

# STATE BOARD OF ARCHITECTURAL EXAMINERS

## BOARD MEETING MINUTES

November 15, 2005

Suite 111, 110 Centerview Drive

Columbia, SC

The State Board of Architectural Examiners convened November 15, 2005, in Columbia, South Carolina. Chairman Ward called the meeting to order at 9:30 a.m. The following attended the meeting:

Dennis S. Ward	Chairman
Stokes Browning	Secretary
W. Barry Jenkins	Member
Stephen Russell	Member
Tom Johnson	Public Member
Jan B. Simpson	Administrator
Todd Bond	Investigator
Alice D. Richardson	Administrative Assistant
Sharon Dantzler, Esq.	LLR Advice Counsel

Member Caban notified the Administrator in advance that he would not be able to attend the meeting.

Administrator Simpson stated the **public notice** of the meeting was properly posted at the Board office and provided to organizations and news media in compliance with Section 30-4-80 of the S.C. Freedom of Information Act. A quorum was present at all times.

**Minutes:** Motion by Jenkins, Second by Browning: To accept the **Minutes** of the September 7, 2005. Motion carried.

### **Violations Report:**

Motion by Russell, Second by Johnson: To accept the IRC recommendations on the following cases. Motion carried.

Case No. 2004-24	Dismiss
Case No. 2005-24	Letter of Caution
Case No. 2005-25	Letter of Caution
Case No. 2005-26	Letter of Caution
Case No. 2005-32	Letter of Caution
Case No. 2005-33	Letter of Caution

The following case was reviewed by the IRC and will go forward with issuance of a Formal Complaint.

Case No.2005-31

**Exam Candidate** – Motion by Browning Second by Russell: To approve the following persons to begin taking the Architect Registration Examination. Motion carried.

Eduardo Villagomez	Samantha Meinders
Christopher Altman	David Victoria, Jr.

**CE Event with Rutland Center for Ethics** – In June 2000, April 2002 and April 2003, the Board co-sponsored with Clemson University an Ethics Workshop for continuing education credits. Based on the evaluations, these Workshops were a huge success. Dan Wueste, Ph.D., presented the Board with a proposal to hold another “Professional Ethics in Architecture” Workshop in the coming year. Motion by Jenkins, Second by Johnson to approve the proposal and agree to the terms as outlined with a few changes. The Board wants to ensure that the capacity of the workshops allows for 100 licensed architects in addition to students. Dr. Wueste will be asked to consider two possible alternate locations: the Palmetto Expo Center in Greenville and the Omar Shrine Temple at the entrance to Patriot’s Point in Mt. Pleasant. The Board also agreed to complementary registration fees for the panelists and students and agreed to financially support the workshops. The Board will be responsible for securing eight panelists and providing an electronic database of architects licensed in South Carolina. Motion Carried

**Prototypical Policy Revision** - Members Jenkins and Russell will review sister states’ law/regulations and policies as they relate to Prototypical Plans and report back to the Board their finding at the January Meeting.

**Budget Report:** The Board accepted as information the Budget Report as prepared by LLR’s Finance division for the period ending August 31, 2005.

Angie Taylor, Executive Director of AIA/SC joined the meeting at 10:30 a.m.

**Emerging Professionals Committee/Mentors for Interns Update** - Member Jenkins has been attending meetings at the AIA Cottage to strategize about how to identify the state’s interns, how to assist them as they move toward licensure, and how to improve the intern experience. The Committee has asked the Board to participate in developing a database of Mentor volunteers around the State to help those interns fulfill the mentorship requirement for IDP. Member Jenkins asked if the Board could mail a letter to all resident architects asking for volunteers who would be interesting in serving as mentors for those individuals currently going through the IDP process. The Board was also asked to place a notice on the Website asking for volunteers.

The board recessed for a brief catered lunch.

**Electronic Plan Submittals** – In January 2006 the Board will work on modifying Regulation 11-11 Seals to allow for electronic seals/signatures. Angie Taylor stated that AIA would send a letter of support for the changes.

**Clemson Funding Update:** Member Ward reminded the Board that funds provided by this Board are transferred to Clemson University School of Architecture to fund student enrollment in NCARB's IDP Program as well as to fund continuing professional development through the Gunnin Architectural Library. At the September Meeting, Ward appointed Member Browning to explore possible new avenues for the funds provided to Clemson University. Mr. Browning discussed several options for the funding and reviewed the history of funding for the Library. The Board agreed in principle to continue the funding, but asked that Administrator Simpson request from the Library a list of materials the Library intends to purchase, as well as the program for which they are intended so that the Board could determine the amount of funding needed. The Board will review the list of materials needed at the January 2006 Meeting.

**Building Official Manual** – Member Browning and Skip Lewis, former Board Member of the Engineering Board, will work together on the final revisions of the “Frequently Asked Questions” section of the Manual. The revised Manual will be forwarded to the Board office for printing.

**Application Hearing:** The Board held a hearing for Thomas A. Incze to determine whether the applicant's license should be renewed for 2005-2006. A court reporter was present during this hearing. Mr. Incze did not appear before the Board for this Hearing.

Motion by Browning, Second by Jenkins to deny renewal of Mr. Incze's 2005-2006 individual architectural license. Motion carried.

### **Administrator's Report:**

#### **License Statistics as of**

Architects	In-state	966
	Emeritus	49
	Out of State	2355
Firms	No report due to renewals	

#### **AIA/NCARB Surveys on Exam Statistics**

Over the past 6 months, there has been an attempt by national AIA to collect ARE data from state boards. NCARB, through Thomson Prometric, has been able to provide some data but board offices are the main source of the information. We have provided data to the best of our ability, as have most state boards, but there is a continuing effort to gather more information.

Acknowledging that this is a burden on state boards, AIA has even offered to send a staff member into state board offices to assist. Most state boards have cited confidentiality laws in denying that request. AIA has requested data that are not available from our records, e.g., the divisions each candidate took, whether they passed or failed, the date taken, and how many times divisions were taken. Once a candidate passes the entire exam, we purge the file of everything but the final grades/date taken. Even if we had sufficient staff to devote to this project, it would be impossible to get the data they are requesting. Doug Steidl, current AIA president, attended the Administrators Meeting in Washington, DC, recently to personally request the data.

### **Joint Meeting with the Board of Engineers and Surveyors**

The Engineers/Surveyors Board invites you to join them in reviewing the proposed revisions to the Engine Bill (H. 3781) and to discuss issues relevant to both boards, e.g., requirement for engineering services on townhouses, Code Footprint, electronic seals and signatures, etc. They have scheduled a meeting for December 12, 2006, at 9:30 a.m., location to be announced. Member Ward will attend this meeting.

### **Continuing Education Outreach Activities**

The Design Professionals are working toward presentation of 3 continuing education activities in Greenville, Charleston and Columbia in May 2006. The AIA/SC will partner with the Design Professionals and will provide administrative services and support as they did in June 2005. Please be thinking about the level of financial support, if any, you wish to provide. In contract to procurement procedures that we used last year, LLR suggests we give a lump sum to AIA/SC so they can pay the bills rather than LLR handling many different invoices with a June 30 payment deadline.

*{End of Administrator's Report}*

**Good Samaritan Law:** This item will be carried over to the January Meeting.

**ARE/IDP Timing:** Member Ward stated that there is a movement towards taking the ARE immediately after completion of an architecture degree. After a brief discussion, the Board reaffirmed that an application for a license in South Carolina based on reciprocity would not be examined to determine the process by which the applicant arrived at licensure in another state. The Board will accept an applicant's NCARB Certificate and other jurisdiction's license regardless of the process by which either was obtained. That acceptance is based on current state laws.

**CE Audit Results:** During September, Alice Richardson, Administrative Assistant conducted the audit of continuing education compliance for license renewal. Richardson informed the Board that a total of 40 individuals were audited for the period July 1, 2004 to June 30, 2005. Of those audited, only one architect was not in compliance. He has been issued a Cease and Desist Order. The Board accepted this as information.

**Illegal Practice (non-licensed professional):** Most states have no authority to discipline non-licensed individuals practicing architecture and can only issue a Cease and Desist when a violation occurs. Member Ward would like to work on revising Board Laws/Regulation in 2007, so the Board would have the authority to impose civil actions and/or fines when this type of violation occurs.

**Specialization of Licenses:** Administrator Simpson asked the Board if they would like to establish specialty licenses for Architects such as "Health Care Architect" or "Education Facility Architect". The Board unanimously agreed that these types of "specialty" licenses were not needed.

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**NCARB - Tracking Errors in Transmittals:** Member Ward stated that NCARB is currently tracking errors made in transmittals of NCARB Council Records to state boards. Ward asked that staff keep a record of the errors that occur and report the findings at the January meeting.

There being no further business, the Board Meeting adjourned at 3:15 p.m.

Respectfully Submitted,

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Victor Stokes Browning, Secretary