

**ARCHITECTS, CERTIFIED INTERIOR DESIGNERS & LANDSCAPE ARCHITECTS
SECTION MEETING AGENDA**

JULY 2, 2019

**11:00 a.m. – Hearing Room 5 – 2nd Floor
Department of Professional & Occupational Regulation
9960 Mayland Drive
Richmond, Virginia 23233
(804) 367-8514**

1. Call to Order
2. Emergency Evacuation Procedures
3. Approval of Agenda
4. Public Comment Period*
5. **Election of Section Chairs**
6. Certified Interior Designers Section Update
7. CIDQ Update
 - Annual Conference, November 8-9
 - Q Connection, Spring 2019
8. Landscape Architect Section Update
9. CLARB Update
 - Annual Meeting, September 26-28
 - Regional Meeting Recaps + Governance Recommendation
 - CLARB Member Board Data Summary, May 2019
10. Architect Section Update
11. NCARB Update
 - Fast Facts, March 2019
 - April, 2019
 - **May, 2019**
 - NCARB Update, March 2019
 - April, 2019
 - BOD brief, April 2019
 - **May, 2019**
12. Adjourn

NEXT MEETING SCHEDULED FOR September 10, 2019

Agenda materials available to the public do not include disciplinary case files or application files

pursuant to §54.1-108 of the Code of Virginia.

*Five-minute public comment, per person, with the exception of any open disciplinary or application files. Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-8514 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.

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Call to Order

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Emergency Evacuation Procedures

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Public Comment

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Election of Section Chairs

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CID SECTION Update

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CIDQ Update

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Jim Klawiter
CIDQ President
NCIDQ Certificate
No. 028929

President's Message

A Different Path Than Most

Based in Los Angeles, I founded Klawiter and Associates in 1985, with the concept of specializing in creating commercial workplaces unique to the California market. Today, our firm's project specialties encompass corporate, entertainment, financial, not-for-profits, and landlord tenant improvements. The sense of place, embodied by Los Angeles and California culture, remains one of the most significant influences on our practice. This "place" translates as perhaps less buttoned up than many urban areas, and the influence of the entertainment industry is never far from any project criteria. Projects are creative, technologically advanced, and reflect our clients' personalities: open to new ideas, pushing boundaries and incredibly hard working.

While I always enjoy projects that are small and quick, I do gravitate toward working on large and complex projects, particularly when major changes are occurring in a client's workplace and approach to that workplace. A current favorite project I am engaged with is a large cannabis facility in the California desert (see below), encompassing modular components and robotics from the Netherlands, a user group from Canada, and a California developer. I love the cutting-edge nature of the project, its size and scale, and working with a diverse group of individuals to accomplish a shared vision.

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President's Message

Continued



Jim Klawiter
CIDQ President
NCIDQ Certificate
No. 028929

I came to earn my NCIDQ Certificate by a different path than most, but one that is readily available to those who do not have the standard Bachelor or Master's degree in interior design or architecture. I was educated at UCLA in Environmental Design which included landscape, graphics, art, product and interior design. Faculty included members of Charles Eames' staff, prominent local architects and designers; and guest lecturers included Charles Eames and Buckminster Fuller. It became apparent relatively late in my career that I needed to earn my NCIDQ, because I had interest in positions in my professional membership organizations and was involved in advocacy efforts. As my education lacked the emphasis on Interior Design required for the NCIDQ application, I went through the Alternative Review Process (ARP) which allowed me to reference my years of actual project and practice experience as credible equivalents that directly aligned with current CIDA standards.

Once I passed the NCIDQ, I immediately became part of a larger group of recognized professionals and was provided opportunities to interact and work within CIDQ. I had the fortunate experience of being asked to grade the old paper Practicum exams. Graders would meet twice a year to grade (not jury) the three sections of the Practicum. Impressed at the level of commitment and hard work exhibited in each of those weekends where 40+ graders would review and grade up to 1000 exams, I formed friendships with many of my fellow NCIDQ certified professionals. While the exam and its grading are now computerized, new volunteer roles have emerged, and many continue to serve in various volunteer capacities with CIDQ. Volunteers now serve in such roles as item writing (writing test questions); item reviewing (reviewing test questions); standard setting (determining the passing point for new versions of the exam); and every five years on a practice analysis committee (assembled to identify the current knowledge and skill areas that define the current interior design profession).





Jim Klawiter
CIDQ President
NCIDQ Certificate
No. 028929

President's Message

Continued

I am often asked what is the best advice I can offer to those individuals who are not yet NCIDQ Certificate holders? To students, I would say plan on taking the IDFX exam as soon as you're eligible to get on track to pass the exam. Luckily, this is now typically in the final year of their degree program. To NCIDQ Candidates - prep and study for the exam; it is like any other exam, there is a time component so practice your pacing as well as the technical information you'll be expected to know. Take a practice quiz (available online www.cidq.org/study) to experience what each exam section is like. Someone gave me great advice before I took the exam: read the question and answer only and exactly what the question is asking. And to architecture and design firm principals: encourage and support your designers to sit for the exam. This is becoming particularly important as legislative efforts slow or reverse legal recognition for the profession. NCIDQ Certification is the one constant in our business that sets the standard for excellence and is the threshold for professional design careers.

A handwritten signature in black ink that reads "Jim Klawiter". The signature is written in a cursive, flowing style.

Jim Klawiter

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Thom Banks
CIDQ, Chief Executive
Officer

New Practice Analysis Survey is Coming!

Every 5 years, CIDQ conducts a Practice Analysis. It's the first step in the **Exam Development Process** and essential to ensuring that the NCIDQ exam reflects current practice. We need your assistance to make sure our data is as accurate as possible. In mid-April, all active certificate holders will receive an email inviting them to participate in the survey. I hope you'll complete and return it.

The last Practice Analysis was conducted in 2014 and received nearly 800 responses. Completing the survey isn't quick. After all, we're capturing the full scope of practice and specific areas of health, safety, welfare impact! But it is essential to making sure that the exam content assesses the various knowledge areas in proportion to their application in current interior design practice.

Like the NCIDQ exam itself, the Practice Analysis survey is developed by NCIDQ certificate holders like yourself working in close coordination with CIDQ's staff and exam consultants. We were fortunate to have a very accomplished and dedicated committee (pictured page 6) working on the survey development. The care with which these volunteers approached this critical task, and the thoughtful conversations and rigorous debate which accompanied their efforts, was inspiring to witness.



Thom Banks
CIDQ, Chief Executive
Officer

New Practice Analysis Survey is Coming!

Continued

With the continuing debate over occupational licensure and the introduction of several deregulation bills which target interior designers (Florida is the most recent as of the time of this writing with more expected), 2019 promises to bring continued challenges to the interior design profession. The existence of a certification, backed by a fair, valid, reliable, and legally defensible exam that aligns with present-day practice and its specific HSW impacts, is one of the most powerful tools in fighting for legal recognition of the profession. Please be on the lookout for the Practice Analysis Survey. Your participation helps us ensure the NCIDQ exam is the very best it can be and maintains its position as the standard for interior design professionalism.

Thom
Thom Banks



Practice Analysis Committee

Left to right: David Gibbons, Bill Weeman , Paula Storsteen, Stephanie Kraiss, Charrisse Johnston, Katie Toth, Amanda Gale, Amanda Mehm, Felice Silverman, Allan Guinan, Nina Africa, Colvin Franklin, Prometric, Carolyn Pike

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Updated Definition of Interior Design

The Council for Interior Design Qualification (CIDQ) recently released its newly updated [Definition of Interior Design](#). Originally developed in 2004, the prior definition has become widely recognized and cited as the definitive, comprehensive definition for the practice of interior design by government agencies, jurisdictional statute, regulatory boards, professional organizations, institutes of higher learning, academic publishers, and others.

The definition was updated for 2019, under the oversight of a task force of eight subject matter experts from the U.S. and Canada representing a broad range of professional experience across practice and education. This task force held a series of meetings, both by phone and in person over a 4 month period, to review and update the definition to accurately reflect current practice and the evolution of the profession over the last 15 years. It encompasses the scope of work in current practice, along with a glossary of terms. The definition was then carefully reviewed and vetted by regulatory board representatives from across the United States and Canada prior to being approved by CIDQ's Board of Directors in January 2019.

Updated Definition of Interior Design

Continued

Sometimes confused with the occupation of interior decorating, the profession of interior design requires specialized education, knowledge, qualification, and training and extends far beyond aesthetic concerns to matters of public health, safety, and welfare. Professional interior designers can be distinguished by their successful fulfillment of several criteria including Education (majority have a Bachelor's or Master's degree in interior design and/or architecture), Experience (minimum two years practice in the field), and Examination (NCIDQ Examination and Certification which includes verifying competent application of building systems, codes, and construction standards).

Executive Director Thom Banks stated, "The Definition of Interior Design is one of CIDQ's most broadly utilized tools that reflects the true depth and breadth of today's interior design practitioner knowledge, skills, and ability. Along with our Practice Analysis, the Definition serves to ensure the NCIDQ Examination and accompanying Certification continues to be the standard to protect the health, safety, and welfare of the public."

Caren Martin, CIDQ president-elect and Definition Task Force chair, explained, "Our task force members carefully examined the scope of work of interior design practice, both past and present, in arriving at this updated definition. Given the widespread dissemination and adoption of the 2004 version, we owed it to the public and the profession to make sure CIDQ's definition aligned with current practice."

Abbreviated Definition of Interior Design

© 2019 Council for Interior Design Qualification

Interior design encompasses the analysis, planning, design, documentation, and management of interior non-structural/non-seismic construction and alteration projects in compliance with applicable building design and construction, fire, life-safety, and energy codes, standards, regulations, and guidelines for the purpose of obtaining a building permit, as allowed by law. Qualified by means of education, experience, and examination, interior designers have a moral and ethical responsibility to protect consumers and occupants through the design of code-compliant, accessible, and inclusive interior environments that address well-being, while considering the complex physical, mental, and emotional needs of people.

Updated Definition of Interior Design

Continued

Complete Definition of Interior Design

© 2019 Council for Interior Design Qualification

Interior design is a distinct profession with specialized knowledge applied to the planning and design of interior environments that promote health, safety, and welfare while supporting and enhancing the human experience. Founded upon design and human behavior theories and research, interior designers apply evidence-based methodologies to identify, analyze, and synthesize information in generating holistic, technical, creative, and contextually appropriate design solutions.

Interior design encompasses human-centered strategies that may address cultural, demographic, and political influences on society. Interior designers provide resilient, sustainable, adaptive design and construction solutions focusing on the evolution of technology and innovation within the interior environment. Qualified by means of education, experience, and examination, interior designers have a moral and ethical responsibility to protect consumers and occupants through the design of code compliant, accessible, and inclusive interior environments that address well-being, while considering the complex physical, mental, and emotional needs of people.

Interior designers contribute to the interior environment with knowledge and skills about space planning; interior building materials and finishes; casework, furniture, furnishings, and equipment; lighting; acoustics; wayfinding; ergonomics and anthropometrics; and human environmental behavior. Interior designers analyze, plan, design, document, and manage interior non-structural/non-seismic construction and alteration projects in compliance with applicable building design and construction, fire, life-safety, and energy codes, standards, regulations, and guidelines for the purpose of obtaining a building permit, as allowed by law.

Interior design includes a scope of services which may include any or all of the following tasks:

Updated Definition of Interior Design

Continued

Project Management: Management of project budget, contracts, schedule, consultants, staffing, resources, and general business practices. Establish contractually independent relationships to coordinate with, and/or hire allied design professionals and consultants. Project Goals. Understand, document, and confirm the client's and stakeholders' goals and objectives, including design outcomes, space needs, project budget, and needs for specific or measurable outcomes.

Data Collection: Collect data from client and stakeholders by engaging in programming, surveys, focus groups, charrette exercises, and benchmarking to maximize design outcomes and occupant satisfaction.

Existing Conditions: Evaluate, assess, and document existing conditions of interior environments.

Conceptualization: Application of creative and innovative thinking that interprets collected project data and translates a unique image or abstract idea as a design concept, the foundation of a design solution. The concept is then described using visualization and communication strategies.

Selections and Materiality: Selection of interior building products, materials, and finishes; furniture, furnishings, equipment, and casework; signage, window treatments, and other nonstructural/non-seismic interior elements, components, and assemblies. Selections shall be made based on client and occupant needs, project budget, maintenance and cleaning requirements, lifecycle performance, sustainable attributes, environmental impact, installation methods, and code-compliance.

Documentation: Develop contract documents for the purposes of communicating design intent and obtaining a building permit, as allowed by law. Documentation by phases may include schematic, design development, and construction drawings and specifications. Drawings may consist of floor plans, partition plans, reflected ceiling plans, and finish plans; furniture, furnishings, and equipment plans; wayfinding and signage plans; code plans; coordination plans; and

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Updated Definition of Interior Design

Continued

elevations, sections, schedules, and details illustrating the design of non-load-bearing / non-seismic interior construction and/or alterations.

Coordination: Overseeing non-structural/non-seismic interior design scope in concert with the scope of allied design professionals and consultants, including, but not limited to, the work of architects, mechanical, electrical, plumbing, and fire-protection engineers and designers, and acoustical, audio-visual, low-voltage, food service, sustainability, security, technology, and other specialty consultants.

Coordination can include, but is not limited to:

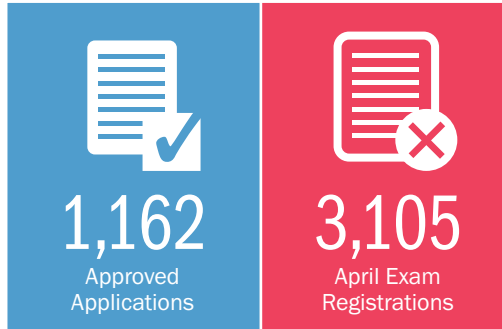
- Placement, style and finish of mechanical, electrical, plumbing, and fire protection devices, fixtures, and appurtenances (i.e., accessories) with the design of the interior environment.
- Ceiling materials and heights; interior partition locations.
- Acoustical appropriateness of spatial arrangements, construction, and finish materials.
- Working closely with contractors to respect budgetary constraints and contribute to value engineering efforts.

Contract Administration: Administration of the contract as the owner's agent, including the distribution and analysis of construction bids, construction administration, review of contractor payment applications, review of shop drawings and submittals, field observation, punch list reports, and project closeout.

Pre-Design and/or Post-Design Services: Tasks intended to measure success of the design solution by implementing various means of data collection, which may include occupant surveys, focus groups, walkthroughs, or stakeholder meetings. Collection and reporting findings can range from casually to scientifically gathered, depending on the project's scope and goals.

NCIDQ Exam Updates

April 2019 Exam Statistics



Exam Development

FX + PX Item Review (January 25 – 27)



2019 IDFX + IDPX Item Review Committee

Left to right: Scott MacMeekin, CIDQ Board Liaison, Colvin Franklin; Prometric, Megan Ebert, Jennifer Wiwhar-Fast, Melissa Fox, Cole Baessler, Mia Kile, Michelle Graner, Naji Mourani, Dawn Gepfert, Christina DeSimone, Tava Frazier, Allison Dionne, Fran Bernstein, Alan Slokan; Prometric

Practicum Item + Form Review (February 9 - 10)



2018 Practicum Item Writing Committee

Left to right: Marcus Appleby, Adrienne Cadle; Professional Testing, Shelby Mamizuka, Ellen Cusick, Krista Paine, Samantha Messerly, Anna Grochowska, Leah Wettstein, Danielle Wenarchuk, Gretel Lott, Julieanne Hall, Jessie Santini, Sandra Dunham and Cathie Pliess

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Volunteer Spotlight



Krista Paine

NCIDQ Certificate
No. 26978,

IDC Member and NCIDQ
Volunteer, Recently Shared
Her Insights on NCIDQ
Exam Creation with Interior
Designers of Canada

www.idcanada.org

Krista Paine says that her experience as an interior designer, contractor, certified Red Seal Carpenter, involvement in the Architectural Woodworking Association, and also being a Canadian, were all important aspects of working on [NCIDQ exam committees](#). Paine got involved with NCIDQ in 2017, first with the Exam Review Committee, then later with the Exam Writing Committee, and continues to volunteer with the organization. She offers insight about the exam process, recent changes, and has some advice for those preparing to sit for the three-part exam.

Q: Has the interior design profession changed since you took your NCIDQ exam?

A: Absolutely! Creditability amongst the public has become more understood since I took the exam. When I qualified to take the NCIDQ exam, it seemed that not only did everyone call themselves an “Interior Designer,” but everyone else also believed them. NCIDQ, IDC, and the other design associations, have successfully brought our profession’s qualification to light. When I wrote the exam, it was hand written, over two entire days. The profession has changed, where a majority of designers use computers to design. With the exam {having changed} to a computer-based application, it accommodates all designers and helps qualify those who truly deserve to be Certified Interior Designers.

Q: Why is it important to take (and pass) the NCIDQ exam?

A: Having credibility in the profession, or any profession, is extremely advantageous. Achieving the NCIDQ certification demonstrates that a candidate is competent to practice in a way that protects the health, safety, and welfare of the public. Being a Registered Interior Designer through NCIDQ provides not only validity to your work, but gives clients the piece of mind that you have not only received the necessary education, and finished your qualifying employment hours, but you successfully passed the NCIDQ exam and are qualified to take on the full design scope of work.

Volunteer Spotlight

Continued



Krista Paine
NCIDQ Certificate
No. 26978

Q: Can you explain a little about the committee's process in the creation of new questions for the NCIDQ exam?

A: NCIDQ adheres to predefined guidelines and standards published in The Standards for Education and Psychological Testing to ensure that the NCIDQ exam is valid, fair and reliable. The exam development process uses the expertise of about 60-75 certified interior design professionals or subject matter experts (SMEs) to write and review exam questions aligned to the exam blueprints or content outline.

The exam blueprint defines what a minimally competent interior design professional needs to know and the Item Writing Committee is trained by testing experts on the proper way to write valid, fair and reliable test questions. Another Committee of SMEs reviews the test questions, to ensure that they adhere to accepted item writing principles.

Once the Review Committee has finalized the questions, the exam forms are assembled, based on the percentage weightings of the content areas outlined in the exam blueprint. The Committee validates the exam forms to ensure the appropriate mix of content is tested. Some of the questions on the exam are pre-test questions. Candidates are not scored on those questions. They are on the exam to determine their statistical performance. Once the analysis is conducted, a determination is made as to whether the item will be added to the bank of test questions as a scoreable item or whether the item needs to be rewritten.

Subsequent to the administration of the exam, the Review Committee will consider any questions that are flagged during the item analysis phase and determine the best course of action for that item. The item/exam development process will then start all over again. And, as new versions of the exam are prepared, statistical equating procedures are utilized to ensure that all versions are equal in difficulty.

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Krista Paine
NCIDQ Certificate
No. 26978

Volunteer Spotlight

Continued

Q: What criteria did the committee have to keep in mind when creating the questions for the three parts of the NCIDQ exam?

A: The intent of the exam is to certify qualified interior designers, so the committee members consistently ask themselves “what is this question testing.”

The knowledge areas outlined in the exam blueprints include Design Communication; Building Systems; Construction and Integration; Programming and Site Analysis; Construction Drawings and Specifications; Human Behavior and the Designed Environment; Furniture, Finishes, Equipment and Lighting; Technical Drawing Conventions; Professional and Business Practices; Contract Administration & Contract Documents; Project Coordination; Product and Material Coordination; and Codes and Standards.

Q: What are some of the biggest changes students can expect to see on future exams?

A: This year NCIDQ will be conducting a Practice (Job) Analysis study. This Study is conducted about every five years to identify the current knowledge and skills that a minimally competent interior design professional needs to know. This study will be completed by August of 2019 and will result in revised test blueprints upon which future exams will be based.



THE
**LEADERSHIP
EXPERIENCE**

JULY 18–20, 2019 | ATLANTA

PRESENTED BY



Become a Super Leader | EXP 2019

The Leadership Experience: Presented by ASID (EXP), July 18-20 in Atlanta, is the ultimate event for design professionals of all career stages and specialties, from seasoned professionals to rising stars. EXP puts the spotlight on you by disrupting the traditional conference format and offering experiential learning opportunities that spark creativity, growth, and self-improvement. Experience learning opportunities custom-tailored to create the best version of you, exclusively designed to meet your personal and professional goals, whether they include Leading Yourself, Leading Your Team, or Leading Your Firm. Learn from experienced faculty presenters who represent a fresh mix of design industry leaders and experts in non-design related industries, allowing you to gain new perspectives on your life and career. [Learn More and Register.](#)



Photo (credit Tom Minieri)

OUTREACH

January 25 – 28 Federation of Associations Regulatory Boards (FARB) New Orleans LA



January 29 Interorganizational Council on Regulation (ICOR) New Orleans LA



*Stan Williams, CLARB
David Cox, NCEES
Veronica Meadows, CLARB
David Hoffman, NCARB
James Purcell, NCEES
Terry Allers, NCARB
Paula Lutz, CIDQ
Dean Ringle, NCEES
Joel Albizio, CLARB
Maureen Lederer, CIDQ
Phil Meyer, CLARB
Jim Klawiter, CIDQ
Davy McDowell, NCEES
Josh Batkiw, NCARB
Thom Banks, CIDQ*

February 5 Interior Designers for Legislation in New York (IDLNY) Winter Certification Series, New York City NY



*Kimberly Woods,
CIDQ Database & Programs Manager
presenting at IDLNY*

February 14 – 15 ASID/IIDA Alabama

February 19 – 21 Texas Member Board

March 6 – 8 IDEC Charlotte NC





SAVE
THE
DATE

SAN ANTONIO

2019 CIDQ Annual Conference November 8 - 9 San Antonio, Texas

The CIDQ Annual Conference will be held November 8-9, 2019 at the Hotel Contessa in San Antonio, TX. During this two-day conference, state and provincial regulatory board staff, their Delegates, and representatives from interior design professional organizations come together to discuss CIDQ, the NCIDQ Exam, and issues related to the interior design community. Attendees will be able to learn key strategic initiatives for CIDQ, exchange ideas and tools, and collaborate and network with their peers.

Louis S. Tregre Award Nominations Now Being Accepted

CIDQ is currently accepting nominations for consideration of the 2019 **Louis S. Tregre Award**. This award recognizes outstanding volunteer services to CIDQ at the grassroots level. Nominees will be reviewed by a committee of peers and the recipients will be honored at the Annual Assembly of Delegates Meeting in November. Created in 1991, to honor the memory of Louis S. Tregre, the founding director of the Council of Interior Design Qualification, the award salutes volunteers who have worked diligently and consistently to further the goals of the NCIDQ Certification.

PREVIOUS RECIPIENTS:

2018 Katherine Setser	2008 Shirley Hammond	1999 Barbara Pallat
2017 Lisa Whited	2007 Robin Wagner	1998 Lucille Taylor
2016 David Stone	2006 Donna Vining	1997 Jan Bast
2015 J. Derrell Parker	2005 Sherry Bilenduke	1996 Jan Parker
2014 Emory Johnson	2004 Leszek Muniak	1995 Arlene Dougall
2013 Paula Lutz	2003 Denise Guerin	1994 Glenda Wilcox
2012 Caren Martin	2002 Sooz Klinkhamer	1993 E. Camille Puckett
2011 Janice Roberts Young	2001 Sandy Friend	1992 Irving Schwartz
2010 David Butler	2000 Victoria Horobin	1991 Will Ching
2009 Laura McDonald Stewart		

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**LANDSCAPE ARCHITECT
SECTION
Update**

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CLARB Update

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Fwd: Regional Meeting Recaps + Governance Recommendation

1 message

Nosbisch, Kathleen <kate.nosbisch@dpor.virginia.gov>
Cc: Bonnie Davis <bonnie.davis@dpor.virginia.gov>

Tue, Apr 2, 2019 at 11:15 PM

Hello Board Members:

This information will be discussed at the next ARCHCIDLA section meeting in June.

Thanks,

Kate

----- Forwarded message -----

From: **CLARB Board of Directors** <president@clarb.org>

Date: Thu, Mar 28, 2019 at 4:33 PM

Subject: Regional Meeting Recaps + Governance Recommendation

To: <kate.nosbisch@dpor.virginia.gov>

Be prepared to vote at the Annual Meeting

Click [here](#) if you are having trouble viewing this message.

CLARB

Council of Landscape Architectural
Registration Boards

Dear Kate,

Thank you for joining your peers for the recent regional meetings. Now available: [a recap of each meeting](#) + [the meeting slides](#). We encourage you to review all of this information with *careful attention to the governance recommendation* as put forth by the CLARB Board of Directors. Member Board Members present at the Annual Meeting in September will have the opportunity to vote on a resolution to amend the bylaws that will enable CLARB to implement the Board's recommendation.

We've also prepared a [checklist and informational packet](#) for your board to use to ensure complete and robust discussions about CLARB's governance recommendation at your meetings between now and the Annual Meeting.

If your board has any questions or concerns, every member of the [CLARB Board of Directors](#) is available to talk with you.

Thank you for being a valued member of CLARB, and on behalf of the Board of Directors, we look forward to engaging with you on this and any other topic you wish to discuss.

CLARB Member Board Data Summary

May 2019

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Desired Interview Outcomes

- Explore the policies, processes and procedures that Member Boards are using during the application phases to clarify and validate existing CLARB data
- Understand the background behind certain Member Board rules (ex: historic practices vs. statute)
- Identify and bridge data gaps where CLARB may have out-of-date or incomplete data

Path to Licensure

High Friction



Low Friction

95% IMPORTANT TO HEALTH, SAFETY AND WELFARE



Complete your education

- Identifying LAAB- or LAAC-degree 1.8
- Understanding opps for gaining edu or experience 2.3
- Obtaining degree that meets requirements 1.7

94% IMPORTANT TO HEALTH, SAFETY AND WELFARE



Start the exam

- Exam testing availability 2.7
- Waiting for exam results 3.2
- Paying fees 3.4

96% IMPORTANT TO HEALTH, SAFETY AND WELFARE



Gain experience

- Understanding opps for gaining education 2.3
- Identifying opps for Experience 2.4



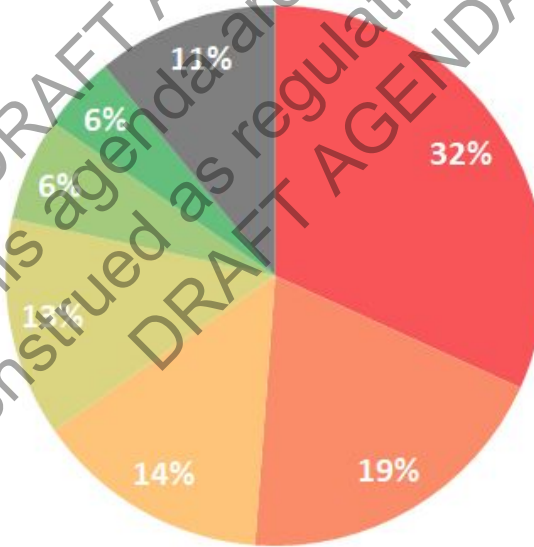
Apply for licensure

- Completing licensing board app 3.0
- Completing the CLARB Record app 2.9

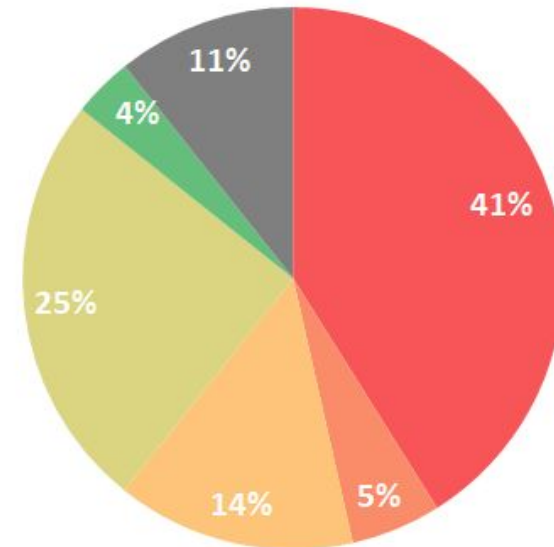
Application Process Friction Points

- Compiling necessary application materials for the licensing board (reference letters, exam scores, etc.)
- The need to provide duplicate information to CLARB and the licensing board
- Waiting for your application for licensure to be approved by the licensing board
- Paying application fees
- Lack of technical support or poor customer service experiences (response time, forgot password, etc.)
- Transmitting information from CLARB to the licensing board
- Other

In terms of applying for licensure, which friction point caused you the greatest frustration?
Current licensees
 N=892



In terms of applying for licensure, which friction point do you think causes the greatest frustration for licensure applicants?
Member boards
 N=56



Recommended Approach

Attributes:

- Embraces outcome-focused, **non-sequential** requirements
- Celebrates **interdependence** of the member boards
- Leverages **advanced tools** for performance verification
- Uses a **shared standard** of evaluation

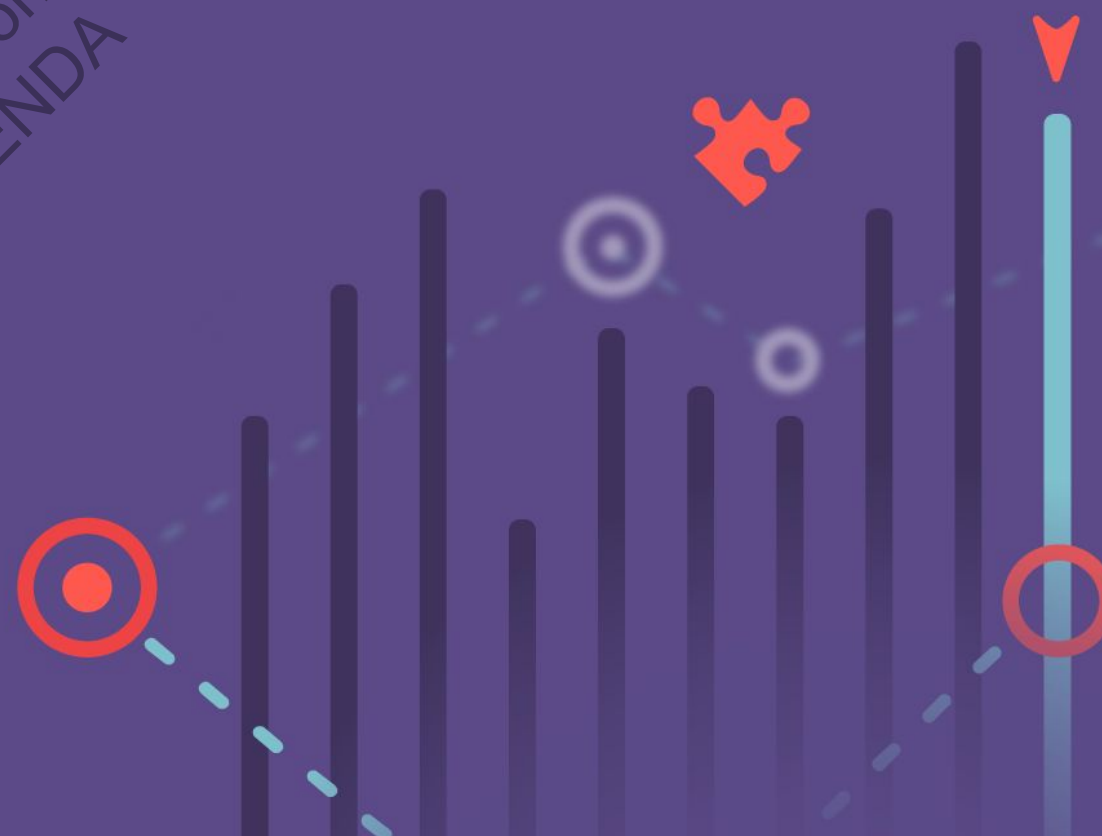
Regulation 4.0:
CLARB as
Facilitator of the
Network to Protect
Public HSW

Outcomes

- **Harmonization** of the process promotes continuity for stakeholders
- More member boards are **engaged** in policy making at a national level
- Increased **trust** in regulatory model
- Increased positive **perceptions** of CLARB as hub of activity promoting low-friction, high HSW process
- **Adaptable** and future-ready to anticipate changes in technology as well as regulation

Key Findings

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Gap Analysis Overview (conducted Feb – Mar 2019)

Objective:

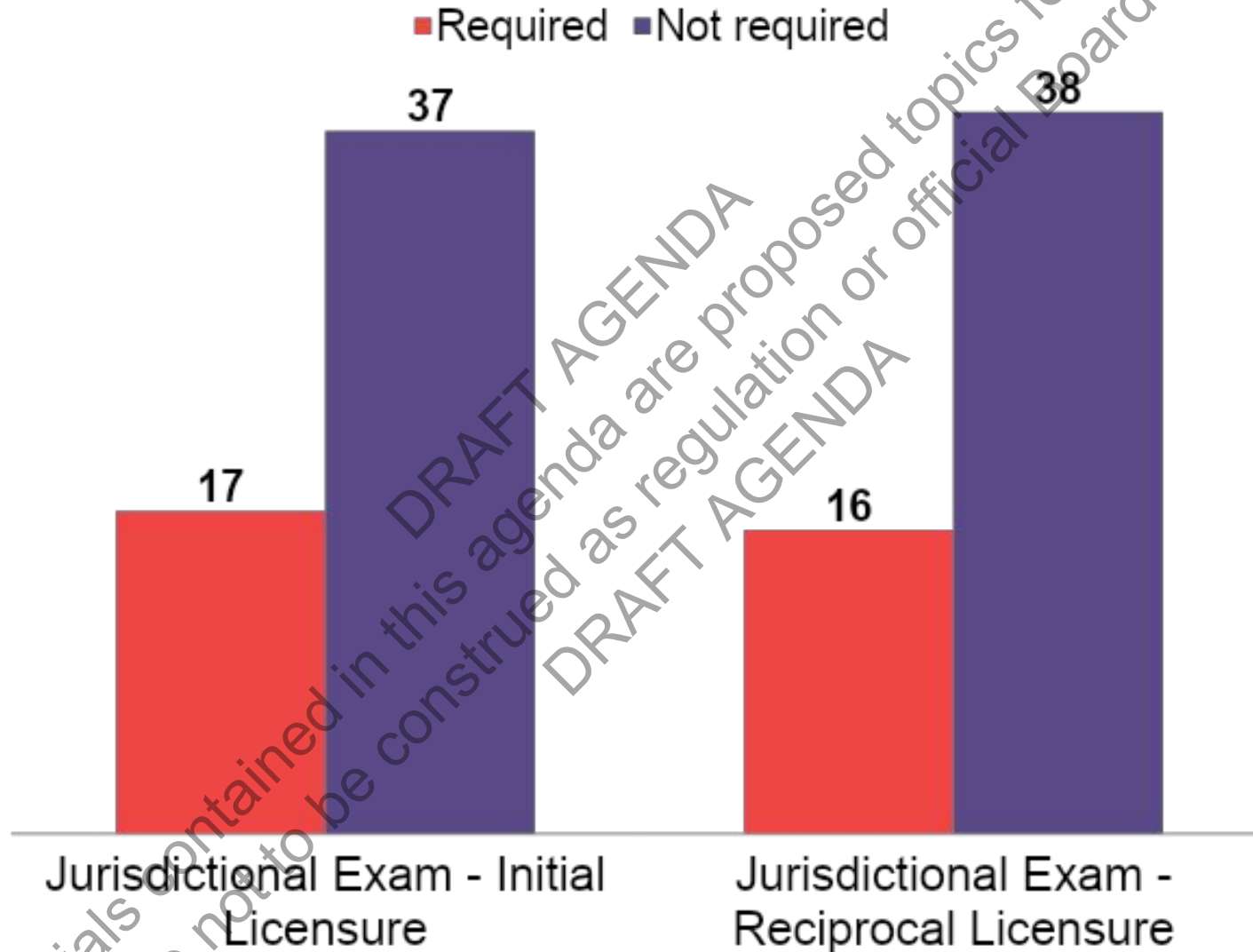
- Document member board requirements, processes and procedures for licensure by using existing CLARB research and available application data to identify trends, commonalities and gaps

Methodology:

- Using the member board and application data provided by CLARB, McKinley performed an analysis to identify gaps and additional research needs to support the advancement of Regulation 4.0

**Note that the counts include all available member jurisdiction data points. Not all counts will add to 54 due to incomplete data.*

Jurisdiction-Specific Exams



Jurisdiction-Specific Exam Content

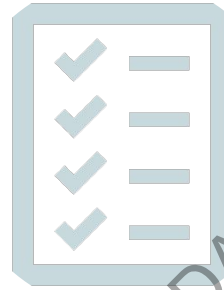
**Note that some jurisdictions have exams that cover more than one topic*



Jurisdiction-Specific Exam Format

Jurisdiction-Specific Exam Formats:

Of the 17 jurisdictions that offer their own specific exams, the primary format provided is listed to the right.



10 written exams

- 4 written take home via website
- 2 written in-person
- 2 written take home
- 1 written open book
- 1 written multiple choice



3 online exams

- 2 proctored
- 1 not proctored



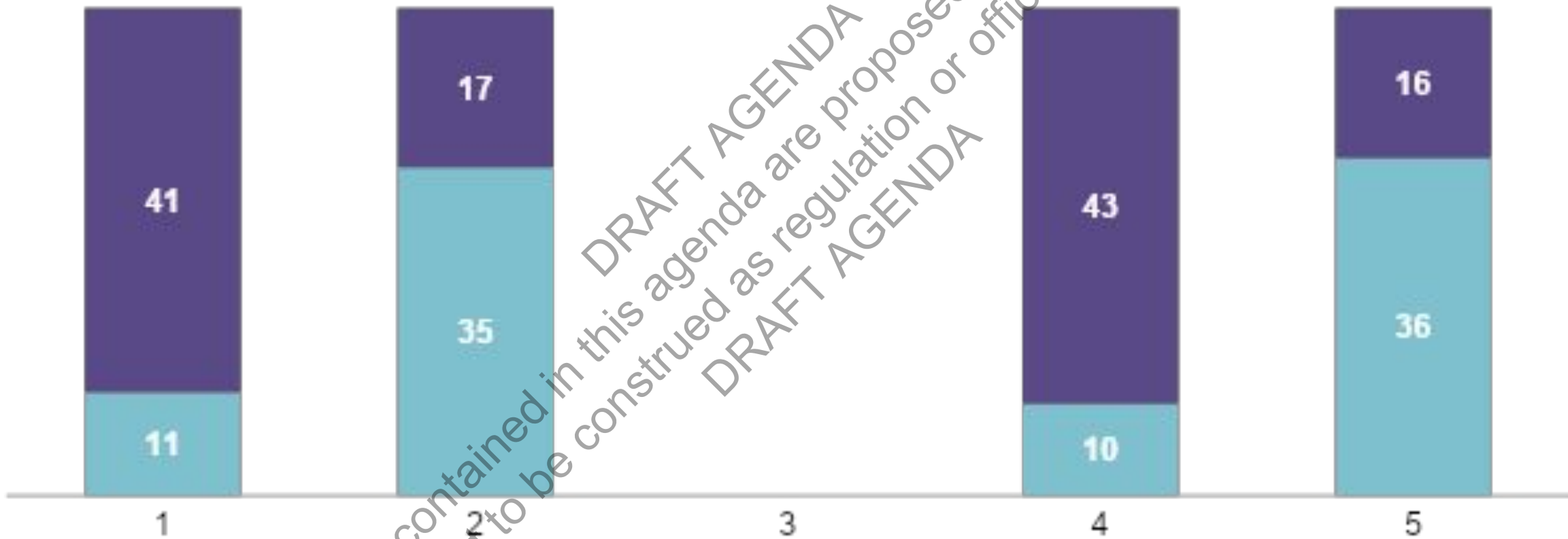
3 oral exams

- 2 oral exam at board, interview and presentation
- 1 oral exam only

Council Record Usage

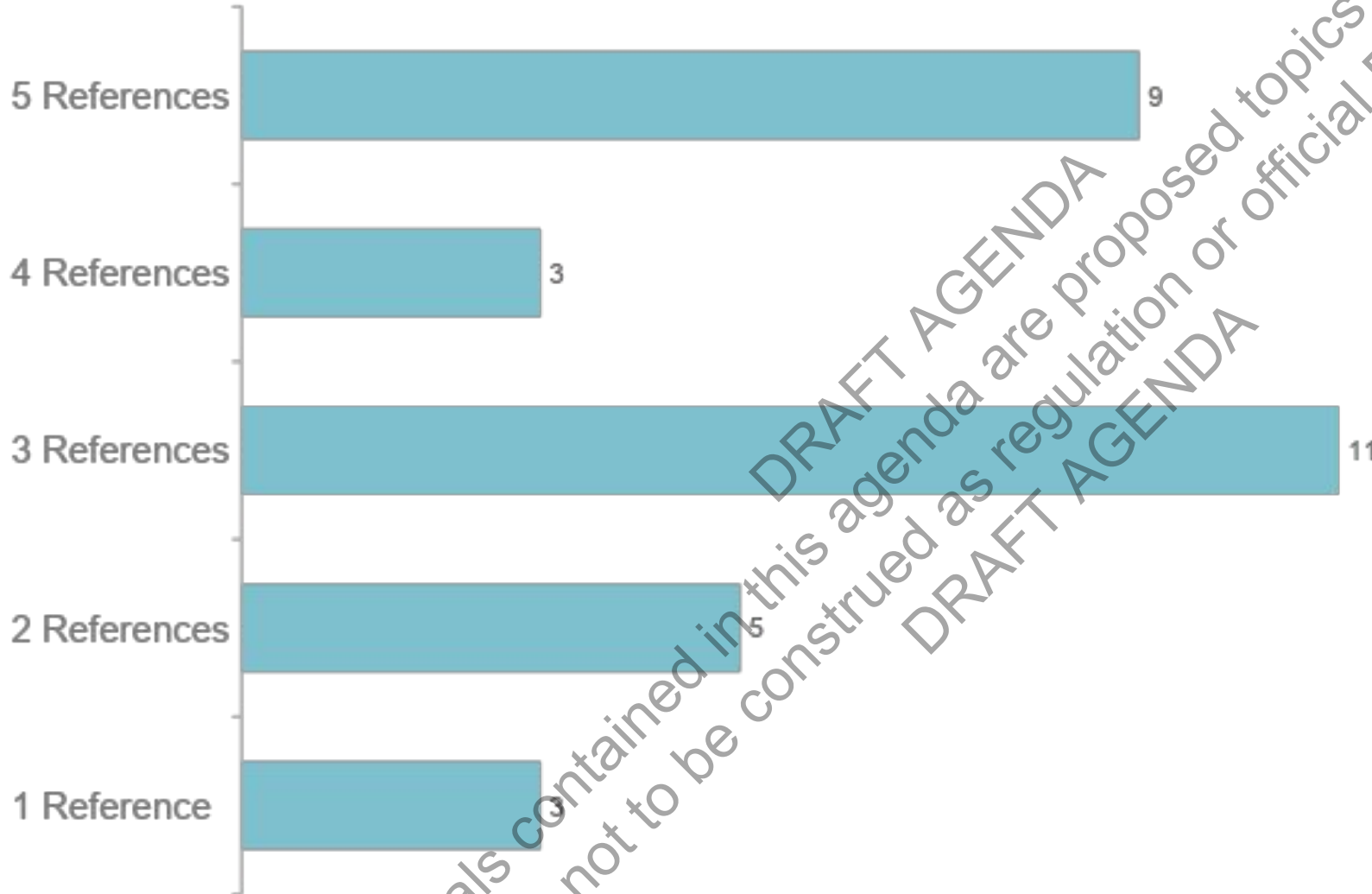
CLARB Record Required or Encouraged

■ Yes ■ No



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Number of References Required for the Initial Application



3.32
Average # of references
required for Initial
Licensure Application

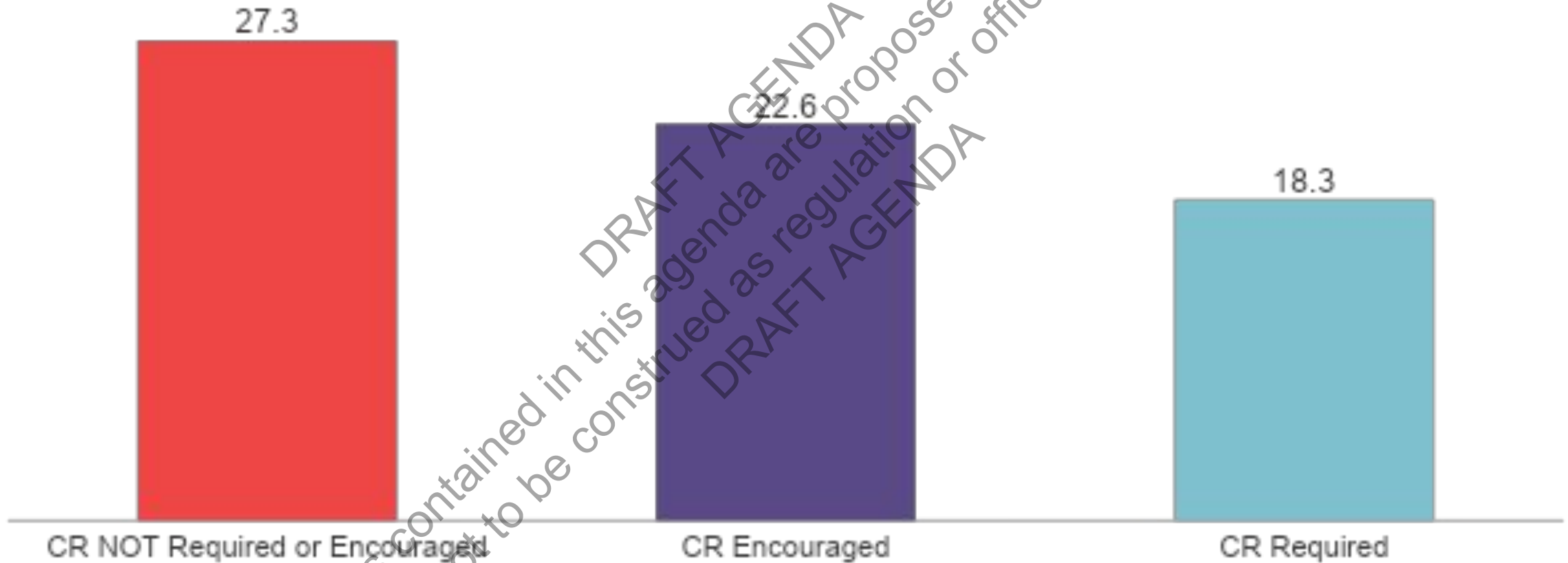
Most Commonly Required Fields

Initial Application Field	# of Apps w/ this Field	Initial Application Field	# of Apps w/ this Field
First and Last Name	53	Practical Experience/Experience Type	27
Middle Name	52	Prior Names/Maiden Name	26
Date of Birth	43	Business Phone	24
Social Security Number	41	Home Phone	23
Email Address	37	Licensed previously?	23
Home Address	36	CLARB Record	23
College or University/Name	33	Sex*	22
College or University/Degree	33	How to receive mail	22
College or University/Graduation Date	33	Proof of US citizenship	21
Practical Experience/Employment dates	31	Initial/Reciprocal	20
Practical Experience/Employer name	30	Other Licenses? State/jurisdiction(s)?	20
Business Address	29	History Disclosure (criminal history)	20
Practical Experience/Time Employed (FT/PT)	29	Other Licenses/License Numbers	19

Red Cells = Fields that CLARB currently does not collect

Initial Licensure Application Fields by CR Status

Average Number of Fields on Initial Licensure Application by Council Record Status



Unique Fields Categories

Public and Association Service

- Professional association memberships
- Public/community service roles
- Extra-curricular activities (research, publications, etc.)

CLARB Data Points

- CLARB Record date received/ Record #
- L.A.R.E status, dates and results

Professional Registrations

- Other professional registrations held with registration numbers
- State/jurisdiction(s) registered in with year or time lapsed

Disciplinary and Legal Issues

- Facing professional disciplinary issues
- Criminal charges, custody/child support issues, delinquent taxes
- Substance abuse or mental incompetence

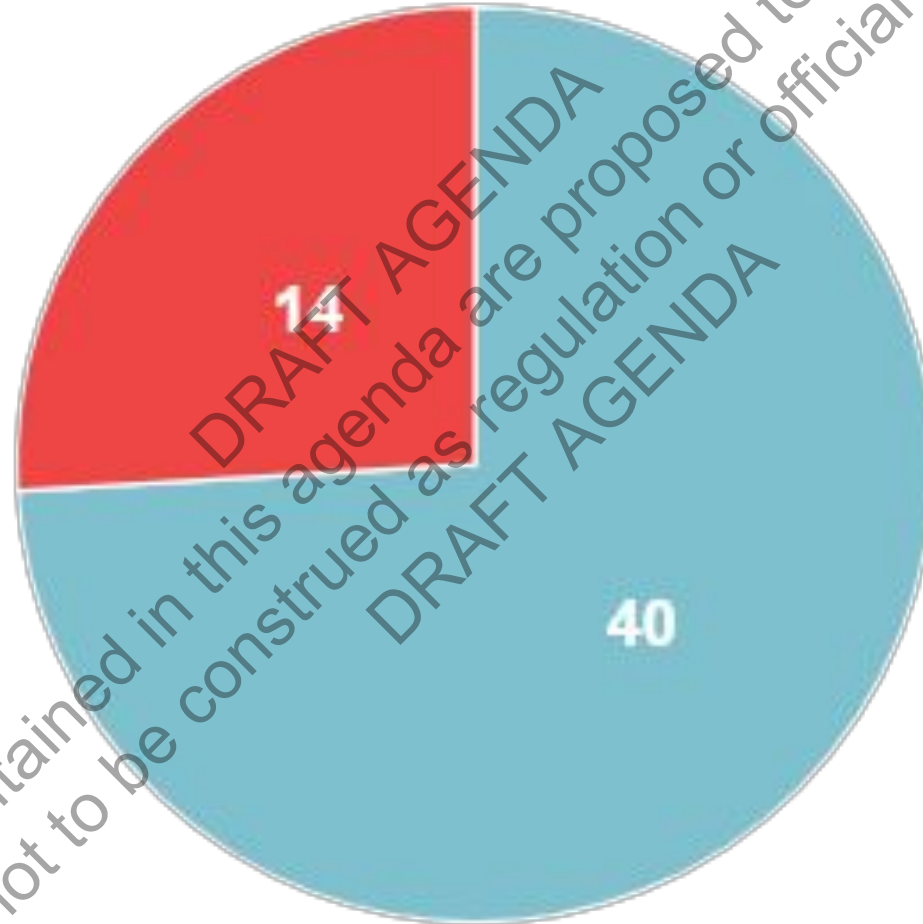
Other Fields

- Veteran or active duty military status
- Place of birth and ethnicity
- Photograph

Exam Pre-Approval

Exam Pre-Approval

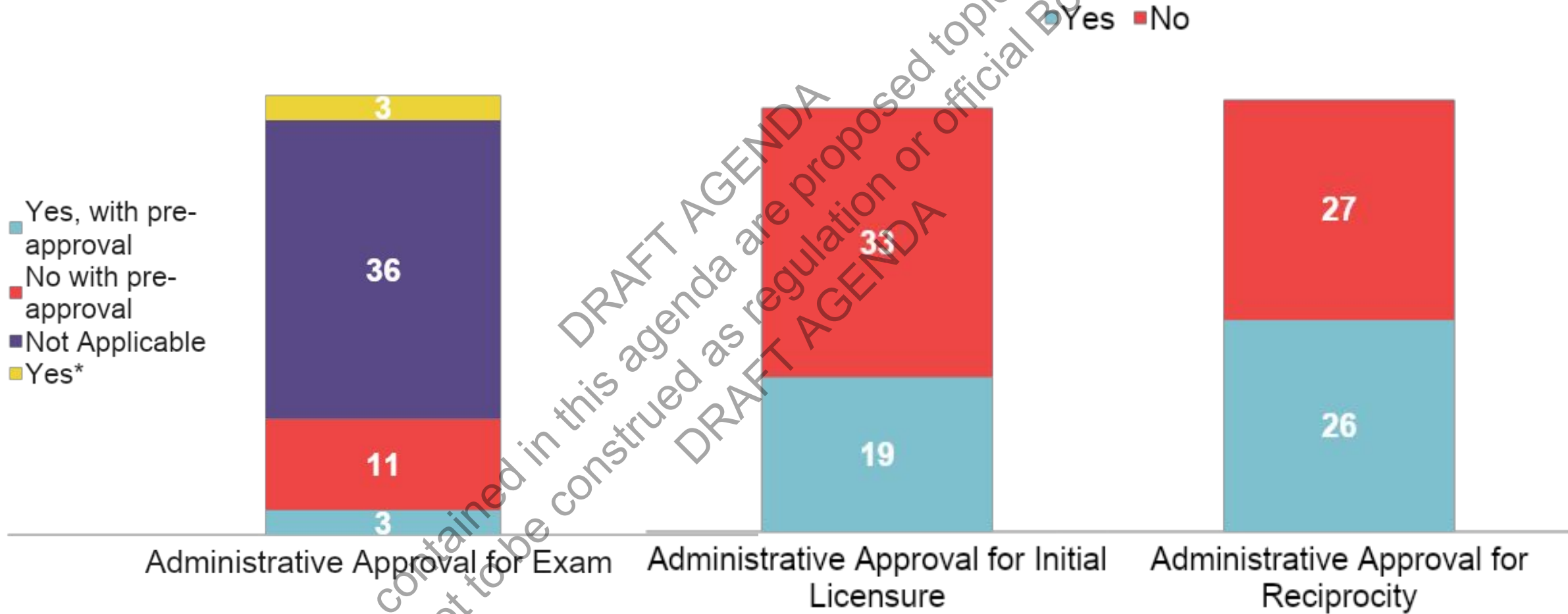
■ Applicants can apply directly to CLARB ■ Pre-approval needed



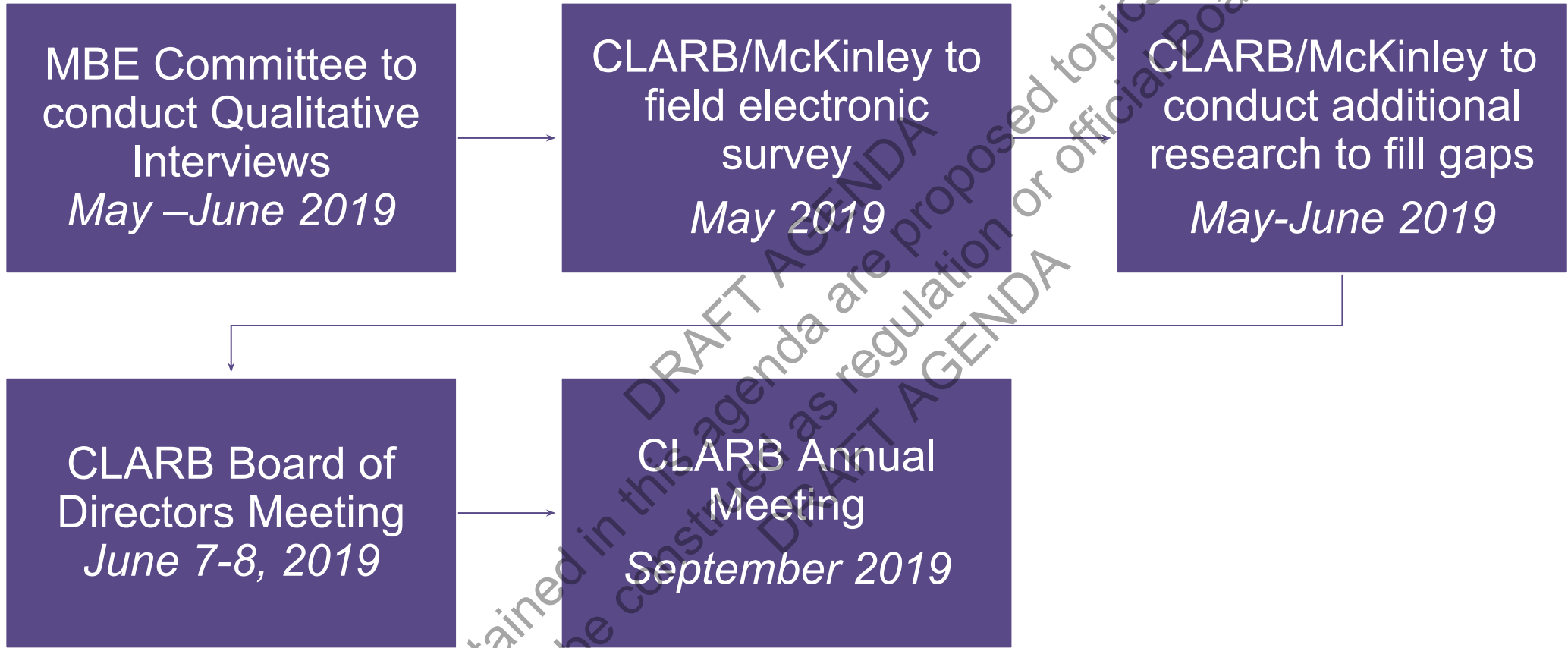
Administrative Approval

Administrative Approval for Exam

Administrative Approval for Licensure



Next Steps



If you have any questions about the interview or CLARB's ongoing research effort, please contact Missy Sutton (MSutton@clarb.org)

Thank You!

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ARCHITECT SECTION

Update

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NCARB Update

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Centennial Annual Business Meeting

Registration is now open for the 2019 Annual Business Meeting. This year’s meeting will be held June 20–22, 2019, at the Mayflower Hotel in Washington, DC. As NCARB prepares to step into its second century, join us to lay the foundation for the future and celebrate our rich history. At the meeting, you will have the opportunity to participate in workshops with subject-matter experts, share best practices with fellow Member Board Members, and hear from NCARB leadership about critical issues on the horizon.

To help facilitate the national conversation and the work of our boards, NCARB provides funding for one public member, one Member Board Executive, and two additional delegates from each board. For more information on the Annual Business Meeting, including a schedule of events, meeting agenda, and how to register, please click [here](#).

What Is the Annual Business Meeting?

Once a year, delegates from 55 of our Member Boards come together to review and comment on NCARB’s programs and services, consider changes to national licensure standards, and elect new leadership.

Why Attend the Annual Business Meeting?

Participation from each Member Board is an essential part of the Annual Business Meeting. Your attendance ensures that your board’s unique perspective, priorities, and concerns are part of the national conversation.

Keynote Speaker

NCARB is pleased to announce renowned author and Pulitzer Prize winning journalist Thomas L. Friedman as this year’s keynote speaker. Friedman has written several bestselling books about anticipating the future—including *The World is Flat* and *Thank You for Being Late*—and his insights will be an excellent segue as we shift from celebrating NCARB’s past to looking toward the next 100 years.

Celebrating 100
years of protecting
the health, safety, and
welfare of the public.

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Washington, DC 20005
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Friedman offers fascinating perspectives on the challenges of the future and how professions might adapt to take advantage of the opportunities of tomorrow. He specifically references government regulators—including architecture—in commentary that has special relevance to our world of architectural regulation.

Friedman has worked as a foreign correspondent for United Press International and *The New York Times*, and currently writes a weekly foreign affairs column for the *Times*.

Your Role

All attendees go to each day's plenary session and several workshops to learn about and discuss the role of the board, NCARB programs, and more. Your role is to represent your board as we work to further our shared mission of protecting the public by facilitating licensure. If you have been identified as your board's voting delegate, you are responsible for casting an official ballot in any votes for resolutions or elections of NCARB officers. More information for voting delegates will be provided in advance of the meeting.

We look forward to having you join us as we begin the next century of NCARB. For questions related to the Annual Business Meeting, please visit our [Member Board Community](#) or email Council Relations at council-relations@ncarb.org.

Centennial Open House

We are excited to host an open house at the new office on our 100th birthday to celebrate our past, present, and future. If you already have plans that will find you in Washington, DC, on May 2, and would like to attend the celebration from 2–4 p.m., please email Council Relations at council-relations@ncarb.org by April 25.

If you are unable to attend the open house, you will also have the opportunity to celebrate our Centennial and see the new office during our Annual Business Meeting (ABM) in June. Stay tuned for more details as ABM approaches.

Regional Summit and MBE Workshop Recap

Earlier in March, we kicked off our Centennial year in Nashville, Tennessee, with the Regional Summit, preceded by the Member Board Executive (MBE) Workshop. The location for these meetings holds special significance, as NCARB was founded in Nashville 100 years ago this May.

As the second largest meeting for our Member Boards, the Regional Summit is a two-day annual meeting hosted by the Regional Leadership Committee to discuss issues and conduct regional business, including nominations to the NCARB Board of Directors and regional leadership elections. This year's meeting had a record attendance of 240 attendees representing 51 jurisdictions. During the meeting, participants heard presentations on the history of the regions,

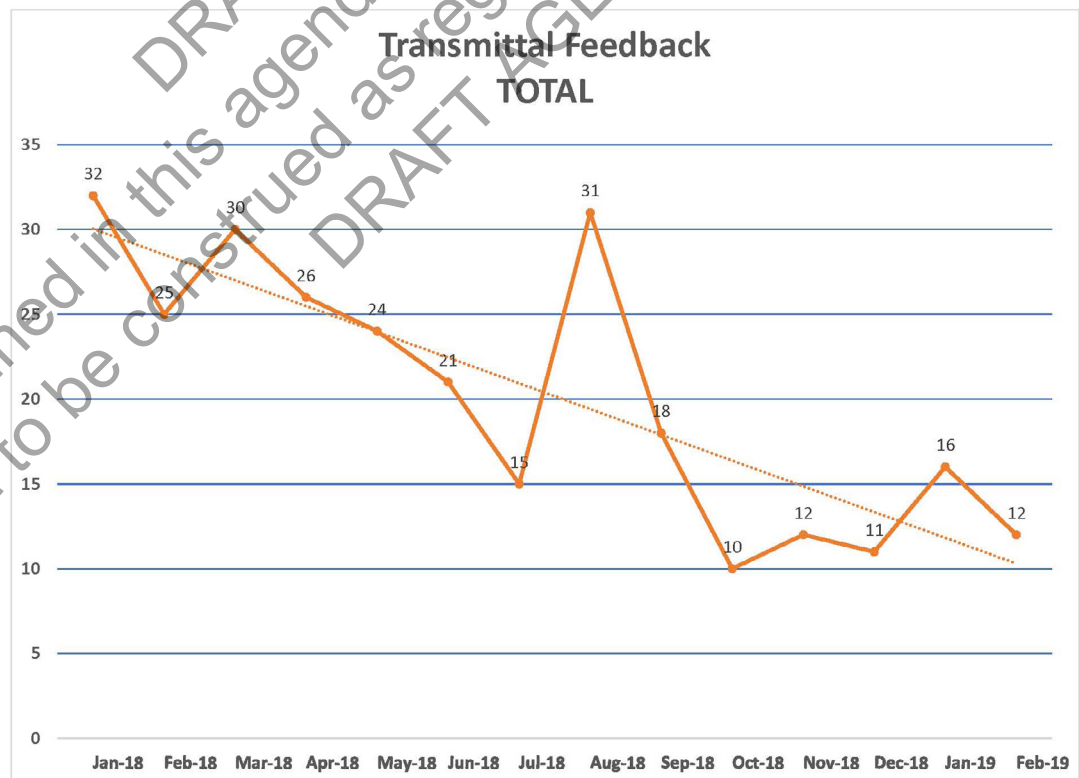
and breakout discussions on the future of practice, the regulatory environment, and disciplinary challenges. Consensus across the six regions during the meeting was a commitment to seeing a more diverse representation on our Member Boards, continuing to remain attentive to the regulatory environment, and working together to identify solutions to emerging issues.

The annual MBE Workshop, hosted by the Member Board Executives Committee, welcomed 46 attendees representing 40 different jurisdictions. This year’s workshop featured an Architecture 101 presentation from President David Hoffman, First Vice President Terry Allers, and Second Vice President Robert Calvani; round robin training sessions from NCARB staff; and open forums to collaborate and share insights with the Member Board Executive community.

We’d like to thank the Member Board Executives Committee and Regional Leadership Committee for leading the efforts for each of these events. For questions or feedback, please reach out to the Council Relations team at council-relations@ncarb.org.

Quality Improvement Update

At the MBE Workshop held earlier this month, NCARB Chief Operating Officer Mary de Sousa provided an update on quality improvements that have begun for the transmittal process. A copy of that presentation is now available on the [Member Board Community](#).



During the presentation at the MBE Workshop, it was shared that NCARB staff had been averaging a four to five-day turnaround time for a transmittal request, although the turnaround time communicated to customers is seven to 10 days. In recognizing that speed may have compromised quality, we shared our findings with staff and reinforced the focus on quality, allowing them more time to do so while remaining within the parameters promised to the customer.

Initial licensure requests require four-to five weeks to process as these Records must first go through a complete evaluation process to finalize all credential validations. That process is approximately a 30-day turnaround time—due to the volume of requests we are processing. After the evaluation is completed, the transmittal is processed for release to the Member Board.

We are continuing to monitor and adjust to meet the quality commitment we have made to our Member Boards and our customers. For questions, please contact Chief Operating Officer Mary de Sousa at mdesousa@ncarb.org or Vice President of Customer Relations Roxanne Alston at ralston@ncarb.org.

Legal Counsel Survey

NCARB is currently exploring how we can broaden our support and be more responsive to all members of the licensing board community. We have recognized that legal counsels representing the 55 licensing boards are increasingly becoming an important stakeholder group for the Council as they are often key advisors in the development of statutes, regulations, and policy positions taken by boards. To help us better understand the support provided by legal counsels, a brief survey is now available on [Member Board Community](#).

For questions related to this effort, please email council-relations@ncarb.org.

Legislative Update

With most state legislative sessions underway, the Council Relations team is closely monitoring bills that may significantly impact boards. Below are several bills that may be of interest to you:


Temporary and Provisional Licensure

- [Arkansas House Bill 1301](#): *Red Tape Reduction Expedited Provisional Licensure* – This bill will require licensing boards to grant out-of-state applicants a temporary 90-day license if their current license meets substantially equivalent requirements. This bill has now been signed by Governor Asa Hutchinson into law. The law will take effect 91 days after the legislature adjourns for the session on May 10, 2019.

Licensure of Military Spouses





The Armed Forces and numerous state legislatures are continuing to pursue expedited licensure

for active-duty military members, veterans, and their spouses.

- [Oregon Senate Bill 688](#) : *Relating to Professional Authorizations; Prescribing an Effective Date* – The bill allows professional licensing boards to authorize out-of-state licensed spouses of Armed Forces members currently stationed in Oregon to practice an occupation or profession in the state. This bill follows a trend in Oregon in recent years. In 2012, Oregon passed HB 4063, requiring certain licensing entities to accept an applicant’s substantially similar military training or experience in lieu of the specific license education or experience requirements. In 2013, HB 2037 passed to expedite the issuance of licenses or certificates for military and veteran spouses. Most recently in 2014, HB 4057 passed to compel regulatory and licensing bodies—impacted by the previous two measures—to report to the legislature on implementation.



Sunrise and Sunset Reviews

We are monitoring several bills across multiple legislatures pertaining to sunrise and sunset review processes. These bills are generally designed to review state entities and their procedures to ensure they are operating within their statutory authority effectively and efficiently.

- [Arkansas Senate Bill 171](#) : *Occupational Licensing Sunrise and Sunset Act* – No later than December 31 of even numbered years may lawmakers propose legislation that would submit a board to the Sunrise and Sunset Occupational Licensing Commission for sunrise review. The commission would also review the occupational licensing entities on a six-year rotating basis.
- [Hawaii Senate Bill 202](#) : *Relating to Professional and Vocational Regulatory Programs* – Establishes repeal dates for all professional and vocational regulatory programs. The revised statutes would repeal architect licensure and regulatory programs on June 30, 2028.
- [Maine House Bill 389](#) : *Professional Licensure and Certification* – Compels boards to review procedures and survey its licensees and research barriers to obtaining a license, including areas involving reciprocity. Each board would submit a report to the committee by January 15, 2020, with its findings and any proposed alternations to its rules and procedures.
- [Oklahoma Senate Bill 191](#) : *Workforce Development and Economic Development Act* – This bill would establish a new sunset law date and would define its related properties, including purpose, powers of the review council, and responsibilities.




Criminal Background Checks




Criminal background check legislation is often intended to reduce recidivism and expand workforce opportunity to individuals who may have previously been faced with restrictions to licensure due to criminal convictions. Twenty criminal background check-related bills have been introduced in jurisdictions including: Arkansas, Arizona, Iowa, Illinois, Missouri, Mississippi, New Mexico, Oklahoma, Texas, Utah, Virginia, Washington, and West Virginia.

- [Arkansas Senate Bill 264](#) : *Fresh Start Act of 2019* would bar licensing boards from using terms including “moral turpitude” and “good character.”
- [Mississippi Senate Bill 2781](#) : *Mississippi Fresh Start Act* would prohibit licensing boards from disqualifying applicants solely or in part due to a prior criminal conviction, unless the conviction was directly related to duties and responsibilities of the profession.

Update on Legislation from February

Below is an update on legislation that we have been closely monitoring.

- [Arizona House Bill 2231](#) : *Non-health Professions and Occupations* – This bill originally proposed amending sunset review criteria for boards and agencies. HB 2231 failed to pass the House of Representatives.
- [Indiana House Bill 1271](#) : *Licensed Occupation* – With strong similarity to the American Legislative Exchange Council Occupational Licensing Consumer Choice Act, Indiana HB 1271 would allow for unlicensed individuals to offer services for customers if they provide signed disclosures acknowledging the professionals are not licensed by the state. While of significant concern, HB 1271 has not advanced out of its first committee and does not appear to have much support in the state legislature.
- [Indiana House Bill 1269](#) : *Professional License Boards* – To address quorum issues experienced by some regulatory boards, legislators have proposed amending member composition requirements for various boards, including the Indiana Board of Registration for Architects and Landscape Architects. HB 1269 would reduce the number of architect board members from five to three and repeal 10 years of practice experience requirement. This bill is currently in the Senate Committee on Commerce and Technology and gaining momentum.

We will continue to monitor the progress on these bills and encourage you to visit the legislative tracking portal available in the “[Advocacy Toolkit](#)”  to stay on top of legislative and regulatory trends throughout the country. For questions on any of these bills or if you have legislation you would like us to monitor, please contact Maurice Brown at mbrown@ncarb.org  or Marta Zaniewski at mzaniewski@ncarb.org .

Hip Hop Architecture Camp

In late-February, NCARB hosted a free Hip Hop Architecture Camp in Washington, DC. NCARB was excited to partner with local architects and licensure candidates to introduce middle school students from underrepresented backgrounds to the design profession.

During the weeklong camp, students transformed hip-hop lyrics into 3D models, designed facades using Tinkercad, and wrote a rap verse about their designs and community. Camp participants also got a behind-the-scenes tour of the National Building Museum’s Evicted Exhibition. Together, these unique experiences encouraged students to re-examine definitions of home, think creatively about how they can spark change in their own communities, and perhaps one day, consider a career in architecture.

The event was recently featured in [Architectural Digest](#)  and [Architect Magazine](#) .

Welcome New Member Board Members and Executives

We'd like to introduce the following new Member Board Members and Executives:

- **Michael Fazio** is the new public member on the Utah Architects Licensing Board.
- **Larry Karns** is the new Executive Director of the Kansas State Board of Technical Professions.
- **David Johnson** is a new Member Board Member on the Nebraska Board of Engineers and Architects.

Upcoming Meetings

Please be sure to mark your calendars for the upcoming events:

- **2019 Centennial Annual Business Meeting:** June 20–22, in Washington, DC
- **Architect Licensing Advisory Summit:** August 1–3, in Minneapolis, MN

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Centennial Business Meeting

Registration for the 2019 Centennial Business Meeting is now open and will be available until May 13. This year's meeting will be held June 20-22, 2019, at The Mayflower Hotel in Washington, DC. The Centennial Business Meeting will bring participants from 55 Member Boards together to review and comment on NCARB's programs and services, consider changes to national licensure standards, and elect new leadership. To register, please [click here](#).

To help ensure that we have representation from all of our Member Boards, NCARB provides funding for one public member, one Member Board Executive, and two additional members of each board. If you have a national NCARB Board member who also serves on a state licensing board, NCARB will provide funding for the national Board member, in addition to the other four participants.

As a catalyst in our conversations regarding the future of architectural regulation, we will have renowned author and Pulitzer Prize winning journalist Thomas Friedman as this year's keynote speaker. Friedman has written several best-selling books about anticipating the future, and his insights will be an excellent segue as we shift from celebrating NCARB's past to looking toward the next 100 years.

For questions related to the Centennial Business Meeting, please visit the [Member Board Community](#) or email Council Relations at council-relations@ncarb.org.

Welcome Letter From the DC Board of Architecture

From the District of Columbia Board of Architecture, Interior Design, and Landscape Architecture to our Centennial Business Meeting attendees:

Welcome to Washington, DC, home to our nation's capital. Known for its rich tourism, politics, and history, "the District" serves as America's cultural center, full of experiences—DC is history.

Celebrating 100 years of protecting the health, safety, and welfare of the public.

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Washington, DC 20005
202/783-6500

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The DC Board of Architecture, Interior Design, and Landscape Architecture is responsible for protecting the public health, safety, and welfare of our citizens and ensuring that individuals engaged in the professions of architecture, interior design, and landscape architecture have the specialized education and training required for licensure. DC is a great city to be an architect. We generate continued support for civic, residential, and commercial design and development, while maintaining and protecting over 700 historically designated properties and 56 historic districts.

Along with the Smithsonian museums—including the stunning National Museum of African American History and Culture—you'll find a panorama of noteworthy architecture such as the U.S. Capitol, over 175 foreign embassies, and performing arts spaces. Other world-class, destination museums include the interactive Newseum and the redesigned Spy Museum.

You can visit the Declaration of Independence at the National Archives, or the Star-Spangled Banner at the National Museum of American History. The history that is dusty in the classrooms comes alive in our streets for both children and adults alike.

To read the full letter from the DC Board and learn more about what Washington, DC, has to offer, please [click here](#).

Customer Relations Update

At the March Member Board Executive (MBE) Workshop in Nashville, Chief Operating Officer Mary de Sousa provided an update on quality improvement enhancements made to the Transmittal Feedback system. These enhancements were approved by the MBE Committee in February. The updated Transmittal Feedback tool was launched on March 11, 2019, and we are happy to see our members actively using it. NCARB is currently working on the next phase of transmittal quality efforts, which include enhanced reporting on new categories and continuous transmittal training. We remain committed to providing quality-focused service to support your licensure needs. Stay tuned for further updates.

Previous Transmittal Feedback Categories	New Transmittal Feedback Categories
<ul style="list-style-type: none"> • Transmittal has errors • Transmittal is illegible • Transmittal is incomplete • Transmittal has other issues 	<ul style="list-style-type: none"> • Not updated with current information • Technical issue • Illegible documents • Someone else's information in transmittal • Missing information • Factual error • General inquiries

For questions related to this effort, please contact Vice President of Customer Relations Roxanne Alston at ralston@ncarb.org ✉.

Legislative Update

With many state legislative sessions underway, the Council Relations team continues to closely monitor bills that may impact boards. Below are several bills that may be of interest to you:

- [Arizona House Bill 2569](#) ✉ – Governor Doug Ducey recently signed this bill into law, making Arizona the first state to allow automatic recognition of out-of-state licenses. Under this new law, Arizona’s licensing boards will recognize out-of-state licenses to those who have been licensed in their profession for at least one year, are in good standing in all states where they are licensed, pay applicable Arizona fees, and meet all residency, testing, and background check requirements. Fortunately, the Arizona State Board of Technical Registration does not expect major challenges with their current applications process. The board is awaiting further guidance regarding the residency requirement from the state attorney general’s office.
- [Arizona House Bill 2037](#) ✉ – Intended as an endorsement bill to HB 2569, this bill would have affirmed the State Board of Technical Registration’s authority to grant registration by endorsement and lessening the impact of HB 2569. By vetoing this bill on April 11, 2019, Governor Ducey ensures that the board will have to enforce all provisions of the newly enacted HB 2569 and require that out-of-state applicants meet the state residency standards.
- [Missouri Senate Bill 500](#) ✉ – A consumer choice bill based on the American Legislative Exchange Council’s (ALEC) [Occupational Licensing Consumer Choice Act](#) would allow unlicensed individuals to provide architecture services. Similar to other consumer choice acts, allowing unlicensed, and ultimately unqualified individuals, to practice architecture may put the public health and safety at risk. SB 500 has not moved from the initial committee and the session closes next month. We are closely watching this bill and are in contact with the Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects.
- [Alabama Senate Bill 168](#) – Recently introduced, this bill would expand exemptions to registration. Included in the proposal, townhomes, duplexes, and other buildings containing single-family residences, regardless of size, would be exempted. Backed by the Home Builders Association of Alabama (HBAA), SB 168 is the latest attempt by the association to expand the list of exempted activities. This objective partially stems from a court case in which a local home builder was found in violation of the Alabama Architect Registration Act by attempting to build a series of townhomes without a licensed architect. NCARB is supporting the Alabama Board of Architects, and working in collaboration with the American Institute of Architects (AIA) Alabama chapter to ensure that this bill does not jeopardize the health, safety, and welfare of Alabama residents.
- [Tennessee Senate Bill 196](#) – Consistent with other deregulation efforts, the newly-enacted Right to Earn a Living Act could require boards to limit their regulations to only those that are “demonstrably necessary” to fulfilling a legitimate public health or safety objective, setting an incredibly high standard for regulating a profession. Like similar bills introduced in

other jurisdictions, SB 196 has not moved out of its first committee, with less than two weeks left in the session.

- [Michigan Senate Bill 40](#) – This bill that would require the “least restrictive” regulation of a profession, based on the Institute for Justice’s (IJ) [Inverted Pyramid](#). If enacted, this bill would allow a state commission to review all legislation amending an occupational regulation to determine whether the least restrictive regulation of a board has been adopted. Among the commission’s focus is the evaluation of the effects of proposed occupational legislations on opportunities for workers, consumer choices, general unemployment, market competition, and governmental costs. Furthermore, beginning in 2020, the commission would review 20 percent of occupations annually over a five-year period. HB 40 is still in its initial Senate Committee, with the Michigan session ending on December 31.
- [Florida House Bill 27](#) – Similar to [SB 1640](#), and in response to Governor Ron Desantis’ “[Deregathon](#),” HB 27 is a coordinated strategy to deregulate a number of professions and occupations. As a result, this bill would have renamed the Board of Architecture and Interior Design as “The Board of Architecture” and would have removed interior design regulations. However, the bill did not advance out of its first chamber and has failed. Florida’s session adjourned on May 3.

Update on Legislation From March

Below is an update on legislation that we have been closely monitoring:

- [Indiana House Bill 1269](#): *Professional License Boards* – Governor Eric Holcomb recently signed this bill into law to address quorum issues experienced by some regulatory boards and eligibility requirements. This law reduces the number of architect board members from five to three, and modifies the prerequisite that board members have 10 years of experience from required to optional. This law does not impact the board’s ability to conduct its business and continue to protect the public.

We will continue to monitor the progress on these bills and encourage you to visit the legislative tracking portal available in the “[Advocacy Toolkit](#)” to stay on top of legislative and regulatory trends throughout the country. For questions on any of these bills, or if you have legislation you would like us to monitor, please contact Marta Zaniewski at mzaniewski@ncarb.org, Maurice Brown at mbrown@ncarb.org, or Per Bjornstad at pbjornstad@ncarb.org.

Advocacy Webinar

Join us for an [advocacy webinar](#) on Tuesday, May 21, from 4 to 5 p.m. (ET), to review the 2019 legislation session. During the webinar, we will discuss notable legislative trends, the current political environment, and bills of interest. We will also highlight how our Member Boards have successfully navigated problematic bills and worked with their legislatures and external partners.

Panelists include the following Member Board Executives:

- Leslie Hanska (Oklahoma Board of Architects and Landscape Architects)
- Emily Papadopoulos (West Virginia Board of Architects)

- Bonnie Staiger, Hon. AIA (North Dakota State Board of Architecture)

If you are interested in attending, we encourage you to [register](#) at your earliest convenience. If you are unable to join the live webinar, a recording will be posted on our [Member Board Community](#).

For questions related to this effort, please contact Maurice Brown at mbrown@ncarb.org or Marta Zaniewski at mzaniewski@ncarb.org.

In the News: Model Legislation

A recent [joint investigation](#) by USA Today, The Arizona Republic, and the Center for Public Integrity, revealed how external stakeholders with self-seeking interests, such as the American Legislative Exchange Council (ALEC) and the Goldwater Institute, create “model bills” to influence state lawmakers’ legislation. Model bills, as USA Today reports, is legislation drafted by these groups with seemingly innocuous language and deceptive titles, to conceal the true intent of the bill. This trend continues to gain momentum across state legislatures, with 2,100 model bills recently being signed into law. Not only is this approach to lawmaking problematic, but it could also have adverse effects on the public health, safety, and welfare.

For example, Missouri Senate Bill (SB) 500, also known as the Occupational Licensing Consumer Choice Act, presumably sounds like a good idea—empowering consumers to make their own choices. However, the details of the bill would allow unlicensed and unqualified individuals to provide professional services that may put the public at risk. While this bill is of interest to NCARB, Missouri’s legislative session adjourns in less than a month and the bill has yet to leave Senate committee.

Legislators are often overwhelmed during session, but an over-reliance on blanket legislative proposals is far from an ideal way to create good government solutions. Educating policymakers, galvanizing public support, and collaborating with related partners are all ways we can further counteract deregulation efforts. To help achieve this, NCARB’s *Model Law and Regulations* serves as an additional tool for our Member Boards.

Compared to model bills pushed by private special interests with a financial stake in the outcome, which often originate outside of the regulatory arena, NCARB’s *Model Law and Regulations* was created by representatives from each state licensing entity and ratified by delegates from the state regulatory boards. This allowed for greater transparency, input from a wider audience, and incorporated perspectives from a national level. The primary goal is clearly defined as the protection of the public through high standards, a rigorous path to licensure, and responsible regulatory guidelines.

Additionally, NCARB’s *Model Law and Regulations* offers uniformity and flexibility—something a model bill cannot. Our *Model Law and Regulations* recommends consistent licensing and regulation requirements, but is malleable and designed to fit the needs of individual state regulatory boards. This type of model is not overly broad, but prescriptive, based on the

significant areas of licensing and regulation the profession.

We will continue to monitor the conversation sparked by this USA Today article and are ready to offer support to our Member Boards. For questions related to NCARB's *Model Law and Regulations*, please contact Joshua Batkin jbatkin@ncarb.org or Maurice Brown mbrown@ncarb.org.

International Test Centers

During FY19, NCARB has welcomed a number of international Prometric test centers to the large network of sites administering the Architect Registration Examination® (ARE®). We had originally added London; Abu Dhabi, United Arab Emirates; and Kowloon, Hong Kong.

In September 2018, we added the following test center locations:

- Sydney, Australia
- Perth, Australia
- Melbourne, Australia
- Auckland, New Zealand
- Buenos Aires, Argentina
- Brasilia, Brazil
- Rio De Janeiro, Brazil
- Berlin, Germany
- Frankfurt, Germany
- Madrid, Spain
- Athens, Greece
- Rome, Italy

Based on requests from current ARE candidates, we added additional test centers in the following locations in March 2019:

- Beijing, China
- Jinan, China
- Shanghai, China
- Nanjing, China
- Manama, Bahrain
- Doha, Qatar
- Dubai, United Arab Emirates

We've already received feedback from ARE candidates posting on the ARE 5.0 Community that they are taking advantage of these most recent offerings. We'll continue to monitor exam deliveries in these cities.

Rebranding of Form 155: Verification of Initial Licensure and Examination History

We are excited to announce the updated Verification of Initial Licensure and Verification of Examination History forms. Both forms will replace Form 155, have been refreshed with NCARB branding, and are in an editable PDF.

The Verification of Initial Licensure form verifies initial licensure only and any derogatory information. The form still requires a signature from a licensure authority. The Verification of Examination History form only verifies examination history. All iterations of the ARE divisions are listed, including ARE 5.0.

For questions related to this effort, please contact Vice President of Customer Relations Roxanne Alston at ralston@ncarb.org.

ARE Review

If a candidate does not pass a division of the ARE, they have several options, including retaking the failed division, requesting a score verification from NCARB, or requesting an examination review. Retaking a division and requesting a score report are available to all candidates. However, an examination review is only available if they are testing in a jurisdiction in which a review is permitted. Additionally, it is at the sole discretion of each board whether to administer the review process or not.

NCARB directs all requests for examination reviews to the appropriate board for approval. Should your board be contacted, keep in mind the following:

- In addition to a fee from the board, NCARB charges a \$300 fee to review a failed exam.
- The application and review fee must be received by NCARB within four months of the administration of the exam, and the review process must be completed within six months of the test date.
- Only questions answered incorrectly may be reviewed.
- Candidates may only challenge a question answered incorrectly if your board allows challenges and appeals.
- If there is a successful challenge to a question—through an NCARB-facilitated review process—that changes a score from fail to pass, NCARB will recognize the new score for NCARB certification.
- If a state board changes a score from fail to pass outside of the NCARB-facilitated review

process, this change will only be accepted in that jurisdiction. NCARB will not recognize the new score for NCARB certification.

To learn more about the examination review process, please visit the [NCARB website](#). For questions, please contact Jared Zurn, Vice President of Examination, at jzurn@ncarb.org, or Roxanne Alston, Vice President of Customer Relations, at ralston@ncarb.org.

Welcome New Member Board Members and Executives

We'd like to introduce the following new Member Board Members and Executives:

- **Walter Sawyer** joined the North Carolina Board of Architecture as an architect member.
 - **Christian Albouras** is the new Executive Director of the Wisconsin Examining Board of Architects, Landscape Architects, Professional Engineers, Designers and Professional Land Surveyors.
 - **Eileen Hee** joined the Vermont Board of Architects as an architect member.
 - **Rebecca Campbell** joined the Vermont Board of Architects as an architect member.
-

Upcoming Meetings

Please be sure to mark your calendars for the upcoming events:

- **2019 Centennial Business Meeting:** June 20-22, in Washington, DC
- **Architect Licensing Advisory Summit:** August 1-3, in Minneapolis, MN

DRAFT AGENDA
Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or Official Board opinion.
DRAFT AGENDA

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NCARB Disciplinary Database

From NCARB CEO Michael J. Armstrong

We recently sent a memorandum to all Member Board Chairs and Executives regarding the importance of the NCARB Disciplinary Database. The Disciplinary Database serves as a repository of all disciplinary actions taken by Member Boards, regardless of severity or type, including so-called “administrative discipline,” as well as violation of regulations or statutes which may involve, but are not limited to, ethical issues relative to practice and client relations.

The *NCARB Bylaws* indicate that it is a condition of membership for all Member Boards to share their data with NCARB. Every jurisdiction relies on participation of their peer jurisdictions in submitting final disciplinary action information to NCARB. The Disciplinary Database is an important tool to accomplish our mission of protecting the public health, safety, and welfare, and failure to submit information places not only individual licensing boards, but also our entire process of regulation, under greater scrutiny.

We deeply appreciate the commitment of Member Boards, including their hard-working staff, to provide complete and current information, which best positions everyone to meet and exceed the expectations of the public.

Centennial Annual Business Meeting

Each June, NCARB’s membership gathers at the Annual Business Meeting (ABM) to conduct important business such as electing members to serve on the NCARB Board of Directors,

Celebrating 100
years of protecting
the health, safety, and
welfare of the public.

1140 H Street, NW
Suite 500
Washington, DC 20005
202/783-6500

WWW.NCARB.ORG

sharing best practices, and discussing programs and policies that impact the future of architectural regulation. We look forward to welcoming all Member Board Members and Executives who will be attending the upcoming Centennial Annual Business Meeting.

The Pre-ABM Briefing document is now available on the [Member Board Community](#). In the briefing, you will find information on everything you will need to participate in this year's discussions and activities, including:

- The Centennial Annual Business Meeting agenda
- An introduction to this year's keynote speaker, Pulitzer Prize winner Thomas Friedman
- FY20 Board of Directors candidate resumes
- Guidelines for voting
- NCARB's unaudited financial statements

For more information on the meeting, please email council-relations@ncarb.org or visit the [Member Board Community](#).

Strategic Plan Update

On behalf of President David L. Hoffman, FAIA, NCARB, Hon. FCARM, the NCARB Board, and staff, we are pleased to provide an advance copy of our newly refreshed Strategic Plan and accompanying background materials. We are grateful for the hundreds of participants who contributed to the plan's contents via surveys, interviews, workshops, and focus groups. The clear consensus that much of our current plan continues to resonate, and that our evolution has positioned us to maximize value as we pursue continuous improvement and new ventures, creates the framework for the latest iteration.

The formal unveiling of the Strategic Plan will occur at our Centennial Annual Business Meeting in Washington, DC, in June. For those attending the meeting, we hope this read-ahead will spur strategic discussions at your jurisdiction's board and prepare you for the informative engagement in our days together. To read the new Strategic Plan, please visit our [Member Board Community](#).

Legislative Update

While some legislative sessions are wrapping up, we continue to see activity across several jurisdictions. Below are a few bills you may be interested in:

- An American Legislative Exchange Council (ALEC) Task Force recently amended its [Occupational Licensing Review Act](#). This model bill is part of ALEC's initiatives aimed at cutting state regulations and weakening the authority of boards. Highlighted in a [USA Today investigation](#),

legislators have, and continue to be, influenced by model bills this session. Fortunately, most of the bills we've seen introduced have been unsuccessful and unable to garner the support to pass. We have engaged with ALEC staff on this bill (and others) and will continue to monitor this growing trend and any related developments.

- [North Carolina House Bill 858](#) – This bill was recently introduced and would allow interior designers to voluntarily register with the state. Interior designers are currently unregulated in North Carolina. Through this proposal, the state's Department of Insurance would license and regulate registered interior designers. However, several NCARB Member Boards effectively regulate alongside other professions as part of a joint board. The Council Relations Department will continue to provide support to the North Carolina Board of Architecture by providing legal analysis and other resources to educate the bill's sponsor on the benefit and best practices related to joint boards, and the potential public health, safety, and welfare consequences of the current bill.
- [Idaho House Bill 100](#) – Upon adjournment of the session, the Idaho Legislature typically reauthorizes existing rules and approves new rules. Currently, the rule-making process requires rules to only pass one chamber, either the House of Representatives or the Senate, in order to be approved. However, this bill proposed that Idaho should align their rule-making process to their legislative process, requiring for rules to pass both chambers. This bill failed to pass, leaving the rule-making process at the discretion of Governor Brad Little. Little intends to publish all rules in a temporary executive decision until the legislature reconvenes next year. Although some questions remain regarding when the rules will be approved, we do not anticipate any impact to the board in the interim and will provide update as soon as we learn more.
- [New Jersey Assembly Bill 2810](#) – This bill allows the state attorney general to supervise a board and to examine proposed rule changes, actions, and decisions that may displace competition, to mitigate antitrust concerns and provide immunity to board members. This bill is a response to the U.S. Supreme Court's decision in *North Carolina State Board of Dental Examiners v. Federal Trade Commission*, which found that the North Carolina Board only had antitrust immunity if they were actively supervised by the state. With this change, the state attorney general will ensure that the board will not be liable for its actions in a related civil case and will be defended by the state. In addition, if an individual files a complaint related to proposed regulations, actions, or decisions that they claim to be potentially anti-competitive, then the attorney general is responsible for addressing the issue—relinquishing the board of this responsibility. This bill was signed by Governor Phil Murphy on May 10, 2019.
- [Alabama Senate Bill 168](#) – Backed by the Home Builders Association of Alabama (HBAA), SB 168 is the latest attempt by the association to expand the list of exempted activities that do not require an architect. This bill partially stems from a court case in which a local home builder was found in violation of the Alabama Board Registration Act by attempting to build a series of townhomes without a licensed architect. Included in the proposed exemptions are townhomes, duplexes, and other buildings containing single-family residences, regardless of size. Due to higher priority legislative items, this bill was not heard by the Senate's Fiscal Responsibility and Economic Development Committee and has missed the crossover deadline. We do anticipate the HBAA to propose a similar bill in the 2020 legislative session. As we look ahead to 2020, we will continue to support the Alabama Board and collaborate with American Institute of Architects (AIA) Alabama chapter to ensure this bill does not

jeopardize the health, safety, and welfare of the public.

- [Louisiana House Bill 354](#) – This bill intends to eliminate specific exemptions from having to register as an architect to provide services. Under current law, Louisiana permits engineers to provide architectural services under specific circumstances. Conversely, architects are prohibited from providing engineering-related services under any condition. To create more equity among professions and to improve current statutes, Representative Reid Falconer, also a licensed architect, proposed this bill with support from the Louisiana State Board of Architectural Examiners and AIA Louisiana. In its initial committee hearing, several questions arose, which require further discussion. As such, the bill has been postponed indefinitely. While it is unlikely to pass this session, we will continue to support Louisiana's effort to improve its current regulations.

We will continue to monitor the progress on these bills and encourage you to visit the legislative tracking portal available in the "[Advocacy Toolkit](#)" to stay on top of legislative and regulatory trends. For questions or comments on any of these bills, or if you have legislation you would like us to monitor, please contact Marta Zaniewski at mzaniewski@ncarb.org, Maurice Brown at mbrown@ncarb.org, or Per Bjornstad at pbjornstad@ncarb.org.

Advocacy Webinar

Council Relations hosted an interactive [webinar](#) and [PowerPoint](#) to review the 2019 legislative session. This webinar featured several exciting panelists, including Member Board Executives Leslie Hanska of the Oklahoma Board, Emily Bond Papadopoulos of the West Virginia Board of Architects, and Bonnie Staiger of the North Dakota State Board of Architecture and Landscape Architecture. Highlights from the discussion are included below.

Preceding the panel discussion, we made a few legislative remarks:

- NCARB has monitored more than 300 bills this session, with the majority related to sunset reviews, military licensure, and criminal backgrounds.
- Problematic legislation we've seen includes consumer choice acts, the Right to Earn a Living Act, least restrictive regulation bills, and interstate compact bills. While these bills are a concern, they typically lack necessary support and do not gain much traction.
- Following last year's midterm elections, Democrats now control the executive branch in 23 states, while Republicans control 27 states. Thirteen state legislatures are divided, 14 states are held entirely by Democrats (executive and legislature), and 23 states are held entirely by Republicans.

Our panelists then shared their unique experiences this legislative session, including:

- Best practices and advice for engaging in the legislative process, and suggestions for Member Board Executives and Member Board Members who may be newer to coordinating advocacy and legislative strategies.
- How to collaborate with relevant partners and how to build relationships.
- Strategies for educating board members and other stakeholders about legislation that may impact their board.

To view the webinar, please visit the [Member Board Community](#). For any questions, please contact Marta Zaniewski at mzaniewski@ncarb.org, Maurice Brown at mbrown@ncarb.org, or Per Bjornstad at pbjornstad@ncarb.org.

NAAB Conditions for Accreditation and Procedures for Accreditation

The National Architectural Accrediting Board's (NAAB) *Conditions of Accreditation* and *Procedures for Accreditation* outline the requirements that an accredited degree program must meet and the procedures that the program and visiting teams must follow. NAAB has updated the comprehensive review process so that both documents are reviewed simultaneously during the upcoming Accreditation Review Forum. The forum will bring together the boards of directors of five collaterals—the AIA (practitioners), the American Institute of Architecture Students (students), the Association of Collegiate Schools of Architecture (school administration and faculty), the NAAB, and NCARB—to review and update each document. NAAB has recently released drafts of both documents for comment. These documents are available on the [NAAB's website](#). For questions related to this initiative, please email Vice President of Experience + Education Harry M. Falconer Jr., FAIA, NCARB, Hon. FCARM, at hfalconer@ncarb.org.

Customer Relations Update

Customer Relations is continuously looking for ways to improve its response and service to our Member Boards. In addition to having a dedicated team of associates ready to answer candidate questions, there is also a dedicated point of contact for every Member Board Executive. A complete contact list for Member Board Executives is available on the [Member Board Community](#).

For additional support dealing with the disciplinary database, including assistance with entering disciplinary data, updating current or historical records, and training, please contact Danielle Brokenborough at dbrokenborough@ncarb.org.

Licensing Advisors Summit

The 2019 Licensing Advisors Summit will be held from August 1-3, at the Renaissance Minneapolis Hotel, The Depot, in Minneapolis. This event is for current licensing advisors to share resources, get training, and discuss changes to the regulation of the profession. If you are a licensing advisor, you can [register for the summit online](#). Please note the deadline for hotel reservations is Wednesday, June 19, 2019. For questions related to this event, please email Manager of Experience + Education Patricia Ramallo, AIA, NCARB, LEED AP BD+C & Homes, CPHD, at pramallo@ncarb.org.

Welcome New Member Board Members and Executives

We'd like to introduce the following new Member Board Members and Executives:

- **Amanda “Mandi” Ackermann** is the new Executive Director of the Florida Board of Architecture and Interior Design.
- **Lawrence Brandstetter** was appointed to the Kentucky Board of Architects as an architect member.
- **Colby Flynn** was appointed to the South Dakota Board of Technical Professions as a public member.
- **Anne Muller** was appointed to the Kentucky Board of Architects as an architect member.
- **Jennifer Myers** was appointed to the Michigan Board of Architects as an architect member.
- **Deveron Sanders** was appointed to the Michigan Board of Architects as an engineer member.
- **David Smith** was appointed to the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects as an engineer member.

Upcoming Meetings

Please be sure to mark your calendars for the upcoming events:

- **2019 Centennial Annual Business Meeting:** June 20-22, in Washington, DC
- **Architect Licensing Advisors Summit:** August 1-3, in Minneapolis, MN

Spring Cleaning and Reawakening

NCARB's office move and Regional Summit both provided opportunities to "clean house" as we make a new start this spring. The relocation to 1401 H Street allowed staff to review and evaluate old materials and perspectives, and refocus on our key stakeholders: our members and customers. Similarly, discussions at the annual Regional Summit encouraged leaders to challenge and discard outdated ideas regarding diversity and inclusion—culminating in the creation of a new "Diversity Collaborative" led by Region 1 Vice Chair Jennifer R. Arbuckle.

[READ THE MESSAGE FROM THE CEO](#)



Jennifer R. Arbuckle (left) speaks with Ronnie W. McGhee (right) at NCARB's 2019 Regional Summit. Arbuckle will lead NCARB's new "Diversity Collaborative."

March Highlights

Refreshed Strategic Plan

NCARB is approaching the release of its new Strategic Plan, which will go through a final review by the Board of Directors at their meeting in April.

[LEARN MORE ABOUT THE STRATEGIC PLAN](#)

FY20 Volunteer Appointments

President-elect Terry L. Allers has begun reviewing applications for NCARB's FY20 volunteer efforts. This process will continue in April and May.

[READ SENIOR OFFICER ENGAGEMENT](#)

NCARB in the Press



- [The Hip Hop Architecture Camp Is About More Than Architecture](#)
- [Rookie architects busted for cheating on certification exams](#)
- [Schreiber Recognized as ACSA Distinguished Professor](#)
- [Alabama Architect to Serve on AIAS Board](#)
- [Allers named AIA fellow](#)
- [At hip-hop architecture camp, D.C. youth make music video on gentrification, diversity in field](#)
- [How Hip-Hop Can Help Solve Design's Diversity Problem](#)

Recent News



- [NCARB's Moving!](#)
- [Hip Hop Architecture Camp Inspires Next Generation of Designers in Washington, DC](#)

Top Blog Posts



- [How NCARB Facilitated Licensure in the 1940s](#)

Message From the CEO

Dear Colleagues:

This month I'm writing to you from our new DC office at 14th and H Streets NW, a few blocks south and east of our longtime spot at 18th and K. NCARB's history, soon to be 100 years old on May 2, includes a humble beginning for 20 years in the Chicago offices of our first and longtime Secretary Emery Stanford Hall, FAIA. After Mr. Hall's passing in 1939, we moved to Chariton, Iowa, and Oklahoma City before arriving in DC in the early-1960s. Our multiple venues included a number of years at the old and new AIA headquarters buildings and on two different floors at 1801 K.

Our new space is receiving a LEED Gold and Fitwel credential, and occupies a LEED Platinum building—all upgrades from our former space. At the same time, we've reduced our space by 1,000 square feet and will save roughly \$5 million over our 15-year lease in comparison to our previous arrangement.

This move not only makes a statement about financial prudence and adherence to sustainable building practices, but also has given us the opportunity to embrace a design that fits our culture with an emphasis on collaboration and transparency. As we strive to be more agile, we now are able to physically offer more flexibility in our workspace. As a reminder of our commitments, our refreshed vision statement inclusively adding the primary role of our Member Boards, and a new mural depicting member-selected "favorite buildings of the past 100 years" through pixilated state seal facsimiles, will provide daily reminders of our core stakeholders.

Our new workspace carries with it more than just symbols and credentials. It signals a fresh start, a reawakening, and the opportunity to discard outdated and underutilized material. Those same aspects also flavored our first extended planning engagement with our President-elect Terry L. Allers, FAIA, NCARB, Hon. FCARM, as he worked on a first draft of committee charges and assignments, along with the FY20 budget.

[CONTINUE READING](#)



CEO Michael Armstrong speaks at NCARB's 2019 Regional Summit in Nashville, Tennessee.

CEO Outreach



March

- District of Columbia Board of Architecture, Interior Design and Landscape Architecture | Washington, DC
- AIA|DC | Washington, DC

April

- Montana Building Code Officials | Helena, MT
- Montana Board of Architects & Landscape Architects | Helena, MT
- Montana State University Outreach | Bozeman, MT
- AIA Montana | Billings, MT
- NCARB Board of Directors Meeting | Newburg, OR

(Continued)

We anticipate more innovation and opportunity regarding volunteer engagement, and an investment in continuous improvement of our services. In the coming months, Terry will be finalizing these plans.

In March, we also experienced a reawakening and a challenge to discard outdated ideas with another discussion regarding diversity and inclusion—this time at our Regional Summit. Several regions moved volunteers from underrepresented groups into senior leadership as a stepping stone onto our national Board. And the very concept of having stepping stones as an impediment to diversity was debated and is sure to undergo further examination. Region 1 Vice Chair Jennifer R. Arbuckle, NCARB, AIA, LEED AP, of Vermont has stepped forward to lead a grassroots group of regional officers with a “Diversity Collaborative” to explore how to best recruit more diverse volunteers and address the “leadership culture” to affect change in a manner that is inclusive and respectful.

We continue to be encouraged by the very diverse pool of committee volunteers, the diversity of our own staff, and planning efforts to influence the diversity of jurisdictional boards. It is also important to give equal weight to embracing an inclusive culture, and to look introspectively at unconscious bias in how we act and speak. To that end, a series of training sessions for staff and senior volunteers are in the works with more to come.

I hope that as we move into springtime, each of you experience an opportunity to reawaken and “clean house.”

With best wishes,

Mike

Spotlight on the Centennial



On May 2, 2019, NCARB will celebrate its 100th anniversary—and our organization would be nothing without our Member Boards.

Every architectural licensing board has a rich history filled with fascinating firsts and trailblazing members. Over the past century, 56 boards have, at various times, played an essential role in shaping national standards for registration and reciprocity.

Learn more about the history of each board by visiting the newly expanded “Registration Boards” section of our [Centennial website!](#)

Strategic Plan

- A draft of the new “user’s guide” to accompany the newly refreshed Strategic Plan has been sent to the NCARB Board of Directors for comment. The new plan is slated for final approval at the April Board meeting so it can be readied for introduction at the June Annual Business Meeting in Washington, DC.
- The next step in the strategic planning process is to integrate NCARB’s “hierarchy of plans”—including the budget, departmental work plans, business plans, and Strategic Plan—so that the overall approach to plan implementation is fully informed and most efficient regarding Council resources. The integration process is also expected to be ready for staff implementation concurrent with the launch of the new plan in late June.

Current Plan Goals:

- **Facilitate Licensure:** A projected downward trend in Architect Registration Examination (ARE)[®] registrations post-ARE 5.0 transition has been less steep than anticipated, remaining well ahead of expectations as we enter the last quarter of NCARB’s fiscal year. Similarly, AXP renewals are also trending ahead of projections. These two metrics continue to reflect a healthy “pipeline” of future architects.
- **Foster Collaboration:** A joint effort between NCARB and the Association of Collegiate Schools of Architecture (ACSA) to survey stakeholders relative to professional practice instruction continues to bear fruit. This activity, along with the second round of the NCARB Scholars initiative, will contribute to a new “instructors toolkit” of best practices, curricula and syllabi tips, and ongoing instructor training.
- A leadership retreat between senior elected officers and executives of the American Institute of Architects (AIA) and NCARB yielded over a dozen areas of mutual interest that will involve information exchanges and a joint focus that also recognizes the distinct mission of each organization.
- The annual Regional Summit included town halls with senior NCARB officials, mixed breakout sessions to address three key areas regarding enhanced NCARB service and support, and intra-regional leadership training and business sessions allowing for a grassroots discussion of common challenges.

Collateral Engagement



March

- **AIA/NCARB Leadership Retreat** | Washington, DC
NCARB President David L. Hoffman, President-elect Terry L. Allers, Second Vice President Robert M. Calvani, CEO Michael Armstrong, and Vice President of Council Relations Josh Batkin hosted a leadership meeting with the American Institute of Architects (AIA) President William J. Bates, President-elect Jane Frederick, CEO Robert A. Ivy, and AIA Collateral Liaison Mike Waldinger to ensure collaboration on areas of mutual concern. Topics for this important meeting included the value of licensure, continuing education, advocacy support efforts, and coordination on the Licensing Advisors Summit.

April

- **Five Collaterals Executives Meeting**
– Hosted by AIAS | Washington, DC

Organizational Development and Office Life

- The NCARB office opened at our new 1401 H Street, NW, location in Washington, DC, on March 11. New alternative work spaces and open collaboration areas, along with additional team rooms and private conversation areas have made an immediate positive impact on staff collaboration. Plans are underway for an Open House on May 2 for friends and volunteers in the region to celebrate NCARB's actual 100th birthday; a second Open House will be offered to attendees of the Centennial Annual Business Meeting in June.

Senior Officer and Executive Office Outreach

- President-elect Allers worked with NCARB staff for a two-day engagement to assess volunteer opportunities, committee structures, charges, and appointments for the fiscal year that begins July 2, 2019. This effort will continue throughout April and May.
- Treasurer Alfred Vidauri Jr., FAIA, NCARB, AICP, and treasurer candidate Secretary Bayliss Ward, NCARB, AIA, joined President-elect Allers for an additional day to provide valuable feedback on an initial draft of the FY20 Budget and Long-Range Planning Forecast.



NCARB President-elect Terry L. Allers visited the new office in Washington, DC, to begin assessing committee assignments for FY20 and meet with NCARB's Interior Architecture Work Group.



@AIASeattle

Spotlight from the @ncarb blog: Recently licensed architect Farah Ahmad, RA, LEED AP BD+C, talks about navigating the path to licensure, her experience as a minority in the architecture profession, & working in the public sector

<https://t.co/ZNhw4hTX8t>

Administration

- Prepared a final draft of the FY20 budget to be presented at the April Board of Directors meeting.
- Completed our move into the new office. Working on final punch list items and looking forward to visits by our membership at the upcoming Annual Business Meeting in DC this June.



NCARB has finished moving into our new office at 1401 H St., NW, in Washington, DC.

Council Relations

- In collaboration with the International Code Council (ICC), issued a perception survey to members of both organizations. The goal of the survey is to identify educational opportunities and leverage the important relationship to state legislators.
- Attended the AIA's Grassroots Conference in Washington, DC. Connected with key component leaders to discuss issues relating to advocacy and regulation of the profession.
- Coordinated NCARB outreach event with the Philadelphia chapter of the National Organization of Minority Architects (NOMA) at Drexel University on March 21, 2019, to engage local students regarding the path to licensure. This event marks the second outreach effort in less than six months between our member boards, NOMA, and NCARB to further emphasize the importance of diversity and inclusion.
- There are currently 41 jurisdictions in regular legislative session, and we continue to monitor various bills and trends. Specifically bills focusing on military licensing, consumer choice acts, and sunset reviews.
- Collaborated with the Member Board Executives (MBE) and Regional Leadership committees on the planning and execution of the MBE Workshop and Regional Summit held in Nashville, Tennessee.
- Supported First Vice President Allers with committee volunteer appointments for the FY20 committee cycle. Please contact Council Relations at council-relations@ncarb.org if you are interested in serving on a Council committee in the upcoming year.
- Hosted a webinar on the proposed *NCARB Continuing Education Guidelines* in partnership with Ann Marie Borys, Ph.D., AIA, Chair of the Education Committee; Susan Schaefer-Kliman, AIA, NCARB, LEED AP, Chair of the Continuing Education Subcommittee; and Harry M. Falconer Jr, FAIA, NCARB, Hon. FCARM, Vice President of Experience + Education. Please visit the Member Board Community to view the [webinar presentation](#) and to submit comments on the proposed guidelines.



The history of the #NJ State Board of #Architects brought to you by @NCARB in Celebration of their Centennial! #NCARB100 #NJStateBoardofArchitects #NewJersey <https://buff.ly/2UGS6wz>

Customer Relations

- Supported an outreach event sponsored by the Philadelphia NOMA chapter with representation by Team Leader Daryle Cunningham.
- Welcomed five new team members filling vacated positions. The new team has begun training in each service area offered by Customer Relations.
- Facilitated round-table topics during the MBE Workshop in Nashville. Katrina Humphrey, Manager of Customer Relations, discussed the Education Alternative for Certification management and international Mutual Recognition Agreements (MRA). Casandra Walker, Assistant Vice President of Customer Relations, discussed disciplinary case management using the NCARB Disciplinary Database.
- Two team members assisted the Information Systems Department during the office move weekend to validate that all systems were ready for customer and member support.

@MNAELSLAGID

At the recent Regional Summit of @NCARB, Meg Parsons, Architect and Vice Chair of the Minnesota Board, was elected to the position of Vice Chair for NCARB's Region 4. Her one-year term begins in July.

Centennial Annual Business Meeting: Washington, DC



We hope you've marked your calendars for the upcoming Annual Business Meeting, to be held June 20-22, 2019, in Washington, DC.

You'll have the chance to participate in workshops with subject-matter experts, share best practices and mutual goals with fellow board members, and receive updates from leadership about critical issues on the horizon impacting your board. You'll also elect new national officers, see the unveiling of NCARB's new Strategic Plan, and offer your jurisdiction's perspective in shaping key elements of the Council's future agenda.

After the close of business on Saturday, we also invite you to join us for an [open house](#) at NCARB's new office from 2-4 p.m. Tour the space and celebrate the past, present, and future of our organization!

Examination

- Testing accommodations for nursing mothers have been improved. Candidates are allowed additional breaks and now have access to private spaces created within Prometric test centers providing them an appropriate location to nurse while maintaining exam security.
- Additional candidate reports have been established allowing greater insights for Member Boards into their active and recently completed ARE candidates. Subscriptions are available for many reports that can assist Member Boards in tracking how candidates are moving through the examination process.
- Collaborated with the Experience + Education Department in facilitating the Re-Think Tank meeting where a committee of recently licensed architects provides feedback on NCARB's licensure programs and generates ideas for improvement.
- Engaged with AIA state and local component leaders at the annual AIA Grassroots conference helping to make connections between NCARB and emerging professional communities across the country.
- The Examination Committee met to review the use of cognitive complexity in ARE 5.0, discuss current and emerging technology in testing, and conclude their evaluation of the ARE 4.0 retirement.
- The Item Development and Forms Assembly subcommittees continued their efforts reviewing all ARE 5.0 items as part of this year's pool review work.



Members of NCARB's Re-Think Tank met at the new office in Washington, DC, to discuss the path to licensure.



@laurenpsberman

Was able to speak with a great group of students today at @GT_SoA on the path to licensure for architects. So many awesome questions. We're in this together! @NCARB @EquityxDesign

Experience + Education

- Collaborated with the Examination Department in facilitating the Re-Think Tank meeting, where a group of recently licensed architects provides feedback on NCARB's licensure programs and generates ideas for improvement.
- Participated as a member of the AIA National Continuing Education (CE) Committee. The AIA CE Committee serves as an advisory to the AIA's Professional Development & Resources Department, which manages AIA CE and AIAU.
- Attended the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA) meeting; joined by Caitlin Stromberg, Manager of Council Relations. Facilitated conversations on alignment of Architectural Experience Program® (AXP™) requirements and Integrated Path to Architectural Licensure (IPAL) opportunities in Virginia's three schools of architecture with National Architectural Accrediting Board (NAAB) accredited programs.
- The Interior Architecture Work Group meeting was joined by leadership of the Council for Interior Design Qualifications (CIDQ), the Council for Interior Design Accreditation (CIDA), and the Interior Design Educators Council (IDEC) to engage in discussions on the use of terminology and degree nomenclature of "interior architecture." While there is a clear understanding that neither NCARB nor its Member Boards can dictate degree title nomenclature, there is consensus that it is the responsibility of the schools using such titles to clearly inform prospective students, parents, and the public that a degree in interior architecture does not automatically qualify someone to sit for the ARE.
- Announced the 2019 Licensing Advisors Summit, to be held August 1-3, 2019, in Minneapolis, Minnesota.
- Announced and solicited applications for the 2019 NCARB Scholars in Professional Practice program to be held August 8-10, at the University of Hartford, in Hartford, Connecticut.

March Outreach



Licensing Boards

- Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects | Richmond, VA

Conferences

- AIAS Northeast Quad Conference | Boston, MA
- Alpha Rho Chi Convention | Houston, TX
- ACSA Annual Meeting | Pittsburgh, PA

Professional Organizations

- AIA Central New York | Syracuse, NY
- PhilaNOMA | Philadelphia, PA
- AIA Las Vegas | Las Vegas, NV

Schools

- Syracuse University | Syracuse, NY

Upcoming Outreach



Conferences

- AIA South Atlantic Regional | Asheville, NC

Professional Organizations

- AIA San Antonio | San Antonio, TX
- AIA Austin | Austin, TX
- AIA Toledo | Toledo, TX
- AIA Springfield | Springfield, MO

Schools

- University of Texas at Austin | Austin, TX
- Bowling Green State University | Bowling Green, OH
- University of Texas at San Antonio | San Antonio, TX
- Drury University | Springfield, MO

Information Systems

- Moved, configured, tested, and adjusted all core equipment to go live at NCARB's new office. The team worked through the weekend to ensure all connectivity, phones, and office operations were normal for all NCARB employees. There is still some fine tuning that needs to be performed by vendors for the network and the audio visual (AV) systems.
- Firm license applications have been developed in the State Licensing System by NCARB. Next steps include finalizing user experience for firm license management and beginning the development for that phase of the system. User testing for firm pre-registration is set to begin in April.
- Attended the Association of Test Publishers (ATP) Innovations in Testing Conference in Orlando, Florida. Lineup™, NCARB's proprietary software for team development, was chosen as one of four companies to take part in the Innovation Lab and was awarded the Judges' Choice Award.
- Launched the enhanced Transmittal Feedback Tool with more granular reporting options as developed by the MBE committee, in collaboration with Customer Relations and Council Relations. New functionality was also added to allow board staff to ask general questions about transmittals to facilitate ongoing collaborative conversation between Customer Relations and Member Board staff.

Marketing & Communications

- Launched part of NCARB's Centennial Exhibition at the Regional Summit. The full exhibition will debut in June during the AIA Conference on Architecture in Las Vegas, and will be displayed at the NCARB Centennial Annual Business Meeting in Washington, DC.
- Finished design and layout of the Centennial History Publication. The 200-page book charts the organization's 100-year history and will be launched at NCARB's Annual Business Meeting.
- Provided branding and production support for Regional Summit, including a packet for FY20 candidates for election.
- Expanded the Centennial website, adding jurisdictional history pages. Each jurisdiction will also have a dedicated page within the Centennial Publication.



Through a partnership with the @NCARB, the AIAS is able to grant over \$11,000 this spring to twelve different schools to implement their community-based design projects. Congratulations to all the schools who were awarded grants!

<http://ow.ly/u9sp30oepMV>

NCARB's Refreshed Strategic Plan

The Board of Directors approved NCARB's revised Strategic Plan at its April meeting, following several years of research, exploration, and stakeholder engagement. The updated plan will launch at the June Centennial Annual Business Meeting, positioning NCARB for its second century.

[READ THE MESSAGE FROM THE CEO](#)



At the 2017 NCARB Annual Business Meeting, members participated in a workshop to provide feedback on the current Strategic Plan. With insight and input from all key stakeholders, the refreshed Strategic Plan will launch at the 2019 Centennial Annual Business Meeting.

April Highlights

AR Forum '19

In April, NCARB met with leadership from our collateral organizations to discuss the upcoming 2019 NAAB Accreditation Review Forum.

[LEARN MORE ABOUT THE ENGAGEMENT](#)

Centennial Annual Business Meeting Registration

Registration for the Centennial Annual Business Meeting, held June 20-22 in Washington, DC, is now open! Don't miss this opportunity to celebrate NCARB's past and prepare for the future. [REGISTER NOW](#)

NCARB in the Press



- [Hip Hop Architecture Camp Inspires Next Generation of Architects and Designers.](#)
- [License and registration, please: Why legislation of the design trade matters](#)
- [Gorgeous Buildings by Top Female Architects That Will Inspire You](#)

Recent News



- [NCARB Celebrates 100th Anniversary.](#)
- [Pulitzer Prize Winner Thomas L. Friedman to Keynote NCARB's 2019 Centennial Meeting](#)

Top Blog Posts



- [Explore the Rich History Behind NCARB's Jurisdictions](#)
- [10 Resources to Help You Become an Architect](#)
- [Photos: NCARB's 2019 Regional Summit](#)
- [Architect Spotlight: Eubie Han](#)
- [How My Mentors Helped Me Become the Architect I Am Today](#)
- [Photos: NCARB Hosts Hip Hop Architecture Camp](#)

Message From the CEO

Dear Colleagues:

We are very pleased to share that our Board of Directors formally adopted our new, refreshed Strategic Plan at its April meeting. This plan will be unveiled and immediately used at the June Annual Business Meeting (ABM) to frame concurrent breakout discussions focusing the membership on looking strategically into the future.

The revised Strategic Plan contains an important and essential adjustment to our Mission Statement, emphasizing that the work of the Council is pursued and accomplished “through licensing boards.” Our efforts to provide national programs and models are only as successful as the Member Boards determine them to be through adoption or adaptation into their regulatory framework.

We are also deep into efforts to utilize the new plan as an integrating tool to align our “hierarchy of plans,” ranging from annual budget and work plans to departmental business plans. As we achieve alignment, the common thread of our three overarching Strategic Goals—which also roll up into our Vision Statement—will be manifested in employee performance reviews, project management efforts facilitated via the Agile process, and our reports to the NCARB Board and our external stakeholders. These three goals—Facilitate Licensure, Foster Collaboration, and Maximize Value—reiterate much of what has worked for us over the last seven years of the current plan while refreshing the Strategic Plan’s supporting objectives and elevating a goal of continuous improvement/exploration under the “Maximize Value” heading.

The plan was designed based on over two years of hundreds of data points including surveys, focus groups, workshops, and individual interviews. It reflects measured sentiment from customers and captures the expectations of our Member Boards. It also reflects the confidence of our Board and staff that NCARB is headed in a positive direction. This plan is designed to continue momentum, inspire creativity, and promote “going further.”

[CONTINUE READING](#)



CEO Armstrong (right) and Vice President, Administration, Douglas Morgan (left) discuss the new office space with employees at NCARB’s April all-staff meeting.

CEO & Staff Outreach



April

- **Montana Board of Architects and Landscape Architects Visit** | Helena & Bozeman, MT
- **Five Collaterals Meeting** | Washington, DC
- **Executive Committee Meeting** | Newberg, OR
- **Board of Directors Meeting** | Newberg, OR

(Continued)

Users of our new office will see the Strategic Plan's Mission Statement and Strategic Vision posted on the walls just beyond our reception area. Our additional emphasis on the role of our Member Boards has also been manifested in a new mural of pixilated state seals in our all-purpose "café" as a continuous reminder to our staff and guests that we strive to provide the best tools for our Member Boards to protect the public.

The refreshed Strategic Plan is fundamental to positioning NCARB for the dawn of its second century. As we finalize plans to implement our ABM theme of "Designing the Future/Celebrating the Past," we will keep you posted on the exciting build-up to launching our next 100 hundred years.

With best wishes,

Mike

Spotlight on the Centennial



While attending the 52nd Annual Convention of the American Institute of Architects (AIA), representatives of 13 state licensing boards founded NCARB.

NCARB turns 100 on May 2, 2019. Learn more about our organization's early history on our [Centennial website](#).

On May 2, 1919, 15 architects representing 13 states gathered in Nashville, Tennessee, to form the organization that would become NCARB. Their goal was straightforward: to encourage licensing boards to establish uniform standards and help architects seek out-of-state licensure.

As more boards joined NCARB, the need for the Council's services increased, and the scope of NCARB's work expanded to keep pace with the growing profession. To keep up with demand, the organization grew from a small operation run largely by Emery Stanford Hall to the collaborative combination of members, volunteers, and staff we know today.

Strategic Plan

- As referenced above, the new Strategic Plan was officially approved by the NCARB Board of Directors at its April meeting. The formal unveiling of the new plan will occur at the June ABM, as we design final graphics and a roll-out strategy. Our planning efforts have also been focused on a more efficient integration of all NCARB plans including a new approach to business planning for each department.
- The sunset of the seven-year-old current plan will not end our utilization of key concepts, which have proven very successful over the life of that plan: Facilitate Licensure and Foster Collaboration. The Council has seen these phrases enter the lexicon of its Member Board Members and external stakeholders and customers. The purposeful utilization of “facilitate” and “collaborate” signaled a change in attitude and agenda for the NCARB staff and the NCARB brand. The preservation of those terms moving forward is an endorsement of their success and resilience.



NCARB employees participate in an all-staff meeting to learn about recent organizational updates.

Collateral Engagement



April

- **AIA Montana** | Bozeman, MT
- **Five Collaterals Meeting** | Washington, DC
Met with the officers and executives of ACSA, AIA, AIAS, and NAAB.
- **Planning for Joint ACSA-NCARB Professional Practice Toolkit** | Washington, DC
- **Advocacy Planning With ARPL** | Washington, DC
- **Planning Meeting With ICC Senior Staff** | Birmingham, AL
- **Engagement With AIAS Leaders and NCARB Board of Directors** | Newberg, OR
- **Engagement With NAAB President-elect and NCARB Board of Directors** | Newberg, OR

Key

- ACSA: Association of Collegiate Schools of Architecture
- AIA: American Institute of Architects
- AIAS: American Institute of Architecture Students
- ARPL: Alliance for Responsible Professional Licensing
- ICC: International Code Council
- NAAB: National Architectural Accrediting Board

Organizational Development and Office Life

- NCARB staff are settling into their new office, with immediate utilization of new “open collaboration” spaces and a rediscovery of redefined meeting spaces and work spaces. The building housing the NCARB office is also undergoing a renovation, with extra common-use spaces for tenants nearing completion.
- The staff “Brand Ambassadors” are finalizing plans for the deployment of an enlarged “Kudos Wall” to celebrate and recognize colleagues, while the Quality of Life Committee is spearheading a “know the neighborhood” initiative and laying plans for the all-staff offsite retreat in July.

Senior Officer and Executive Office Outreach

- Senior leadership from the five collateral organizations—the Association of Collegiate Schools of Architecture (ACSA), American Institute of Architects (AIA), American Institute of Architecture Students (AIAS), National Architectural Accrediting Board (NAAB) and NCARB—discussed areas of mutual interest with specific focus on the five organizations’ engagement in the upcoming July 2019 Accreditation Review Forum (AR Forum ’19). NCARB delegation, led by President David L. Hoffman, FAIA, NCARB, Hon. FCARM, also included President-elect Terry L. Allers, FAIA, NCARB, Hon. FCARM; Second Vice President Robert M. Calvani, FAIA, NCARB; and CEO Michael Armstrong.



The mural in the new café area is composed of the seals of the 55 U.S. licensing boards who make up NCARB’s membership.



@FentressArch

@DENAairport was selected as the fan favorite architectural icon from the 1990s in @NCARB’s poll!
#ArchWeek19

Administration

- Developed the draft FY20 budget for feedback discussions during the April Board of Directors meeting.
- Completing final punch list items following the move-in to our new office in preparation for an open house on May 2 to celebrate NCARB's Centennial.
- [Registration for the Centennial Annual Business Meeting](#) is open! Please be sure to register and reserve your hotel room soon. We are expecting a higher than usual attendance at the Centennial Meeting.

Council Relations

- Joined the Alliance for Responsible Professional Licensing, a coalition promoting the importance of licensure for public safety and trust. Partners are: the National Council of Examiners for Engineering and Surveying (NCEES), the National Society of Professional Engineers (NSPE), the American Society of Civil Engineers (ASCE), the American Institute of Certified Public Accountants (AICPA), the National Association of State Boards of Accountancy (NASBA), AIA, and the Council of Landscape Architectural Registration Boards (CLARB).
- Released a perception survey in partnership with the International Code Council (ICC) to inform joint advocacy and regulatory efforts.
- Participated in webinar on navigating the anti-regulatory environment and the responsibility and liability of board members with the Council of State Governments (CSG), the National Council of State Legislatures (NCSL) and the National Governor's Association (NGA). Topics included best practices for regulator meetings, rulemaking, complaints, investigations, hearings and settlements, and communications with applicants and licensees. The information shared during the webinar included standard best practices; please contact Council Relations (council-relations@ncarb.org) if you'd like any additional information.
- Supported AIA Alabama with legislation submitted by the National Association of Home Builders (NAHB).

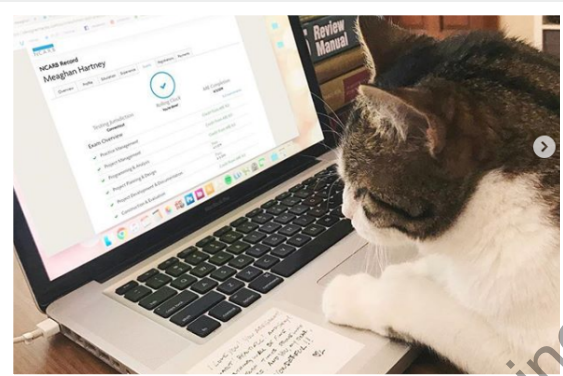


@BSAAIA

From @Curbed, "Diversity in #architecture is improving—sort of." New NCARB data shows more nonwhite members of the profession, but attrition rates remain high." <http://bit.ly/2zrJK3O>

Customer Relations

- Launched a reorganization of the Customer Relations team, designating a new focus on continuous quality improvement plus professional growth opportunities for all team members.
- Supporting timely reporting into the NCARB Disciplinary Database by Member Boards in collaboration with Council Relations team. For assistance with the database, please contact Danielle Brokenborough (dbrokenborough@ncarb.org).
- Member Board Executives and their staff have direct access to dedicated Customer Relations staff for faster response times. Please contact Katrina Humphrey (khumphrey@ncarb.org) or Casandra Walker (cwalker@ncarb.org).



 [@mheartknee](https://twitter.com/mheartknee)

I'M DONE. It's been 1.5 years of studying, notecards, online lectures and practice exams but I've finally finished the last of my architecture licensing exams... Just waiting on the paperwork to go through before I can officially call myself a licensed architect. !!!

Centennial Annual Business Meeting: Washington, DC

With the Centennial Annual Business Meeting just two months away, here are the top 10 reasons to attend this historic event. Remember to [register before May 13](#) to lock in your discounted fee and book your hotel.

1. **Inspiration** from keynote speaker Thomas Friedman
2. **Workshops** on NCARB's refreshed Strategic Plan, *Model Law*, and more
3. **Elect** national leadership and hear updates on critical issues
4. **Share** your board's insights and perspectives
5. **Resources** and one-on-one advice at the Community Center
6. **Experience** the full Centennial Exhibition and historical publication
7. **Networking** opportunities with colleagues and friends
8. **Architecture** and national landmarks throughout Washington, DC
9. **Receptions** at the U.S. Institute of Peace, AIA Campus (including the Octagon Museum), and NCARB's new office
10. **Celebrate** NCARB's rich history and plan for the future

Examination

- Expanded international test center locations for delivery of ARE 5.0. The exam is now available to candidates working abroad in South America, Europe, the Middle East, Australia, China, and Hong Kong.
- Collaborated with Council Relations and the ICC on the collection of perception data related to the relationship between architects and code officials.
- The Item Development Subcommittee is nearing the end of this year's pool review effort.
- The Forms Assembly Subcommittee is assembling exam forms to be launched in FY20. This subcommittee completes a final quality control review ensuring candidates are assessed fairly on appropriate questions.

Experience + Education

- Partnered with ACSA staff at the ACSA Annual Meeting to introduce the preliminary results of our joint NCARB and ACSA Professional Practice Data Collection Initiative, Phase 2. Survey measured practitioners' perceptions of readiness for professional practice, as well as what recent graduates think about the alignment of their education with firm expectations.
- Opened registration for the 2019 Architect Licensing Advisors Summit, to be held August 1-3, in Minneapolis, Minnesota.
- The Scholars in Professional Practice Program Advisory Panel reviewed applications and selected 12 faculty members to receive a scholarship to participate in the 2019 NCARB Scholars in Professional Practice program held August 8-10 at the University of Hartford. This year's program will accommodate an additional 20 interested faculty who are not supported through a scholarship.

April Outreach



Conferences

- AIA South Atlantic Region – Aspire | Asheville, NC

Professional Organizations

- AIA San Antonio | San Antonio, TX
- AIA Springfield | Springfield, MO
- AIA Toledo | Toledo, OH
- AIA Austin | Austin, TX

Schools

- University of Texas | Austin, TX
- Drury University | Springfield, MO
- University of Texas San Antonio | San Antonio, TX
- Bowling Green State University | Bowling Green, OH
- Virginia Tech-WAAC | Alexandria, VA

Upcoming Outreach



Conferences

- Society for Design Administration EdSymposium19 | Spokane, WA

Information Systems

- Launched firm renewal module within the new State Licensing System for the Louisiana State Board of Architectural Examiners (LSBAE). Customers of the LSBAE now have a portal to access both their individual and firm records via the State Licensing System.
- NCARB is migrating existing volunteer management from the NCARB-designed legacy volunteer system onto the new Lineup® platform also designed by NCARB.
- In collaboration with the Examination team, upgraded exam scheduling functionality to allow candidates with certain approved accommodations to self-schedule exam appointments online.
- Responding to feedback from Integrated Path to Architectural Licensure (IPAL) advisors, collaborated with the Experience + Education team to add system capability for students to grant permission to IPAL advisors to view hours associated with approved Architectural Experience Program® (AXP™) experience reports.
- Developing a new database that will comprise the complete and structured information of jurisdiction rules governing architectural licensure and practice. This database will be a significant improvement over the current [Licensing Requirements Tool](#) on the NCARB website. This database will also allow NCARB to improve internal process automation. Expect to enter internal beta testing by early summer.

Marketing & Communications

- Produced an NCARB historical publication for distribution at the Centennial Annual Business Meeting in June.
- Launched a new section of the Centennial website featuring NCARB's early history and development.
- Designed and coordinated the installation of branded walls around the new office space in preparation for the open house on May 2.
- Collaborated with the Administration Department to launch registration for Centennial Annual Business Meeting.
- With help from the Information Systems Department, began developing content and design for this year's upcoming edition of *NCARB by the Numbers*, to be released in June.



@RandyDeutsch

Recently licensed architect Eubie Han shares how he became interested in #architecture, passed ARE 5.0 in under three months & hopes the profession will evolve <https://www.ncarb.org/blog/architect-spotlight-eubie-han>

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

Executive Summary

The Board of Directors (BOD) convened their spring meeting in Oregon on April 25-27, 2019. President David L. Hoffman, FAIA, NCARB, Hon. FCARM, presided over actions to establish a for-profit subsidiary to support subscription sales of the *Lineup*[®] volunteer management system, approve the newly refreshed Strategic Plan, and finalize the new *Continuing Education (CE) Guidelines*. The Board of Directors also approved minor edits to the test specification for the Architect Registration Examination[®] (ARE[®]); reduced the minimum required balance in the Council's Operating Fund (checking account); updated the roles and responsibilities for elected leadership; amended the NCARB Travel Policy; and approved funding for year-end staff bonuses and a supplemental contribution to the employee retirement plans.

Other activities included an afternoon engagement session with the leaders of the American Institute of Architecture Students (AIAS), exercises and briefings about the work of the Futures and Model Law task forces, as well as results from a recent polling survey to explore public opinion of professional licensing and regulation. In addition, the Board reviewed a demonstration of a continuing education audit system, previewed the first draft of the FY20 budget, and received results from the Board's annual self-evaluation performance survey.

In other news, President Hoffman recognized recent honors bestowed on several Board members: President-elect Terry L. Allers, FAIA, NCARB, Hon. FCARM, was elevated to the American Institute of Architects (AIA) College of Fellows; Director, Region 1, Stephen D. Schreiber, FAIA, NCARB, received the Distinguished Professor Award from the Association of Collegiate Schools of Architecture (ACSA); and Past President Gregory L. Erny, FAIA, NCARB, Hon. FCARM, was selected as a Distinguished Alumnus by Ball State University.

The Executive Committee met the day preceding the Board meeting to preview current year financial performance trends and the FY20 draft budget. The committee submitted two recommendations for Board consideration: the amendment to the NCARB Travel Policy, and the reduction in the minimum target balance required for the Council's Operating Fund. Additionally, the Executive Committee reviewed updated financial forecasts for the NCARB proprietary software, *Lineup*, approving distribution of \$500,000 investment from strategic reserves for marketing, customer support, and continued development efforts. This authority to invest from reserves was conferred to the Executive Committee by the Board of Directors in January 2017.

Strategic Initiatives

A for-profit subsidiary, Lineup LLC, was established by the Board of Directors for purposes of marketing and distributing NCARB's proprietary, volunteer management and team building software—Lineup[®]. The Board adopted a licensing agreement, in which NCARB retains ownership of Lineup's software and licenses the software to the subsidiary for sales and support. The Board also approved a cost-sharing agreement and an operating agreement that established a governance model for the subsidiary.

Approval of a newly refreshed Strategic Plan and accompanying users guide completed a multi-year research effort with input from over 6,000 stakeholders. The final plan will be released at the June 2019 Centennial Business Meeting.

Positive member feedback received for the proposed *Continuing Education Guidelines*, released in December 2018 for a 120-day comment period, led to Board approval of the new guidelines.

These guidelines were developed in response to a request of the membership at the June 2018 NCARB Annual Business Meeting following the passage of Resolution 2018-01 amending model law language pertaining to health, safety, welfare continuing education subject areas. The new guidelines will be effective July 1, 2019.

Collateral Engagement

On Thursday afternoon, the Board of Directors hosted leadership from the AIAS including President Amy Rosen; the AIAS Board's NCARB Liaison and former NCARB president Dennis Ward and AIAS Director of Partnerships and Events Kimberly Tuttle. Key areas of mutual interest discussed during the engagement included: current AIAS initiatives, improving diversity and inclusion in the profession, ongoing concerns regarding studio culture, NCARB's Integrated Path to Architectural Licensure (IPAL) initiative, the quality and role of professional practice courses, and how student licensing advisors can better collaborate with their AIAS chapter and their educator advisor counterparts. AIAS also provided positive feedback on NCARB's recent program revisions that allow diverse career paths for students seeking licensure and certification.

Barbara Sestak, Vice President of the National Architectural Accrediting Board (NAAB) partnered with Harry Falconer, NCARB Vice President for Experience + Education, to lead the Board in a preparation session for the upcoming NAAB Accreditation Review Forum (AR Forum '19). The Board reviewed the goals, values, and criteria for architectural accreditation and discussed how the existing conditions and procedures for NAAB accreditation might change. The forum, which takes place in July 2019, will be the first ever gathering of the full Boards of Directors of the five architectural collaterals (AIA, AIAS, ACSA, NAAB, and NCARB).

Task Force Updates

NCARB Treasurer and BOD liaison to the Futures Task Force Alfred Vidaurri Jr. gave an update on the task force's activities and led the board in an exercise to better understand the complex issues the task force is tackling

regarding how the role of the architect might change in response to technological advances. Discussion focused on topics related to responsible control, the future of licensure and potential "specialization" credentials, and opportunities to emphasize the welfare aspect of design as technology is evolving to manage health and safety issues. Feedback from the Board will be used to inform the task force's activities and a similar futures-focused session for attendees at the upcoming Centennial Annual Business Meeting in June.

Past President Ward, who serves as the chair of NCARB's Model Law Task Force, provided a brief overview of the work of the task force, which was created in FY17 to review and recommend updates to NCARB's existing *Model Law*. Ward, with support from Council Relations Vice President Joshua Batkin, reviewed the task force's current activity, discussed next steps, and previewed a plan to finalize the updated document for membership. Members of the Model Law Task Force will lead a workshop at the Centennial Annual Business Meeting to share next steps with membership and seek out feedback related to potential opportunities and challenges in making NCARB's *Model Law* a more useful, flexible tool for licensing boards.

Advocacy Strategy Update

Vice President Batkin presented the Board with an update on NCARB's increased advocacy efforts over the past fiscal year and upcoming steps to empower Member Boards. In FY19, NCARB engaged with -- and educated -- legislators and other key stakeholders regarding the importance of architectural licensure, along with creating new resources for Member boards.

He reported that NCARB partnered with Benenson Strategy Group to survey public opinion regarding regulation, professional licensure in general, and architectural licensure specifically. Results reveal that the majority of individuals surveyed agree that professional licensing helps protect the public, and nearly 90 percent of respondents felt that it was important for architects to be regulated. After learning about the rigorous licensure process, 91 percent of respondents felt that architectural licensure was even more

important than they initially thought. NCARB will use the results of the survey to further engage with legislators and develop a strategy for educating key stakeholders about the role of both architects and licensing boards.

The Board also heard a report on the “Alliance for Responsible Professional Licensing,” a new coalition effort NCARB has joined to advocate the role of licensure in protecting the public health, safety, and welfare. The alliance also includes the professional and regulatory organizations for professions with similarly rigorous paths to licensure, including accounting, landscape architecture, and engineering.

CE Auditing System

The Board previewed a demonstration of a proposed continuing education auditing system, which will assist licensing boards in their efforts to audit architects’ continuing education credits for license renewal. Following a year of research and development, the team is finalizing a contract with CE Broker for an existing system used by professions across the country. The new tool will be available for demonstration and feedback from Member Board Executives at the Centennial Business Meeting in June.

New Fiscal Year Planning

President-elect Allers shared draft committee charges and volunteer appointments for the coming fiscal year. Final charges and appointments will be submitted for approval by the Board at the Post-Annual Business Meeting Board of Directors Meeting.

Treasurer Vidaurri and CEO Michael Armstrong presented a draft of the budget for the new fiscal year that begins on July 1. Highlights include projected increases in support for Record services, continued investment in the professional practice community initiative, ongoing development of a backup version of the ARE as a risk mitigation strategy, new tools for AXP supervisors, and continued efforts to expand tools and resources for Member Boards. The Board also reviewed proposed additions to NCARB staff to

support increased customer demand, reduce consultant dependency, and additional technology support needs. The Board directed staff to develop a plan to pass-through credit card fees to the consumer. The final budget will be reviewed and approved by the Board of Directors following the close of the Centennial Business Meeting.

Fiduciary Duties

Treasurer Vidaurri reported financial results as of March 31, 2019. He conveyed that the Council’s operating fund and short-term reserve account are within the policy-defined target ranges, that gross revenues are exceeding expectations while total expenses are near break-even.

The Board reset the minimum target balance required for the Council’s Operating Fund (checking account) to \$1M from a previous requirement to maintain a minimum of 8 percent of the annual expense budget, or approximately \$2.5M, in the fund. The fluid nature of short-term reserves was recognized as a supporting rationale for reducing the operating fund minimum balance. Recognizing that the Council’s current short term and strategic reserve balances place the Council in a much stronger financial position than when the original policy was established, the Board took this action to shift additional funds into the Council’s various investment portfolios to earn higher market returns.

Minor edits were made to the ARE test specifications for the Project Management division. Recommended by the Approved Test Prep Provider Committee, the edits are designed to eliminate recent misunderstandings by providers of test preparation materials who use the test specifications in preparing the materials.

In other actions, the NCARB Travel Policy was amended to clearly indicate that reimbursements for travel to NCARB events will be made after such events occur; and the *NCARB Elected Leadership Roles & Responsibilities* was updated to recognize Board member responsibility to serve as outreach ambassadors to develop future volunteers/leaders of the Council.

Reports

President's Report

President Hoffman reported on his activities since the January Board meeting including:

- **Federation of Associations of Regulatory Boards (FARB)** - Attended FARB's 2019 Forum which featured a heavy focus on advocacy including presentations from Member Board Executive Director for Louisiana, Katherine E. Hillegas Council Relations Vice President Josh Batkin, Council Relations Assistant Vice President Marta Zaniewski, and Council of Landscape Architectural Registration Boards (CLARB) Senior Director of Strategy Veronica Meadows, CACE. The forum provided a great opportunity to network and learn what other occupations and professions are experiencing in the current political and regulatory environment.
- **Interorganizational Council on Regulation (ICOR)** - Annual meeting with the Interorganizational Council on Regulation (ICOR) with a focus on partnership opportunities in advocacy-related areas. In addition to NCARB, ICOR members are the Council for Interior Design Qualification (CIDQ), CLARB, and the National Council of Examiners for Engineering and Surveying (NCEES).
- **Five Collaterals Meeting** – Biannual meeting of the presidents and CEOs of each collateral organization (ACSA, AIA, AIAA, NAAB and NCARB). Attendees participated in a facilitated discussion regarding the role of sustainability and resiliency in the future of architectural education and the profession, with an emphasis on collateral opportunities. Additional discussion included themes and values regarding architectural education leading into the AR Forum '19.

- **NCARB/AIA Leadership Retreat** – Hoffman, Allers, 2nd Vice President Robert Calvani and Armstrong met with AIA Leadership to discuss common interests including continuing education, the architect licensing advisor community, advocacy, technology, disciplinary issues, firm culture, research and the upcoming AR Forum '19.

Director Reports

Regional directors and the Public director conducted constituent calls in advance of the Board meeting to review the Board's agenda and highlight key issues. Key issues reported were:

- **Region 1:** Discussion about potential changes underway in *NCARB Model Law*.
- **Region 2:** Illegal practice and legislative issues. Efforts underway include developing education programs and relationships with code officials, mandates to review regulations, and Pennsylvania's efforts to establish a continuing education requirement.
- **Region 3:**
 - ◊ Alabama reported that a court case with home builders was settled on behalf of the board and denied an appeal by the state supreme court; home builders are now attempting to change the architect practice act to allow home builders to certify multi-family homes without architect review. AIA Alabama and NCARB are supporting the board with addressing these efforts. Alabama also reported a bill submitted for architect and engineer billing activities; engineer board is taking the lead on this issue.
 - ◊ Arkansas reported that a regulatory transformation bill passed allowing the governor to take control of all state boards with all board executives required to resign and be reconsidered for appointment.

- ◇ Florida's Member Board Executive has been appointed to another board, and a new MBE will be identified. A Senate bill that would deregulate interior designers (among other professions) is being reconsidered.
- ◇ A draft Mississippi bill would require timely licensure of military spouses, and an occupation review commission was established.
- ◇ A Texas bill would require review of any rules; impact unclear at this time.
- ◇ Louisiana's new module for NCARB's state licensing system, set to launch in two weeks, will support firm registration. A bill has been submitted by AIA Louisiana to remove decades-old legislation allowing civil engineers to practice architecture; the state board is working with engineers to define incidental practice; the legislature considering a bill to create a cyber security information act.
- **Region 4:** Discussed new *Continuing Education Guidelines*.
 - ◇ Illinois' statute is sunsetting in January 2020; an issue with NCARB Certificates is being addressed by NCARB staff.
 - ◇ Kentucky is concerned about board turnover; a lack of new appointments and members serving past the end of their terms has created the potential for a board of all-new members.
 - ◇ Minnesota has a Rules package underway.
 - ◇ Missouri's requirement for a Certificate of Authority for firms is being challenged.
- **Region 5:** Jurisdictions reported focusing on legislative issues.
- **Region 6:**
 - ◇ Oregon expressed appreciation for NCARB support with rule changes.
 - ◇ Arizona's governor signed streamlining legislation for occupations; no impact yet for professions.
 - ◇ California is undergoing a sunset review, addressing ADA issues, and developing fingerprinting for licensees.
 - ◇ New Mexico's governor vetoed an interior design bill requesting stamping authority.
- **Public Director:** Reviewed Board agenda. President-elect Allers issued appeal for public member participation on NCARB committees.

CEO Report

CEO Mike Armstrong presented an analysis of exam administration deliveries which have trended much higher than anticipated. Highlights include an increase in candidates who schedule an exam but do not show up for the appointment, as well as a large number of seat credits pre-purchased in September 2018 prior to the ARE division fee increase in October 2018. Approximately half of these seat credits have been used, and another 17 percent have been scheduled. The remaining 33 percent need to be scheduled prior to September 30, 2019, or the fee will be forfeited.

Armstrong reported that four Member Boards recently shifted to align with NCARB's model programs including acceptance of international recognition agreements, adoption of the AXP requirements, and using exam eligibility services. The Board was also provided a sneak peek into 2018 data that will be published in this year's version of *NCARB by the Numbers*.

Armstrong previewed upcoming events including the May 2 Open House in celebration of NCARB's 100th birthday, Volunteer Leadership Week, an upcoming visit to the Iowa Architectural Examining Board, and the Centennial Annual Business Meeting.

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

Executive Summary

The NCARB Board of Directors convened for a special call in May 2019 to determine whether to sanction additional investment in the newly formed for-profit subsidiary, Lineup®. President David L. Hoffman, FAIA, NCARB, Hon. FCARM, presided over the meeting, which also included discussion about a public comment request from the National Architectural Accrediting Board (NAAB) for materials related to the Accreditation Review Forum (AR Forum '19), slated for July 2019 in Chicago, Illinois.

Lineup®

The Board of Directors approved a motion to continue as sole investors in the Lineup initiative up to a cap of an additional \$2 million investment in the Lineup subsidiary, so that the subsidiary can move forward in hiring staff to support anticipated client growth. The investment commitment is conditioned upon presentation of sufficient background information to justify moving funds from the Strategic Reserves. The Board approved an approach wherein the funding is expected to be released over the next three years in three installments: two installments of \$750 thousand and a third installment of \$500 thousand, if needed. This \$2 million investment is the second such investment in preparing NCARB's proprietary team-building software for third-party use. The software is expected to benefit the assessment, association, and talent management industries, whose subscriptions would fund an anticipated new revenue stream to support NCARB Member Boards, customers, and related ongoing initiatives. Several clients have been added in the past year, the first year of marketing the product. Future anticipated revenues will be used to benefit NCARB Member Boards and customers.

AR Forum '19

The NAAB released materials for public comment to inform the upcoming July AR Forum '19. Regional directors and chairs will be sharing the materials with all members.

Members are asked to submit comments to Harry M. Falconer Jr., FAIA, NCARB, Hon. FCARM, at hfalconer@ncarb.org to inform an NCARB position paper for the AR Forum. Alternatively, members may share comments directly with the NAAB by July 18.

CEO Update

CEO Mike Armstrong updated the Board on events and initiatives occurring since the April Board of Directors Meeting including the May 2, 2019, 100th birthday celebration and open house, and an outreach visit to the Iowa Architectural Examining Board and the American Institute of Architects (AIA) Iowa.

Approximately 200 guests attended the open house, during which the International Code Council conferred a special recognition plaque, the NAAB donated a set of District of Columbia commemorative plates in honor of the occasion, and a sculpture funded by donations from several former NCARB presidents was dedicated. Guests included members and volunteers from Member Boards in neighboring jurisdictions as well as local consultants, collateral, and component leadership and other special guests. Visitors toured the new office where each conference room was set up to share videos and other information about the Council's history including stories about Council programs, volunteers, and presidents.

First Vice President/President-elect Terry L. Allers, FAIA, NCARB, Hon. FCARM, joined Armstrong and Nefertari Carver, Assistant Vice President of Council Relations, on an outreach visit to Iowa. The Iowa Architectural Examining Board, which is well-aligned with all NCARB model programs, requested that former Iowa Board members (including Allers) attend the meeting to share perspective on Iowa's licensure requirements including a degree from a program accredited by the NAAB. The delegation also enjoyed a productive meeting with members from AIA Iowa.

Adjourn

DRAFT AGENDA
Materials contained in this agenda are proposed topics for discussion
and are not to be construed as regulation or official Board opinion.
DRAFT AGENDA