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**MINUTES**  
**South Carolina Board of Architectural Examiners**  
**Board Meeting**

9:30 a.m., February 8, 2011  
Synergy Business Park  
110 Centerview Drive, Kingstree Building Room 108  
Columbia, South Carolina

Tuesday, February 8, 2011

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**1. Meeting Called to Order**

Brad Smith, Chairman, called the meeting to order at 9:43 a.m. Other members present were Dennis Ward, Stephen Russell, and Tyson Nettles.

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Staff members participating in this meeting included Jan Simpson, Administrator, and Alice DeBorde, Administrative Assistant. LLR employees attending the meeting included: Michelle Sims, Administrative Assistant; Todd Bond, Investigator; and Gigi Lewis, Office of General Counsel.

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Mr. Smith announced that public notice of this meeting was properly posted at the SC Board of Architectural Examiners' office, Synergy Business Park, Kingstree Building and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

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**2. Introduction of Board Members and All Other Persons Attending**

Mr. Smith introduced the Board members, staff members, and other LLR employees.

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**3. Approval of November 16, 2010 Meeting Minutes**

**MOTION**

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Mr. Smith made a motion the minutes of the November 16, 2010, meeting be approved as written. Mr. Russell seconded the motion which carried unanimously.

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**4. Approval of Agenda**

Mr. Russell asked that the current state of the architecture profession as it relates to the construction industry be added to "Discussion Topics" to be discussed later in the meeting.

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**5. Office of General Counsel – Hearings**

a. No hearings were held during this meeting.

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**6. Application Hearings**

a. No application hearings were held during this meeting.

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**7. Administrator's Remarks, For Information – Jan Simpson**

a. Legislative Report

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Ms. Simpson reported that House bill H3039, the Stock School Plans bill, has been assigned to the House Education Committee. Mr. Nettles briefed the Board on pending legislation regarding insurance coverage that would exclude general liability insurance from covering defects in construction. There appears to be momentum to pass the bills by all interested parties except the insurance companies; the bills are currently in the House and Senate Legislative Insurance Subcommittees. Bill numbers are H3449, H3498, S0421, and S0431.

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**MOTION**

Mr. Nettles made a motion the Board support bills H3449, H3498, S0421, and S0431 as they relate to insurance coverage for contractors. Mr. Russell seconded the motion which carried unanimously.

**MOTION**

Mr. Ward made a motion to amend the earlier motion that the Board encourages AIA to also support bills H3449, H3498, S0421, and S0431. Mr. Russell seconded the motion which carried unanimously.

b. Financial Report

Ms. Simpson reported that to date, the research fund balance was \$81,433.21 and there are no pending transactions.

c. Licensure Statistics Report

Ms. Simpson presented the Board with a licensure statistics report.

Administrator's Report

**LICENSE STATISTICS – Active licenses as of 1/31/2011**



| Credential Prefix | Count       |
|-------------------|-------------|
| AR                | 3873        |
| ARA               | 16          |
| ARB               | 198         |
| ARC               | 95          |
| ARD               | 29          |
| ARF               | 945         |
| <b>subtotal</b>   | <b>5156</b> |
| <b>6 items</b>    |             |

AR = Architects  
ARA, ARB, ARC, ARD and ARF = Architectural Firms

Ms. Simpson reported the new LLR Director is Catherine Templeton.

Travel for Board members may now be determined by the Board itself, in public session and within a travel budget. Reimbursement will be made according to laws already in place and travel logs will continue to be utilized to assist with accurate preparation of the reimbursement forms. Ms. Simpson stated that her travel requests will be approved by LLR.

Ms. Simpson asked for input from the Board for the State Report to be given at the Region 3 Joint Spring Meeting in March on the following: issues or concerns currently being discussed, overview of current or pending legal issues, issues or concerns the Board wishes the Conference to discuss as a whole, and information to share with the Conference not covered in other items.

86 d. Statement of Economic Interest – Ethics Report

87 Ms. DeBorde reminded Board members to file their statements of economic interest  
88 electronically by April 15, 2011.  
89

90 Approximately 70 people, including 30 Clemson architecture students, attended the Ethics in  
91 Architecture seminar in Greenville in January, sponsored jointly by the Board and Clemson's  
92 Rutland Institute for Ethics. The same seminar will be held February 18<sup>th</sup> in Columbia; Ms.  
93 Simpson will give a short presentation on ethical issues from an administrative perspective and  
94 discuss frequently asked questions that relate to ethics. The seminar in Charleston will be held  
95 March 25<sup>th</sup>.  
96

97 A discussion ensued regarding the Education and Research Fund. The Board has statutory  
98 authority to designate up to \$10 from every renewal fee from individuals and firms to this fund.  
99 Voluntary contributions were discussed and the possibility of LLR decreasing renewal fees. The  
100 change to biennial licensure in effect cut in half the funding for the Education Fund. Board  
101 members will explore ways to increase the Fund.  
102

103 Regarding travel funding, Ms. Simpson has no current information on the travel budget. Mr.  
104 Smith formally requested information about the financial status of the Board. Barbara Derrick,  
105 LLR Finance Director, will be invited to attend the next meeting to clarify budget issues.  
106

107 **8. Office of Investigations and Enforcement Report and Office of General Counsel**  
108 **Report – Todd Bond and Gigi Lewis**

109 a. Number of Investigations

110 Mr. Bond briefed the Board on the February 3, 2011, IRC Report as a matter of information only.  
111 Case No. 2010-17 and 2010-32 were presented to the board as formal complaints and the  
112 board approved the report as submitted.  
113

114 b. Number of Open Cases

115 Mrs. Lewis previously briefed the Board on the number of open cases earlier in the meeting.  
116

117 c. Number of Office of Investigations and Enforcement (OIE) Pending Cases

118 Mr. Bond stated that besides the two cases previously mentioned from the IRC Report, there  
119 are no pending cases. For calendar year 2010, 37 cases were opened, 10 of which were sent  
120 to OGC, and the remaining 27 were closed. Thirty-three cases closed, but six of those were  
121 carried over from 2009.  
122

123 d. Number of Office of General Counsel (OGC) Pending Hearings

124 LLR Attorney Gigi Lewis gave the Office of General Counsel Report. As of February 8, 2011,  
125 there were 10 open cases, eight pending consent agreements or memoranda of agreement,  
126 and two cases pending hearings. As of February 1, 2011, seven cases have been closed. Mrs.  
127 Simpson requested a timeline of the pending consent agreements and memoranda of  
128 agreement. Mr. Bond responded that within the next 30 days all but two of the disciplinary  
129 cases should be closed  
130  
131  
132

133 **9. Unfinished Business**

134 a. Free Services Policy Update (Russell/Nettles)

135 Mr. Russell and Mr. Nettles reviewed the Board's free services policy and the Regulations  
136 regarding this matter. The language is not clear (and may be contradictory). Mr. Nettles

137 recommended a policy revision that will allow an individual to provide pro bono services as long  
138 as it is not a pre-meditated, intentional attempt to obtain an advantage for being selected for  
139 future work. Mr. Nettles referenced Regulations 11-12 A. 1., C.2., C.3., and D.2. Mr. Russell  
140 noted changes must be made in the Regulations, as changes cannot be made by policy. Mr.  
141 Nettles volunteered to suggest revised language at the appropriate time.  
142

143 b. "Bidding" – Architect fees embedded in Contractor or Engineer fees

144 Ms. Simpson brought a concern before the Board as a result of recent cases where architects  
145 are asked for their fees as part of a team's response to an RFP. The Architect is considered a  
146 sub-consultant and the architectural fee is combined with others as part of the total bid. The  
147 Board agreed it is allowable for architects to provide their fee to the contractor or engineer as  
148 long as the contractor was not soliciting bids from other architects as well.  
149

150 Ms. Simpson suggested an article be included in the newsletter to address this matter.  
151

152 c. Building Official Manual Revisions Updated Section 300

153 The Building Official Manual with the recently revised Section 300 has been republished on the  
154 Board's website.  
155

156 The board took a brief lunch break.  
157

158 **10. New Business**

159 a. Clemson Library Funding Request

160 The Board considered a funding request from Clemson University for \$25,000 for the purchase  
161 of materials for the Architecture Library, the same amount approved for several years. The  
162 library provides the Board a list of purchases and typically the library spends all of the money.  
163

164 Discussion ensued about anticipated funding from upcoming renewals, typical funding requests,  
165 the impact of biennial licensure on the funding level, and alternative methods of satisfying the  
166 funding requests. Alternative actions include delaying the approval of the funding request to a  
167 later date or approving only a portion of the original request.

168 **MOTION**

169 Mr. Russell made a motion to approve \$12,500 for the Architecture library with an explanation to  
170 Clemson University that the amount reflects decreased Fund levels. The Board is willing to  
171 consider another request at a later date for an additional amount. Mr. Ward seconded the  
172 motion which carried unanimously.  
173

174 b. Clemson IDP Funding Request

175 The Board considered a funding request from Clemson University's School of  
176 Architecture for \$15,000 for paying student enrollment and membership costs in the Intern  
177 Development Program (IDP). Clemson will expand registration to include 3<sup>rd</sup> year students as  
178 well as any 4<sup>th</sup> year or graduate students who missed the Fall sign-up. Ms. Simpson indicated  
179 that this request was higher than usual due to the expanded group, but it is a primary initiative of  
180 the Board and is emulated by several other states.  
181

182  
183 **MOTION**

184 Mr. Russell made a motion to approve the IDP funding request for \$15,000. Mr. Ward  
185 seconded the motion which carried unanimously.  
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188 c. Travel to Regional and National Meetings  
189 Ms. DeBorde explained that the new LLR travel policy is that Boards may determine the level of  
190 participation in professional meetings. The decision about participation must be determined in a  
191 public meeting, on the record, and within the Board's available funds. Mr. Nettles suggested  
192 that the Board not issue a blanket approval for all members to attend, but instead make the  
193 determination on a meeting-by-meeting basis. Discussion followed regarding the judicious use  
194 of funds to justify attendance to the meetings.

195 **MOTION**

196 Mr. Russell made a motion to fund up to three non-funded Board members to attend each  
197 regional and national meeting. Mr. Nettles seconded the motion which carried unanimously.

198 **MOTION**

199 Mr. Smith made a motion to amend the previous motion to read; the Board will fund up to three  
200 non-funded members to attend each regional and national meeting and the Board will also pay  
201 for incidental expenses for those who attend meetings as an NCARB funded delegate. Mr.  
202 Nettles seconded the motion to amend which carried unanimously.

203 d. NCARB Funded Delegate Program

204 Mr. Ward reported to the Board that NCARB will fund up to two delegates to attend the national  
205 meeting and has set aside limited funding for Board Administrators who cannot be funded by  
206 their Board. The voting delegate will be automatically funded. The second delegate will receive  
207 NCARB funding if proof is presented that no other funding source is available, i.e. state or  
208 alternative funding source other than NCARB.

209 e. International Residential Code

210 Mr. Russell briefed the Board on an issue brought to him by Charles Stewart, former building  
211 official and a proponent of residential sprinkler systems which are not mandated and will not go  
212 into effect. The legislature determined if the Code had not been implemented by June 24, 2010,  
213 the full legislative adoption process would have to be followed. Discussion followed as to what  
214 action, if any, the Board should take in this matter; it was decided to carry this matter over to the  
215 next meeting.

216 **11. Discussion Topics**

217 a. State of the Architectural Profession and the Construction Industry

218 Mr. Russell voiced his concerns about the state of the architectural profession and asked for  
219 input from the Board. Discussion followed about the slump in the construction industry and its  
220 effect on the architectural profession as well as on students in architectural school who may  
221 experience difficulty in obtaining jobs.

222 Ms. Simpson advised the Board that she spoke to Sharon Dantzler, Office of General Counsel,  
223 during the break regarding the Board's questions about options to supplement the Education  
224 and Research fund.

225 Mrs. Dantzler referred Ms. Simpson to Section 40-1-50-D. 'Authority of department; record of  
226 board proceedings; roster of licensees; fee structures' of the engine law that states that the  
227 Boards may, "...determine current financial position of the program...project future activity and  
228 related costs of the program...determine the projected financial position of the  
229 program...present findings to the director and staff for discussion, revision, evaluation, and  
230 adoption..." The Board can suggest changes to supplement the research fund but all variables  
231 needed to be considered.

237 Ms. Simpson recommended that the Board meet with Mrs. Templeton and Ms. Derrick and  
238 explore available options. Discussion ensued regarding recommended ways to supplement and  
239 manage the research fund. Ms. Simpson also stated that Mrs. Dantzler said donations could be  
240 made to the research fund but was unsure as to what mechanism would allow it.

241 Mr. Smith requested information on Education Fund expenditures and income over the last five  
242 years.

243  
244 **12. Board Member Reports**

245 a. Report on Clemson School of Architecture  
246 Board members reviewed and discussed the attached report from Clemson University submitted  
247 by Chair of the School of Architecture, Kate Schwennsen. Attach as appendix  
248

249 b. Report on NCARB Board of Directors Actions (Ward)  
250 Mr. Ward briefed the Board on the NCARB Board of Directors' meeting held in January.  
251 NCARB finances are better than expected. At the MBE/Board Chair workshop in November  
252 2010, NCARB Board identified four mega issues on which to focus in 2012; these issues will be  
253 reported in detail by NCARB.

254  
255 Mr. Ward reported individuals have announced candidacy for NCARB positions, a new Public  
256 Member for the NCARB Board has been selected and will be announced at the regional  
257 meetings, a change will be made in the Chief Financial Officer and Treasurer positions, and a  
258 change in the reimbursement policy for NCARB travel.  
259

260 Response and turn-around time for NCARB records and transmittals have improved; NCARB  
261 staff now totals about 100. NCARB is now solely responsible for the IDP Coordinator's  
262 Conference. A resolution will be proposed to change Model Law to require 12 hours of  
263 continuing education annually in health, safety, and welfare topics and to eliminate claiming  
264 carry-over hours. South Carolina already requires all continuing education to be in  
265 health/safety/welfare topics.  
266

267 c. Report on Continuing Education (Jenkins)  
268 Mr. Jenkins was not in attendance to present the report, but Mr. Ward stated that both AIA and  
269 NCARB are now in agreement on designations of health/safety/welfare on all continuing  
270 education courses to be presented at the AIA national convention.  
271

272 **13. Public Comments**

273 There were no public comments made during this meeting.  
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275 **14. Executive Session**

276 There was no Executive session during this meeting.  
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280 **15. Adjournment**

281 **MOTION**

282 Mr. Russell made a motion to adjourn the meeting. Mr. Nettles seconded the motion which  
283 carried unanimously.  
284

285 The February 8, 2011, meeting of the SC Board of Architectural Examiners adjourned at 1:40  
286 p.m.

287  
288 The next meeting of the SC Board of Architectural Examiners will be held May 11, 2011.

289  
290   
291 Alice M. DeBorde  
292 Alice M. DeBorde, Administrative Assistant

Jan B. Simpson, Administrator  
SC Board of Architectural Examiners  
SC Dept. of Labor, Licensing and Regulation  
Office of Board Services

31 January 2011

Jan:

Thank you for the invitation to attend your Feb. 8<sup>th</sup> board meeting, for which I regret that I am unavailable. I am happy, however, to take you up on your invitation to provide a report of what is happening in the School of Architecture and upcoming dates or events of note .

SCHOOL OF ARCHITECTURE

Clemson University  
145 Lee Hall  
Clemson, SC  
29634-0503

P 864-656-3898  
F 864-656-1810

**Lee Hall renovation and construction:** The renovation of Lee 1 and 2, and the construction of Lee 3, continues at a good pace. Weekly tours of the new construction are offered, led by licensed architects, and eligible for IDP credit. The students are much more interested in these tours now that the building is really taking shape, than they were during the months of site preparation and foundation work. Construction is scheduled to be complete for occupancy in Spring 2012, and we will be glad to get out of the trailers in which our graduate studios are now housed. Check out construction on the live webcam at <http://www.clemson.edu/webcams/lee-south/>

**Fluid Campus:** We continue to have full contingents of undergraduate and graduate students spending one or more semesters off-campus, in Charleston, Genoa, or Barcelona. I was fortunate to be able to visit all of the Fluid Campus locations last October, and was impressed by the level of engagement and education in all locations. See recent photos and connect with various blogs at <http://www.clemson.edu/caah/architecture/1.2.1.php>

**2020 Planning:** Through much of the fall semester our faculty was engaged in 2020 Planning, (SWOT analysis, budgeting, strategic planning, and curricular planning), in preparation for a post-Thanksgiving presentation to the university VP's, and for incorporation into the Provost's 2020 plan that was presented to the university's Board of Trustees last week. We are awaiting response to our proposal from the Provost and Trustees, but are proceeding with the vision, mission, values, goals and strategies we developed through this process.

**Recent Award Winners:** A number of faculty and students have recently received recognition for their good work, including the following:

- Nate Boykin, graduate student in architecture from Sumter, SC, and a student in Assistant Professor Peter Laurence's studio, has won second place in the international School of Tomorrow Student Design Competition for his entry "FORMative Interaction." The competition included more than

200 submissions from around the US, Canada, and overseas and was sponsored by the American Institute of Architecture Students (AIAS) and Kawneer North America.

- The Association of Collegiate Schools of Architecture (ACSA) has recognized Daniel Harding with the 2010-2011 ACSA Faculty Design Honorable Mention for his project "*northSIDE infill*." Harding is associate professor of architecture and director of Clemson's Community Research and Design Center.
- The student team from Senior Lecturer Robert Bruhns's studio of Allender Stewart, Charles Kane, Evaline Dadulla, and Michael Deere, has been selected as one of the finalists in the 2011 USITT "Ideal Theatre" Design Competition, and will be attending the annual national conference in Charlotte in March.
- Professor David Allison, FAIA, was named one of the "25 Most Influential People in Healthcare Design" by Healthcare Design magazine, in its December 2010 issue. <http://www.healthcaredesignmagazine.com>

**Design Intelligence Ranking:** Clemson's M.Arch. program ranked in the Top 20 nationally for the 4<sup>th</sup> year in a row, and President Barker was named to the top educator list, in this annual December publication, <http://www.clemson.edu/caah/architecture/3.1.1.php#20101213>

**Ethics Symposium:** More than 30 members of the Professional Practice class and in their final year of the M.Arch. program participated in the January 28<sup>th</sup> Ethics Symposium in Greenville. We thank the Board of Architectural Examiners for their support of this participation.

**NAAB Accreditation:** As part of our preparation for our fall 2011 NAAB accreditation visit, we have been preparing a Learning Culture Policy. This very inclusive effort has been led by our student organizations.

**Faculty Search and Dean Search:** We are searching for 3 new tenure-track faculty members, and hope to have approximately 9 short-listed candidates visiting the school in late February. The College of Architecture, Arts and Humanities is searching for a dean, and hopes to interview the long-short-list prior to spring break. Public presentations for all candidates will be advertised on the website.

**Spring Lecture Series:** The Spring 2011 Kirk & Margaret Craig/CAF Lecture Series, "Unbuilt Iterations", started January 24<sup>th</sup>, with a presentation by Ronnie Parsons and Gil Akos of StudioMode. Eric Goldemberg of MONAD Studio will be the lecturer on March 11. Mario Gooden of Huff+ Gooden Architects will conclude the series on the 1<sup>st</sup> of April. See more information about the upcoming lectures on our homepage, <http://www.clemson.edu/caah/architecture/index.php>.

**Professional Advisory Board:** The School of Architecture's new Professional Advisory Board held its first meeting in Clemson in early November 2010. Their second meeting will coincide with the start of final reviews on April 22<sup>nd</sup>, 2011. This group of a dozen individuals from around the country will be a terrific intellectual resource for the School.

**March 30 Career Fair:** Watch you email boxes for an announcement of and invitation to an Architecture Career Fair on March 30, 2011, at the Hendrix Center on campus. We hope that many firms will take this opportunity to search for and connect with future employees; Support the next generation of architects; And return and give back to their professional roots.

**Communications/Facebook:**

Join us on Facebook, CUSoA-Clemson University School of Architecture, <http://www.facebook.com/#!/group.php?gid=49370219893>. Keep track of our events, post events you think will be of interest to our faculty and students, and catch up with alumni and old friends.

We thank the South Carolina Board of Architectural Examiners for their support, and invite each of you to stop by and see us any time you are able.

Sincerely,



Kate Schwensen, FAIA, NCARB  
Professor and Chair