

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



The National Council of Architectural Registration Boards (NCARB) Board of Directors held their first full meeting of Fiscal Year 2014-15 on September 11-13 led by President/Chair of the Board Dale McKinney, FAIA, NCARB. It voted to approve significant changes to the Intern Development Program (IDP), to begin drafting a resolution for the membership regarding adjustments to the Broadly Experienced Foreign Architect (BEFA) Program, and to defer for further discussion possible resolution drafts addressing revision of the Broadly Experienced Architect (BEA) Program. Other business included a meeting with leadership from the Association of Collegiate Schools of Architecture (ACSA), review of a conceptual proposal for a Broadly Experienced Intern Program, and a discussion on regulated titles in the profession.

The Board also reviewed with Legal Counsel Jeffrey Tenenbaum the impacts of the recent Annual Business Meeting resolution restricting future Board membership to NCARB Certificate holders, ascertaining that as non-architects both Member Board Executives and a

public member were not prohibited from holding future seats on the Board. The entire Board received a half-day briefing from its new financial advisors at UBS, new general counsel, and strategic planning consultant regarding duties, roles, and responsibilities of nonprofit organization boards of directors. Treasurer Kristine Harding reported that the Council ended its fiscal year on June 30 with a surplus, assisted by gains in investment portfolios, and that the Council's economic performance in the new year to date shows income ahead of projections and expenses below projections. CEO Michael Armstrong reported that the total number of NCARB Record holders, including Certificate and intern records, is at a record high.

Reports were also given regarding pending operational initiatives including a new IDP mobile app for Android users, upgrades to record keeping tools regarding transmittals and renewals, and a planned update to the Council's website. Board liaisons to committees provided status updates on committee activities.

## Intern Development Program

The Board of Directors voted to move forward with both a Phase I Streamline and Phase 2 Overhaul of IDP. The streamline phase modifies the program requirements to “core hours” only, eliminating the “elective hours” currently required in the program. The future overhaul phase will re-align the current 17 experience-area requirements into six new practice-based experience categories, identified through the *2012 NCARB Practice Analysis of Architecture*. This mirrors the six divisional titles of the new ARE 5.0 debuting in late 2016.

The proposed changes to the IDP were announced during the Council’s Annual Business Meeting in June. The Board’s decision last week follows consideration of feedback from the 54 jurisdictional licensing boards and other interested parties both supporting and opposing the proposals.

While NCARB develops recommended policies and programs for architectural licensing, they are enforced through adoption by the 54 jurisdictional licensing boards. As the Council develops its implementation timeline, it will also develop an administration plan that will include a process to inform interns of the importance of understanding the variables in jurisdictional laws and rules related to the experience requirement when considering where they will apply for initial licensure.

## BEA/BEFA Programs

The Board of Directors also discussed feedback received from the Member Boards and other interested parties on proposals to overhaul two of the alternate paths to NCARB certification—the BEA and BEFA programs. The requirements for NCARB certification (including alternatives) may only be changed by a majority vote of the Member Boards at an Annual Business Meeting.

**BEA:** The Board tasked NCARB staff with facilitating further discussion of proposed changes to the BEA Program with members during the October MBC/MBE Conference and the November Education Committee meeting. Further review by the Board will take place during its next meeting in December 2014.

**BEFA:** The Board voted to amend the current proposal for BEFA to require two (2) years of experience in the United States under a licensed architect. A motion was passed to allow NCARB staff to draft a resolution for review by the Board in December.

**Broadly Experienced Internship:** The Board of Directors provided feedback on research conducted by NCARB staff on alternatives to document work experience for interns who have gained substantial experience outside the time limitations of the IDP reporting requirement (five years) and who could not satisfy the IDP in their current roles. The Board will consider the next phase of research during its December 2014 meeting.

## General Board Business

**Board Duties & Responsibilities:** President McKinney opened a half-day training session on Board roles and responsibilities. The session included presentations by NCARB legal counsel Jeffrey Tennenbaum of Venable, new financial advisor Arun Saldana of UBS, and the Council’s strategic planning consultant Jay Younger from McKinley Advisors.

**Financial Report:** Treasurer Kristine Harding, AIA, NCARB, updated the Board on the fiduciary responsibilities of the treasurer, the Executive Committee, and the Board. She also outlined best practices followed by the Council in managing the Council’s investment portfolio and shared the new portfolio performance dashboards submitted by the new financial advisors.

Harding next reviewed financial results.

- Highlights for fiscal year 2014, which ended on June 30, 2014, show that the Council completed the year with a surplus of \$451,000 from operations. The Council's investment portfolios gained an additional \$813,000 during FY14.
- Activity since July 1, for the new fiscal year, shows that income is slightly above budgeted expectations while expenses are below expectations. The Operating and Short-Term Reserve Funds are within the target range defined by the Board's investment policy. The Long-Term Reserve Fund is approximately \$400,000 below the minimum target balance defined for that fund. It is expected that this fund will reach the minimum target balance before the end of fiscal year 2015.

The Board of Directors took action to approve establishment of a new \$5 million line of credit in order to take advantage of current interest rates. There are no fees associated with maintaining this line of credit and there are currently no plans to draw on the line. The Council paid off the previous line of credit in April—seven years ahead of schedule.

Past President Blakely C. Dunn, AIA, NCARB, provided an update on the continued decline in Board expenses. Despite the increase in BOD members from 12 to 14 in 2008, Board expenses have steadily declined since that time. FY14 Board expenses were below 2003 expenses, adjusted for inflation. Key initiatives that have led to this decline include the elimination of one Board meeting and two standalone Executive Committee meetings per year, and limiting first class airfare to the president, first vice president, and CEO only.

**NCARB Bylaws:** At the Annual Business Meeting in June, delegates engaged in a lively debate related to Resolution 2014-05, which required regional directors to hold an NCARB Certificate after March 2017. The discussion led to several amendments, which included applying the requirement to officers and eliminating the grandfathering clause for Board members without a Certificate in 2017.

NCARB legal Counsel Jeffrey S. Tennenbaum provided an overview of the impact of the *Bylaws* amendments relating to eligibility to serve on the Board of Directors, indicating that the amendments requiring a Certificate did not eliminate the eligibility of Member Board Executives or a public member director to serve on the Board. He also engaged in general questions regarding the *Bylaws* relative to removal and appointment of regional directors and offered to have further discussions with Regions seeking additional clarification.

**MBC/MBE Conference:** The Board reviewed a tentative agenda for the 2014 MBC/MBE Conference that will be held October 31 -November 1, 2014 in Indianapolis, IN. The biannual conference provides an opportunity for leaders of the Member Boards to gather and share information about the new and next-level issues related to architectural registration. Topics on the agenda for this year's conference include early access to the ARE, use of the title "intern," proposals to streamline and overhaul NCARB programs, and legislative trends.

## CEO Update

CEO Mike Armstrong reviewed the Strategic Plan with the Board, including key metrics around performance and initiatives underway in the first two quarters of the new fiscal year.

Key strategic metrics indicate a continued increase in the number of active Record holders—now at an all-time high with over 40,000 Certificate holders and 60,000 interns. In addition, the number of interns completing the examination for licensure has held steady since the advent of computer-based testing in 1997.

As the Council approaches the second quarter, 30 initiatives are underway in support of the three strategic plan goals to facilitate licensure, foster collaboration, and centralize credential data. Highlights include:

- Final release of the Android mobile app to record IDP experience—the app is currently being beta tested by a select group of interns.

- Development of ARE 5.0 new item types and mapping of ARE 4.0 items to the new ARE 5.0 structure.
- Increased data collaboration with Member Boards.
- Re-launch of the mini monograph program, which includes digitizing all current monograph content, upgrading the computer systems for improved customer interaction, and an online subscription series that will be free to Certificate holders.
- Website redesign to improve navigation, relevant customer content, and brand alignment.
- International relations activities.
- A new NCARB Record renewal system, providing increased transparency to Record holders.
- Improvements to the national disciplinary database for Member Boards.
- Enhancing Member Board services through the direct registration program.

## Committee and Task Force Updates

**Licensure Task Force:** Board Liaison and Region 1 Director David R. Prengaman, AIA, NCARB, reported on recent activity by the Licensure Task Force. A Request for Information and Interest (RFI&I) was released to all NAAB-accredited programs and candidate programs in early September. Responses are due October 31. The purpose of the RFI&I is to assess the interest level and readiness of NAAB programs to develop an integrated path to licensure within their institutions. Feedback will inform the Request for Proposals (RFP), which will be issued in January 2015. Programs do not need to respond to the RFI&I to submit an RFP in January.

**Future Title Task Force:** The Task Force's Board Liaison, Region 3 Director Anne Smith, AIA, LEED APB<sup>D+C</sup>, updated the Board on the Future Title Task Force's first meeting held in Washington, DC. The task force is charged with discussing the terminology used for those who are candidates for licensure and those who are

architects. The task force—comprised of architect and intern participants from AIA's Emerging Professionals Summit, an AIA National representative, an intern-at-large, an Intern Think Tank Member, Member Board Members, a MBE Director, a Regional Director, and two past presidents—engaged in two days of debate about current jurisdictional title regulation; national blogs, papers, and surveys; career stages; and blue-sky options. The group will next meet in October to continue its discussions and research.

**BEA Committee:** BEA Committee Board liaison David L. Hoffman, FAIA, NCARB, reported that there are 18 active BEA candidates in the pipeline. The committee continues to review dossiers and the rigor of the requirements. The next two meetings are scheduled for November 2014 and March 2015.

**Professional Conduct Committee:** Treasurer and Board liaison Kristine Harding provided an update on the committee activities. Attorney George E. Constantine from the Venable law firm (which includes new general legal counsel Jeff Tenenbaum) gave a presentation on ethics. The committee continues to review staff actions and procedures, the disciplinary database, and made suggestions to revise guidelines on testing irregularities.

**MBE Committee:** Board liaison and Second Vice President Margo P. Jones, AIA, NCARB, provided an update on the committee's September meeting in Washington, DC. The committee conducted a quality assurance audit on select NCARB Records, identified a process to fill a vacated MBE Director seat on the NCARB Board of Directors, and reviewed/provided feedback to IS on the Record transmittal process.

## Collateral Partnerships

### **Association of Collegiate Schools of Architecture**

**(ACSA):** President McKinney led a joint session with the leadership of the Association of Collegiate Schools of Architecture (ACSA) to understand the education

landscape and NCARB's role in practice preparation. ASCA President Hsinming Fung, presented trends at architectural schools. Discussions then centered on the role of academic institutions in addressing the path to licensure and institutional goals of higher learning.

#### ***National Architectural Accrediting Board (NAAB)***

The Board approved proposed changes to the bylaws of the National Architectural Accrediting Board (NAAB) to change the schedule for electing new directors, clarify the process for filling unexpected vacancies, and other housekeeping changes. As one of the organizations that grants NAAB its authority, NCARB, along with the AIA and ACSA, is required by NAAB's charter to review changes to NAAB's bylaws before implementation.

In addition, the Board nominated former NCARB Region 5 Director Thomas R. Wood, NCARB, AIA, to serve on the NAAB Board of Directors, replacing former NCARB President Ken Naylor whose term expires next year. The former Director of the School of Architecture at Montana State University, Wood was a member of the Montana Board of Architects and was a volunteer on several NCARB committees.

#### ***International Union of Architects (UIA)***

The International Union of Architects (UIA) convened in Durban, South Africa in August. Over 4,000 practitioners from around the world attended the conference. CEO Mike Armstrong, President Dale McKinney, First Vice President Dennis Ward, Second Vice President Margo Jones, and NCARB Senior Architect/Advisor to the CEO Stephen Nutt attended the meetings as guests of the AIA, who serves as the U.S. member of the UIA.

The NCARB Board of Directors will next meet December 4-6, 2014.