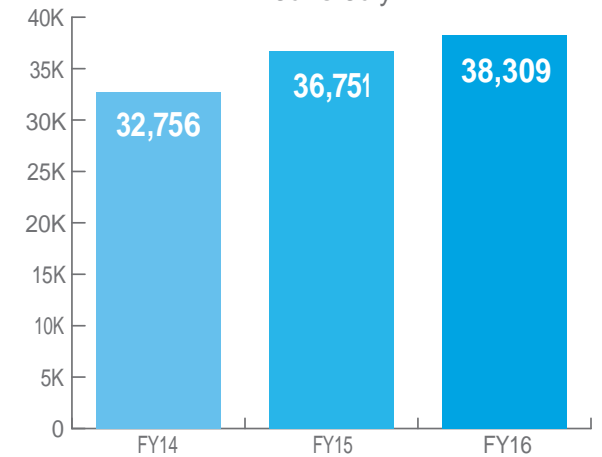
Reciprocity Transmittals  
June-July



NCARB Record  
Renewals Architects  
June-July



NCARB Record  
Renewals Interns  
June-July



**RECENT NEWS**

- [NCARB CEO Awarded AIAS Presidential Citation](#)
- [NCARB Launches Architectural Experience Program](#)
- [NCARB Partners with AIAS to Improve Accessible Design in Underserved Communities](#)
- [Six Awarded the NCARB President's Medal for Distinguished Service](#)
- [Alabama Architect Kristine A. Harding Inaugurated as NCARB President](#)
- [Nevada Architect Gregory L. Erny Elected as NCARB First Vice President/President-elect](#)
- [NCARB Installs FY17 Board of Directors](#)
- [NCARB to Streamline Education Requirement Alternative for Certification](#)
- [US, Australia, and New Zealand Establish Arrangement to Recognize Architect Credentials](#)
- [Four Programs Accepted to NCARB's Integrated Path to Architectural Licensure Initiative](#)
- [NCARB Announces ARE 5.0 Launch Date](#)
- [Number of NCARB Certified Architects, Licensure Candidates Reach All-Time High](#)

**BLOG**

- [NCARB President Shares Vision for the Future of Licensure](#)
- [Small Homes, Small Communities: Two Architecture Firms on Sustainable Living](#)
- [What You Need to Know About the AXP](#)
- [NCARB Recommends Early Access to the ARE for IPAL Students](#)
- [Photos: 2016 Annual Business Meeting](#)

**INFORMATION SYSTEMS**

- Licensure candidate and Certificate application and renewal fees, including a net savings for AXP participants and a reduced certification application fee for new Record holders, have been updated with a new fee structure.
- Launched the AXP Portfolio.
- Launched the Architectural Experience Program (AXP) with the new six-area configuration.
- Launched the revised foreign architect path to certification.
- Updated the iOS and Android app to reflect the AXP's new branding.
- IS Director Ortiz de Zarate presented a case study, titled "Using Data to Help Licensees," at the 2016 FARB Leadership Conference in Nashville.

**MARKETING & COMMUNICATIONS**

- Communications preparation for the Licensing Advisors Summit in Chicago.
- Communications support for the Annual Business Meeting, including event branding, onsite event support, and press announcements of new officers and initiatives.
- Public launch of *NCARB by the Numbers* data and development of the NTBN data center is underway—providing easily navigable and interactive data.
- Presentation support for President Harding at AIAS Grassroots Conference.
- Communications support for the overhaul of the Architectural Experience Program (AXP) and the new AXP Portfolio.
- Marketing support for the upcoming launch of ARE 5.0, including press announcements and videos.
- Commenced development of NCARB's FY16 Annual Report.

**@ICAArchitectsBd**

Board President Jon Baker awarded @NCARB President's Medal for Distinguished Service





COUNCIL OF LANDSCAPE ARCHITECTURAL  
REGISTRATION BOARDS

## Member Board E-News

### August 2016

#### Important Dates and Reminders

- **August 29** -- Region 3 virtual meeting
- **August 30** -- Annual Meeting hotel registration deadline
- **August 31** -- Region 1 virtual meeting
- **September 1** -- Region 5 virtual meeting
- **September 2** -- Annual Meeting attendee registration deadline
- **September 16** -- Mailed voting package due date (ballot + credentials letter)
- **September 22-24** -- Annual Meeting in Philadelphia, Pennsylvania
- **October 13** -- In the Know - Enhanced Member Services
- **October 27** -- In the Know - How Oversight and Antitrust relate to you

[Visit the CLARB website](#) for information about Board of Directors' meetings and minutes.

defend      adapt      innovate

CLARB  
2016 Annual Meeting  
September 22-24  
Philadelphia

### Only One Week Remains to Register for the Annual Meeting

The Annual Meeting is just around the corner! If you haven't registered or made your hotel reservation, there's still time but you must hurry. The deadlines to make your hotel reservation and register for the meeting are next week!

[President Randy Weatherly](#) and the CLARB Community hope to see you in Philadelphia September 22-24! Join us for member-led discussions and workshops that will address how to **defend** boards' ability to protect the public, **adapt** to changes and **innovate** for the future to ensure regulation not only survives but thrives. This meeting will provide you the opportunity to:

- Hear results of this year's Task Analysis and how the L.A.R.E. will change;
- Share your thoughts about the proposed Model Law revisions;

- Learn how regulators are successfully working with legislators;
- And more!

Meeting To-Do's:

- Make your hotel reservation by next Tuesday, August 30. Use [this link](#) to ensure you get the CLARB room rate.
- MBEs, register attendees by next Friday, September 2. Contact Missy Sutton via [email](#) or phone (703-949-9466 direct) for assistance.
- Book flights if you haven't already done so.
- [Visit the Annual Meeting website](#) to view all meeting-related materials.

## Your Vote Matters

"Your vote is your voice. Be heard." - Ben Sargent

Now is the time!

Elections are an exciting time as new leadership brings in fresh ideas, new perspectives and renewed support for continuing success. This is your opportunity to ensure your Board's voice is heard. Visit the [elections page](#) on the CLARB website to see this year's slate of candidates, hear their thoughts and views, and review the elections guidelines including ballot and credentials letter requirements.

Please return your Board's [ballot and credentials letter](#) by September 16 via [email](#) or by noon on September 23 at the CLARB Annual Meeting.

### Regional Updates:

- Region 2 will elect its Regional Director, in person, during the regional lunch at the Annual Meeting.
- Congratulations to Michael Beresnak on his re-election as the Region 4 Director. Thank you, Michael, for your continued service!



## Two "In the Know" Webcasts Coming in October

### Exploring Enhancements to Member Services

In September, CLARB is launching enhanced member services such as Council Record transmittals and the CLARB disciplinary database to make it easier for your board to not only access applicant information needed to make important regulatory decisions but also share relevant information with the CLARB community. Member Board Executives at the Annual Meeting will get a sneak peek at these enhancements during the MBE session, and all members are invited to join us on Thursday, October 13 to see how these enhanced





tools will help you and the CLARB community.

**Mark your calendar and plan to join us on Thursday, October 13 at 3 p.m. EDT / 2 p.m. CDT / 1 p.m. MDT / Noon PDT. Access details will be provided closer to time.**

### **Oversight, Antitrust and the Supreme Court -- Learning from FARB's Regulatory Law Seminar**

The U.S. Supreme Court's decision in the case of the North Carolina State Board of Dental Examiners v. Federal Trade Commission (FTC) has created uncertainty in the regulatory law community and has created the potential for increased risk and antitrust claims. Regulatory boards depend heavily on their legal counsel to stay up-to-date on regulatory law issues especially in today's environment.

In late September, FARB is holding its Regulatory Law Seminar with experts and attorneys from across the country to discuss the latest trends, cases and impacts to those representing regulatory boards and developing administrative law.

Arizona MBE Melissa Cornelius will attend this seminar on behalf of the CLARB Community and will share key takeaways and lessons learned on Thursday, October 27.

**Mark your calendar and plan to join us on Thursday, October 27 at 3 p.m. EDT / 2 p.m. CDT / 1 p.m. MDT / Noon PDT.**

### About CLARB's "In the Know" Series

This series is designed to ensure that you are "in the know" about key issues, programs, activities and processes that are part of CLARB's work on behalf of you, our members. The events are prepared for your benefit and exclusive use and we respectfully ask that access information for these events not be shared with the public. [Visit the "In the Know" archive](#) to access recordings and documents from previous events.

## **ASLA Advocacy Summit Recap**

ASLA hosted its Annual Advocacy Summit on August 12-14, bringing together 29 ASLA chapters and partners to meet and discuss ways to advance advocacy.

Joel Albizo, CEO, and Melissa Cornelius, Arizona Member Board Executive, were in attendance representing CLARB. At a session focusing on the reaction to the North Carolina Board of Dental Examiners vs Federal Trade Commission Supreme Court decision, Joel presented on the impact to regulatory boards and provided an update on next steps. A full recap on the Summit is available from ASLA [here](#).



## Fall Exam Timeline





### **Summary of Actions at the 2016 NCEES Annual Meeting**

The Council took the following actions at the NCEES annual meeting business sessions on August 25 and 26, 2016. All motions referenced are found in the 2016 *Action Items and Conference Reports*, which is available for download from the [Member Resources](#) section of [ncees.org](http://ncees.org), under Board Resources/Annual Meetings. Complete information on the motions will be published in the official meeting minutes.

### **2015 Minutes**

The Council voted to approve the published minutes of the 2015 annual meeting. (Vote: 65 for; 0 against; 1 not voting)

### **Consent Agenda**

The Council removed 17 items from the published consent agenda for separate consideration with the committee reports. The remaining items, shown here, passed on the consent agenda. (66-0-0)

- Committee on Finances—Motions 1–2
- Special Committee on Bylaws—Motions 1–6, 14
- Committee on Education—Motion 1
- Advisory Committee on Council Activities—Motions 4–5
- Committee on Examination Policy and Procedures—All motions
- Committee on Uniform Procedures and Legislative Guidelines—Motions 3, 5–6, 8, 10
- Technology Task Force—Motions 1, 3

### **Officer Elections**

The Council elected Patrick Tami, P.L.S., of California, 2016–17 president-elect. He will serve as NCEES president in 2017–18.

### **Committee and Task Force Motions**

- Committee on Finances—Motion 3: passed as amended (58–7–1)
- Special Committee on Bylaws—Motions 7–12 (considered together): failed (18–47–1); Motion 13: removed from consent agenda and passed (64–1–1)
- Committee on Education: Motion 2: removed from consent agenda and passed (62–3–1); Motion 3: removed from consent agenda and passed (49–15–2); Motion 4: removed from consent agenda and passed (59–7–0); Motion 5: removed from consent agenda and passed (44–18–4)
- Advisory Committee on Council Activities—Motion 1: passed (41–23–2); Motion 2: removed from consent agenda and passed (42–24–0); Motion 3: removed from consent agenda and passed (51–15–0); Motion 6: removed from the consent agenda and passed as

amended (56–9–1); Motion 7: removed from consent agenda and failed (30–36–0); Motion 8: passed (48–18–0); Motion 9: passed (64–2–0)

- Uniform Procedures and Legislative Guidelines—Motion 1: removed from consent agenda and passed (57–6–3); Motion 2: removed from consent agenda and passed as amended (62–4–0); Motion 4: removed from consent agenda and passed (64–1–1); Motion 7: removed from consent agenda and passed (59–5–2); Motion 9: removed from consent agenda and passed as amended (65–0–1); Motion 11: removed from consent agenda and passed (66–0–0); Motion 12: failed (12.5–51.5–2)
- Technology Task Force—Motion 2: removed from consent agenda and passed as amended (52–12–2); Motion 4: removed from consent agenda and passed (63–2–1)
- Financial Reserves Task Force—Motion 1: failed (15–51–0)

### **Northeast Zone Resolution**

The Northeast Zone originally submitted a resolution that the board of directors remove the automatic approval option for the PE and PS exams that it approved at the February board of directors meeting and that the Council further study the issue. The zone vice president withdrew the resolution.

### **Southern Zone Resolution**

The Southern Zone presented a resolution to amend NCEES Financial Policy 4 to state that the Council shall grant each zone an equal sum of money each year for attendance of up to 75 members to the zone interim meeting and \$200 per member for attendance above 75 members. The resolution passed (35–28–3).

### **New Business**

South Carolina board: The South Carolina board presented a motion to amend Financial Policy 3, Travel Expenses, to annually fund a minimum of three delegates from each member board to the NCEES annual meeting and respective zone interim meeting. The motion passed as amended (42–24–0).

Nevada board: The Nevada board presented a motion to reconsider Committee on Finances Motion 3. The motion to reconsider passed (46–19–1). Delegates then reconsidered the motion. Committee on Finances Motion 3 passed as amended (58–7–1).

### **Unfinished Business**

- Committee on Finances: The committee’s motion to approve the 2016–17 operating and capital budgets passed as amended (64–0–2).

## 2016 NCARB Annual Business Meeting Recap

This issue of Fast Facts provides an overview of the 2016 NCARB Annual Business Meeting that occurred June 16-18, 2016, in Seattle, WA.

### First Business Session

The Annual Business Meeting commenced with President Dennis S. Ward commenting on programmatic advances the Council has made over the past several years and encouraging Member Boards to maintain the momentum of adoption and implementation in the years to come. Delegates then attended workshops addressing the use of technology in board meetings, the upcoming release of ARE® 5.0, and how the U.S. Supreme Court decision in *North Carolina Board of Dental Examiners v. Federal Trade Commission (FTC)* has impacted state regulatory boards. The following are press releases and news updates from the first day of the Annual Business Meeting:

- [Number of NCARB Certified Architects, Licensure Candidates Reach All-Time High](#)
- [NCARB Announces ARE 5.0 Launch Date](#)
- [NCARB President Encourages Organization to Continue Advancing Programs](#)
- [Day 1 Recap: Making Advances and Going Further](#)

### Ready to Launch: Your Guide to the New ARE 5.0

The Architect Registration Examination (ARE), required by all 54 jurisdictions, is one of three core components of the licensing process. With the November 1 launch of ARE 5.0 only a few months away, this workshop provided critical insight into the new exam for Member Boards, including how the new six-division structure aligns with the phases of architectural practice to provide real-world scenarios for licensure candidates. Attendees received a sneak peek of two new item types, hot spots and drag-and-place, as well as an overview of how the exam is scored. The presenters also reviewed the policies and procedures surrounding the transition to the new exam and showcased tools that will assist Member Boards in leading candidates through this process. *(Presenters: Jared Zurn, Ryan Misner, and Joan Paros)*

A copy of this workshop presentation with speaker notes can be found on the Registration Board section of the website under "[Annual Meeting](#)."

### Responding to the Supreme Court Decision

A panel of experts discussed the impact of the Supreme Court's decision in *North Carolina Board of Dental Examiners v. FTC* at NCARB's Regional Summit in March. Through that presentation, we learned that the FTC recommended a new "context-dependent" test to determine whether a state exercises sufficient supervision to confer antitrust immunity on state licensing boards composed of market participants. Staff provided a brief summary and update on jurisdictional responses to the ruling, as well as an overview of guidelines issued by the FTC designed to ensure active state supervision. *(Presenters: Derek Haese and Stephen Nutt)*

A copy of this workshop presentation with speaker notes can be found on the Registration Board section of the website under "[Annual Meeting](#)."

NCARB

*Celebrating over  
90 years of protecting  
the health, safety, and  
welfare of the public.*

1801 K Street, NW  
Suite 700K  
Washington, DC 20006  
202/783-6500  
[www.ncarb.org](http://www.ncarb.org)

### **Technology, Your Board Meeting, and You**

Many jurisdictions are just beginning to address issues raised by the use of technology in board meetings. At this workshop, members explored how technology can affect public meeting notices, quorums, voting, sunshine laws, and public attendance. Delegates and attendees discussed specific problems that may arise due to board member and public use of technology during board meetings, as well as permissions or restraints that may exist in statute. (Presenter: Nichole Schuster)

A copy of this workshop presentation with speaker notes can be found on the Registration Board section of the website under "[Annual Meeting](#)."

### **Second Business Session**

During the second day of the Annual Business Meeting, Member Boards received an update on the Integrated Path to Architectural Licensure (IPAL) initiative as well as the Council's role in serving the architecture community. For the first time, a forum was held to provide Member Boards with an opportunity to discuss the 10 resolutions that were voted on during Saturday's business session. The following are press releases and news updates from the second day of the Annual Business Meeting:

- [Four Programs Accepted to NCARB's Integrated Path to Architectural Licensure Initiative](#)
- [NCARB CEO Shares How Organization Is Serving the Architecture Community](#)
- [Day 2 Recap: Serving the Community](#)

### **Third Business Session**

The meeting closed with a speech from President Kristine Harding, AIA, NCARB, which outlined her vision for FY17, including enhancing the benefits to the NCARB Certificate. A Town Hall discussion was held to give delegates an opportunity to pose questions to NCARB leadership pertaining to Council services and programs. Responses to all of the submitted questions are included below and have also been made available on the Registration Board section of the website.

In addition, Member Boards voted on 10 resolutions that involved ratification of a new Mutual Recognition Arrangement with Australia and New Zealand, changes to the *NCARB Bylaws*, *Certification Guidelines*, and *Legislative Guidelines and Model Law/Model Regulations*. An overview of the resolutions voted on at the 2016 Annual Business Meeting along with a breakdown of the votes can be found [here](#). In addition, the FY17 Board of Directors was elected by the membership. The following are press releases and news updates from the third day of the Annual Business Meeting:

- [United States, Australia, and New Zealand Establish Arrangement to Recognize Architect Credentials](#)
- [NCARB to Streamline Education Requirement Alternative for Certification](#)
- [Incoming President Seeks to Enhance Benefits to Certification](#)
- [Day 3 Recap: Enhancing the NCARB Certificate](#)
- [Summary Report of Vote on Resolutions at NCARB's Annual Business Meeting](#)

### **Community Center Resources**

The theme of “Community” was robust, as staff and subject-matter experts worked with Member Board Members to ensure they had the tools and insight necessary to navigate recent updates to programs and services. Of specific note were several maps that highlighted jurisdictional acceptance of the Broadly Experienced Architect Program, the Broadly Experienced Foreign Architect Program, and the Integrated Path to Architectural Licensure. These maps, along with an interactive map showcasing each jurisdiction’s ability to accept various Council programs and relevant provisions of the jurisdictional statutes and regulations that may prohibit a jurisdiction’s ability to adopt and implement specific NCARB programs, have been made available on the Registration Board section under “[Annual Meeting](#).” Please log in to view this [interactive map](#) and explore the full text of the cited provisions, which can be found in [NCARB Programs and Your Jurisdiction Supplement](#).

### **Plenary Videos/Workshop Presentations**

We are pleased to continue to offer Member Board Members and Member Board Executives who were unable to attend the meeting an opportunity to view the event via webcast. If you were not able to join us in Seattle, you can find links to recordings of the plenary sessions and workshops [here](#).

### **Implementation of the Mutual Recognition Arrangement with Australia and New Zealand**

Following the passage of Resolution 2016-01: Mutual Recognition Arrangement with Australia and New Zealand, Member Board Chairs and Executives received a package from President Kristine Harding in late June requesting that their board consider whether they will sign the letter of undertaking regarding the Mutual Recognition Agreement between NCARB, the Architects Accreditation Council of Australia, and the New Zealand Registered Architects Board.

To ease preparation for discussion with your Board, a copy of that package can be found on the [Registration Board](#) section of the website.

In order to complete adoption of this agreement, at least 28 Member Boards must sign the letter of undertaking by **December 31, 2016**.

## 2016 Annual Business Meeting Town Hall

### Member Board Services and Support

**Will NCARB continue with the three sessions we had this year for MBEs? They were very good.**

At this time, there are no plans to repeat the three in-person MBE Engagement Sessions that were held earlier this year as stand-alone events, but discussions are underway regarding how to enhance already planned events. Council staff has been tasked to work with the MBE Director and the MBE Committee to identify opportunities in which we can provide the Member Board Executive community with other opportunities to engage and ensure the great dialogue that was started with the MBE Engagement Sessions this past year continues.

Any and all ideas for methods of promoting continued engagement and discussion among the MBE Community should be sent to MBE Director Kingsley Glasgow ([kingsley.glasgow@arkansas.gov](mailto:kingsley.glasgow@arkansas.gov)) and Council Relations Director Kathy Hillegas ([khillegas@ncarb.org](mailto:khillegas@ncarb.org)).

**What is being done to further promote NCARB diversity?**

The topic of diversity was a major focus of the Council this past year and will continue to be moving forward. Regarding NCARB committees and other volunteer opportunities, our Board Presidents have worked to appoint volunteers from increasingly diverse backgrounds. Regarding service on Member Boards which leads to service on the NCARB Board, this last year was a year of discovery as we sought to identify ways to develop guidance for advocating and promoting diversity on Member Boards.

Through outreach and engagements with our Member Boards, collaterals, and other like organizations including the National Organization for Minority Architects (NOMA), best practices for promoting diversity were identified. The outcome of this discovery was to develop a tracking system for identifying impending term expiration dates and notifying Member Boards, state AIA components, and other interested parties regarding the appointment process for serving on Member Boards. After discussing best approaches at the Procedures & Documents Committee and Board of Directors meeting, it was determined that NCARB should not directly engage with recommending individuals to serve on state licensing boards, but rather should facilitate a discussion between those parties involved in making recommendations to the governor and governor's appointment offices and the Member Board.

**For changes to the IDP program, where are the votes published?**

Whenever Member Boards are asked to comment on proposed programmatic changes, the responses are compiled into a comprehensive summary document that is shared with the Board of Directors. This summary document includes a table outlining board positions, an executive summary of Member Board comments, and an appendix containing all responses received. Following Board discussion and vote, this final board decision, along with the feedback summary information was distributed to Member Board Chairs and Member Board Executives and posted as an announcement on the Registration Board section of the website.

In response to Member Board feedback, the Board of Directors is continuously monitoring this process and implementing new activities to ensure that an adequate



amount of time is provided for each Member Board to consider issues placed out for comment. This includes implementation of feedback calls that will take place following distribution of summary comments and prior to Board vote, as well as increasing the comment period from 90 to 120 days. Based on the feedback at the Annual Business Meeting, NCARB will augment its expanded comment period and feedback calls by positioning its reporting tools to provide real-time notice to Member Boards regarding comments from the Member Board community, should the Board undertake other reviews of guidance documents addressing elements of the education, experience, or examination programs.

**Have you considered appointing a landscape architect, interior designer, or engineer who is a member of a multi-discipline member board as a public member?**

Prior to July 1, 2016, the qualifications to serve as a public director included that one must not be engaged in or licensed to engage in the design of any portion of buildings or structures or a member of a Member Board. Resolution 2015-3: *Bylaws* Amendment – Modifications to the Qualifications of Public Director on Council Board of Directors resulted in a change to the requirements that the Public Director on the Board be serving as a public or consumer member on a Member Board. Thus this definition would have to be further revised through a vote of the membership for non-architect, non-public Member Board Members to qualify for the Public Director position on the NCARB Board of Directors.

**What is form 155?**

Form 155 is the Registration and Examination History form that is sent to Member Boards to verify an architect's license number and date of issuance and expiration, as well as any disciplinary information. In the case of architects who tested in a version of the ARE prior to 1997, there is a second page that allows for the Member Board to document ARE scores.

**Can the form 155 go away?**

The information obtained on this form is utilized to verify licensing details from jurisdictions that are necessary to update the customer's Record. The information collected from this process is utilized for purposes of reciprocity. However, if all jurisdictions participated in the NCARB Data Sharing Program, this form would no longer be necessary.

**Can the NCARB form 155 be updated for electronic submission?**

Plans are currently underway to update this form to a more efficient, easily accessible online version in FY17.

**What are your thoughts on the Region 6 white paper on regional relevance?**

NCARB has not been presented the Region 6 white paper for comment. It is our understanding that it is still being drafted by the region.

**Mutual Recognition Agreement with Australia and New Zealand**

**Does a vote in favor of the Australia-NZ arrangement obligate a jurisdiction to sign it?**

No. Voting in support of this resolution is an indicator that a Member Board supports the initiative and does not obligate a Member Board to sign the Arrangement. We recognize that each jurisdiction has to handle the approval process for MRAs in a very different way.

**Will the MRA be updated to include exam, experience, and education documents?**

No. This MRA has already been ratified by Australia and New Zealand. Changes to the terms of the Arrangement would require a new set of negotiations with those countries. The MRA does not provide for educational transcripts, detailed work history, or examination scores. However, the Letter of Good Standing (from the Board) and the Declaration of Professional Experience (from the applicant) will be supplemented by a statement of qualifications that includes general information on when and where the degree was received, when the experience requirement was satisfied, and when the exam process was completed, as well as the jurisdiction of initial and subsequent licensure as compiled and issued by NCARB, AACA, or the NZRAB.

**Continuing Education****Why are the continuing education credits for ABM sessions not HSW? Is AIA the only qualifier for that?**

The qualifier used by AIA for HSW is based on the technical and professional subjects outlined in NCARB's *Model Law*. Each Member Board has the authority to determine HSW content either by adopting *NCARB Model Law* or some other criteria. As a registered AIA CE Provider, NCARB submitted its ABM sessions for approval by including four learning objectives for each session submitted. The review of the session descriptions as provided by session organizers/speakers indicated the content did not provide post-licensure learning correlating to defined HSW subjects.

*NCARB Model Regulations* (100.006) define Continuing Education (CE), Continuing Education Hour (CEH), and Health, Safety, and Welfare Subjects (HSW). HSW is defined as "Technical and professional subjects that the [licensing] Board deems appropriate to safeguard the public and that are within the following enumerated areas necessary for the proper evaluation, design, construction, an utilization of buildings and the built environment." The topics identified are: "Building Systems, Construction Contract Administration, Construction Documents, Design, Environmental, Legal, Materials and Methods, Occupant Comfort, Pre-Design, and Preservation." Each of these topics include specific areas of focus that must be part of a CE presentation that would allow it to qualify for HSW CEH.

**Outreach and Engagement****How are we engaging with students outside AIAS?**

NCARB's outreach team visits all schools of architecture that have NAAB-accredited degree programs on a two-year rotation. These visits are coordinated through contact with the school's architect licensing advisor, AIAS Chapter leader and/or student-appointed licensing advisor, Professional Practice Faculty, deans, chairs, etc.,

in hopes to reach the broadest audience. We also inform and make every attempt to coordinate with and include Member Board Members and Executives in these sessions. Additionally, we host seminars at AIA chapters and regional events where students, licensure candidates, and architects all interact together.

We also work closely with the National Organization of Minority Architecture Students (NOMAS), Association of Collegiate Schools of Architecture (ACSA), and Coalition of Community College Architecture Programs (CCCAP), and participate at the American School Counselor Association (ASCA) Annual Conference.

Also, the NCARB Think Tank (formerly known as the Intern Think Tank) engages 12 emerging professionals, including students, to submit feedback and new approaches to the NCARB leadership regarding its programs and services.

## Fees

### **Can NCARB implement a tiered fee schedule for Record transmissions to Member Boards? More transmittals, less per transmittal?**

In June, the Board of Directors made some significant changes to our fee structure, with fee reductions for both licensure candidates and registered architects. These include reducing the initial application fee for new Certificate holders who had not maintained an NCARB Record pre-licensure, streamlining the experience fee schedule, and establishing a predictable exam fee schedule for the coming years. At this time, there are no changes planned to reduce the cost of the Record transmittal fee. The Board of Directors is committed to considering this at a future date, but would like to absorb these new fee changes and allow them to normalize before considering further changes. This topic will remain on a backlog of fee discussions for future consideration.

---

## Reminders

### **2016 ABM Survey**

Your feedback is critical to the success of future Council programs! If you have not already done so, please take a moment to complete the [2016 NCARB Annual Business Meeting Survey](#). We strive to continuously improve our meetings and service to you, and your feedback is an important part of that process.

### **Upcoming Meetings**

As you plan for the year ahead, don't forget to mark your calendars for these upcoming FY17 meetings.

- **Member Board Chairs/Member Board Executives Conference:** October 28-29, 2016 in Columbus, OH
- **MBE Workshop:** March 9, 2017 in Jersey City, NJ
- **Regional Summit:** March 10-11, 2017 in Jersey City, NJ
- **2017 Annual Business Meeting:** June 21-24, 2017 in Boston, MA

## FAST FACTS

## Preparing for the ARE 5.0 Launch: Tips and Pointers

With the November 1 launch of Architect Registration Examination® (ARE®) 5.0 only a couple months away, here are some key points to be mindful of:

- NCARB's Examination experts recently held an ARE webinar exploring the new My Examination interface. Watch the video for a sneak peek of the update and answers to important questions directly from NCARB staff. Stay tuned for more webinars prior to the launch. You can access this webinar [here](#).
- The *ARE 5.0 Guidelines* are [here](#) and the *ARE 5.0 Handbook* is coming in early September, providing policy and content information on the new exam divisions. We will send you an advance copy of the *Handbook* prior to its release so you can familiarize yourself with this new publication about the exam.
- NCARB will launch the ARE 5.0 Community in early September, giving candidates a space to come together and ask questions about ARE 5.0, share best practices, and interact with our experts so they're fully prepared to test. The ARE 4.0 Community will still be available for candidates testing in 4.0.
- November 1 is the first day candidates with ARE 4.0 eligibilities will be able to transition to and schedule appointments in ARE 5.0. Candidates will need to transition before they can schedule an ARE 5.0 appointment.
  - For Member Board Executives travelling to the MBC/MBE Conference in Columbus, OH, on October 28-29, please make sure that your staff is prepared to respond to last minute inquiries about the launch of ARE 5.0.

Have other questions? Watch the [ARE 5.0 webinar](#) or reach out to our [Council Relations](#) team—we are here to help.

## Licensing Advisors Summit – Roster of Advisors

This year's [Licensing Advisors Summit](#) (LAS) was held August 5-6 in Chicago. Attendees received in-depth training on the licensure process, discussed emerging issues, and networked with each other. NCARB staff provided useful information on the newly released [Architectural Experience Program](#)® (AXP®) and ARE 5.0 to prepare advisors to better guide their candidates. Education sessions focused on how advisors can help licensure candidates set and reach their career goals, building a supportive community with other architecture organizations, and more.

Advisors include professionals, educators, and students who volunteer to help candidates along the path to licensure. We recently welcomed Member Board Executives into the Architect Licensing Advisors Community to ensure that the regulatory perspective was involved in outreach to licensure candidates within any given jurisdiction. The summit, which NCARB holds with support from AIA, shares tools and training opportunities to ensure these volunteers are ready to help candidates understand our programs and enable them to fully participate in the Architect Licensing Advisors Community.

We encourage you to view the list of advisors in your area by accessing the [Architect Licensing Advisors Roster](#).

NCARB

*Celebrating over  
90 years of protecting  
the health, safety, and  
welfare of the public.*

1801 K Street, NW  
Suite 700K  
Washington, DC 20006  
202/783-6500  
[www.ncarb.org](http://www.ncarb.org)

## NAAB Online Training

The National Architectural Accrediting Board (NAAB) has developed online training for their 2017 visiting teams. This marks the beginning of a new sequence for training and team nomination. All team members must complete online training to be eligible to be assigned to a team for 2017.

If you are a new team member, you should have received a message from [forum@naab.org](mailto:forum@naab.org) with your username and password for the [training site](#), which you can login to at any time.

Visiting team assignments will be made in the early fall. Once you've been approved by the program, you will be invited for a face-to-face training in Washington, DC, in November.

Please contact [forum@naab.org](mailto:forum@naab.org) if you did not receive your username and password for the training site.

---

## NCARB July 2016 Monthly Legislative Update is Available

The July 2016 Monthly Legislative Update is now available. This information allows you to review pending legislation in other jurisdictions. The June update contains bills and regulations addressing topics such as:

- Amending application deadlines, fees, and penalties
- Clarifying provisions outlining emeritus status
- Acceptance of NCARB programs, such as AXP

In Idaho, the governor signed a bill (H482), which modifies the composition of the Idaho Board of Architectural Examiners. Formally comprised of six architect members, the board now has five architect members and one consumer member. The consumer member represents the interests in the rights of consumers of architectural services.

The Texas Board of Architectural Examiners amended their rules by removing the minimum requirements to obtain core experience hours in outdated practice areas, effectively accepting the AXP.

A U.S. Senate Bill (S 3158), "Alternatives to Licensing that Lower Obstacles to Work Act of 2016" or the "ALLOW Act," was introduced to allow the use of occupational licensing and certifications issues by any state to be used on any military installation.

You can review the list of [bills](#) and [regulations](#) included in July and visit the "Legislation Tracking" library on the Registration Board Section of My NCARB. If you would like assistance monitoring and tracking any legislative issues, contact [Council Relations](#).

## Introducing New MBMs

We'd like to introduce these new member board members:

- **Courtney Brett, AIA**, and **Michael Chapman, AIA, LEED AP**, Alabama: Courtney and Michael joined the Alabama Board for Registration of Architects in June
- **Philip Villanueva**, Guam: Philip became a public member for the Guam Board of Registration for Professional Engineers, Architects, and Land Surveyors this July
- **Celestia Ray Carson, AIA, LEED AP**, and **Brian Jacobson, AIA**, Utah: Celestia and Brian joined the Utah Division of Occupational and Professional Licensing in July
- **Joseph Johnson, AIA, Edward Halloran**, and **William Haverkamp**, Kansas: Joseph, Edward, and William joined the Kansas State Board of Technical Professions in August
- **Melissa Cohen, AIA, LEED AP**, and **Sharon Borton**, District of Columbia: Melissa and Sharon joined the District of Columbia Board of Architecture and Interior Design in July
- **Wendy Amann, PE, Dr. Deborah Watson**, and **Catherine Dunn, AIA, LEED AP BD+C**, Colorado: Wendy, Deborah, and Catherine joined the Colorado Board of Licensure for Architects, Engineers, and Professional Land Surveyors in August

Welcome all!

---

## Reminder: Upcoming Meetings

As you plan for the year ahead, don't forget to mark your calendars for these upcoming FY17 meetings.

- **Member Board Chairs/Member Board Executives Conference:** October 28-29, 2016, in Columbus, OH
- **MBE Workshop:** March 9, 2017, in Jersey City, NJ
- **Regional Summit:** March 10-11, 2017, in Jersey City, NJ
- **2017 Annual Business Meeting:** June 21-24, 2017, in Boston, MA

I previously provided you information concerning proposed revisions contemplated by ABET's Engineering Accreditation Commission (EAC) to engineering criteria 3 and 4. Comments were allowed to be received through July. ABET is now reporting that those comments are under review and will be considered at the October Engineering Area Delegation which is the final approving authority. In a recent press release ABET noted "Because of the significance of these modifications, the **EAC** is recommending that the delegation consider another year of public review and comment to ensure all constituents have ample opportunity to consider these latest modifications, and provide any additional comments." See below news release:

<http://www.abet.org/blog/news/criteria-updates-from-the-july-eac-commission-meeting/>

If you did not provide comments and wish to do so, I would strongly suggest that you submit your comments prior to the October Engineering Area Delegation meeting. I have attached a description of the proposed revisions as issued by ABET.

If there are questions, please let me know.

Jerry Carter  
NCEES

**PROPOSED REVISIONS  
TO  
CRITERIA FOR ACCREDITING ENGINEERING PROGRAMS  
DEFINITIONS,  
GENERAL CRITERION 3 STUDENT OUTCOMES,  
AND  
GENERAL CRITERION 5 CURRICULUM**

Background

Graduates of programs accredited by the EAC must be prepared for professional practice of engineering, and engineering is evolving to meet continually emerging demands. Criterion 3, Student Outcomes, as published in *Criteria for Accrediting Engineering Programs* was written 20 years ago in preparation for outcomes-based education. Over a period of several years, the EAC Criteria Committee has been engaged in a review of Criterion 3 and has sought input from a broad variety of sources concerning skills and attributes needed for the professional practice of engineering. Based on the input received, the EAC has developed this proposed revision to the *Criteria for Accrediting Engineering Programs*. Revisions are proposed to Criterion 3, framing student outcomes that address relevant topic areas and moving some items into Criterion 5, Curriculum. Definitions and explanations currently placed in Criterion 5 were moved to a revised introductory section to the *Criteria for Accrediting Engineering Programs* after the harmonized ABET definitions and before *Section I. General Criteria for Baccalaureate Level Programs*.

**Based on feedback received and the recommendation of the EAC, the Engineering Area Delegation may decide to extend the review and comment period for one additional year. Likewise, due to the breadth and complexity of the proposed changes and the impact to programs demonstrating compliance with Criteria, a phase-in implementation period may be recommended by the EAC to the Engineering Area Delegation.**



**Criteria for Accrediting Engineering Programs**  
Effective for Reviews during the 20XX-20YY Accreditation Cycle

Definitions

While ABET recognizes and supports the prerogative of institutions to adopt and use the terminology of their choice, it is necessary for ABET volunteers and staff to have a consistent understanding of terminology. With that purpose in mind, the Commissions will use the following basic definitions:

Program Educational Objectives – Program educational objectives are broad statements that describe what graduates are expected to attain within a few years of graduation. Program educational objectives are based on the needs of the program’s constituencies.

Student Outcomes – Student outcomes describe what students are expected to know and be able to do by the time of graduation. These relate to the skills, knowledge, and behaviors that students acquire as they progress through the program.

Assessment – Assessment is one or more processes that identify, collect, and prepare data to evaluate the attainment of student outcomes. Effective assessment uses relevant direct, indirect, quantitative and qualitative measures as appropriate to the outcome being measured. Appropriate sampling methods may be used as part of an assessment process.

Evaluation – Evaluation is one or more processes for interpreting the data and evidence accumulated through assessment processes. Evaluation determines the extent to which student outcomes are being attained. Evaluation results in decisions and actions regarding program improvement.

This document contains three sections:

The first section includes important **definitions** used by all ABET commissions.

The second section contains the **General Criteria for Baccalaureate Level Programs** that must be satisfied by all programs accredited by the Engineering Accreditation Commission of ABET and the **General Criteria for Masters Level Programs** that must be satisfied by those programs seeking advanced level accreditation.

The third section contains the **Program Criteria** that must be satisfied by certain programs. The applicable Program Criteria are determined by the technical specialties indicated by the title of the program. Overlapping requirements need to be satisfied only once.

-----

~~These criteria are intended to assure quality and to foster the systematic pursuit of improvement in the quality of engineering education that satisfies the needs of constituencies in a dynamic and competitive environment. It is the responsibility of the institution seeking accreditation of an engineering program to demonstrate clearly that the program meets the following criteria.~~

These criteria are intended to provide a framework of education that prepares graduates to enter the professional practice of engineering who are (i) able to participate in diverse multicultural workplaces; (ii) knowledgeable in topics relevant to their discipline, such as usability, constructability, manufacturability and sustainability; and (iii) cognizant of the global dimensions, risks, uncertainties, and other implications of their engineering solutions. Further, these criteria are intended to assure quality to foster the systematic pursuit of improvement in the quality of engineering education that satisfies the needs of constituencies in a dynamic and competitive environment. It is the responsibility of the institution seeking accreditation of an engineering program to demonstrate clearly that the program meets the following criteria.

The Engineering Accreditation Commission of ABET recognizes that its constituents may consider certain terms to have certain meanings; however, it is necessary for the Engineering Accreditation Commission to have consistent terminology. Thus, the Engineering Accreditation Commission will use the following definitions:

Basic Science – Basic sciences consist of chemistry and physics, and other biological, chemical, and physical sciences, including astronomy, biology, climatology, ecology, geology, meteorology, and oceanography.

College-level Mathematics – College-level mathematics consists of mathematics above pre-calculus level.

Engineering Science – Engineering sciences are based on mathematics and basic sciences but carry knowledge further toward creative application needed to solve engineering problems.

Engineering Design – Engineering design is the process of devising a system, component, or process to meet desired needs, specifications, codes, and standards within constraints such as health and safety, cost, ethics, policy, sustainability, constructability, and manufacturability. It is an iterative, creative, decision-making process in which the basic sciences, mathematics, and the engineering sciences are applied to convert resources optimally into solutions.

Teams – A team consists of more than one person working toward a common goal and may include individuals of diverse backgrounds, skills, and perspectives.

One Academic Year – One academic year is the lesser of 32 semester credits (or equivalent) or one-fourth of the total credits required for graduation with a baccalaureate degree.

### **Criterion 3. Student Outcomes**

~~The program must have documented student outcomes that prepare graduates to attain the program educational objectives.~~

~~Student outcomes are outcomes (a) through (k) plus any additional outcomes that may be articulated by the program.~~

~~(a) an ability to apply knowledge of mathematics, science, and engineering~~

~~(b) an ability to design and conduct experiments, as well as to analyze and interpret data~~

~~(c) an ability to design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability~~

~~(d) an ability to function on multidisciplinary teams~~

~~(e) an ability to identify, formulate, and solve engineering problems~~

- (f) an understanding of professional and ethical responsibility
- (g) an ability to communicate effectively
- (h) the broad education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context
- (i) a recognition of the need for, and an ability to engage in life long learning
- (j) a knowledge of contemporary issues
  
- (k) an ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.

The program must have documented student outcomes. Attainment of these outcomes prepares graduates to enter the professional practice of engineering. Student outcomes are outcomes (1) through (7) plus any additional outcomes that may be articulated by the program.

1. An ability to identify, formulate, and solve engineering problems by applying principles of engineering, science, and mathematics.
2. An ability to apply both analysis and synthesis in the engineering design process, resulting in designs that meet desired needs.
3. An ability to develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.
4. An ability to communicate effectively with a range of audiences.
5. An ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.
6. An ability to recognize the ongoing need for additional knowledge and locate, evaluate, integrate, and apply this knowledge appropriately.
7. An ability to function effectively on teams that establish goals, plan tasks, meet deadlines, and analyze risk and uncertainty.

### **Criterion 5. Curriculum**

~~The curriculum requirements specify subject areas appropriate to engineering but do not prescribe specific courses. The faculty must ensure that the program curriculum devotes adequate attention and time to each component, consistent with the outcomes and objectives of the program and institution. The professional component must include:~~

- ~~(a) one year of a combination of college level mathematics and basic sciences (some with experimental experience) appropriate to the discipline. Basic sciences are defined as biological, chemical, and physical sciences.~~
- ~~(b) one and one half years of engineering topics, consisting of engineering sciences and engineering design appropriate to the student's field of study. The engineering sciences have their roots in mathematics and basic sciences but carry knowledge~~

~~further toward creative application. These studies provide a bridge between mathematics and basic sciences on the one hand and engineering practice on the other. Engineering design is the process of devising a system, component, or process to meet desired needs. It is a decision-making process (often iterative), in which the basic sciences, mathematics, and the engineering sciences are applied to convert resources optimally to meet these stated needs.~~

~~(c) a general education component that complements the technical content of the curriculum and is consistent with the program and institution objectives.~~

~~Students must be prepared for engineering practice through a curriculum culminating in a major design experience based on the knowledge and skills acquired in earlier course work and incorporating appropriate engineering standards and multiple realistic constraints.~~

~~One year is the lesser of 32 semester hours (or equivalent) or one fourth of the total credits required for graduation.~~

The curriculum requirements specify subject areas appropriate to engineering but do not prescribe specific courses. The curriculum must support attainment of the student outcomes and must include:

(a) one academic year of a combination of college-level mathematics and basic sciences (some with experimental experience) appropriate to the program.

(b) one and one-half academic years of engineering topics, consisting of engineering sciences and engineering design appropriate to the program and utilizing modern engineering tools.

(c) a broad education component that includes humanities and social sciences, complements the technical content of the curriculum, and is consistent with the program educational objectives.

Students must be prepared to enter the professional practice of engineering through a curriculum culminating in a major design experience based on the knowledge and skills acquired in earlier course work and incorporating appropriate engineering standards and multiple constraints.

**TRAVEL  
MATRIX  
BOARD MEMBERS  
07/01/2016 through 12/31/2016**

<b>DATES</b>	<b>MEETING</b>	<b>PLACE</b>	<b>BOARD NAME</b>	<b>PAID BY</b>
10/27-29/2016	NCARB Board Chair/MBE Summit	Columbus, OH	Williams, Patterson	Registration & travel paid by NCARB

Kristine A. Harding, NCARB, AIA  
*President/Chair of the Board*  
Huntsville, Alabama

Gregory L. Ermy, NCARB, AIA  
*First Vice President/President-elect*  
Reno, Nevada

David L. Hoffman, FAIA, NCARB  
*Second Vice President*  
Wichita, Kansas

Terry L. Allers, NCARB, AIA  
*Treasurer*  
Fort Dodge, Iowa

Robert M. Calvani, NCARB, AIA  
*Secretary*  
Albuquerque, New Mexico

Dennis S. Ward, FAIA, NCARB  
*Past President*  
Florence, South Carolina

David R. Prengaman, AIA, NCARB  
*Director, Region 1*  
Providence, Rhode Island

Susan B. McClymonds, AIA, CSI, CCS, SCIP  
*Director, Region 2*  
Amsterdam, New York

Alfred Vidaurri Jr., FAIA, NCARB, AICP  
*Director, Region 3*  
Fort Worth, Texas

Stephen L. Sharp, AIA, NCARB  
*Director, Region 4*  
Springfield, Ohio

Bayliss Ward, NCARB, AIA  
*Director, Region 5*  
Bozeman, Montana

James Oschwald, NCARB, AIA, LEED, AP<sup>BD+C</sup>  
*Director, Region 6*  
Albuquerque, New Mexico

Kingsley Johnson Glasgow  
*Member Board Executive Director*  
Little Rock, Arkansas

John E. Cardone Jr.  
*Public Director*  
Lake Charles, Louisiana


Michael J. Armstrong  
*Chief Executive Officer*

1801 K Street NW, Suite 700K  
Washington, DC 20006  
202/783-6500  
FAX 202/783-0290  
[www.ncarb.org](http://www.ncarb.org)

An Equal Opportunity Employer

## MEMORANDUM

**To:** Member Board Chairs  
Member Board Executives

**From:** Kristine A. Harding, NCARB, AIA   
President

**Date:** August 31, 2016

**Subject:** 2016 Member Board Chairs/Member Board Executives Summit  
Hilton Columbus  
401 North High Street  
Columbus, OH, 43215  
614-384-8600

The **2016 Member Board Chairs and Member Board Executives Summit** will take place on **October 28 and 29, 2016** in **Columbus, Ohio**. I hope that you will be able to attend or send a representative of your board to ensure that each jurisdiction is represented by both a Board Member and an Executive.

The purpose of the Summit is to conduct conversations between leaders at the Member Board and national level regarding future strategies, collaboration opportunities, and emerging issues. Topics under consideration include:

- Challenges created by Board structure, ranging from single discipline to multi-disciplinary to advisory
- Tension points with other professions
- NCARB's voice and role regarding the "education continuum"

Informational briefings will also cover the impact on Member Boards regarding the impending launch of ARE 5.0 on November 1, media training, and building the national disciplinary database. In addition, we are seeking your input to help us shape the agenda.

Participation by representatives of your jurisdiction in this meeting provides the link for your board to influence current and future NCARB initiatives, become alerted to new trends, learn about new procedural and technical information related to licensure and examination, and be better equipped to communicate with your constituents.

Our focus on protecting the public through effective licensure tools can only evolve through your active engagement with us. We hope you are able to make it to Columbus to take part in this most important meeting.

# NATIONAL ARCHITECT

News, Tools, and Tips to Support You Along the Path to Licensure



## NCARB Partners With AIAS to Improve Accessible Design in Underserved Communities

Learn how you can get involved with local architecture students through the American Institute of Architecture Students' (AIAS) Freedom by Design program.



Blog

### [ARE 5.0 Launches November 1](#)

Everything you need to help licensure candidates prepare for the new exam.

### [NCARB Recommends Early Access to the ARE for IPAL Students](#)

NCARB just held its Annual Business Meeting in Seattle. Learn more about the decisions your state licensing boards made this year and how they might affect architectural practice.



Supervisors

Are you an AXP supervisor or mentor?

### [The AXP Is Here](#)

The new Architectural Experience Program (AXP) launched on June 29, 2016. Here's how the program changes will impact licensure candidates.



CE

### Free Continuing Education

Earn continuing education hours (CEH) and make sure you're prepared for the summer heat with the conclusion of our Fire Safety in Buildings [Mini-Monograph series](#)—free for Certificate holders!



News

### Recent News

[Incoming President Seeks to Enhance Benefits to Certification](#)

[US, Australia, and New Zealand Establish Arrangement to Recognize Architect Credentials](#)

[Four Programs Accepted to NCARB's Integrated Path to Architectural Licensure Initiative](#)

[Number of NCARB Certified Architects, Licensure Candidates Reach All-Time High](#)



# Turner begins term as NCEES president

Daniel Turner, Ph.D., P.E., P.L.S., began his term as 2016–17 NCEES president at the conclusion of the organization’s annual meeting, held August 24–27 in Indianapolis, Indiana.

A resident of Tuscaloosa, Alabama, Turner was a member of the Alabama State Board of Licensure for Professional Engineers and Surveyors from 2009 to 2014 and is now an emeritus member. He replaces outgoing president Michael Conzett, P.E., of Nebraska, who will remain on the NCEES board of directors as immediate past president.


Also during the annual meeting, NCEES members elected Patrick Tami, P.L.S., of California, president-elect for the 2016–17 term.

NCEES welcomed Maurice Bowersox, P.E., of Kansas, and Brian Hanson, P.E., of Alaska, to its board of directors as well. Bowersox and Hanson will serve two-year terms as vice presidents of the Central Zone and Western Zone, respectively.

Rounding out the board of directors are three members serving the second year of their two-year terms: Gary Thompson, P.L.S., of North Carolina, continues as treasurer; Theresa Hodge, P.E., of South Carolina, returns as Southern Zone vice president; and Roy Shrewsbury, P.S., of West Virginia, continues as Northeast Zone vice president.

## MEMORANDUM

**To:** Member Board Chairs,  
Architect Section Chairs,  
Senior Member Board Architects

**From:** Kristine Harding, NCARB, AIA   
President

**Date:** September 1, 2016

**Subject:** New Outreach Effort with Member Board Leaders

I would like to invite you to participate in a new effort to keep our Member Boards up to date on the activities of the NCARB Board of Directors. I have asked the Regional Directors on the Board to work with your Regional Chair to provide a pre-Board meeting brief of our agenda. As an outgrowth of the interest expressed in providing more opportunities to engage with our Member Boards, and allow you to engage with each other, this briefing is designed to strengthen the communications pipeline from Regional Director to Regional Chair to leaders of our Member Boards.

We are hopeful that raising your awareness of the Board's activities will encourage continued conversation throughout the year and provide a more immediate sense of emerging issues being discussed and debated at the Board meetings. I will also be asking the Regional Directors to initiate post-Board meeting outreach to the Regional Chairs and through distributing the "Board Brief" summary to all Member Board members.

You will be asked to join a call with your Regional Chair and Regional Director for this pre-Board meeting briefing. I hope you will make every effort to assure your Board is represented on these calls. We will be reviewing our engagement strategies when our Member Board Chairs/Executives Summit occurs in October to seek feedback as we experiment with additional efforts to build our community.

Please feel free to contact me with your ideas regarding our engagement efforts.

# NCEES recognizes long-standing service

NCEES recently honored several individuals for their dedicated service to the organization and the engineering and surveying professions. The 2016 NCEES award winners are

- Robert Krebs, P.E., L.S., emeritus member of the Vermont Board of Land Surveyors, who received the Distinguished Service Award with Special Commendation
- Patty Mamola, P.E., former member of the Nevada State Board of Professional Engineers and Land Surveyors, and Joseph Timms, P.E., emeritus member of the West Virginia State Board of Registration for Professional Engineers, who received the Distinguished Service Award
- Kenneth Means, Ph.D., P.E., of West Virginia; William Pierson, Ph.D., P.E., of West Virginia; and Richard Schwarz, P.E., of Pennsylvania, who received the Distinguished Examination Service Award

The winners were honored at the NCEES annual meeting, held August 24–27, 2016, in Indianapolis, Indiana.