SOUTH DAKOTA
STATE BOARD OF TECHNICAL PROFESSIONS
Board Minutes

Of the regular meeting Friday, September 23, 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, September 23, 2016 in its Board Room; Clock Tower Plaza, Rapid City, South Dakota. Chairman Steven Williams presided.

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

The following Board members were present: Chairman Steve Williams, Secretary Steve Thingelstad, Mike Albertson, Dennis Micko, and Jeffrey Nelson. Board member Drake Olson attended the meeting by phone. Others present were guests Board Attorney Ed Carpenter, John Riker AIA South Dakota Advocacy, and staff members Kathryn Patterson, Tamara Moore, and Susan Neuf. Deputy Secretary of Labor Tom Hart and Staff Attorney Graham Oey also attended by phone. Vice Chairman Steve Peters was not in attendance.

Chairman Williams called for a motion to take the Board into Executive Session at 8:32 a.m. to discuss the results of the Hearing held August 22, 2016 on Case 09-06.

Motion: By Nelson, seconded by Micko that pursuant to SDCL 1-25-2(3) the Board will go into Executive Session to discuss litigation issues with counsel.
Action: 5-0 AYE (Micko, Nelson, Olson, Thingelstad, and Williams), Taken by roll call. Albertson recused himself from the vote.

Board member Albertson, guest John Riker, and staff members Kathryn Patterson, Tamara Moore, and Susan Neuf left the room during the Executive Session.

Executive Session ended at 9:28 a.m. Board Attorney Ed Carpenter left the meeting at 9:28 a.m.
Board member Albertson, guest John Riker, and staff returned to the meeting.

The Board meeting resumed at 9:29 a.m.

Motion: By Thingelstad, seconded by Nelson to take no action on Case 09-06 at this time.
Action: 4-0 AYE (Nelson, Olson, Thingelstad, and Williams), Taken by roll call. Albertson and Micko abstained.

Agenda Items:

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

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

Motion: By Micko, seconded by Thingelstad for approval of July 15, 2016 Board Meeting Minutes.
Action: 6-0 AYE (Albertson, Micko, Nelson, Olson, Thingelstad, Williams) Taken by roll call.

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

Motion: By Micko, seconded by Nelson for approval of vouchers since last meeting.
Action: 6-0 AYE (Albertson, Micko, Nelson, Olson, Thingelstad, Williams) Taken by roll call.

AGENDA ITEM #3 ACTIVITIES REPORT ENDING AUGUST, 2016, REVIEW OF DEPOSITS (FYI)

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

AGENDA ITEM #4 INVESTIGATION REPORTS

Case 09-06 Competency and Professional Conduct - Results of Hearing held Aug. 22, 2016
Case 15-03 Practice without CoA - AR - Legal counsel to generate assurance of voluntary compliance agreement
Case 15-05 Practice without CoA - PE - Consent agreement sent
Case 15-09 Business Entity allowing unlicensed practice - Response received, sent to legal counsel for review.
Case 17-01 Lack of reporting discipline - PE - Under review by investigative committee

AGENDA ITEM #5 OLD BUSINESS

Action Items - reports

Item 1 - Update Building Officials Guide: Update info for posting to website. Draft presented to SD Building Officials on July 21, 2016 for review; draft disseminated for board review. In progress.
Item 2 - Outreach to association of counties, county commissioners, and/or rural permitting agents; Pursue outreach to benefit from Board knowledge with contact to be made upon completion of updated Building Officials Guide. In progress.
Item 3 - Rewrite of Petroleum Release Exam; Update with new references; new questions; and separate exam for Assessor/Remediator. SD Association of Environmental Professionals offered to help with re-write. In progress.
Item 4 - 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. Purchase of iPads made for Board use during meetings.
Item 5 - Update of DLR Website and BTP Website. In progress. Completion is projected for December 2016.
Item 6 - Update of Administrative Rules to allow for CBT of Principles of Surveying Exam. In progress.
Item 7 - Research hiring of half time investigators - one East River and one West River. In progress.
The Board briefly reviewed each of the above items.

Guest John Riker, AIA South Dakota Advocacy Committee representative, spoke to the Board about creating an outreach program for engaging with city/county/municipal building officials and permitting agents to communicate information regarding South Dakota Codified Law requirements for Architecture and Engineering services.

John Riker left the meeting at 10:25.

AGENDA ITEM #6 NEW BUSINESS

Notice by Staff Attorney
Staff Attorney Aaron Arnold has accepted a position as Director of Legal Services and Human Resource Relations with the state of South Dakota and has been replaced by Attorney Graham Oey.

NCEES Exam Administration Visitors - The consensus of the Board is to decline this invitation.
FARB Focus Newsletter
NCARB CEO Update
CLARB Member Board E-News
NCEES Annual Meeting Summary of Motions
NCARB Fast Facts
NCEES Proposed Revisions EAC Criteria
Discussion requested on details vs plans
Schedule of 2017 Board meeting dates - Discussion was to accept dates that were suggested by Staff for the 2017 meetings of January 20; March 17; May 12; July 14; September 15; and November 17.

The Board briefly reviewed each of the above items.

AGENDA ITEM #7 PDH AUDITS (MOTION)

NEW AUDITS: Jeffrey L. Bruce, LA; Kevin A. Clark, AR; Sri Krishna Sudheer Duhilpala, PE; Jason M. Gustafson, LS; Gordon Jeffery Hines, PE; Dave Robert Hobbs, LS; Nathaniel Shane Kalaher, AR; Robert Duane Kummer, LS; Nicolas A. Nitti, PE; Chad O. Novak, AR; Nathan Anthony Pesta, PE; Darin Lee Schriever, PE; and Travis Q. Vander Stouwe, PE.

Motion: By Nelson, seconded by Micko for the approval of Jeffrey Bruce, LA
Action: 5-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad) Taken by roll call.

Motion: By Nelson, seconded by Thingelstad for the approval of Kevin A. Clark, AR; Nathaniel Shane Kalaher, AR; Chad O. Novak, AR.
Action: 5-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad) Taken by roll call.

Motion: By Micko, seconded by Nelson for approval of Sri Krishna Sudheer Duhilpala, PE; Nicolas A. Nitti, PE; Darin Lee Schriever, PE.
Action: 5-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad) Taken by roll call.
Motion: By Thingelstad, seconded by Micko for approval of Jason M. Gustafson, LS; Dave Robert Hobbs, LS; Robert Duane Kummer, LS.  
Action: 5-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad) Taken by roll call.

Motion: By Micko, seconded by Albertson for denial of Gordon Jeffery Hines, PE; Nathan Anthony Pesta, PE; Travis Q. Vander Stouwe, PE. Pending receipt of additional documentation.  
Action: 5-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad) Taken by roll call.

REVIEW PREVIOUS AUDITS: Ronald Gene Abraham, PE; Thomas Michael Brandner, R; Sandra L. Doran, LA; Kevin M. Fravel, PE; Robin G. Hermanson, PE; and Rodric Randolph Reese, LS.

Motion: By Micko, seconded by Albertson for approval of Ronald Gene Abraham, PE; Thomas Michael Brandner, R; Robin G. Hermanson, PE.  
Action: 5-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad) Taken by roll call.

Motion: By Nelson, seconded by Micko for approval of Sandra L. Doran, LA.  
Action: 5-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad) Taken by roll call.

Motion: By Thingelstad, seconded by Micko for approval of Rodric Reese Randolph, LS.  
Action: 5-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad) Taken by roll call.

Motion: By Micko, seconded by Albertson for denial of Kevin M. Fravel, PE, pending additional information.  
Action: 5-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad) Taken by roll call.

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

Motion: By Micko, seconded by Albertson for approval of the examinees for passing the Fundamentals of Engineering (FE) exam.  
Action: 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.

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

Motion: By Micko, seconded by Albertson for approval of the examinees to take the Fundamentals of Engineering (F) exam.
Action: 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.

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<td>Yija, Manderfrot Baynak</td>
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Motion: By Thingelstad, seconded by Micko for approval of the examinees to take the Professional Surveyors (PS) exam.
Action: 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.

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

Motion: By Nelson, seconded by Albertson for approval of the Architects (AR) by exam.
Action: 5-0 AYE (Williams, Nelson, Albertson, Thingelstad, Olson), Taken by roll call.
Micko abstained.

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AGENDA ITEM # 11 APPROVAL OF COMITY APPLICATIONS (MOTION)

Motion: By Nelson, seconded by Micko for approval of the following Architects (AR) by comity.
Action: 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.
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**Motion:** By Nelson, seconded by Micko for approval of the following Landscape Architects (LA) by comity.

**Action:** 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.

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**Motion:** By Thingelstad, seconded by Nelson for approval of the following Land Surveyor (LS) by comity.

**Action:** 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.

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

**Action:** 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.

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AGENDA ITEM #12 APPROVAL OF BUSINESS APPLICATIONS (MOTION)

Motion: By Albertson, seconded by Thingelstad for approval of the following Business applications. Action: 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.

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**AGENDA ITEM #13 PREVIOUS COMITY & BUSINESS APPLICATIONS (MOTION)**

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

Action: 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.

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Motion: By Micko, seconded by Albertson for approval of the following previous Business License application.

Action: 6-0 AYE (Williams, Micko, Nelson, Albertson, Thingelstad, Olson) Taken by roll call.

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

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

**UPCOMING** - 10/28/16 to 10/29/16 - NCARB Member Board Chair & Member Board Executive Summit - (Williams and Patterson). Approved at the July board meeting.

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

Compliments - Thank you from SD Building Officials
NCEES letter requesting leadership visit
NCARB National Architect Info
NCEES Turner begins term as President
NCARB Outreach Effort
NCEES Recognizes service

Other various board correspondence/Email

The Board briefly reviewed each of the above items.
AGENDA ITEM #16 FUTURE BOARD MEETING SCHEDULE

November 18, 2016

January 20, March 17, May 12, July 14, September 15, November 17, 2017

The Board reviewed and approved all of the future board meeting dates.

AGENDA ITEM #17 ADJOURNMENT (MOTION)

Motion: By Micko, seconded by Thingelstad to adjourn the meeting.
Action: 6-0 AYE (Albertson, Micko, Nelson, Olson, Thingelstad, and Williams). Taken by roll call

There being no further business, at the hour of 11:03 a.m. the Board meeting of the South Dakota Board of Technical Professions adjourned.

Kathryn Patterson
Executive Director

Submitted by Susan Neuf, Secretary, SDBTP
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<td>TOTAL REVENUE</td>
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<td>769,703.46</td>
<td>690,530.17</td>
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<td>2,400.00</td>
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<td>7,700.00</td>
<td>7,200.00</td>
<td>7,200.00</td>
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<td>28,826.35</td>
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<td>411.17</td>
<td>334.70</td>
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<td></td>
<td></td>
<td></td>
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<td>REGISTRATION</td>
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<td></td>
<td></td>
<td></td>
<td></td>
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<td>COMPUTER (BIT &amp; BPRO)</td>
<td>2,028.50</td>
<td>2,195.40</td>
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<td>1,186.80</td>
<td>1,341.00</td>
<td>1,155.00</td>
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<td>2,069.82</td>
<td>1,592.00</td>
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<td>518.51</td>
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<td>141.32</td>
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<td>RENT - EQUIPMENT</td>
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<td>732.66</td>
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<td>456.33</td>
<td>318.00</td>
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<td>RENT/OFFICE</td>
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<td>6,450.00</td>
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<td>4,062.51</td>
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<td>SUPPLIES</td>
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<td>BANK CHGS-Other Contractual</td>
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<td>1,107.91</td>
<td>518.02</td>
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<td>PRINTING</td>
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<td>INSURANCE</td>
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<td></td>
</tr>
<tr>
<td>AUDITS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
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<td>MISC (Refund of Prev Yr Rev)</td>
<td>-</td>
<td>40.00</td>
<td>493.00</td>
<td>180.00</td>
<td>100.00</td>
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<td>ASSETS (Office Furn. &amp; Fixtures)</td>
<td>-</td>
<td>4,524.65</td>
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<td></td>
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<td>TELEPHONE EQUIP.</td>
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<td>1,138.92</td>
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<td>No.</td>
<td>Initial Date</td>
<td>Action</td>
<td>Decision</td>
<td>Responsible Person(s)</td>
<td>Status</td>
<td></td>
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<tr>
<td>-----</td>
<td>--------------</td>
<td>------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------</td>
<td>----------------------------------------</td>
<td>------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>05/31/2013</td>
<td>Building Officials Guide</td>
<td>Update information for posting to website</td>
<td>Board / Building Officials</td>
<td>Presented to Board for Review 09/23/16</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>03/20/2015</td>
<td>Outreach to assoc. of counties, co. commissioners, and/or rural permitting agents</td>
<td>Pursue outreach to benefit from Board knowledge</td>
<td>Board</td>
<td>Will work on in conjunction with revised Building Official Guide</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>07/26/2013</td>
<td>Rewrite Petroleum Release Exam - review experience required for Assessor &amp; Remediator</td>
<td>Update with new references; new questions; and separate exam for Assessor/Remediator</td>
<td>Dennis/Mike/ Staff</td>
<td>Draft at 11/18/16 meeting</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>01/14/2015</td>
<td>Use of Board reserve funds</td>
<td>Contact state auditor for how funds may be used</td>
<td>Mike / Drake / Staff</td>
<td>10 iPads purchased for Board - shirt sizes needed to order shirts</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>05/02/2016</td>
<td>Update of DLR Website and BToP Website</td>
<td>Update references to Blue Book effective 07/01/16 - Update all applications and forms on website</td>
<td>Staff/BIT</td>
<td>In Progress – should be done by Dec.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>05/02/2016</td>
<td>Update of Administrative Rules to allow for CBToP Principles of Surveying Exam</td>
<td>Update references to deadlines for PS and remove 12/31/2015 date for PS exam application to review under 2011 rules</td>
<td>Board/Legal Counsel/Staff</td>
<td>Done – Hearing held 11/04/16</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>07/15/2016</td>
<td>Research hiring of half time investigators - one east river &amp; one west river</td>
<td>Work with BOP to see if possible to change current .5 position to a full-time position to be split between east &amp; west river investigators</td>
<td>Board/Legal Counsel/Staff</td>
<td>In Progress - description sent to BHR for review - Contact made with Len N.</td>
<td></td>
</tr>
</tbody>
</table>

as of 10/14/16
From: Arnold, Aaron
Sent: Monday, August 01, 2016 7:27 AM
To: 
Subject: Good Morning

Hello all,

Please share with staff:

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

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

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

Aaron N. Arnold
Senior Staff Attorney
SD Department of Labor and Regulation
Legal Services Division
EAS Boards,

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

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

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

Let me know if you have any questions.

Sincerely,

Tracy Snyder
Manager of Exam Administration Services

NCEES
T: 800-250-3196, ext. 5458
F: 864-654-6966
ncees.org

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2016 FARB National Policy Summit

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

The Summit was facilitated by Michael Berrett of Resonance Facilitation, LLC. Participants engaged in intense discussions in small groups that centered on two general themes: Today and Tomorrow. First, what significant issues are pressing in the current state of affairs of each organization and what are the implications of such issues. Lively debate and discussions revealed numerous common themes across the various professions.

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

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

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

To learn more about this valuable service, visit: www.FARB.org/Top Cases

FARB on the Road

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

Coming up, we'll be at the NASCLA Annual Meeting in Minneapolis in August, the AAVSB Annual Meeting in Scottsdale in August and the CLARB Annual Meeting in Philadelphia in September. Make sure to say "HI" if you are there, too.

Beyond member meetings, FARB also recently attended the National Conference of State Legislators' Annual Summit and made many new connections with state legislators. We know that making those face-to-face connections at conferences is so important for collaboration and communication and is always worthwhile!
Random Thoughts from a Public Protection Administrator

by Brian Carnahan

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

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

Balancing the requirements of public policy and the board’s mission with the interests of licensees and advocates is a challenge. We are tasked to protect the public, but that does not mean that we can ensure only the best qualified are practicing. Boards are defining practice standards and setting “minimum” requirements. It is up to employers to help develop and improve the quality of licensees. The professional’s job market can be relied upon to facilitate a sorting effect. We cannot—generally speaking—monitor quality, only qualifications.

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

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

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

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

Brian Carnahan is Executive Director of the State of Ohio Counselor, Social Worker, & Marriage and Family Therapist Board. Special thanks to CSW/MFT Board Investigator Tracey Hosom for her helpful suggestions.
Identity Fraud and Licensing

by C. Richard Triola

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

Healthcare licensing and credentialing services are not immune to the constant barrage of data breaches. Due to the widespread compromise of personal data and user credentials criminals can now pierce most identity proofing methods. For centuries, the role of the professional notary has served society well; but as we move away from a face-to-face physical environment to a new “on demand” society, electronic online notarization has become a safe, convenient alternative. For most business practices you can complete the majority of paperwork over the Internet. However, when higher value and/or riskier transactions demand a notarization, the process becomes clunky and inconvenient. Companies and government agencies are looking for alternative solutions.

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

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

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

Rick Triola is CEO of NotaryCam, Inc.
Dear Colleagues,

After our customary post-Annual Business Meeting break from sending the CEO Update, we are eager to re-engage and report on many activities occurring with our staff and our volunteers. With the huge load of resolution votes, debates and discussions behind us, we have a checklist of implementation items that will occupy much of the next two quarters, along with supporting the new initiatives launched by President Kristine Harding.

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

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

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

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

We are also seeking to continue the conversation outside our own membership. For the second year in a row, we were invited to address the July annual meeting of the State Government Network (SGN) of AIA component lobbyists and advocates. Our Council Relations team developed a matrix of where laws or regulations were not in alignment with NCARB models as a means of encouraging a conversation between state advocates, Member Boards, and elected officials regarding the ongoing pursuit of uniform approaches to licensure across the U.S.
Given the numerous changes to NCARB programs over the past several years, the timing is ripe for an organized effort to assure updated references to the AXP, ARE 5.0, the Integrated Path to Architectural Licensure (IPAL), and older changes—such as examination access before completion of experience requirements and streamlining continuing education reporting to a 12-HSW-every-calendar-year format where feasible. We acknowledge jurisdictions that have affirmatively chosen alternatives to NCARB models but hope to see desired changes move forward where possible.

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

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

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

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

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

Lastly and more immediately, we are in the home stretch of final beta testing and protocol development of the new ARE 5.0 launching on November 1. Special targeted webinars for MBEs and other groups are on the calendar, we are continuing our outreach to the test prep and AIA component community, and are regularly reaching out to all licensure candidates and focusing on examination information at our campus outreach events.

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

With best wishes for the remaining days of summer,

Mike Armstrong
NATIONAL ARCHITECTURAL ACCREDITING BOARD (NAAB)

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

CEO ON THE ROAD

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

UPCOMING:

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

STRATEGIC PLAN

Facilitating Licensure.

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

Fostering Collaboration.

- Our new partnership with the AIAS regarding its Freedom by Design Initiative is aimed at providing students the opportunity to record AXP hours while being supervised by an architect serving on one of our Member Boards. The student/Member Board exposure will deliver increased awareness of the different perspectives within our community and enhance outreach efforts already underway in many jurisdictions.
- The Licensing Advisors Summit in August convenes three communities: student advisors, faculty advisors, and AIAS state advisors under the umbrella of a joint mission to inform licensure candidates and licensees regarding current licensure requirements. Student attendance at this conference will be at a record level, and we are adding a number of Member Board Executives to the mix in recognition of their role as licensing advisors on behalf of their boards and jurisdictions.
- NCARB continues to seek opportunities to facilitate advocacy at the state level through partnering with AIA components and other interested entities such as IPAL schools. Successful legislative strategies were launched earlier this year in Georgia and South Carolina, and work is underway in Virginia.
- CEO Armstrong and President Harding are starting a new round of one-on-one calls to MBEs and Member Board presidents, respectively, to hear about how NCARB can best support the needs of our membership.
- The NCARB Board will be hosting NAAB leadership at its upcoming September Board meeting. Future guests will be the leaders of the ACSA in January and the AIAS in March. NCARB leaders will engage with their AIA counterparts in October after the Five Collaterals meeting and NAAB Annual Meeting.

Centralizing Data.

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

ORGANIZATIONAL DEVELOPMENT AND OFFICE LIFE

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

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

OFFICE OF THE CEO

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

CUSTOMER RELATIONS STATISTICS

Phones – June 2016
- Answered 3,841 calls (of 3,925 calls presented)
- Handle Ratio: 97.86
- Wrap Up Codes Utilization: 2,384 (62% of calls answered received wrap up codes)
  - Top Five Wrap Up Codes for June:
    1. LogF Inquiry - 524
    2. ARE Inquiry - 450
    3. General Inquiry - 390
    4. Architect Evaluation Status Check - 188
    5. Registered Architect Inquiry - 147

Evaluations – June 2016
- AXP and Certificate Evaluations: 708
  - Certificates issued: 464

@blackspectacles
A new program from @AIASorg along with @NCARB to improve accessible design in underserved communities:
http://blesper/29owYqW
Directorate Highlights

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

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

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

@shinhaywood
@NCARB @khalliarchitect ARECommunity is absolutely amazing...
**Directorate Highlights**

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**EXPERIENCE + EDUCATION**
- **NCARB Education Standard** went into effect July 1.
- The foreign architect path to certification was implemented on July 1.
- Two updated monographs released as e-books: *Acoustics Illustrated* and *Seismic Mitigation*
- BEA Committee conducted 12 BEFA interviews, passing all 12. There is currently one more BEFA interview scheduled, which will be conducted virtually in August.

**COUNCIL OUTREACH:**

- **June**
  - Webinars: Architect Licensing Advisors
  - Firms: Torti Gallas and Partners, Inc.
  - Conferences: California Academy for Emerging Professionals Leadership Summit
  - Member Board Visits: Tennessee and California

- **July**
  - AIA Components: AIA Middle Tennessee
  - Conferences: American School Counselor Association, AIAAS Grassroots, and FARB Leadership Conference
  - Firms: LSM

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@AIA50g

Excited to partner w/ @NCARB to enhance our Freedom by Design program! [http://Kou.LT/f8lai1225x88]
Directorate Highlights

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

Intern Applications
June-July
- FY14: 8,589
- FY15: 8,863
- FY16: 8,419

Reciprocity Transmittals
June-July
- FY14: 7,345
- FY15: 8,527
- FY16: 9,073

NCARB Record
Renewals Architects
June-July
- FY14: 10,014
- FY15: 10,228
- FY16: 18,872

NCARB Record
Renewals Interns
June-July
- FY14: 16,976
- FY15: 16,731
- FY16: 18,509
August 2016

Important Dates and Reminders

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

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

Only One Week Remains to Register for the Annual Meeting

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

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

- Hear results of this year's Task Analysis and how the L.A.R.E. will change;
- Share your thoughts about the proposed Model Law revisions;
- Learn how regulators are successfully working with legislators;
- And more!
Meeting To-Do’s:

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

Your Vote Matters

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

Now is the time!

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

Please return your Board’s ballot and credentials letter by September 16 via email or by noon on September 23 at the CLARB Annual Meeting.

Regional Updates:

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

Two "In the Know" Webcasts Coming in October

Exploring Enhancements to Member Services

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

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

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

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

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

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

About CLARB’s "In the Know" Series

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

ASLA Advocacy Summit Recap

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

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

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**Fall Exam Timeline**

- **Week of September 23**: August Exam Results Available
- **September 6 - November 28**: December Exam Registration Open
- **December 5 - 17**: December Exam
Summary of Actions at the 2016 NCEES Annual Meeting
The Council took the following actions at the NCEES annual meeting business sessions on August 25 and 26, 2016. All motions referenced are found in the 2016 Action Items and Conference Reports, which is available for download from the Member Resources section of ncees.org, under Board Resources/Annual Meetings. Complete information on the motions will be published in the official meeting minutes.

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

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

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

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

Committee and Task Force Motions
- Committee on Finances—Motion 3: passed as amended (58–7–1)
- Special Committee on Bylaws—Motions 7–12 (considered together): failed (18–47–1); Motion 13: removed from consent agenda and passed (64–1–1)
- Committee on Education: Motion 2: pulled from consent agenda and passed (62–3–1); Motion 3: pulled from consent agenda and passed (49–15–2); Motion 4: pulled from consent agenda and passed (59–7–0); Motion 5: pulled from consent agenda and passed (44–18–4)
- Advisory Committee on Council Activities—Motion 1: passed (41–23–2); Motion 2: pulled from consent agenda and passed (42–24–0); Motion 3: pulled from consent agenda and passed (51–15–0); Motion 6: removed from the consent agenda and passed as amended (56–9–1); Motion 7: pulled from consent agenda and failed (30–36–0); Motion 8: passed (48–18–0); Motion 9: passed (64–2–0)
- Uniform Procedures and Legislative Guidelines—Motion 1: pulled from consent agenda and passed (57–6–3); Motion 2: pulled from consent agenda and passed as amended (62–4–0); Motion 4: pulled from consent agenda and passed (64–1–1); Motion 7: pulled from consent agenda and passed (59–5–2); Motion 9: pulled from consent agenda and passed as amended (65–0–1); Motion 11: pulled from consent agenda and passed (66–0–0); Motion 12: failed (12.5–51.5–2)
- Technology Task Force—Motion 2: pulled from consent agenda and passed as amended (52–12–2); Motion 4: pulled from consent agenda and passed (63–2–1)
- Financial Reserves Task Force—Motion 1: failed (15–51–0)

Northeast Zone Resolution
The Northeast Zone originally submitted a resolution that the board of directors remove the automatic approval option for the PE and PS exams that it approved at the February board of directors meeting and that the Council further study the issue. The zone vice president withdrew the resolution.
Southern Zone Resolution
The Southern Zone presented a resolution to amend NCEES Financial Policy 4 to state that the Council shall grant each zone an equal sum of money each year for attendance of up to 75 members to the zone interim meeting and $200 per member for attendance above 75 members. The resolution passed (35–28–3).

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

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

Unfinished Business
• Committee on Finances: The committee’s motion to approve the 2016–17 operating and capital budgets passed as amended (64–0–2).
2016 NCARB Annual Business Meeting Recap

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

**First Business Session**

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

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

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

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

A copy of this workshop presentation with speaker notes can be found on the Registration Board section of the website under “Annual Meeting.”

**Responding to the Supreme Court Decision**

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

A copy of this workshop presentation with speaker notes can be found on the Registration Board section of the website under “Annual Meeting.”
Technology, Your Board Meeting, and You
Many jurisdictions are just beginning to address issues raised by the use of technology in board meetings. At this workshop, members explored how technology can affect public meeting notices, quorums, voting, sunshine laws, and public attendance. Delegates and attendees discussed specific problems that may arise due to board member and public use of technology during board meetings, as well as permissions or restraints that may exist in statute. (Presenter: Nichole Schuster)

A copy of this workshop presentation with speaker notes can be found on the Registration Board section of the website under “Annual Meeting.”

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

- Four Programs Accepted to NCARB’s Integrated Path to Architectural Licensure Initiative
- NCARB CEO Shares How Organization Is Serving the Architecture Community
- Day 2 Recap: Serving the Community

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

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

- United States, Australia, and New Zealand Establish Arrangement to Recognize Architect Credentials
- NCARB to Streamline Education Requirement Alternative for Certification
- Incoming President Seeks to Enhance Benefits to Certification
- Day 3 Recap: Enhancing the NCARB Certificate
- Summary Report of Vote on Resolutions at NCARB’s Annual Business Meeting
Community Center Resources
The theme of “Community” was robust, as staff and subject-matter experts worked with Member Board Members to ensure they had the tools and insight necessary to navigate recent updates to programs and services. Of specific note were several maps that highlighted jurisdictional acceptance of the Broadly Experienced Architect Program, the Broadly Experienced Foreign Architect Program, and the Integrated Path to Architectural Licensure. These maps, along with an interactive map showcasing each jurisdiction’s ability to accept various Council programs and relevant provisions of the jurisdictional statutes and regulations that may prohibit a jurisdiction’s ability to adopt and implement specific NCARB programs, have been made available on the Registration Board section under “Annual Meeting.” Please log in to view this interactive map and explore the full text of the cited provisions, which can be found in NCARB Programs and Your Jurisdiction Supplement.

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

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

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

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

Member Board Services and Support

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

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

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

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

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

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

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

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

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

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

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

Can the form 155 go away?
The information obtained on this form is utilized to verify licensing details from jurisdictions that are necessary to update the customer's Record. The information collected from this process is utilized for purposes of reciprocity. However, if all jurisdictions participated in the NCARB Data Sharing Program, this form would no longer be necessary.

Can the NCARB form 155 be updated for electronic submission?
Plans are currently underway to update this form to a more efficient, easily accessible online version in FY17.

What are your thoughts on the Region 6 white paper on regional relevance?
NCARB has not been presented the Region 6 white paper for comment. It is our understanding that it is still being drafted by the region.

Mutual Recognition Agreement with Australia and New Zealand

Does a vote in favor of the Australia-NZ arrangement obligate a jurisdiction to sign it?
No. Voting in support of this resolution is an indicator that a Member Board supports the initiative and does not obligate a Member Board to sign the Arrangement. We recognize that each jurisdiction has to handle the approval process for MRAs in a very different way.
Will the MRA be updated to include exam, experience, and education documents?
No. This MRA has already been ratified by Australia and New Zealand. Changes to the terms of the Arrangement would require a new set of negotiations with those countries. The MRA does not provide for educational transcripts, detailed work history, or examination scores. However, the Letter of Good Standing (from the Board) and the Declaration of Professional Experience (from the applicant) will be supplemented by a statement of qualifications that includes general information on when and where the degree was received, when the experience requirement was satisfied, and when the exam process was completed, as well as the jurisdiction of initial and subsequent licensure as compiled and issued by NCARB, AACA, or the NZRAB.

Continuing Education

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

NCARB Model Regulations (000.006) define Continuing Education (CE), Continuing Education Hour (CEH), and Health, Safety, and Welfare Subjects (HSW). HSW is defined as "Technical and professional subjects that the [licensing] Board deems appropriate to safeguard the public and that are within the following enumerated areas necessary for the proper evaluation, design, construction, and utilization of buildings and the built environment." The topics identified are: "Building Systems, Construction Contract Administration, Construction Documents, Design, Environmental, Legal, Materials and Methods, Occupant Comfort, Pre-Design, and Preservation." Each of these topics include specific areas of focus that must be part of a CE presentation that would allow it to qualify for HSW CEH.

Outreach and Engagement

How are we engaging with students outside AIAS?
NCARB's outreach team visits all schools of architecture that have NAAB-accredited degree programs on a two-year rotation. These visits are coordinated through contact with the school's architect licensing advisor, AIAS Chapter leader and/or student-appointed licensing advisor, Professional Practice Faculty, deans, chairs, etc., in hopes to reach the broadest audience. We also inform and make every attempt to coordinate with and include Member Board Members and Executives in these sessions. Additionally, we host seminars at AIA chapters and regional events where students, licensure candidates, and architects all interact together.

We also work closely with the National Organization of Minority Architecture Students (NOMAS), Association of Collegiate Schools of Architecture (ACSA), and Coalition of Community College Architecture Programs (CCCAP), and participate at the American School Counselor Association (ASCA) Annual Conference.
Also, the NCARB Think Tank (formerly known as the Intern Think Tank) engages 12 emerging professionals, including students, to submit feedback and new approaches to the NCARB leadership regarding its programs and services.

Fees

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

Reminders

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

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

- **Member Board Chairs/Member Board Executives Conference**: October 28-29, 2016 in Columbus, OH
- **MBE Workshop**: March 9, 2017 in Jersey City, NJ
- **Regional Summit**: March 10-11, 2017 in Jersey City, NJ
- **2017 Annual Business Meeting**: June 21-24, 2017 in Boston, MA
Preparing for the ARE 5.0 Launch: Tips and Pointers

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

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

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

Licensing Advisors Summit – Roster of Advisors

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

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

We encourage you to view the list of advisors in your area by accessing the Architect Licensing Advisors Roster.
NAAB Online Training

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

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

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

Please contact forum@naab.org if you did not receive your username and password for the training site.

NCARB July 2016 Monthly Legislative Update is Available

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

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

In Idaho, the governor signed a bill (H 482), which modifies the composition of the Idaho Board of Architectural Examiners. Formally comprised of six architect members, the board now has five architect members and one consumer member. The consumer member represents the interests in the rights of consumers of architectural services.

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

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

You can review the list of bills and regulations included in July and visit the “Legislation Tracking” library on the Registration Board Section of My NCARB. If you would like assistance monitoring and tracking any legislative issues, contact Council Relations.
Introducing New MBMs

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

- **Courtney Brett, AIA, and Michael Chapman, AIA, LEED AP**, Alabama: Courtney and Michael joined the Alabama Board for Registration of Architects in June

- **Philip Villanueva**, Guam: Philip became a public member for the Guam Board of Registration for Professional Engineers, Architects, and Land Surveyors this July

- **Celestia Ray Carson, AIA, LEED AP, and Brian Jacobson, AIA**, Utah: Celestia and Brian joined the Utah Division of Occupational and Professional Licensing in July

- **Joseph Johnson, AIA, Edward Halloran, and William Haverkamp**, Kansas: Joseph, Edward, and William joined the Kansas State Board of Technical Professions in August

- **Melissa Cohen, AIA, LEED AP, and Sharon Borton**, District of Columbia: Melissa and Sharon joined the District of Columbia Board of Architecture and Interior Design in July

- **Wendy Amann, PE, Dr. Deborah Watson, and Catherine Dunn, AIA, LEED AP**, BD+C, Colorado: Wendy, Deborah, and Catherine joined the Colorado Board of Licensure for Architects, Engineers, and Professional Land Surveyors in August

Welcome all!

Reminder: Upcoming Meetings

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

- **Member Board Chairs/Member Board Executives Conference**: October 28-29, 2016, in Columbus, OH

- **MBE Workshop**: March 9, 2017, in Jersey City, NJ

- **Regional Summit**: March 10-11, 2017, in Jersey City, NJ

- **2017 Annual Business Meeting**: June 21-24, 2017, in Boston, MA

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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 Kathy Hillegas at khillegas@ncarb.org.
All:

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

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

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

If there are questions, please let me know.

Jerry

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential, proprietary, and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the information from all computers.
PROPOSED REVISIONS
TO
CRITERIA FOR ACCREDITING ENGINEERING PROGRAMS
DEFINITIONS,
GENERAL CRITERION 3 STUDENT OUTCOMES,
AND
GENERAL CRITERION 5 CURRICULUM

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

Based on feedback received and the recommendation of the EAC, the Engineering Area Delegation may decide to extend the review and comment period for one additional year. Likewise, due to the breadth and complexity of the proposed changes and the impact to programs demonstrating compliance with Criteria, a phase-in implementation period may be recommended by the EAC to the Engineering Area Delegation.
Criteria for Accrediting Engineering Programs
Effective for Reviews during the 20XX-20YY Accreditation Cycle

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

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

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

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

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

This document contains three sections:
The first section includes important definitions used by all ABET commissions.
The second section contains the General Criteria for Baccalaureate Level Programs that must be satisfied by all programs accredited by the Engineering Accreditation Commission of ABET and the General Criteria for Masters Level Programs that must be satisfied by those programs seeking advanced level accreditation.
The third section contains the Program Criteria that must be satisfied by certain programs. The applicable Program Criteria are determined by the technical specialties indicated by the title of the program. Overlapping requirements need to be satisfied only once.

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

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

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

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

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

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

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

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

Criterion 3. Student Outcomes

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

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

(a) an ability to apply knowledge of mathematics, science, and engineering
(b) an ability to design and conduct experiments, as well as to analyze and interpret data
(c) an ability to design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability
(d) an ability to function on multidisciplinary teams
(e) an ability to identify, formulate, and solve engineering problems
(f) an understanding of professional and ethical responsibility
(g) an ability to communicate effectively
(h) the broad education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context
(i) a recognition of the need for, and an ability to engage in, lifelong learning
(j) a knowledge of contemporary issues

(k) an ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.

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

1. An ability to identify, formulate, and solve engineering problems by applying principles of engineering, science, and mathematics.

2. An ability to apply both analysis and synthesis in the engineering design process, resulting in designs that meet desired needs.

3. An ability to develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.

4. An ability to communicate effectively with a range of audiences.

5. An ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.

6. An ability to recognize the ongoing need for additional knowledge and locate, evaluate, integrate, and apply this knowledge appropriately.

7. An ability to function effectively on teams that establish goals, plan tasks, meet deadlines, and analyze risk and uncertainty.

Criterion 5. Curriculum

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

(a) one year of a combination of college-level mathematics and basic sciences (some with experimental experience) appropriate to the discipline. Basic sciences are defined as biological, chemical, and physical sciences.

(b) one and one-half years of engineering topics, consisting of engineering sciences and engineering design appropriate to the student's field of study. The engineering sciences have their roots in mathematics and basic sciences but carry knowledge
further toward creative application. These studies provide a bridge between mathematics and basic sciences on the one hand and engineering practice on the other. Engineering design is the process of devising a system, component, or process to meet desired needs. It is a decision-making process (often iterative), in which the basic sciences, mathematics, and the engineering sciences are applied to convert resources optimally to meet these stated needs.

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

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

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

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

(a) One academic year of a combination of college-level mathematics and basic sciences (some with experimental experience) appropriate to the program,
(b) One and one-half academic years of engineering topics, consisting of engineering sciences and engineering design appropriate to the program and utilizing modern engineering tools,
(c) A broad education component that includes humanities and social sciences, complements the technical content of the curriculum, and is consistent with the program educational objectives.

Students must be prepared to enter the professional practice of engineering through a curriculum culminating in a major design experience based on the knowledge and skills acquired in earlier course work and incorporating appropriate engineering standards and multiple constraints.
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**Agenda Item 5 K**
We're excited to announce new resources to help you prepare for the Architect Registration Examination® (ARE®) 5.0. In combination with the ARE 5.0 Handbook and ARE 5.0 Community, these tools will help prepare you for success.

ARE 5.0 Demo and Testing Strategies

Use the ARE 5.0 Demonstration Exam—which can be accessed through your NCARB Record—to explore the new interface and item types. You can practice navigating a division and using the various tools available to you in the test center.

Head to the NCARB Blog to learn more about the demo, and pick up some testing strategies and tips from an exam insider.

ARE 5.0 Video Prep Series
The ARE 5.0 video prep series is now available! We cover each of the six new divisions, walking you through practice questions, providing key division information, and suggesting new additions to your study library.

Plan Your Transition
It’s time to commit to your plan to transition to ARE 5.0. If you have questions about the launch and what it means to be an early tester, check out our cut score blog post.

Save the Date
October 20 at 3 p.m. EDT
Don’t forget to register for the October NCARB Live. This will be the last broadcast before the launch of ARE 5.0 on November 1.

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

Share this email:
Patterson, Kathryn

From: Sherrie Saunders <ssaunders@ncees.org>
Sent: Tuesday, September 27, 2016 8:25 AM
Subject: 2017 Call for Awards Nominations
Attachments: 2017 Call for Awards Nominations Package.pdf

Good morning MBAs,

Attached is the 2017 Call for Awards Nominations memo and relevant forms. This information has been posted on MyNCEES. If you have any questions about this package, please feel free to contact me.

Kindest regards,
Sherrie

Sherrie Saunders, CAP-OM
Executive Assistant

NCEES
864-654-6824
ncees.org
September 27, 2016

MEMORANDUM

To: Member Boards, EPE Committee, EPS Committee, Exam Chairs

From: M.L. Love Jr., P.E., Chair, Committee on Awards

Re: Nominations for NCEES National Service Awards

The Committee on Awards is now soliciting nominations for the awards to be presented at the 96th annual meeting in Miami, Florida, on August 23–26, 2017. NCEES would like to recognize individuals who have made exceptional contributions and provided outstanding service to the organization. The NCEES national awards are the Distinguished Service Award (DSA), the Distinguished Service Award with Special Commendation (DSA/SC), the Meritorious Service Award (MSA), and the Distinguished Examination Service Award (DESA).

Members of the 2016–17 Committee on Awards are not eligible for nomination. Current committee members are; Pete Hutchison, P.E., P.L.S.; Lou Raimondi, P.E., P.S.; Ted Sack, P.L.S.; and Harold Snead, P.E. Current members of the NCEES board of directors are also ineligible.

Due date for nominations
The completed nomination package must be received at NCEES headquarters no later than January 31, 2017. Nomination packages should be emailed to ssanders@ncees.org. Faxed packages will not be accepted. The Committee on Awards will not consider nominations received after the deadline.

A list of past award recipients can be found on MyNCEES or in the annual meeting Minutes and Reference Material. NCEES can confirm if an individual under consideration has previously received an NCEES award and verify an individual’s service to NCEES, if requested. Please contact Executive Assistant Sherrie Saunders for this information.

We hope that you will take this opportunity to bring special recognition to deserving individuals. If you have questions or need assistance, please contact Sherrie Saunders at NCEES headquarters (ssanders@ncees.org or 800-250-3196, ext. 5482).

/ss

Enclosures

C: Daniel S. Turner, Ph.D., P.E., P.L.S., President
   Members of the Committee on Awards
HOW TO NOMINATE

1. Review the enclosed memorandum and the information detailed in AP12, Awards, to become familiar with eligibility criteria.

2. Complete the enclosed Nomination Form that corresponds to the award being applied for (DSA, DSA/SC, MSA, or DESA).

3. Create an outline to provide the nominee’s qualifications. **Prepare the outline in the same format (including item numbers) as shown in the Outline for Reporting Qualifying Service.** There are three outline formats—one for a DSA or DSA/SC nomination, one for an MSA nomination, and one for a DESA nomination. Providing information in this manner is very important. It enables the Awards Committee to evaluate the qualifications of multiple nominees efficiently and fairly.

   **Example of Outline for Reporting Qualifying Service**

   DSA nomination for Mr. John Q. Example, P.E., L.S.

   1. Outstanding Service to Nominee’s Zone
   1.1 Service as an officer; participation in zone panels, programs, or standing committees
      Mr. Example has served in the following offices:
      Board Chair 1997–1998
      Board Vice Chair 1995–96
      Chair, Zone Rules Committee 1999–2000
      Speaker, “How to be a Great Engineer,” University Continuing Education Program, 2000
      Presenter, “Get Involved in ABET Visitation” workshop, Active Engineers Symposium, 2001
   1.2 Giving presentations or presenting papers before engineering and surveying students regarding the FE or FS examinations, codes of ethical practice, and/or the value of licensure
      Speaker, FE presentations, Example University, 2003–2007
   1.3 Other outstanding service to zone
      Assisted with planning of 2006 zone interim meeting

4. Compile the nomination package including the following:
   - Nomination Form
   - Outline of Qualifying Service

5. E-mail the nomination package to Executive Assistant Sherrie Saunders at ssaunders@ncees.org at NCEES headquarters by the **deadline in the letter.** Please do not fax the nomination package to NCEES. The Committee on Awards will not consider nominations received after the deadline.

The forms and information listed below can be found on MY NCEES at www.ncees.org.

AP 12 Awards  
Outline for Reporting Qualifying Service  
DSA nomination form  
DSA/SC nomination form  
MSA nomination form  
DESA nomination form
AP 12 Awards
NCEES will officially recognize members, associate members, and emeritus members, and other volunteers who provide or have provided outstanding service to NCEES. The members of the Committee on Awards and the Board of Directors shall not be nominated for these awards while serving on the Committee on Awards or on the Board of Directors. In evaluating nominations, the following guidelines are to be observed:

Distinguished Service Award
- Must be a current member, a former member, or an emeritus member
- Must promote engineering or surveying licensure at the state or national level
- Must demonstrate positive contributions to the advancement of the engineering or surveying profession and the mission and vision of NCEES
- May include participation in professional or technical societies as a consideration
- Must demonstrate active participation in Member Board activities
- Must include distinguished service on at least one NCEES committee
- May be nominated by a member board

Distinguished Service Award with Special Commendation
- Must have received the Distinguished Service Award at least six years prior to receiving the Distinguished Service Award with Special Commendation. Any exception based on extraordinary circumstances must be approved by the NCEES Board of Directors with recommendation by the Committee on Awards.
- Must be a current member, a former member, or an emeritus member
- Must promote engineering or surveying licensure at the national level
- Must demonstrate positive contributions to the advancement of the engineering or surveying profession and the mission and vision of NCEES
- May include participation in professional or technical societies as a consideration
- Must demonstrate active participation in Member Board activities
- Must include leadership or exemplary service on at least one NCEES committee
- May be nominated by a member board

Meritorious Service Award
- Must be a current or former associate member
- Must demonstrate positive contributions to the advancement of the engineering or surveying profession and the mission, vision, and goals of his or her board and NCEES
- Must participate in Member Board activities
- Must participate in the promotion of licensure
- Must include distinguished service on at least one NCEES committee
- May be nominated by a member board

Distinguished Exam Service Award
- Must demonstrate positive contributions and long-time commitment to the NCEES examination program
- Must have served on at least one of the Council’s examination committees or exam-related task forces
- Must demonstrate exemplary service and leadership in the advancement and improvement of NCEES examinations and the exam-development process
- May be nominated by a member board, an exam committee, or the Board of Directors

Approved 2010 Annual Meeting
OUTLINE
for
REPORTING QUALIFYING SERVICE

Distinguished Service Award
&
Distinguished Service Award with Special Commendation

Please follow the order of this outline when preparing a nomination for the Distinguished Service Award or Distinguished Service Award with Special Commendation. IMPORTANT: Please skip any item numbers that do not apply to your nominee, and use the same numbers as listed below for applicable items to facilitate our comparative tabulation by item number.

1. Outstanding Service to Nominee's Zone
   1.1. Service as an officer; participation in zone panels, programs, or standing committees
   1.2. Presenting talks or papers before engineering and surveying students oriented toward FE or FS examinations, codes of ethical practice, and/or the value of or necessity for licensure
   1.3. Other outstanding service to zone

2. Outstanding Service to NCEES
   2.1. Serving as an officer of the Council or as a committee chair or vice chair
   2.2. Presenting papers or panel service at Annual Meetings
   2.3. Providing meaningful committee service on standing committees, including attending committee meetings
   2.4. Providing meaningful contributions to or on procedures of major Council functions, for example, examination development committees, NCEES Records, or constitutional changes
   2.5. Other outstanding service to NCEES

3. Outstanding Contributions to the Advancement of Licensure and the Profession
   3.1. Authoring papers for publication in regional or national magazines on affairs of licensure
   3.2. Attending ABET's annual meetings or serving on a visitation team
   3.3. Appearing on panels or programs at annual meetings of engineering or surveying societies on licensure matters
   3.4. Service as chair or vice chair of the licensure committee or the ethics and practice committee of a national engineering or surveying society, or making meaningful contributions to such committees including attendance at meetings
   3.5. Other outstanding service to the engineering profession

REMEMBER: The principal way the Awards Committee will know about your nominee is through what you write in the Outline for Reporting Qualifying Service.
NCEES National Awards
Nomination for

Distinguished Service Award
Maximum of 5 DSAs awarded per year

I (your name) ________________________________ on behalf of the
(Member Board name) ________________________________,
choose to submit a nomination for (person) ________________________________
for the
Distinguished Service Award.

Please follow these steps:
1 – Complete this page (if more space is needed, use additional letter-sized sheets) and sign at bottom.
2 – Write an outline to support your nomination following the order shown on the outline example.
3 – Email your nomination package to ssaunders@ncees.org at NCEES headquarters.

Nominee’s years of service on the Member Board (through September 1): ________________

A. Description of service to Member Board (give dates for offices held, plus budget efforts, etc.)

B. Description of service to NCEES, including committee service, exam development service, panel
   service, support efforts for use of uniform examinations, Council Record verification, and
   responsibility for hosting meetings (give dates of service, where applicable)

C. Description of actions for advancement of registration in the profession

Signature of Member Board Official:

(Form must be signed)
NCEES National Awards
Nomination for

Distinguished Service Award with Special Commendation

Maximum of 1 DSA with Special Commendation awarded per year

I (your name) _____________________________ on behalf of the
(Member Board name) _____________________________,
choose to submit a nomination for (person) ____________________________

for the

Distinguished Service Award with Special Commendation.

Please follow these steps:
1 – Complete this page (if more space is needed, use additional letter-sized sheets) and sign at bottom.
2 – Write an outline to support your nomination following the order shown on the outline example.
3 – Email your nomination package to ssaunders@ncees.org at NCEES headquarters.

Nominee's years of service on the board (through September 1): ________________

Date the Distinguished Service Award was awarded to nominee: ________________

A. Description of service to board since initial award

B. Description of service to NCEES since initial award

C. Description of action for the advancement of registration in the profession since initial award

________________________
Signature of Member Board Official:

(Form must be signed)
OUTLINE
for
REPORTING QUALIFYING SERVICE

Meritorious Service Award

Please follow the order of this outline when preparing a nomination for the Meritorious Service Award. IMPORTANT: Please skip any item numbers that do not apply to your nominee, and use the same numbers as listed below for applicable items to facilitate our comparative tabulation by item number.

1.1. Outstanding Service of Member Board Staff
1.2. Involvement in zone meeting activities, such as zone committees, zone panels or, when applicable, involvement as zone secretary
1.3. Involvement in zone enforcement meeting activities such as zone committees, zone panels, or when applicable, involvement as committee chair, member, or consultant
1.4. Participation in zone enforcement panels, programs, or standing committees
1.8 Other outstanding service to zone

2. Outstanding Service to NCEES
2.1. Acting as a committee chair or vice chair to committee
2.2. Presenting papers or panel service at the Annual Meeting
2.3. Providing meaningful committee service on standing committees
2.4. Providing meaningful services on procedures of major Council functions involving examinations, NCEES Records, or constitutional changes
2.5. Service in a capacity to provide to NCEES a meaningful law enforcement service
2.6. Presenting papers, appearing on enforcement panels or programs at Annual Meetings
2.7. Noteworthy service to the NCEES Board of Directors

REMEMBER: The principal way the Awards Committee will know about your nominee is through what you write in the Outline for Reporting Qualifying Service.
**NCEES National Awards**

**Nomination for**

---

**Meritorious Service Award**

| I (your name) ________________________________ on behalf of the |
| (Member Board name) ____________________________________________ |
| choose to submit a nomination for (person) ___________________________ for the |

| Meritorious Service Award. |

Please follow these steps:
1 – Complete this page (if more space is needed, use additional letter-sized sheets) and sign at bottom.
2 – Write an outline to support your nomination following the order shown on the outline example.
3 – Email your nomination package to ssaunders@ncees.org at NCEES headquarters.

Nominee’s years of service with the board (through September 1): _____________

A. Description of positions held at Member Board or NCEES

B. Description of service to NCEES, including committee service, exam development service, panel service, support efforts for use of uniform examinations, Council Record verification, and responsibility for hosting or planning meetings

C. Description of activities for advancement of registration in the profession

---

**Signature of Member Board Official:**

(Form must be signed)
OUTLINE
for
REPORTING QUALIFYING SERVICE

Distinguished Exam Service Award

Please follow the order of this outline when preparing a nomination for the Distinguished Exam Service Award. IMPORTANT: Please skip any item numbers that do not apply to your nominee, and use the same numbers as listed below for applicable items to facilitate our comparative tabulation by item number.

1. Outstanding Service to NCEES Examination Program
   1.1. Demonstrating positive contributions and long-time commitment to the NCEES examination program
   1.2. Providing meaningful committee service on standing committees or exam-related task forces, including attending committee/task force meetings
   1.3. Acting as a chair or vice chair to examination committee or exam-related task force
   1.4. Providing exemplary service and leadership in the advancement and improvement of NCEES examinations and the exam-development process
   1.5. Other outstanding service to NCEES

REMEMBER: The principal way the Awards Committee will know about your nominee is through what you write in the Outline for Reporting Qualifying Service.
NCEES National Awards
Nomination for

Distinguished Exam Service Award

I (your name) ________________________________ on behalf of the
(Member Board name or exam committee) ____________________________
choose to submit a nomination for (person) ____________________________ for the
Distinguished Exam Service Award.

Please follow these steps:
1 – Complete this page (if more space is needed, use additional letter-sized sheets) and sign at bottom.
2 – Write an outline to support your nomination following the order shown on the outline example.
3 – Email your nomination package to ssaunders@ncees.org at NCEES headquarters.

Nominee’s years of service on the Member Board (through September 1): _______________

A. Description of positive contributions and long-time commitment to the NCEES examination
program, including committee service, exam development service, panel service, support efforts
for use of uniform examinations, (give dates of service, where applicable)

B. Description of exemplary service and leadership in the advancement and improvement of NCEES
examinations and the exam-development process

Signature of nominator:

(Form must be signed)
The Board of Directors convened in Rockport, ME, on September 22-24 for the first full meeting of the fiscal year (FY17). Under the leadership of President Kristine A. Harding, NCARB, AIA, the Board met with leaders from the National Architectural Accrediting Board (NAAB); participated in training on Board Member roles and responsibilities; and conducted a visioning session on NCARB Model Law. The Board took action on the FY16 financial audit and approved the process to establish cut scores for the new ARE 5.0, launching November 1, 2016.

President Harding briefed the Board on engagements that have taken place since the Annual Business Meeting, and CEO Michael Armstrong reported early metrics for recent program updates. The Board also heard reports from the Regional, MBE, and Public Directors about important jurisdictional news, and committee liaisons updated the Board on the status of committee charges assigned for this fiscal year. The Executive Committee met prior to the Board meeting to preview financial matters and engage with the Council’s investment advisor on the state of economic markets and the Council’s investment policy, and to conduct a review of the Council’s investment portfolio.

Roles & Responsibilities

The Board of Directors kicked off the meeting by participating in a full morning of training on Board Member roles and responsibilities, which included guidance from the Council’s investment advisor Arun Sardana, CIM®, of UBS Sardana Group; legal counsel Jeffrey Tenenbaum of Venable LLP; and governance and strategic planning consultant Jay Younger, FASAE, of McKinley Advisors. Younger also briefed the Board on outcomes from focus group meetings that were conducted with select members in Seattle, WA, during the June 2016 Annual Business Meeting.

These focus groups were designed to gain insight into trends impacting the regulation of the practice of architecture, as well as high-level perspectives about NCARB’s recent strategic direction. Younger noted that high-level outcomes included:

- Optimism regarding the future of the architecture and design profession, counteracted with frustration regarding the regulatory landscape in jurisdictions.
- Positive perceptions about NCARB—specifically the organization’s leadership, the quality of the new Architect Registration Examination® (ARE 5.0), the increasing portfolio of support resources for Member Boards, and the increased site visits from NCARB leadership.
- Commentary that for some states, the recent pace of change has created challenges regarding implementation at the state level.

Collateral Engagement

President Harding led the Board of Directors in a collaborative discussion with NAAB leaders, including incoming president Judith Kinnard, FAIA; incoming president-elect Helene Combs Dreiling, FAIA; and Executive Director Andrea S. Rutledge, CAE, Hon. AIA. The NAAB officers briefed the Board regarding several initiatives designed to explore accreditation process improvements and new efficiencies in NAAB operations. The meeting confirmed:

- NCARB representation on visiting teams will remain consistent after experimentation with smaller teams did not lead to new efficiencies or significant savings.
- New tools for data collection and reporting are being developed, with assistance from NCARB.
NCARB

- NCARB is focused on assuring that accreditation remains a valuable tool for its Member Boards in conferring licensure.

Model Law

A visioning session about the purpose and potential of NCARB Model Law was conducted by Immediate Past President Dennis S. Ward, FAIA, NCARB, and staff liaison Kathy Hillegas, Director of Council Relations. Ward, who is serving as FY17 Chair of the Model Law Task Force, posed several questions and led Board Members through a group exercise designed to provide guidance to the task force. Consensus evolved around the distinction between Model Law and Model Regulations. The Board is supportive of ensuring that Model Law language is written at a high level as a framing mechanism, containing essential elements of licensure with clear empowerment of licensing boards, making it adoptable by state legislatures without revision. Further, an ideal Model Law would indicate that Model Regulations should contain the specific language regarding programmatic elements that would be implemented at the Member Board level.

ARE 5.0 Scoring

The Board of Directors, which will ultimately approve the passing scores for each division of the new ARE 5.0, participated in training and approved the process for establishing the passing (cut) scores. President Harding indicated that the process includes collaboration with the Cut Score Task Force and the Examinations Committee. NCARB Examinations Director Jared N. Zurn, AIA, NCARB, and Brett Foley, Senior Psychometrician and Director of Professional Credentialing with Alpine Testing Solutions, Inc., led the training.

According to Zurn, new cut scores must be determined because of the significant changes to the exam structure made in ARE 5.0. While ARE 5.0 will cover the same content as ARE 4.0, the structure of delivery is extremely different given the elimination of the graphic vignettes and the addition of new item types to the exam.

Additionally, the questions are now packaged into six divisions rather than the seven division structure of ARE 4.0.

Candidates will be able to schedule and test in the new exam beginning on November 1, 2016. However, score results will be delayed until the cut scores have been established. The process of establishing the scores begins once a statistically valid sample of each division has been administered. Once the number of tests administered in a division meet the threshold, a task force will be assembled for that division to study the results and make individual decisions based on the data. Each task force will be composed of approximately one-third recently licensed architects, one-third seasoned practitioners, and one-third educators. Representation will also be split over large firms, small firms, and sole practitioners. Demographics will be used to ensure broad diversity within each team.

Following the work of each task force, the Examination Committee will review the output, study additional statistical information, and make a final recommendation to the Board of Directors. Ultimately, the Board of Directors will review all rationale and recommendations and will set the final cut score for each division.

Funded Attendees at Council Meetings

President Harding led a discussion about situations where Council-funded attendees at key NCARB meetings fail to attend all business sessions. The regions asked the Board of Directors to address this situation. Following discussion, it was decided that an attestation statement, establishing clear expectations and possible consequences for any who accept funding to an NCARB meeting, will become part of the meeting registration process beginning with the 2017 Regional Summit.
Repositioning the Certificate

The Board of Directors heard an initial blue-sky concept, posed by staff, on the possibility of repositioning the NCARB Certificate to indicate that a licensure candidate has met the qualification for initial licensure. Today, the Certificate indicates qualifications for reciprocal licensure only. The proposal asked the Board to consider the feasibility of allowing licensure candidates to delay affiliating with a jurisdiction until after they have completed all phases of the licensure path, while still respecting any additional eligibility requirements imposed by individual jurisdictions.

Board Members deferred committing to any position on this proposal until a further exploration of the possible processes and potential challenges. The Board asked staff to lead them in a deeper discussion at the January meeting. President Harding reiterated that the Board is not committing to the proposal, but agreeing to hear more about the concept and its ramifications to Member Boards.

Financial Actions

Audit Approval

Treasurer Terry L. Allers, AIA, NCARB, reviewed the results of the FY16 annual audit conducted by the Board’s audit consultant, Tate & Tryon. The Council again received a “clean” opinion from the auditors as to the state of the Council’s financial reporting. Allers informed the Board that he; Second Vice President David L. Hoffman, FAIA, NCARB; and Secretary Robert M. Calvani, AIA, NCARB, held a meeting with Tate & Tryon’s Christian Spencer in advance of the audit. Spencer presented the audit results to the Audit Committee and the Council’s financial management team, followed by a brief Executive Session with the Committee. The Board approved the Audit Committee’s recommendation to adopt the audit. The audited financial statements will be released to the membership in the FY16 Annual Report slated for release this fall.

ARE 4.0 Practice Program Fee Sunset

The Board also acted on a staff recommendation to eliminate the $10 annual subscription fee for the ARE Practice Program, effective with the launch of ARE 5.0 on November 1. The practice program, which only benefits licensure candidates still testing in ARE 4.0, will be eliminated with the sunset of ARE 4.0 in 2018.

Annual Review of Board Meeting Costs

The Board conducted their annual fiduciary inspection of the costs for Board of Director and Executive Committee meetings. Past President Ward presented the analysis, noting, “As part of our fiduciary responsibilities, it is important to remain aware of the costs associated with these essential meetings that are conducted to set our strategic direction.” The study spans 13 years of Board and Executive Committee costs. Today, total costs for Board of Directors and Executive Committee meetings comprise only 2 percent of the Council’s total expense budget. Further, today’s costs remain at or below 2003 levels (adjusted for inflation), having declined more than 50 percent from a 2008 high despite increasing the number of the seats on the Board from 12 to 14 in 2008. These cost reductions have been accomplished through Board oversight and streamlined meetings resulting in the elimination of one Board meeting per year and all stand-alone Executive Committee meetings. The Board of Directors meets only in Member Board jurisdictions. For FY16, the Board of Directors and Executive Committee members donated approximately 5,100 hours of service to the Council.
Other Board Business

President's Report
President Harding reported on her summer activities, including:

- ACSA International Conference (Santiago, Chile): This event provided some opportunity for conversations with other countries, as well as with individual international architects. Most international architects are looking to collaborate with U.S. architects rather than seeking U.S. licensure.

- AIA Grassroots (Washington, DC): Harding stated that this was an opportunity to engage with the great leadership at the AIA and amazing young people seeking to enter the profession, noting, “It gives us a lot of energy to see where our young professionals are coming from.”
  - Harding and First Vice President/President-elect Gregory L. Eny, NCARB, AIA, also took advantage of the DC-based meeting to visit the NCARB office and join staff for an ice cream social meet-and-greet, which provided a chance to interact with the front lines at NCARB, match names to faces, and answer staff questions about plans for FY17.

- Licensing Advisors Summit (Chicago, IL): Approximately 300 attendees made this the largest Licensing Advisors Summit ever, although the number of schools in attendance was lower than in past years. Harding participated in a panel discussion with other collateral leaders about education. Attending the conference were educator advisors, student advisors, and a number of MBEs (all funded by NCARB), as well as state advisors (funded by AIA). Harding noted that MBEs are licensing advisors and funding several to attend each year is a fairly new initiative.

- Resilience Work Group and ARE 5.0 Subcommittees (Washington, DC): President Harding also attended the first meeting of the FY17 Resiliency Work Group, noting that resilience is more than just sustainability—it’s also the next level of addressing natural disasters. The work group is addressing how architects should be addressing issues of resiliency for the future. Members of the work group are important thought leaders who bring a wide range of experience to the effort. Harding also met with subcommittee members supporting development of ARE 5.0.

CEO Reports
CEO Michael Armstrong reported on recent metrics showing continued improvements in the time to licensure. This is a direct result of recent programmatic changes implemented by the Council. Armstrong also briefed the Board on the state of the Council’s disaster recovery/business continuity plan, which was put to the test over the summer with a building closure due to a fire in an electrical vault. Little-to-no impact was caused in customer or member services. A few minor opportunities for improvement are being addressed in coming months. Armstrong also introduced Marketing & Communications Director Andy McIntyre to lead the Board through a preview of the redesigned NCARB website, set to debut before the end of the calendar year.

Director Reports
Regional, MBE, and Public Directors reported to the Board of Directors on issues facing Member Boards. Additionally, Regional Directors provided positive feedback on the new initiative to increase engagement between regional directors and their stakeholders. Board liaisons to Council committees updated the Board on the current status of the FY17 committee charges assigned by the Board.
News Release

Contacts: Mike Rush, Executive Director and CEO  
mike.rush@sdbor.edu
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www.sdbor.edu

FOR IMMEDIATE RELEASE: Wednesday, October 5, 2016

SDSU to Offer New Engineering Certificate

ABERDEEN, S.D. – South Dakota State University will offer a new engineering graphics certificate next year, aimed at students seeking industry-specific skill sets. The South Dakota Board of Regents granted approval for the offering this week.

The undergraduate certificate in engineering graphics at SDSU combines traditional drawing skills with advanced computer-aided design applications. It will provide students a professional credential demonstrating competency in engineering drawing. The certificate is available starting in the fall 2017 semester.

Labor market data are projecting a 2 percent growth in mechanical drafters across South Dakota. SDSU officials said this new certificate should appeal to engineering, technology, and design majors who seek industry-specific skills.

Nine of the 12 credit hours required for the certificate also fulfill requirements for a bachelor’s degree in operations management. University officials hope this will encourage many certificate completers to continue toward earning their bachelor’s degree.
Updates to the L.A.R.E. in April 2017

As you know, CLARB conducted a Task Analysis survey in early 2016. We are excited to report a nearly 40% increase in participation over the last survey conducted in 2010. The Task Analysis is a scientific study of the profession that ensures the content of L.A.R.E remains legally defensible and relevant, and the results are used to defend the legal scope of landscape architectural practice.

The results of the survey determine the tasks that are performed most often, are most important and subsequently instill the knowledge required at the initial point of licensure; thus, the survey results form the basis of the L.A.R.E.

Beginning with the April 2017 L.A.R.E. administration, the exam blueprint will be updated to provide greater detail within each section of the exam and will introduce new content focusing on maintenance, historical preservation, performance metrics and specialty plans. These updates will align the exam with current practice.

The updates to the L.A.R.E. that will go into effect in April 2017 will have no impact on candidates who have already successfully completed sections of the exam. All exam sections, through the December 2016 administration, will remain equivalent to the exam sections that will be administered in April 2017. We believe candidates will find great value in having more detail in each section while also knowing their previously completed exam sections will remain equivalent.

Candidates will be notified tomorrow of the Task Analysis results and upcoming updates to the L.A.R.E. Any candidate wishing to complete the L.A.R.E. prior to these updates taking effect may register for the December administration until November 28.

We have compiled a list of FAQ's for you to use in addressing candidate questions you may receive. Please let us know if you have any questions or need further assistance in responding to candidate questions regarding the updates to the L.A.R.E.

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

http://view.exacttarget.com/?qs=7f088ec55b5d15387c38d8feb958e78fde758380714dd5e... 11/02/2016
National Architect: Why It’s Never Too Late to Earn an Architecture License

A bimonthly newsletter for NCARB Certificate holders—a benefit highlighting the latest news and resources for architects.

Why It’s Never Too Late to Earn an Architecture License

Spread the word: experienced design professionals in your firm can get back on track with our new AXP Portfolio option.
An Evolution in Experience: Licensure Candidates Still Benefit from Best Practices

Learn how one firm is advancing the profession by nurturing the next generation of architects.

Top 10 Apps for Architects

Whether you’re working on a design or meeting with a client, you’ll want these apps on your phone.

How to Influence Your Time to Licensure

Guide your licensure candidates through these key factors that can impact their timeline for becoming an architect.

Need to Fulfill Your CE Requirements by December 31?

Earn continuing education hours (CEH) and brush up on ways to prevent mold and moisture problems with our Mini-Monograph series—free for Certificate holders!

Recent News

Time to Earn an Architecture License Shortens

NCARB Releases ARE 5.0 Study Resources

National Council of Architectural Registration Boards
1801 K Street NW Suite 700K
Washington, DC 20006
What should volunteering look like at NCARB?

President Harding urges volunteers to anticipate NCARB's future opportunities and challenges. Read more

September Highlights

Mentor local architecture students
Be on the lookout for more information about getting involved with AIAS Freedom by Design projects in your area. Learn more

New ARE 5.0 study tools
Learn more about the new ARE 5.0 Handbook and online community. More on ARE 5.0

Updated NCARB by the Numbers stats
The timeline to licensure continues to drop following recent program updates. Explore the data

More jurisdictions share their data
Over two thirds of NCARB's members are participating in our data-sharing program. More on centralizing data

"Our efforts to evolve our models, our services to members and customers, and our areas of emphasis must keep pace with our programmatic evolution if we are to fully realize the expectations of our diverse audiences."

Message from the CEO, Page 2

Top Blog Posts

- How to Influence Your Time to Licensure
- Get Ready for ARE 5.0 With Our Test Prep Video Series
- ARE 5.0 Demo and Testing Strategies

NCARB in the Press

- NCARB Reports More Than 110,000 Registered Architects in U.S.
- Why It’s Never Too Late to Earn an Architectural License
- Changing Course in Architecture Academia

Recent News

- NCARB Releases ARE 5.0 Study Resources
- Get Ready for ARE 5.0 with NCARB's New Handbook
Message from the CEO

Dear Colleagues:

Recently, I was privileged to sit in on meetings of three different NCARB volunteer activities. The Ethics Task Force is in its second year of exploring how ethics issues might best be applied in the context of regulating licensure. The Member Board Executives Committee is reworking its Quality Assurance Audit of Records management and developing the annual MBE Workshop. And the Model Law Task Force is beginning its focus on how Model Law should be best organized and best represent the consensus of NCARB Member Boards. Each of these groups is populated with a lively and diverse number of volunteers from all areas of the country and varying degrees of service. At each meeting, I was struck with how much we all benefit from staying focused on bettering the future in terms of useable tools and insightful approaches.

Our organization’s lifeblood is its volunteers. Being a part of future-focused activities is motivational—the participants know they are making a difference by sharing their advice and making decisions that impact existing and future architects. These task forces, as well as our committees, have been given an extra “strategic charge” this year by President Kristine A. Harding, NCARB, AIA: to anticipate the challenges of the future and articulate what they see on the horizon for the volunteer community of tomorrow.

Gathering feedback from our volunteers will be extended into the upcoming Member Board Chairs and Executives Summit at the end of October, where President Harding will ask this select group to contribute their future-focused observations.

In October, we will be readying to launch a new exam, even as we guide the implementation of recent changes to experience and certification requirements and see the first classes of Integrated Path students begin their journey. Our efforts to evolve our models, our services to members and customers, and our areas of emphasis must keep pace with our programmatic evolution if we are to fully realize the expectations of our diverse audiences. Our mission of protecting the public and our goal of facilitating licensure continue to help us go further.

We look forward to your contributions to these efforts, whether attending a meeting, starting a conversation, or completing a survey. Thanks for everything you are already doing and for your future work!

Best wishes,

Mike

CEO on the Road

Rockport, ME (September 21-24)
Executive Committee & Board of Directors Meeting
Strategic Initiatives

Facilitating Licensure
New metrics updating the annual NCARB by the Numbers report show that positive trends are still occurring regarding ARE and AXP registrations, as well as certification. Since the adoption of several streamlining efforts, the average time along the path to licensure has dropped by another six months since last measured at the end of December 2015.

Centralizing Data
In September, our two largest states for architectural licensure agreed to share data with NCARB: California and New York. With their entry, over two-thirds of our members are either sharing data or preparing to do so, further increasing momentum behind data sharing. In other jurisdictions, discussions continue regarding workable solutions to legislative, policy, or systems impediments.

Fostering Collaboration
The American Institute of Architecture Students (AIAS) indicates that over 40 of its chapters plan to pursue a Freedom by Design project in the coming year. This new AIAS/NCARB partnership will set up more opportunities for Member Board Members to connect with licensure candidates by participating on these projects.

@ruskincompany
Some interesting stats @NCARB on why architecture is in good hands
#architects
Collateral Engagement

American Institute of Architecture Students (AIAS)
As campus chapters complete their Freedom by Design project applications, Member Board Chairs can expect to receive communication requesting they consider volunteering as a mentor/supervisor for student initiatives that will aid underserved areas, such as improved access to structures for those with disabilities.

American Institute of Architects (AIA)
Plans are underway to conduct a special outreach session with AIA Columbus and Ohio State students while NCARB attends the Member Board Chairs/Executives Summit in late October.

National Architectural Accrediting Board (NAAB)
NAAB incoming President Judith Kinnard, incoming President-elect Helene Combs Dreiling, and Executive Director Andrea Rutledge met with the NCARB Board of Directors to provide organizational updates and discuss evolving approaches to academic accreditation.

Organizational Development and Office Life

- NCARB staff bid a fond farewell to Delores Little, who retired after 37 years of service, including many years as the front desk receptionist where she acquired the nickname “The Voice of NCARB.” Delores will join her recently retired husband and beloved dogs in a new chapter of volunteering and spending time doting on her parents.

- The annual staff picnic provided a special day of team-building and reconnecting outside the office environment. The format for the day’s activities was developed by the Quality of Life Committee.

Delores Little with Doug Morgan, Director, Administration.

September Outreach

Universities
Marywood University, University of Texas Austin, University of Louisiana Lafayette, University of Hartford, Yale University, University of Kentucky, Columbia University, Pratt Institute, The Catholic University of America, Savannah College of Art and Design, University of Maine Augusta, The Ohio State University

AIA Components
AIA Baltimore, AIA Austin, AIA Connecticut, AIA Northern Virginia, AIA Brooklyn, AIA New Hampshire

Conferences
Construct, AIA Louisiana State Convention, AIA IN/AIA KY Convention, AIA Western Mountain Region, AIA South Atlantic Region

Firms
SOM (Webinar), Gensler

Webinars
CACE Leadership, NCARB Live, Architect Licensing Advisors: ARE Updates, Architect Licensing Advisors: ARE Updates, Architect Licensing Advisors: Certification & Reciprocity Updates

Career Fairs
Boston Society of Architects’ Architecture/Design College Fair

Member Board Visits
Texas, Ohio
Office of the CEO

- NCARB Chief Operating Officer Mary de Sousa continued her service as President of the Federation of Associations of Regulatory Boards (FARB), presiding over September board meetings and FARB's regulatory law summit.
- NCARB Senior Architect/Advisor to the CEO Stephen Nutt spoke at the Council of Landscape Architectural Registration Boards' (CLARB) annual meeting in Philadelphia. Stephen spoke on trends in regulation and contributed to a panel discussion on ethics and regulation.

Administration

- Began recruiting for several key positions, including the director and assistant director of Council Relations, receptionist, and Customer Relations openings.
- Received a clean opinion on the FY16 annual financial audit from Tate & Tryon, the Council's auditing firm.
- Began registration for the upcoming Member Board Chairs/Member Board Executives Summit taking place at the end of October in Columbus, OH.

Council Relations

- Attended the September Board Meeting in Rockport, ME, and the Architects Examiners Board Meeting in Columbus, OH.
- Hosted the MBE Committee, which completed several charges and began planning the spring MBE Workshop agenda.
- Provided research, prepared meeting materials, and supported the Model Law Task Force's first meeting.
- Hosted an information webinar on ARE 5.0 for CACE executives.
- Conducted research on education and experience requirements for jurisdictions that do not require a NAAB degree, and compiled the history of recent alternative paths to certification for the Ohio Board's upcoming meeting.
- Provided comments for the New Hampshire Board's proposed rule amendments.
Customer Relations
- Visited the Texas Board of Architectural Examiners to provide one-on-one staff outreach and established a dedicated NCARB resource for board staff escalations.
- Participated in recent outreach events in Austin, TX, and Washington, DC, to provide immediate onsite support for customer questions.

Examination
- Completed a final ARE 5.0 national pilot test that included having licensed architects from around the United States complete full exams at their local test centers.
- Released the ARE 5.0 Handbook, a comprehensive resource for candidates preparing for the new exam.
- Launched the ARE 5.0 Community to support candidates preparing for ARE 5.0, available at ncarb.org/ARE5Community.
- Released ARE 5.0 Test Prep video series.
- Hosted two webinars for the AIA Council of Architectural Component Executives about supporting local candidates with the launch of ARE 5.0.
- Hosted two NCARB Live webinars on ARE 5.0, broadcasting answers to candidate questions to over 1,300 viewers.
- Held the ARE 4.0 Forms Assembly Subcommittee meeting to complete assembly of the final set of questions that will be delivered during next fiscal year.
- Held the ARE 4.0 Vignette Subcommittee meeting to complete quality control reviews of all vignettes that will be delivered during next fiscal year.

Experience + Education
- Released two new mini-monographs:
  Improving Building Performance, Part III and Mold and Moisture Prevention, Part II.
- Assisted Continuing Education Subcommittee in completing 80 new quiz questions for the Fire Safety in Buildings digital monograph.
- Participated in over 25 outreach events.

@laurenpsherman
Thanks @NCARB for a great webinar session this morning on the transition from ARE4 to ARE5! If you missed it, check it out this PM.
Information Systems
- Implemented a new AXP Portfolio management tool.
- Began work to support the new certification path for architects who do not hold a degree from a NAAB-accredited program.

Marketing & Communications
- Issued targeted messaging to exam candidates explaining self-transition options, new study tools, incentives for testing early, and the cut-score process.
- Supported the launch and promotion of the new ARE 5.0 Community and ARE 5.0 Handbook, and produced NCARB Live webinars.
- Supported the completion and launch of ARE 5.0 division videos, providing an overview of exam content and sample questions, available on our YouTube channel.
- Created a guest article for Retrofit Magazine promoting the AXP Portfolio option.

October Outreach

Universities:
- 10/3/16 Judson University
- 10/3/16 University of Southern California
- 10/4/16 University of Florida (Webinar)
- 10/12/16 Woodbury School of Architecture
- 10/25/16 Hampton University
- 10/25/16 Princeton University
- 10/25/16 Louisiana Tech University
- 10/25/16 Penn State
- 10/25/16 Virginia Tech - WAAC

AIA Components:
- 10/5/16 AIA Los Angeles
- 10/6/16 AIA San Fernando Valley
- 10/12/16 AIA Long Beach
- 10/11/16 AIA Orange County
- 10/13/16 AIA Hampton Roads
- 10/19/16 AIA Jersey Shore, AIA
- 10/26/16 St. Louis (Webinar)

Conferences:
- 10/5/16 Greenbuild
- 10/12/16 National Organization of Minority Architects Convention
- 10/29/16 Equity by Design
- TBD AIA New England, Association of Licensed Architects

Firms:
- 10/12/16 CallisonRTKL

Career Fairs:
- 10/15/16 Chicago Architecture + Design College Day

Member Board Visits:
- 10/4/16 Montana
- TBD Georgia
Good morning Member Board Executives,

In our ongoing commitment to provide you with timely communications, please find attached the latest NCARB press release regarding the launch of Architect Registration Examination® (ARE®), ARE 5.0.

After four years of development, the latest version of the Architect Registration Examination® (ARE®), ARE 5.0, launched on November 11. The updated exam incorporates the latest testing technologies and features six divisions that align with modern practice. We have also updated several documents, including the:

- ARE 5.0 Guidelines: [http://www.ncarb.org/ARE/]media/Files/PDF/Guidelines/ARE5-Guidelines.pdf
- ARE 4.0 Guidelines: [http://www.ncarb.org/ARE/Preparing-for-the-ARE/]media/Files/PDF/Guidelines/ARE_Guidelines.pdf

Nefertari Carver
Manager, Council Relations

NCARB  LET'S GO FURTHER

National Council of Architectural Registration Boards
1801 K Street NW Suite 700K
Washington, DC 20006
Direct: 202/879-0532
Customer Service: 202/879-0520

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NCARB Launches ARE 5.0

The newest version of the exam required for an architecture license, ARE 5.0, launched on November 1.

Washington, DC—After four years of development, the latest version of the Architect Registration Examination® (ARE®), ARE 5.0, launched on November 1, 2016. The updated exam incorporates new testing technologies and features six divisions that align with current practice and the progression of an architecture project. ARE 5.0 was developed with the help of practicing architects who volunteer their time and expertise, and reviewed by experts who ensure the exam is fair, reliable, and meets national testing standards.

Developed and administered by the National Council of Architectural Registration Boards (NCARB), the ARE assesses the knowledge and skills of all candidates seeking a license to practice architecture in the United States. NCARB periodically updates the exam to ensure it continues to reflect the demands of professional practice.

“We are excited to announce that candidates can now begin taking ARE 5.0,” said NCARB President Kristine A. Harding, NCARB, AIA. “With updates to both the exam structure and supporting technology that allow for a more real-world demonstration of architectural ability, we think candidates will find ARE 5.0 to be a more enjoyable testing experience.”

Aligning to Current Practice

To adapt to changes in the profession, ARE 5.0 content has been restructured into six divisions organized around architectural practice and the progression of a typical project. The new divisions also align with the experience areas of the Architectural Experience Program® (AXP®), helping candidates connect their practical experience to exam topics and making the licensure process smoother and easier to understand. ARE 5.0 test durations are substantially shorter than ARE 4.0—ranging from three and a half to five hours and reducing total seat time by eight hours.

In addition, ARE 5.0 features the latest graphic testing methods, replacing vignettes with two new question types: hot spots and drag-and-place. ARE 5.0 also includes case studies, which provide candidates with multiple pieces of information and require them to assess and solve the types of problems architects face on a daily basis.

Preparing Candidates for ARE 5.0

Candidates looking for insight into the new exam have access to several free study tools developed by NCARB. These include the ARE 5.0 Handbook, the ARE 5.0 Guidelines, the ARE 5.0 Community, the ARE 5.0 Demonstration Exam, and the ARE 5.0 Test Prep video series. In addition, as an incentive to take the new exam, the first 600 candidates to test on each division will receive a $100 gift card.

NCARB will continue to administer ARE 4.0 until June 30, 2018. This 20-month period of dual delivery will enable current candidates to finish the exam in a way that best suits their needs.

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.

Visit: www.ncarb.org
Twitter: www.twitter.com.ncarb
Facebook: www.facebook.com/ncarb
YouTube: www.youtube.com/NCARBorg
After years of anticipation and development, we’re excited to say that the newest version of the Architect Registration Examination® (ARE®), ARE 5.0, is here!

We’re sure you have questions about preparing for and transitioning to the new exam, and we have answers. Here’s how you can learn more about ARE 5.0:

**Watch Our Test Prep Series**
We’ve just released two new test prep videos. Watch these and our ARE 5.0 division videos to get familiar with the new exam.

**ARE 5.0 Exam Strategies Video**
Explore several tips and techniques to help you take a division of ARE 5.0, including pointers on item types and scoring, navigating to a case study during your exam, and approaching case study resources efficiently.

**ARE 5.0 Exam Navigation Video**
Walk through the new exam’s navigation tools and format with an NCARB expert. Watch to learn more about accepting the Candidate Agreement, using the tools available to you at the test center, marking and reviewing items, and exiting the exam when you’re finished.
Explore the ARE 5.0 Community
Not sure how to request your eligibilities or schedule an ARE division? You can find that information and more in the Taking ARE 5.0 section of the ARE 5.0 Community. Plus, share study tips and resources, ask questions, and get real-time help from NCARB’s exam experts.

Learn How to Transition
Ready to make the jump from ARE 4.0 to ARE 5.0? Read our detailed instructions on how to transition—plus, remember that the first 600 candidates to test on each division will receive a $100 gift card.

Start Studying
You can find all the resources you need to take your first ARE 5.0 division on our website, including:

**ARE Handbook**
The ARE 5.0 Handbook is your go-to resource for understanding ARE 5.0, providing a breakdown of each exam division, sample questions, suggested study resources, and more.

**ARE 5.0 Guidelines**
This essential document includes an introduction to the exam and an overview of exam policies and procedures you should know before you take the ARE.

**ARE Demo Exam**
Want to get familiar with the new format? Use the ARE 5.0 Demonstration Exam—accessible via your NCARB Record—to practice navigating the exam interface.

Still have questions? Ask our experts on the ARE 5.0 Community, or contact our customer service at 202-879-0520 or customerservice@ncarb.org.
**PDH AUDIT REPORT**
For **November 18, 2016**

**BOARD MEETING**
13 audits reviewed at each Board Meeting

Mailed letter to licensee **10/05/2016**

DEADLINE TO RECEIVE INFORMATION IS **11/04/2016**

MAILED COPIES TO BOARD MEMBERS

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@@@ - Kevin F. Fravel – has until Dec. 25, 2016 to provide information (90 days)

### - Gordon Jeffery Hines – has until Jan. 3, 2017 to provide information (90 days)
# Board Meeting Examinee Report

**FE Examinees Passed FE Exam**

**Meeting Date:** November 18, 2016

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Board Meeting Examinee Report

*FS Examinees Passed FS Exam*

Meeting Date: November 18, 2016

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## Board Meeting Comity Report

*For Individuals by Comity*

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## Board Meeting Firm Report

**For Business to Approve**

**Meeting Date:** November 18, 2016

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<td>10/27-29/2016</td>
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<td>Columbus, OH</td>
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MEMORANDUM

To: Member Board Chairs
    Member Board Executives

From: Kristine A. Harding, NCARB, AIA
        President

Date: August 31, 2016

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

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

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

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

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

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

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

Thank you so much for your help.

I appreciate you.

Have a wonderful rest of your Friday and a great weekend.

Regards,

Daniel T Friendshuh \ Burns & McDonnell
Transmission & Distribution Services
0 303-362-2305
dfriendshuh@burnsmcd.com \ burnsmcd.com
9785 Maroon Circle, Suite 400 \ Denver, CO 80112

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From: Patterson, Kathryn [mailto:Kathryn.Patterson@state.sd.us]
Sent: Friday, October 21, 2016 10:45 AM
To: Friendshuh, Daniel <dfriendshuh@burnsmcd.com>
Subject: RE: Board Verification form

On a log that our office keeps I have found the below information with the date the information was sent to CA.

| 9/25/15   | Friendshuh, Daniel Thomas | FE | C |

I have completed a new verification and will email that to the California Board for your application with them so it arrives prior to the Oct. 31 deadline. I will also put the original copy in the mail today.

Kathryn Patterson
Executive Director
South Dakota Board of Technical Professions
2525 W. Main St., Suite 211
Rapid City, SD 57702-2439
Phone: 605-394-2510
Fax: 605-394-2509
Email Address: Kathryn.Patterson@state.sd.us
Web Address: http://dir.sd.gov/botcomm/btp
From: Friendshuh, Daniel [mailto:dfriendshuh@burnsmcd.com]
Sent: Friday, October 21, 2016 10:32 AM
To: Patterson, Kathryn
Subject: Board Verification form

Kathryn,

I originally started the PE application process in California a year ago and due to some personal conflicts I did not end up submitting my paperwork because I would have been unable to attend the Spring test time.

I am now going back through the process to get all my paperwork submitted for the test next spring. I thought last year I had contacted someone at the SD board to get a verification form last year sent to California so they had record of me taking the FE but I was unable to find any emails reflecting that effort.

I have two questions. First do you have any records showing that something was sent to California late summer last year? If not, or if it is too much of a pain to try and dig up, can I request to get a verification form?

This is the instructions listed on the California application: “Board Verification Form of licensure or exam for applicants with an out-of-state exam (FE/PE) and or/licensure. You must contact the other state and have the form completed according to their procedures.”
I'm just looking for something to present to the California board stating that I passed the FE exam.

All of my paperwork needs to be postmarked by October 31st, so an electronic copy might be the quickest way if that is at all possible.

Regards,

Daniel T Friendshuh \ Burns & McDonnell
Transmission & Distribution Services
o 303-362-2305
dfriendshuh@burnsmcd.com \ burnsmcd.com
9765 Maroon Circle, Suite 400 \ Denver, CO 80112

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Board meetings are open to the public. If you choose to attend the Board meeting starts at 8:30 a.m. at our offices in the Clock Tower Plaza.

South Dakota Board of Technical Professions
2525 W. Main Street, Suite 211
Rapid City, SD 57702-2439
Phone: 605.394.2510    FAX: 605.394.2509
Web address: http://dlr.sd.gov/bdcomm/btp/

Susan A. Neuf
Secretary
Email address: susan.neuf@state.sd.us

From: Antonio Conti [mailto:aconti@contieng.com]
Sent: Thursday, October 13, 2016 8:11 AM
To: Neuf, Susan
Subject: Re: Comity Application for Antonio M. Conti - Missing Documentation

Thank you very much. Do you think the board would frown upon my attendance at the meeting? I would like to be there in case the board members have any questions.

Antonio Conti
Sent from 209.712.7011

On Oct 13, 2016, at 08:55, Neuf, Susan <Susan.Neuf@state.sd.us> wrote:

Your application is complete and waiting for the 18 November board review.

South Dakota Board of Technical Professions
2525 W. Main Street, Suite 211
Rapid City, SD 57702-2439
Phone: 605.394.2510    FAX: 605.394.2509
Web address: http://dlr.sd.gov/bdcomm/btp/

Susan A. Neuf
Secretary
Email address: susan.neuf@state.sd.us
Dear Friends,

Linda and I are looking forward to the holiday season and spending time with our family and friends.

This year, I am granting administrative leave to Executive Branch employees on Friday, November 25 (the day after Thanksgiving). State offices in Executive Branch agencies will be closed on that day.

Christmas falls on Sunday this year, and the official holiday for state employees is Monday, December 26. I am also granting four hours of administrative leave on Friday, December 23, so state employees can travel before the Christmas weekend, if desired. State offices in Executive Branch agencies will close at noon on Friday, December 23.

Thank you for everything that you do to serve the people of South Dakota. Linda and I greatly appreciate your hard work.

Dennis
Kathryn:

Due to the large number of request that we received for a leadership visit, we have scheduled NCEES Treasurer Gary Thompson to attend the South Dakota Board meeting on May 12, 2017. Sorry we could not make this earlier but, in addition to the leadership visits, each board member is assigned to work with committees/task forces this year and we also have NCEES Board meeting they have to attend. I hope this is satisfactory to you and the South Dakota Board.

We’ll be back in touch early in 2017 to work out the details for Treasurer Thompson’s visit.

Jerry

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Thanks! Hoping to make the November meeting but having some flexibility will be appreciated.

Jerry