

**ARCHITECTS, CERTIFIED INTERIOR DESIGNERS and  
LANDSCAPE ARCHITECTS SECTION MEETING**

**MINUTES**

The Architect, Certified Interior Designer and Landscape Architect Sections of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on June 15, 2015, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Robert A. Boynton (Arch)  
A. Cabell Crowther (LA)  
Andrew M. Scherzer (LA)  
Christine Snetter (Arch)  
Cameron Stiles (CID)

Section members Clint Good (Arch) and Sheila Wilson (CID) were not present for the meeting.

Board staff present for all or part of the meeting was:

Kathleen R. (Kate) Nosbisch, Executive Director  
Amy Goobic, Administrative Assistant

Lori Barker, Governance Manager for CIDQ and NCIDQ Exam, was present for the meeting.

No representative was present from the Office of the Attorney General.

Mr. Crowther, Chair, called the meeting to order at 12:46 p.m.

**Call to Order**

Mr. Boynton moved to approve the agenda as amended. Ms. Stiles seconded the motion which was unanimously approved by members: Boynton, Crowther, Scherzer, Snetter, and Stiles.

**Approval of Agenda**

Rob McGinnis, Landscape Architect, was present to address the Sections. Mr. McGinnis commented on the discussion at the earlier APELSCIDLA meeting regarding the storm water management issue. He stated that the new DEQ regulations are very stringent, and referenced the 2007 letter sent out by the APELSCIDLA Board stating that landscape architects could do storm water management design.

**Public Comment**

Discussion was held on combining the Architect, Landscape Architect and Certified Interior Designers sections for meetings instead of having separate meetings. Ms. Nosbisch commented that board members may attend any of the section meetings, Mr. Scherzer commented that he will attend the PE/LS meetings as many of the topics discussed pertain to landscape architects as well.

**APELSCIDLA  
Board Meeting  
Debriefing**

Ms. Stiles inquired about the issues surrounding taking professional exams prior to experience. Ms. Nosbisch stated that it could be an issue with comity applicants, as it may violate the Board's regulations

There was no other business.

**Other Business**

Ms. Nosbisch provided an update on CLARB. Ms. Nosbisch informed the Sections of the new exam eligibility standards CLARB will implement with the December 2015 exam administration. The new standards allow for taking the LARE if the applicant holds an accredited degree. Ms. Nosbisch stated this may be in conflict with the Board's regulations.

**CLARB Update**

Ms. Barker provided an update on CIDQ, adding to contact her should the Section have any questions and need information.

**CIDQ Update**

Discussion was held on the trend of taking a professional exam before obtaining experience. Ms. Stiles stated that she has concerns with taking the NCIDQ exam prior to gaining experience. Ms. Barker commented that the practicum portion of the exam would be very difficult to do without experience. Ms. Barker provided past exam statistics for Virginia. She stated that in the 40 years of the exam 1,200 from Virginia had taken the exam; the April 2015 exam administration, 87 from Virginia had taken at least one part of the exam; CIDQ has 2,800 in the database from Virginia.

Ms. Barker informed the Sections of the Alternative Education Review Process (AERP) available to member boards, which allows applicants who do not hold a CIDA accredited degree, to have their education evaluated for equivalency. Ms. Barker stated that no member boards have requested an evaluation to date. Ms. Stiles requested more information on the AERP be sent to the Section.

Ms. Stiles, Ms. Barker and Mr. Crowther departed the meeting at 1:28 p.m.

**Departure of Section  
Members & Guest**

The Members of the Architect section discussed the following resolutions that will be voted on at the upcoming NCARB Annual meeting.

**NCARB Update &  
Review of  
Resolutions**

**Resolution 2015-1 Supported by the Council Board of Directors (14-0)**  
**Title: Revision of the Alternatives to the Education and Experience Requirements for Certification Submitted By:** Council Board of Directors  
**WHEREAS**, the Board of Directors of the Council has determined upon careful consideration that it is advisable and in the best interests of the Council to modify the Alternatives for Certification of an Architect Registered in a U.S. Jurisdiction education and experience requirements set forth in the *Certification Guidelines*; and **WHEREAS**, requirements for NCARB Certification may only be changed by an absolute majority vote of the Council Member Boards, with such change becoming effective July 1 following the close of the Council Annual Business Meeting, or such later date identified in the change, with such changes applicable to applicants for certification in process and new applicants; **WHEREAS**, prior to implementing the changes to the Alternatives for Certification of an Architect Registered in a U.S. Jurisdiction, the Council Board of Directors

must adopt a resolution recommending such changes and submit the proposed changes to the Council Member Boards for approval. NOW, THEREFORE, IT IS HEREBY: **RESOLVED**, that the Alternatives for Certification of an Architect Registered in a U.S. Jurisdiction as included in Section 2 of the *Certification Guidelines* be revised as indicated below:

**2.2 Alternatives to the Education Requirement** If you do not hold a professional degree in architecture as identified in Section 1.2, NCARB will accept either of the following:

A. Satisfaction of NCARB's Broadly Experienced Architect (BEA) Program, which permits an applicant with the required years of experience in practicing architecture as defined in the *Legislative Guidelines and Model Law, Model Regulations* gained while holding a registration issued by any U.S. jurisdiction to demonstrate that a combination of education and/or experience in practicing architecture satisfies all of his/her education deficiencies with respect to the *NCARB Education Standard* set forth in the *Education Guidelines*. The required years are: • Six years for architects who hold a pre-professional degree in architecture awarded by a U.S.-regionally accredited institution or the Canadian equivalent, or • Eight years for architects who hold any other baccalaureate or higher degree, or • Ten years for architects who do not hold a post-secondary baccalaureate or higher degree.

Five (5) years of continuous licensure in any U.S. jurisdiction with no disciplinary action from any jurisdiction; and Documentation of work experience gained pre-licensure and/or post-licensure. The experience must be verified in accordance with the requirements of the NCARB *Intern Development Program* or by an NCARB certified architect:

- Applicants with a pre-professional degree in architecture awarded by a U.S. regionally accredited institution or the Canadian equivalent must document two times (2X) the experience requirement of the NCARB *Intern Development Program*.
- All other applicants must document five times (5X) the experience requirement of the NCARB *Intern Development Program*.

B. Applicants with a degree in the field of architecture that is not accredited by the National Architectural Accrediting Board (NAAB) or the Canadian Architectural Certification Board (CACB) must obtain an Education Evaluation Services for Architects (EESA) NCARB evaluation report stating that he/she has met the *NCARB Education Standard*.

*The Intern Development Program is described in the IDP Guidelines. The NCARB Education Standard and the NCARB Broadly Experienced Architect Program are is described in the Education Guidelines. These documents* which may be revised from time to time by NCARB.

### **2.3 Alternatives to the Experience Requirement**

This alternative shall be available only to those applicants who meet the alternative to the education requirement in accordance with the requirements of Section 2.2 B.

In lieu of completing the Experience Requirement identified in Section 1.3,

NCARB will accept registration by an NCARB Member Board for at least five consecutive years together with a certification by the applicant that his or her experience as a registered architect met the intent of the IDP in each of the experience areas, and verification by one or more other architects that the applicant obtained such experience. This alternative shall not apply to applicants initially registered after January 1, 2011.

**FURTHER RESOLVED**, except as explicitly modified by these Resolutions, all of the provisions of Alternatives for Certification of an Architect Registered in a U.S. Jurisdiction remain unchanged and in full force and effect; and **FURTHER RESOLVED**, that these changes shall be submitted to the Council Member Boards for review and approval; and **FURTHER RESOLVED**, that upon the approval of the changes by an absolute majority of the Council Member Boards, such changes will become effective July 1, 2016 and will apply both to applications for certification in process and new applications; if applicants whose applications were in process met all certification requirements that existed prior to the changes referenced herein, they will be eligible for certification.

**Sponsors' Statement of Support:** This proposal represents an effort to streamline the requirements for certification through the alternative to the education requirement while ensuring that each applicant has documented the pertinent experience necessary to overcome deficiencies associated with their education. Through this program, licensed architects who are certificate candidates without a degree from a NAAB-accredited program are provided with the opportunity to overcome deficiencies identified in their education. A pre-professional degree is defined as architecturally-focused four-year degrees that are not NAAB accredited degrees, but are considered preliminary to a NAAB-accredited degree. These degrees have such titles as B.S. in Architecture, B.S. in Architectural Studies, B.A. in Architecture, Bachelor of Environmental Design, Bachelor of Architectural Studies, etc.; the amount of work in architecture in the program may vary from institution to institution and will determine the length of time required to complete the professional program. Currently, 17 jurisdictions allow licensure without a degree from a NAAB-accredited program; 12 of those 17 allow licensure with a high school diploma. In all cases, the 17 jurisdictions require additional experience beyond compliance with the Intern Development Program to substitute for an accredited degree credential. Historically, NCARB has required supplemental post-licensure experience, beyond that required for initial licensure in the 17 jurisdictions, plus a transcript evaluation and dossier review by committee before awarding an NCARB certificate. Four key components were considered in the development of this modified alternative to the education requirement: 1. Experience utilized to overcome deficiencies in education must be *evaluated* 2. Experience utilized to overcome deficiencies in education must *validate competency in educationally deficient areas* 3. The *value of a degree from a NAAB-accredited program needs to be upheld* and perceptions that the proposed alternative allows an enticing work-around to the education requirement need to be managed 4. *NCARB must retain its role as the overall "verifier" of the certificate applicant* The IDP experience requirements today are based

on the performance of tasks, and development of the knowledge and skills necessary to competently perform those tasks independently. Architects applying for certification will be required to document their learning through experience by accumulating additional hours verified by a registered architect in each of the IDP categories aligned with contemporary practice.

This proposal utilizes a system and process that is already well-established and trusted by the NCARB membership while providing the validated evaluation desired by the NCARB Member Boards. In addition, the proposal modifies the alternative to the education requirement in a way that enables the Council to eliminate fees associated with the Broadly Experienced Architect (BEA) program. Architects seeking certification through this proposal may accumulate the proposed hours of experience in a timeframe substantially equivalent to requirements of the current durational requirements of the seventeen jurisdictions that do not require a degree from a NAAB-accredited program for initial licensure. This resolution incorporates structured experience by requiring hours to be earned in specific experience areas and a minimum of five years practicing as an architect. This proposal:

- recognizes the value of practical experience
- ensures that each applicant documents the pertinent experience necessary to overcome deficiencies associated with their education by requiring additional hours in each of the categories and areas of the Intern Development Program
- encourages intern architects to obtain an architecture degree in an accredited program to avoid having to complete multiple additional years of experience through the IDP
- separately recognizes the value of a four-year pre-professional baccalaureate degree
- streamlines the requirements for certification through the Broadly Experienced Architect (BEA) Program by utilizing the prescriptive requirements of the IDP in lieu of the requirements and fees to complete an Education Evaluation Services for Architects (EESA) evaluation of their education and the subjective nature of submitting an experience dossier for review by committee.

*How it will Work:*

Applicants seeking certification through this path will be required to document their experience through the Online Reporting system – just like intern architects currently do for IDP. It is important to note that applicants can fulfill the requirements for certification by utilizing **pre or post-licensure experience** as long as it is verified in accordance with the rules of the IDP or by an NCARB-certified architect. For example, if an architect without a NAAB-degree documented completion of IDP through the Online Reporting System to obtain their initial license, they can use that approved experience toward satisfying the 2x or 5x IDP requirement for NCARB certification. Based on their education background, applicants will be required to meet two or five times the core requirements of the IDP experience requirement. They will not simply be required to document completion of 2x or 5x the overall core requirement of 3,740 hours, but rather, must complete 2x or 5x the hours in each experience area. For further clarification, below is an example of the experience requirements that architects applying for certification through this path would need to meet to

satisfy the experience requirements.

The chart on the following page shows how that would work for candidates.

**Financial Impact:**

FY16 – No Financial Impact

FY17 – Loss of revenue offset by reduction in Committee expenses and staff time for a small financial surplus.

FY18 – Loss of revenue offset by reduction in Committee expenses and staff time for a small financial surplus.

FY19 – Loss of revenue offset by reduction in Committee expenses and staff time for a small financial surplus.

**The chart below reflects the CURRENT core experience requirements. These requirements will be modified with the launch of IDP Overhaul. The purpose is to show that applicants will need to double or triple the requirements of each of the categories, not simply the core total.**

**Experience Requirement for Certification IDP Two Times (2X) IDP FiveTimes (5X) IDP**

Category 1: Pre-Design Core Minimum Hours Core Minimum Hours Core Minimum Hours

Programming (tasks) 80 160 400

Site and Building Analysis (tasks) 80 160 400

Project Cost and Feasibility (tasks) 40 80 200

Planning and Zoning Regulations (tasks) 60 120 300

**Total 260 520 1,300**

Category 2: Design Core Minimum Hours Core Minimum Hours Core Minimum Hours

Schematic Design (tasks) 320 640 1,600

Engineering Systems (tasks) 360 720 1,800

Construction Cost (tasks) 120 240 600

Codes and Regulations (tasks) 120 240 600

Design Development (tasks) 320 640 1,600

Construction Documents (tasks) 1,200 2400 6,000

Material Selection and Specification (tasks) 160 320 800

**Total 2600 5200 13,000**

Category 3: Project Management Core Minimum Hours Core Minimum Hours Core Minimum Hours

Bidding and Contract Negotiation (tasks) 120 240 600

Construction Administration (tasks) 240 480 1,200

Construction Phase: Observation (tasks) 120 240 600

General Project Management (tasks) 240 480 1,200

**Total 720 1440 3,600**

Category 4: Practice Management Core Minimum Hours Core Minimum Hours Core Minimum Hours

Business Operations (tasks) 80 160 400

Leadership and Service (tasks) 80 160 400

**Total 160 320 800**

**Total Core Minimum Hours 3,740 7480 18,700**

**The Section does not support this resolution.**

## **Resolution 2015-2**

### **Supported by the Council Board of Directors (14-0)**

#### **Title: Revision of the Requirements for Certification of Foreign Architects**

**Submitted By:** Council Board of Directors

**WHEREAS**, the Board of Directors of the Council has determined upon careful consideration that it is advisable and in the best interests of the Council to modify the Requirements for Certification of an Architect Credentialed by a Foreign Registration Authority as set forth in the *Certification Guidelines*, as well as corresponding provisions in other sections of the *Certification Guidelines*; and

**WHEREAS**, requirements for Council Certification may only be changed by an absolute majority vote of the Council Member Boards, with such change becoming effective July 1 following the close of the Council Annual Business Meeting, or such later date identified in the change, with such changes applicable to applicants for certification in process and new applicants;

**WHEREAS**, prior to implementing the changes to the Requirements for Certification of an Architect Credentialed by a Foreign Registration Authority and corresponding sections, the Council Board of Directors must adopt a resolution recommending such changes and submit the proposed changes to the Council Member Boards for approval.

**NOW, THEREFORE, IT IS HEREBY:**

**RESOLVED**, that the Requirements for Certification of an Architect Credentialed by a Foreign Registration Authority, included in Section 4 of the *Certification Guidelines* be revised as indicated below,

#### *4.2 Education Requirement*

You must hold a professional degree in architecture from an accredited/validated/officially recognized architecture program. You are required to describe such program or submit information describing the program from the accreditation/validation/recognition authority. **You must hold a recognized education credential in an architecture program that leads to a license/credential for the unlimited practice of architecture in the foreign country.** You are required to have an official transcript of your educational record sent directly to NCARB from the school. Where there is doubt about the nature of the professional degree, an Educational Evaluation Services for Architects (EESA) evaluation may be required.

#### *4.3 Registration Requirement*

You must be credentialed in a foreign country that has a formal record-keeping mechanism for disciplinary actions in the practice of architecture. You are required to describe the process by which you were credentialed or submit information describing the credentialing process from the credentialing authority that granted the credential, and to arrange for independent verification by the credentialing authority directly to NCARB showing that your credential has been granted and is currently in good standing. You are also required to describe the process by which and the reasons for which disciplinary actions may be taken against architects and

the system in which these actions are recorded, or to submit information provided by the disciplinary authority in this regard. You shall secure a written statement from your credentialing authority stating that you either have no record of a disciplinary action or if such record exists, describing such action and its current status. This statement must be sent directly to NCARB from the credentialing authority.

#### *4.4 Experience Requirement*

You must have completed a minimum of seven (7) years of comprehensive practice as a credentialed architect over which you exercised responsible control in the foreign country in which you are credentialed.

- “Comprehensive practice” means the application of the knowledge and skills of those aspects of the profession assessed by the Architect Registration Examination.
- “Responsible control” means that amount of control over and detailed professional knowledge of the content of technical submissions during their preparation as is ordinarily exercised by U.S. registered architects applying the required professional standard of care.

*You must document completion of the Intern Development Program (IDP).*

#### *4.5 Examination Requirement*

*You must pass the Architect Registration Examination® (ARE®)*

**FURTHER RESOLVED**, that the introduction paragraph entitled “Requirements for Certification of an Architect Credentialed by a Foreign Registration Authority be deleted from Section 4 of the *Certification Guidelines*:

#### **BROADLY EXPERIENCED FOREIGN ARCHITECT (BEFA) PROGRAM**

Foreign architects may apply for NCARB certification through the Broadly Experienced Foreign Architect (BEFA) Program set forth in this section. All information provided in the eligibility and application forms must be in English. English translations must be provided for all transcripts, credentials, and dossier documents. The interview will be conducted in English, without the assistance of a translator.

**FURTHER RESOLVED**, that “Appendix A: The Broadly Experienced Foreign Architect Process” be deleted in its entirety from the *Certification Guidelines*, including its reference in the Table of Contents.

**FURTHER RESOLVED**, that Section 1, “Requirements for Certification of an Architect registered in a U.S. Jurisdiction,” Subsection 1.3 “Experience Requirement” paragraph four be revised as follows:

The Reporting Requirements identified in the *IDP Guidelines* do not apply to architects registered in the United States or Canada or to foreign architects **credentialed by a foreign registration authority** pursuing NCARB certification through the Broadly Experienced Foreign Architect (BEFA) Program.

**FURTHER RESOLVED**, except as explicitly modified by these Resolutions, all of the provisions of Requirements for Certification of an Architect Credentialed by a Foreign Registration Authority, and the corresponding sections referenced herein, remain unchanged and in full force and effect; and

**FURTHER RESOLVED**, that these changes shall be submitted to the Council Member Boards for review and approval; and

**FURTHER RESOLVED**, that upon the approval of the changes by an absolute majority of the Council Member Boards, such changes will become effective July 1, 2016 and will apply both to applications for certification in process and new applications; if applicants whose applications were in process met all certification requirements that existed prior to the changes referenced herein, they will be eligible for certification.

**Sponsors' Statement of Support:**

The intent of the current Broadly Experienced Foreign Architect (BEFA) program is to allow a path to licensure for a foreign architect so that he/she may obtain the ability to practice independently in the U.S. while protecting the public health, safety, and welfare. This resolution to modify the requirements for certification of an architect credentialed by a foreign registration authority maintains two existing requirements of the BEFA program:

- *Education Requirement*: Hold a recognized education credential in an architecture program that leads to licensure/credential in a foreign country
- *Registration Requirement*: Credentialed in a foreign country that has a formal recordkeeping mechanism for disciplinary actions in the practice of architecture This proposal requires a foreign architect to complete the requirements of the *Intern Development Program (IDP)* and to pass the *Architect Registration Examination® (ARE®)*. Utilization of the IDP enables the Council to standardize expected levels of competence through experience of the foreign architect. Application of these requirements for foreign architects will ensure equality among expectations of foreign and U.S. architects. Requiring compliance with these two recognized Council programs also provides a better assessment of an applicant's competence in understanding and applying U.S. building codes and laws, accessibility requirements, and U.S. practice requirements.

This proposal:

- ensures that each applicant *documents the pertinent experience necessary for competence to practice in the U.S.* in each of the categories and areas of the *Intern Development Program*;
- ensures that the foreign architect clearly *demonstrates his/her understanding and ability to practice independently in the U.S.*;
- recognizes the importance of *applying similar standards for licensure for all who wish to practice in the U.S.*;
- meets the Council's effort to streamline the requirements for certification for foreign architect through the *elimination of the Broadly Experienced Foreign Architect (BEFA) Program requirements* to complete seven years of practice in the country where credentialed as an architect, evaluation of their experience through submittal of an experience dossier for review by committee, and formal interview. NCARB must have a certification model that acknowledges a foreign architect's competence to practice in their country of licensure. Currently, NCARB Member Boards do not allow experience to be substituted for completion of the ARE for any U.S.

applicant for initial or reciprocal licensure. However, NCARB and its Member Boards hold a higher value of a candidate's demonstration of competence earned through completion of the IDP and the ARE. Application of these requirements for foreign architects will ensure equality among expectations of foreign architects and U.S. architects. Every Member Board expects competence at the point of initial licensure. Demonstrating acquisition of knowledge and skills through examination to practice in a U.S. jurisdiction is a basic element of our licensure requirements.

**Financial Impact:**

FY16 – No Financial Impact

FY17 – Loss of revenue offset by reduction in Committee expenses and staff time for a small financial surplus.

FY18 – Loss of revenue offset by reduction in Committee expenses and staff time for a small financial surplus.

FY19 – Loss of revenue offset by reduction in Committee expenses and staff time for a small financial surplus.

**The Section supports this resolution.**

**RESOLUTION 2015-3**

**Supported by the Council Board of Directors (12-1-1)**

**TITLE: *Bylaws* Amendment – Modifications to the Qualifications of Public Director on Council Board of Directors**

**SUBMITTED BY: Regional Leadership/Procedures and Documents Committee**

**WHEREAS**, the Board of Directors of the Council has determined upon careful consideration that it is advisable and in the best interests of the Council to amend the Council Bylaws to modify the qualifications for a Public Director; and

**WHEREAS**, the Bylaws may be amended at any special meeting or Annual Meeting of the Council by resolution submitted to the Member Boards not less than thirty days prior to the meeting at which the resolution is to be considered. An affirmative vote by not less than two thirds of the Member Boards shall be required to secure adoption of any amendment to these Bylaws;

**WHEREAS**, prior to implementing the amendments to the Bylaws, the Council Board of Directors must adopt a resolution recommending such changes and submit the proposed resolution to the Council Member Boards for approval at least thirty days in advance of a meeting of the Council.

**NOW, THEREFORE, IT IS HEREBY:**

**RESOLVED**, that Article VII, Section 2 of the *Bylaws* is amended to read as follows, with the amendments to clause (ii) not taking affect until July 1, 2016: “A candidate for election as the Public Director (i) shall be a citizen of the United States, (ii) **shall be serving as a public or consumer member on a Member Board** not be a person engaged in or licensed to engage in the design of any portion of buildings or structures or a member of a Member Board or Member Board Executive, and (iii) shall be nominated by the Council Board of Directors and elected at the Annual Meeting. A Public

Director shall serve the same term and with the same limit on succeeding terms as apply to Regional Directors in this Article VII, Section 3, and any vacancy in the office of Public Director shall be filled by the Council Board of Directors.

**FURTHER RESOLVED**, except as explicitly modified by these Resolutions, all of the provisions of the Bylaws remain unchanged and in full force and effect; and

**FURTHER RESOLVED**, that these resolutions shall be submitted to the Council Member Boards for review and approval; and

**FURTHER RESOLVED**, that upon the approval of the resolutions by an affirmative vote of not less than two-thirds of the Council Member Boards, such changes to the Bylaws will become effective July 1, 2016.

### **Sponsors' Statement of Support**

Public members serve a valuable role on many Member Boards in that they help assure that there is a continual focus on protecting the public health, safety, and welfare. Public Member Board Members complement the expertise of architect Member Board Members by bringing a wide range of diverse backgrounds to the table and by sharing the consumer's perspective. In 2013, a Public Member Task Force was established to discuss the role of public members and how they might be better able to serve the Council. The Task Force was comprised of public members from the NCARB's Member Boards. Initial research conducted by the task force indicated that the governing statutes of 44 of NCARB's 54 Member Boards mandate the

inclusion of a public member on the architectural licensing board. These same statutes allocate a total of 81 Member Board Member positions to public members, 60 of which are currently filled. In an attempt to garner feedback from this large base and inform their work on their charge, the Public Member Task force facilitated workshops during the 2013 and 2014 Annual Meetings. Recurring themes and ideas for consideration during these workshops were as follows:

- The public members currently serving on NCARB Member Boards feel they play an integral role on their board.
- Most feel that the public member seat on the NCARB Board of Directors should be selected and elected the same as other board members
- All support the concept of visiting the discussion of the outside public member vs. a public member serving on an NCARB Member Board.
- The NCARB Board of Directors should consider amending the NCARB Bylaws to allow public members who serve on Member Boards to fill the Public Director position on the BOD. In 2007, the Public Director position was added to the Board of Directors through the passage of *Resolution 2007-03 "Bylaws Amendment: Public Director to Serve on the Board of Directors"*. At that time, the qualifications included that the Public Director shall not be a person engaged in or licensed to engage in the design of any portion of buildings or structures or a person participating in the regulation of design of any portion of buildings or structures. In 2013, the language regarding "person participating in the regulation of design of any portion of buildings or structures" was removed from the qualifications through

*Resolution 2013- 05 “Bylaws Amendment: Qualification for the Public Director Position”* Currently, identification of the Public Director nominee is managed by the Board of Directors and presented to the membership for ratification through a vote at the Annual Business Meeting. The process to identify potential candidates has been to extend a call for candidates to Member Boards requesting recommendations of individuals who meet the desired qualifications be submitted to the Board. In FY14, the process was enhanced by expanding the audience to which the call was distributed beyond our Member Boards. Historically, there interest in this position has been low and, at times, the Council has had to recruit candidates. This proposed Bylaws change reflects the desires of the Public Member Task Force to utilize the skills and knowledge obtained regarding protection of the public health, safety and welfare through service on a Member Board and would increase the pool of potential applicants by enabling a public member currently serving on an NCARB Member Board to apply for and serve as the Public Director on the NCARB Board of Directors. This change would become effective with the election of the FY17 Public Director. The delay is offered in order to provide current public members serving on a Member Board the time to develop a process to select a candidate for election to the position.

**No Financial Impact**

**The Section supports this resolution.**

Architect Section members reviewed candidate information for the officer elections at the upcoming annual meeting. The Section also discussed the results of the NCARB task force results regarding the use of the term ‘architect’ and other derivatives. The task force determined to discontinue the use of the term “intern architect” and any other titles that have been used pre-licensure.

There was no other business.

Conflict of Interest forms were completed by all members present.

There being no further business, the meeting was adjourned at 2:40 p.m.

**Other Business**

**Conflict of Interest  
Forms**

**Adjourn**

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A. Cabell Crowther, Chair

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Jay W. DeBoer, Secretary