

SOUTH DAKOTA STATE BOARD OF TECHNICAL PROFESSIONS Board Agenda

Of the regular meeting Friday, May 20, 2016
In the Board Office in Clock Tower Plaza,
2525 W. Main St., Suite 211; Rapid City, SD

Board members to review applications at 8:00 A.M.

Roll Call at 8:30 A.M.

Agenda Items:

- 1) Approval of March 18, 2016 Minutes (Motion)
- 2) Approval of vouchers since last meeting (Motion)
- 3) Activities report ending April, Review of Deposits & Quarterly report (FYI)
- 4) Investigation reports
- 5) Old Business
- 6) New Business
- 7) PDH Audits (Motion)
- 8) Approval of passing Examinees from March & April (Appendix A, Motion)
- 9) Approval to take the NCEES Examinations as available (Appendix B, Motion)
- 10) Approval of applicants by examination; AR & A (Appendix C, Motion)
- 11) Approval of Comity applications (Appendix D, Motion)
- 12) Approval of Business applications (Appendix E, Motion)
- 13) Annual, zone, committee meeting reports & upcoming meetings
- 14) Correspondence
- 15) Future board meeting schedule
- 16) Adjournment (Motion)

AGENDA ITEM #1 APPROVAL OF March 18, 2016 BOARD MEETING MINUTES (MOTION)*

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

AGENDA ITEM #3 ACTIVITIES REPORT ENDING APRIL, 2016; REVIEW OF DEPOSITS & QUARTERLY REPORT (FYI)

AGENDA ITEM #4 INVESTIGATION REPORTS

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| Case 09-06 | Competency and Professional Conduct - Hearing held April 26, 2016; Board's Post Hearing Brief Submitted by legal counsel |
| Case 15-03 | Practice without CoA - AR - Legal counsel to generate Assurance of Voluntary compliance |
| 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. |

AGENDA ITEM #5 OLD BUSINESS

- *Action Items - reports
 - *Decoupling Best Practices
 - *Ultimate Test Article
 - *Guide Document
 - *NCARB CEO Update - February
 - *NCEES Proposed Changes to Bylaws
 - *CLARB E-News
 - *NCARB Fast Facts - February
 - *ARE 5.0 Press Release
 - *ABET Proposed Revisions
 - *Dental Ruling Update
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AGENDA ITEM #6 NEW BUSINESS

Board Member Re-appointed - Olson

- *NCARB CEO Update - March
- *CLARB Member Board E-News - March
- *NCARB ARE5 - Prep - Workshop
- *NCEES National Surveying Education Award
- *NCARB Legislative Tracker - Legislation & Regulation
- *CLARB Communique
- *NCARB Press Release - Training Workshop
- *NCARB Fast Facts - April
- *CLARB Member Board E-News - April
- *NCARB BOD Brief - April
- *NCARB Region 6 Resolution
- *NCARB Fast Facts
- *NCARB Survey

Election of Board Officers (Motion)

AGENDA ITEM #7 PDH AUDITS (MOTION)

NEW AUDITS:

Abraham, Ronald Gene, PE
Doran, Sandra L., LA
Elmer, Burt J., AR
Frank, Jonathan Edward, AR
Fravel, Kevin M., PE
Hermanson, Robin, PE
Klos, Colin H., AR
Moore, Stewart L., PE
Rudd, James C., PE
Stanhope, Robert W., LS
Swier, Janelle Kay, PE
Swisse, Robert Wayne, LS
Week, Thomas L., LS

SDBOTP did not receive any documents
^ Mandatory

REVIEW PREVIOUS AUDITS

Hofland, Randy L., PE
Moreau, Timothy Alford, PE
Templeton, LeeJay James, PE

AGENDA ITEM #8 APPROVAL OF PASSING EXAMINEES FROM MARCH & APRIL (MOTION)

See Appendix A

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

See Appendix B

AGENDA ITEM #10 APPROVAL OF APPLICANTS BY EXAMINATION, AR & A (MOTION)

See Appendix C

AGENDA ITEM # 11 APPROVAL OF COMITY APPLICATIONS (MOTION)

See Appendix D

AGENDA ITEM #12 APPROVAL OF BUSINESS APPLICATIONS (MOTION)

See Appendix E

AGENDA ITEM #13 ANNUAL, ZONE, COMMITTEE REPORTS & UPCOMING MEETINGS

PREVIOUS - 05/05/16 to 05/07/16 - NCEES Central Zone Interim Meeting - Kansas City, MO
(Micko, Albertson, Peters, Thingelstad, Patterson)

UPCOMING - 06/15/16 to 06/18/16 - NCARB Annual Business Meeting - Seattle, WA
(Nelson, Olson, Patterson, Williams) Nelson not able to attend

08/24/16 to 08/27/16 - NCEES Annual Meeting - Indianapolis, IN
(Micko, Albertson, Peters, Thingelstad, Patterson) Motion - 2 funded delegates and
First-time attendee funded

AGENDA ITEM #14 CORRESPONDENCE (FOR REVIEW AND DISCUSSION, IF DESIRED)

- *LSBAE - Teeny Simmons' retirement
- *Maurice Bowersox for Central Zone Vice President
- *NCARB - AXP Launch June 29
- *SD Building Officials' Association Meeting

Other various board correspondence/Email

AGENDA ITEM #15 FUTURE BOARD MEETING SCHEDULE

July 15, September 23 and November 18

AGENDA ITEM #16 ADJOURNMENT (MOTION)

SOUTH DAKOTA STATE BOARD OF TECHNICAL PROFESSIONS Board Minutes

Of the regular meeting Friday, March 18, 2016
In the Board Office in Clock Tower Plaza,
2525 W. Main St., Suite 211; Rapid City, SD

The South Dakota State Board of Technical Professions held its regular meeting on Friday, March 18, 2016 in the Board Room; Clock Tower Plaza, Rapid City, South Dakota. Chairman Dennis Micko presided.

Chairman Micko called the meeting to order at 8:30 a.m.

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

Agenda Items:

- 1) Approval of January 15, 2016 Minutes (Motion)
- 2) Approval of vouchers since last meeting (Motion)
- 3) Activities report ending February & Review of Deposits (FYI)
- 4) Investigation reports
- 5) Old Business
- 6) New Business
- 7) PDH Audits (Motion)
- 8) Approval of passing Examinees from January, February & March (Appendix A, Motion)
- 9) Approval to take the NCEES Examinations as available (Appendix B, Motion)
- 10) Approval of License by Exam applications (AR, A, R) (Appendix C, Motion)
- 11) Approval of Comity applications (Appendix D, Motion)
- 12) Approval of Business applications (Appendix E, Motion)
- 13) Annual, zone, committee meeting reports & upcoming meetings
- 14) Correspondence
- 15) Future board meeting schedule
- 16) Adjournment (Motion)

AGENDA ITEM #1 APPROVAL OF JANUARY 15, 2016 BOARD MEETING MINUTES (MOTION)

Motion: By Williams, seconded by Peters for approval of January 15, 2016 Board Meeting Minutes.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

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

Motion: By Nelson, seconded by Thingelstad for approval of vouchers since last meeting.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

AGENDA ITEM #3 ACTIVITIES REPORT ENDING FEBRUARY 2016 & REVIEW OF DEPOSITS (FYI)

The Board discussed the activities report ending February 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** - Hearing scheduled for April 26, 2016; 9 a.m. in the Hughes County Court House, Pierre, SD.
- Case 15-03** **Practice without CoA - AR.** - Legal counsel to generate Assurance of Voluntary Compliance.
- Case 15-05** **Practice without CoA - PE.** - Consent agreement rejected. No further response from licensee will 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. No further response from licensee will need to schedule hearing.
- Case 15-09** **Business Entity allowing unlicensed practice** - Legal counsel reviewing.
- Case 16-01** **Business Entity with no CoA - possible plan stamping** - Closed - for lack of merit. After extensive investigation the Investigative Committee closed this case due to lack of merit.
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AGENDA ITEM #5 OLD BUSINESS

Action Items - reports

- Item 1 - Update Building Officials Guide is currently being reviewed by building officials.
- Item 2 - Rewrite of Petroleum Release Exam. Waiting for a response from Petroleum experts on help with the rewrite.
- Item 3 - Use of Board reserve funds. Currently researching how to set up and award scholarships and researching companies to provide bids on upgrade of the Board's database.
- Item 4 - Outreach to association of counties, county commissioners, and/or rural permitting agents. Item is in progress.
- Item 5 - Update Take Home Exam can be removed as it is complete.

NCARB BOD Brief - December

The Board discussed the name change from Intern Development Program (IDP) to Architectural Experience Program (AXP); adjustments to the Broadly Experience Architect (BEA) program; and modifications to National Architectural Accrediting Board (NAAB) accreditation governance and funding models.

CLARB Member Board E-News

NCARB FY17 Elections

The Board discussed the FY17 elections - none contested.

NCEES Central Zone Awards

No Board members are eligible at this time.

CLARB MBE Committee Position

NCARB Fast Facts

The Board briefly discussed NCARB's legislative tracking services and the proposed changes to the NCARB Education Standard.

AAES Newsletter

Board Members up for reappointment: Olson
Letter of Interest has been submitted to the Governor.

The Board briefly discussed each of the above topics.

AGENDA ITEM #6 NEW BUSINESS

Decoupling Best Practices

The Board discussed NCEES proposal to decouple the experience and examination requirements. Decoupling is the disconnection of experience requirements for licensure from the requirements for taking the PE exam. Experience requirements would still have to be met before such candidates could apply for licensure. This means that examinees would not need to obtain the required years of experience prior to taking the PE exam. The Board previously voted against this motion at the 2013 NCEES annual meeting. Member boards voted to amend Model Law to allow early taking of the PE Exam and several states have successfully completed the decoupling process and are now offering early PE testing. The Board discussed how to handle applicants for licensure who took the PE exam early in another state.

Guide Document

After SB40 and SB41 go into effect on July 1st, the Board can now review the document originally submitted to the Board in July, 2014 for the possibility of posting to the website.

SB 40 and SB 41 - Signed by Governor and goes into effect on July 1st.

NCARB CEO Update

The Board briefly discussed the possibility of NCARB providing CEU services much like AIA currently does.

NCARB National Architect Newsletter - Informational only.

NCEES Proposed Changes to Bylaws

The Board has no objections to the proposed Bylaws changes.

NCARB Fast Facts - February - Informational only

CLARB Member Board E-News - February - Informational only

NCARB ARE 5.0 Press Release

The Board briefly discussed the upcoming ARE 5.0 and question type demos and how this will affect the architectural profession in the future.

NCEES ABET EAC Changes

The Board discussed NCEES ABET EAC Changes. ABET is proposing revisions for EAC criterion 3 (Student Outcomes) and criterion 5 (Curriculum) and is requesting input from member boards.

NCARB Dental Ruling Update and Action Memo

The Board briefly discussed each of the above topics.

AGENDA ITEM #7 PDH AUDITS (MOTION)

NEW AUDITS - Gary L. Andersh, LS; Scott J. Bickler, R; David Ronald Burwitz, PE; James Anthony Faetanini, LS; Jonathon R. Giles, PE; Bertil E. Haglund, AR; Randy L. Hofland, PE; Robert J. Jackson, LS; James A. Lichty, AR; Eric J. Michel, PE; Timothy Alford, PE; Craig Dean Mulford, AR; and Louie Calma, Panopio, PE.

Motion: By Nelson, seconded by Williams for approval of the audits of Bertil E. Haglund, AR; James A. Lichty, AR; and Craig Dean Mulford, AR.

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

Motion: By Peters, seconded by Thingelstad for approval of the audits of Gary L. Andersh, LS; James Anthony Faetanini, LS; and Robert J. Jackson, LS.

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

Motion: By Williams, seconded by Peters for approval of the audit of Scott J. Bickler, R.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

Motion: By Thingelstad, seconded by Albertson for approval of the audits of David Ronald Burwitz, PE;
Jonathon R. Giles, PE; Eric J. Michel, PE; and Louie Calma Panopio, PE.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

Motion: By Albertson, seconded by Thingelstad for denial of the audit of Randy L. Hofland, PE, based on
lack of supporting documentation for carry over hours.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

Motion: By Albertson, seconded by Thingelstad for denial of the audit of Timothy Alford Moreau, PE, based
on lack of supporting documentation for carry over hours.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

REVIEW PREVIOUS AUDITS - Rodney V. Oathout, PE; LeeJay James Templeton, PE; and David Phillip
Yexley, PE.

Motion: By Albertson, seconded by Thingelstad for approval of the audit of Rodney V. Oathout, PE.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

Motion: By Albertson, seconded by Thingelstad for approval of the audit of David Phillip Yexley, PE.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

LeeJay Templeton, PE was given until April 25, 2016 to respond from the January 15, 2016 meeting.

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

Motion: By Olson, seconded by Albertson for approval of the examinees for passing the Fundamentals
Of Engineering (FE) Exam.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

Issue Date	Name	Certificate #	Exam	Exam Date
01/28/2016	Beck, Deidre L.	E-11981	FE	01/22/2016
01/28/2016	Brown, Caleb Stephen	E-11979	FE	01/09/2016
01/28/2016	Carda, Brandon Michael	E-11976	FE	01/09/2016
01/28/2016	Case, Laura	E-11975	FE	01/09/2016
02/17/2016	Chavez, Christian	E-11985	FE	02/06/2016
02/17/2016	Christensen, Tyler Lyle	E-11984	FE	01/29/2016
01/28/2016	Coffee, James Dean	E-11973	FE	01/06/2016
01/28/2016	Danielson, Justin	E-11972	FE	01/02/2016
02/17/2016	Hudson, Kyle	E-11986	FE	02/06/2016
02/17/2016	McLaughlin, Cody Ray	E-11987	FE	02/06/2016
01/28/2016	Newcomb, Skyler	E-11978	FE	01/09/2016
01/28/2016	Preszler, Shaun Adam	E-11974	FE	01/09/2016
01/28/2016	Prosser, Bennett Curtis	E-11980	FE	01/14/2016
01/28/2016	Rohlik, Thomas Paul	E-11977	FE	01/09/2016
01/28/2016	Stevenson, Luke	E-11982	FE	01/23/2016

Motion: By Peters, seconded by Thingelstad for approval of the examinees for passing the Fundamentals
Of Surveying (FS) Exam.
Action: 7-0 AYE (Albertson, Micko, Nelson, Olson, Peters, Thingelstad, and Williams)

Issue Date	Name	Certificate #	Exam	Exam Date
01/28/2016	Anderson, Kristopher Kenneth	S-11983	FS	01/09/2016

AGENDA ITEM #9 APPROVALS TO TAKE THE NCEES EXAMINATIONS AS AVAILBLE. (MOTION)

Motion: By Williams, seconded by Albertson for approval of the examinees to take the Fundamentals Of Engineering (FE) Exam.

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

Name	Exam
Ackermann, Kendall Lee	FE
Amoako, Archibald Allswell	FE
Anderson, Austin	FE
Arkema, Nicholas Derek	FE
Artz, Tyler Robert	FE
Baker, Micah Kyle	FE
Beckham, Joseph Tanner	FE
Benitez Gonzalez, Juan Pablo	FE
Berens, Isaac	FE
Besmer, Daniel Scott	FE
Bierle, Austin James	FE
Blotske, Tyler Paul	FE
Bollinger, Ryon Wayne	FE
Botzet, Anna R.	FE
Breckenridge, John	FE
Brunstad, Rachel	FE
Bughman, Andrew James	FE
Burke, Logan James	FE
Butcher, McKenzie Judy	FE
Caballero, Salvador Juarez	FE
Carey, Kyle Grayson	FE
Chapin, Eric	FE
Chavez, Christian	FE
Clemen, Andrew Joseph	FE
Clemen, Phillip J.	FE
Clemens, Joshua Lloyd	FE
Courter, Ethan Joseph	FE
Cronk, Will James	FE
Cuperus, Jacob	FE
Davison, Jay	FE
De Groot, Matthew Dale	FE
De Kam, Monte Lee	FE
De Souza, Beatriz Luiza	FE
DeWit, Jordan Rae	FE
Dibb, Tory	FE

Name	Exam
Kegley, Mason Jay	FE
Kelley, Colin Ray	FE
Kelley, Taylor Carson	FE
Ketcham, Josh Roger	FE
Ketterling, Chase	FE
Kielstra, Benjamin Johannes	FE
Kirsch, Cody Zan	FE
Knofczynski, Michael Thomas	FE
Koepsell, Ceri Lynn	FE
Kohles, John Michael	FE
Kreuzer, Jena Maire	FE
Lang, Emmet Forrest	FE
Letempt, Samuel James	FE
Linneman, John Ryan	FE
Longtin, Adam David	FE
Mack, Shawn Arnold	FE
Makousky, Christopher James	FE
Meinders, Josh	FE
Mellgren, Samuel	FE
Miller, Ryan Dale	FE
Moore, Sara Ann	FE
Moreira, Mateus	FE
Morris, James Barry	FE
Munsterman, Jesse	FE
Odegard, Tanner York	FE
Olson, Jill Annette	FE
Pagel, Alex M.	FE
Pedersen, Marcus Lee	FE
Pelletier, Joseph Edward	FE
Pereira, Lucas	FE
Peterson, Jacob Raymond	FE
Pfenning, Sarah Jayne	FE
Pierce, Ryan Michael	FE
Rau, Alex James	FE
Reichert, Nathan Joel	FE

Name	Exam
Dick, Nathan Marc	FE
Dorfschmidt, Matthew James	FE
Drake, Joshua T.	FE
Dulal, Rohit Vinod	FE
Dunn, Dustin Steven	FE
Duque, Luis Felipe	FE
Effling, Zachary	FE
Fedders, Eric	FE
Gebhart, Cole F.	FE
Giddings, Trenton	FE
Grass, Andrew David	FE
Green, Jacob Darrel	FE
Halling, Brock Michael	FE
Hanson, Max	FE
Harders, Kristen Amber	FE
Harris, Jr., Vanoy	FE
Heaps, Justin Taylor	FE
Heath, Garret David	FE
Hill, Samuel Richard	FE
Hirschey, Travis James	FE
Hocking, Crystal Marie	FE
Hoellein, Alexander Craig	FE
Hoffman, Matthew James	FE
Holtquist, Miranda Rose	FE
Howard, Kevin Richard	FE
Imran, Navid Mohammad	FE
Kallas, Douglas John	FE

Name	Exam
Reuer, Nathan	FE
Roischau, Jonathan Michael	FE
Ruggles, Daniel	FE
Saeed, Baseem Saeed	FE
Savageau, Matthew Aaron	FE
Schmitz, Nathan Joseph	FE
Schramm, Adam Joseph	FE
Schrankler, Brandt Thomas	FE
Shearer, Mitchell	FE
Smith, Alexander	FE
Smythe, Kurt	FE
Sokulski, Kyle Steven	FE
Sonne, Jacob Daniel	FE
Strubel, Thomas Michael	FE
Taschner, Tyler John	FE
Tew, Kathleen	FE
Tolliver, Branson	FE
Torrez, Joshua	FE
Tuhin, Istiaque Ahmed	FE
Turbak, Jonathon Paul	FE
Vande Vegte, Loken Lee	FE
Vermeer, Travis	FE
Wampol, Calvin William	FE
Weiss, Kody Kinyon	FE
Wenzel, Matthew Steven	FE
Whiteman, Thomas	FE
Williamson, David	FE
Zelecki, Zachary Leon Thomas	FE

Motion: By Peters, seconded by Thingelstad for approval of the examinees to take the Fundamentals Of Surveying (FS) Exam.

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

Name	Exam
Boock, Aaron David	FS
Brooks, Troy Thomas	FS
Christianson, Eric Joseph	FS
Grosz, Daniel Lukeus	FS
Kasuske, Tyler Steve	FS
Klinger, Andrew Wayne	FS
Kurkowski, Grant Steven	FS
Menking, Ross Daniel	FS
Snow, Dalton James	FS
Spondur, Jeff Steven	FS
Wetzel, Ruth C.	FS
Zimmerman, Lucas P.	FS

AGENDA ITEM # 10 APPROVAL OF LICENSE BY EXAM (AR, A, R) APPLICATIONS (MOTION)

Motion: By Nelson, seconded by Peters for approval of the following Architects (AR) by Exam.

Action: 6-0 AYE (Albertson, Micko, Nelson, Olson, Peters, and Thingelstad) Williams abstained from voting

Date Licensed	Name	City	State	Profession	#
03/18/2016	Sanders, Aaron Robert	Rapid City	SD	AR	12838
03/18/2016	Simonyak, Joel Patrick	Belle Fourche	SD	AR	12837

Motion: By Albertson, seconded by Thingelstad for approval of the following Petroleum Release Assessors (A) by Exam.

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

Date Licensed	Name	City	State	Profession	#
03/18/2016	Salzwedel, Mitchell Henry	Sioux Falls	SD	A	12839

Motion: By Albertson, seconded by Nelson for approval of the following Petroleum Release Remediators (R) by Exam.

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

Date Licensed	Name	City	State	Profession	#
03/18/2016	Davidson, Mark Gestur	Bismarck	ND	R	12840
03/18/2016	Prann, Robert Aaron	Rapid City	SD	R	12191

AGENDA ITEM #11 APPROVAL OF COMITY APPLICATIONS (MOTION)

Motion: By Nelson, seconded by Williams for approval of the following Architects (AR) by comity.

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

Date Licensed	Name	City	State	Profession	#
03/18/2016	Brumback, Joseph M	Cincinnati	OH	AR	12841
03/18/2016	Casey, Timothy D.	Marine on St. Croix	MN	AR	12842
03/18/2016	Coleman, Kip	Danville	CA	AR	12843
03/18/2016	Harding, Shawn Weston	Overland Park	KS	AR	12844
03/18/2016	Humphries, Dennis Richard	Denver	CO	AR	12845
03/18/2016	Kimball, Jr., James Robert	Duxbury	MA	AR	8641
03/18/2016	Kramer, Chase Daniel	Sioux Falls	SD	AR	12846
03/18/2016	Krych, Michael Jerome	Minneapolis	MN	AR	12847
03/18/2016	Mack, Murray Anthony	St. Cloud	MN	AR	12848
03/18/2016	Merchiori, Marco Francesco	Highland	IL	AR	12849
03/18/2016	Sallade, Markham David	Saint Albans	WV	AR	12850
03/18/2016	Schutte, Vanessa Quinn	Omaha	NE	AR	12851
03/18/2016	Tayrien, Douglas Scott	Tulsa	OK	AR	12852
03/18/2016	Tracey, Timothy Robert	Chicago	IL	AR	12853
03/18/2016	Tweedy, John Alan	Highlands Ranch	Co	AR	12854
03/18/2016	Villares, Gonzalo	St. Paul	MN	AR	12855
03/18/2016	Wallin, Donald J.	Chicago	IL	AR	12856
03/18/2016	Wasmoen, Thomas P.	Minneapolis	MN	AR	10266

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

Date Licensed	Name	City	State	Profession	#
03/18/2016	Langel, Andrea Lynn	Le Mars	IA	LA	12857
03/18/2016	Carlson, James George	Mitchell	SD	LA	12858

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

Date Licensed	Name	City	State	Profession	#
03/18/2016	Atterton, Chad Bailey	Surrey	ND	LS	12859
03/18/2016	Duryea, Mitchell James	Spokane	WA	LS	12860
03/18/2016	Illg, Robert Michael	Bismarck	ND	LS	12861
03/18/2016	Roddy, Kyle J	Cambridge	MN	LS	12862

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

Date Licensed	Name	City	State	Profession	#
03/18/2016	Autier, Vincent Philippe	Boise	ID	PE	12863
03/18/2016	Bell, Richard A	Rapid City	SD	PE	12864
03/18/2016	Bolinger, Tyler	Austin	TX	PE	12865
03/18/2016	Boyd, Jr, Steven Hook	Eagle	CO	PE	12866
03/18/2016	Bulut, Yigit	Beverly Hills	Ca	PE	12867
03/18/2016	Burns, Daryl D.	Endwell	NY	PE	12868
03/18/2016	Carson, Joseph	Seattle	WA	PE	12869
03/18/2016	Cheronis, Jason George	Uniontown	OH	PE	12870
03/18/2016	Cloud, Jerry Joseph	Fort Pierre	SD	PE	12871
03/18/2016	Conn, Adam Shane	Clive	IA	PE	12872
03/18/2016	Cullen, Sean Lawrence	Maple Grove	MN	PE	12873
03/18/2016	DeWilde, Derrick Ray	Mendota Heights	MN	PE	12874
03/18/2016	Fiegen, Melanie	Roseville	MN	PE	12875
03/18/2016	Fischer, Cynthia H.	Golden	CO	PE	12876
03/18/2016	Foster, Donald B	Elkhorn	NE	PE	12877
03/18/2016	Garcia, Rene R.	Houston	TX	PE	12878
03/18/2016	Horeczy, Grant A	Boise	ID	PE	12879
03/18/2016	Hunt, Natalya	Cedar Rapids	IA	PE	12880
03/18/2016	Indman, Yuriy	CHICAGO	IL	PE	12881
03/18/2016	Johanning, Shannon D	Union	MO	PE	12882
03/18/2016	Kavanagh, Kristen A. S. Bowman	Philadelphia	PA	PE	12883
03/18/2016	Kawlewski, Michael Lyn	Vergas	MN	PE	12884
03/18/2016	Lanphier, Mark	Centennial	CO	PE	12885
03/18/2016	Liu, John T.	Durham	NC	PE	12886
03/18/2016	Martin, Timothy Todd	Plano	TX	PE	12887
03/18/2016	McCoy, Richard Wayne	Chattanooga	TN	PE	12888
03/18/2016	McVey, Jennifer Lorraine	Topeka	KS	PE	12889

Date Licensed	Name	City	State	Profession	#
03/18/2016	Mensay, Nathan B	Albuquerque	NM	PE	12890
03/18/2016	Nicholson, Joseph Albin	Alexandria	MN	PE	12891
03/18/2016	Olsen, Charles	Dickinson	ND	PE	12892
03/18/2016	Partridge, Toby Michael	Beaver Falls	PA	PE	12893
03/18/2016	Patterson, Mark	LOUISVILLE	KY	PE	12894
03/18/2016	Patzlaff, Quinton	Alexandria	SD	PE	12895
03/18/2016	Peterman, Richard Lewis	Cape May Court House	NJ	PE	12896
03/18/2016	Prom, Amber Michele	Aurora	CO	PE	12897
03/18/2016	Rometo, Michael	Atlanta	GA	PE	12898
03/18/2016	Ruff, Michael	Westlake	OH	PE	12899
03/18/2016	Rutter, Charles Christopher	Summit	MS	PE	12900
03/18/2016	Sarkinen, Garret D.	Independence	MN	PE	6371
03/18/2016	Schell, Gabriel Joseph	Bismarck	ND	PE	12901
03/18/2016	Schrauben, Corey	Atlanta	GA	PE	12902
03/18/2016	Stephenson, James M	Nashville	TN	PE	12903
03/18/2016	Stewart, Ben	Rapid City	SD	PE	12904
03/18/2016	Strandjord, Brian Nels	Aurora	CO	PE	12905
03/18/2016	Trasher, James Frances	Baldwinsville	NY	PE	10000
03/18/2016	Van Gerve, Donald J	Unionville	CT	PE	12906
03/18/2016	Van Winkle, Randy Leroy	Coralville	IA	PE	12907
03/18/2016	Volkart, Andrew C	Eagan	MN	PE	12908
03/18/2016	Walla, Chris Lynn	Cheyenne	WY	PE	12909
03/18/2016	Wanner, Sherwin	Bismarck	ND	PE	12910
03/18/2016	Whitaker, Keith	Rapid City	SD	PE	12911
03/18/2016	Wirries, John	Fargo	ND	PE	12912

Motion: By Albertson, seconded by Thingelstad for denial of the following Professional Engineers (PE) by Comity based on not meeting the requirements of a substantially equivalent ABET Bachelors of Science Engineering Degree as determined by NCEES.

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

Name	City	State	Profession
Bakken, John Arne	Mill Creek	WA	PE

Motion: By Albertson, seconded by Thingelstad for denial of the following Professional Engineers (PE) by Comity based on not meeting the educational requirements of having a Bachelor's of Science Degree from an ABET accredited program.

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

Name	City	State	Profession
Tucker, David Franklin	Denver	CO	PE

AGENDA ITEM #12 APPROVAL OF BUSINESS APPLICATIONS (MOTION)

Motion: By Peters, seconded by Olson for approval of the following Business license applications.

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

Date Licensed	Company Name	City	State	Profession	#
03/18/2016	Apex Structural LLC	Cedar Rapids	IA	PE	C-7413
03/18/2016	Audubon Field Solutions, LLC	Houston	TX	LS	C-7414
03/18/2016	Benchmark Engineering LLC	Dickinson	ND	PE	C-7415
03/18/2016	CB Engineering, Inc.	Union	MO	PE	C-7416
03/18/2016	Chavez-Grievies Consulting Engineers Inc.	Albuquerque	NM	PE	C-7417
03/18/2016	Colgan Engineering	Hermosa	SD	PE	C-7418
03/18/2016	Delta Eng, Architects, and Land Surveyors PC	Endwell	NY	PE	C-7419
03/18/2016	Dewberry Engineers Inc.	Fairfax	VA	PE	C-7420
03/18/2016	Donald Van Gerve PE	Unionville	CT	PE	C-7421
03/18/2016	Duryea & Associates, P.S.	Spokane	WA	LS	C-7422
03/18/2016	Frim Ground Architects & Engineers, Inc.	Minneapolis	MN	AR	C-6383
03/18/2016	Flow Science Incorporated	Pasadena	CA	PE	C-7423
03/18/2016	Griffin Dewatering, LLC	Houston	TX	PE	C-7424
03/18/2016	Ground Effects	Sioux Center	IA	LA	C-7425
03/18/2016	Hagen Engineering International	Owasso	OK	PE	C-7426
03/18/2016	Hilaire W. Peck	Laramie	WY	PE	C-7427
03/18/2016	HMA Architects, Ltd.	Saint Cloud	MN	AR	C-7428
03/18/2016	HOBAS Pipe USA	Houston	TX	PE	C-7429
03/18/2016	Hollaway Bridge and Culvert, Inc	Pierre	SD	PE	C-7430
03/18/2016	Humphries Poli Architects, P.C.	Denver	CO	AR	C-7431
03/18/2016	JERRY J CLOUD	Fort Pierre	SD	PE	C-7432
03/18/2016	Kip Coleman Architecture	Danville	CA	AR	C-7433
03/18/2016	Korte Design, Inc.	St. Louis	MO	AR	C-7434
03/18/2016	Markham D Sallade AIA PLLC	Saint Albans	WV	AR	C-7435
03/18/2016	Miller Engineers, Inc.	Albuquerque	NM	LS	C-7436
03/18/2016	Miller-McCoy, Inc.	Chattanooga	TN	PE	C-7437
03/18/2016	Phase Zero Design, Inc.	Simsbury	CT	AR	C-7438
03/18/2016	Power of Design Group, LLC	LOUISVILLE	KY	PE	C-7439
03/18/2016	Reese Tower Services, Inc.	PA	PA	PE	C-7440
03/18/2016	Structural Design Group	Nashville	TN	PE	C-7441
03/18/2016	Sustainable Environmental Energy Engineering	Rapid City	SD	PE	C-7442
03/18/2016	Van Winkle Schmidt Palmer Engineering	Coralville	IA	PE	C-7443
03/18/2016	Wallin/Gomez Architects, Ltd.	Chicago	IL	AR	C-7444
03/18/2016	Wasescha Associates, Inc.	Saint Paul	MN	AR	C-7445

Motion: By Peters, seconded by Williams for denial of the following Business license application based on denial of the comity application of David Franklin Tucker.

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

Company Name	City	State	Profession
TEEG, Inc.	Denver	CO	PE

AGENDA ITEM #13 ANNUAL, ZONE, COMMITTEE REPORTS & UPCOMING MEETINGS

PREVIOUS - 02/05/16 NCEES MBA Meeting - Atlanta - Patterson did not attend

02/19/16 to 02/20/16 - NCARB MBE Engagement Session - New Orleans - Patterson attended

03/10/16 to 03/12/16 - NCARB MBE Workshop & Regional Meeting; Savannah, GA (Nelson; Williams; Patterson; Olson) Nelson and Patterson attended.

UPCOMING - 05/05/16 to 05/07/16 - NCEES Central Zone Interim Meeting; Kansas City, MO (Micko, Albertson, Peters, Thingelstad & Patterson) Voted at January 2016 meeting to attend

06/15/16 to 06/18/16 - NCARB Annual Meeting; Seattle, WA (Nelson, Williams & Patterson) Motion

Motion: By Peters, seconded by Thingelstad for approval of Nelson, Williams, Patterson, and Olson to attend the NCARB Annual Meeting; Seattle, Washington.

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

AGENDA ITEM #14 CORRESPONDENCE (FOR REVIEW AND DISCUSSION, IF DESIRED)

ICON Architectural Group - Brookings Office Information

The Board sent a warning cautioning this company to be careful of how they are naming and marketing their company. ICON Holdings, LLC cannot market themselves as "ICON Architectural Group" without first becoming licensed to provide Architectural services.

Energy Analysis Question

The consensus of the Board is that conducting an "energy analysis" is considered the practice of engineering and requires the involvement of a licensed engineer.

NCEES 2016-17 Committee Preference Survey

Chairman Micko encouraged participation in NCEES committees and task forces. The Chairman emphasized what was stated in the email from Dan Turner, Ph.D., P.E., P.L.S., NCEES President-Elect "being a part of a committee or task force is a unique opportunity to contribute to the engineering and surveying professions and to work with other professionals from across the country".

NCEES EAS Board Visitors

NCEES 2016 MBA Meeting

Dave Gibson - notice

The Board expressed sadness for the passing of such an outstanding member of the engineering profession.

NCEES Engineering Competency Model

This model is designed as a resource that provides a lifelong learning template of the core competencies and skills necessary for entry into the engineering profession as well as for maintaining proficiency during one's career.

NCARB Candidacy Notices

David L. Hoffman - Second Vice President

John Cardone - Public Director

Bob Calvani - Secretary

Kingsley Glasgow - MBE Director

Amy Kobe - MBE Director

Terry L. Allers - Treasurer

Other various board correspondence/Email

NCARB Legislative Tracker

NCEES is seeking licensed computer engineers and structural engineers to participate in an online survey.

FARB Focus

CLARB Communique
AXP e-Portfolio Press Release
Governor's message for Good Friday
NCEES volunteers need for SE exam PAKS online survey
NCARB visits to South Dakota

The Board briefly discussed each of the above topics.

AGENDA ITEM #15 FUTURE BOARD MEETING SCHEDULE

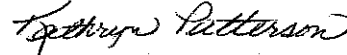
May 20; July 15; September 23 and November 18

AGENDA ITEM #16 ADJOURNMENT (MOTION)

Motion: By Williams, seconded by Nelson 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 10:19 a.m. the Board meeting of the South Dakota Board of Technical Professions adjourned.



Kathryn Patterson, Executive Director

Submitted by Susan Neuf, Secretary, SDBTP

DRAFT

	JAN	FEB	MAR	APR	MAY	JUNE
Business	2261	2259	2262	2259		
Active	5547	5539	5591	5582		
Inactive	240	239	240	242		
Retired	169	169	170	170		
TOTAL	8217	8206	8263	8253	0	0

	JULY	AUG	SEPT	OCT	NOV	DEC
Business						
Active						
Inactive						
Retired						
TOTAL	0	0	0	0	0	0

FINANCIAL COMPARISON FOR THIRD QUARTER JULY - MARCH FOR FY 2016

	FY2016	FY2014	FY2013	FY2012	FY2011	FY 2010	FY 2009
BEGIN BALANCE	695,629.16	632,153.60	487,380.40	439,069.78	321,011.52	317,596.85	202,972.45
EXAMS		60.00	3,810.00	852.00	12,738.00	612.00	1,840.00
RENEWALS	166,490.00	154,790.00	224,440.00	137,930.00	217,480.00	125,550.00	222,640.00
APPS - PROF	51,350.00	44,790.00	53,610.00	51,170.00	43,550.00	42,490.00	40,800.00
MISCELLANEOUS	6,550.00	1,124.00	23,210.00	885.00	1,085.00	225.00	425.00
LATE PENALTY	11,200.00	7,800.00	11,200.00	9,600.00	11,400.00	7,500.00	8,500.00
INTEREST	7,984.30	8,019.40	10,452.78	12,516.09	15,230.90	11,512.21	11,045.66
REVENUE	243,574.30	216,583.40	326,722.78	212,953.09	301,483.90	187,889.21	285,250.66
TOTAL REVENUE	939,203.46	848,737.00	814,103.18	652,022.87	622,495.42	505,486.06	488,223.11
WAGES/STAFF	53,620.65	72,018.61	62,516.40	63,997.32	67,131.97	67,218.34	67,957.27
WAGES/COMM	5,220.00	10,260.00	9,540.00	8,160.00	7,200.00	6,120.00	8,133.59
BENEFITS	19,070.63	26,724.23	22,162.66	21,218.65	23,260.02	20,515.01	22,730.51
TRAVEL	8,291.89	11,619.30	15,570.78	15,873.86	10,647.59	13,047.35	11,820.99
DUES	11,680.00	18,180.00	17,565.00	17,455.00	17,355.00	17,260.00	16,740.00
LEGAL FEES	14,492.89	11,750.20	6,933.88	7,815.35	7,755.74	4,570.17	2,506.29
CONSULTANTS	-	4,002.50				4,840.00	1,605.00
REGISTRATION	365.00	1,842.00	2,907.00	2,015.00	1,189.60	2,120.00	2,808.00
STATE SVCS	12,914.79	14,923.31	23,370.43	12,204.11	13,315.13	12,332.92	14,762.63
B-PRO COMPUTER	1,020.00	15,000.00	87.00	4,060.00	3,886.00	5,800.00	14,773.00
EQUIP MTN	864.89	143.87	419.77	446.64	523.78	338.17	455.37
AUDITS	-				3,050.00		3,050.00
JANITORIAL	1,213.62	927.00	1,019.50	1,000.00	1,000.00	1,034.40	1,000.00
ADS	-	394.41		337.23		75.00	516.92
RENT/EQUIP	828.99	1,092.66	1,368.99	668.00	986.00	1,012.00	1,012.00
RENT/OFFICE	19,350.00	12,187.53	12,187.53	12,187.53	12,187.53	12,187.53	13,541.70
RENT/EXAMS	-						
TELEPHONE	1,043.33	1,422.30	1,194.25	969.08	1,464.61	1,245.45	1,449.96
EXAMS	-						
SUPPLIES	1,803.99	1,668.12	3,889.35	1,733.06	1,212.03	736.62	211.77
PRINTING				975.40	960.00	774.60	650.00
POSTAGE	5,000.00	5,000.00	5,000.00	5,000.00	10,000.00	5,000.00	5,030.63
CREDIT CARD	-		28.34	285.19	468.92	1,399.60	617.70
INSURANCE				2,047.50		1,800.00	1,960.80
UNK CHG-Other Contractural	5,151.81	4,183.25	5,663.40	4,092.72	6,988.13	3,068.16	4,768.15
MISC (refund prev yr)		493.00	260.00				105.33
ASSETS	4,431.40		47.99		8,237.45		
TOT EXPENSES	166,363.88	213,832.29	191,732.27	182,641.64	198,819.50	182,495.32	198,207.61
UNKNOWN \$							
END BALANCE	772,839.58	634,904.71	622,370.91	469,381.23	423,675.92	322,990.74	290,015.50

ACTION ITEMS

	Initial Date	Action	Decision	Responsible Person(s)	Status
1	05/31/2013	Building Officials Guide	Update information for posting to website	Board / Building Officials	Under review by building officials prior to posting
2	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 - Alan Bakeberg to work with from DENR	Request all SD resident R/A to assist in writing new exam?
			Possibly contact Len N. to see if would be interested in working on re-write - need to see if we can place him on contract		
3	01/14/2015	Use of Board reserve funds	Contact state auditor for how funds may be used	Mike / Drake / Staff	In Progress
			Suggestions: shifts for Board members; scholarships; smart board/projector; updating of Database from Access based		
4	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
			Create power point presentation to give to Municipal League; Co. Comm. Group; Council of Governments; etc.		
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
			Working with BIT; have screen prints with mark-ups for changes and new forms with correct address to be loaded; updated copy of Blue Book		
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/Aaron/Staff	In Progress
			Working with BIT; have screen prints with mark-ups for changes and new forms with correct address to be loaded		

as of 05/02/16

Patterson, Kathryn

From: Lance Kinney (Basecamp) <notifications@basecamp.com>
Sent: Tuesday, February 02, 2016 1:45 PM
To: Patterson, Kathryn
Subject: (MBA Link) Decoupling Best Practices

Write ABOVE THIS LINE to post a reply or [view this on Basecamp](#)



Lance Kinney posted this message on Basecamp.

Decoupling Best Practices

As part of our charges and discussions, the MBA Committee has compiled a paper on best practices for decoupling of engineering experience requirements and the PE exam. This is based on information provided to the committee in a survey on decoupling and includes some ideas and processes you should consider if your jurisdiction moves forward with decoupling.

Several states have successfully completed the decoupling process and are now offering the PE exam 'early', and several states are considering making the move. Please review and share with your agency and your Board. Let us know if you have any questions or need any clarifications.

For those attending the MBA Forum this weekend, we will also share this and discuss with the group.

Thanks -

Lance

PS - A big tip-o'-the-hat to David Cox of Kentucky for rolling up the survey info and putting this paper together.



[Decoupling paper final 2016.pdf](#)

Procedural Guidance for Decoupling

NCEES MBA Committee
February 2016

Purpose

The purpose of this paper is to provide general guidance and share best practices if a board decides to adopt the decoupling of experience and the PE exam. Such guidance cannot cover for all situations; each board will have unique challenges and hurdles.

Definition

Decoupling is the disconnection of experience requirements for licensure from the requirements for taking the PE exam. Candidates could apply to take the PE exam after meeting the educational requirements for licensure and passing the Fundamentals of Engineering (FE) exam. Experience requirements would still have to be met before such candidates could apply for licensure.

History

At the 2001 annual meeting, NCEES voted to change the definition of Model Law Engineer (MLE) by deleting the requirement for completion of four years of engineering experience before an engineering intern (EI) was allowed to take the PE examination. This allowed a professional engineer to be designated as a MLE even if he or she had not fulfilled the requirement of four years of appropriate experience prior to taking the PE exam. This action was taken based on the recommendations of the Mobility Task Force and on the results of a strategic planning survey and straw poll taken at the 2001 Board Presidents' Assembly.

The National Society of Professional Engineers (NSPE) Board of directors adopted a resolution on July 20, 2013 (Position Statement 1770) recommending and advocating that NCEES and state boards provide flexibility for the optional early taking of the PE exam by candidates who have met the educational requirements and passed the FE exam. The candidates would still need to accumulate the required years of progressive engineering experience in order to become licensed.

At the 2013 NCEES annual meeting, the Advisory Committee on Council Activities (ACCA) Committee presented a motion to allow early taking of the exam as outlined above. The rationale provided by ACCA was:

Disconnecting the experience prerequisite from the timing of taking the PE examination in the Model Law will bring it in harmony with the definition of a Model Law Engineer in the Model Rules. The intent of separating the two does not preclude jurisdictions from deciding whether the experience is required prior to taking the exam; any jurisdiction will still be able to add the prerequisite requirement for experience prior to taking the PE examination either through its law, rules, or policies. This change will just make the Model Law and Model Rules consistent. Currently, the Model Law is considered restrictive and may serve to discourage many E.I.s from pursuing licensure. Requiring experience prior to taking the PE exam is not the universally accepted procedure for licensure, even though ACCA acknowledges that it is likely the most widely accepted method.

The motion passed 41-24.

Philosophical Change

Without decoupling, the PE exam application is the de facto licensure application. When a board approved an application, they were saying 'if you pass the PE exam, we will issue your license'. With decoupling, the PE exam application is just that - candidates seeking approval to sit for the exam; nothing more. Once the PE exam is passed, and the appropriate experience is obtained, the candidate could then apply for licensure. At that point, the candidate will have a complete package including passage of the PE exam available for board review.

Guidance

If your board chooses to adopt decoupling, the following are topics that need to be addressed, along with some general guidance. This information was accumulated from a 2015 survey of state Boards that have adopted decoupling, as well as issues from states that are considering (and some that have rejected) decoupling.

Educate your state professional societies – One of the biggest hurdles is misunderstanding what decoupling is, and more importantly, what it is not.

You can use this document as well as other material available from NCEES and NSPE as a resource. Other states that have been through the process will also be good sources.

We suggest developing a one page document briefly explaining decoupling with an emphasis on the fact that the requirements to become licensed have not changed. Be sure to include a paragraph on why your board believes the change is beneficial. Following is an example from a member board which can be adapted or used as a first draft:

The National Society of Professional Engineers (NSPE) Board of Directors adopted a resolution on July 20, 2013 (Position Statement 1770) recommending and advocating that the National Council of Examiners for Engineering and Surveying (NCEES) and state boards provide flexibility for the optional early taking of the Principles & Practice of Engineering (PE) exam by candidates who have met the educational requirements and passed the Fundamentals of Engineering (FE) exam. The candidates would still need to accumulate the required years of progressive engineering experience in order to become licensed.

At its annual meeting in August 2013, NCEES member boards voted to amend the NCEES Model Law to allow the early taking of the PE exam as outlined above. Also, the board of the {State Name} Society of Professional Engineers unanimously adopted the NSPE resolution at its {Meeting Date} meeting.

The {Board Name} discussed this matter at its {Meeting Date} meeting and voted unanimously to provide for the optional early taking of the PE exam. Candidates can now apply to take the PE exam after completing the educational requirements and passing the FE exam. However, candidates must still meet all other requirements including the required years of progressive engineering experience before applying for licensure.

The Board believes this action will provide a measure of convenience and flexibility for potential licensees whose work experience may be, or may become, narrowly focused. A young engineer who passes the PE exam early may be more likely to become licensed. This should also encourage more engineers in manufacturing, industrial, and governmental settings to become licensed. Increasing the number of licensed engineers improves public protection.

If you have questions or require further information, please contact {Contact Information}.

One option when dealing with your state NSPE chapter is to suggest they discuss adopting NSPE Position Statement 1770. That makes the issue more than just a board driven initiative.

Are changes to your law and/or rules necessary? - If so, follow your jurisdiction's requirements and procedures. Strongly consider involving your state's professional societies after the education process so they can join you in dealing with your state legislature. Again, this will make it more than just a board driven initiative.

Select an effective date for the new process - If a law or rule change is required, the effective date will be determined during that process. If you have flexibility, starting after the previous exam cycle closes is a good choice. This gives you the "end date" for developing a time line. Other dates along the time line will include application creation/modification, instructions modifications, website changes and updates, etc.

Be sure to create the changes in advance and "hold" them until the previous exam cycles under the old methods are complete. You can then immediately post the new material.

Determine if your jurisdiction will allow the "automatic" approval option for PE exams - NCEES offers an automatic approval option for PE exams which boards can utilize. Your board can elect to offer this option and then set up the approval criteria with NCEES. For example, if an applicant has an EAC ABET accredited degree and has passed the FE exam, then the applicant would automatically be approved after registering with NCEES. NCEES would require the candidate to submit a transcript for their review and would verify the FE exam through internal records. All others would fall back to manual board review.

Develop an education plan to reach potential PE exam applicants - For a significant procedural change such as this, communication is critical. Potential test takers need to be made aware of the change so they can consider early test taking. Develop a concise document explaining why when and how; why you have made the change, when they can take advantage of the opportunity, and how to apply. The document can be used in different formats with engineering schools, state societies, board website, internal EIT/EI listing, etc. Consider several formats including website posting, social media, speaking engagements, mailings, etc. Be sure to

contact PE exam applicants who were denied in the past for lack of experience, as well as current EITs. They may now be qualified to sit.

Modify/create the necessary applications - Do this in advance; at least six months out. Remember, the application to sit for the PE exam will no longer be an application for licensure. Previously, if they passed the exam, the PE license was issued. This sounds like a simple statement but it really is a cultural change.

For the PE exam application, you will just need the transcript and proof of passing the FE. The application can be designed to first ask for your state EIT/EI#, and no education or FE information will be needed since it will already be on file. If they do not have an EIT/EI # from your jurisdiction, ask for education and FE exam information. You would need to require submittal of a transcript and you can verify the FE exam with the other board or through the NCEES E3 system.

If you elect to use the "automatic" approval option with NCEES, those who are automatically approved would not need to complete such an application (or submit transcripts or FE exam verification); but you will need for other candidates who do not qualify for automatic approval.

For the PE licensure application, be sure to add a field for applicants to list the date and location where they passed the PE exam. Most applicants will have taken the PE exam in your jurisdiction. However, some may have passed the PE in another state. Verification from another board or through the NCEES E3 system will be needed for these applicants.

For some period of time, you will have applicants approved under the old system where they can be licensed upon passing the PE exam. You need to identify them so licenses can still be issued upon passing the PE exam.

Update your website and any other materials for the new process. On your website, consider listing the steps to licensure in order; how to apply for:

- (1) The FE exam;
- (2) An EIT/EI#;
- (3) The PE exam; and
- (4) Licensure.

Other disclosures - Be sure to include a disclaimer on your website and actual application forms/instructions. For example, if you already allow the automatic approval option for the FE exam, you should have language such as:

"Passage of the FE exam alone does not ensure certification as an Engineer-In-Training / Engineer Intern; future approval to take the PE exam; or licensure as a Professional Engineer."

You can adapt this same concept for the PE exam:

"Passage of the PE exam does not ensure licensure as a Professional Engineer (PE). You must meet all requirements of {State statute reference} including education, examinations, and experience and make application in order to be considered for licensure."

Another disclosure you should consider relates to potential comity issues. A few states may still require applicants to retake the PE exam if it was taken before obtaining the required experience. You can consider naming specific states you are aware of or just make a general statement such as:

"Please be aware that a few states may require you to retake the PE exam if taken before obtaining the required experience. You may wish to contact the individual states in which you have an interest before deciding when to take the exam."

Other comments - Expect a significant increase in takers the first cycle because of pent up demand. You have potential applicants with 1-3 years of experience now eligible to apply. After a couple of exam cycles, numbers should return to previous levels.

Be prepared for an increase in takers from neighboring states who have not decoupled if you have no residency requirements.

Understand the need to make adjustments after the new process starts to identify better practices for the future.

Patterson, Kathryn

From: Len <lneugebauer@midco.net>
Sent: Saturday, February 27, 2016 7:34 AM
To: Patterson, Kathryn
Subject: Early PE Testing
Attachments: pe20160304-145633152400089a6758b1c-pp.pdf; Points of Concern over Early PE Testing 140428 final.pdf

Hi Kathryn,

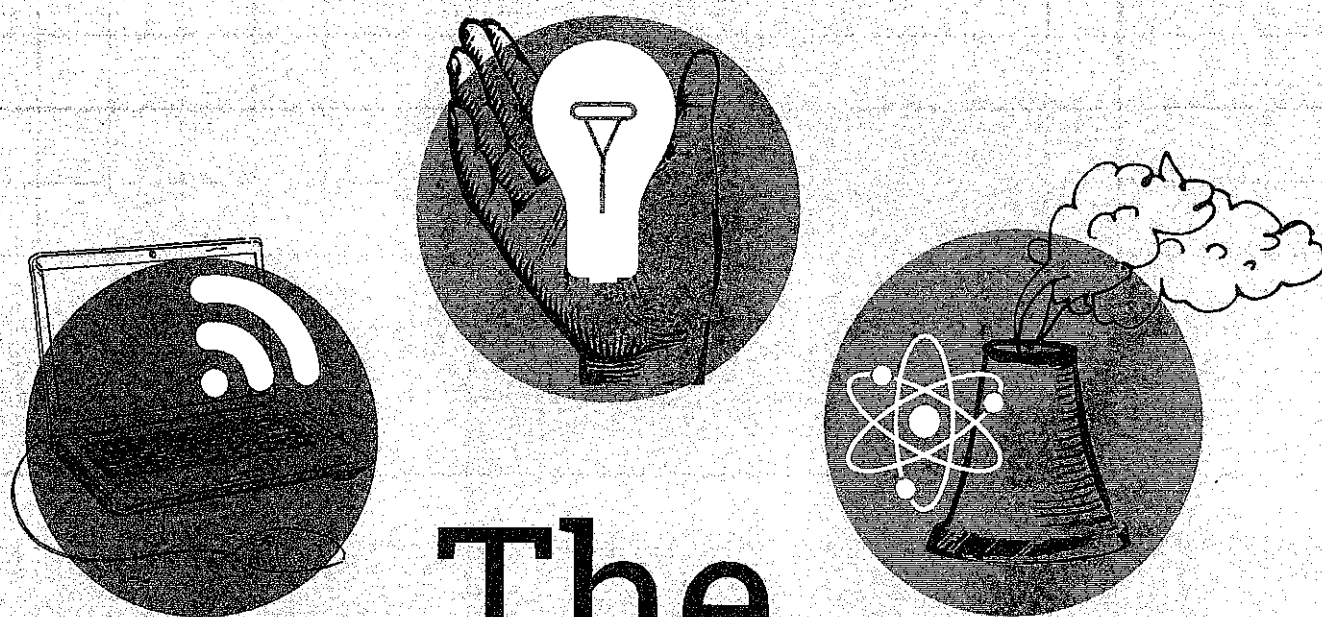
I saw this attached article entitled "The Ultimate Test" in the recent March-April 2016 edition of PE News. I thought I would share it with you and the Board, in case you have not seen it yet. On page 24 under "the experience factor" heading, it says that nine states now allow early PE testing, which are AZ, CA, NV, NM, UT, WY (Western Zone), KY, SC (Southern Zone) and IL (Central Zone). So far, there are no states in the Northeast Zone allowing early testing.

I again read the "white paper" that the SD Board prepared on the subject of early testing, which I have also attached for your quick reference. I continue to feel that all of these points are still valid as well as feel strongly that early PE testing is a faulty policy. Hopefully, SD and most if not all of the other 40 states will continue to require the experience to be earned and approved prior to taking the PE exam.

Hope all is going well for you. I am glad to see that the two bills passed in the legislature and are signed by the Governor, so the Board can now move forward with this after these law revisions take effect on July 1st.

Take care,

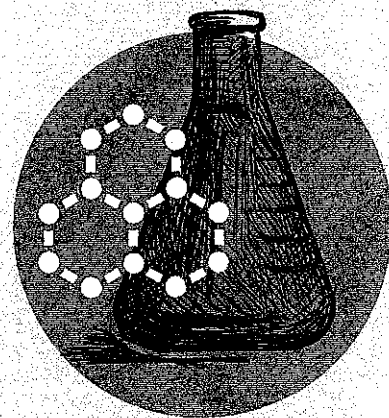
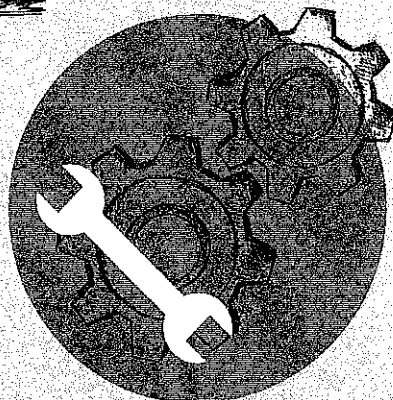
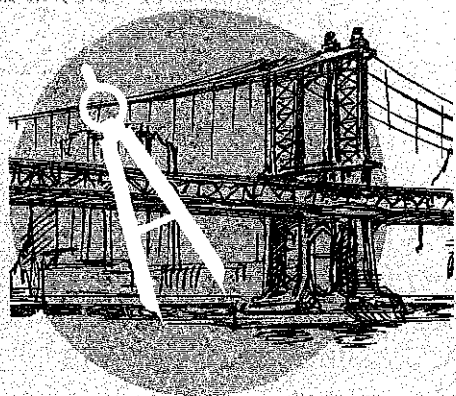
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The Ultimate Test

Professional engineers play a critical role in designing PE exams that can determine who has the right experience to protect the public.

BY DANIELLE BOYKIN



"If we are going to put a PE designation on someone, we want to do that under the current state of that particular industry." David Whitman, P.E.

Since the first Principles and Practice of Engineering (PE) Exam was administered in 1966 by the National Council of Examiners for Engineering and Surveying, it has served as a critical step on the path to becoming a licensed engineer. Over the course of 50 years, the exams have evolved to meet the distinct needs of various industries and sectors and to ensure that engineers have the experience necessary to protect the public health, safety, and welfare. In order to make this happen, NCEES needs the participation of PE volunteers to serve as subject-matter experts to write and evaluate exam questions and maintain the quality of the exam. This engagement will be even more critical as the council prepares to convert the exam to a computer-based format.

Each year, nearly 25,000 engineers take the PE exam to show that they have the knowledge and skills to become a professional engineer. Ensuring that all licensure candidates have a quality examination is no easy feat. Every six to eight years, each PE exam goes through a rigorous review and updates via a process that takes 12 to 18 months, says NCEES Director of Exam Services Tim Miller, P.E. This process begins with a designated exam development committee assessing the need for new specifications and questions. "They determine the tasks, skills, and knowledge that people with four years of experience and a degree from an accredited program need to know to be able to practice and protect the public health, safety, and welfare," says the NSPE member.

Finger on the Pulse

NCEES Past President David Whitman, P.E., believes this process is necessary to keep up with changes in the profession. "Historically industries change enough every six to eight years that we need to keep our finger on the pulse of this change," says Whitman, a Wyoming licensing board member and NSPE member.

Change is inevitable. In 1996, NCEES voted to transform the single FE exam taken by all majors into multiple FE exams based on six primary majors. The PE exams have also morphed over time into exams that are more specific to engineering specialties. The single mechanical engineering PE exam from 1995, says Whitman, doesn't reflect what mechanical engineers are doing now in 2016. There are now three different mechanical engineering PE exams.

"If we are going to put a PE designation on someone, we want to do that under the current state of that particular industry," says the University of Wyoming professor. "Once they get their license, they are expected to participate in continuing education to keep up with industry changes."

The exam review process requires the help of licensed engineers who have a strong knowledge of the industry to participate in a professional activities and knowledge study (PAKS). The study asks participants to rate various tasks, knowledge areas, and skills based on their level of relevance. At least 200 respondents are needed to ensure an accurate picture

of current industry practices. NSPE and other societies can help spread the word about the studies, Whitman says. "If we get less than 200 respondents, we may not be building an exam that matches what's going on in these industries."

The PAKS is an important part of the process because of a PE's responsibility to protect the public, says Whitman. "As a board member, I have to be confident that a newly licensed PE is taking the exam under the current state of the industry," he says.

Once the study is concluded, the committee analyzes the results with a psychometric consultant to gather the top-rated tasks, knowledge areas, and skills to help establish exam specifications and questions. Committee members also determine if there are ratings correlations within different groups of respondents. "For example, are engineers in the Northwest responding differently than groups of engineers in the Southeast," says Miller. "Are ratings differing among engineers with differing years of experience? We want to be thorough in this process."

Once the new exam specifications have been assembled and reviewed, the Committee on Examinations for Professional Engineers must give the final approval for the new specifications. This oversight body also focuses on the exams' long-term quality, which involves pass rates, cut scores, and viability of the questions. Usually there aren't major changes in the specifications, says Whitman, who serves as chair of the committee. Over the last decade, both the electrical and mechanical exams have become multiple exams. In the electrical area, power is a completely separate exam from computer engineering or electronics. "This reflects the development of the industry into a more concentrated focus," he says.

Wendy Lick, P.E., recently helped complete the PAKS process for the mechanical engineering exams. The goal was to make sure they keep up with current practices and ensure a smooth transition into the future. "Mechanical engineering is one of the oldest disciplines and isn't a rapidly changing field like software engineering," says the chair of the PE Mechanical Exam Development Committee. "We aimed to set up the exam

for future success as we move toward computer-based testing."

In 2012, NCEES voted to transition the PE exams to a computer-based format at the earliest feasible date but no earlier than 2015. The FE exam changed to a computer-based format in January 2014, with seven discipline-specific exams.

Lick adds, "Once a large exam like ours moves to computer-based testing, the computer assembles a different exam for each test taker. We want to make sure there is a good quality control process."

The Experience Factor

In 2014, NCEES voted to remove from the Model Law the requirement for a licensure candidate to have at least four years of experience prior to taking the PE exam. Arizona, California, Illinois, Kentucky, Nevada, New Mexico, South Carolina, Utah, and Wyoming no longer require four years of experience before a candidate can take the exam.

Even if candidates can take the exam early, says Miller, it is still designed for an engineer who has four years of experience. "What we've found so far is that the highest pass rate for first-time test takers are candidates with four to five years of experience," he says.

Whitman says that the early examination option has increased the number of Wyoming licensure candidates who are taking the exam before having the full four years of experience. Despite the option to take the exam early, candidates are still strongly encouraged to gain three to four years of experience first. "Are there some people that seem to absorb everything quickly? Absolutely; they can manage to pass," he says. "But the vast majority would struggle in that exam after just one year of experience."

Whitman adds, "Even if you pass the exam after three years, you can't get licensed until you have acquired the full four years of experience."

NSPE recommends that state licensing boards provide flexibility for optional early taking of the PE exam by candidates who have met the educational requirements for licensure and passed the FE exam. The Society also believes, however, that the four years of progressive engineering experience recommended by the Model Law should remain unchanged.

THE PE EXAM: MYTHS AND TRUTHS

MYTH NCEES holds repeat takers to a higher standard than first-time takers. That's why repeat pass rates are so low.

TRUTH All examinees are graded to the same standard of minimum competence. In looking at the pools of exam takers, the first-time taker pool comprises high-ability, mid-ability, and low-ability examinees. When the exam is given, most of the high-ability examinees, some of the mid-ability group, and very few low-ability examinees pass and leave the examinee pool.

Examinees who fail the exam move to the repeat-taker pool. Unless they significantly change their preparation methods, history has shown that they will fail again. When they take the next exam, some of the mid-ability examinees pass and perhaps a few of the low-ability examinees who made a significant change in their preparation pass. That's why repeat passing rates are lower.

MYTH Exams administered in the fall are more difficult than those in the spring (or vice versa).

TRUTH The scoring process negates any differences in difficulty. Examinees are graded against a standard of minimum competence. If the exam is more difficult, the required passing score is lowered. Conversely, if the exam is less difficult, the required passing score is raised. An examinee is neither penalized nor rewarded for the difficulty of the exam.

MYTH NCEES throws questions out of the exam which affect the final results.

TRUTH After an exam, subject-matter experts review questions that have statistical anomalies or receive comments from examinees. If a question is found to have two correct answers, all examinees with either answer are marked correct. If a question is deemed to not have a correct answer, all examinees with any answer are marked correct.

MYTH The required passing score varies from state to state.

TRUTH The passing score does not vary from state to state. Examinees in all jurisdictions have the same required passing score for their discipline for that administration.

MYTH NCEES grants licenses to candidates.

TRUTH NCEES develops, publishes, and scores the exams on behalf of the state licensing boards to determine minimum competency. State licensing boards grant licenses to candidates in their jurisdiction based on that jurisdiction's requirements.

MYTH NCEES sets the pass score so only a certain number of people pass—thereby controlling entry into the profession.

TRUTH The pass score is set at the level of minimum competence. Examinees that exceed the score will pass.

MYTH A passing score is 70%.

TRUTH Before results were reported as pass-fail, examinees received scaled scores. The passing raw score (different for each discipline and varying from administration to administration based on difficulty) was "set" at 70, and all scores were scaled accordingly. In 2005, NCEES voted to provide only pass-fail results. Somehow, over time, an urban legend developed and the scaled score of 70 erroneously turned into a 70% raw score being required to pass.

MYTH My exam prep class instructor says I only need 30% to pass.

TRUTH Exam preparation instructors are not involved in the exam process (an NCEES policy) and don't know the score required to pass.

Energy and Dedication

The exam development process runs on the energy and dedication of its volunteers, says Lick, who has served as a volunteer in various capacities since 2001. NCEES makes every effort to ensure that the exam committees consist of a group of licensed engineers diversified by age, gender, ethnicity, geographic location, and years of practice, adds Miller.

Lick believes that her volunteer activities have given her a greater appreciation for the profession and the exam. "Before I took the PE exam, I thought they were just throwing in this extra hurdle to become licensed," she recalls. "I believed that I had

proved myself by getting a degree and gaining work experience. I also had people who could vouch for me."

Lick's mindset changed after she volunteered for the PAKS. "I saw the need for the exam because people who had managed to get their degrees and the necessary years of experience were getting questions wrong that they should have gotten right," she says. "We weren't asking people to do anything outstanding or be super engineers, but only to demonstrate minimal competence. We really do need this extra layer of protection for the public."

She adds, "We know that there are people who are not competent, and it's

our responsibility with this exam process to keep them from being in responsible charge of engineering projects."

Another reason that Lick continues to volunteer: the professional comradery. "We actually get into arguments and deep discussions about technical questions and topics," she says. "I get a huge kick out of being in a room full of people who are not embarrassed about being nerds." **PE**

Do you want to give back to the profession by volunteering your time and expertise for the exam development process? Get more information at <http://ncees.org/audience-landing-pages/volunteers>.

Points of Concern over Early PE Testing

Prepared by South Dakota Board of Technical Professions

April 28, 2014

For over a half century, the practice has been for engineering interns to complete the required experience for licensure prior to applying for and then being reviewed and approved by the licensing board in order to be eligible for taking the PE examination. Upon passing this "final" examination, the applicant is normally licensed to practice as a professional engineer in that initial jurisdiction. Change in this procedure is now being proposed, which would allow an applicant to take the PE examination at a time of their own choosing. This time could be prior to completing the experience requirements as well as could be prior to completing the education requirements and/or even prior to passing the FE examination.

Change can be necessary in some instances to adapt to a changing profession. However, changing from a practice that has been employed for over a half century needs to be fully evaluated and assessed to be certain that the change is warranted in order to solve underlying problems with existing procedures. The following identifies concerns which we have regarding this proposed change.

1. Model law states that an applicant who passes the FE examination and provides proof of graduation with a qualifying engineering degree may be certified or enrolled as an engineering intern. Internships normally span a period of time until the intern qualifies for and is approved for licensure. If an individual passes the PE examination shortly before or after graduation with an acceptable engineering degree, what then is the status of that individual with respect to internship in or possible practice of the engineering profession?
2. It seems that early taking and passing of the PE examination brings into serious question the value of the PE examination in terms of testing the knowledge gained during the required experience prior to becoming a licensed professional engineer. If the PE examination can be taken shortly before or after graduation, what examination will be used to test this practical knowledge gained during the internship and prior to being issued a license to practice as a professional engineer?
3. During internship, it is desired that the individual begin a practice of career-long learning. If the PE examination is given early, there may be a reduced incentive to begin developing career-long learning, since the PE examination has already been taken and passed. Employers may even feel that continued education during the internship is not as necessary since the PE examination has already been passed, which would reduce the time and expense involved with such continued education of interns.
4. Early taking and passing of the PE examination conflicts with the need for the Masters or Equivalent (MOE) program set by current model law to begin January 1, 2020. If the BS engineering program is sufficient to pass the PE examination even with little or no practical engineering experience, then why is the MOE program needed? Even if the MOE program is instituted, the PE examination could be taken shortly before or after graduation with the BS degree and far before completion of the masters degree or equivalent education (BS+30). What examination will test the knowledge gained in the masters or equivalent education if the PE examination is taken and passed shortly before or after the BS degree is obtained?
5. If an individual takes and passes the PE examination in a certain discipline (i.e. Transportation) shortly before or after graduation and then during his/her experience switches to a career in another discipline (i.e. Environmental), does he/she need to retake the PE examination in the second discipline area? This is particularly important in jurisdictions which are discipline specific. The engineering intern who waits until the end of the internship with the acquired four years of experience is much more likely to know which engineering discipline he/she will be practicing and which is the appropriate PE examination that he/she needs to take.

6. NCEES data proves that PE examination pass rates are highest for individuals who first gain the four years of experience during their internship. The early PE testing pass rates which have been presented in support of early PE testing may not be a true indication of the entire engineering intern population, since it is logical that higher academic achievers will likely be more highly motivated to take the PE examination early and the lesser academic achievers will likely be less motivated to pursue early testing.
7. Completing the 4-year internship prior to taking the PE examination promotes the importance of retaining engineering knowledge far beyond the completion of the degree. Waiting to take the PE examination also promotes the need to perform periodic review of previously acquired knowledge not only to pass the PE examination, but also to practice the engineering profession.
8. What happens if an individual passes the PE examination shortly before or after graduation and then acquires four years of experience which the board will not accept? There will be a lot of pressure put on the board to grant the engineering license in spite of the experience defects, since the applicant has already committed the effort, time, and cost of taking and passing the PE examination. The better scenario is to complete the required engineering education and experience and have it approved by the board prior to taking the PE examination, so upon passing the PE examination the applicant will be licensed as a professional engineer.
9. Early PE testing does not promote comity licensure, where some jurisdictions allow such early testing and other jurisdictions require that the engineering experience be obtained before the PE examination is taken. Some of the following questions come to mind.
 - a. Will a comity applicant who took the PE examination shortly before or after graduation in an "early" state have to re-take the PE examination when applying for licensure in a "wait" state where the experience must precede the taking of the PE examination?
 - b. Will individuals who live in a "wait" state be inclined to apply in a neighboring "early" state so they can take the PE examination early? If so, then what happens when they later apply for licensure in the "wait" state in which they live and work?
 - c. How can a "wait" state accept comity applicants from "early" states where the PE examination was taken and passed shortly before or after graduation, but require their own in-state applicants to obtain the required acceptable experience before being approved to take the PE examination? Is this not a double standard?
10. What is the impact on the definition of "Model Law Engineer", if some take the PE examination before or shortly after graduation and others take the PE examination after earning the four years of experience? For those jurisdictions which do not accept early testing with comity applicants, will they need to scrutinize all MLE comity applicants to determine when they took the PE examination?
11. If the FE and the PE can be taken back to back and the PE can be taken before the FE, is it possible that the need for two examinations so close together may be challenged in the future, and these two examinations would be combined into one single examination? Also, if two examinations or one combined examination are offered before or shortly after graduation, will some jurisdictions see a need to create a third "practice" examination which would be taken at the end of the internship and prior to licensure? Would these jurisdictions need to create their own "practice" examination for this purpose?
12. Could taking and passing the PE examination shortly before or after graduation be a possible incentive to such individuals to perform engineering work which should be performed only by licensed professional engineers, which possible incentive might lead to another form of unlicensed practice?

These are some of the concerns that we have identified at this time. There may be other concerns as well. We feel that these and any other concerns should be taken into consideration and mitigated prior to implementing a policy of early taking of the PE examination.

DRAFT 7/11/14

GUIDELINES FOR CERTIFYING, SEALING, SIGNING AND DATING DOCUMENTS PREPARED BY LICENSED TECHNICAL PROFESSIONALS IN SOUTH DAKOTA

Introduction. This document was prepared to provide recommendations and guidance to licensees regarding certifying, sealing, signing and dating various documents prepared by licensed technical professionals. Except for direct excerpts from South Dakota Codified Law (SDCL) and Administrative Rules of South Dakota (ARSD) contained herein, this guide document is not intended to be prescriptive in nature. If any person has any comments or suggestions regarding this guide document, please forward such comments or suggestions preferably in writing to the Board office at the addresses provided above.

Which technical professionals are required to use a seal in South Dakota? According to SDCL 36-18A-44, architects, engineers, land surveyors, and landscape architects who are duly licensed in South Dakota are required to procure and use a professional seal on appropriate documents prepared by them or under their direct supervision. Although also licensed in South Dakota by the Board of Technical Professions, petroleum release assessors and petroleum release remediators shall not obtain and use a professional seal indicating licensure as assessors or remediators. However, assessors and remediators are still required to certify, sign and date appropriate documents prepared by them or under their direct supervision.

Why do we certify, seal, sign, and date technical professional documents?

- A certification statement may be required in some cases and may otherwise be optional. The certification statement is used to stipulate that to which the signer is certifying or attesting.
- The seal is used to authenticate a document for its intended purpose by using a mark (seal) which is unique to the person who is authenticating it and shows the authorization (license) held by the individual which enables the individual to prepare and authenticate the document.
- The seal provides basic information regarding the person who is authenticating the document, which is the name, license number, technical profession in which the license is granted, and the state granting the license.
- The name on the seal is supplemental to the written signature, which written signature may not be sufficiently legible to the reader for correctly identifying the name of the signer.
- The written signature validates and authorizes the document for its intended use, as well as verifies that the seal has been applied personally or as specifically directed by the licensee whose name appears on the seal.
- The date provides the day on which the document was authorized for its intended use by the licensee by sealing and signing the document.

What does application of the seal, signature, and date with or without a certification statement mean? According to SDCL 36-18A-45, "the application of the licensee's seal and signature and the date constitutes certification that the work on which it was applied was done by the licensee or under the licensee's responsible charge."

Why is a certification statement sometimes used? Although not generally required by laws and rules, certification statements can be used by licensed technical professionals to stipulate that to which they are certifying and, in some instances, may also stipulate items or conditions which they are excluding from the certification. In some cases, specific laws or regulations relating to a specific type of document may require a certification statement to accompany the seal, signature and date of the technical professional who personally prepared or was in responsible charge of the preparation of the document.

Why is a "Purpose" declaration sometimes used: Where appropriate, it is recommended that licensees indicate the intended purpose of the document in bold letters on each sheet of the document. Examples of purpose declarations follow: PRELIMINARY; FOR REVIEW ONLY; PRELIMINARY-NOT FOR CONSTRUCTION; FOR BIDDING ONLY; FOR BIDDING AND CONSTRUCTION; AS-BUILT DRAWING; RECORD DRAWING; etc. This list is intended for examples only and is not intended to be a comprehensive list of all "purpose" declarations that might be appropriate or that any "purpose" declaration is needed at all.

"Prepared By" information: It is recommended that all sheets of drawings contain "Prepared By" information, which at a minimum should include the words "Prepared By", name of licensee, title of profession and SD license number (i.e. PE-SD#00000), phone number, and date. Other optional information could include name of firm, email address, and mailing address. The "Prepared By" information is intended to identify the licensee who is signing and sealing the document, as well as provide minimum contact information to the reader/user of the document.

Single-profession plan documents with one licensee in responsible charge: Single-profession plan documents which only require the seal/signature of one licensee in responsible charge of the entire document need only be sealed, signed and dated on the cover sheet along with a certification statement stating that the licensee is in responsible charge for the entire document, providing that all other sheets in the document are identified to be part of that document by name of project, project number, and sheet number corresponding to the list of sheets on the cover sheet; and each sheet after the cover sheet contains "Prepared By" information on that sheet. If appropriate and needed, each sheet should also include a "Purpose" declaration fitting the purpose of the document.

Single-profession plan documents with two or more licensees in responsible charge: Single-profession plan documents which require the seal/signature of two or more licensees in responsible charge of portions of the document need only be sealed, signed and dated on the cover sheet along with a certification statement for each licensee stating which sheets that each licensee is responsible for, providing all other sheets in the document are identified to be part of that document by name of project, project number, and sheet number corresponding to the list of sheets on the cover sheet; and each sheet after the cover sheet contains "Prepared By" information on that sheet. If appropriate and needed, each sheet should also include a "Purpose" declaration fitting the purpose of the document.

Multi-profession plan documents with two or more licensees in responsible charge: Multi-profession plan documents which require the seal/signature of two or more licensees in responsible charge of the various professions of the document should be sealed, signed and dated on the cover sheet by the "prime professional" who has overall coordination responsibility for the multi-profession project, along with a certification that stipulates that said licensee is the "prime professional" responsible for the project. Each sheet or the first sheet of each plan section should then be sealed, signed and dated by the licensee who has responsible charge for that sheet or plan section. All sheets in the document should be identified to be part of that document by name of project, project number, and sheet number corresponding to the list of sheets on the cover sheet and/or list of sheets on the first sheet of each plan section; and each sheet after the cover sheet should contain "Prepared By" information on that sheet. If appropriate and needed, each sheet should also include a "Purpose" declaration fitting the purpose of the document.

Specifications documents: Specifications documents which often accompany plan documents typically contain various documents related to the bidding and contracting for construction of the project, as well as specifications for the various components which are part of the project and performance requirements for constructing the project. For single-profession projects, it is recommended that the title page or other appropriate page contain a certification statement stipulating the licensee(s) in responsible charge of either the entire document or specified portions of the document in the case of two or more licensees in responsible charge. For multi-profession projects, it is recommended the title page or other appropriate page contain a certification and seal for the "prime professional" responsible for coordinating the entire project and the portion of the specification prepared by the prime professional. For sections of the specifications prepared by licensees

SIZE AND TYPES OF SEALS

Size of seal: According to SDCL 36-18A-44 (as proposed to be revised), "the seal shall be legible and shall have an outer circle with a diameter measuring at least one inch and no greater than two inches as well as an inner circle with a diameter measuring five-eighths of the diameter of the outer circle."

Rubber stamp seal: A rubber stamp seal has in recent history been the most commonly used type of seal. With this type of seal, the seal is imprinted on the document by first wetting it with ink on an ink pad and then pressing the rubber stamp seal onto the document.

Computer-generated seal: A computer-generated seal is an electronic seal image (commonly created in CAD software) and included on the CAD drawing of the sheet.

Copied seal: A copied seal is a reproduction of the seal which results from photocopying, blueprinting, or digital scanning the original document which bears a licensee's seal.

Digital seal: A digital seal is an image of a seal which is encoded and linked to a digital signature (as described below) in an electronic document in such a way that if the electronic document file is altered in any way, both the digital signature and the digital seal are invalidated.

Embossed seal: An embossed seal is a device which crimps the paper to imprint the seal. This type of seal is rarely used for documents sealed by technical professionals.

TYPES OF SIGNATURES

Wet-ink signature: A wet-ink signature is the hand scribed signature of the signer on the document typically using an ink pen of some appropriate type. Wet-ink signatures are normally used on the original copy of the document, or on multiple original copies when multiple originals are required.

Copied signature: A copied signature is a reproduction of the signature which results from photocopying, blueprinting, or digital scanning the original document which bears a wet-ink signature.

Digital signature: A digital signature is an electronic image of the signer's signature which is encoded with the electronic document in such a way that if the electronic document file is altered in any way, the digital signature is invalidated.

SECURITY OF SEALED DOCUMENTS

Security concerns might consist of possible altering of sealed documents by unauthorized parties as well as forgery of the seal and signature. In the past, best business practice has been for the technical professional to keep an original copy of the signed and sealed document on file. In some cases, the project owner may also require an original copy of the signed and sealed document for the owner's file. Digital signature technology may also be used to enhance security of signed and sealed documents that are delivered as electronic files.

in the other professions involved in the project, it is recommended that the licensee in responsible charge of each profession certify and seal the first page of that section of the specification. Finally, since it is common for portions of the specifications to be extracted from the specifications book and transmitted to specific interested parties during the bidding and construction process, it is recommended that consideration be given to using either a header or a footer on each page, as appropriate, to provide basic identification and contact information. At a minimum, it is recommended that consideration be given to including the following in said header or footer: project number, name and location plus "Prepared By" information as described above. With the header or footer, if any page(s) are extracted from the entire document, it will always be possible to identify the source document from which that portion was extracted as well as contact information for the licensee preparing that portion of the specification.

Report documents: Report documents are often prepared for studies or preliminary investigations performed by technical professionals. It is recommended that the title page or other appropriate page contain a certification statement stipulating the licensee(s) in responsible charge of the entire document. If there is concern that portions of the report may be extracted from the report book and transmitted to specific interested parties, then it is recommended that consideration be given to using either a header or a footer on each page, as appropriate, to provide basic identification and contact information. At a minimum, it is recommended that consideration be given to including the following in said header or footer: report name and location plus "Prepared By" information as described above. With the header or footer, if any page(s) are extracted from the report document, it will always be possible to identify the source document from which that portion was extracted as well as contact information for the licensee who prepared the report.

Record plans: Record plans (sometimes also referred to as as-built drawings) are often prepared by the technical professional after construction of the project has been completed. It is recommended that a disclaimer statement be used describing the source and accuracy of the record information. Record plans are not normally signed and sealed, unless specifically required by the Owner.

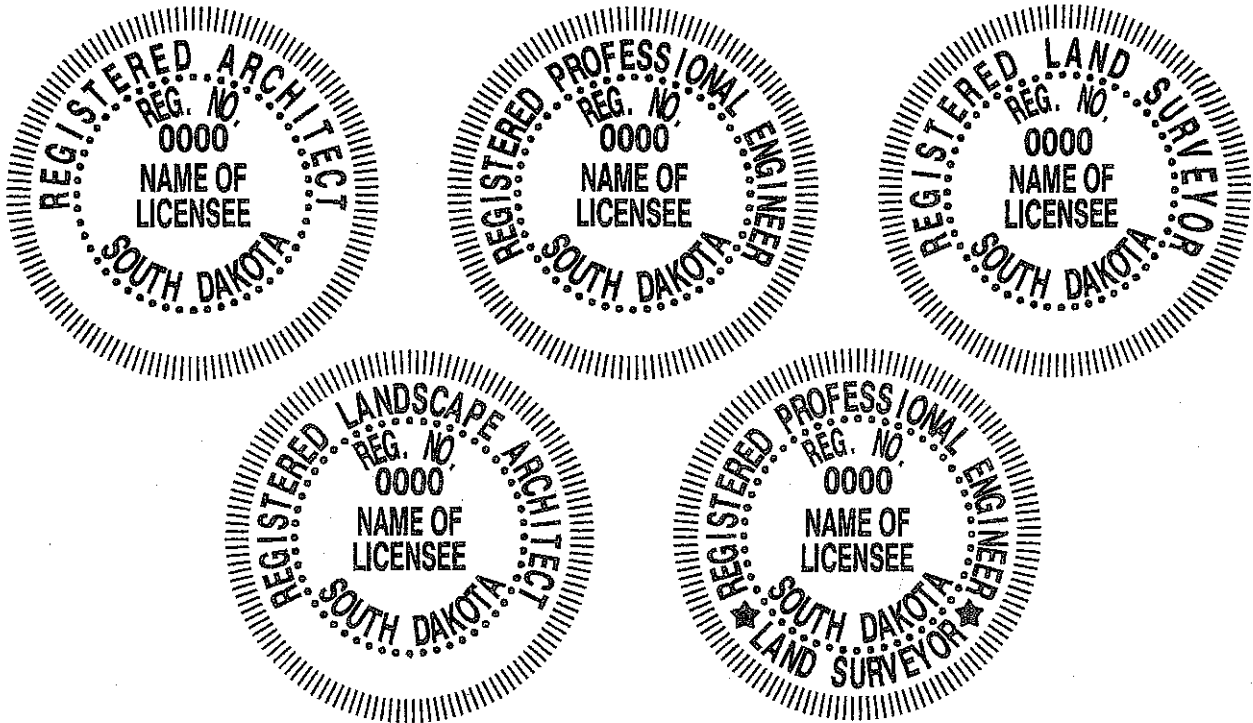
Shop drawings: Generally speaking, shop drawings are not required to be sealed. However, if the person preparing the shop drawing is a licensed technical professional, then it would be appropriate for said person to seal the shop drawing. Also, if the specifications specifically require that a shop drawing be prepared by a licensed technical professional, then the shop drawing should be sealed and signed by the licensed technical professional who is in responsible charge of the preparation of the shop drawing.

Survey plats and other recordable survey documents: Single sheet survey plats will normally contain the surveyor's certification which is signed, dated and sealed by the licensed land surveyor, as well as the prepared by information required for recording. It is recommended that multiple sheet survey plats contain the title of the plat along with Sheet # of # Sheets and the prepared by information required for recording on each sheet of the plat and that multiple sheet plats then be signed, dated and sealed by the licensed land surveyor in the surveyor's certification only. Other recordable documents, such as easement exhibits and certified corner records, are normally sealed on each sheet.

APPENDIX A
EXAMPLES OF SEALS

(refer to SDCL 36-18A-44 for specifications and allowable variations)

Large-size seal (2.0" OD, 1.25" ID): The large-size seal is most appropriate for larger sheets (i.e. 22"x34" or larger), which typically have room for the 2" OD seal and which sheets may possibly be printed at reduced scale (up to half size reduction) at some later time.



Mid-size seal (1.5" OD, 0.94" ID): The mid-size seal is appropriate for general use on all documents, as long as the sheet size will most likely never be reduced or will not be reduced by more than two-thirds of the original size causing the seal size to be less than 1" OD on the reduction.



Small-size seal (1.0" OD, 0.63" ID): The small-size seal is the smallest seal size which is deemed to remain legible to the naked eye. This size is appropriate for small size documents generally ranging in size from 8.5"x11" to 11"x17", as long as the original sheet size will likely never be reduced.



APPENDIX B

EXAMPLES OF CERTIFICATIONS

The following certifications are provided as examples only. The wording of certifications may be adjusted to fit the purpose of the document and the intent of the licensee in certifying, sealing, signing, and dating the document. Since such certifications have possible legal impacts as part of the sealing and signing process, licensees may choose at their own discretion to seek legal counsel on the wording of certifications which they are signing and sealing.

General Certification

I hereby certify that this plan, specification or report was prepared by me or under my direct personal supervision and that I am a duly Registered *(insert title of profession)* under of the laws of the State of South Dakota.
(this certification is then followed by typed name of licensee and Reg. No., signed, dated, and sealed)

Prime Professional Certification

I hereby certify that this plan, specification or report was prepared by me or under my direct personal supervision and that I am a duly Registered *(insert title of profession)* under of the laws of the State of South Dakota serving as the prime professional in responsible charge for coordinating all professional activities related to this project.
(this certification is then followed by typed name of licensee and Reg. No., signed, dated, and sealed)

Certification for a section of plans (multi-profession projects)

I hereby certify that this *(insert title)* section of these plans was prepared by me or under my direct personal supervision and that I am a duly Registered *(insert title of profession)* under of the laws of the State of South Dakota. The plan sheets covered by this certification include *(insert list of sheet numbers or refer to an index of sheets printed above or near the certification)*.
(this certification is then followed by typed name of licensee and Reg. No., signed, dated, and sealed)

Surveyor Certification on a recorded subdivision plat

I, *(insert name)*, a Registered Land Surveyor of the State of South Dakota, do hereby certify that I did on or before *(insert date)*, survey a portion of the parcel of land described as "*(insert legal description)*" and platted the same into *(insert description of parcels created)* with the area and dimensions shown on the plat along with the street right-of-way also shown on the plat. The same shall hereafter be known and described as "*(insert legal description for the platted subdivision)*", containing ??? acres in the ?? lots shown on the plat and ??? acres in street right-of-way. I further certify that the above described property was surveyed by me or under my direct personal supervision, that the above plat correctly represents the same to the best of my knowledge and belief, and that this survey was performed at the request and under the direction of the Owner for the purpose of transfer.
(this certification is then followed by typed name of licensee and Reg. No., signed and sealed)

Note: Land surveyors should consult with specifications for plats and certifications by the surveyor, property owner, and approving agencies which may be contained within subdivision ordinances or other requirements of the jurisdiction within which the property being platted is located.

COLLATERAL ENGAGEMENT

AMERICAN INSTITUTE OF ARCHITECTURE STUDENTS (AIAS)

- President Dennis Ward's nomination for the AIAS Board's new position "NCARB Liaison" was accepted by the AIAS after being forwarded by the NCARB Board of Directors. Dennis will start his three-year term in July concurrent with the AIAS fiscal year and shortly after he steps down from the NCARB presidency.

- The NCARB senior staff hosted AIAS leaders to explore NCARB support for the AIAS Freedom by Design initiative, focused on transforming buildings to accommodate persons with disabilities.

AMERICAN INSTITUTE OF ARCHITECTS (AIA)

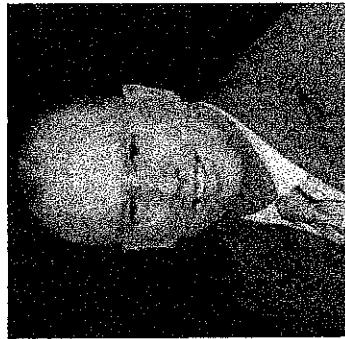
- **AIA Leadership Conference** (February 22-23)
Detroit, MI: Spoke to CACE Business Meeting, attended Large States Dinner, met with the AIA California Council's Academy of Emerging Professionals.
- **AIA Florida:** Met with AIA Florida Executive Director and staff in Orlando prior to meeting with Florida Board.
- **Texas Society of Architects (TXA):** Met with TXA Executive Director during AIA Leadership Conference and made plans to conduct outreach with key Texas components during the summer.
- **AIA DC:** Provided staff support to coach the DC component's redesign of their ARE test preparation initiative.

CEO ON THE ROAD

- **Orlando, FL:** Florida Board of Architecture and Interior Design visit (February 9-11)
- **Austin, TX:** Texas Board of Architectural Examiners visit (February 24-26)

Dear Colleagues,

With each month bringing us closer to the launch of the new ARE 5.0, additional information and outreach is emanating from the NCARB team. This effort is part of a carefully planned strategy to provide a steady, but digestible, stream of facts to help ARE candidates and their mentors prepare for the new exam. Our approach is dramatically different from past ARE transitions:



• Almost two years before launch, we announced the new division titles and released the Test Specification outlining the content areas for each division.

- A year before launch, we provided a "transition calculator" to guide ARE candidates with their transition from ARE 4.0 to ARE 5.0.

- We just announced the duration for each division.
- We will be conducting on-site training for test preparation vendors in March at our office.

- We will be hosting a series of webinars for AIA components this spring.

- We will be providing information and demonstrations at upcoming conferences including the NCARB Regional Summit, ACSA Annual Meeting, AIA National Convention, and the NCARB Annual Business Meeting.

We are approaching this transition thoughtfully and thoroughly, just as our architect volunteers and staff approached the design of ARE 5.0. My NCARB colleague, Examination Director Jared Zurn, NCARB, AIA, says it best: "The changes to ARE reflect a move to align the assessment of candidates for licensure to current practice areas of architecture. In the new exam, candidates will need to demonstrate their knowledge and ability in an integrated way, addressing the complexity architects deal with in practice as well as the various phases of design and construction. Less seat time does not translate to an 'easier' exam. Less seat time reflects a more efficient way of assessing candidates using more advanced testing methods. Good design, whether in architecture or examination, is efficient and effective at doing what it needs to do. ARE 5.0 was designed by architects, has been written by architects, and will challenge future architects to demonstrate their ability to analyze and evaluate the complexities of our profession."

We hope that our efforts at NCARB are useful to all of you, and that you won't hesitate to contact us for assistance in providing accurate information in a timely fashion.

Best wishes,

Mike

Mike Armstrong

SOCIAL MEDIA MILESTONES (FEB):

PERCENT CHANGE IN FOLLOWERS:

Facebook:	+3
Twitter:	+2
LinkedIn Group:	0%
LinkedIn Page:	+6%
Instagram:	+5%
Youtube:	+7%
Google+:	+6%
ARE 4.0 Community:	+5%

MOST POPULAR FACEBOOK POST

"This June, the program designed to guide aspiring architects through the early stages of their career will be renamed the Architectural Experience Program (AXP)."

Likes: 77 Comments: 5
Shares: 6 Reach: 5,097

RECENT NEWS

- NCARB Releases ARE 5.0 Details and Question Type Demos.
- What You Need to Know About ARE 5.0.
- Two NCARB Presidents Elected to AIA College of Fellows.

BLOG

- Architect Spotlight: Scott Reynolds
- Videos: ARE 5.0 Question Types and Case Studies & Analysis
- How Continuing Education Can Help You Finish IDP
- Architecture Job Hunting Tips

CEO UPDATE

February 2016

STRATEGIC PLAN

Our annual review of data metrics is underway, which will result in the next publication of NCARB by the Numbers (NBTN) at our June Annual Business Meeting. The early assessment reveals continued positive growth regarding "pipeline indicators" ranging from completed exams and ARE registrations to intern Record holders and IDP completions, as well as a continued steady uptick in registered architects. This data will go through a series of reviews before specifics and analytics are compiled in the NBTN release.

The ability to collect and analyze data is a key factor in measuring our success against the strategic plan goals of facilitating licensure, fostering collaboration, and centralizing credentialing data. By all accounts, our goals are being addressed and in many cases exceeded.

Starting this spring, we will begin a multi-year strategic plan "refresh" activity, which will culminate in the unveiling of the latest plan at our 2019 Centennial Business Meeting. Our consultants at McKinley Advisors will be reaching out to various stakeholders through interviews, focus groups, and surveys to establish a baseline of expectations and a shared vision. We look forward to the outcome of each element of the process and thank you in advance for your participation.

ORGANIZATIONAL DEVELOPMENT AND OFFICE LIFE

@AIA50org
We're pleased to welcome Dennis Ward to our 2016-2017 Board of Directors. [@NCARB](http://ow.ly/YZ1wV)

Benefits/Wellness—NCARB's annual staff Health & Wellness Fair was held on February 16 with 16 wellness exhibitors, including exhibits from our Quality of Life Committee and our brand ambassadors team.

Innovation Workshops—The brand ambassadors, composed of staff volunteers throughout the organization who are dedicated to promoting our corporate values, held a successful off-site debriefing for the all-staff Innovation Workshops they facilitated in January 2016. The ambassadors have identified ideas from the workshops to put forward for implementation by the end of the fiscal year. All ideas were vetted on their alignment with NCARB's single organizing idea, Let's Go Further, the corporate values of "Open, Responsive, and Restless," ease of implementation, and meaningful impact/value. Next steps for the brand ambassadors include further planning and implementation.

Performance Management—The Council is examining its performance management practices and individual user experiences to evaluate what is working well and what can be improved. The Administration and Information Systems directorates are collaborating on research into new tools with the goal of finding a technology that will keep the process simple, transparent, and engaging through real-time feedback, while providing alignment between organizational goals and individual goals, as well as support for continued growth and development.

Directorate Highlights

ADMINISTRATION

- Recruitment efforts continue for vacancies in the Customer Relations and the Marketing & Communications directorates. You can view details on all open postings at <http://ncarb.applybyweb.com/>.
- Information Form 990 was filed with the IRS for the fiscal year that ended June 30, 2015.
- FY17 budget development is underway.

COUNCIL RELATIONS

- Attended meetings of the State of New Hampshire Board of Architects, the Vermont Board of Architects, the Florida Board of Architecture and Interior Design, and the Texas Board of Architectural Examiners.
- Provided research to AIA Pennsylvania regarding requirements for interior designers working on federal projects.
- Worked with Member Boards to finalize results of 2015 Survey of Registered Architects.
- In conjunction with MBE Director, facilitated a second MBE Engagement Session.
- MBE Committee finalized preparations for the 2016 MBE Workshop.
- Distributed February Legislative Tracker Notification containing summary of proposed legislation and regulations impacting the practice of architecture and registration of architects.
- Released the February Fast Facts for Member Boards containing information on key happenings at the Council.
- Attended AIA Leadership Conference in Detroit, MI.

EXAMINATION

- Continued ongoing refinements to ARE 5.0 in preparation for an upcoming full systems test.
- The Examination Committee developed proposed resolutions related to the upcoming launch of ARE 5.0 and investigated emerging technology around advanced assessment techniques.
- Developed a series of informational videos demonstrating the new item formats in ARE 5.0. The videos can be viewed on YouTube: www.youtube.com/user/NCARBorg.
- Finalized preparations to host an inaugural session with test preparation providers. NCARB staff will be engaging with leaders in the ARE test preparation industry allowing participants to better prepare their materials to support candidates.
- Director Jared Zurn, NCARB, AIA, has been re-appointed to serve on the Exam Security Committee of the Federation of Associations of Regulatory Boards (FARB).

@runningboard

really cool sneak peek. ARE 5.0 is gonna be amazing.

#NCARB

CEO UPDATE

February 2016

NCARB

Directorate Highlights

CUSTOMER RELATIONS

- Joined our coworkers for two recent outreach events at the University of Maryland and Morgan State University, fielding questions from event attendees regarding current and future changes to our programs.
- Conducted one-on-one training with staff from four Member Boards. Training consisted of a detailed walk-through of the Member Board section of the website as well as a Q&A on exam eligibilities, transmittals, the disciplinary database, the Canadian MRA, direct registration handling of eligibilities, and NCARB's monthly service turn-around times. Please contact Roxanne Alston (ralston@ncarb.org) or Demetrius Norman (dnorman@ncarb.org) if you are interested in a training session for your staff or would like to discuss a specific issue.

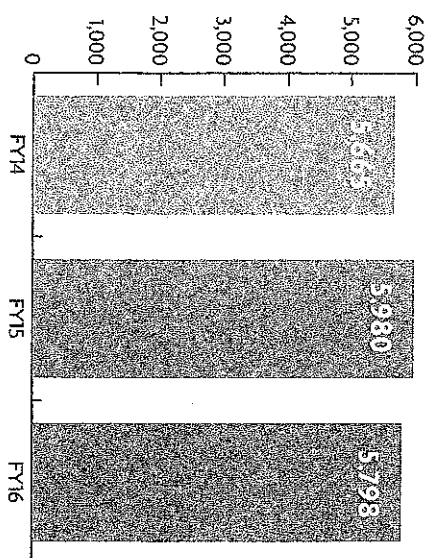
- Updating telephone and email customer service surveys to gain feedback that will improve training for responsive and effective customer communications.

- Piloted a telecommuting option for customer service reps in order to provide continued customer service during unscheduled office closings such as inclement weather events in the Washington, DC, area.

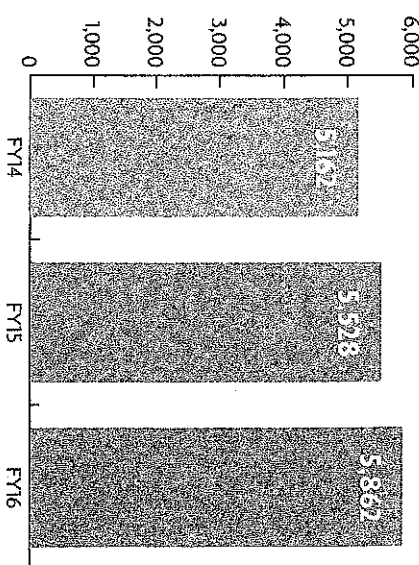
- Customer Relations Director Roxanne Alston recently served as a panelist for Oracle to discuss NCARB system improvements, service level agreements, and best use cases for customer email management.

- Roxanne has also been appointed to two committees for the Council on Licensure, Enforcement and Regulation (CLEAR).

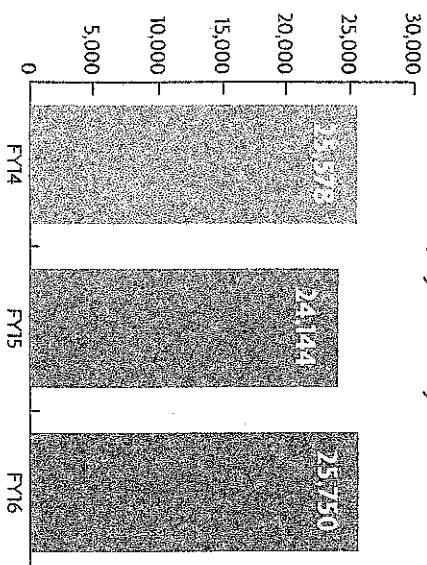
Intern Applications
July–February



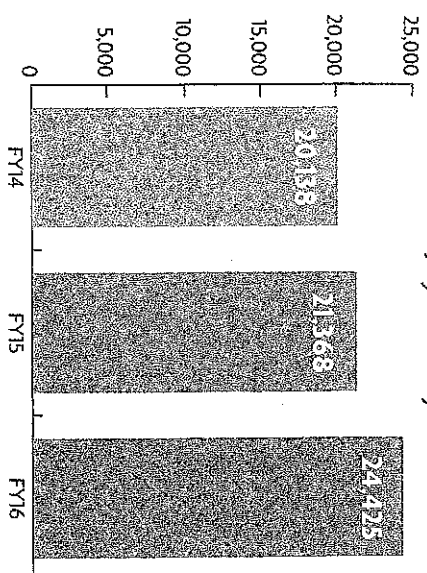
Reciprocity Transmittals
July–February



NCARB Record
Renewals Architects
July–February



NCARB Record
Renewals Interns
July–February



Directorate Highlights

EXPERIENCE + EDUCATION

- Released the first mini-monograph in a new five-course series on fire safety in buildings: Fire Safety in Buildings Part I: Fire Behavior and Fire Department Operations. The Mini-Monograph Series is free for NCARB Certificate holders and aspiring architects with an active NCARB Record.
- Council Outreach:
 - o February
 - Universities: Morgan State University, Keene State College, Norwich University, Syracuse University, Cornell University, University of Maryland, University of Pennsylvania, California Baptist University, University of California Los Angeles, Woodbury University, Southern California Institute of Architecture, University of Texas San Antonio, University of Texas Austin, Lawrence Technological University, University of Arkansas, Drury University, Virginia Tech Career Day & Design Expo
 - Webinars: University of Oregon, Architect Licensing Advisors: ARE 5.0
 - AIA Components: AIA Central New York, AIA Los Angeles, AIA Pasadena & Foothills, AIA San Antonio, AIA Austin
 - Conferences: Louisiana Licensure Forum, AIA Grassroots
 - Member Board Visits: Vermont, New Hampshire, Florida, Texas
 - o Upcoming in March
 - Universities: Fairmont State University, Savannah College of Art and Design, University

of Michigan, Bowling Green State University,

University of Florida, University of South Florida, University of Utah, Georgia Institute of Technology, Kennesaw State University

- Webinars: AIA Grand Rapids, Architect Licensing Advisors
- AIA Components: AIA West Virginia, AIA Detroit, AIA Toledo, AIA Nashville, Boston Society of Architects, AIA Utah, AIA Atlanta
- Conferences: Alpha Rho Chi Convention, AIA Midwest Quad Conference, AIA Northeast Quad Conference, AIA South Quad Conference, AIA West Quad Conference
- Firms: Shalom Baranes
- Member Board Visits: Pennsylvania

INFORMATION SYSTEMS (IS)

- Continued development on the ARE 5.0 and the new AXP e-portfolio.
- Tightened VPN security by implementing a process to rotate encryption keys on a quarterly basis.
- Improved email filtering to help prevent phishing attacks on NCARB staff.
- Director of Information Systems Guillermo Ortiz de Zarate has been reappointed to serve on the Technology Council for the American Society of Association Executives (ASAE).

@nickthorn

My @NCARB record has been reviewed and is about to be transmitted to Texas! #AlmostLicensed #BecomingAnArchitect

CEO UPDATE

February 2016

NCARB

Directorate Highlights

MARKETING & COMMUNICATIONS

- Published press announcement revealing the number of questions and test duration for the six ARE 5.0 Divisions. The news was picked up in *Architect Magazine*, *Architect's Newspaper*, *Architectural Roofing & Waterproofing Magazine*, and several blogs.
- Distributed National Architect e-newsletter, providing resources and information on issues concerning the profession, to NCARB Certificate holders.
- Filmed and interviewed President-elect Kristine Harding in Huntsville, AL, in preparation for her introduction as incoming president.
- Partnered with all directorates to produce "what we do" videos in support of MBE Workshop activities.
- In collaboration with Administration Directorate, developed and distributed a research survey to 20,000 members of the profession in next phase of developing new benefits of the Certificate.
- Developing the 2015 version of NCARB *By The Numbers*, our annual thought leadership publication.

@JamesGWitman

Love waking up to these in the morning! 4 exams down, 3 to go! @NCARB #ARE

@alanfhayes

17 @ncarb <http://bit.ly/1LatSR>

Always great to see this #architecture program evolving! #AXP2016 @TMParchitecture

Patterson, Kathryn

From: NCEES <noreply=ncees.org@cmail20.com> on behalf of NCEES <noreply@ncees.org>
Sent: Thursday, February 04, 2016 12:25 PM
To: Patterson, Kathryn
Subject: Proposed changes to NCEES Bylaws



Dear Member Board Members and Associate Members,

The proposed changes to the *Bylaws* have been posted as a PDF on [MyNCEES](#) under Board Resources/Publications/2016 Bylaws proposed changes.

The Special Committee on Bylaws will propose these changes as motions at the 2016 annual meeting in August. This email serves as notice of proposed changes in accordance with *Bylaws* Section 12.02. Please take some time to review the revisions.

Committee members or designated NCEES staff will make presentations at each zone meeting.

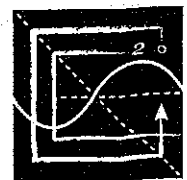
Sincerely,

Nancy Gavlin, P.E., S.E.
Chair
Special Committee on Bylaws

[Unsubscribe](#) from future NCEES correspondence.

BYLAWS

August 20152016



NCEES

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ARTICLE 1. NAME.

Section 1.01 Name. The name of this organization shall be the National Council of Examiners for Engineering and Surveying.

Section 1.02 Definitions and Abbreviations. Wherever the word "Council" is used, it shall mean the National Council of Examiners for Engineering and Surveying, for which the official abbreviation shall be NCEES. The words "State Board" shall mean a legally constituted board of any state, territory, or political subdivision of the United States of America that administers an Act regulating the practice of professional engineering, a single branch of professional engineering or surveying, or that serves in an advisory capacity to a state agency in the administration of such an Act. Wherever the word "State" is used, it shall mean any state, territory, or political subdivision of the United States of America.

ARTICLE 2. PURPOSE.

Section 2.01 Purpose. The purpose of this Council shall be to provide an organization through which state boards may act and counsel together to better discharge their responsibilities in regulating the practice of engineering and surveying as it relates to safeguarding the health, safety, and welfare of the public. The Council also provides such services as may be required by the boards in their mandate to safeguard the public.

Section 2.02 Objectives. In the public interest, NCEES provides to licensing boards services that assist in the development and administration of the licensing process by promoting:

- (1) The improvements of licensing laws for engineering and surveying, including the administration and effectiveness of these laws;
- (2) The uniformity of standards and practices used in engineering and surveying licensure;
- (3) The general acceptance and recognition of comity for engineering and surveying licensure among boards;
- (4) The definition and maintenance of nationally recognized licensing qualifications to become professional engineers and professional surveyors;
- (5) The identification and observation of international engineering and surveying licensing procedures and the maintenance of a liaison with international licensing agencies;
- (6) The improvement and uniformity of standards for law enforcement and disciplinary action in engineering and surveying licensing laws and their administration; and
- (7) The value of the licensure of engineers and surveyors as it relates to safeguarding the health, safety, and welfare of the public.

ARTICLE 3. MEMBERSHIP.

Section 3.01 Member Boards. A Member Board of NCEES shall be a state board, as defined in Article 1, Section 1.02, which is a member of the Council. Acceptance of a Member Board shall be by majority vote of the Council. Member Boards shall pay fees as set forth in the *Bylaws*.

Section 3.02 Members. A member of NCEES shall be a person who is a member of a Member Board.

Section 3.021 Associate Members. An associate member of NCEES shall be a designee of a Member Board, but not a member of a Member Board, who is appointed by the NCEES Board of Directors as an associate member of NCEES.

Recommendations for associate members of NCEES shall be submitted by Member Boards to the Board of Directors and become effective upon appointment by the Board of Directors. Such appointments shall be

reviewed annually by each Member Board and shall remain in effect until the Board of Directors is notified otherwise by the Member Board.

Associate members of NCEES shall have the privilege of the floor upon approval of the presiding officer and may serve on any committee to which duly appointed under the *Bylaws*. Associate members are eligible to hold the elective office of zone Secretary-Treasurer but are not eligible to serve on the NCEES Board of Directors.

Section 3.022 Emeritus Members. An emeritus member of NCEES shall be a person who is a former member of a Member Board who is duly recommended by that Member Board and approved by the NCEES Board of Directors. Such appointments shall be reviewed annually by each Member Board and shall remain in effect until the Board of Directors is notified otherwise by the Member Board.

Emeritus members of NCEES shall have the privilege of the floor upon approval of the presiding officer and may serve on any committee to which duly appointed under the *Bylaws*.

Section 3.03. International Affiliate Organization. An International Affiliate Organization of NCEES shall be a legally constituted entity having a collateral and supportive position with the licensure of engineers or surveyors. International Affiliate Organizations are entitled to representation at Council meetings but do not have voting privileges. On approval of the presiding officer, they may be granted the privilege of the floor. Acceptance of any International Affiliate Organization shall be by majority vote of the Council.

Section 3.03-04 Participating Organizations. A participating organization shall be a society, institute, association, or organization of national scope whose membership is composed predominantly of engineers and/or surveyors engaged in work at the professional level and whose policies include advancement of professional ethics and standards and encouragement of licensure, and which actively supports the policies and objectives of the Council. Participating organizations are entitled to representation at meetings of the Council without voting privileges and, on approval of the presiding officer, may have the privilege of the floor. They shall be privileged to communicate with the officers and Board of Directors of the Council on matters of mutual concern. Acceptance of a participating organization shall be by majority vote of the Council.

Section 3.04-05 Delegates. A delegate shall be a member or an associate member designated by a Member Board to represent it at meetings of the Council. A Member Board may have as many delegates as it has members, but may cast votes only as prescribed. Any delegate shall have the privilege of the floor.

Section 3.05-06 Representatives. A representative shall be a member of an International Affiliate Organization or a Participating Organization designated to represent ~~it~~ his or her respective organization at meetings of the Council.

Section 3.06-07 Past Presidents. Past Presidents of the Council who are not members of the Member Boards shall be considered as honorary participants in the Council eligible to serve on the committees, to have the privilege of the floor at meetings of the Council, to take part in discussions, and to perform all functions of members except to hold office and vote.

Section 3.07-08 Zones. The Member Boards of the Council shall be divided into four zones as follows: **Central Zone:** Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin; **Northeast Zone:** Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, West Virginia; **Southern Zone:** Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, Puerto Rico, South Carolina, Tennessee, Texas, Virgin Islands (U.S.), Virginia; **Western Zone:** Alaska, Arizona, California, Colorado, Guam, Hawaii, Idaho, Montana, Nevada, New Mexico, Northern Mariana Islands, Oregon, Utah, Washington, Wyoming.

Section 3.08-09 Zone Organization. Each zone shall adopt *Zone Meeting and Continuity Guidelines* for its organization and operation consistent with and in conformity to the NCEES *Bylaws*.

Each zone shall submit copies of its minutes and an annual financial statement to the Council at the Annual Business Meeting of the Council. Each zone shall elect an Assistant Vice President who shall serve a two-year term concurrent with the Vice President. The Assistant Vice President shall assist the Vice President, shall perform the duties outlined in the *Zone Meeting and Continuity Guidelines*, and shall perform all the duties of the Vice President in the event the Vice President is unable to perform for any reason. This shall include fulfilling the duties as Vice President on the Board of Directors.

Each zone shall elect a Secretary-Treasurer. Members and associate members shall be eligible to hold the office of Secretary-Treasurer. The Secretary-Treasurer shall keep and have published zone minutes, maintain records of zone activities, and handle zone financial affairs under the direction of the Vice President.

Administration of the financial affairs of the zone shall be consistent with those of the Council as governed by the Council's Articles of Incorporation and *Bylaws*, with submittal of financial statements as required.

ARTICLE 4. BOARD OF DIRECTORS.

Section 4.01 Board of Directors. The Board of Directors shall be the executive board of the National Council of Examiners for Engineering and Surveying. The Board of Directors shall exercise the corporate powers as set forth in the South Carolina Nonprofit Corporation Act.

The Board of Directors shall function as the executive board of the Council and may authorize all expenditures, provide direction to the office of the Chief Executive Officer through the President, authorize the borrowing of funds for Council purposes, and do all things necessary to conduct the affairs of the Council between the Annual Business Meetings.

The Board of Directors shall not take any action that shall interfere with the rights of any Member Board in the regulation of licensees or determine the licensing requirements of applicants within any Member Board's jurisdiction. The Board of Directors shall not be authorized to make expenditures in excess of its annual income and general reserves. In no event shall the Board of Directors be authorized to increase NCEES membership fees of a constituent member.

Decisions of the Board of Directors shall be made by a majority of the members present at a regularly scheduled or called meeting at which a quorum is present. The President shall call meetings of the Board of Directors. A majority of the board members may submit a written request to the President to call such meeting, and the President shall call such meeting within 30 days of receiving such request.

Section 4.02 Board Membership. The Board of Directors shall consist of the President, the President-Elect, the Treasurer, the Immediate Past President, and the four Vice Presidents (one from each zone).

Section 4.03 Officers. Officers of the Council shall be the President, the President-Elect, the Treasurer, the four Vice Presidents (one from each zone), the Immediate Past President, and the Chief Executive Officer as the Secretary.

Section 4.04 Elections and Terms of Office. The President-Elect shall be elected by the Council at each Annual Business Meeting in the manner prescribed in the *Bylaws*. The Treasurer shall be elected at each Annual Business Meeting held in an odd-numbered year, in the manner prescribed in the *Bylaws*. Vice Presidents from the Southern and Northeast Zones shall be elected at their Interim Zone Meeting in odd-numbered years. Vice Presidents from the Central and Western Zones shall be elected at their Interim Zone Meeting in even-numbered years. The Chief Executive Officer is appointed as provided in the *Bylaws*.

The President-Elect shall normally serve the Council for a period of three years. The first year shall be as President-Elect. The second year, without further election, the President-Elect shall become President, holding that office until a successor has been installed. The third year, without further election, the President shall become Immediate Past President, holding that office until a successor has been installed. Vice Presidents shall hold office for two years or until their successors have been installed. The Treasurer's term of office shall be two years, and that person may serve a maximum of two consecutive terms. For the office of Treasurer, a partial term served for the period between consecutive Annual Meetings shall not be considered a term for term-limit purposes.

Past Presidents shall be ineligible for re-election as President-Elect of the Council. Vice Presidents shall not be eligible for re-election to the same office until at least one full two-year term has elapsed.

New members of the Board shall assume their duties at the conclusion of the Annual Business Meeting. Board members may continue to serve until the conclusion of the term of office to which they were elected even though their terms with Member Boards may have ended.

Any member elected to the office of President-Elect shall be eligible to serve as President-Elect, President, and Immediate Past President, with full authority of the offices and board privileges, until the expiration of the term as Immediate Past President, even though no longer a member of a Member Board.

Section 4.05 Qualifications. Any member of NCEES who is a citizen of the United States and a member of a Member Board sometime during the calendar year in which the nomination occurs is eligible to hold an elective office. Associate members are not eligible to serve on the NCEES Board of Directors.

To be eligible for the office of President-Elect, a person shall have been a member of NCEES at least three years and attended at least two Annual Business Meetings. Additionally, members of the Board of Directors may run for President-Elect if their term on their state board has expired during their term as NCEES Vice-President or Treasurer; and they have obtained emeritus standing within the Council; and they have the approval of their state board; and it is their zone's rotation to elect a President-Elect; and they have been nominated by the zone. The President-Elect shall not be from the same zone as the President. Vice Presidents shall be from the zone that elects them.

Section 4.06 Vacancies. If a vacancy occurs in the office of President, the President-Elect shall succeed to the office of President for the completion of the two-year term. A vacancy in the office of President-Elect shall be filled by the Board of Directors. In the event of a vacancy in the office of Immediate Past President, the office shall be filled by the most recent available Past President. In the event of a vacancy in the office of a Vice President, the Assistant Vice President of the zone will automatically succeed to the office of Vice President. In the event of a vacancy in the office of Treasurer, an election shall be held to fill the unexpired term of Treasurer at the Annual Business Meeting immediately following the vacancy.

Appointments by the Board of Directors shall be made in accordance with the required qualifications and limitations for duly elected members of the Board of Directors.

A quorum of the Board of Directors for filling of vacancies shall consist of six members except in the event of two vacancies, when five shall constitute a quorum. For the filling of vacancies, the members of the Board of Directors may be represented by proxies, duly signed and verified.

Section 4.07 Sanction or Removal. By a majority vote and pursuant to the grievance procedure of the Council's *Manual of Policy and Position Statements*, which shall set forth appropriate due process, the Board of Directors may recommend the removal or sanction of a member of the Board of Directors. Upon a finding of the Board of Directors that the Board member has violated the ethics policy set forth in Section 4.08 of the *Bylaws*,

that finding, along with stated grounds therefor, shall be transmitted to the chair of the Advisory Committee on Council Activities.

A Grievance Committee shall be appointed to address the removal or sanction recommended by the Board of Directors. The Grievance Committee members shall be selected as follows: two members of the Board of Directors, selected by the Board; one member from each zone, selected by the Assistant Zone Vice President of each respective zone; and three members of the Advisory Committee on Council Activities, selected by said committee.

If by a majority vote of its members, the Grievance Committee concurs with the Board-recommended removal or sanction, the Board of Directors shall implement such removal or sanction.

A sanction may include a period of suspension from Board activities, including attendance at Board of Directors or Council conferences and meetings.

In the event of removal of a Board member, the vacancy on the Board of Directors shall be filled pursuant to Section 4.06 of the *Bylaws*.

Section 4.08 Ethics Policy. A member of the Board of Directors is in violation of the ethics policy of the Board of Directors if he or she:

- (1) Commits a criminal act that reflects adversely on the Board member's honesty, trustworthiness, or fitness as a Board member in other respects.
- (2) Engages in conduct involving dishonesty, fraud, deceit, or misrepresentation.
- (3) Engages in conduct involving moral turpitude.
- (4) States or implies an ability to influence improperly the Board of Directors or any committee or officer of the Council.
- (5) Grossly abuses his or her authority in the discharge of the duties of the Council.
- (6) Engages in any action that harms the public image or professional reputation of the Council.

Section 4.09 Board Audit Committee. The President, President-Elect, Immediate Past President, and Treasurer shall comprise the Board Audit Committee. The Board Audit Committee shall annually select and recommend for approval by the full Board the accounting firm that shall conduct the annual financial audit and prepare the annual financial statements of NCEES. The Board Audit Committee shall also review and approve the audit results and final financial statement and approve the engagement of other financial consultants as may be necessary to facilitate its review of NCEES finances. Members of the Board Audit Committee must be free from any relationship that, in the opinion of the Board, would interfere with the exercise of independent judgment. The Board Audit Committee shall have a working familiarity with basic finance and accounting principles and practices.

ARTICLE 5. DUTIES OF THE OFFICERS AND THE BOARD OF DIRECTORS.

Section 5.01 President. The President shall, when present, preside at all meetings; shall appoint all members, chairs, vice-chairs, and consultants of standing committees, special committees, task forces, and a Tellers Committee for the election of the President-Elect and Treasurer~~except for those of the Committee on Nominations~~; and shall present to the Council at the Annual Business Meeting a report of the activities during the term of office. The President shall also appoint all members, chairs, vice-chairs, and consultants of special committees unless specific action of the Council or of the Board of Directors names the personnel of the committee or task force. The President shall appoint all official representatives of the Council to other organizations as authorized by the Board of Directors. The President shall be chair of the Board of Directors,

shall be an ex-officio member of all committees, and shall perform all other duties ordinarily pertaining to the office of President.

If both the President and the President-Elect are absent, the Vice President from the zone that will be nominating the next President-Elect will be the acting President. The Vice President shall have all the powers of the President while presiding in this capacity.

Section 5.02 President-Elect. The President-Elect shall serve as a member of the Board of Directors. In the absence of the President or the incapacity of the President, the President-Elect shall exercise the duties of and possess all the powers of the President, including the appointment of committees. The President-Elect shall serve as an ex-officio member of the Committee on Finances.

Section 5.03 Vice Presidents. Vice Presidents shall be identified as Vice President Central Zone, Vice President Northeast Zone, Vice President Southern Zone, and Vice President Western Zone. The Vice President of each zone shall be the administrative officer of their zone and serve as a member of the Board of Directors.

Section 5.04 Treasurer. The Treasurer shall serve as a member of the Board of Directors. The Treasurer shall, under the direction of the Board of Directors, oversee the financial operation of the Council; and shall obtain an annual audit of Council finances and submit such audit to the Board of Directors. The Treasurer shall serve as an ex-officio member of the Committee on Finances.

Section 5.05 Secretary. The Chief Executive Officer shall serve as the Secretary of the Corporation. As such, the Secretary shall serve as the custodian for corporate records of the Council and shall be the officer responsible for preparing minutes for the directors' and members' meetings and for authenticating all corporate records. The Secretary shall have the authority to execute documents on behalf of the Council and as directed by the Board of Directors.

Section 5.06 Restrictions on Endorsements. No member of the Board of Directors shall endorse, recommend, or certify, gratuitously or for profit, on behalf of the Council, any product or service or any publication not issued, published by the Council, or authorized by the Board of Directors.

ARTICLE 6. MEETINGS OF THE COUNCIL.

Section 6.01 Annual Business Meetings. The Annual Business Meeting of the Council shall be held at the time and place selected by the Board of Directors.

Notice of the Annual Business Meeting shall be ~~mailed~~ provided to each Member Board, member, associate member, International Affiliate Organization, and ~~p~~Participating o~~Organization~~ not less than four weeks prior to each meeting.

The Board of Directors shall prepare a consent agenda for each Annual Business Meeting. Individual motions may be removed from the consent agenda upon request by any Member Board.

Section 6.02 Quorum and Voting. A quorum for the transaction of business at the Annual Business Meetings of the Council shall be delegates from a majority of Member Boards. A majority vote of the Member Boards represented shall be required for affirmative action unless otherwise provided for in the *Bylaws*.

Only Member Boards shall be entitled to vote. Voting shall be by Member Boards, with each board entitled to one vote. If a Member Board is represented by more than one delegate present at the time of voting, the vote may be split proportionately if its delegates wish. An associate member may serve as a Member Board delegate for voting purposes only when so designated by the Member Board's chair through written, signed communication presented to NCEES staff prior to the opening session of the meeting. For Member Boards that require authorization from the state, such designation may come from the agency director for that board.

Section 6.03 Special Meetings. Special meetings of the Council may be called by the President, or by the delegates, representatives, or officers of the majority of the Member Boards. The same *Bylaws* relative to quorum, voting, procedure and conduct of business at an Annual Business Meeting shall apply to special meetings.

Section 6.04 Zone Meetings. Zone meetings may be held each year. A quorum for the transaction of business at zone meetings shall be delegates from a majority of Member Boards of the zone. The Vice President from the zone shall preside at the zone meetings and submit copies of its minutes to the Council.

Section 6.05 Rules of Order. The Council shall be governed by the most recent edition of *Robert's Rules of Order, Revised* when not in conflict with the *Bylaws*. The presiding officer shall rule on all questions pertaining to the *Bylaws* and rules of order in the conduct of the meetings. The President may appoint a parliamentarian to assist the presiding officer.

The order of business for the Annual Business Meeting shall be established by the President and published as part of the meeting agenda prior to the beginning of the meeting.

ARTICLE 7. COMMITTEES OF THE COUNCIL.

7.01 Standing Committees. The standing committees of the Council shall be the following: Advisory Committee on Council Activities (ACCA), Awards, Education, Examination Audit, Examinations for Professional Engineers (EPE), Examinations for Professional Surveyors (EPS), Examination Policy and Procedures (EPP), Finances, Law Enforcement, Member Board Administrators (MBA), ~~Nominations~~, and Uniform Procedures and Legislative Guidelines (UPLG).

The structure and membership of all standing committees shall be commensurate with the charges unless otherwise provided for in the *Bylaws*. The composition of the committees should reflect the diversity of the Council membership.

A committee member may be appointed to serve on only one standing committee during any administrative year, ~~with the exception of the Committee on Nominations. Members and alternate members of the Committee on Nominations may be appointed to one additional standing committee during an administrative year.~~

Appointments shall limit the tenure on any one committee to a maximum of four consecutive years, including any time as chair, except that (1) an individual may serve for three years as an EPS Committee member, an additional two years as the EPS Committee vice chair, and two additional years as the EPS Committee chair; and (2) an individual may serve for three years as an EPE Committee member, an additional two years as the EPE Committee vice chair, and two additional years as the EPE Committee chair. The chairs of the EPE and EPS Committee shall have had experience in developing NCEES examinations before assuming the position of chair. This experience is defined as involvement in at least two of the following activities: item writing or review, participation on a cut score panel, involvement in a Professional Activities and Knowledge Study (PAKS) committee or on examination specification committees, or participation on an examination development committee. The ascension track to the chair shall also include psychometric training approved by NCEES. A committee chair appointment shall be limited in tenure to a maximum of two consecutive years on any one committee.

Members, associate members, and emeritus members shall be eligible to serve on any committee or task force. Committee members may continue to serve until the conclusion of the term of office to which they were appointed even though their terms with Member Boards may have ended.

Section 7.02 Advisory Committee on Council Activities. The Advisory Committee on Council Activities (ACCA) shall consist of a chair and members from each zone. At least one member shall be a surveyor. The committee shall provide advice and briefing to the President and the Board of Directors on new policy issues,

problems, and plans that warrant preliminary assessment of policy choices and procedures not as yet assigned to a standing committee or involving several existing committees. Consultants appointed to this committee shall have served on the Board of Directors.

The committee will act as principal advisor to the President and the Board of Directors on such specific non-recurring problems or plans as the President may explicitly assign to the committee. The committee shall biennially review the *Manual of Policy and Position Statements*, reflecting upon in consideration of past and current action of the Council, and present any proposed revisions to the Board of Directors the wording of policy revisions to be approved before being submitted for review and forwarding to the Council for ratification at the Annual Business Meeting.

Section 7.03 Committee on Awards. The Committee on Awards shall have one member from each zone plus the chair. When available, these members should be past members of the Board of Directors who have received the Distinguished Service Award of NCEES. It shall, by October 1 of each year, canvass the Member Boards for nominations for the awards to be given at the Annual Business Meeting, including the Distinguished Service Award. It shall be guided by the established policies and procedures for the awards. Nominations shall be submitted by Member Boards by January 31 of the next year.

The committee shall complete its recommendations and submit its report to the Board of Directors by April 1.

Section 7.04 Committee on Education. The Committee on Education shall consist of a chair and two members from each zone. At least two members of the committee shall be professional surveyors. Committee appointments shall strive to include representatives from academia, private practice, industry, and government. The NCEES representatives to the ABET board of directors and Engineering Accreditation Commission shall be consultants to the committee. Other consultants shall be appointed as necessary.

The committee shall serve in an advisory role for education issues related to ABET, requirements prior to initial licensure, continuing professional competency, and foreign degree or unaccredited program evaluation. The committee shall review and update the *Continuing Professional Competency Guidelines* as necessary, but at least every five years.

Section 7.05 Committee on Examination Audit. The Committee on Examination Audit shall consist of a chair and one member selected from each zone representing when possible private practice, academia, government, and industry. In addition, the President shall appoint as consultants the chairs of the Committees on Examinations for Professional Engineers and Examinations for Professional Surveyors.

This committee shall be responsible for an independent audit annually of the NCEES examination program.

This committee will report directly to the Board of Directors.

Section 7.06 Committee on Examinations for Professional Engineers. The Committee on Examinations for Professional Engineers (EPE) shall consist of a chair and three members from each zone. It shall supervise the preparation of examination specifications and be responsible for the content and scoring of all examinations in the fundamentals and principles and practice of engineering.

The committee, in the interest of uniformity and efficiency, may prepare examination development procedures and shall review examination scores and make recommendations of minimum passing grades for examinations.

At least fifty percent of the committee members should be carryover members to provide continuity of the program.

This committee shall have the authority to recommend, in connection with its work, the appointment of consultants.

Section 7.07 Committee on Examinations for Professional Surveyors. The Committee on Examinations for Professional Surveyors (EPS) shall consist of a chair and three members from each zone. It shall supervise the preparation of examination specifications and be responsible for the content and scoring of all examinations in the fundamentals and principles and practice of surveying.

The committee, in the interest of uniformity and efficiency, may prepare examination development procedures and shall review examination scores and make recommendations of minimum passing grades for examinations.

At least fifty percent of the committee members should be carryover members to provide continuity of the program.

This committee shall have the authority to recommend, in connection with its work, the appointment of consultants.

Section 7.08 Committee on Examination Policy and Procedures. The Committee on Examination Policy and Procedures (EPP) shall consist of a chair and two members selected from each zone. In addition, the President may appoint as consultants the chairs of the Committees on Examinations for Professional Engineers and Examinations for Professional Surveyors and their subcommittees.

This committee shall be responsible for reviewing the effectiveness of the examinations and recommending policies, specifications, and procedures consistent with the trends in the engineering and surveying professions.

Section 7.09 Committee on Finances. The Committee on Finances shall consist of a chair and two members from each zone. It shall study the financial needs of the Council; recommend sources of income and ways and means of securing adequate funds for the proper operation of the Council; and assist the Board of Directors in the financial year's budget performance and report their findings to the Council. This committee shall recommend to the Board of Directors the next year's budget for approval. (Financial procedures shall be in accordance with Article 9, Finances, and established policies and procedures of the Council.) The President-Elect and Treasurer shall serve as ex-officio members of the committee.

Section 7.10 Committee on Law Enforcement. The Committee on Law Enforcement shall consist of a chair and members from each zone. At least one member shall be a surveyor. The committee shall receive comments and suggestions from Member Boards regarding state board regulatory functions and submit recommendations for action to the Board of Directors. The committee will consider and recommend methods for Member Boards to achieve more effective and uniform enforcement of licensing acts and for greater interstate coordination of enforcement actions, including better utilization of available technologies. The committee is responsible for periodically updating the *Investigation and Enforcement Guidelines* to assist Member Boards in investigative techniques, formal hearing procedures, and informal settlements.

Section 7.11 Committee on Member Board Administrators. The Committee on Member Board Administrators shall consist of a chair and at least two members from each zone. Two members shall be current members or emeritus members of Member Boards. The committee shall arrange for the conference of administrators at the Annual Meeting and interim meetings of the NCEES zones. Throughout the year, the committee shall strive to provide close cooperation between administrators and to facilitate and assist any efforts by the Member Boards in addressing licensure processes and practices.

Section 7.12 Committee on Nominations. The Committee on Nominations shall consist of a past Treasurer appointed by the President, four additional members, four alternate members (one member and an alternate member elected by each zone of the Council at a zone meeting), and the chair, who shall be the Immediate Past President of the Council. Each zone will announce its nominating committee member and alternate before the close of the Annual Business Meeting. This committee will serve for the nomination of officers for the next administrative year as specified in Section 11.01 and Section 11.02 of the *Bylaws*.

Section 7.43-12 Committee on Uniform Procedures and Legislative Guidelines. The Committee on Uniform Procedures and Legislative Guidelines (UPLG) shall consist of a chair and members from each zone. At least one member shall be a surveyor. The committee shall cooperate with all agencies or organizations working for enactment of improved laws and for the strengthening of laws by amendment and with Member Boards in the administration of licensing acts. The committee shall study the methods for facilitating the licensure and temporary practice of engineers and surveyors previously qualified and licensed in other states, and promote effective procedures for uniform comity. The committee shall promote effective procedures for uniform comity by maintaining the Model Law and Model Rules. The committee shall incorporate revisions to Model Law and Model Rules language as result of motions, suggestions, and comments from other NCEES committees, task forces, and Member Boards receive such comments and suggestions as may be made by the various Member Boards and professional organizations in connection with the Model Law and the Model Rules. The committee is empowered to recommend such amendments as it feels may be necessary. A comprehensive review of the *Model Law* and *Model Rules*, with the view of possible revision, is to be made by the committee at least once every five years.

Section 7.44-13 Special Committees and Task Forces. Special committees and task forces may be appointed at any time by the President for any purpose pertinent to the work of the Council. Such committee or task force shall be assigned a specific charge or charges and time for completion of its work and report to the Board of Directors. Its membership shall be representative of the knowledge and experience required.

Section 7.45-14 Participating Organizations Liaison Council. In addition to the committees of the Council, there shall be a Participating Organizations Liaison Council (POLC). This council shall consist of one representative appointed by each participating organization. The President shall serve as chair of the POLC. A two- or three-year term of appointment is suggested for each designated representative, each of whom should have ready communication with the governing board of the organization represented in order to serve effectively in a consultative and advisory capacity for the Council.

POLC should bring to the Council the policies and thinking of the board of directors of the participating organizations on all matters pertaining to licensure and legal recognition of engineers and surveyors, and should also serve as a channel of communications of Council policies and procedures to participating organizations.

Section 7.46-15 Restrictions on Endorsements. No committee or committee member of the Council shall endorse, recommend, or certify, gratuitously or for profit, on behalf of the Council, any product or service or any publication not issued, published by the Council, or authorized by the Board of Directors.

ARTICLE 8. STAFF.

Section 8.01 Council Staff. The Council shall employ a Chief Executive Officer and such other staff as required to conduct the affairs of the Council.

Section 8.02 Chief Executive Officer. The Chief Executive Officer shall be appointed by vote of the Board of Directors and shall hold office subject to the terms of an employment contract.

The Chief Executive Officer shall serve as the Secretary of the Corporation and as "chief employed officer" of the Council with full authority for the management of its affairs, subject to the duties specified by the *Bylaws*, the policies and procedures of the Council, and the employment contract, or the Board of Directors.

Section 8.03 Restrictions on Endorsement. No staff member of the Council shall endorse, recommend, or certify, gratuitously or for profit, on behalf of the Council, any product or service or any publication not issued, published by the Council, or authorized by the Board of Directors.

ARTICLE 9. FINANCES.

Section 9.01 Budget Preparation. The Committee on Finances shall submit a recommended annual budget for review by the Board of Directors. The Committee on Finances will present the budget as part of its committee report for Council approval at the Annual Meeting.

The fiscal year shall begin on October 1 and extend through September 30 of the following calendar year.

Section 9.02 Annual Audit. An annual audit shall be made by an independent Certified Public Accountant according to generally accepted auditing standards and reported in the usual auditing format.

Section 9.03 Business Travel Expenses. All business travel expenses submitted for reimbursement to the Council shall be in accordance with the travel policy established by the Board of Directors.

ARTICLE 10. MEMBERSHIP FEES.

Section 10.01 Fees. Annual fees of Member Boards, as well as dues for participating organizations, are due on January 1 for the ensuing calendar year. The fee schedule for Member Boards shall be based on the number of licensees of record as of December 31 of the preceding calendar year.

Section 10.011 Fee Schedule. The annual membership fees for Member Boards shall be determined by the Council in accordance with the financial policy.

Section 10.012 Inactive Status. Any Member Board in arrears in membership fees 90 days prior to the Annual Business Meeting shall be placed in an 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. To be reinstated to an active status and to all the rights and privileges pertaining thereto, an inactive Member Board shall pay all fees and assessments in arrears plus those that have accrued during such inactive status period.

Section 10.013 Dues. Annual dues for International Affiliate Organizations and Participating Organizations are due on January 1 for the ensuing calendar year.

Section 10.014 Participating Organizations Obligations Dues Schedule. ~~Payments for Any annual membership dues by participating organizations of International Affiliate Organizations and Participating Organizations shall be paid in accordance with a schedule established annually by the Board of Directors.~~

ARTICLE 11. ELECTIONS.

Section 11.01 Nominations. ~~The Committee on Nominations shall put forth~~ Member boards may submit nominations for qualified Treasurer candidates for Treasurer each biennium on the odd-numbered years. It shall transmit the annual recommendation for President-Elect as a nomination. These nominations shall be filed with the Chief Executive Officer not later than sixty days prior to the opening of the Annual Business Meeting.

~~In addition to the nominations made by the Committee on Nominations, any delegate shall have the privilege of making nominations for Treasurer and President-Elect from the floor. Such nominees from the floor must meet requirements set out in Section 4.05 and be seconded by at least four Member Boards.~~

~~Section 11.02 Recommendations. A recommendation~~ A nomination for the office of President-Elect shall be presented to the NCEES Committee on Nominations Board of Directors by the respective Zone Vice President as voted on by the respective zone at its Zone Interim Meeting. representative to the Committee on Nominations for the office of President-Elect. Beginning in 2001, the order of rotation for President-Elect shall be Northeast Zone, Central Zone, Southern Zone, and Western Zone and in the same order of rotation in the following years.

~~Such recommendations by the respective zones shall be received by the chair of the Committee on Nominations as early as possible, but not more than fifteen days after adjournment of the last Interim Zone Meeting of the year.~~

~~The NCEES Committee on Nominations and all the zone nominating committees shall evaluate candidates against qualification-based criteria to determine the slate of candidates for election by the Council.~~

Any delegate shall have the privilege of making nominations for Treasurer and President-Elect from the floor. Such nominees from the floor must meet requirements set out in Section 4.05 and be seconded by at least four Member Boards.

Section 11.02 Tellers Committee. The Tellers Committee shall consist of five members, including a chair and one representative from each zone. No member of the committee is eligible to serve as a teller for an election in which he or she is a candidate. The Tellers Committee will tabulate the results for all votes taken and report the results to the President.

Section 11.03 Voting. All elections shall be by ballot at the Annual Business Meeting. All elections shall be by a majority of votes cast unless otherwise stipulated by the *Bylaws*. ~~The Committee on Nominations shall act as tellers.~~

Section 11.04 Election of Vice Presidents. Vice Presidents from the Southern and Northeast Zones shall be elected at their Interim Zone Meeting in odd-numbered years. Vice Presidents from the Central and Western Zones shall be elected at their Interim Zone Meeting in even-numbered years.

The Secretary-Treasurer of the zone shall file with the Chief Executive Officer the name of the zone-elected Vice President and Assistant Vice President not less than sixty days prior to the opening of the Annual Business Meeting of the Council.

ARTICLE 12. ADOPTION AND AMENDMENTS.

Section 12.01 Adoption. The *Bylaws* shall become effective upon adoption by the Council at its Annual Business Meeting. For such adoption, a two-thirds affirmative vote of the Member Boards present and in good standing shall be required.

Section 12.02 Amendments. The *Bylaws* may be amended at any Annual Business Meeting by a two-thirds affirmative vote of the Member Boards present and in good standing. Any amendment proposed shall be sent to a Special Committee on Bylaws by the President at the President's initiative or as requested based on action by the Council. Any amendments recommended by a Special Committee on Bylaws shall be submitted to all Member Boards at least sixty days prior to the date of the earliest zone meeting preceding the next Annual Business Meeting. Voting shall be by sections. All sections shall be considered in their proposed form, including punctuation and verbiage. Changes to the published amendments will not be permitted during the Annual Business Meeting. Copies of the proposed amendments to be voted upon shall be distributed in written form to delegates at the Annual Business Meeting.

Section 12.021 Effective Date of Amendments. An amendment to the *Bylaws* shall become effective upon certification by the presiding officer at the Annual Business Meeting of a two-thirds affirmative vote of the Member Boards in good standing represented.

To view this email as a web page, go [here](#).



COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

Member Board E-News

February 2016

Important Dates and Reminders

- **February 22** - Region 3 webcast at 11 a.m. ET / 10 a.m. CT
- **February 23** -- Region 5 webcast at 11 a.m. PT
- **February 24** -- Region 2 webcast at 10 a.m. CT
- **February 29** -- Region 1 webcast at 1 p.m. ET
- **March 24** -- "In the Know" Webcast: Mid-Year Review
- **March 25** -- Registration closes for the April L.A.R.E. administration
- **March 29** -- "In the Know" Bonus Event: Social Media Virtual Workshop
- **April 4-16** -- April L.A.R.E. administration

Visit the CLARB website for information about Board of Directors meetings and minutes.

Help Defend Licensure by Encouraging Participation in the Task Analysis

This Spring, we will be conducting a "task analysis" of the practice of landscape architecture to ensure that what is tested on the Landscape Architectural Registration Exam (L.A.R.E.) accurately reflects the knowledge and skills required to practice as a licensed professional.

How you can help now

We need your help in reaching licensees! As we prepare to send the survey to landscape architects, we need contact information for licensees in your jurisdiction. CLARB and Professional Testing Inc., the company that conducts the survey on CLARB's behalf, will only use this contact information for the task analysis.

Please send your licensee's first names, last names and email addresses in Excel format to [Andrea Elkin](#) as soon as possible to ensure that your jurisdiction's voice is heard!

What to expect in March

Once the survey is open, we need your help in communicating the importance of your landscape architects participating. Prior to the survey opening, CLARB will provide your Board with messaging and information to help efficiently promote the task analysis to your licensees. Stay tuned!

How your licensees' participation helps your Board

The results of this research will also be used to help define and defend the scope of work that can be performed by landscape architects at the state/province level. With the recent North Carolina

State Board of Dental Examiners v. FTC, the landscape architecture community has seen an increase in threats to licensure. By helping promote the task analysis to your licensees, you are:

- Strengthening the case for licensure: The task analysis is a defensible presentation of competencies that landscape architects rely on to protect the public's health, safety and welfare.
- Ensuring public protection: The results are critical to your Board's ability to protect and serve the public through relevant and effective regulation.
- Promoting task analysis validity: The more participants that complete the survey, the more valid the results will be.
- Ensuring that the voice of your jurisdiction's licensees is heard and reflected in what is tested on the L.A.R.E.

If you have questions about the task analysis, please contact [Andrea Elkin](#).

A Look at Upcoming "In the Know" Events

February: Regional Meetings

If you missed the email about your regional meeting and how to access it, please [email Missy Sutton](#).

- Region 1: Monday, February 29 at 1 p.m. ET
- Region 2: Wednesday, February 24 at 10 a.m. CT
- Region 3: Monday, February 22 at 11 a.m. ET / 10 a.m. CT
- Region 4: Tuesday, February 16 at 10 a.m. MT
- Region 5: Tuesday, February 23 at 11 a.m. PT

March 24: Mid-Year Review

Mark your calendar and plan to join CLARB leadership and staff on **Thursday, March 24 at 3:00 p.m. ET / 2:00 p.m. CT / 1:00 p.m. MT / Noon PT** for a mid-year review of CLARB's strategic and operational activities including:

- Board of Director decisions from the November 2015 and March 2016 meetings;
- Finances including the results of the 2015 audit;
- Key takeaways from the regional virtual meetings;
- A sneak peek at the Annual Meeting agenda;
- And more!

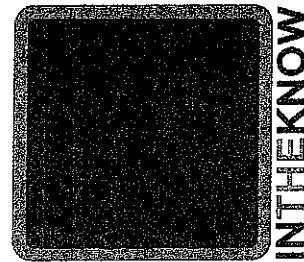
Visit the [CLARB website](#) for access details.

BONUS EVENT on March 29: Social Media Virtual Workshop

During the "in the know" phone conference on Tuesday, January 26, members expressed interest in learning how to use social media to enhance their boards' communications efforts. Join us on **Tuesday, March 29 at 3:00 p.m. ET / 2:00 p.m. CT / 1:00 p.m. MT / Noon PT** to learn practical tips about what your Board can share via social media (hint: it's content you already have); how to efficiently develop, implement and execute a social media plan using free tools and only a small amount of staff time; and how to evaluate and refine your efforts. Plus, you'll develop and share your social media plan for the month of April! Visit the [CLARB website](#) for access details.

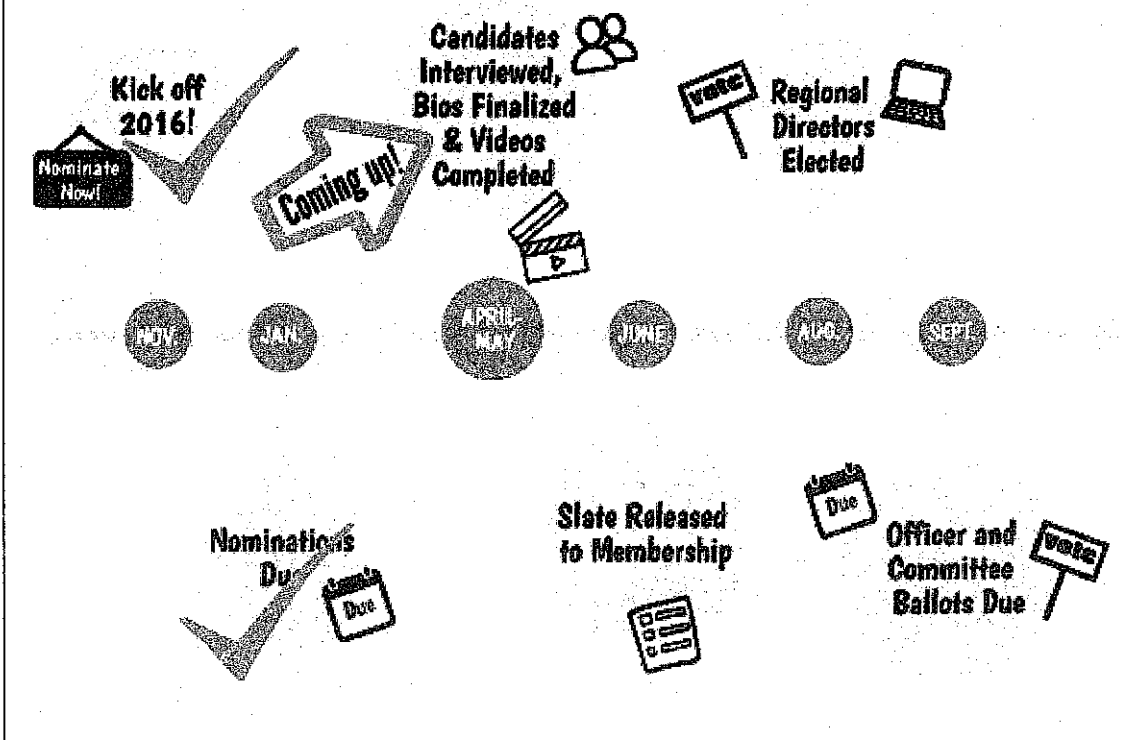
About CLARB's "In the Know" Series

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.



INTHEKNOW

2015-2016 Nominations and Elections Timeline



Landscape Architectural Peers Continue Development of "Data Dashboard;" Regulatory Organizations Discuss Professional Ethics

Last month, CLARB leaders met with other landscape architecture and regulatory organizations to address important issues and share relevant information for mutual benefit.

President Randy Weatherly and Chief Executive Officer Joel Albizo attended the Inter-professional Council on Regulation (ICOR), which is made up of elected and staff leaders from CLARB, NCARB and NCEES. Each group discussed strategic issues relating to stresses on professional licensure, diversity and governance as well as progress on important operational initiatives such as the evolution of exams and credential database services. It was noted that NCARB will unveil a new exam (ARE 5.0) that incorporates and enhances the innovative items pioneered by CLARB in 2012.



Randy and Joel also participated in an NCARB task force on professional ethics, where they shared the state of ethics regulation within the CLARB community based on a recent survey of MBEs, a review of the CLARB Disciplinary Database and case study provided by the Minnesota Board.

President-Elect Chris Hoffman and Senior Director of Member Engagement and Strategic Governance Veronica Meadows attended the Presidents Council meeting, which includes elected and staff leadership from **ASLA**, **CELA**, **CSLA**, **CLARB**, **LAAB** and **LAF** (see picture above). In addition to updating each other on critical organizational issues (individual and shared) the group continued important work on the development of a joint "data dashboard" to help all understand the "health" of the profession and enable each group to better think about and plan for the future. Of particular interest to CLARB and the licensure community is a better understanding of those entering the "licensure pipeline" (e.g. entering and completing landscape architecture programs).

Updated Student Presentation Available for Outreach Efforts

Help your jurisdiction's candidates succeed by getting the message out that starting the exam process early results in greater success!

This month, CLARB partnered with ASLA to present to ASLA student chapter presidents. We have updated the recent student presentation to reflect commonly asked questions while still providing a concise, easy to understand presentation that explains the value of becoming licensed and starting the process as soon after graduation as possible.

If you have questions or would like more information about this presentation, please contact Missy Sutton.



In most jurisdictions, candidates can begin the exam process immediately after graduation.

Research shows increased success on Sections 1 & 2 of the exam when taken closer to graduation.



This email was sent to: Kathryn.patterson@state.sd.us

This email was sent by: Council of Landscape Architectural Registration Boards
1840 Michael Faraday Drive, Suite 200 Reston, VA 20190 USA

FAST FACTS

NCARB

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The Evolution of the Path to Licensure—Past, Present, and Future

Traditional Path to Licensure

To become licensed, aspiring architects are required to document completion of the “three Es:” education, experience, and examination. Historically, this path has been linear, requiring candidates to complete education, experience, and then examination components. Over time, this path has evolved through votes of NCARB leadership and membership.

First, by allowing enrollment in the Intern Development Program (IDP) at the point of college matriculation and later at the time of high school graduation. Next, by a resolution that gave candidates the ability to take the Architect Registration Examination® (ARE®) prior to completing the IDP. And potentially, with the implementation of the Integrated Path to Architectural Licensure (IPAL)—and a resolution to be presented in June—which would allow candidates in an approved NAAB-accredited degree program the ability to sit for the exams before graduation. The addition of educator licensing advisors as an accreditation requirement, the shortening of the ARE retake period from six months to 60 days, and increased awareness of the licensure path through outreach and a growing licensing advisor community have all contributed to advancing the progress of aspiring architects.

Early Eligibility Testing

In 2008, an NCARB resolution paved the way for a policy granting access to the exam prior to the completion of the IDP. A new section was added to the *NCARB Legislative Guidelines and Model Law/Model Regulations* stating that applicants could begin taking the ARE if they fulfilled the requirements for eligibility established in their jurisdiction and are enrolled in IDP. Although each Member Board has the autonomy to decide if they wish to adopt the model regulations and allow concurrent completion of IDP and ARE, the majority of jurisdictions allow applicants who hold a NAAB-accredited degree and are enrolled in IDP to start testing for the ARE. To date, 49 of the 54 NCARB Member Boards have adopted some form of “early eligibility.”

Jurisdictional Adoption of Early Eligibility (in blue)

Alabama	Indiana	Nevada	South Dakota
Alaska	Iowa	New Hampshire	Tennessee
Arizona	Kansas	<i>New Jersey</i>	Texas
Arkansas	Kentucky	New Mexico	Utah
California	Louisiana	New York	<i>U.S. Virgin Islands</i>
Colorado	<i>Maine</i>	North Carolina	Vermont
<i>Connecticut</i>	Maryland	North Dakota	Virginia
Delaware	Massachusetts	Ohio	Washington
Florida	Michigan	Oklahoma	West Virginia
Georgia	Minnesota	Oregon	Wisconsin
<i>Guam</i>	Mississippi	Pennsylvania	Wyoming
Hawaii	Missouri	Puerto Rico	
Idaho	Montana	Rhode Island	
Illinois	Nebraska	South Carolina	

Earlier Eligibility: The Integrated Path to Architectural Licensure (IPAL)

In 2014, NCARB established a special Licensure Task Force to explore additional pathways to licensure. The distinguished group of volunteers included former and current leaders of the Council, the National Architectural Accrediting Board (NAAB), the American Institute of Architects (AIA), the Association of Colleges and Schools of Architecture (ACSA), and the American Institute of Architecture Students (AIAS), as well as aspiring architects, recently licensed architects, program deans and instructors, and jurisdictional licensing board representatives.

In 2015, a Request for Proposals was distributed to all NAAB-accredited degree programs. To date, 15 schools have been accepted into NCARB's IPAL program. These programs have proposed approaches that will result in students completing the requirements of the IDP while providing the opportunity to take each division of the ARE before graduation. Passing all ARE divisions prior to graduation is not required. Below is a list of the schools that have been accepted by NCARB:

- Boston Architectural College; Boston, Massachusetts
- Clemson University; Clemson, South Carolina
- Drexel University; Philadelphia, Pennsylvania
- Lawrence Technological University; Southfield, Michigan
- NewSchool of Architecture and Design; San Diego, California
- North Carolina State University; Raleigh, North Carolina
- Portland State University; Portland, Oregon
- Savannah College of Art and Design; Savannah, Georgia
- University of Cincinnati; Cincinnati, Ohio
- University of Detroit Mercy; Detroit, Michigan
- University of Kansas; Lawrence, Kansas
- University of North Carolina-Charlotte; Charlotte, North Carolina
- University of Southern California; Los Angeles, California
- Woodbury University; Los Angeles, California

Implementation: Impact on Model Regulations

Critical to the successful implementation of these programs is the ability for students to sit for the ARE prior to completing their degree. Therefore, a resolution will be presented to add language to the *Model Law/Model Regulations* that would allow jurisdictions to implement IPAL.

Next Steps for IPAL

A new Request for Proposals for the second round of institutional participation was distributed in late January and will be repeated on an annual basis. The evaluation and selection of schools will be managed by the Integrated Path Evaluation Committee, which will include diverse geographic, age, demographic, and collateral perspectives.

For more information about pre-graduation ARE eligibility, IPAL, and the proposed updates to Model Regulation, feel free to contact the Council Relations Directorate at council-relations@ncarb.org.

Evolution of NCARB's Data Sharing Program: Our Quest for Public Data

As many of you are aware, in an effort to continuously improve our programs and services, we embarked on the ambitious endeavor to create a national registry of architects several years ago. It was our desire to lead this data sharing program, and through your contributions, establish a platform to serve as the only central repository and clearing house for architectural credential data.

Benefits of a National Registry of Architects

A national registry of licensed architects would be beneficial for all Member Boards and the public at large. This service will also enable NCARB to provide Member Boards with the following types of information to help support data-driven decisions:

- Alert notifications for licensees who receive disciplinary action in another jurisdiction
- Personalized trends regarding the time to licensure, including the time to complete the IDP and ARE
- Detailed licensure statistics such as the number of licensees, how long architects keep their licenses, and whether there's a correlation between license duration and disciplinary actions
- Display of trends and detailed disciplinary data within a jurisdiction
- A breakdown of the schools licensees graduate from

Some of our Member Boards have expressed concerns that sharing data with NCARB may require sharing sensitive information. Other Member Boards do not have the capacity to collect data in a manner that compliments the NCARB system, or do not have access/control over some of the data sets requested by NCARB. As a result of these concerns and issues, we have received a lukewarm response to this initiative. In response to these concerns, we have decided to adjust our approach to establishing the national registry of architects.

In addition to our ongoing efforts to receive data from our Member Boards, our Information Systems team has developed processes that will enable us match to records **utilizing publicly available** information. Therefore, for those unable to respond to our original data sharing request, we have been able to change our approach and would request the following information:

- Last name
- License number
- Issue date
- Expiration date
- Current status (This will help us analyze licensure throughout the state)
- Optional
 - License type: base or reciprocal
 - Address
 - Middle name or initial
 - Disciplinary actions (linked by license number)

Over the course of the next few months, we will be reaching out to each Member Board individually, where applicable, to officially ask for this publicly available information in a format that can be easily compiled by your board. If you have any questions or concerns in advance of receiving this correspondence, please do not hesitate to reach out to Guillermo Ortiz de Zarate (gortiz@ncarb.org) or Derek Haese (dhaese@ncarb.org).

REMINDER: Annual Member Board Survey

As we begin to plan for the next fiscal year, we would like your feedback on key aspects of your relationship with NCARB, including the quality of service and communications you have received over the last year. This survey was launched last year to serve as an annual "NCARB Performance Review," which will assist in allocating resources, improving services, and demonstrating accountability to our Members.

If you have not already done so, please take the time to answer this year's survey by **February 16**. Your responses will be anonymous, and will help drive improvements, new discussion, and course correction regarding our services and approaches. We will be sharing the results of the survey at the Regional Summit in March, as well as in written form to all of our Member Boards.

2016 MBE Workshop and Regional Summit

When: March 10: MBE Workshop (for MBEs and legal counsel only)
 March 10: New Member Board Member Orientation
 March 11–12: Regional Summit

Where: Hyatt Regency Savannah
 Savannah, Georgia

Registration

As a reminder, NCARB will fund up to two delegates and one Member Board Executive. In addition, there is a scholarship fund available for public members. If you have not submitted names for your funded delegates or public member, please do so ASAP. Information can be sent to Nefertari Carver (ncarver@ncarb.org).

Member Board Members who are not funded by NCARB or their region will be charged the registration fee.

2015 Year-End Review of Legislation

We are excited to share our annual Year-End Legislative Review, which is a compilation of passed and proposed legislation and regulations monitored and reported on throughout this past year. Many jurisdictions proposed and adopted legislation related to the implementation of NCARB programs, licensure for military spouses, and adjustments (often reductions) in fees collected.

NCARB January 2016 Monthly Legislative Update is Available

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

- Expediting reciprocal or temporary licensure for military spouses
- Potentially amending board composition
- Amending fees

In Wisconsin, there is a proposed bill that would eliminate the individual sections of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, and Professional Land Surveyors and reduce the membership of that board. In Delaware, licensees are now allowed to carry over up to four continuing education credits every calendar year.

Please take a few moments to view the list of bills and regulations tagged in January as well as visit the 'Legislation Tracking' library of the Registration Board Section. Please contact Council Relations (council-relations@ncarb.org) with any legislative issues you would like us to monitor and track.

FY17 Committee Application

NCARB is currently seeking volunteers for service on its FY17 committees (July 1, 2016 through June 30, 2017). Please see this [important message](#) from President-elect Kristine A. Harding, NCARB, AIA, who will oversee the selection process for all committee appointments. Interested applicants should complete an [application form](#) by February 29, 2016. Please note that preliminary work will begin on the appointments in February, so you are strongly encouraged to submit your application ASAP.

Save the Date

2016 Annual Business Meeting

June 15-18

Fairmont Olympic Hotel
Seattle, Washington

Funding Opportunities for Annual Business Meeting

NCARB will continue to offer funding for Member Board Executives, as well as funding for each Member Board to send up to two delegates to the meeting. In addition, in order to maximize participation by our public members, the Board of Directors has agreed to extend the scholarship fund for public members who wish to attend the meeting. This will be a limited program with funding being made available on a first-come, first-served basis.

Details about the meeting will be released to the membership early this spring.

Patterson, Kathryn

From: Hillegas, Kathy <KHillegas@ncarb.org>
Sent: Wednesday, February 17, 2016 3:49 PM
To: Hillegas, Kathy
Cc: Haese, Derek; Carver, Nefertari
Subject: ARE 5.0 Press Release
Attachments: ARE-5.0-Details.pdf

Importance: High

Good Afternoon Member Board Executives!


The attached press release will dropped to the architectural press tomorrow and a subsequent message containing new details related to ARE 5.0 will be distributed to all exam candidates in the next two to three days.

Please feel free to share this with your staff. As always, do not hesitate to contact me should you have any questions

Regards,

Kathy

Katherine E. Hillegas, CAE
Council Relations Director

 **LET'S GO FURTHER**

National Council of Architectural Registration Boards

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Press Release

February 18, 2016
FOR RELEASE: IMMEDIATELY

MEDIA CONTACT:
Samantha Miller
202/469-4866
smiller@ncarb.org

NCARB Releases ARE 5.0 Details and Question Type Demos

Each division of ARE 5.0 will have between 80 to 120 questions and incorporate the latest testing technology.

Washington, DC—The next version of the Architect Registration Examination® (ARE®), ARE 5.0, will include six divisions with test durations ranging between three and a half to five hours—a substantial decrease from ARE 4.0. Each division will include at least 80 questions, one to two case studies, and incorporate new testing technologies.

This news is the latest in a series of updates from the National Council of Architectural Registration Boards (NCARB), designed to prepare aspiring architects for the launch of ARE 5.0 later this year.

ARE 5.0 Question Types and Case Studies

In December 2013, NCARB announced that the exam would replace vignettes with new question types: hot spots and drag-and-place, plus the incorporation of case studies. In addition to these new testing methods, the exam will continue to use multiple choice, check-all-that-apply, and quantitative fill-in-the-blank.

“Case studies are a collection of questions that are used to assess a candidate’s ability to synthesize multiple pieces of information, which is how architects solve problems on a daily basis,” said NCARB Director of Examination, Jared Zurn, AIA, NCARB. “By incorporating the latest testing methods, the exam will more closely align with modern architectural practice.”

To help make the transition to ARE 5.0 as smooth as possible, NCARB created a series of short videos about the new question types, available on YouTube at www.youtube.com/user/NCARBorg.

- [Case Studies](#)
- [Hot Spots](#)
- [Drag-and-Place](#)

ARE 5.0 Test Durations

With the adoption of enhanced testing technologies and a more focused content strategy, exam developers were able to shave eight hours off the current exam, saving candidates time away from work and family. ARE 5.0 will also include six individual divisions, compared to seven in ARE 4.0.

Developed by NCARB, the ARE is used to test an aspiring architect’s knowledge and skills, and is required for initial licensure in all U.S. jurisdictions.

NCARB will begin the final stages of ARE 5.0 exam development and administration testing this spring, which will determine the official launch date of ARE 5.0 in late 2016. ARE 4.0 will be available until June 30, 2018.

For more information about ARE 5.0 visit www.ncarb.org/ARE5.

Press Release

ARE 5.0 Test Durations

Division	Number of Questions	Test Duration
Practice Management	80	3 hours 30 minutes
Project Management	95	4 hours
Programming & Analysis	95	4 hours
Project Planning & Design	120	5 hours
Project Development & Documentation	120	5 hours
Construction & Evaluation	95	4 hours
Total Seat Time:		25 hours 30 minutes

ARE 4.0 Test Durations

Division	Number of Questions	Test Duration
Programming, Planning & Practice	85	4 hours
Site Planning & Design	65	4 hours 30 minutes
Building Design & Construction Systems	85	5 hours 30 minutes
Schematic Design	2 vignettes	6 hours
Structural Systems	125	5 hours 30 minutes
Building Systems	95	4 hours
Construction Documents & Services	100	4 hours
Total Seat Time:		33 hours 30 minutes

Press Release

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About NCARB

The National Council of Architectural Registration Boards' membership is made up of the architectural registration boards of all 50 states as well as those of the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands. NCARB assists its member registration boards in carrying out their duties and provides a certification program for individual architects.

NCARB protects the public health, safety, and welfare by leading the regulation of the practice of architecture through the development and application of standards for licensure and credentialing of architects. In order to achieve these goals, the Council develops and recommends standards to be required of an applicant for architectural registration; develops and recommends standards regulating the practice of architecture; provides to Member Boards a process for certifying the qualifications of an architect for registration; and represents the interests of Member Boards before public and private agencies. NCARB has established reciprocal registration for architects in the United States and Canada.

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YouTube: www.youtube.com/NCARBorg

Patterson, Kathryn

From: NCARB <customerservice@ncarb.org>
Sent: Thursday, February 18, 2016 12:06 PM
To: DLR SDBTP
Subject: ARE Update: ARE 5.0's New Item Types

ARE update

First Look: ARE 5.0's New Item Types

To help you prepare for the upcoming launch of ARE 5.0, here a few updates about exam content, scheduling policies, test prep materials, and more.

Video: New Question Types and Case Studies

We will be retiring vignettes in favor of two new question types: hot spots and drag-and-place, plus the addition of case studies. Watch these short videos to learn more!

- [Case Studies](#)
- [Hot Spots](#)
- [Drag-and-Place](#)

ARE 5.0 Test Duration

Each division will include between 80 to 120 questions, with one to two case studies per exam. You will continue to schedule exams and access score reports through My Examination. Learn more about the number of questions on each division.

Important Reminders

- **Test Strategically:** Remember, ARE 4.0 will be available until June 30, 2018, so you have plenty of time to finish. If you do eventually transition, you could complete the ARE in as few as five tests. Learn more about planning your approach.
- **Use the ARE 5.0 Transition Calculator:** This interactive tool can help you develop a personalized testing strategy by showing how

4.0 divisions will be credited in ARE 5.0.

- **Join the ARE 4.0 Community:** Be sure to join the **ARE 4.0 Community**—a space where candidates can come together to ask questions, share best practices, and interact with our experts!

Stay Tuned

NCARB will begin the final stages of exam development and administration testing this spring, which will allow us to determine the official launch date of ARE 5.0 in late 2016. In the meantime, we're exploring exciting opportunities with test prep providers and developing a **NCARB Blog** series on the new divisions. Stay tuned!

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Patterson, Kathryn

From: Jerry Carter <jcarter@ncees.org>
Sent: Thursday, February 25, 2016 2:18 PM
Subject: ABET EAC Criterion Changes
Attachments: Proposed Revisions to ABET Criterion 3 and 5.docx

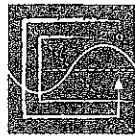
All:

ABET is proposing revisions for EAC Criterion 3 and 5. During its meeting last week, the NCEES Board endorsed recommendations concerning these revisions as offered by NCEES Past President Dave Whitman who serves as NCEES' representative on the ABET Board. The Board has requested that each member board be made aware of the proposed revisions and of the Board's endorsement of Past President Whitman's recommendations. Attached is some background information, the recommendations of Past President Whitman and the link to the ABET Web site to provide public comment. The Board request that this information be distributed to the members of your board and that all NCEES members take advantage of this opportunity to offer a voice to ABET from the licensure community.

If there are questions or if I can provide additional information, please let me know.

Jerry

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NCEES

advancing licensure for
engineers and surveyors

Proposed Revisions to ABET Criterion 3 and 5

In 1996, ABET transitioned to an outcomes-based process for the accreditation of engineering programs. EC2000 shifted the basis for accreditation from inputs (such as what is taught) to outputs (what is learned). The criteria specify 11 learning outcomes and require programs to assess and demonstrate their students' achievement in each of those areas.

At the October 2015 ABET board of delegates meeting, the Engineering Area Delegation approved revisions to General Criterion 3 (Student Outcomes) and General Criterion 5 (Curriculum) of the criteria for accrediting engineering programs. Criterion 3 contains the well-known student outcomes a-k, which are being consolidated into student outcomes 1-7. Criterion 5 sets the minimum curriculum requirements for all Engineering Accreditation Commission (EAC) programs. This would be the first significant change to general criteria for the accreditation of EAC programs since the move to the outcomes-based assessment process. The recommendation from the Engineering Area Delegation was approved for a first reading, and the proposed changes are now open for public comment. The deadline for public comment is June 30, 2016. Information concerning the proposed revisions to Criterion 3 and 5, including the rationale for the changes, can be found on the ABET website at <http://www.abet.org/blog/news/abet-releases-criteria-proposal-for-public-comment/>.

Any proposed changes to the criteria for the evaluation of engineering programs should be of significant interest to all NCEES member boards. The NCEES *Model Law* and most member board requirements for licensure as a professional engineer require the following:

Graduation from an engineering program of 4 years or more accredited by the Engineering Accreditation Commission of ABET (EAC/ABET), or the equivalent, or an engineering master's program accredited by EAC/ABET

NCEES Past President David Whitman, Ph.D., P.E., serves as the NCEES representative to the ABET board. Dr. Whitman has been involved in the discussion of the proposed changes as a member of the ABET board and recently participated in a panel discussion hosted by the National Academy of Engineering (NAE) for the purpose of "fostering constructive dialogue of the ABET Engineering Accreditation Commission's proposed revisions to the General Criteria on student outcomes and curriculum (Criteria 3 and 5)."

In his presentation, Dr. Whitman expressed general support of the proposed changes but offered the following observations and suggestions in his report to the NCEES board of directors:

It is my view that NCEES would like to see something added to **Criterion 3** that would specifically encourage institutions to expose students to professional licensure and relate the importance of taking the Fundamentals of Engineering exam during their senior year.

ABET does not define a minimum number of semester credit hours for an accredited bachelor's degree in engineering since one academic year is defined as "the lesser of 32 semester credits or one-fourth of the total credits required for graduation." As we know, legislatures and academic administrators in many states have forced engineering degrees down from the mid-130 credit hours to 128 or even all the way to 120 credit hours. Will this downward trend continue into the future to 115 or 110? We can either hope that it doesn't or we can implore that ABET EAC re-examine the concept of requiring a specific minimum such as 128 semester credit hours (where, I believe, the majority of engineering programs are currently) or at least specify a minimum of 32 semester credit hours of math + science and a minimum of 48 semester credit hours of engineering topics. Specifically, we should remove the definition of "one year" in **Criterion 5** and modify (a) to read "a minimum of 32 semester hours (or equivalent) of a combination of college-level mathematics and basic sciences. ... We should also modify (b) to read "a minimum of 48 semester hours (or equivalent) of engineering topics. ... Since these only specify 80 semester hours, an institution could still have a 120-hour curriculum without reducing the technical content of the engineering degree. Having a more specific requirement proposed from an accreditation organization that is, I believe, respected by employers, academic administrators and legislators alike would go a long way to halt the declining trend.

In conclusion, while I have strong concerns about adding additional emphasis on licensure and maintaining a specific number of minimum credit hours for the technical portion of an entry level engineer's curriculum, from the perspective of providing minimum necessary entry level skills for the professional practice of engineering and for future licensure of engineers, the changes to criterion 3 and 5 will be acceptable and will not impact the long-standing status of the ABET EAC BS degree as the gold standard for licensure.

At its recent meeting, the NCEES board of directors considered Dr. Whitman's report regarding the action by the ABET board of delegates to revise Criterion 3 and 5 of the general criteria for the accreditation of engineering programs as well as a copy of Dr. Whitman's presentation at the NAE forum and his recommendations. At this meeting, the NCEES board voiced general support of the proposed changes to Criteria 3 and 5 and unanimous support of Dr. Whitman's proposed recommendations as enhancements to the evaluation criteria.

The NCEES board directed staff to alert all NCEES member boards of ABET's proposed changes to Criterion 3 and 5 of the general criteria for the evaluation of engineering programs and to recommend that each board visit the ABET website and provide remarks during the comment period, which is set to expire June 30, 2016. The NCEES board noted that this is an opportunity for NCEES member boards to have ABET hear the concerns of the licensure community and that the next opportunity to provide comment might be some time in the distant future. Accordingly, each member board and its individual members are encouraged to visit the ABET website and express their views.

Patterson, Kathryn

From: Hillegas, Kathy <KHillegas@ncarb.org>
Sent: Thursday, February 18, 2016 11:16 AM
To: Hillegas, Kathy
Subject: Dental Ruling Update and Action Memo_0216
Attachments: Dental Ruling Update and Action Memo_0216.pdf

Importance: High

Good Afternoon Member Board Members and Member Board Executives!

Please see the attached important message from CEO Michael Armstrong which provides some insight into legislative activity we are seeing and actionable steps the Council is taking as a result of the North Carolina Dental Board Ruling that came out of the Supreme Court last year.

As always, do not hesitate to contact me should you have any questions.

I hope to see many of you in Savannah at the Regional Summit.

Regards,

Kathy

Katherine E. Hillegas, CAE
Council Relations Director



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MEMORANDUM

To: Member Boards and Executives

From: Michael J. Armstrong, Chief Executive Officer 

Date: February 18, 2016

Subject: Strengthening the Voice for Reasonable Regulation

Many of you have been tracking the national conversation regarding the role of licensing authorities and the regulation of various disciplines, flowing from last year's U.S. Supreme Court ruling against the North Carolina Dental Board which overturned the NC board's decision to issue cease and desist orders against unlicensed teeth whitening vendors. Some jurisdictions are now moving to react to the decision through legislative and executive branch actions.

- **Oklahoma:** the governor issued an executive order requiring review of all licensing board decisions by the state attorney general before the decisions become final.
- **Florida:** the state's risk manager has issued a preliminary opinion that governmental immunity is suspended for any litigation resulting in an award of damages to plaintiffs suing boards for anti-trust violations, meaning individual licensing board members would be held personally liable with no coverage by the state. Efforts are underway to persuade the governor and/or the legislature to restore insurance coverage to all actions taken by licensing authorities.
- **Arizona:** the governor plans to support legislation in the Arizona House of Representatives to deregulate landscape architects and geologists based on a belief that a national credential such as a certificate is a sufficient basis for the consumer to discern quality and competency, eliminating the need for state licensure. The stated intent is to systematically deregulate all practices within the design arena.
- **Connecticut and Georgia:** legislation is being introduced to establish authority to independently review, including modification and veto, all decisions of state licensing authorities.

The Supreme Court decision is being seen by some as a new opportunity for old opponents of licensing and related regulation to push legislation and create political momentum toward the elimination of citizen participation in the regulatory process. Our position is that other actions short of deregulation can address the issues raised by the Supreme Court and can protect our Member Boards from any finding of anti-trust violation.

Accordingly at NCARB we have decided to invest some of our resources to assure that the conversation includes proponents of reasonable regulation when the health, safety and welfare of the public is at stake. We want to make sure you are aware of our efforts, and invite you to work with us.

A key partner for us and for other organizations like NCARB, across the community of licensed disciplines, is the Federation of Associations of Regulatory Boards (FARB). NCARB is a full, dues-paying member of FARB; many of you have benefitted over the years from hearing FARB Executive Director Dale Atkinson present workshops on legislative and case law trends in licensure and regulation. Last year we purchased a FARB Top Regulatory Cases subscription for each of our Member Boards. We are fortunate that NCARB's own Chief Operating Officer, Mary de Sousa, was elected last year to a two-year term as the FARB President/Chair of the Board.

Memorandum to Member Board Members and Executives
Strengthening the Voice for Reasonable Regulation
February 17, 2016
Page 2

I have recently reallocated NCARB resources to strengthen the ability of FARB to evolve from merely a tracking and analysis organization to one who can serve as a strong advocate for its membership and our collective mission to protect the public. Our investment in a stronger FARB includes:

- Deployment of our legal team at Venable Associates to interact with officials at the Federal Trade Commission (FTC), the plaintiffs in the North Carolina case, the National Association of Attorneys General (NAAG), and other key players to assure that the argument for reasonable regulation is being effectively made. Part of Venable's work will include development of a white paper with analysis regarding potential impacts and strategies arising from the NC Dental Board decision.
- Detailing NCARB Senior Architect/Advisor to the CEO Stephen Nutt as a part-time loaned executive to the FARB in a new position as Chief Advocacy Advisor, with the intent to establish a strategy of monitoring public comment and seeking advocacy opportunities with elected officials, the media, and special interest groups. Stephen is in Arizona this week to attend their legislative hearing on deregulation of landscape architects and geologists, and is talking with other advocates for licensed professions regarding a united approach at the state and federal levels. We also dispatched two NCARB staff to monitor a recent U.S. Senate Judiciary Committee hearing addressing perceived economic impediments of occupational licensure.
- Working with FARB leaders to increase FARB membership and investment from other national organizations like NCARB.

The discussion of possible next steps at the legislative and/or executive level is occurring in several of our member jurisdictions. Accordingly, the time is ripe for a discussion at the upcoming Regional Summit in Savannah next month. I will be facilitating a panel discussion during the plenary session to explore where the future may be taking us. The panel will include NCARB legal counsel, legal advisors for several member boards, and a member board executive. We look forward to hearing questions and comments from Regional Summit attendees representing each of our member jurisdictions.

We want you to know that NCARB is committed to assuring that reasonable regulation is promoted and protected. Should your legislature and/or governor embark on a path addressing the role of your Board, and as you see media or other commentary regarding this topic, please let us know. An effective strategy, including all of us and our larger FARB community, will insure that the public health, safety and welfare remains protected for future generations.

COLLATERAL ENGAGEMENT

ASSOCIATION OF COLLEGIATE SCHOOLS OF ARCHITECTURE (ACSA)

- Seattle, WA: ACSA Annual Meeting (March 16-20)

AMERICAN INSTITUTE OF ARCHITECTS (AIA)

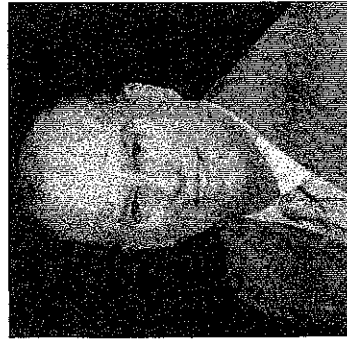
- Boston, MA: Met with AIA Massachusetts and Boston Society of Architects executives as part of outreach visit to Massachusetts Board.

NATIONAL ARCHITECTURAL ACCREDITING BOARD (NAAB)

- Washington, DC: NAAB Quarterly Review (March 8)

CEO ON THE ROAD

- Savannah, GA: Regional Summit (March 9-12)
- Colorado Springs, CO: ASAE Great Ideas (association executives training) (March 12-15)
- Boston, MA: Massachusetts Board of Registration of Architects Meeting (March 30)
- Boston, MA: AIA Massachusetts and Boston Society of Architects (March 30)



Dear Colleagues,

We were honored to present a panel on legal perspectives for member jurisdictions to address the decision of the U.S. Supreme Court regarding the immunity of licensing boards when violating anti-trust restrictions.

This decision, known as the North Carolina Dental Board decision, has increased the volume of our national conversation regarding the appropriate role of professional regulation. Reasonable regulations created to protect the public, and not inappropriately applied to exclude persons or groups from access to employment, remain the focus of our Member Boards and continue to be promoted by legislature and supported by the courts.

However, it is increasingly clear that the ability to defend these regulations is essential. Many of you are aware that NCARB, through its membership in the Federated Association of Regulatory Boards (FARB), worked to add new resources to support the reasonable regulation position and defend the role of licensing boards across the disciplinary spectrum.

We are also encouraged by the numerous requests now coming to us from Member Boards to provide support for legislative review sessions and other activities designed to assure the regulatory role is reasonable and sound. In recent weeks, NCARB efforts have significantly contributed to positive reviews in Ohio, Maine, Rhode Island, and South Carolina. Our presence in Arizona contributed to a retreat from an ill-conceived effort to deregulate related disciplines in the design arena. And we are continuing to explore, on a case-by-case basis, ways to facilitate overcoming impediments to legislative/regulatory reform in Virginia and other jurisdictions by providing additional resources, both in-kind and financial.

Our evolution toward providing advocacy to support our Member Boards would not have been possible without the many hours spent by volunteers and staff to get NCARB's own house in order. Our message is clearer, our programs are cleaner, and the response is at a record high.

As we work to implement the significant adjustments to the tools supporting the path to licensure, we also look forward. From additional benefits to the NCARB Certificate to our emerging focus on advocacy on behalf of the work of our Member Boards, we are focused on adding value and improving our services.

One of our areas of continuous improvement has been in increasing the opportunities for Member Boards to provide feedback on proposed actions by the NCARB Board of Directors. Several years ago, we extended our comment period from the stated policy of 60 days to 90 days; subsequently, we added another 30 days for feedback calls.

Based on suggestions at the recent Member Board Executives Workshop preceding the Savannah Regional Summit, we will further extend the comment period regarding Board amendments of guidelines to 120 days, plus continuing the feedback calls. This year we are also adding feedback calls to the calendar in May to allow for more dialogue between jurisdictions regarding resolutions on the Annual Business Meeting (ABM) docket. We are hopeful that our Member Board Members, including voting delegates to the ABM, will take advantage of these calls. NCARB also announced at the Regional Summit that we will be providing a Resolutions Open Forum at the ABM, both in plenary session and in advance of the regional meetings, to hear questions and address concerns so regional meetings can focus on issues of philosophy unclouded by confusions of facts or lack of data. With the heavy lift of possibly 11 resolutions, we want to provide every opportunity for our community to engage.

Let's climb this mountain together! I'm looking forward to sharing the view from the top with all of you.

Best wishes,

mike

Mike Armstrong

SOCIAL MEDIA MILESTONES (MAR):

PERCENT CHANGE IN FOLLOWERS:

Facebook	+1%	Instagram	+4%
Twitter	+2%	YouTube	+5%
LinkedIn Group	0%	Google+	+4%
LinkedIn Page	+3%	ARE 4.0 Community	+4%

MOST POPULAR FACEBOOK POST

"We're excited to share *Equity by Design's* second annual *Equity in Architecture Survey!* Developed by *AIA San Francisco*, the survey aims to explore career equity between men and women, as well as underrepresented racial and ethnic groups."

Likes	88	Comments	3
Shares	24	Reach	6,188

RECENT NEWS

- NCARB to Launch Alternative Path to Licensure for Experienced Professionals
- NCARB President to Join AIA's Board of Directors

BLOG

- Clemson University Advances Health Care Through the NCARB Award
- Understanding the New AXP Project Planning & Design
- March Now: What You Need to Know About ARE 5.0
- Supervisor Spotlight: Tina Stanislaski
- What to Expect at the Test Center
- Champions of Licensure
- What's a Public Member?
- A Day in the Life of an Architect: Amy Johnson

CEO UPDATE

March 2016

STRATEGIC PLAN

The current goals of facilitating licensure, fostering collaboration, and centralizing data continue to drive our efforts, design our metrics, and frame our reports. We are now focusing on readying data from the 2015 calendar year for release in the next edition of NCARB by the *Numbers*. While most of the analysis will be unveiled as we convene in Seattle in late June, several key findings will be released in advance of the Annual Business Meeting. By all accounts, there is positive growth in the areas used to measure the success of our Strategic Plan—ranging from more licensees and licensure candidates in the pipeline to an upswing in Certificate holders, monograph users, and data sharing jurisdictions.

Our leadership team was also pleased to be invited to engage with the Board of Directors of the Association of Collegiate Schools of Architecture (ACSA). Similar to the NCARB Board's three-year effort of inviting leaders of ACSA, AIA, and NAAB to its Board meetings, this engagement allowed for an informative exchange of ideas and clarification of programs. Along with twice-yearly leadership summits with AIA, quarterly staff briefings of AIA's and NAAB's leaders, and outreach visits to campuses, AIA components, and various events, all of these engagements show an unprecedented effort to foster external collaboration. Meanwhile, our internal collaboration is maintaining its momentum with ongoing visits to Member Boards from senior staff.

@danielerhorton
I passed my last #ARE #Architecture License Exam! I am so excited! Thank you for everyone who supported me!
@NCARB

Directorate Highlights

INTERNATIONAL

- Stephen Nutt, NCARB's Sr. Architect/Advisor to the CEO, represented the Council in several international activities during the month of March:
 - o Attended the 2016 meeting of the Professional Practice Commission (PPC) of the International Union of Architects (UIA). The PPC focuses on international practice standards and regulatory aspects of the profession across the globe. NCARB has been a primary contributor to the UIA Accord and the PPC since its inception.
 - o Presented the NCARB path to licensure to staff of the Architects Registration Board (ARB) of the United Kingdom in the first face-to-face meeting of NCARB and the ARB in the last decade. A supplemental meeting with the Royal Institute of British Architects (RIBA) allowed both organizations to discuss the education, experience, and examination programs developed to support licensure and to further explore new concepts in architectural education.
 - o Spoke with a small gathering of U.S. licensed architects working in London to understand the challenges of practicing abroad.

- o Joined the U.S. Trade Representative and the U.S. Department of Commerce in a second digital video conference with counterparts from the Architects Council of Europe and the European Commission. Discussions centered around the requirements for licensure in the United States and the European Union in order to further evaluate the initial challenges and opportunities facing a renewed approach to mutual recognition. NCARB and the United Kingdom enjoyed a reciprocity arrangement in the 1970s and 1980s.

ADMINISTRATION

- Distributed a survey on potential benefits of the NCARB Certificate to a large sample of architects and aspiring architects. This survey provides additional market research for some of the top-ranked ideas developed by NCARB committees this year. Results of the survey and the work of the committees will be presented to the Board of Directors at their April meeting for discussion on possible benefits to incorporate into the Certificate.
- Investigating new methods to further promote a "coaching culture" where all team members receive regular performance feedback.
- Provided logistical support for Regional Summit sessions and activities.

@ARWWC

Kristine Harding of Alabama to lead NCARB

<http://bit.ly/IRkDhGc> @NCARB #architects

Directorate Highlights

COUNCIL RELATIONS

- Released FY16 draft resolutions prior to Regional Summit, following the final work of committees at the January Committee Summit, legal review and Board review in February, and final preparation of statements of support in early March.
- Facilitated "NCARB Amazing Race" session during 2016 MBE Workshop.
- Facilitated new Member Board Member Orientation at 2016 Regional Summit.
- Provided informational support for sessions and presentations at the Regional Summit.
- Finalized research on Certificates of Authorization (COAs) and requirements that officers be licensed architects in response to a request from the Rhode Island Board of Architectural Registration.
- Drafted letter to director of Rhode Island Department of Business Regulation in support of the state's current statutes and regulations pertaining to Certificates of Authorizations.
- Recent distributions to Member Boards include:
 - o Annual NCARB Member Board Survey to assess member satisfaction levels with various Council services. Survey results can be viewed in the [Member Resources](#) section of My NCARB.
 - o March issue of the *Legislative Tracker*, containing summary of proposed legislation and regulations impacting the practice of architecture and registration of architects.
 - o March Fast Facts, containing comprehensive overview of 2016 Regional Summit.
- o Annual Business Meeting Announcement to Member Board Chairs and Member Board Executives, providing information on funding opportunities to the Annual Business Meeting and requesting letters of credentials to identify voting delegates for the meeting.
- o Regional Summit follow up communication which included a copy of the resolutions PowerPoint for MBMs to utilize when discussing resolutions at their board meetings and a copy of a summary document outlining key outcomes of the *North Carolina Board of Dental Examiners v. FTC* ruling containing key papers and orders from actions taken by various boards across the country.
- Attended Massachusetts Board of Registration of Architects Meeting in Boston, MA.
- Attended ASAE Great Ideas Conference in Colorado Springs, CO, and the ACSA Annual Meeting in Seattle, WA.

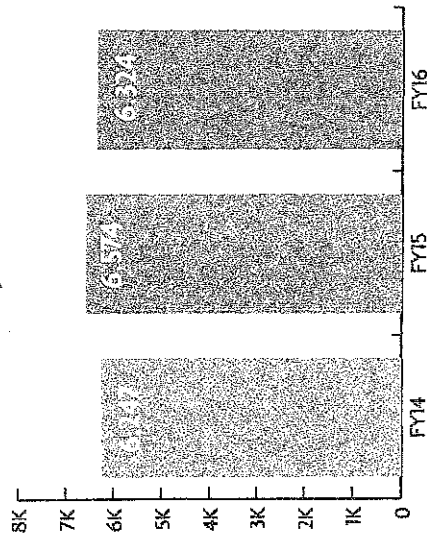
@AliciaRpdix
 NCARB invited all the test prep publishers to learn more about ARE 5.0 so the study material can be better and more complete #pdxi

Directorate Highlights

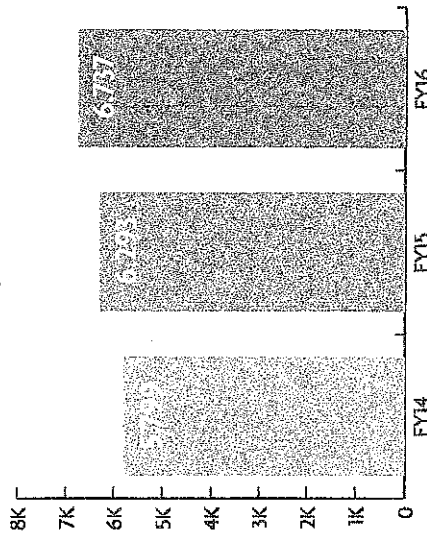
CUSTOMER RELATIONS

- Participated in pilot testing for ARE 5.0 to understand the test center experience and engage in actual testing. Employees reported that this experience expands their customer support knowledge and ability.
- Customer Relations Specialist Shafiq Areef joined NCARB's outreach team for an event at a DC architecture firm to provide a customer relations resource for event attendees.

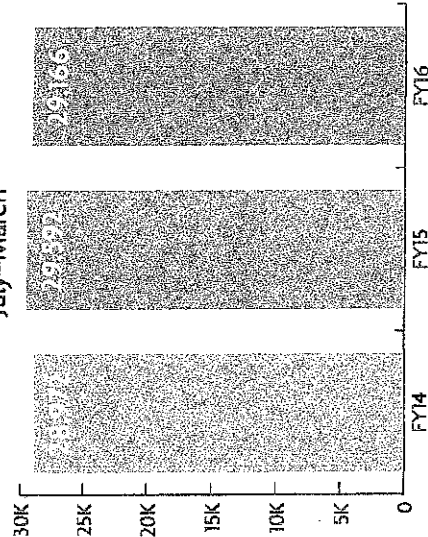
Intern Applications
July–March



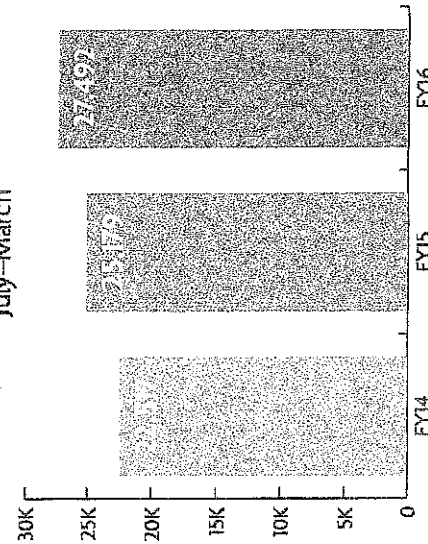
Reciprocity Transmittals
July–March



NCARB Record
Renewals Architects
July–March



NCARB Record
Renewals Interns
July–March



Directorate Highlights

EXAMINATION

- Conducted a full systems ARE 5.0 pilot test, delivering over 40 divisions in less than four hours at a single Prometric test center. Identified remaining development efforts to be completed prior to a planned nation-wide test in late spring.
- Hosted a two-day workshop for members of the test preparation industry in order to review the item-writing standards and test specification of ARE 5.0. The workshop was open to all industry test preparation providers and was attended by the majority of companies providing ARE test preparation.
- ARE 5.0 Forms Assembly Task Force completed quality control reviews of items for the first ARE 5.0 forms.
- ARE 4.0 Vignette Grading Subcommittee completed statistical reviews of all active vignette items.
- Assistant Director Joan Paros and Manager Nick Respecki participated in the Association of Test Publishers' annual conference on best practices in examination operations, development, and security.

EXPERIENCE + EDUCATION

- Council Outreach:
 - March
 - **Universities:** Fairmont State University, Savannah College of Art and Design, University of Michigan, Bowling Green State University, Howard University, Virginia Tech, University of Florida, University of South Florida, Harvard University, Wentworth Institute of Technology, University of Utah, Georgia Institute of Technology, Kennesaw State University
 - **Webinars:** AIA Grand Rapids, Architect Licensing Advisors
 - **AIA Components:** AIA West Virginia, AIA DC, AIA Toledo, AIA Las Vegas, AIA Tampa Bay, Boston Society of Architects, AIA Utah, AIA Georgia, AIA Pittsburgh,
 - **Conferences:** AIAAS Midwest Quad Conference, Alpha Rho Chi Convention, ACSA National Meeting, AIAAS West Quad Conference, AIAAS South Quad Conference, AIAAS Northeast Quad Conference
 - **Firms:** Shalom Baranes
 - **Member Board Visits:** Massachusetts
 - Upcoming in April
 - **Universities:** University of Washington, Portland State University, University of Oregon, South Dakota State University, North Dakota State University, Washington State University, University of Idaho
 - **Webinars:** Architect Licensing Advisors
 - **AIA Components:** AIA Seattle, AIA Portland, AIA South Dakota, AIA North Dakota, AIA Spokane
 - **Conferences:** AIA Wisconsin
 - **Member Board Visits:** Kansas

Directorate Highlights

INFORMATION SYSTEMS (IS)

- System development is underway for ARE 5.0, the new Architectural Experience Program (AXP) e-Portfolio system, and the upcoming overhaul of IDP to the six practice-based experience areas of AXP.
- IS Director Guillermo Ortiz de Zárate, recently presented at the 2016 Great Ideas Conference hosted by the American Society of Association Executives (ASAE). His presentation, "Analyze This! New Trends in Data Analytics," gave awareness to new data trends that assist organizations in making better decisions. In a second presentation, "Lean Start-Up Changes Everything," he provided attendees with insight into the lean methodology for innovation and illustrated how organizations can implement this technique.

MARKETING & COMMUNICATIONS

- Welcomed two new members to the team—Daisy Landers, our new visual designer, and Jenny Kaweck, our new content producer.
- Released information about the new AXP e-Portfolio to Member Boards and press.
- Assisted Council Relations with the "NCARB Amazing Race" activity at the MBE Workshop, where each NCARB directorate was featured in a short video that explained how it serves Member Boards. Attendees were asked to complete an activity related to what they learned.
- Recorded interviews with educators from schools participating in the Integrated Path to Architectural Licensure (IPAL) on program implementation.
- Released the latest edition of "Destination Architect," NCARB's e-newsletter for aspiring architects.
- Prepared registration materials for the 2016 Annual Business Meeting this June.

@CAArchitectsBd

Executive Officer Doug McCauley explains the North Carolina Dental Board case's impact at the @NCARB Regional Summit


@EquityDesign

Thanks to @ncarb for Equity in Architecture outreach! Over 2,500 responses today alone! <https://shares/ICM2Np>

Patterson, Kathryn

From: Sutton, Missy <SuttonM@CLARB.ORG>
Sent: Monday, March 21, 2016 1:20 PM
To: Patterson, Kathryn
Subject: March 2016 Member Board E-News

To view this email as a web page, go [here](#).



**COUNCIL OF LANDSCAPE ARCHITECTS
REGISTRATION BOARD**

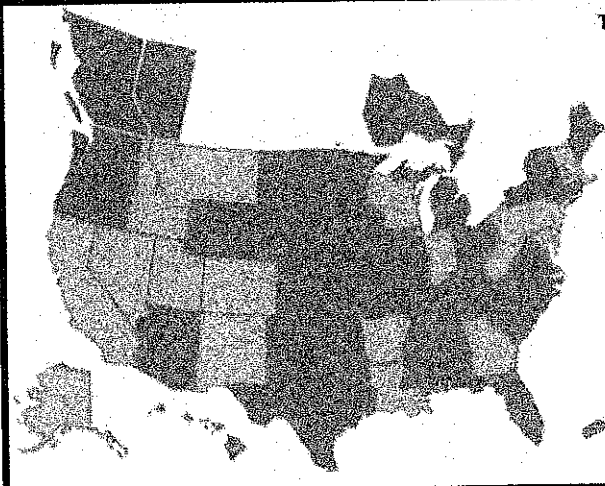
Member Board E-News

March 2016

Important Dates and Reminders

- **March 24** -- "In the Know" Webcast: Mid-Year Review
- **March 25** -- Registration closes for the April L.A.R.E. administration
- **March 29** -- "In the Know" Bonus Event: Social Media Virtual Workshop
- **April 4-16** -- April L.A.R.E. administration

Visit the CLARB website for information about Board of Directors meetings and minutes.



This is a map of North America.

The jurisdictions in green are helping promote the task analysis survey.

Be like the green jurisdictions.

Send us your licensee list with emails, or let us know how we can reach your licensees!

2016 Task Analysis

April 4-18

Learn more about how your Board can help:
www.clarb.org/taskanalysis

Are You Our Next Annual Meeting Presenter?



In response to your requests for more peer-to-peer knowledge sharing, this year's Annual Meeting (September 22-24 in Philadelphia) will feature even more member-led sessions. We need your help to make this happen though!

The following is a list of topics and brief descriptions of what we envision the sessions covering. Does your Board have experience with one or more of the following topics? A success (or not) story to tell about the session topic that may help other Boards? Let us know!

Communicating with Stakeholders (group discussion)

Does your Board communicate well with your stakeholders? If so, how? What messages are you sharing with stakeholders and when? What systems do you have in place that have streamlined the process to create efficiencies? We will also use this session to brainstorm among the membership what opportunities exist for enhancement.

Success Stories: Legislative Changes (group discussion)

With continued threats to licensure, we're looking for members that have worked successfully with Board members, the profession and legislators to pass/update laws.

Tracking Complaints and Disciplinary Action (MBE discussion)

We're looking for members that excel at tracking complaints and disciplinary action! Share how you're tracking and why it's an important step for Boards to take. Does tracking complaints and disciplinary action help with reciprocity or help to create any efficiency in your licensure process?

How Do You Regulate Ethics? (MBM discussion)

Outside of regulating HSW, what's left to regulate? Ethics. Has your Board embarked on this? If so, how are you regulating ethics in your jurisdiction?

Success Metrics: How is Your Board Performing? (group discussion)

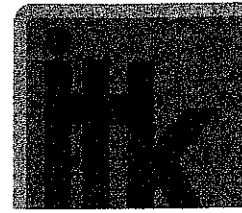
How does your Board evaluate performance? What metrics do you use in your evaluation? What difference in your work have you noticed since implementing an evaluation process?

Members in the Spotlight: Strategic Planning Successes and Challenges (group discussion)

Is your Board already using strategic planning? If so, help us in leading a discussion of success stories and challenges (not all work is successful at first, but what have you learned?). What's worked? What was challenging? What do you wish you'd known/done from the start?

If you or someone from your board is interested in presenting on one of the above topics, please contact Missy Sutton (msutton@clarb.org) or 703-949-9466 by Monday, April 4.

Upcoming "In the Know" Events



March 24: Mid-Year Review

Mark your calendar and plan to join CLARB leadership and staff this **Thursday, March 24 at 3:00 p.m. ET / 2:00 p.m. CT / 1:00 p.m. MT / Noon PT** for a mid-year review of CLARB's strategic and operational activities. We'll share the latest on how we're helping you defend licensure, adapt to the current regulatory environment and innovate for the future.

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.

BONUS EVENT on March 29: Social Media Virtual Workshop

Join us on **Tuesday, March 29 at 3:00 p.m. ET / 2:00 p.m. CT / 1:00 p.m. MT / Noon PT** to learn practical tips about what your Board can share via social media (hint: it's content you already have); how to efficiently develop, implement and execute a social media plan using free tools and only a small amount of staff time; and how to evaluate and refine your efforts. Plus, you'll develop and share your social media plan for the month of April! Visit the CLARB website for access details.

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.

Regional Recap: Business as Usual for Most but Not All Members

Last month's regional webcasts revealed that while it's business as usual for most, monumental challenges exist for some.

Threats to licensure



- Arizona, California, North Carolina and Ohio are currently dealing with threats to licensure.
- A bill that would have deregulated the profession but required registration instead has died in Washington.
- Colorado will have its first sunset review in 2017.

Other key topics

- Unfilled board seats and lack of attorney general support means some boards are at a virtual standstill.
- Kansas, New Mexico and Oklahoma (among others) are facing serious financial constraints due to the economy. New York still has a travel ban in place and now Oklahoma does, too.

Licensure pipeline discussion takeaways

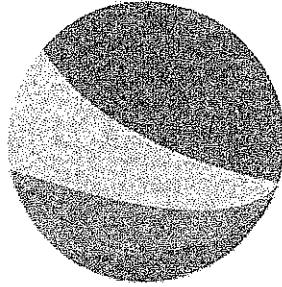
- Board outreach to students is essential. Students need to know that in most jurisdictions they can begin the L.A.R.E. as soon as they graduate. This is important because:
 - Students who take the exam closer to their education perform better on Sections 1 and 2 of the exam.
 - Once they begin the exam, candidates receive communications from CLARB and/or a regulatory board, filling the communications gap between graduation and licensure.
 - Both of these can help with attrition.
 - CLARB's updated student presentation can help with outreach.
- Jurisdictions without a landscape architecture program are at a disadvantage.
- When it comes to data that helps us better understand the pipeline:
 - The President's Council data dashboard is seen as a valuable project.
 - Not all members know how to access or what to do with data that's currently available from a variety of sources including CLARB and LAAB.

Kudos to:

- Rhode Island - for streamlining requirements by eliminating the state's exam for reciprocal licensure.
- Alberta - for having sunset review eliminated.
- Everyone that participated in the virtual regional meetings!

View all of the regional summaries here: [Region 1](#) / [Region 2](#) / [Region 3](#) / [Region 4](#) / [Region 5](#)

April is...



**WORLD
LANDSCAPE
ARCHITECTURE
MONTH**

www.asla.org/wlam [#WLAM2016](https://twitter.com/WLAM2016)

This email was sent to: Kathryn.patterson@state.sd.us

This email was sent by: Council of Landscape Architectural
Registration Boards
1840 Michael Faraday Drive, Suite 200 Reston, VA 20190 USA

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Patterson, Kathryn

From: Haese, Derek <DHaese@ncarb.org>
Sent: Monday, April 11, 2016 10:05 AM
To: Haese, Derek
Cc: Hillegas, Kathy
Subject: NCARB Press Release - ARE Test Prep Provider Workshop
Attachments: ARE5-Prep-Workshop-PR.PDF

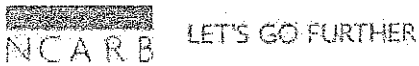
Hello Member Board Executives!

Please see the attached press release regarding a recent workshop that was held at the Council office to prepare ARE test prep providers for the launch of ARE 5.0. This press release will drop this Wednesday, April 13.

Please do not hesitate to contact me if you have any questions. Thanks!

Derek

Derek Haese
Assistant Director, Member Board Relations



National Council of Architectural Registration Boards
1801 K Street NW Suite 700K
Washington, DC 20006
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Customer Service: 202/879-0520

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-NCARB Disclaimer-

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Press Release

April 13, 2016

FOR RELEASE: IMMEDIATELY

MEDIA CONTACT:

Samantha Miller

202/469-4866

smiller@ncarb.org

NCARB Hosts Training Workshop to Prepare Test Prep Providers for ARE 5.0

NCARB ramps up awareness for the new exam with first-time prep vendor outreach.

Washington, DC—In a continued effort to help aspiring architects prepare for the new licensing exam, the National Council of Architectural Registration Boards (NCARB) invited for-profit test prep providers to the first ever examination workshop in Washington, DC. Over two days in March, 16 individuals representing nine leading companies learned about the next version of the Architect Registration Examination® (ARE®), ARE 5.0, which launches in late 2016.

"This workshop marks the beginning of a new effort to better inform test prep providers so they are providing timely and correct information for customers taking the new ARE 5.0," said NCARB CEO Michael Armstrong. "The goal is to help companies develop materials that accurately reflect ARE 5.0's content, and most importantly, help candidates succeed."

Test prep companies in attendance included:

- Amber Book
- Amstar Engineering, Inc.
- Architect Exam Prep
- ARE Prep
- Black Spectacles
- Brightwood Architecture Education (formerly Kaplan Architecture)
- NALSA
- PREPARE, Inc.
- Young Architect

Attendees received in-depth training on ARE 5.0's structure and [Test Specification](#), new question types and case studies, and the content on each division. NCARB also shared the guidelines its various volunteer committees use to develop, write, and assess new exam questions.

"NCARB works with hundreds of architect volunteers to develop the exam, using established rules to guide the development of each question," said Director of Examination Jared Zurn, AIA, NCARB. "By sharing these guidelines, test prep providers can write sample questions that mimic what candidates may see on the exam."

NCARB has begun the final stages of ARE 5.0 development and will continue to work with test prep providers in the coming months. Companies unable to attend the workshop can be provided with resources upon request.

For more information about ARE 5.0 visit www.ncarb.org/ARE5.

Press Release

#####

About NCARB

The National Council of Architectural Registration Boards' membership is made up of the architectural registration boards of all 50 states as well as those of the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands. NCARB assists its member registration boards in carrying out their duties and provides a certification program for individual architects.

NCARB protects the public health, safety, and welfare by leading the regulation of the practice of architecture through the development and application of standards for licensure and credentialing of architects. In order to achieve these goals, the Council develops and recommends standards to be required of an applicant for architectural registration; develops and recommends standards regulating the practice of architecture; provides to Member Boards a process for certifying the qualifications of an architect for registration; and represents the interests of Member Boards before public and private agencies. NCARB has established reciprocal registration for architects in the United States and Canada.

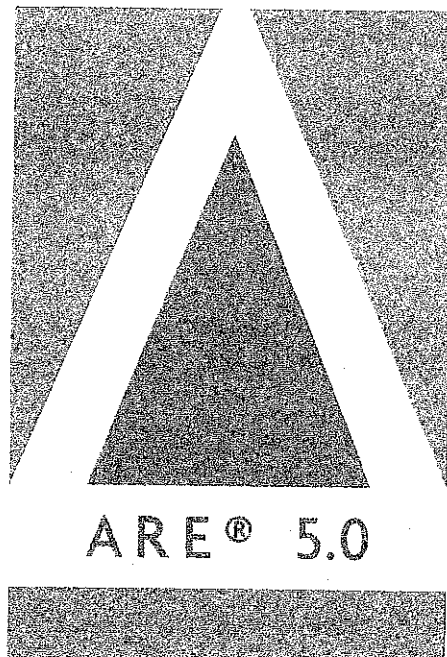
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YouTube: www.youtube.com/NCARBorg

NCA RB

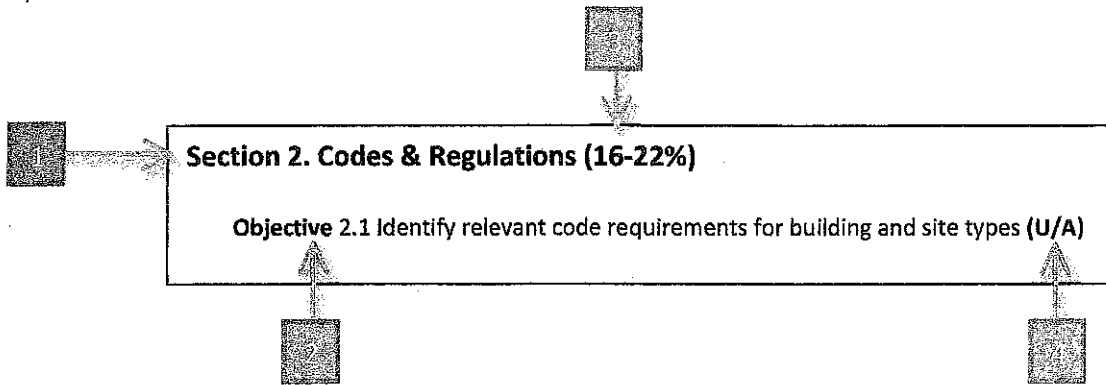


Test Specification

The test specification identifies the division structure of the exam and additionally defines: the major content areas, called Sections; the measurement Objectives; and the percentage of content coverage, called Weightings.

KEY TERMINOLOGY AND TEST SPECIFICATION STRUCTURE

The following is a list of key terminology and an example of the structure of the ARE 5.0 Test Specification.



Section: A major content area within a Division representing the domain of knowledge/skills & tasks a newly licensed architect practicing independently, *must demonstrate* within that Division.

Objective: Measurement targets that define the breadth and depth within a Section.

- Each exam item (question) on the exam will be written to a specific objective
- Each item will be written to the appropriate Cognitive Complexity (*see item 4 below*) of the Objective
- The number of Objectives within a Section is a factor of the Section Weighting (*see item 3 below*)

Section Weightings: The percentage of content from that Section that will be represented on each form of the exam for that Division. Section Weightings are presented as a range, allowing for flexibility when producing multiple forms per year.

Cognitive Complexity: This is the term used to describe the mental processing needed to perform a task. Cognitive complexity ranges from a low level of *Remember*, to higher levels of *Understanding & Application*, up to levels of *Analyze & Evaluate*. For the purpose of this examination, it is not appropriate for a candidate to simply remember a piece of information, such as: *a typical interior ADA ramp has a slope of 1:12*. However, it is appropriate for a candidate to analyze information in a given situation and apply it correctly. An example would be to perform a code analysis and then select an appropriate ramp configuration—the question is not necessarily harder, it is targeted to the knowledge/skills & tasks necessary to practice independently.

- **Remember (R)** – signifies an Objective requires only rote retrieval of information.
- **Understand/Apply (U/A)** – signifies an Objective requires the performance of a concept(s) using standard mental processing.
- **Analyze/Evaluate (A/E)** – signifies an Objective requires the performance of a concept(s) using non-standard or non-predictive mental processing.

DEFINITION OF COMPETENCE AS RELATED TO THE ARE®

To protect the health, safety, and welfare of the public, a newly licensed architect practicing independently *must demonstrate* the competence to be responsible for a project from its inception through completion. This includes, but is not limited to:

- Apply architectural business practices;
- Evaluate legal, ethical, and contractual standards;
- Establish and coordinate project team activities;
- Establish programmatic and regulatory requirements;
- Provide design alternatives;
- Evaluate and incorporate appropriate materials and building systems;
- Provide and coordinate project documentation for a building and site;
- Provide construction phase services; and
- Assess the project during all phases.

Division: Practice Management

Division Description:

This division will assess objectives related to the management of architectural practice including professional ethics, fiduciary responsibilities, and the regulations governing the practice of architecture. The division will focus on issues related to pre-contract tasks including negotiation, human resource management and consultant development. Candidates must demonstrate an understanding of, and abilities in, business structure, business development, as well as asset development and protection.

This division will test a candidate's ability to protect the public's health, safety and welfare by:

- Applying competent delivery of professional architectural services
- Applying the laws and regulations of architectural practice
- Evaluating legal, ethical and contractual standards in the performance of architectural tasks

Division Specification:

Section 1. Business Operations (20-26%)

Objective 1.1. Assess resources within the practice (A/E)

Objective 1.2. Apply the regulations and requirements governing the work environment (U/A)

Objective 1.3. Apply ethical standards to comply with accepted principles within a given situation (U/A)

Objective 1.4. Apply appropriate Standard of Care within a given situation (U/A)

Section 2. Finances, Risk, & Development of Practice (29-35%)

Objective 2.1. Evaluate the financial well-being of the practice (A/E)

Objective 2.2. Identify practice policies and methodologies for risk, legal exposures, and resolutions (U/A)

Objective 2.3. Select and apply practice strategies for a given business situation and policy (U/A)

Division: Practice Management *(continued)*

Section 3. Practice-Wide Delivery of Services (22-28%)

- Objective 3.1. Analyze and determine response for client services requests **(A/E)**
- Objective 3.2. Analyze applicability of contract types and delivery methods **(A/E)**
- Objective 3.3. Determine potential risk and/or reward of a project and its impact on the practice **(A/E)**

Section 4. Practice Methodologies (17-23%)

- Objective 4.1. Analyze the impact of practice methodologies relative to structure and organization of the practice **(A/E)**
- Objective 4.2. Evaluate design, coordination, and documentation methodologies for the practice **(A/E)**

Division: Project Management

Division Description:

This division will assess objectives related to the management of architectural projects including organizing principles, contract management and consultant management. The division will focus on issues related to office standards, development of project teams and overall project control of client, fee and risk management. Candidates must demonstrate an understanding of and abilities in, quality control, project team configuration and project scheduling. In addition, candidates must demonstrate the ability to establish and deliver project services per contractual requirements in collaboration with consultants.

This division will test a candidate's ability to protect the public's health, safety and welfare by:

- Administering contract requirements and competent delivery of project services
- Organizing a team to design and produce contract documents
- Coordinating project team activities and project budget
- Communicating information to all constituents throughout the project delivery process
- Developing a project schedule that defines tasks and meets milestones

Division Specification:

Section 1. Resource Management (7-13%)

Objective 1.1. Determine criteria required to assemble team **(U/A)**

Objective 1.2. Assess criteria required to allocate and manage project resources **(A/E)**

Section 2. Project Work Planning (17-23%)

Objective 2.1. Develop and maintain project work plan **(U/A)**

Objective 2.2. Determine criteria required to develop and maintain project schedule **(A/E)**

Objective 2.3. Determine appropriate communication to project team – owner, contractor, consultants, and internal staff **(U/A)**

Division: Project Management *(continued)*

Section 3. Contracts (25-31%)

- Objective 3.1. Evaluate and verify adherence to owner/architect agreement **(A/E)**
- Objective 3.2. Interpret key elements of, and verify adherence to architect/consultant agreement **(U/A)**
- Objective 3.3. Interpret key elements of the owner/contractor agreement **(U/A)**
- Objective 3.4. Interpret key elements of the owner/consultant agreement to integrate the consultant's work into the project **(U/A)**

Section 4. Project Execution (17-23%)

- Objective 4.1. Evaluate compliance with construction budget **(A/E)**
- Objective 4.2. Evaluate and address changes in scope of work and scope creep **(A/E)**
- Objective 4.3. Evaluate project documentation to ensure it supports the specified delivery method **(A/E)**
- Objective 4.4. Identify and conform with the requirements set forth by authorities having jurisdiction in order to obtain approvals for the project **(U/A)**

Section 5. Project Quality Control (19-25%)

- Objective 5.1. Apply procedures required for adherence to laws and regulations relating to the project **(U/A)**
- Objective 5.2. Identify steps in maintaining project quality control, and reducing risks and liabilities **(A/E)**
- Objective 5.3. Perform quality control reviews of project documentation throughout life of project **(A/E)**
- Objective 5.4. Evaluate management of the design process to maintain integrity of design objectives **(A/E)**

Division: Programming & Analysis

Division Description:

This division will assess objectives related to the evaluation of project requirements, constraints and opportunities related to the project. The division will focus on issues related to programming, site analysis, and zoning & code requirements. Candidates must demonstrate an understanding of and abilities in, project type analysis, the establishment of qualitative and quantitative project requirements, evaluation of project site and context, and assessment of economic issues.

This division will test a candidate's ability to protect the public's health, safety and welfare by:

- Evaluating qualitative and quantitative project requirements
- Analyzing environmental, social and economic requirements of a project
- Synthesizing project requirements based on gathered information

Division Specification:

Section 1. Environmental & Contextual Conditions (14-21%)

Objective 1.1. Evaluate site-specific environmental and socio-cultural opportunities **(A/E)**

Objective 1.2. Evaluate site-specific environmental constraints **(A/E)**

Objective 1.3. Determine optimal use of onsite resources by incorporating sustainability principles **(U/A)**

Section 2. Codes & Regulations (16-22%)

Objective 2.1. Identify relevant code requirements for building and site types **(U/A)**

Objective 2.2. Identify relevant zoning and land use requirements **(U/A)**

Objective 2.3. Identify relevant local and site-specific requirements **(U/A)**

Division: Programming & Analysis *(continued)***Section 3. Site Analysis & Programming (21-27%)**

- Objective 3.1. Evaluate relevant qualitative and quantitative attributes of a site as they relate to a program **(A/E)**
- Objective 3.2. Synthesize site reports with other documentation and analysis **(A/E)**
- Objective 3.3. Analyze graphical representations regarding site analysis and site programming **(A/E)**

Section 4. Building Analysis & Programming (37-43%)

- Objective 4.1. Evaluate relevant qualitative and quantitative attributes of a new or existing building as they relate to the program **(A/E)**
- Objective 4.2. Evaluate documentation, reports, assessments, and analyses to inform the building program **(A/E)**
- Objective 4.3. Identify and prioritize components of the building program **(A/E)**
- Objective 4.4. Assess spatial and functional relationships for the building program **(A/E)**
- Objective 4.5. Recommend a preliminary project budget and schedule **(U/A)**
- Objective 4.6. Identify alternatives for building and structural systems for given programmatic requirements, preliminary budget, and schedule **(U/A)**
- Objective 4.7. Analyze graphical representations regarding building analysis and building programming **(A/E)**

Division: **Project Planning & Design**

Division Description:

This division will assess objectives related to the preliminary design of sites and buildings. The division will focus on issues related to the generation or evaluation of design alternatives that synthesize environmental, cultural, behavioral, technical and economic issues. Candidates must demonstrate an understanding of and abilities in, design concepts, sustainability/environmental design, universal design, and other forms of governing codes and regulations.

This division will test a candidate's ability to protect the public's health, safety and welfare by:

- Evaluating project design alternatives
- Determining if a design meets project parameters including those defined by the client, the environment, and society
- Selecting the appropriate building systems and material to meet project goals and regulatory requirements
- Integrating technical knowledge and information to develop a design

Division Specification:

Section 1. Environmental Conditions & Context (10-16%)

Objective 1.1. Determine location of building and site improvements based on site analysis **(A/E)**

Objective 1.2. Determine sustainable principles to apply to design **(A/E)**

Objective 1.3. Determine impact of neighborhood context on the project design **(U/A)**

Section 2. Codes & Regulations (16-22%)

Objective 2.1. Apply zoning and environmental regulations to site and building design **(U/A)**

Objective 2.2. Apply building codes to building design **(U/A)**

Objective 2.3. Integrate multiple codes to a project design **(A/E)**

Division: Project Planning & Design *(continued)*

Section 3. Building Systems, Materials, & Assemblies (19-25%)

Objective 3.1 Determine mechanical, electrical, and plumbing systems **(A/E)**

Objective 3.2. Determine structural systems **(A/E)**

Objective 3.3 Determine special systems such as acoustics, communications, lighting, security, conveying, and fire suppression **(A/E)**

Objective 3.4 Determine materials and assemblies to meet programmatic, budgetary, and regulatory requirements **(A/E)**

Section 4. Project Integration of Program & Systems (32-38%)

Objective 4.1. Determine building configuration **(A/E)**

Objective 4.2. Integrate building systems in the project design **(A/E)**

Objective 4.3. Integrate program requirements into a project design **(A/E)**

Objective 4.4. Integrate environmental and contextual conditions in the project design **(A/E)**

Section 5. Project Costs & Budgeting (8-14%)

Objective 5.1. Evaluate design alternatives based on the program **(A/E)**

Objective 5.2. Perform cost evaluation **(A/E)**

Objective 5.3. Evaluate cost considerations during the design process **(A/E)**

Division: **Project Development & Documentation**

Division Description:

This division will assess objectives related to the integration and documentation of building systems, material selection, and material assemblies into a project. The division will focus on issues related to the development of design concepts, the evaluation of materials and technologies, selection of appropriate construction techniques, and appropriate construction documentation. Candidates must demonstrate an understanding of and abilities in, integration of civil, structural, mechanical, electrical, plumbing, and specialty systems into overall project design and documentation.

This division will test a candidate's ability to protect the public's health, safety and welfare by:

- Evaluating project documentation for the constructability of a building and site
- Integrating technical knowledge and information to refine a design
- Integrating materials and building systems to meet the project design requirements
- Translating design decisions into appropriate construction documentation

Division Specification:

Section 1. Integration of Building Materials & Systems (31-37%)

Objective 1.1. Analyze the integration of architectural systems and technologies to meet project goals **(A/E)**

Objective 1.2. Determine the size of mechanical, electrical, plumbing systems and components to meet project goals **(U/A)**

Objective 1.3. Determine the size of structural systems to meet project goals **(U/A)**

Objective 1.4. Integrate specialty systems such as acoustics, lighting, fire suppression, conveying, security, and communications to meet project goals **(U/A)**

Objective 1.5. Determine how to detail the integration of multiple building systems and technologies **(U/A)**

Objective 1.6. Coordinate mechanical, electrical, plumbing, structural, and specialty systems and technologies **(U/A)**

Division: Project Development & Documentation *(continued)*

Section 2. Construction Documentation (32-38%)

- Objective 2.1. Determine appropriate documentation of building design **(A/E)**
- Objective 2.2. Determine appropriate documentation of site features **(A/E)**
- Objective 2.3. Determine appropriate documentation of detailed building drawings within individual architectural systems **(A/E)**
- Objective 2.4. Apply standards required to assemble a set of clear and coordinated construction documentation **(U/A)**
- Objective 2.5. Determine impact of project changes on documentation requirements and method to communicate those changes to owner and design team **(U/A)**

Section 3. Project Manual & Specifications (12-18%)

- Objective 3.1. Identify and prioritize components required to write, maintain, and refine project manual **(U/A)**
- Objective 3.2. Identify and prioritize components required to write, maintain and refine project specifications **(U/A)**
- Objective 3.3. Coordinate specifications with construction documentation **(U/A)**

Section 4. Codes & Regulations (8-14%)

- Objective 4.1. Determine adherence to building regulatory requirements (IBC) at detail level **(U/A)**
- Objective 4.2. Determine adherence with specialty regulatory requirements at the detail level **(U/A)**

Section 5. Construction Cost Estimates (2-8%)

- Objective 5.1. Analyze construction cost estimates to confirm alignment with project design **(A/E)**

Division: **Construction & Evaluation**

Division Description:

This division will assess objectives related to construction contract administration and post occupancy evaluation of projects. The division will focus on issues related to bidding and negotiation processes, support of the construction process, and evaluation of completed projects. Candidates must demonstrate an understanding of and abilities in, construction contract execution, construction support services (including construction observation and shop drawing or submittal review), payment request processing, and project closeout. In addition, candidates must also demonstrate an understanding and abilities in project evaluation of integrated building systems and their performance.

This division will test a candidate's ability to protect the public's health, safety and welfare by:

- Delivering professional services during project construction
- Translating construction documents and specifications to communicate and bring clarity to design intent
- Coordinating construction activities to meet design intent
- Evaluating completed projects

Division Specification:

Section 1. Preconstruction Activities (17-23%)

Objective 1.1. Interpret the architect's roles and responsibilities during preconstruction, based on delivery method **(U/A)**

Objective 1.2. Analyze criteria for selecting contractors **(A/E)**

Objective 1.3. Analyze aspects of the contract or design to adjust project costs **(A/E)**

Section 2. Construction Observation (32-38%)

Objective 2.1. Evaluate the architect's role during construction activities **(A/E)**

Objective 2.2. Evaluate construction conformance with contract documents, codes, regulations, and sustainability requirements **(A/E)**

Objective 2.3. Determine construction progress **(U/A)**

Division: Construction & Evaluation *(continued)*

Section 3. Administrative Procedures & Protocols (32-38%)

- Objective 3.1. Determine appropriate additional information to supplement contract documents **(U/A)**
- Objective 3.2. Evaluate submittals including shop drawings, samples, mock-ups, product data, and test results **(A/E)**
- Objective 3.3. Evaluate the contractor's application for payment **(A/E)**
- Objective 3.4. Evaluate responses to non-conformance with contract documents **(A/E)**

Section 4. Project Closeout & Evaluation (7-13%)

- Objective 4.1. Apply procedural concepts to complete close-out activities **(U/A)**
- Objective 4.2. Evaluate building design and performance **(A/E)**

Patterson, Kathryn

From: Jennifer Williams <jwilliams@ncees.org>
Sent: Tuesday, March 22, 2016 2:27 PM
To: Jennifer Williams
Subject: NCEES launches national surveying education award
Attachments: NCEES launches national surveying education award.pdf

Dear Member Board Administrator:

Attached is a news release announcing the launch of the NCEES Surveying Education Award. The information is also posted online at <http://ncees.org/about-ncees/news/ncees-launches-national-surveying-education-award/>. The website for the award is <http://ncees.org/surveyingaward>.

We would appreciate your help with publicizing this award program. Please feel free to use this news release in any of your board communications.

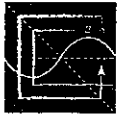
Jennifer Williams
Senior Editor

NCEES

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ncees.org

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NCEES

advancing licensure for
engineers and surveyors

P.O. Box 1686 (280 Seneca Creek Rd.), Clemson, SC 29633 USA T: (864) 654-6824 F: (864) 654-6033 NCEES.ORG

NEWS RELEASE

March 22, 2016

Contact: Nina Norris

Director of Public Affairs

nnorris@ncees.org

NCEES launches national surveying education award

NCEES is pleased to announce the inaugural NCEES Surveying Education Award. This annual award will recognize 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.

NCEES will award a \$10,000 prize to up to 10 qualifying programs to assist with each program's continued efforts to promote the importance and value of licensure. Surveying education programs are encouraged to visit ncees.org/surveyingaward to learn more and complete the application process.

All applications and supporting documentation must be received by NCEES on or before June 1, 2016. Award recipients will be notified after July 1, 2016.

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 and territories and the District of Columbia. 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 U.S. 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.

Patterson, Kathryn

From: Brown, Maurice <MBrown@ncarb.org>
Sent: Thursday, March 31, 2016 1:31 PM
To: Council Relations
Subject: Legislative Tracker - March Update

Good afternoon,

Following the trend from February, the March 2016 Legislative Tracker report includes a number of noteworthy bills addressing executive oversight of regulatory boards and implementation of NCARB programmatic changes such as AXP and IPAL.

Executive Oversight

- The proposed bill in Georgia ([HB 952](#)) calling for executive oversight intended to ensure that the state's professional licensing boards are entitled to antitrust immunity has been agreed on by both the House and Senate and is currently with the Governor. As a reminder, under this bill the governor would actively supervise licensing boards by reviewing and approving (or vetoing) rules.
- Introduced in Iowa this month, [House File 2426](#) seeks to provide active supervision over executive administrative units that regulate professions to ensure that those units avoid liability under federal antitrust laws. The legislative services agency would review all legislation and administrative rules created or modified by the executive branch administrative units that regulate a profession on a five year rotation schedule and submit an annual report to the general assembly.

This trend in legislation has significant implications for the profession of architecture and the authority of licensing boards. Click [here](#) to review all bills stemming from the North Carolina v FTC Supreme Court ruling. We will diligently monitor and research these bills, as well as others, as they progress through state legislatures.

NCARB Programs

A number of bills introduced this month would adopt the NCARB programs – Integrated Path to Architectural Licensure (IPAL) and the Architectural Experience Program (AXP).

- California [Senate Bill 1479](#) proposes to amend sections of the Business and Professions Code to allow the Board to grant eligibility to take the licensure exam for a candidate enrolled in a degree program accepted by NCARB that integrates the licensure degree experience and exam.
- In Louisiana, [House Bill 472](#) would establish the Louisiana Architecture Education and Research Fund to better prepare students for internships and future careers as architects. The Board would use up to 10% of license renewal and delinquent fees each fiscal year to support the endeavor. Funds may be used for one or more of the following: integration of practice and education in NAAB degree curriculum, implementation of a path of licensure resulting in license at time of graduation from NAAB program (IPAL), facilitation of enrollment and completion of requirements for NCARB IDP, assistance for students and interns preparing for ARE, or methods for raising awareness of architect responsibilities pertaining to health, safety, and welfare.
- The South Carolina legislature has proposed to replace references to the Intern Development Program (IDP) with the Architectural Experience Program (AXP) through [S 1177](#). Under this bill applicants for licensure must be enrolled and actively participating in AXP or be a student actively participating in an NCARB accepted IPAL option within an NAAB accredited program.

To access the specific proposed bills from this month's report, select the hyperlinks below labeled 'Legislation' and 'Regulations'. You can also view additional bills and regulations through the interactive [Legislative Track map](#). The map contains legislation and regulations introduced nationwide that affect the regulation of architecture and registration of architects. We encourage you and your colleagues to reach out to us (council-relations@ncarb.org) with specific bills or issues from your jurisdiction you believe is worth tracking.

Feel free to contact Maurice Brown, Manager Member Board Relations at mbrown@ncarb.org or Aura Kirstein, Manager Member Board Relations at akirstein@ncarb.org with any questions or concerns.



Legislative Tracker

Legislation | Regulations | Executive Oversight

The following are collections of proposed legislative bills, introduced nationwide, that affect the regulation of architecture and registration of architects. The bills are categorized into the separate reports: Legislation and Regulations.

To view the reports click on the links provided below.

I encourage you to examine the reports and explore any bill that may be of interest to you and your board!

March 2016

[Legislation](#)

[Regulations](#)

For additional bills please see the Legislative Tracking tab in the Members Only section of the NCARB website.

Please note that the comprised bills are under consideration, unless indicated otherwise, and are subject to change. The reports are by no means intended to be comprehensive and the listing of bills does not indicate support, opposition, or any other position regarding the bill and should not be construed as such.



LET'S GO FURTHER

National Council of Architectural Registration Boards
1801 K Street NW Suite 700K
Washington, DC 20006



NCARB

Regulations - March 2016 March 31, 2016

State: California

1

Regulations

Agency: California - Architects Board

Type: Final (Effective: 04/01/2016)

Action Text: Summary of Regulatory Actions - [Register Entry](#)

Full Text: Summary of Regulatory Actions - [Full Text](#)

Citation: Title 16, Sections 109, 111

Description: Application for Eligibility Evaluation (AEE)

Register: [Register 2016, NO. 10-Z](#) - 03/04/2016

Summary:

- Board proposes revising Title 16, Sections 109, 111 (application for eligibility evaluations) changing the form so it now includes an inquiry on whether the applicant served as an active duty of the US armed forces and whether he or she was honorably discharged

State: Florida

3

Regulations

Agency: Florida - Department of Business and Professional Regulation

Type: Proposed

Action Text: Notice of Development of Rulemaking - Register Entry

Citation: 61G1-21.003

Description: Instructions, Applications and General Information for Interior Design Continuing Education

Register: FAR Issue Vol. 42/No. 44 - 03/04/2016

Summary:

- 61G1-21.003 - The Board proposes the rule amendment to incorporate the updated handbook for Interior Design Continuing Education.

Agency: Florida - Department of Business and Professional Regulation

Type: Final (Effective: 03/20/2016)

Action Text: Index to Rules Filed During Preceding Week - Register Entry

Full Text: Index to Rules Filed During Preceding Week - Full Text

Citation: 61G1-21.001

Description: Continuing Education for Interior Designers

Register: FAR Issue Vol. 42/No. 46 - 03/08/2016

Summary:

- 61G1-24.001-Continuing Education for interior designers: Proposed amendment to clarify continuing education requirements for interior designers
- Interior designers must complete 20 hours of continuing professional education per biennial period
- The renewal cycle for an interior designer's license begins each odd-numbered year on March 1 and continues for two consecutive years until February 28 of the next odd numbered year

Agency: Florida - Department of Business and Professional Regulation

Type: Final (Effective: 03/20/2016)

Action Text: Index to Rules Filed During Preceding Week - Register Entry

Full Text: Index to Rules Filed During Preceding Week - Full Text

Citation: 61G1-24.001

Description: Continuing Education for Architects**Register:** FAR Issue Vol. 42/No. 46 - 03/08/2016**Summary:**

- 61G1-24.001-Continuing Education for Architects: Proposed amendment to clarify continuing education requirements for architects
- Architects must complete 24 hours of continuing professional education per biennial period
- The renewal cycle for architecture license begins each odd-numbered year on March 1 and continues for two consecutive years until February 28 of the next odd-numbered year

State: Iowa

1

Agency: Iowa - Architectural Examining Board

Regulations

Type: Proposed**Action Text:** Notice of Intended Action - Register Entry**Citation:** 193B-1, 193B-2**Description:** Description of Organization; Registration**Register:** Volume XXXVIII Number 20 - 03/30/2016**Summary:**

- Removes references to IDP and replaces them with NCARB Architectural Experience Program (AXP)
- Incorporates language to allow applicants to participate in IPAL
- Updates references to NCARB's ARE Guidelines, AXP Guidelines, and NCARB Certification Guidelines
- An NCARB Certificate for reciprocal licensure or an NCARB record for initial licensure must be received by the board office within three months of application
- Adds new section for reinstatement of a lapsed certificate of registration
- Updates reinstatement for inactive or retired status by requiring applications to have 24 CEHs in HSW, and a written statement that an applicant did not engage in active practice while in inactive or retired status

State: Texas

10

Agency: Texas - Board of Architectural Examiners

Regulations

Type: Final (Effective: 03/22/2016)

Action Text: Adopted Rules - [Register Entry](#)

Full Text: Adopted Rules - [Full Text](#)

Citation: 22 TAC 1.69

Description: Certification And Annual Registration

Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)

Summary:

§1.69 is amended to allow a military service member an additional two years to complete continuing education requirements

Agency: Texas - Board of Architectural Examiners

Type: Final (Effective: 03/22/2016)

Action Text: Adopted Rules - [Register Entry](#)

Full Text: Adopted Rules - [Full Text](#)

Citation: 22 TAC 1.65

Description: Annual Renewal Procedure

Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)

Summary:

- Final amendment to 22 TAC 1.65 eliminating the Board's requirement to collect \$200 professional fee within the Annual Renewal Procedure

Agency: Texas - Board of Architectural Examiners

Type: Final (Effective: 03/22/2016)

Action Text: Adopted Rules - [Register Entry](#)

Full Text: Adopted Rules - [Full Text](#)

Citation: 22 TAC 3.21

Description: Landscape Architects

Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)

Summary:

- Board adopts final amendments to rule 22 TAC 3.21
- 22 TAC 3.21 - Under the current rule, an applicant for landscape architect registration by examination who has graduated from a foreign program must have the foreign degree evaluated by Education Credential Evaluators (ECE) or another organization acceptable to the Board.
- ECE must conclude that the program "is substantially equivalent to a Landscape

Architect Accreditation Board (LAAB) accredited professional program."

- ECE has informed the Board that it cannot give an evaluation concluding that a foreign degree is equivalent to a LAAB professional degree.
- The proposed amendment to §3.21 would grant eligibility to applicants with a foreign degree that is evaluated and deemed to be equivalent to a doctorate, master's degree or baccalaureate degree in landscape architecture, without the requirement that the degree be equivalent to a LAAB degree.

Agency: Texas - Board of Architectural Examiners

Type: Final (Effective: 03/22/2016)

Action Text: Adopted Rules - [Register Entry](#)

Full Text: Adopted Rules - [Full Text](#)

Citation: 22 TAC 3.22, 3.29

Description: Landscape Architects

Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)

Summary:

- Board approves final amendments to 22 TAC 3.22, 3.29
- Pertains to landscape architects - 22 TAC 3.29 - the Board amends §3.29, relating to Registration of a Military Service Member, Military Veteran, or Military Spouse. The proposed amendment modifies the definition of "active duty," "armed forces of the United States," "military service member," "military spouse," and "military veteran"

Agency: Texas - Board of Architectural Examiners

Type: Final (Effective: 03/22/2016)

Action Text: Adopted Rules - [Register Entry](#)

Full Text: Adopted Rules - [Full Text](#)

Citation: 22 TAC 3.69

Description: Certification And Annual Registration

Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)

Summary:

- 22 TAC 3.69 - the Board changes §3.69, relating to Registration of Architects by Reciprocal Transfer. The proposed

amendment removes a provision relating to the expedited processing of an application filed by a military spouse.

Agency: Texas - Board of Architectural Examiners
Type: Final (Effective: 03/22/2016)
Action Text: Adopted Rules - [Register Entry](#)
Full Text: Adopted Rules - [Full Text](#)
Citation: 22 TAC 3.65
Description: Annual Renewal Procedure
Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)
Summary:

- Final amendment to 22 TAC 3.65 eliminating the Board's requirement to collect \$200 professional fee within the Annual Renewal Procedure

Agency: Texas - Board of Architectural Examiners
Type: Final (Effective: 03/22/2016)
Action Text: Adopted Rules - [Register Entry](#)
Full Text: Adopted Rules - [Full Text](#)
Citation: 22 TAC 5.31
Description: Registered Interior Designers
Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)
Summary:

- 22 TAC 5.31 - Under the current rule, an interior design applicant has two options for completing the experience requirement for eligibility for registration by exam:
 - First, the applicant may complete two or more years of approved experience credit after graduation
 - Second, the applicant may complete the Intern Development Experience Program (IDEP) administered by the National Council for Interior Design Qualification (NCIDQ).
- NCIDQ has eliminated the IDEP program for interior design applicants. Reference to the IDEP program in the Board's rules has become obsolete.
- The proposed amendment to 5.31 eliminates the reference to the IDEP program, and requires applicants to complete sufficient

experience under the table of equivalents in §5.202.

Agency: Texas - Board of Architectural Examiners

Type: Final (Effective: 03/22/2016)

Action Text: Adopted Rules - [Register Entry](#)

Full Text: Adopted Rules - [Full Text](#)

Citation: 22 TAC 7.7

Description: Administration

Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)

Summary:

- Board accepts final amendments to 22 TAC 7.7 concerning petitions for rulemaking and negotiated rulemaking
- Adopted revisions to §7.7 limit eligibility to petition for rulemaking to the persons and entities identified in House Bill 763
 - House Bill 763 amended the statute to define an "interested person" as a resident of this state; a business entity located in this state; a governmental subdivision located in this state; or a public or private organization located in this state that is not a state agency

Agency: Texas - Board of Architectural Examiners

Type: Final (Effective: 03/22/2016)

Action Text: Adopted Rules - [Register Entry](#)

Full Text: Adopted Rules - [Full Text](#)

Citation: 22 TAC 7.10

Description: General Fees

Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)

Summary:

- Board accepts final amendments to 22 TAC 7.10 concerning general fees
- The amendments are adopted in order to implement requirements contained in Senate Bill 807 related to licensing and application fees for military service members, military veterans, and military spouses. State agency is required to waive license application and examination fees paid to the state for an applicant who is a military service member or military veteran whose military service,

training, or education substantially meets all of the requirements for registration.

- A state agency is also required to waive the license application and examination fees paid to the state for an applicant who is a military service member, military veteran or military spouse who holds a current license issued by another jurisdiction that has licensing requirements that are substantially equivalent to the requirements for registration in Texas.
- The adopted amendments to §7.10 incorporate the required fee waivers and ensure consistency between the Board's rules and legislative enactments.

Agency: Texas - Board of Architectural Examiners

Type: Final (Effective: 03/22/2016)

Action Text: Adopted Rules - [Register Entry](#)

Full Text: Adopted Rules - [Full Text](#)

Citation: 22 TAC 1.22, 1.29

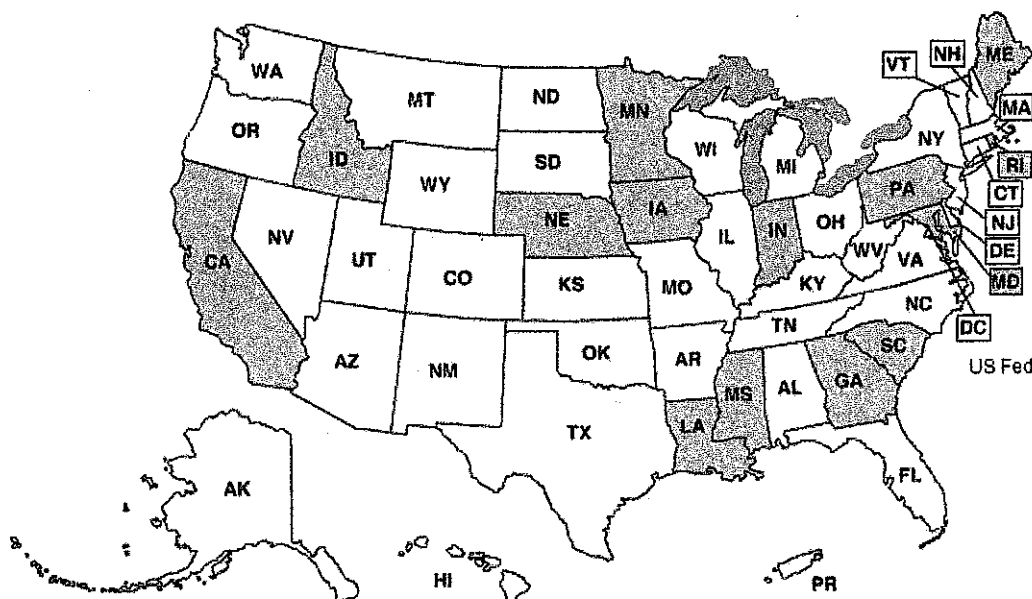
Description: Architects

Register: [Texas Register, Volume 41 Number 12 - 03/18/2016](#)

Summary:

- Final rule changes for 22 TAC 1.29, 1.22, 1.69
- 22 TAC 1.29 - the Board amends §1.29, relating to Registration of a Military Service Member, Military Veteran, or Military Spouse. The proposed amendment modifies the definition of "active duty," "armed forces of the United States," "military service member," "military spouse," and "military veteran"
- 22 TAC 1.22 - the Board amends §1.22, relating to Registration of Architects by Reciprocal Transfer. The proposed amendment removes a provision relating to the expedited processing of an application filed by a military spouse.
- 22 TAC 1.69 – the Board amends 1.69, related to continuing education requirements by modifying the requirement for military service members granting an additional two years to complete the required CEH

NCARB



Legislation - March 2016
March 31, 2016

California 2015-2016

1 Bill

Number: CA [R] SB 1479 - Updated (Hearing 04/14/2016)

Sponsor: Professions and Economic Development

Title: Business and professions.

Abstract: An act to amend Sections 5092, 5094.3, 5550.2, 7074, 7844, and 7887 of the Business and Professions Code, and to amend Section 13995.1 of the Government Code, relating to business and professions.

Status: Set for hearing April 18. - 03/29/2016

Summary:

- Proposes to amend Sec. 3 Section 5550.2 of the Business and Professions Code to allow the board to grant eligibility to take the licensure exam for a candidate enrolled in a degree program accepted by NCARB that integrates the licensure degree experience and exam components required by this chapter
- Amends code to include IPAL

Georgia - Adnourned 2015-2016

2 Bills

Number: GA [R] HB 821 - Updated (Text 04/02/2016)

Sponsor: Rep. Al Williams (DEM-GA)

Title: ""Military Spouses and Veterans Licensure Act""; enact

Abstract: A BILL to be entitled an Act to amend Chapter 1 of Title 43 of the Official Code of Georgia Annotated, relating to general provisions applicable to professions and businesses, so as to require professional licensing boards and other boards to adopt rules and regulations implementing a process by which military spouses and transitioning service members may qualify for temporary licenses, licenses by endorsement, expedited licenses, or a combination thereof for each profession, business, or trade for which a license is issued; to provide a short title; to provide for related matters; to repeal conflicting laws; and for other purposes.

Status: House Sent to Governor - 03/30/2016

Summary:

- By July 1, 2017 each professional licensing board must adopt rules for a military spouses and transitioning service members to qualify for temporary license
- A license may be issued to an applicant who holds a license from another state where the licensing requirements are substantially equivalent, or
- Who has obtain a specialty while a service member which substantially meets or exceeds the requirements for licensure

Number: GA [R] HB 952 - Updated (Text 04/01/2016)

Sponsor: Rep. Chad Nimmer (REP-GA)

Title: ""Georgia Professional Regulation Reform Act""; enact

Abstract: A BILL to be entitled an Act to amend Title 43 of the Official Code of Georgia Annotated, relating professions and businesses, so as to enact the ""Georgia Professional Regulation Reform Act""; to provide for executive oversight of licensing boards; to establish state policy for the regulation of certain professions and businesses; to provide for legislative intent; to provide for definitions; to provide for related matters; to repeal conflicting laws; and for other purposes.

Status: House Sent to Governor - 03/30/2016

Summary:

- Provide executive oversight of licensing boards to ensure that the state's professional licensing boards are entitled to antitrust immunity
- The governor has the authority and duty to actively supervise professional licensing boards by:
 - Reviewing and approving or vetoing any rule before it is filed with the Secretary of State (if it is required to be filed)
 - Reviewing and approving or vetoing any rule that is challenged via an appeal to the governor
 - Approving, remanding, modifying, or reversing any action by a board that is:
 - Challenged via an appeal to the governor or submitted by a board
- Promulgate any rules or executive orders in order to effectuate the provisions of this Act; including rules or orders to the process, procedures, and timelines

Iowa 2015-2016

1 Bill

Number: IA [R] HF 2426 - Updated (Status 03/02/2016)

Sponsor: Rep. Dawn Pettengill (REP-IA)

Title: A bill for an act relating to regulation and supervision of executive branch administrative units that regulate a profession.

Status: Subcommittee, Pettengill, Stutsman, and Watts. H.J. 400. - 03/02/2016

Summary:

- Proposed bill adds new subsection to Sections 2A.4, 7E.1, and 13.2 of Code 2016 regarding executive supervision of units that regulate a profession
- Beginning January 1, 2018 the legislative services agency will review all legislation and administrative rules created or modified by executive branch administrative units that regulate a profession on a five year rotation schedule and submit an annual report to the general assembly
- Executive branch will provide active supervision over units that regulate professions to ensure that those units avoid liability under federal antitrust laws
- Attorney general will engage in active supervision of units that regulate professions to ensure a least restrictive regulatory approach. Units will be evaluated based on the following list of activities ranked from least to most restrictive:
 - Market competition regulations
 - Private certification requirements
 - A special private civil cause of action to remedy consumer harm
 - Deceptive trade practices regulations
 - Regulation of the process of providing the specific goods or services to consumers
 - Inspection requirements
 - Bonding or insurance requirements
 - Registration requirements
 - Government certification requirements
 - Professional licensure requirements
- Defines 'active supervision' as approval, modification, or rejection of any of the following actions proposed by an executive branch administration unit that regulates a profession:
 - Any disciplinary action against a person authorized to practice the profession
 - Adoption of a new, or an amendment to an existing, rule or policy
 - Conducting investigations and cooperating with legislative services agency to perform the duties described in the new subsection of the code

Idaho - Adjourned 2016

1 Bill

Number: ID [R] H 366 - Updated (Status 03/29/2016)

Sponsor: BUSINESS COMMITTEE

Title: Arch examiners board, compensation

Abstract: ARCHITECTURAL EXAMINERS BOARD - Amends existing law to revise board compensation provisions.

Status: Reported Signed by Governor on March 23, 2016 Session Law Chapter 154 Effective: 07/01/2016 - 03/23/2016

Summary:

- Proposes to amend Section 54-312 of ID Code related to board compensation
 - Each member is compensated according to provisions of 59-509 (o) of ID Code:
 - Members receive an honorarium of \$75 per pay and reimbursed for actual and necessary expenses subject to limits in Section 67-2008 (determination of rate of allowance)

Indiana - Adjourned 2016**1 Bill****Number:** IN [R] SB 219 - Updated (Status 03/30/2016)**Sponsor:** Sen. Susan Glick (REP-IN)**Title:** Expedited licenses for military spouses.

Abstract: Expedited licenses for military spouses. Requires certain profession and occupation boards (boards) to adopt rules that establish procedures to expedite the issuance or renewal of a license, certificate, registration, or permit to a military spouse whose husband or wife is assigned to a duty station in Indiana. Repeals superseded provisions that allowed (but did not require) the boards to adopt expedited issuance and renewal rules. Provides that any rules adopted under the repealed statutes remain effective until the board adopts a rule that supersedes the original rule in whole or in part.

Status: Public Law 94 - 03/22/2016**Summary:**

- Requires certain profession and occupation boards to adopt rules that expedite initial and renewal license, certificate, registration, or permit to a military spouse and repeals superseded provisions that allowed, but did not require boards to adopt expedited initial and renewal rules

Louisiana 2016**2 Bills****Number:** LA [R] HB 472 - Updated (Status 04/20/2016)**Sponsor:** Rep. Reid Falconer (REP-LA)**Title:** ARCHITECTS: Provides relative to the Louisiana Architecture Education and Research Fund (EG SEE FISC NOTE SG EX See Note)**Status:** Received in the Senate. Rules suspended. Read first time by title and placed on the Calendar for a second reading. - 04/19/2016**Summary:**

- Introduced bill would establish Louisiana Architecture Education and Research Fund to better prepare students for internships and future careers as architects through awards to universities in LA accredited by NAAB
- Board may use up to 10% of license renewal and delinquent fees each fiscal year for fund
- Funds may be used for one or more of the following:
 - Integration of practice and education in NAAB degree curriculum
 - Implementation of a path of licensure resulting in license at time of graduation from NAAB program (IPAL)
 - Facilitation of enrollment and completion of requirements for NCARB IDP
 - Assistance for students and interns preparing for ARE

- Methods for raising awareness of architect responsibilities pertaining to health, safety, and welfare
- Accredited university architectural program may submit annual proposal and budget
- Board will submit annual report to legislative oversight committee regarding allocation of funding

Number: LA [R] HB 532 - Updated (Text, Status 04/20/2016)

Sponsor: Rep. Reid Falconer (REP-LA)

Title: ARCHITECTS: Provides relative to the powers and authority of the Louisiana State Board of Architectural Examiners (EG INCREASE SG RV See Note)

Status: Read third time by title, amended, roll called on final passage, yeas 93, nays 5. The bill, having received two-thirds vote of the elected members, was finally passed, title adopted, ordered to the Senate. - 04/19/2016

Summary:

- Proposed bill amends sections related to authority of Board of Architectural Examiners
- Board may determine fee, no higher than \$300, to charge any corporation, professional, architectural corporation, architectural-engineering corporation or partnership, limited liability partnership, limited liability company, or sole proprietorship seeking to obtain a certificate to practice (unless exempted from fee)
 - Same groups must pay annual renewal fee determined by board (not to exceed \$300)
- Delinquency fee must be paid at any time after June in the year the fee first became due

Maryland - Adjourned 2016

1 Bill

Number: MD [R] SB 1083 - Updated (Status 04/09/2016)

Sponsor: Sen. Joan Conway (DEM-MD)

Title: Secretaries of Principal Departments - Supervision and Review of Decisions and Actions by Units Within Department

Abstract: Requiring the secretary of each principal department to be responsible for the supervision of units of State government within the jurisdiction of the secretary that are composed of individuals participating in the occupation or profession regulated by the units; requiring the secretary to adopt regulations for the supervision of those units for specified purposes; etc.

Status: House - Hearing 4/11 at 1:00 p.m. - 04/08/2016

Summary:

- Would grant Secretary of Health and Mental Hygiene authority to disapprove or modify certain decisions or actions by boards or commissions within Department whose members in whole or in part participate in the occupation or profession the board/commission regulates
- Done so in order to:
 - prevent unreasonable anticompetitive actions by the board

- determine whether the decisions or actions of the board are clearly articulated state policy

Maine 2015-2016**1 Bill****Number:** ME [R] LD 1598 - Updated (Text 04/20/2016)**Title:** An Act To Amend Procedures for the Licensing of Architects and Foresters**Status:** PASSED TO BE ENACTED - Emergency - 2/3 Elected Required, in concurrence. - 03/16/2016**Summary:**

- Proposed act amends procedures for licensing architects by removing the 3 years of practical experience requirement and authorizing the State Board for Licensure of Architects, Landscape Architects and Interior Designers to create a rule which specifies the amount of practical experience under the supervision of an experienced architect or architects that an applicant for licensure as an architect must complete before obtaining a license

Minnesota 2015-2016**1 Bill****Number:** MN [R] SF 3311 - Updated (New 03/29/2016)**Sponsor:** Sen. Scott Newman (REP-MN)**Title:** Oversight of state occupational regulations; office of supervision of occupational boards' disciplinary actions creation**Status:** Referred to State and Local Government - 03/29/2016**Summary:**

- This bill calls for an act providing oversight of state occupational regulations; primarily enforcement of disciplinary actions
- Calls for the Office of Administrative Hearings to establish the Office of Supervision of Occupational Boards' Disciplinary Actions to actively supervise state occupational boards to ensure compliance; this Office will evaluate enforcement actions and exercise control over each board by reviewing and approving enforcement actions that are consistent with section 214.001
 - Office will review, approve, or reject proposed enforcement with respect to licensed or unlicensed practice
- Includes new section calling for the Legislative Coordinating Commission to study and report on matters related to the economic effects of existing and proposed occupational regulations on the availability of service providers to and employment opportunities for members of economically underprivileged classes and racial minorities
- Legislative Coordinating Commission will establish an analyst position to analyze occupational regulations to ensure they are compliant and consistent with this section
 - Analyst will determine if legislation meets the state policy of using the least restrictive regulation necessary to protect consumers from harm

Mississippi 2016**1 Bill**

Number: MS [R] SB 2899 - Updated (Status 04/17/2016)

Sponsor: Sen. Eugene Clarke (REP-MS)

Title: Appropriation; Architecture, Board of.

Abstract: AN ACT MAKING AN APPROPRIATION OF SPECIAL FUNDS TO DEFRAY THE EXPENSES OF THE STATE BOARD OF ARCHITECTURE AND LANDSCAPE ARCHITECTURE ADVISORY COMMITTEE FOR FISCAL YEAR 2017.

Status: (S) Conference Report Adopted - 04/17/2016

Summary:

- Proposed act appropriates special funds (\$356,720) to defray the expenses of the State Board of Architecture and Landscape Architecture Advisory Committee in fiscal year 2017
- The Board must maintain complete accounting and personnel records related to expenditures of all funds
- Whenever two or more bids are received by this agency for the purchase of commodities or equipment the Mississippi Industries for the Blind shall be given preference

Nebraska 2015-2016

1 Bill

Number: NE [R] LR 546 - Updated (Text, Status 04/01/2016)

Sponsor: Sen. Tommy Garrett (NON-NE)

Title: Interim study to examine whether Nebraska's occupational licensing boards are exposed to liability under antitrust laws

Status: Referred to Judiciary Committee - 04/01/2016

Summary:

- Interim study to examine whether Nebraska's occupational licensing boards are exposed to liability under antitrust laws

Pennsylvania 2015-2016

1 Bill

Number: PA [R] SB 1170 - Updated (New 03/23/2016)

Sponsor: Sen. David Argall (REP-PA)

Title: An Act establishing the Pennsylvania Neighborhood Restoration Act; and providing for powers and duties of the Department of Community and Economic Development.

Status: Referred to COMMUNITY, ECONOMIC AND RECREATIONAL DEVELOPMENT - 03/22/2016

Summary:

- Proposed act establishes the Pennsylvania Neighborhood Restoration Act to encourage qualified applicants to provide eligible architectural services to blighted properties in impoverished areas and to work with community design centers

Rhode Island 2016

1 Bill

Number: RI [R] H 7778 - Updated (Status 03/26/2016)

Sponsor: Rep. Jan Malik (DEM-RI)

Title: AN ACT RELATING TO BUSINESSES AND PROFESSIONS (Makes it easier for military service members and their spouses to obtain certifications and licenses issued by the department of labor and training.)

Status: Committee recommended measure be held for further study - 03/24/2016

Summary:

- Introduced act would make it easier for military service members and their spouses to obtain certifications and licenses issued by the department of labor and training
 - Member of armed forces or reserves, national guard, or navy education, training, or service toward the qualifications to receive license
 - Director of licensing boards must develop a procedure to expedite licensure
 - Department must establish a procedure to expedite licensure for spouse of a member of the military (subject to a transfer to RI)

South Carolina 2015-2016

1 Bill

Number: SC [R] S 1177 - Updated (Text, Status 04/15/2016)

Sponsor: Sen. Thomas Alexander (REP-SC)

Title: Architects

Abstract: A BILL TO AMEND SECTION 40-3-20, CODE OF LAWS OF SOUTH CAROLINA, 1976, RELATING TO DEFINITIONS CONCERNING THE PROFESSIONAL LICENSURE OF ARCHITECTS, AND TO AMEND SECTION 40-3-230, RELATING TO TRAINING REQUIREMENTS FOR THE PROFESSIONAL LICENSURE OF ARCHITECTS, BOTH SO AS TO REPLACE REFERENCES TO THE ""INTERN DEVELOPMENT PROGRAM"" WITH REFERENCES TO THE ""ARCHITECTURAL EXPERIENCE PROGRAM""; AND TO AMEND SECTION 40-3-240, RELATING TO REQUIREMENTS FOR TAKING THE ARCHITECTURAL REGISTRATION EXAMINATION, SO AS TO REPLACE REQUIREMENTS CONCERNING PARTICIPATION IN THE INTERN DEVELOPMENT PROGRAM WITH REQUIREMENTS CONCERNING PARTICIPATION IN THE ARCHITECTURAL EXPERIENCE PROGRAM OR CERTAIN PROGRAMS SANCTIONED BY THE NATIONAL COUNCIL ON ARCHITECTURAL REGISTRATION BOARDS.

Status: Senate - Committee report: Favorable Labor, Commerce and Industry (Senate Journal-page 7) - 04/14/2016

Summary:

- Proposes amendment to eligibility requirements for examination to allow for implementation of IPAL
- Proposed bill replaces references to the intern development program (IDP) with references to the architectural experience program (AXP)
- Applicants for licensure must be enrolled and actively participating in AXP or be a student actively participating in an NCARB accepted IPAL option within an NAAB accredited program

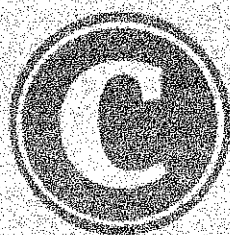
Totals

16 Bills

Patterson, Kathryn

From: Albizo, Joel <jalbizo@clarb.org>
Sent: Wednesday, April 06, 2016 2:37 PM
To: Patterson, Kathryn
Subject: CLARB Communique: Defending Your Ability to Protect the Public Through Common-Sense Regulation

To view this email as a web page, go [here](#).



CLARB Communique

From Chief Executive Officer Joel Albizo

My last post described our three-pronged approach to supporting regulation (licensure) and the regulator (your Board): Defend. Adapt. Innovate. This communique will focus on our efforts to defend your ability to protect the public through common-sense regulation.

A New Kind of Stress

The profession fought long and hard to establish licensure in all 50 U.S. states, three Canadian provinces and Puerto Rico to ensure that the public is protected from the harm of incompetent practice. And while licensure is broadly established, it sometimes feels like its base is a mile wide and an inch deep. And because Boards like yours are on the front lines of enforcing regulations in an unfriendly environment, explaining or justifying licensure to the uninformed, skeptical or downright hostile, it can and does pose an additional burden.

As noted in my last post, licensure threats aren't new or unique. What's different is the stress level that seems to be accompanying these developments. A quick check of our informal "regulatory stress index" shows that 11 member jurisdictions have active issues with seven seen as detrimental to public protection including deregulation. And while we've seen some big "saves" recently (Arizona and North Carolina come to mind), we can't escape the feeling that the foundation for regulation is being questioned/scrutinized and gradually eroded or reshaped.

Foundational Principles

Our actions in defense of regulation are informed by the following principles, which are grounded in our organizational values:

- The public interest (health, safety and welfare) is served by common-sense regulation. Its absence harms the public.
- We should collaborate, whenever possible, to maintain focus on what we do best and leverage what others do best. We all have our unique talents, strengths and weaknesses and no one of us is better than all of us.
- We also respect the sovereignty of member jurisdictions and the Boards' boundaries and preferences related to political advocacy. The 10th Amendment is clear on the first point and the second point is a practical reality.

Three Key Areas of Focus

Our current approach is based on three areas of focus, summarized below. You should expect to see and hear more about each of these over the year in various ways, including our monthly email newsletter, "In the Know" webcasts, Facebook and Twitter, and at the Annual Meeting.

Action	Why	What	How
Collaborate with ASLA and licensure association peers	Concentrate a broader range of talent and influence in support of common-sense regulation	Increased engagement with ASLA licensure team, <u>Federation of Associations of Regulatory Boards</u> (FARB)	Joint intelligence gathering and sharing, coordination of efforts with ASLA, participation on FARB board and advocacy committee
Strengthen the case for licensure (HSW)	We need a more contemporary and persuasive appeal to policymakers and influencers	A collaborative effort between CLARB, ASLA and Boards to identify and realize opportunities that recognize each other's strengths and focus	A pilot project involving CLARB, ASLA (national and local chapter) and the Ohio Board of Landscape Architects
Enhance the L.A.R.E.	Defend licensed scope of practice	Regular reassessments and validation of critical knowledge, skills and abilities, continuous enhancement of the exam	Global validation of landscape architecture tasks recognizing the implications of international practice, refinement of industry leading testing practices

A Seat on FARB's Advocacy Committee

A new, mutually-beneficial development is our increased engagement with FARB, an association of regulatory board associations like CLARB, NCARB, etc. This organization represents the gamut of professions from landscape architecture to accounting and medicine and, thanks to leadership from NCARB, is expanding its focus on advancing the public protection mission of its members to proactively working to promote common-sense regulation.

NCARB has contributed a senior executive to help "stand up" this activity and FARB has created an advocacy committee, of which I am a member. Our first meeting is at the end of March and I look forward to contributing to the team's effort and bringing valuable new insights and opportunities to our Member Board Executive (MBE) community.

Critical Boundaries

Of course, there are limits to what we can-and should-do. We can't lose focus on the public interest served by regulation. We must not abandon our "core." We shouldn't ignore our own limitations (and other's talents). And we cannot and will not cross the line and presume to know how best to protect the residents of any single jurisdiction.

While defending licensure is vital, we must also adapt to the changes in society, the profession and even within the regulatory community itself. I'll leave you with this quote as a preview of our

next post.



"The measure of intelligence is the ability to change." -- Albert Einstein

Joel



This email was sent to: **Kathryn.patterson@state.sd.us**

This email was sent by: Council of Landscape Architectural
Registration Boards
1840 Michael Faraday Drive, Suite 200 Reston, VA 20190 USA

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Press Release

April 13, 2016
FOR RELEASE: IMMEDIATELY

MEDIA CONTACT:
Samantha Miller
202/469-4866
smiller@ncarb.org

NCARB Hosts Training Workshop to Prepare Test Prep Providers for ARE 5.0

NCARB ramps up awareness for the new exam with first-time prep vendor outreach.

Washington, DC—In a continued effort to help aspiring architects prepare for the new licensing exam, the National Council of Architectural Registration Boards (NCARB) invited for-profit test prep providers to the first ever examination workshop in Washington, DC. Over two days in March, 16 individuals representing nine leading companies learned about the next version of the Architect Registration Examination® (ARE®), ARE 5.0, which launches in late 2016.

“This workshop marks the beginning of a new effort to better inform test prep providers so they are providing timely and correct information for customers taking the new ARE 5.0,” said NCARB CEO Michael Armstrong. “The goal is to help companies develop materials that accurately reflect ARE 5.0’s content, and most importantly, help candidates succeed.”

Test prep companies in attendance included:

- Amber Book
- Amstar Engineering, Inc.
- Architect Exam Prep
- ARE Prep
- Black Spectacles
- Brightwood Architecture Education (formerly Kaplan Architecture)
- NALSA
- PREPARE, Inc.
- Young Architect

Attendees received in-depth training on ARE 5.0’s structure and [Test Specification](#), new question types and case studies, and the content on each division. NCARB also shared the guidelines its various volunteer committees use to develop, write, and assess new exam questions.

“NCARB works with hundreds of architect volunteers to develop the exam, using established rules to guide the development of each question,” said Director of Examination Jared Zurn, AIA, NCARB. “By sharing these guidelines, test prep providers can write sample questions that mimic what candidates may see on the exam.”

NCARB has begun the final stages of ARE 5.0 development and will continue to work with test prep providers in the coming months. Companies unable to attend the workshop can be provided with resources upon request.

For more information about ARE 5.0 visit www.ncarb.org/ARE5.

Press Release

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About NCARB

The National Council of Architectural Registration Boards' membership is made up of the architectural registration boards of all 50 states as well as those of the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands. NCARB assists its member registration boards in carrying out their duties and provides a certification program for individual architects.

NCARB protects the public health, safety, and welfare by leading the regulation of the practice of architecture through the development and application of standards for licensure and credentialing of architects. In order to achieve these goals, the Council develops and recommends standards to be required of an applicant for architectural registration; develops and recommends standards regulating the practice of architecture; provides to Member Boards a process for certifying the qualifications of an architect for registration; and represents the interests of Member Boards before public and private agencies. NCARB has established reciprocal registration for architects in the United States and Canada.

Visit: www.ncarb.org

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FAST FACTS

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Regional Summit Recap

This issue of Fast Facts provides an overview of the 2016 Regional Summit that occurred March 10-12, 2016, in Savannah, GA.

MBE Workshop

Prior to the start of the 2016 Regional Summit, Member Board Executives (MBEs) from over 40 jurisdictions gathered for their annual MBE Workshop. Key sessions in this year's workshop included "State Reports,"—a report on key issues from each jurisdiction present—MBE roundtable discussions, and an interactive game in which participants were virtually introduced to NCARB staff and asked to complete an exercise identifying the key services offered by the Council to Member Boards.

The "State Reports" session proved to be very enlightening, as each MBE present was asked to report on successes, hot topics, and/or legislation in their jurisdiction. Several common topics emerged, including:

- Proposed legislation in response to the Supreme Court ruling on the *North Carolina Board of Dental Examiners v. Federal Trade Commission* case (see below for a summary of actions stemming from this decision);
- Implementation of the Integrated Path to Architectural Licensure Program (IPAL);
- Turnover in Member Board Members and Executives;
- Adoption of rule changes to implement NCARB programmatic changes; and
- Implementation of new licensing systems.

The roundtable discussions featured 10-minute conversations on topics identified by this year's MBE Committee. Topics included board communications strategies, authority and models for auditing continuing education, a review of the White House report on occupational licensing, employee recognition, and an overview of lean agile initiatives.

In concluding the Workshop, Kingsley Glasgow, MBE Arkansas State Board of Architects, Landscape Architects + Interior Designers, was elected to serve his third and final term as MBE Director on the FY17 NCARB Board of Directors.

New Member Board Member Orientation

Thirty new Member Board Members and Member Board Executives joined fellow MBEs, MBMs, and Council staff for a new Member Board Member orientation session. This interactive presentation and discussion, which was facilitated by seasoned Member Board Executives and Council staff, engaged new members in a training session on what it means to serve as a member of a state licensing board, defined the purpose and functions of state boards as well as the procedures they follow, and explained the role of Member Board Members and their relation to NCARB. The session concluded with an "NCARB 101" presentation, covering all programs, processes, and services offered by the Council to NCARB Member Boards, aspiring architects, and architects.

A copy of the presentation (with speaker notes) has been posted in the Registration Board section of the NCARB website and can be found [here](#). continued on page 2 ►

FY16 Draft Resolutions

Draft Resolutions for Member Board consideration were distributed to all Member Boards in early March and presented by Secretary Terry Allers at the 2016 Regional Summit in Savannah, GA, earlier this month. In response to a request received during the Summit, a copy of the resolutions presentation with speaker notes, along with a copy of the Resolutions document itself, can be found on the Registration Board site here.

As your board prepares to review the draft resolutions, we would like to give you some tips on navigating through them. While potentially almost a dozen resolutions will be forwarded for votes at the June Annual Business Meeting, this process won't necessarily be overwhelming. In part, the large number of resolutions is due to the final stages of program evolution coinciding with percolating issues reaching the voting point.

We will be hosting a series of feedback calls to provide you with additional opportunities to understand the intent of the resolutions, as well address any concerns regarding them. There will be one call in April and three additional opportunities to engage in May and June. Details about the dates and times of these calls will be distributed soon. We encourage you to try and join one of these calls if you have any questions or concerns.

Nearly all of the resolutions are related either to *Model Law* or *Certification Guidelines* and require an absolute majority (at least 28 member votes) to pass. Any amendment to the Bylaws requires a 2/3 vote, or 36 votes. To break things down further, the resolutions may be lumped into a few larger buckets:

- Stand-alone, "somewhat familiar" resolutions regarding the BEA revision and the MRA with Australia and New Zealand.
- "Update resolutions" relating to accommodating for ARE 5.0 within our existing policies.
- "Housekeeping resolutions" stemming from the Board's amendment of the *IDP Guidelines* to rename the IDP as the Architectural Experience Program (AXP) and eliminate the word "intern."
- "Response to request" resolutions addressing licensure for military families and emeritus status.

In addition to the feedback calls that will take place beginning in April, we are adding a new feature to this year's Annual Business Meeting related to the resolutions. Before regional caucuses, we will host a "Resolutions Forum." This plenary session is dedicated to affording delegates an opportunity to ask questions, review data, and hear the perspectives of other Member Boards. We hope this added step will allow a more focused discussion and minimize confusion during the actual voting. We will also be issuing a guide to clarify the authority voting delegates have to vote on amendments and generally perform their duties.

Outcomes in the Regulatory World Stemming from the NC Dental Board v. FTC Ruling

Attendees at the Regional Summit participated in a panel discussion featuring NCARB Attorney Ron Jacobs, Chair, Political Law Practice Group, Venable LLP; Louis Ling, Legal Counsel, Nevada State Board of Architects, Interior Designers and Residential Designers; Doug McCauley, MBE of the California Architects Board; and Dale Atkinson, Executive Director, Federation of Associations of Regulatory Boards, regarding actions and outcomes following the ruling on the North Carolina Dental Board v. FTC in February 2015.

For your reference, we have compiled a comprehensive PDF file that contains copies of key opinions and papers published following the ruling last February, as well as a summary of current pending legislation that is a direct fallout of this ruling. This document can be found on the Registration Board site [here](#).

2015 Member Board Survey

During day two of the Regional Summit, NCARB CEO Mike Armstrong delivered a presentation on the results of the 2015 NCARB Member Board Survey. As a reminder, this survey serves as an annual "NCARB Performance Review," which will assist in allocating resources, improving services, and demonstrating accountability to our members. A copy of Mike's presentation has been posted in the Registration Board site and can be found [here](#).

Regional Summit Meeting Evaluation

Regional Summit attendees are asked to take a few minutes to complete the [meeting evaluation](#). Feedback from meeting attendees is critical to the successful planning of future Council events. The MBE and Regional Leadership committees takes their responsibility of planning this meeting very seriously and would greatly appreciate your [open, honest responses](#).

2016 Annual Business Meeting Announcement

On March 25, 2016, a memorandum containing preliminary information about the upcoming Annual Business Meeting that will take place June 16-18, 2016 in Seattle, WA, was distributed to Member Board Chairs and Member Board Executives. This memorandum outlined information related to the funding NCARB will provide for delegates and Member Board Executives, as well as a tentative agenda for the meeting.

Member Board Chairs (MBC) and Executives also received a request to complete their official "Delegate Credentials" letter prior to **June 3, 2016**. The letter is used to identify delegates attending the Annual Business Meeting and establish who will serve as the voting delegate for your Member Board. If you are an MBC or MBE and did not receive this email, please contact Nefertari Carver at ncarver@ncarb.org.



NCARB

An official meeting announcement will be distributed to all Member Board Members and Executives in early April. Please keep your eye out for this very important invitation containing links to the registration system. We hope to see many of you in beautiful Seattle this June!

NCARB Roster Database

Last summer we launched an enhanced database where we track Member Board Members and their staff as part of our continuing effort to streamline and improve our tools and services. This password-protected directory is designed to provide all Member Board Members and Member Board Executives with a complete, accurate, and up-to-date directory of every jurisdiction's Board Members. The new database also comes with an enhanced group mail feature that allows you to communicate with members of your board, other boards, regions, and NCARB committees, as well as a photo directory of all Member Board Members.

As we gear up for the 2016 Annual Business Meeting, we need your help to ensure the integrity of the data in our system. Please take a minute to login to the [Roster database](#) to explore its new functionalities and verify your contact information. If we don't have a photo of you, you can upload a professional headshot to your profile. (You must use [Google Chrome](#) and upload any image file under 10MB.)

In the coming weeks, we will be sending an email to all Member Board Executives asking that they validate their board's roster in our database. MBEs should be on the lookout for this request. If you need help accessing the Roster section of our website or would like to update your board's information, please do not hesitate to contact Nefertari Carver, Manager, Council Relations, at ncarver@ncarb.org

Fast Facts is a monthly Member benefit distributed via email that includes updates and information from the Council Board of Directors and the eight office directorates. If you have any questions and/or suggestions regarding Fast Facts, please contact Derek Haese at dhaese@ncarb.org.



COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

Member Board E-News

April 2016

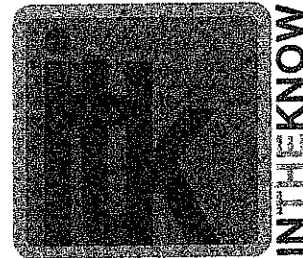
Important Dates and Reminders

- (Today) April 21 -- "In the Know" webcast at 3 p.m. EDT
- May 2 -- Registration opens for the August L.A.R.E. administration
- May 9 -- Annual Meeting registration opens
- May 19 -- "In the Know" webcast at 3 p.m. EDT
- May 24 -- April L.A.R.E. administration results available for boards
- May 26 -- April L.A.R.E. administration results available for candidates

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

Today at 3 p.m. EDT: Embracing a Consistent Practice of Foresight; Next Month, Empowering Boards to Fill Vacancies

Today, April 21 at 3 p.m. EDT: Embracing a Consistent Practice of Foresight



While foresight may not be high on our list of daily tasks, after this webcast, we'll all feel a greater sense of awareness -- and urgency -- about some big changes that are happening and how they might inform our thinking and actions. Jeff De Cagna, our guest presenter, will share why a consistent practice of foresight matters and how it can help you and your colleagues make sense of, make meaning around and make good decisions about the future. Jeff is fond of saying, "The future will not cooperate. It will not negotiate. It will not wait."

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.

Filling board vacancies remains a challenge. During the May webcast, you'll hear about and discuss the various processes currently being used to fill board vacancies and orient new board members. Also, share your thoughts about how your board could be better empowered in the future to fill vacancies. Mark your calendar now and stay tuned in May for access details!

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.

Task Analysis Deadline Extended to April 25

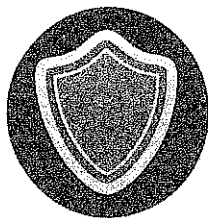
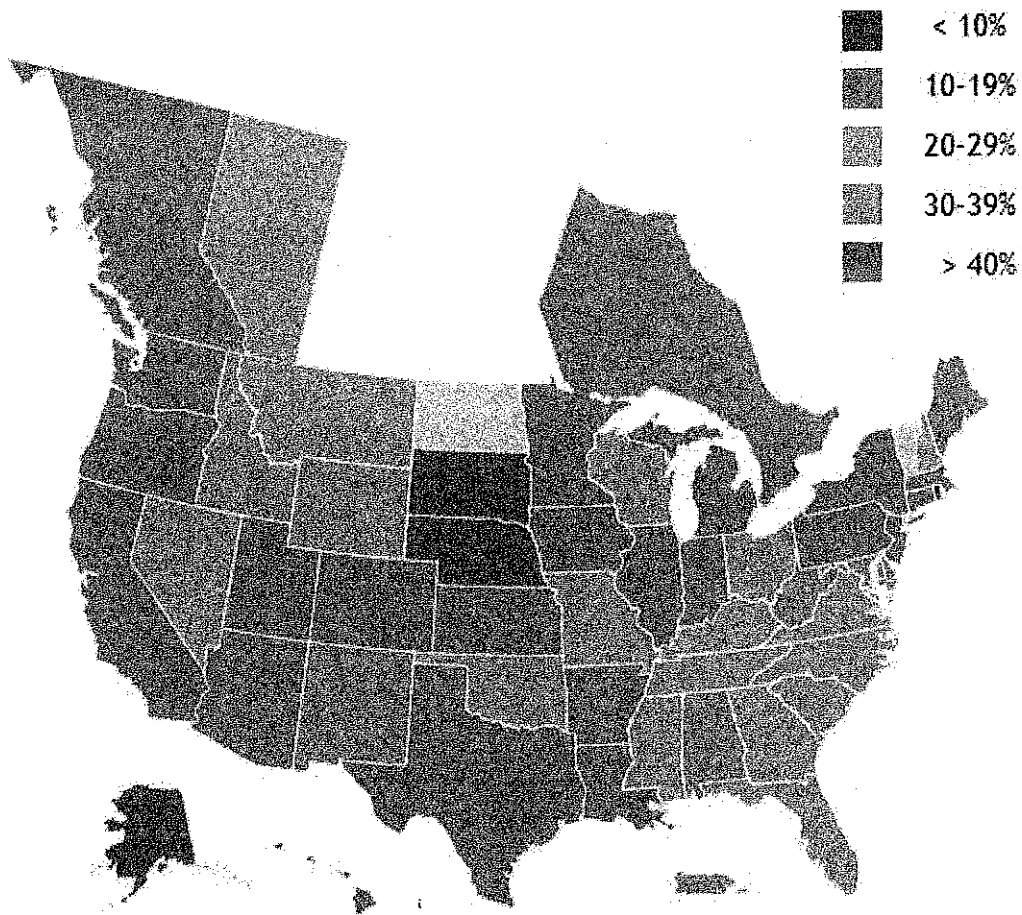
The licensure task analysis survey deadline has been extended through Monday, April 25. There's still time to help promote survey participation to your licensees. See how your jurisdiction ranks among other members in the graphic below.

If you're a landscape architect, don't forget: if you complete the survey, you'll be entered to win one of five \$250 USD Visa gift cards. It should take about 30 minutes and you can stop and return to it later by using the same link and device to access the survey (just be sure to have cookies enabled and click "next" to save responses).

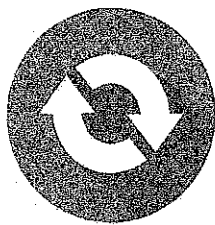
[Learn more](#) about the task analysis or [complete the survey](#) now.

North American Task Analysis Participation

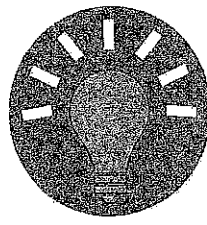
Percentage of each jurisdiction's licensees that have responded to the survey.



defend



adapt

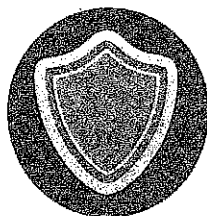
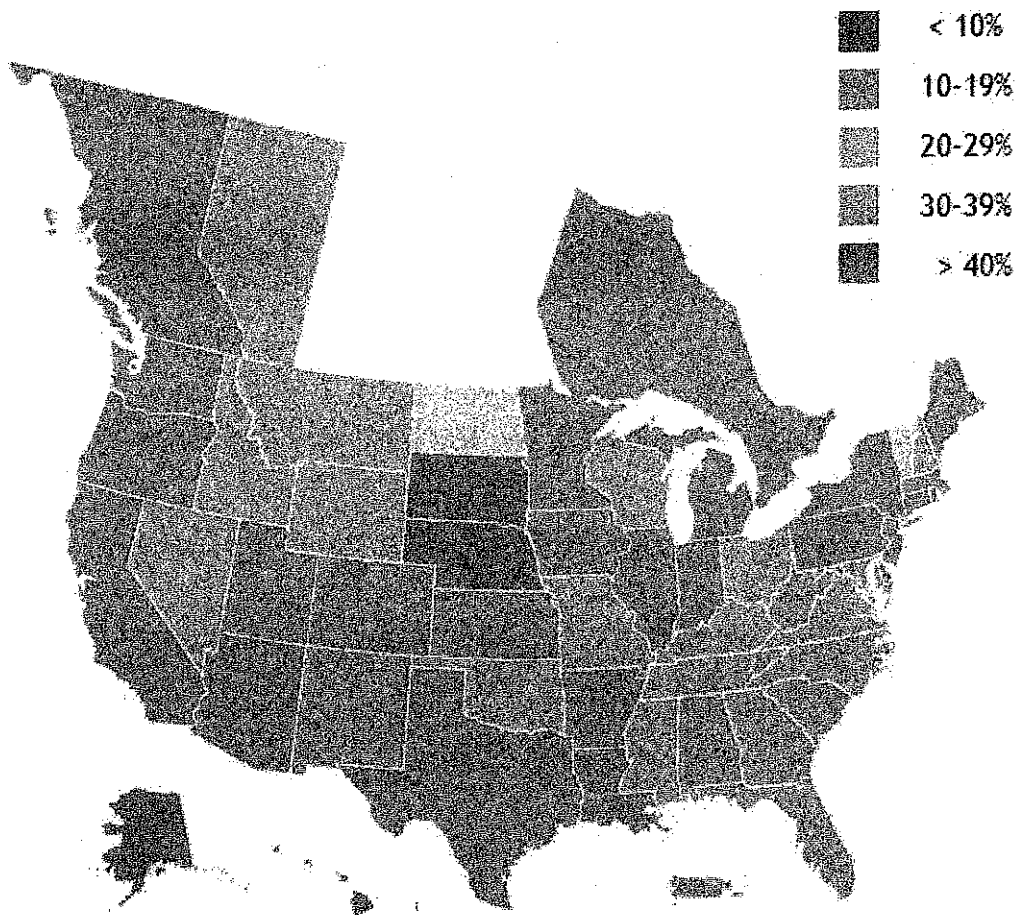


innovate

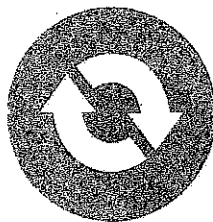
2016 Annual Meeting
September 22-24
Philadelphia

North American Task Analysis Participation

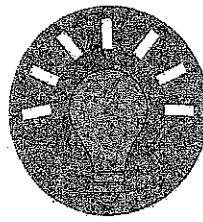
Percentage of each jurisdiction's licensees that have responded to the survey.



defend



adapt



innovate

2016 Annual Meeting
September 22-24
Philadelphia

A Sneak Peek of the Annual Meeting

Annual Meeting planning is underway with registration opening on Monday, May 9. This year's schedule is designed to help you defend licensure, adapt to the current regulatory environment and help show how we are innovating for our future.

Get this year's meeting on your calendar now because you won't want to miss these stand-out sessions:

- **Trends in Regulation:** Get a big picture view of regulation across regulated professions, not just landscape architecture. A representative from the Federation of Associations of Regulatory Boards (FARB) will share what trends and issues FARB members are reporting.
- **Model Law Update:** CLARB is working to update the Model Law. Take part in an interactive, problem-solving discussion about how the Model Law might be updated to strengthen regulation and help keep boards relevant.
- **Task Analysis Results:** You'll want to stay until the very end of this year's meeting to attend the in-depth information session about the Task Analysis results. CLARB's Psychometrician will present the findings from this year's survey and how/if the exam will be impacted.

Stay tuned in May for more information including how to register. If you need justification for attending the meeting prior to May 9, contact Missy Sutton (msutton@clarb.org; 703-949-9466).

Albizo Named to FARB Advocacy Committee

Chief Executive Officer Joel Albizo was recently named to the newly-formed advocacy committee of the Federation of Associations of Regulatory Boards (FARB). The committee will play a key role in the organization's effort to add an informed, rational and persuasive voice to the ongoing policy debate on professional regulation. Last year's North Carolina State Board of Dental Examiners v. FTC decision complicated this conversation by creating uncertainty around precisely what constitutes "active state supervision" and what board actions may actually constitute an antitrust violation.



While the committee has begun work on a comprehensive action plan to make this happen, FARB has stepped up its efforts in the advocacy arena to address new challenges and opportunities. Most recently the organization provided helpful support to licensure challenges in Arizona and North Carolina, by underscoring the Constitutional responsibility and ability of states to protect the public through regulation and the unique, demonstrated benefits of boards made up of volunteer regulators.

"It feels a little like drinking from a fire hose at this point," said Albizo, "but it's an indication of the need for leadership and support in this area." He believes that the organization will quickly focus on the best approach to "advance the cause of responsible and efficient regulation in the public interest."

UPCOMING L.A.R.E. DATES



Registration
Open for the
August
Administration



April Exam
Results
Available



Exam
Administration

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 NCARB Board of Directors and Executive Committee conducted their spring meeting in South Carolina from April 20-23. The sessions addressed a range of issues including fee adjustments, formalization of resolutions for the Annual Business Meeting (ABM), engagement with leaders of the American Institute of Architecture Students (AIAS), discussion on adding new benefits to the NCARB Certificate, next steps to address Member Board diversity, and NCARB's role regarding resilience and sustainability.

Fee Changes

The Board approved recommendations from the Executive Committee to:

- Accept partial payment of the Illinois Board's dues via a third party vendor hired by the state to resolve the impacts of their budget stalemate.
- Establish a line of credit to allow options for future borrowing to underwrite special projects.
- Eliminate dossier fees for the Broadly Experienced Architect (BEA) and Broadly Experienced Foreign Architect (BEFA) programs.
- Scale back the initial discount for newly licensed architects who apply for an NCARB Certificate from three years to one year.

2016 ABM Resolutions

The Board reviewed the 10 draft resolutions submitted and discussed by the Member Boards at the Regional Summit in March, along with an additional resolution proposal from Region 6 regarding the authority to amend the experience guidelines. After conducting their review, the Board voted to formally move nine of the 10 draft resolutions to formal status with endorsement from the Board at the ABM. While the Region 6 resolution will be forwarded for an ABM vote, a majority of the Board voted against supporting the proposal.

After discussing feedback from regions and Member Boards, the Board voted to table a resolution that would have amended *Model Law* to remove "intern-architect" or "architect-intern" as recognized titles for licensure candidates. Instead, President-elect Kristine Harding indicated that she would be forming a "Model Law Task Force" to review existing content and assess the purpose and role of *Model Law* for NCARB and its Member Boards.

Resolutions that will be forwarded to the ABM include proposals to:

- Update *Certification Guidelines* to reference the upcoming ARE 5.0.
- Update *Certification Guidelines* to reflect the December 2016 title changes of the Intern Development Program (IDP) to the Architectural Experience Program (AXP), as well as the Intern Committee to Experience Committee.
- Adopt a new Mutual Recognition Arrangement for licensure in Australia and New Zealand, and reciprocity for those foreign licensees in the United States.
- Establish an "Architect Emeritus" *Model Law* definition.
- Propose *Model Law* guidance for licensure candidates with military service.
- Amend the *Certification Guidelines* to streamline the process for addressing education deficiencies when qualifying for an NCARB Certificate (currently known as the BEA Program).
- And, as proposed by Region 6, move authority to amend "substantive programmatic changes" of the experience program from the Board of Directors to the full membership.

Member Board Members, including ABM registrants, will receive a formal notice of all resolutions and their updated statements of support. NCARB plans to hold several informational teleconference meetings so Member Board Members can learn more about each resolution and its rationale. The ABM will also feature a new "resolutions forum" to provide the entire conference with the opportunity to ask questions from volunteer leaders and staff involved in the development of the resolutions.

AIAS Engagement & Certification Benefits

The Board also hosted leaders from AIAS to learn more about AIAS programs and address their relevance to the NCARB mission and membership.

A session regarding review and discussion of future benefits to the NCARB Certificate included intern and architect survey data and feedback from the work of committees on a joint charge to provide ideas and concepts for further development.

Diversity and Resilience

The meeting also provided a forum for discussing potential future actions related to diversity and resilience. The Board reviewed feedback from the Procedures and Documents Committee regarding the feasibility of a *Model Law* provision encouraging diversity on Member Boards. While the Board concluded that would not be an effective vehicle to influence the gubernatorial appointment process, they did decide to pursue ongoing discussion with influential organizations that could impact the appointment process.

In addition, the Board discussed a white paper regarding past and current efforts to include resiliency and sustainability within the NCARB portfolio of programs. Acting upon a request from Region 2, President-elect Harding plans to organize a work group to explore how these issues could be further addressed within the context of NCARB's mission, such as potential exam questions and experience requirements.

Patterson, Kathryn

From: Gina Spaulding <wcarb@msn.com>
Sent: Sunday, May 01, 2016 2:43 PM
Subject: Region 6 Resolution re IDP/AXP for Consideration by Member Bds at June 2016 NCARB ABM

Please forgive the length of this email)

Dear Member Board Executives:

Greeting from Region 6! We are looking forward to seeing many of you at the upcoming NCARB Annual Business Meeting (ABM) in Seattle, Washington; one of the twelve jurisdictions in Region 6. The beautiful state of Washington is looking forward to showcasing its awesome city and state and we all look forward to sharing time during the meeting with many of you, our colleagues and friends, as well as having the opportunity to discuss the future of the architectural profession and the many other mutual concerns we all collectively share.

During the recent Regional Summit in Savannah, a proposed resolution emerged within our Region for consideration, discussion, debate and a vote at the June 2016 NCARB ABM. Since the Regional Summit, Region 6 has been working to craft the resolution language and statement of support. The topic of the Region 6 resolution is to return the authority back to the Member Boards to vote on programmatic changes (not administrative changes) to the IDP, soon to be titled the AXP. The resolution will require a change to the NCARB *Certification Guidelines*.

It is important to note that Region 6 is not proposing to undo any of the recent changes to the IDP, but is looking to have the member board members who actively supervise the interns and emerging professionals have the ability again to participate in the discussions, decisions and be able to vote when it comes to the programmatic portions of the IDP as we collectively move forward, rather than just having the NCARB Board of Directors make those decisions on behalf of the Member Boards.

Because we know that this resolution was not available when NCARB pushed out the draft resolutions in late February to the Member Boards for review and you have not yet seen it, Region 6 is taking this opportunity to give all the Member Boards advance notice that this proposed resolution will be included in the packet of resolutions to be voted on when NCARB distributes them next week, and to also provide an explanation of the intent of the Region 6 resolution.

Please note that we will have representatives from Region 6 participating on the Resolutions webinars that NCARB will be holding in the near future available to answer any questions, but please feel free to reach out to our Region 6 Chair, Jim Oschwald

(jim.oschwald@gmail.com), the Region 6 Executive Committee or myself with any questions or comments you may have.

INTENT OF THE REGION 6 RESOLUTION AND LANGUAGE IN THE SPONSORS' STATEMENT OF SUPPORT FOR RESOLUTION 2016-10:

NCARB members are the legally constituted architectural registration boards of the 50 states, the District of Columbia, Guam, Puerto Rico, and the U.S. Virgin Islands.

The core mission of each architectural registration board is to protect the health, safety, and welfare of its citizens through the regulation of the practice of architecture. Each jurisdiction is charged with ensuring that current and future architects meet the requirements set forth in statutes and rules, as established by its legislature. In general, each jurisdiction has established educational, experience and testing requirements to confirm that applicants for licensure are competent to achieve the core mission values.

As Board Members, entrusted by our jurisdiction to safeguard our citizens, we assert that our voices must be heard through the voting process not only when advocating for improvements in licensure, but also when programmatic changes are being proposed to program requirements that affect achieving our core mission.

It is generally acknowledged that the NCARB Intern Development Program* is the recognized program to document the experience component of licensure that each of the Member Boards require, and that NCARB is the organization best positioned to administer the program efficiently and effectively for the Member Boards. Member Boards however must be active and responsible for the content of this program to be entrusted and accountable to their constituents.

Therefore, the Member Board Members of WCARB Region 6 are proposing Resolution 2016-10 "Certification Guidelines Amendment: Approval of Changes to Program Requirements for the Intern Development Program" for consideration by the full body of Member Boards at the 2016 Annual Business meeting. Resolution 2016-10 requires a majority vote of Member Boards for implementation of any programmatic changes to the current IDP (AXP) program as we collectively move forward.

In 2009, NCARB Resolution 2009-04 Handbook for Interns and Architects Amendment – Transfer the Intern Development Program Requirements to the IDP Guidelines was presented by the NCARB Board of Directors to the Member Boards and was approved unanimously at the annual meeting. The statement of support noted that like the ARE, the IDP content should align with the findings of the practice analysis, and therefore like the ARE the IDP should be promptly updated and revised as practice changes over time implying time is of the essence for both programs.

As we have experienced, the scale of time for the analysis, development and final approval of changes to either the ARE or the IDP is years not days, which allows Member Boards to have an active and informed voice into those discussions and, when relevant, the responsibility of voting to implement the changes desired. Therefore, we believe it is time and appropriate to return the authority for programmatic revisions to the IDP program to the Member Boards.

What this Resolution does:

- Returns the responsibility and accountability for authorizing programmatic changes to the IDP (AXP) program to the Member Boards by voting through the resolution process.

- Provides a voice for each Member Board to ensure a holistic approach to program changes/improvements.
- Encourages open communication, transparency and engagement with and between Member Boards, Regions and the NCARB Board of Directors and staff.

What this Resolution does not do:

- Hinder the NCARB Board of Directors or NCARB staff from providing leadership and advocacy for program improvements.
- Hinder the NCARB Board of Directors or NCARB staff from making administrative changes for the effective and efficient implementation of IDP/AXP.
- Slow the boat. This resolution is not a statement on the speed of change. It is a statement on the accountability of Member Boards to vet the content of change and to build a consensus for implementation.

Region 6 recommends that programmatic changes proposed by the NCARB Board of Directors to the IDP objectives and requirements be adopted and implemented by a majority vote of the Member Boards. We believe the ultimate responsibility and accountability for authorizing programmatic changes to the IDP (AXP) program lies with the Member Boards. Generally, time is not of the essence and revisions to IDP can await the needed discussion, debate, and revisions that the Member Boards bring to the regional and annual meetings.

(*The Architectural Experience Program, formerly known as the Intern Development Program or IDP).

We look forward to your discussions and input on this important resolution at the 2016 NCARB ABM in Seattle this June. Thank you for your consideration, and again, please do not hesitate to let us know if you have any questions, concerns or comments.

Thank you.

Gina

Gina Spaulding, Executive Director
 WCARB, Region 6
 2657 Windmill Parkway, Ste. 601
 Henderson, NV 89074
 Cell phone: (702) 461-9986
 Email: wcarb@msn.com Web: www.wcarb.com

Patterson, Kathryn

From: Council Relations <council-relations@ncarb.org>
Sent: Tuesday, May 10, 2016 9:40 AM
To: Council Relations
Cc: Hillegas, Kathy; Haese, Derek
Subject: Upcoming Implementation of NCARB Programs - Survey
Attachments: FastFacts_May2016.pdf

Good morning Member Board Executives,

As you may already know, there will be a number of upcoming program modifications at the National Council of Architectural Registration Boards (NCARB) including The Architectural Experience Program (AXP), AXP e-Portfolio, and Alternative to Certification for Foreign Architects. The attached May edition of *Fast Facts* provides a reference guide to the forthcoming programmatic changes.

We are currently finalizing the system development and need to ensure we are accurately reflecting each states' Board requirements. To help facilitate this process we kindly request that you complete a brief survey ([Comments on Upcoming Implementation of NCARB Programs Survey](#)) regarding your Board's intentions to adopt these programs. **We hope that you are able to respond to the survey no later than Tuesday, May 24, 2016.** We greatly appreciate your feedback and assistance in this endeavor!

Feel free to contact Council Relations Director Kathy Hillegas (khillegas@ncarb.org) or Member Board Relations Assistant Director Derek Haese (dhaese@ncarb.org) with any questions.

Best regards,



LET'S GO FURTHER

National Council of Architectural Registration Boards

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-NCARB Disclaimer-

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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 check lists 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

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 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.

Patterson, Kathryn

From: Council Relations <council-relations@ncarb.org>
Sent: Wednesday, May 11, 2016 7:37 AM
To: Hillegas, Kathy; Haese, Derek
Subject: Upcoming Implementation of NCARB Programs - Hardcopy of Survey Questions
Attachments: Comments on Upcoming Implementation of NCARB Programs - Survey Questions.pdf; FastFacts_May2016.pdf

Importance: High

Good morning Member Board Executives,

It has come to our attention that a copy of the survey questions would be helpful for Executives as they discuss the issue of program implementation with their fellow Board Members. Please find attached a PDF version of the survey.

Feel free to contact Council Relations Director Kathy Hillegas (khillegas@ncarb.org) or Member Board Relations Assistant Director Derek Haese (dhaese@ncarb.org) with any further questions.

Best regards,



LET'S GO FURTHER

National Council of Architectural Registration Boards

1801 K Street NW Suite 700K
Washington, DC 20006
Direct: 202/879-0515
Customer Service: 202/879-0520

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From: Council Relations
Sent: Tuesday, May 10, 2016 11:40 AM
To: Council Relations <council-relations@ncarb.org>
Cc: Hillegas, Kathy <KHillegas@ncarb.org>; Haese, Derek <DHaeese@ncarb.org>
Subject: Upcoming Implementation of NCARB Programs - Survey

Good morning Member Board Executives,

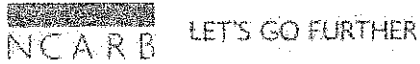
As you may already know, there will be a number of upcoming program modifications at the National Council of Architectural Registration Boards (NCARB) including The Architectural Experience Program (AXP), AXP e-Portfolio, and Alternative to Certification for Foreign Architects. The attached May edition of *Fast Facts* provides a reference guide to the forthcoming programmatic changes.

We are currently finalizing the system development and need to ensure we are accurately reflecting each states' Board requirements. To help facilitate this process we kindly request that you complete a brief survey (['Comments on Upcoming Implementation of NCARB Programs Survey'](#)) regarding your Board's intentions to

adopt these programs. **We hope that you are able to respond to the survey no later than Tuesday, May 24, 2016.** We greatly appreciate your feedback and assistance in this endeavor!

Feel free to contact Council Relations Director Kathy Hillegas (khillegas@ncarb.org) or Member Board Relations Assistant Director Derek Haese (dhaese@ncarb.org) with any questions.

Best regards,



National Council of Architectural Registration Boards

1801 K Street NW Suite 700K
Washington, DC 20006
Direct: 202/879-0515
Customer Service: 202/879-0520

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-NCARB Disclaimer-

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Comments on Upcoming Implementation of NCARB Programs

1. Name *

2. Jurisdiction *

Alabama
Alaska
Arizona
Arkansas
California
Colorado
Connecticut
Delaware
District of Columbia
Florida
Georgia
Guam
Hawaii
Idaho
Illinois
Indiana
Iowa
Kansas
Kentucky
Louisiana
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
Missouri

Montana
Nebraska
Nevada
New Hampshire
New Jersey
New Mexico
New York
North Carolina
North Dakota
Ohio
Oklahoma
Oregon
Pennsylvania
Puerto Rico
Rhode Island
South Carolina
South Dakota
Tennessee
Texas
Utah
Vermont
Virgin Islands
Virginia
Washington
West Virginia
Wisconsin
Wyoming

3. I am responding as a: *

Member Board
Individual

Architectural Experience Program (AXP)

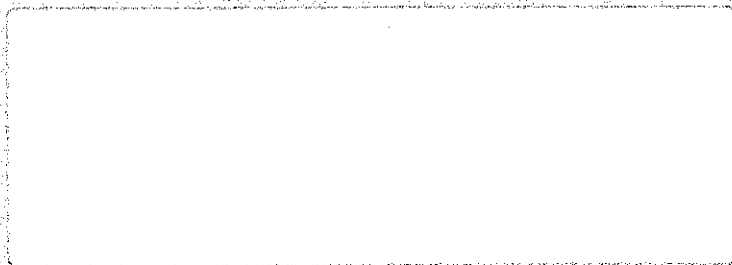
4. Does your Board plan to adopt the Architectural Experience Program (AXP) when it launches on June 29, 2016? *

- ☐ Yes
- ☐ No
- ☐ Unsure

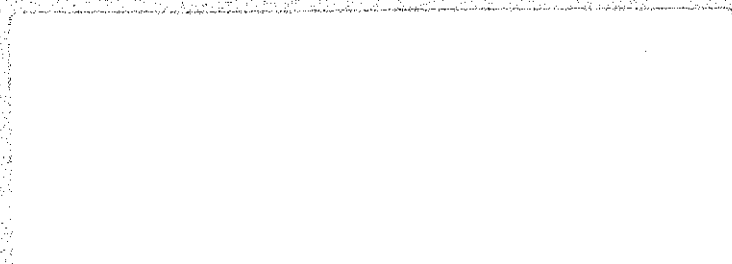
5. Does your Board have any concerns regarding the AXP? *

- ☐ Yes
- ☐ No

6. If so, what are they? *



7. General Comments



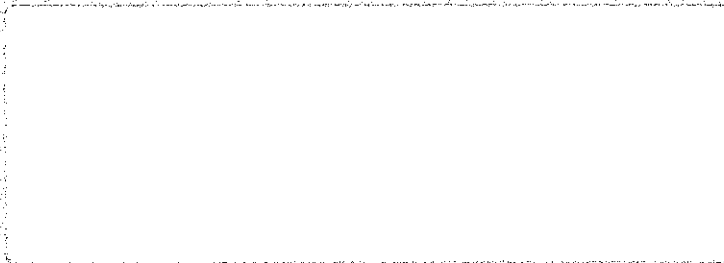
8. Will your Board accept candidates who have completed AXP via the e-Portfolio method? *

- ☐ Yes
- ☐ No
- ☐ Unsure

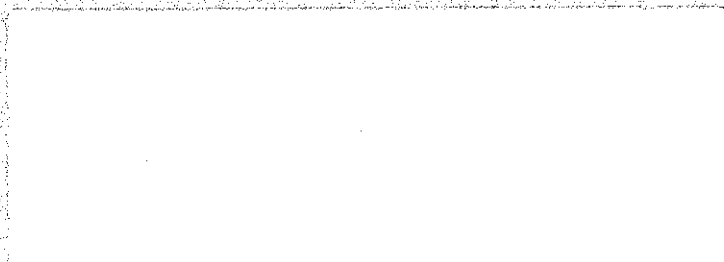
9. Does your Board have any concerns regarding the AXP e-Portfolio? *

- ☐ Yes
- ☐ No

10. If so, what are they? *



11. General Comments



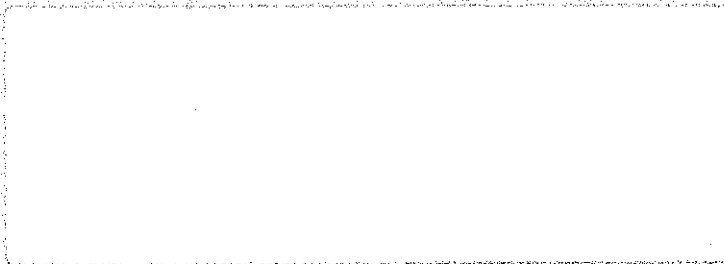
12. Will your Board accept architects certified via the Alternative to Certification for Foreign Architects? *

- ☐ Yes
- ☐ No
- ☐ Unsure


13. Does your Board have any concerns regarding the Alternative to Certification for Foreign Architects? *

- ☐ Yes
- ☐ No

14. If so, what are they? *



15. General Comments



PDH AUDIT REPORT**For May 20, 2016****BOARD MEETING**

13 audits reviewed at each Board Meeting

Mailed letter to licensee 04/07/2016**DEADLINE TO RECEIVE INFORMATION IS 05/09/2016****MAILED COPIES TO BOARD MEMBERS 05/11/2016**

Name	Prof	Sent 1st letter (or email) need audit records	Rcvd audit records	Board approved	Board NOT approved	Sent 2nd letter – need audit records
Abraham, Ronald Gene	PE	04/07/16	04/25/16			
Doran, Sandra L.	LA	04/07/16	04/22/16			
Elmer, Burt J.	AR	04/07/16	05/09/16			
Frank, Jonathan Edward	AR	04/07/16	04/14/16			
Fravel, Kevin M.	PE	04/07/16	04/27/16			
Hermanson, Robin	PE	04/07/16	04/20/16			
Klos, Colin H.	AR	04/07/16	12/16/15 AIA			
Moore, Stewart L.	PE	04/07/16	04/25/16			
Rudd, James C.	PE	04/07/16	04/18/16			
Stanhope, Robert W.	LS	04/07/16	04/18/16			
Swier, Janelle Kay	PE	04/07/16	04/18/16			
Swisse, Robert Wayne	LS	04/07/16	05/09/16			
Week, Thomas L.	LS	04/07/16	04/11/16			

**** - no information received from licensee**

**PDH AUDIT REPORT
PENDING FROM PREVIOUS BOARD MEETING(S)
For May 20, 2016
BOARD MEETING
Mailed Copies to Board Members __05/12/16__**

Name	Prof	Sent 1 st letter (or email) need audit records	Rcvd audit records	Board NOT approved	Sent 2 nd letter – need audit records	Rcvd Audit Record	Sent 3 rd letter – need audit records	Rcvd Audit Record
Hofland, Randy L.	PE	02/10/16	02/22/16	03/18/16	&&&&			
Moreau, Timothy Alford	PE	02/10/16	02/19/16	03/18/16	04/08/16	04/28/16		
Templeton, LeeJay James	PE	10/07/15	10/28/15	11/13/15	11/23/15	11/30/15	01/25/16	****

&&&& Per review by Mike Albertson of Randy Hofland audit – pass – need motion at May meeting to approve

****Templeton has 90 days from letter sent 01/25/16 to respond – 04/25/16 – **Nothing received as of 05/12/16**

Board Meeting Examinee Report

FE Examinees Passed FE Exam

Meeting Date: May 20, 2016

Page 1 of 2

Issue Date	Name	Certificate #	Exam	Exam Date
03/07/2016	Schnell, Jeremy Michael	E-11989	FE	02/18/2016
03/07/2016	Emmer, Jonathan	E-11990	FE	02/20/2016
03/07/2016	Herber, Chelsey Jeanine	E-11991	FE	02/20/2016
03/07/2016	Kramer, Teagan	E-11992	FE	02/27/2016
03/07/2016	Boldon, Zane Calder	E-11993	FE	02/27/2016
03/07/2016	Greager, Zachari Beach	E-11994	FE	02/27/2016
03/31/2016	Bollinger, Ryon Wayne	E-11995	FE	03/11/2016
03/31/2016	Dorfschmidt, Matthew James	E-11996	FE	03/11/2016
03/31/2016	Pelletier, Joseph Edward	E-11997	FE	03/11/2016
03/31/2016	Smith, Alexander	E-11998	FE	03/19/2016
03/31/2016	Heath, Garret David	E-11999	FE	03/19/2016
03/31/2016	Clemen, Andrew Joseph	E-12000	FE	03/23/2016
03/31/2016	Moore, Sara Ann	E-12001	FE	03/23/2016
03/31/2016	Schoellerman, Ty Daniel	E-12002	FE	03/26/2016
03/31/2016	Rinehart, Riley James	E-12003	FE	03/26/2016
03/31/2016	Randall, Ryan Gable	E-12004	FE	03/26/2016
03/31/2016	Effling, Zachary	E-12005	FE	03/26/2016
03/31/2016	Smythe, Kurt	E-12006	FE	03/26/2016
03/31/2016	Amoako, Archibald Allswell	E-12007	FE	03/26/2016
04/06/2016	Holtquist, Miranda Rose	E-12008	FE	03/30/2016
04/06/2016	Halling, Brock Michael	E-12009	FE	04/01/2016
04/06/2016	Wanke, Justin	E-12010	FE	04/01/2016
04/06/2016	Ling, Alexandra	E-12011	FE	04/02/2016
04/06/2016	Grambihler, Kenneth	E-12012	FE	04/02/2016
04/06/2016	CCourter, Ethan Joseph	E-12013	FE	04/02/2016
04/06/2016	Cahill, John A.	E-12014	FE	04/02/2016
04/18/2016	Duque, Luis Felipe	E-12015	FE	04/04/2016
04/18/2016	Lima Moreira, Mateus	E-12016	FE	04/04/2016
04/18/2016	De Kam, Monte Lee	E-12017	FE	04/05/2016
04/18/2016	Knofczynski, Michael Thomas	E-12018	FE	04/06/2016
04/18/2016	Janssen, Logan	E-12019	FE	04/08/2016
04/18/2016	Davison, Jay	E-12020	FE	04/06/2016
04/18/2016	Sowards, Zachary Luke	E-12021	FE	04/07/2016
04/18/2016	Boylan, Zane Thomas	E-12022	FE	04/07/2016
04/18/2016	Cronk, Will James	E-12023	FE	04/07/2016

Board Meeting Examinee Report

FE Examinees Passed FE Exam

Meeting Date: May 20, 2016

Page 2 of 2

Issue Date	Name	Certificate #	Exam	Exam Date
04/18/2016	Brunstad, Rachel	E-12024	FE	04/07/2016
04/18/2016	Wilson, Jeremy Dee Allen	E-12025	FE	04/08/2016
04/18/2016	Steckelberg, Ian James	E-12026	FE	04/09/2016
04/18/2016	Torrez, Joshua	E-12027	FE	04/09/2016
04/18/2016	Rolschau, Jonathan Michael	E-12028	FE	04/09/2016
04/18/2016	Beck, Deryn Ann	E-12029	FE	04/09/2016
04/18/2016	Imran, Navid Mohammad	E-12030	FE	04/09/2016
04/18/2016	Hook, Courtney	E-12031	FE	04/09/2016
04/18/2016	Kreuzer, Jena Maire	E-12032	FE	04/09/2016
04/18/2016	Stugelmeyer, Laeken	E-12033	FE	04/09/2016
04/18/2016	Strubel, Thomas Michael	E-12034	FE	04/09/2016
04/18/2016	Fedders, Eric	E-12035	FE	04/09/2016

Board Meeting Examinee Report***For FE Examinees To Be Approved*****Meeting Date:** May 20, 2016Page 1 of 1

Name	Exam	Approved	Comments
Babcock, Mitchell Robert	FE		
Blake, Kaitlynn	FE		
Brummel, Dean Ray	FE		
Carpenter, Michael	FE		
Chekan, Jameson Edward	FE		
Curry, Christopher	FE		
Doan, Jace	FE		
Dulas, Matt	FE		
Dummer, Jared Donat	FE		
Fowle-Ludlow, Kyle Adrian	FE		
Gross, Austin Christopher	FE		
Haglund, Justin David	FE		
Hatt, Richard Louis	FE		
Hibbard, Ryan James	FE		
Hinkemeyer, Thomas James	FE		
Hintz, Ryan	FE		
Hoelsema, Peter	FE		
Humble, Seth Thomas	FE		
Keagle, Jared Aubrey	FE		
Larson, Abbey	FE		
Larson, Micah Lee	FE		
Lindemulder, Austin David	FE		
Mergen, Cory	FE		
Mokrzycki, Laura J.	FE		
Nyberg, Nicholas Michael	FE		
Oswald, Angelica Noelle	FE		
Pyle, Michael E. Anthony	FE		
Schweer, Tanner	FE		
Stelzle, Jonathan Michael	FE		
Ulrich, Jacob Scott	FE		
Van Engen, Zachary Thomas	FE		
Vander Zee, Kyle John	FE		
VanOverbeke, Daniel Joseph	FE		
Zimmerling, Tobias	FE		

Board Meeting Examinee Report

License by Exam

Meeting Date: May 20, 2016

Page 1 of 2

Name	City	State	Profession	Comment
Fiegen, Lucas Jeffrey	Sioux Falls	SD	AR	

Board Meeting Examinee Report**License by Exam****Meeting Date: May 20, 2016****Page** 2 **of** 2

Name	City	State	Profession	Comment
Hengen, Tyler John	Rapid City	SD	A	

Board Meeting Comity Report*For Individuals by Comity*

Meeting Date: May 20, 2016

Page **1** of **3**

Name	City	State	Profession	Comment
Boyle, Stephen Michael	Littleton	CO	AR	
McDaniel , Stephanie Richards	Saint Paul	MN	AR	
Mekus, Christopher Michael	Northfield	IL	AR	
Kreun, Tadd Britt	Minneapolis	MN	LA	
Anderson, Aaron James	Minot	ND	LS	
Chervek, James Richard	Union	Mo	LS	
Ames, Brian Gerald	Casper	wy	PE	
Bennett, Dennis	Norwalk	IA	PE	
Bernhardt, Eric Daniel	Windsor	CO	PE	
Blair, Alan Donald	Grand Island	NE	PE	
Boone, Michael Shaun	Stansbury Park	UT	PE	
Cahill, Kevin	Shawnee	KS	PE	
Campana, Frederick Julian	Magnolia	TX	PE	
Cantrell, Daniel Seymour	Houston	TX	PE	
Cowley, Chad A.	Bismarck	ND	PE	
Dimachkieh, Saadeddine	Houston	TX	PE	
Downey, Ryan Keith	Kennedale	TX	PE	
Elliott, Steven Evin	Northglenn	CO	PE	
Emmil, Leon	Fargo	ND	PE	
Engling, Nicholas John	Minneapolis	MN	PE	
Furukawa, Keith A	Twinsburg	OH	PE	
Gleave, Russel C.	Salt Lake City	UT	PE	
Goldberg, Daniel	Denver	CO	PE	

Board Meeting Comity Report*For Individuals by Comity*

Meeting Date: May 20, 2016

Page **2** of **3**

Name	City	State	Profession	Comment
Hallman, David Michael	Maple Grove	MN	PE	
Hemstad, Michael Luke	Vadnais Heights	MN	PE	
Hochstein, Randy	Plymouth	MN	PE	
Hughes, Steven Craig	Lawrence	KS	PE	
Jacobs, Cory Philip	Urbandale	IA	PE	
Jensen, Peter Nels	Brooklyn Park	MN	PE	
Kirkemo, Zachary Scott	Billings	MT	PE	
Kleyweg Jr., Donald N	Hinsdale	IL	PE	
Larson, Daniel Robert	Chancellor	SD	PE	
Lewis, Brian E	Colorado Springs	CO	PE	
Manker, Tyler Gregory	Sioux City	IA	PE	
Martin, Jeffrey Charles	Chicago	IL	PE	
Martinez, Maria Hannia Catalina	Austin	TX	PE	
McCall, Joshua D.	Rogers	AR	PE	
Miller, Amanda Nicole	Sundance	WY	PE	
Morris, Thomas	Tempe	AZ	PE	
Mosbarger, Brent	Littleton	CO	PE	
Murphy, Brian Todd	Muskegon	MI	PE	
Murray, Gary	Indianapolis	IN	PE	
Nelson, Mike Jay	Beaverton	OR	PE	
Nichols, Willow Skye	Minneapolis	MN	PE	
Olson, Kyle	Minneapolis	MN	PE	
Pund, Ralph L	Ferdinand	IN	PE	
Raisland, Chad A.	Billings	MT	PE	

Board Meeting Comity Report*For Individuals by Comity*

Meeting Date: May 20, 2016

Page 3 of 3

Name	City	State	Profession	Comment
Rebenitsch, Ronald Lee	Rapid City	SD	PE	
Redd, Adam Joseph	Lake Zurich	IL	PE	
Roberts McKenzie, Lindsey Elizabeth	New Hope	MN	PE	
Rozmiarek, Joseph Montraville	Roseville	MN	PE	
Russell, Dennis Albert	Gillette	WY	PE	
Sapp, Kerimar	Burleson	TX	PE	
Schambach, Alan James	Remington	IN	PE	
Shepard, Spencer James	Meridian	ID	PE	
Smelker, Douglas Andrew	Columbus	OH	PE	
Smith, Roy Carl	Maylene	AL	PE	
Tomlin, Zack Lee	Raleigh	NC	PE	
Vance, Scott Stephen	Tulsa	OK	PE	
Vos, Jordan Jon	Urbandale	IA	PE	
Witty, Christopher Jay	Buffalo	WY	PE	
Young, Robert Seamus	West Des Moines	IA	PE	
Zuroff, Brian John	Lincoln	ND	PE	

Board Meeting Firm Report**For Business to Approve****Meeting Date: May 20, 2016**Page 1 of 2

Company Name	City	State	Profession	Comment
Campana Building Consultants	Magnolia	TX	PE	
CB&I Environmental & Infrastructure, Inc.	Baton Rouge	LA	R	
CLS Engineering, Inc.	Lennox	SD	PE	
CT&T, Inc.	Greenville	SC	PE	
Egan Company	Brooklyn Park	MN	PE	
Energy Engineering, Inc.	Rapid City	SD	PE	
Envirobusiness Inc.	Burlington	MA	PE	
FBI Buildings, Inc.	Remington	IN	PE	
Hallman Engineering LLC	Maple Grove	MN	PE	
HBK Engineering, LLC	Chicago	IL	PE	
Horwitz Inc.	New Hope	MN	PE	
Hughes Consulting Engineering, PA	Lawrence	KS	PE	
KCL Engineering LLC	West Des Moines	IA	PE	
Lubenow Gobster Dominiak & Associates, Inc.	Mequon	WI	PE	
M+A Design Inc.	Fond du Lac	WI	AR	
Maple Engineering, PLLC	Raleigh	NC	PE	
MEI Engineering, Inc.	Fargo	ND	PE	
Mekus Tanager, Inc.	Northfield	IL	AR	
Millcreek Engineering Company	Salt Lake City	UT	PE	
OpTerra Energy Services, Inc.	Overland Park	KS	PE	

Board Meeting Firm Report**For Business to Approve****Meeting Date: May 20, 2016**Page 2 of 2

Company Name	City	State	Profession	Comment
Roundtable Engineering Solutions, LLC	Colorado Springs	CO	PE	
Roy C. Smith, Jr.	Maylene	AL	PE	
SIP Engineering Consultants, LLC	Beaverton	OR	PE	
Soils and Structures, Inc.	Muskegon	MI	PE	
Twin Rivers Engineering Consultants, Inc.	Des Moines	IA	PE	
Universal Design Associates, Inc.	Ferdinand	IN	PE	
VBC, Inc.	Sioux Falls	SD	PE	

**TRAVEL
MATRIX
BOARD MEMBERS
03/01/2016 through 08/30/2016**

DATES	MEETING	PLACE	BOARD NAME	PAID BY
2016				
03/10-12/16	2016 MBE Workshop & Regional Summit – NCARB	Savannah, GA	Nelson, Williams, Olson, Patterson	NCARB – fund MBE and up to 2 delegates; plus scholarship fund for public members of Board
05/05-07/2016	NCEES Central Zone Interim Meeting	Kansas City, MO	Micko, Albertson, Peters, Thingelstad, Patterson	NCEES pays 2 funded Delegates
06/15 -18/2016	NCARB Annual Meeting	Seattle, WA	Nelson, Williams, Olson, Patterson	NCARB – fund MBE and up to 2 delegates; plus scholarship fund for public members of Board
08/24-27/2016	NCEES Annual Meeting	Indianapolis, IN	Micko, Albertson, Peters, Thingelstad, Patterson	NCEES pays for 2 funded delegates and public member

Patterson, Kathryn

From: Jenny Wilkinson <exec@scncarb.org>
Sent: Tuesday, May 10, 2016 9:41 AM
To: ;
Cc: Kathy; Derek Haese
Subject: LSBAE Special Newsletter and Vacancy Announcement
Attachments: LSBAE - May 2016 Special Newsletter.pdf

Dear NCARB MBEs,

See the attached news regarding Teeny Simmons' retirement from the Louisiana Board. Teeny will not attend the NCARB Annual Meeting.

Regards,
Jenny

Jenny Owen
Executive Director
The Southern Conference of NCARB (SC/NCARB)
P.O. Box 1394
Ridgeland, MS 39158
601-259-0881
www.scncarb.org

Director 'Teeny' Simmons retires

With extreme gratitude for over four decades of exemplary service, the board announces the retirement of its Executive Director, Mary "Teeny" Simmons.

"With her caring and professional style, she has represented the board, the architectural profession, and this state to the very highest standard. The national praise which Teeny has received is richly deserved and has brought much favorable recognition to this board and state."

Originally from Bogalusa, Teeny was first employed by the board in 1975, and quickly became its Executive Director in 1977. She is presently the longest

serving Executive Director of any architect licensing board in the United States. With the prestigious NCARB President's Medal, Teeny was recognized for her selfless and outstanding service by the National Conference of Architectural Registration Boards in 2007.

While constantly giving credit to others throughout her career, Teeny has quietly and efficiently touched the lives of many thousands of architects throughout the country and scores of board members. With her caring and professional style, she has represented the board, the architectural profession, and this

state to the very highest standard.

The national praise which Teeny has received is

richly deserved and has brought much favorable recognition to this board and state. Teeny will be sorely missed. The challenge of replacing Teeny is enormous.

The next chapter of the board will begin with its hiring of a new executive director. If you are interested, or if you know someone who may be interested, please review the notice below.



Mary "Teeny" Simmons

LSBAE Director "Teeny" Simmons with some LSBAE board members at the NCARB Super Regional Summit in San Antonio in the Spring of 2015. Shown are, from left: Allen Bacque, Richard LeBlanc, LSBAE Director Teeny Simmons, Ron Blitch, Robert McKinney and John Cardone.



NOTICE OF LSBAE EXECUTIVE DIRECTOR VACANCY

The Louisiana State Board of Architectural Examiners, the state agency charged with the responsibility of regulating the practice of architecture in Louisiana pursuant to the Architect's Licensing Law, La. R.S. 37:141 et seq., announces that the position of Executive Director with such agency will soon

become vacant due to the expected retirement of its current director. If interested, please see the Vacancy Announcement published on the board website: <http://www.lastbdarchs.com>. The vacancy announcement contains detailed information concerning the vacancy and the procedure which the board will use to fill same.

Patterson, Kathryn

From: Lopez, Shelby [KSBTP] <Shelby.Lopez@ks.gov>
Sent: Monday, May 02, 2016 3:33 PM
To: Lopez, Shelby [KSBTP]
Subject: Endorsement of Maurice Bowersox for Central Region Vice President

I am writing today to convey the Kansas State Board of Technical Profession's endorsement of Maurice Bowersox for Central Region Vice President. Maurice has a long history of being active in professional and community organizations and is an accomplished engineer with a well-respected reputation.

Maurice has played a key leadership role on the KSBTP serving as the 2015-2016 Board Secretary. He is extremely knowledgeable, dedicated, capable, and thoughtful, and works effectively with diverse individuals in both small and larger groups – qualities that will serve him well as NCEES Central Zone Vice President.

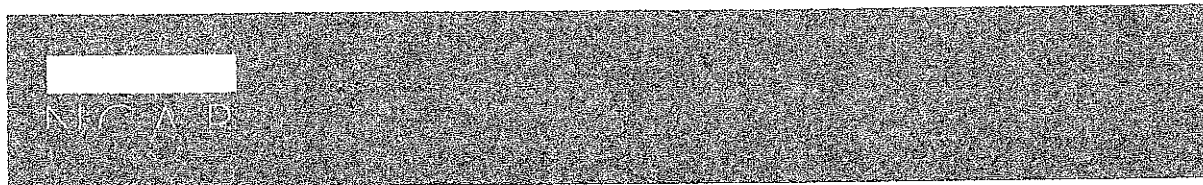
The KSBTP wholeheartedly supports Mr. Bowersox for the position of Vice President.

Maurice Bowersox, a licensed professional engineer from Olathe, Kansas, was appointed to the Kansas State Board of Technical Professions in July 2012. He earned his Bachelor and Master of Science degrees in civil engineering from Kansas State University. Mr. Bowersox is a retired principal of Wilson & Company, Inc., Engineers and Architects, a multi-disciplined consulting engineering firm. In 2005 he started his own consulting engineering business, Engineering Resources. During his more than 40 year professional career, Mr. Bowersox has held leadership positions in numerous professional and community organizations. He has served on the ACEC Kansas Board of Directors as President and National Director. He is licensed to practice engineering in the states of Kansas, Missouri, Nebraska, and Oklahoma.

Shelby L Lopez, Executive Director
Kansas State Board of Technical Professions
900 SW Jackson, Suite 507
Topeka, KS 66612
785.296.3053
shelby.lopez@ksbtp.ks.gov

Patterson, Kathryn

From: NCARB <customerservice@ncarb.org>
Sent: Monday, April 25, 2016 1:03 PM
To: Patterson, Kathryn
Subject: AXP Launches June 29



AXP Launches June 29, 2016



On June 29, 2016, the Intern Development Program (IDP) will be updated to reflect six broad areas of current architectural practice—and renamed the Architectural Experience Program (AXP). Here's what you need to know to prepare for the upcoming changes.

What's Happening?

The program's current 17 experience areas will be realigned into six areas to ensure you get the training you need to practice independently. The six new experience areas are:

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

The AXP will also feature a new e-Portfolio option. Through this alternative, eligible design professionals with comprehensive experience beyond five years will have an opportunity to satisfy the AXP's experience requirements through an online portfolio.

What Tools Are Available

To plan how you'll earn those hours going forward, we've prepared the [Experience Area Map](#) to show how the 17 current experience areas will merge into the six new areas. Keep in mind that it's a good idea to continue reporting any extra hours that exceed AXP's requirements, since some jurisdictions have [additional experience requirements](#).

You can also use our interactive [IDP Experience Calculator](#) to explore how your existing recorded hours will transfer after the launch of AXP.

Important: A handful of jurisdictions require 5,600+ hours and/or have a minimum employment duration requirement. Take the time to check with [NCARB](#) or [your jurisdiction](#) for the latest rules and regulations.

How Will This Impact You?

If you haven't completed the IDP by June 29, you'll be automatically transitioned into the new AXP, and the program will still require 3,740 total hours. Plus, all the required hours you've already reported will be allocated to one of the six new areas, so you won't lose any hours.

The AXP will have two experience settings: Setting A: Practice of Architecture and Setting O: Other Experiences. A number of existing supplemental experience opportunities that currently fall under Setting S—including site visits, design competitions, and the Professional Conduct Monograph—will be incorporated into Setting O. However, a few opportunities will no longer be eligible after the update, so you should take the opportunity to report any supplemental experience by June 28. Learn more about the [new experience settings](#).

What's Next?

We will continue to share updates with you as we get closer to the launch date, so be on the lookout for blog articles, social media updates, and more. In the meantime, take the opportunity to meet with your supervisor and make a plan to complete your experience requirement in the new AXP.

Questions? We're always here to help!
Call customer service at 202/879-0520.

[National Council of Architectural Registration Boards](#)

1801 K Street NW Suite 700K
Washington, DC 20006



contact info

Patterson, Kathryn

From: Jeffrey Mehlhaff <jeff@sdmunicipalleague.org>
Sent: Tuesday, May 10, 2016 2:39 PM
Subject: South Dakota Building Officials' Association Summer Training & ICC Scholarship Application
Attachments: SDBO Summer Meeting Agenda & Registration.pdf; ICC Scholarship 2016.pdf

The SD Building Officials' Association will be holding their 2016 Summer Training on July 21-22 in Rapid City. Please see the attached Agenda and Registration for details. Registration is due by **July 8, 2016** and hotel rooms need to be reserved by **June 21, 2016**.

Please also note that the SD Building Officials' Association is currently accepting applications for the 2016 ICC Code Hearings Conference Scholarship. Applications are due by **July 1, 2016**.

Jeffrey Mehlhaff

SOUTH DAKOTA MUNICIPAL LEAGUE

jeff@sdmunicipalleague.org

SOUTH DAKOTA BUILDING OFFICIALS' ASSOCIATION

— An Affiliate of the South Dakota Municipal League —

**JULY 21 & 22, 2016 · CITY SCHOOL ADMINISTRATION BUILDING COMMUNITY ROOM ·
RAPID CITY, SD 57701 · 300 6TH STREET · 1-605-394-4120**

JULY 21

1:00 P.M.

to

2:00 P.M.

SDBOA BUSINESS MEETING

MICHAEL McMAHON, PRESIDENT

SOUTH DAKOTA BUILDING OFFICIALS ASSOCIATION

CITY OF HARRISBURG

301 E. WILLOW ST., P. O. BOX 26

HARRISBURG, SD 57032

(605) 743-5872, Ex. 12, E-mail: michael.mcmahon@harrisburgsd.gov

2:00 P. M.

to

3:00 P.M.

INTRODUCTION TO SOUTH DAKOTA LEGISLATIVE BILL ON THE 2015 IECC

KASEY ABBOTT, P. E. - SD CHAPTER OF ASHRAE GOVERNMENT AFFAIRS CHAIR

(605) 575-3739, Mobile: (605)360-8039, E-mail: kasey.abbott@ddcccontrol.com

7:00 P.M.

SD BUILDING OFFICIALS COOK OUT – JACKSON PARK - 3040 JACKSON BOULEVARD

HOSTED BY SOUTH DAKOTA BUILDING OFFICIALS

CONTACT: SOUTH DAKOTA BUILDING OFFICIALS

208 ISLAND DRIVE, FT. PIERRE, SD 57532,

(605) 224-8654 or 1-800-658-3633, FAX 1-605-224-8655

E-mail: info@sdmunicipalleague.org

RSVP BY JULY 8, 2016

JULY 22

8:00 A. M.

to

12:00 A. M.

SEMINAR TITLE: SIGNIFICANT CHANGES TO NFPA 72 – IMPACTING THE CODE OFFICIAL, DESIGNER AND CONTRACTOR

JOHN SWANSON, MINNESOTA DEPUTY STATE FIRE MARSHAL

(952)-261-5854, E-mail: john_r_swanson@hotmail.com

This seminar will provide code officials, fire alarm designers and contractors with the latest updates to NFPA 72 – National Fire Alarm and Signaling Code. The significant changes from the 2010, 2013 and 2016 edition will be discussed. Topics to be discussed include:

- The new format, why it changed, and where to find the more commonly used code sections;
- Proper placement for initiating devices with the intent on reducing potential nuisance alarms;
- Low frequency appliances, including where these devices should be installed and why this change was made;
- Emergency voice alarm communication systems (EVACS) and correlation with IBC/IFC Section 907 requirements;
- Technologies outlined in NFPA 72 for transmitting the fire alarm signal from the protected premises to the supervising station.

John has worked in the fire prevention industry at both the state and local level for nearly 15 years. He is currently employed with the Minnesota State Fire Marshal Division as a School Inspector/Plans Examiner, where he is responsible for reviewing fire alarm system drawings for most of the public schools in the state of Minnesota. He currently represents the MN State Fire Marshal on several state and national code development committees; including NFPA 72, NFPA 10, the Minnesota State Fire Chiefs Code Committee, the Minnesota State Fire Marshal Division fire code variance review panel, and the Minnesota Construction Codes and Licensing Division Accessibility Review Board. John also serves as a contract instructor for the International Code Council and the National Fire Academy.

A block of rooms has been reserved for July 21 at the Rushmore Plaza Holiday Inn in Rapid City (to guarantee this rate your reservation must be made by June 21, 2016). Be sure to mention **SD Municipal League** when making reservations.

Non SDBO Members Seminar Fee.....\$95. *No refunds will be given after July 8, 2016. Make checks payable to "South Dakota Building Officials" and return with attendees names no later than July 8, 2016 to:* South Dakota Building Officials, 208 Island Drive, Ft. Pierre, SD 57532, Tel 1.605.224.8654 or 1.800.658.3633, Fax 1.605.224.8655

CONTACTS:

**RON BELL, CHIEF BUILDING OFFICIAL
CITY OF SIOUX FALLS
224 WEST NINTH ST.
SIOUX FALLS, SD 57104
605-367-8673**

**DAVID ST. PIERRE
CODE WORKS
508 6TH SREET
RAPID CITY, SD 57701
605.718.4940**

SOUTH DAKOTA BUILDING OFFICIALS' ASSOCIATION

— An Affiliate of the South Dakota Municipal League —

South Dakota Building Officials' Summer Training

July 21-22, 2016 • City School Administration Building Community Room • Rapid City, SD
(300 6th Street)

Registration Form

(Please Print)

Municipality _____

Name	Title	Email
_____	_____	_____
_____	_____	_____
_____	_____	_____

July 21st Meeting: Number of people attending _____

July 21st Golf: Number of people participating _____ *Payment made at Golf Course

July 21st Cookout: Number of people attending _____

July 22nd Seminar: Number of people attending _____

Registration Fee and Deadline:

SDBOA Member Registration: Free

SDBOA Non-Member Registration: \$95.00

Return registration form by July 8th to:
No refunds will be given after July 8, 2016.

SD Building Officials' Association
208 Island Drive
Ft. Pierre, SD 57532

Room Reservations:

A block of rooms has been reserved for the evening of July 21st at the following location:

Rushmore Plaza Holiday Inn – please call 605.399.7035 to make a reservations or go online to www.holidayinn.com/rap-reshmore and use the group booking code: ML7. Rate is \$139+tax for a queen or king. These rooms will be held until June 21, 2016.

SDML OFFICE USE ONLY: DATE: _____ CHECK #: _____ AMOUNT: _____