

AELS Board Meeting - Day 2

Feb 18, 2021 9:00 AM - Feb 18, 2021 5:00 PM AKST

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State Board of Registration for Architects, Engineers, and Land Surveyors

	Appointed	Reappointed	Expires
Jennifer Anderson <i>Civil Engineer</i>	03/01/2018		03/01/2022
Robert (Bob) Bell <i>Land Surveyor</i>	03/01/2020		03/01/2024
Catherine Fritz - Secretary <i>Architect</i>	03/01/2016	03/01/2020	03/01/2024
Jeff Garness <i>Engineer Other Than Those Listed</i>	03/01/2020		03/01/2024
Elizabeth Johnston – Vice-Chair <i>Electrical/Mechanical Engineer</i>	03/01/2017		03/01/2025
John Kerr – Chair <i>Land Surveyor</i>	03/01/2013	03/01/2017	03/01/2021
Jeff Koonce <i>Architect</i>	03/01/2013	03/01/2017	03/01/2021
Loren Leman <i>Civil Engineer</i>	03/01/2020		03/01/2024
Luanne Urfer <i>Landscape Architect</i>	07/01/2013	07/07/2017	03/01/2021
Fred Wallis <i>Mining Engineer</i>	03/01/2016	03/01/2020	03/01/2024
Bruce Magyar <i>Public Member</i>	12/15/2020		03/01/2022

2.11.2021 CLARB FY 2021 Regional Meetings 1

Annual Meeting

NYC hotel has closed due to COVID

2021 meeting will be part virtual and part in-person

Held in Phoenix; moving to W-F (vs. Th-Sa)

Multiple Agency Meetings

Multiple presentations to 4-5 Agencies by CLARB

APRL determined that licensing benefits minorities and women

2.24.2021 Webinar will be held focusing on this finding

CLARB Budget

Expenses are significantly down due to no in-person meetings and the cancelled 50-yr. CLARB anniversary celebration

Income is also down due to few exams (COVID) and less new members (COVID impact on graduates/LA programs)

Overall, 2020 balanced out at 205% greater profit than anticipated

Diversity, Equity, Inclusion (DEI)

CLARB focus since 2014; defining values related to DEI

Diversity Statement includes:

- Expectations
- Experienced “isms”
- Their impacts to DEI

Recommendations for DEI:

- Outreach and Engagement*
- Collaboration and Partnerships
- Fees and Costs
- Program Support
- Awareness and Advocacy
- Education and Learning*

*Focus for 2021

Task Analysis Schedules--implement all recommendations by 2023

Exam Proctoring Online

British Columbia jurisdiction 40% online

No increase in cheating, loss of exam content, equal exam results for candidates both on and off line

Very positive experience

Regulation Reform

CLARB began work in 2018 based on proactive response rather than implement revisions forced on profession

Reviewed:

1. Inconsistency-varying licensure requirements
2. Redundancy-Required document duplication
3. Speed-time to licensure
4. Service-levels of customer support

2021 focused on Inconsistency

Uniform Standard: same standards in all jurisdictions

Education/Experience/Exam (all required); variations create vulnerabilities

- Exam defensible
- Education variations
- Experience variable requirements

2021 Goals

- Collect data and examine alternate paths
- Develop uniform standards; update model law and CLARB certification standard
- Membership vote at annual meeting to adopt

Uniform Application: Creation of an application responsive to all jurisdictions

Application Requirements (data and documents required); variations create vulnerabilities

- Standard information is defensible
- Submittal variations
- Jurisdictions have variable requirements

2021 Goals

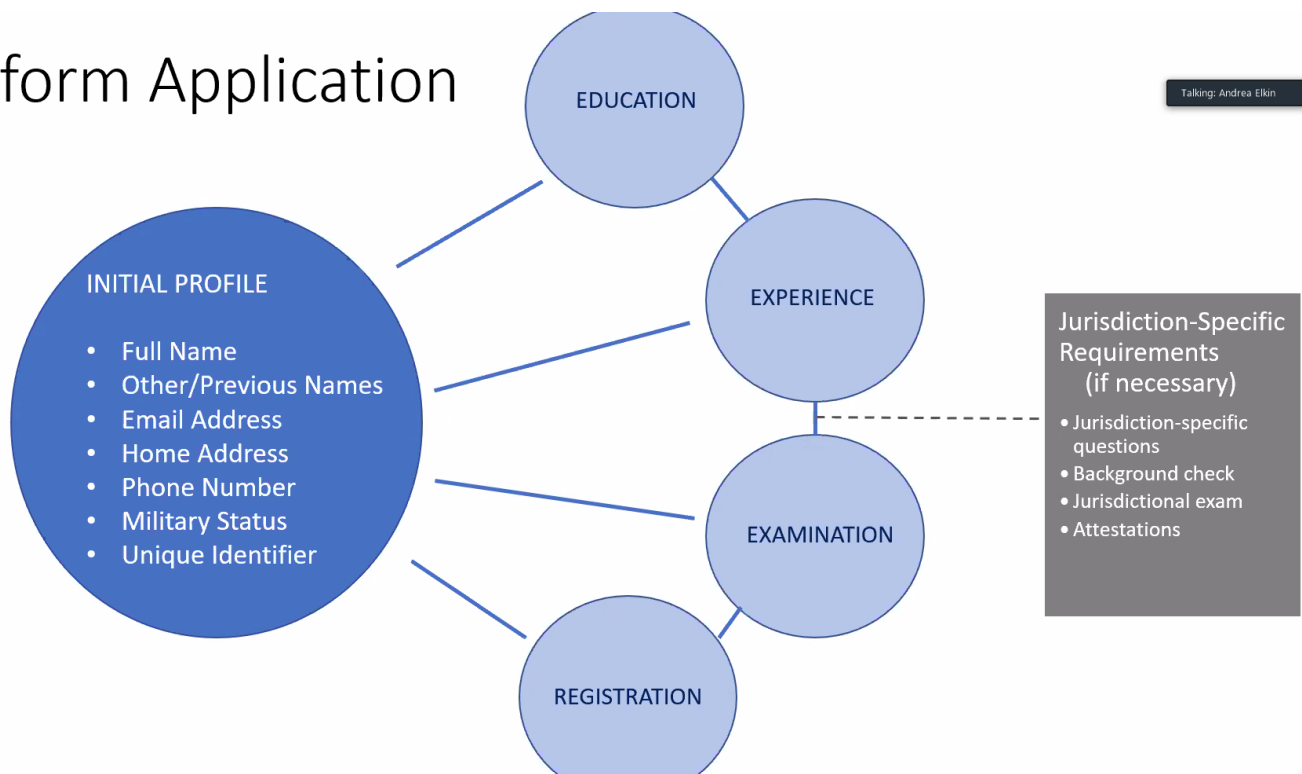
- Collect data and examine core information from all boards
- Develop uniform application; update CLARB data collection
- Membership vote at annual meeting to adopt

2021 May-working groups; looking for boards to participate (notify CLARB and they will assign groups)

2021 July-August-1 on 1 member board support

Application revisions to be implemented October 1, 2021 to implement 2-way electronic transfers

Uniform Application



2.11.2021 CLARB Region 5 Meeting

Region 5 Education and Experience

How was education established in jurisdiction?

Range from 0 yrs (UT, ID) to 5 (AK)

Alternative paths? If so, how were they determined?

Recognition for 5 yr programs vs 4 yr programs (BA, BS)?

How is experience credited for those working for themselves? (not under a licensed LA)

Board	Years of Experience (with an accredited degree)	Alternative Education Path(s) accepted
Alaska	4-5	Non-Accredited LA Master's Degree
Arizona	4	Related Degrees, Other Bachelor's Degrees, HS Diploma
British Columbia	2	Related Degrees, Other Bachelor's Degrees (board determined)
California	2	Accredited Architecture, some LA Certificate Programs
Hawaii	3	Related Degrees, Other Bachelor's Degrees, HS Diploma
Idaho	0	Related Degrees, Other Bachelor's Degrees, HS Diploma
Montana	2	Related Degrees, Other Bachelor's Degrees, HS Diploma
Nevada	2	Related Degrees, Other Bachelor's Degrees, HS Diploma
Northern Mariana Islands	4	Accredited Arch/ Engineering Degree
Oregon	3	Related Degrees, Other Bachelor's Degrees, HS Diploma
Utah	0	Related Degrees, Other Bachelor's Degrees, HS Diploma
Washington	3	Related Degrees, Other Bachelor's Degrees, HS Diploma

Can your board defend the experience requirement?

Do allied professions have equal standards? (Most of Region 5 is single profession boards)

Do LA credits for education (accredited vs. non-accredited predominately) match allied professions? (consistency = validation)

CLARB to undertake review of tasks to determine if they are 1) education or experience, 2) determine if the list of tasks are balanced between education and experience

CLARB

Council of Landscape Architectural
Registration Boards

New for 2021!

CLARB is pleased to announce the [Licensure Support Tools](#) page has been refreshed with **latest news** and **new features** from CLARB's new legislative tracking provider, **BillTrack50**. The new design includes an [interactive map](#) and [bill lists](#) that will easily allow you to see what is being tracked in any U.S. state and get all the information about a bill you need. At this time, the new map tool will only display activity within U.S. states and District of Columbia- as activity is tracked in additional CLARB member jurisdictions, we will add these details to the page as well.

The new design includes easy access to the full list of CLARB resources, our partner resources including ASLA, all of the ARPL resources, and a BillTrack50 training video. Click on the image of the map below to be taken to the redesigned Licensure Support Tools page and explore the new resources.

The site will be regularly updated so feel free to submit anything from your jurisdictions for the "Latest News" section. Right now, our "Latest News" includes the successful defense of licensure in Virginia, an excellent case study on a landscape architect highlighted in the recent research project from ARPL and Oxford Economics, and a link to the full ARPL/Oxford Economics research report(*keep an eye out for information on the February 24 webinar*).

We are already tracking around 130 bills and the map will give you a comprehensive look on where we are seeing legislation.

NCARB UPDATE

NOVEMBER 2020 ISSUE

IN THIS ISSUE:

THANKING OUR VOLUNTEERS

NCARB's FY21 volunteers have been hard at work on presidential charges and more. As we enter into a season of thankfulness, we are extremely grateful for the focus of our volunteers—whether serving on a committee or as a member of leadership.

[READ MESSAGE FROM THE CEO](#) ➤

STRATEGIC PLAN IN ACTION

As we evaluate our progress on our strategic goals and objectives, read our latest efforts related to our goals of facilitating licensure, fostering collaboration, and maximizing value.

[READ MORE](#) ➤

PREPARING FOR ONLINE PROCTORING

With online proctoring launching on December 14, NCARB volunteers, staff, and consultants entered the final phase of preparation. Find more information throughout this NCARB Update.



For the first time ever, alumni members of NCARB's Think Tank and Re-Think Tank meet to hear updates on their efforts and provide feedback.

MESSAGE FROM THE CEO

Dear Colleagues,

November was a busy month for our volunteers as committees, task forces, and collaboratives bore down on presidential charges ahead of the December Committee Summit and in anticipation of the Board's first look at draft resolutions in January. Even without these obligations, other volunteer groups continued to provide reviews for architects seeking certification through alternative paths, adjudication of disciplinary cases impacting Record-holder status, future visioning and policy recommendations to be forwarded to our Board, materials to augment the Health, Safety, and Welfare (HSW) qualified Continuing Education pipeline, and ongoing development of examination items for future exam use and to inform the business continuity exam.

As we enter into a season of thankfulness, reflection, and commemoration, we are extremely grateful for the focus of our volunteers ranging from those involved with committee charges to those appointed to jurisdictional boards and elected to regional and national leadership. We add to the mix our greater licensing advisor community composed of education advisors at National Architectural Accrediting Board (NAAB) accredited programs, state and auxiliary firm advisors provided through the auspices of the American Institute of Architects (AIA) state component community, student advisors provided through American Institute of Architecture Students (AIAS) chapters, and our own Member Board Executives wearing their advisory hats.

A manifestation of volunteer initiative, focus, and support has been our months-long, accelerated development of an online option for the Architect Registration Examination® (ARE®). For a number of years, our Examination Committee had been researching and organizing around the eventuality of an online option. As the pandemic closed test centers in the spring, our candidate community clamored for an online option to assure minimal delays in pursuing licensure. This summer, our Board challenged our volunteers, consultants, and staff support teams to move at a quicker pace, framing this effort as our "moon shot" opportunity. Our committees and subcommittees went to work, partnering with our psychometric consultants to repackage existing ARE 5.0 content into a workable format that would ensure delivery-agnostic, consistent rigor, as well as add some new flexibility and delivery improvements.

Thanks to the resilience of over 100 volunteers from around the United States, we are now delivering an online option that comes as the pandemic is once again impacting test centers. Their confidence has assured acceptance by our Member Boards. Their willingness to persevere in light of misinformation and intense scrutiny is laudable. We are in the vanguard of licensing exam developers regarding the online option, along with our colleagues in landscape architecture and a handful of other disciplines, who are all adopting similar approaches to assure rigor and security.

Other parallel efforts involving volunteers are exploiting a new emphasis on virtual engagement, including a joint initiative with the Association of Collegiate Schools of Architecture (ACSA) to curate and develop online professional practice curricula under the ProPEL (Professional Practice Education Library) moniker. Our partnership with



CEO Armstrong participates in a virtual "happy hour" event during the Licensing Advisors Retreat Week.

CEO OUTREACH

AIA CALIFORNIA

November 6

AIA PENNSYLVANIA

November 9

MEETING WITH PENNSYLVANIA MEMBER BOARD EXECUTIVE

November 10

PENNSYLVANIA STATE ARCHITECTS LICENSURE BOARD MEETING

November 12

ACSA includes a joint editorial board and ongoing support for future development. Our ongoing outreach to architecture students, now pursued virtually, is enjoying increased attendance. Our experiment in engaging the national community of licensing advisors through a week-long series of virtual Licensing Advisors Retreat panels and happy hours provided a refresher on current NCARB activities and a higher probability of practitioner attendance than traditional face-to-face meetings.

Thank you to the hundreds of NCARB volunteers who have demonstrated agility and focus, even as they have adjusted to changes in their daily work and personal lives. You inspire us and motivate us to continually “go further.”

With best wishes for a safe and meaningful holiday season,



Michael Armstrong
Chief Executive Officer

CEO EXTERNAL ENGAGEMENT

INTERORGANIZATIONAL COUNCIL ON REGULATION (ICOR) CEO MEETING

November 2

FEDERATION OF ASSOCIATIONS OF REGULATORY BOARDS (FARB) EXECUTIVE BOARD MEETING

November 4 and November 20

ASSOCIATION OF COLLEGIATE SCHOOLS OF ARCHITECTURE (ACSA) FALL BOARD MEETING

November 8

NATIONAL ARCHITECTURAL ACCREDITING BOARD (NAAB) ANNUAL BUSINESS MEETING

November 10

COUNCIL FOR INTERIOR DESIGN QUALIFICATION (CIDQ) ANNUAL MEETING

November 12

ASIA-PACIFIC ECONOMIC COOPERATION (APEC) ARCHITECT CENTRAL COUNCIL SPECIAL MEETING

November 24

LEADERSHIP AND EXTERNAL ENGAGEMENT

• ACSA FALL BOARD MEETING

President/Chair of the Board Robert M. Calvani, FAIA, NCARB, First Vice President/President-elect Alfred Vidaurri Jr., FAIA, NCARB, AICP, and CEO Michael Armstrong attended a session with the ACSA Board of Directors. Discussions focused on the feasibility of a four-year accredited degree, the status of NCARB's Analysis of Practice study, and a collective focus on how architects and architecture can abandon historically racist impacts on communities and individuals.

• NCARB BOARD CALL

The NCARB Board of Directors participated in a quarterly call with CEO Armstrong for current updates, including the progress toward an online-proctored examination, the status of Council finances, and previews for the upcoming Committee Summit and January Board of Directors meeting.

• NAAB BUSINESS MEETING

President Calvani; First Vice President Vidaurri; Second Vice President Bayliss Ward, AIA, NCARB; and CEO Armstrong attended the annual business meeting of the NAAB along with leadership from the other NAAB funding organizations—the AIA, AIAS, and ACSA.

NOVEMBER OUTREACH

VIRTUAL STUDENT PRESENTATIONS

- State University of New York at Buffalo | November 4
- California Baptist University | November 4
- Kansas State University | November 4
- Virginia Tech WAAC | November 11
- Woodbury University | November 12
- Washington State University, Washington Board | November 19
- University of Hartford | November 23
- Washington University in St. Louis | November 23

PROFESSIONAL ORGANIZATIONS

VIRTUAL EXPO HALLS

- ALA Midwest Architecture Conference | November 4-6
- ACSA Administrators Conference | November 5-6
- AIA International Region 2020 | November 17-21

VIRTUAL PRESENTATIONS

- SARA NY | November 11
- AIA Baltimore | November 18
- AIA Nevada | November 19

NCARB SOCIAL

THIS MONTH'S FEED

 **@gwenmajewski**

Just want to say thanks to @NCARB for the outstanding customer service you provide for your licensure candidates. My experience was positive and I appreciate the support as I continue on my path towards licensure.

 **@KlingnerTweets**

Congratulations to Stephanie Brakeville on passing all divisions of the Architect Registration Examination® (ARE). This six-part exam from @NCARB is a requirement for licensure. Congrats from the entire Klingner team!

 **@srpc406**

Can I celebrate each reciprocal architectural license like I did for my initial license after I passed all divisions of the ARE? Thanks to my @NCARB Certificate I am now an architect in South Carolina! Party tonight, oh wait, pandemic.

 **@McKinleyAdvisor**

Keeping up with the changing needs of your audiences is critical to retention and growth. Learn how to use data to efficiently create personalized experiences for your members at our upcoming webinar with @AssocAnalytics and @NCARB

 **@BSAAIA**

@NCARB Update: The new launch date for online #proctoring and the anticipated changes to the #exam is December 14, 2020. Once implemented, all exam changes will apply to both in-person and online exam appointments—including those on December 14, 2020.

NCARB

NCARB Certificate No.
Record No.:

Congratulations!
YOU'RE CERTIFIED



Rafael RA, NCARB

You've opened the door to exclusive benefits that will expand your professional reach.

@ayala.arch

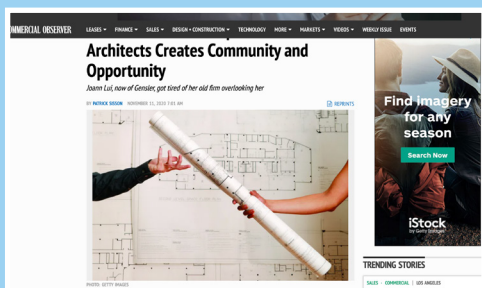
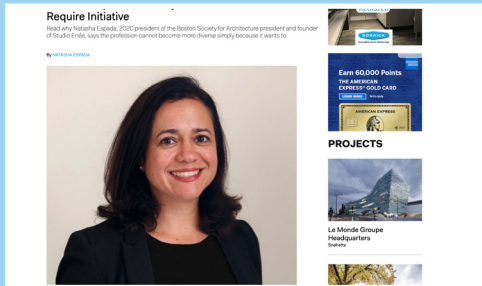
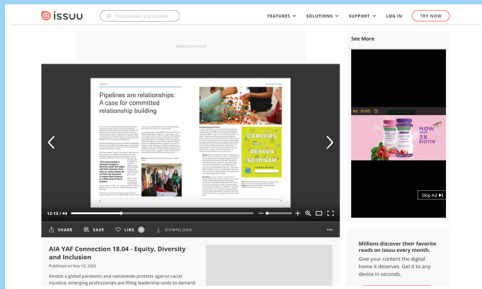
NCARB certified! #nys #architect #architecture
#license #professional #registeredarchitect
#ncarb #are #newyork

**JOIN THE CONVERSATION ON
SOCIAL MEDIA!**



NCARB IN ACTION

KEEP UP WITH WHAT'S NEW



NCARB IN THE NEWS

- **YAF Connection:** [Pipelines are relationships: A case for committed relationship building](#)
- **Architect Magazine:** [Diversity Initiatives in Architecture Require Initiative*](#)
- **Commercial Observer:** [How a Facebook Group for Women Architects Creates Community and Opportunity](#)

NCARB PRESS

- [Demo Exam and Digital Whiteboard Available Now](#)

TOP BLOG POSTS

- [4 Marketing Strategies for Architecture and Design Firms During the Pandemic](#)
- [Learn More About the New Demo Exam With Our Experts](#)
- [New Licensure Progress Worksheet for Candidates and Supervisors](#)
- [Architect Spotlight: Courtney Zunis](#)

**This article does not include a mention of "NCARB," but references data from the 2020 NCARB by the Numbers.*

NCARB STRATEGIC PLAN

Plans are underway for a Board of Directors review of how the Strategic Plan has impacted and influenced Council activity since its adoption in 2019. Most recently, examples of reinforcing our three Strategic Goals include:

FACILITATING LICENSURE:

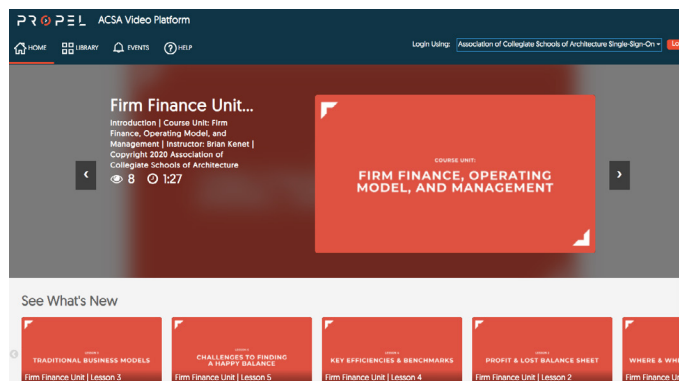
- Online exam
- Digital professional practice curricula development
- Bias studies regarding the experience program
- Joint National Organization of Minority Architects (NOMA)/NCARB Baseline on Belonging survey

FOSTERING COLLABORATION:

- “Council Hours” with Member Board Executives and staff
- Collateral and regulatory organization outreach
- Joint efforts as listed above with ACSA and NOMA

MAXIMIZING VALUE:

- Ethics Case Study Work Group repurposing disciplinary action information into HSW-qualified online continuing education offerings for NCARB Certificate holders

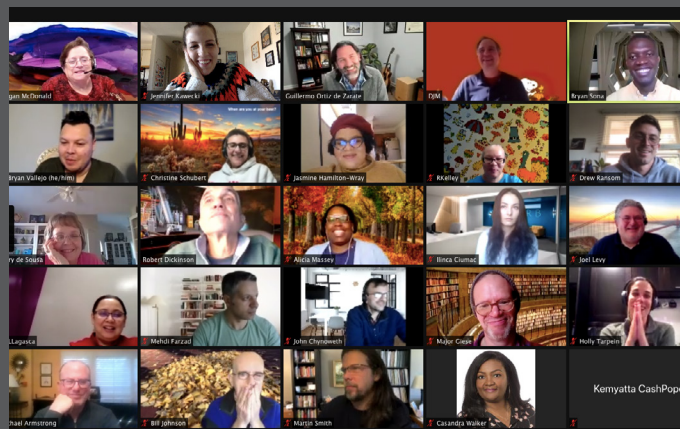


NCARB and ACSA's joint ProPEL initiative, providing digital professional practice curricula, will launch in December 2020.

- Support of new “rolling budget policy” through tracking and analyzing financial and customer data
- New approaches from Marketing & Communications toward managing candidate engagement and promoting transparency and visibility into NCARB's programs

ORGANIZATIONAL DEVELOPMENT AND OFFICE LIFE

- Our Quality of Life staff committee hosted a virtual “Pie Day” as pre-Thanksgiving, staff-wide focus on gratefulness and community
- Our Organizational Health team has launched a periodic virtual newsletter that emphasizes celebrating departmental success. Providing internal recognition across departmental boundaries helps encourage collaboration and promote awareness and greater job satisfaction.



NCARB staff participate in a virtual “Pie Day” event, focused on gratefulness and community.

DEPARTMENT UPDATES

Learn all about the projects, collaborations, initiatives, and events that the seven NCARB departments have accomplished or focused on this month.

ADMINISTRATION

- Preparing for the closeout of our old office property at 1801 K Street. The lease formally ends on December 31, 2020.
- With the Regional Leadership Committee's decision to host a virtual Regional Summit, events have been canceled in Charlotte, North Carolina, for March 2021. This site has been rebooked to host the event in March 2022.
- Completed open enrollment for the selection and renewal of employee benefits.
- Implementing a new travel tool, Travel Perk. This system will allow volunteers to book flights online to improve the customer experience.

COUNCIL RELATIONS

- Hosted a webinar to share the latest updates regarding online proctoring of the ARE. The webinar covered security measures, candidate experience, and timeline for implementation. A recording of the webinar is available to Member Board Members and Executives and can be found on the [Member Board Community](#).
- Hosted two "Council Hours"—virtual check-ins for Member Board Executives that provided an additional opportunity to discuss the role of the Professional Conduct Committee and the status of online proctoring, as well as recent updates on individual licensing board operations. Recordings are available to Member Board Members and Executives and can be found on the [Member Board Community](#).
- Collaborated with the Professional Conduct and Member Board Executives committees to issue a survey to inform the committees' charges to develop a recommended definition of discipline and what defines administrative versus more serious infractions. The survey is available to Member Board Members on the online community until February 15.
- Collaborated with Council committees to develop the programming for the 2020 virtual Committee Summit.



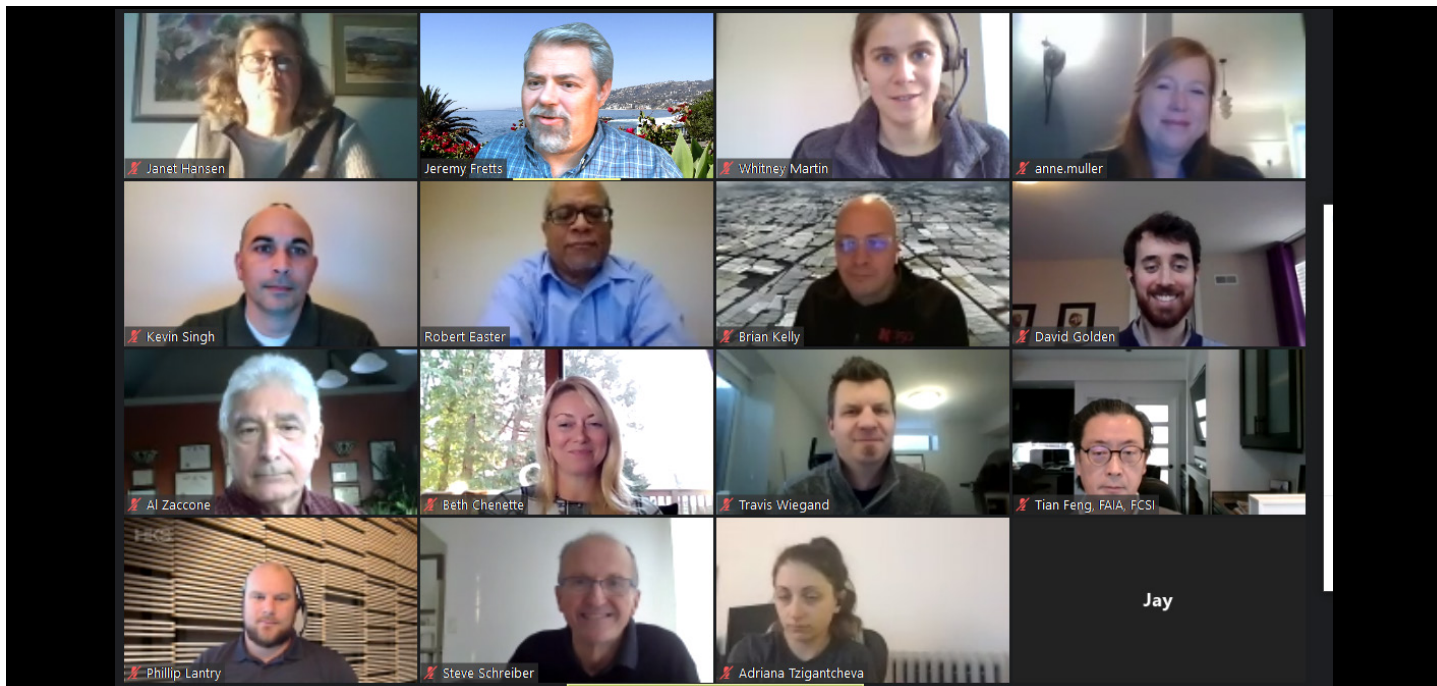
NCARB staff host an NCARB Live webinar for candidates regarding the new demo exam and upcoming launch of online proctoring.

CUSTOMER RELATIONS

- Collaborated with the Examination Department and exam vendors in preparation for the launch of the online proctoring option in December. Shared insights from the customer and administrative views regarding ongoing support to be provided in this next phase of NCARB service.
- Provided support to the MBE Committee planning for the annual Quality Assurance Audit.

EXAMINATION

- Released the new demo exam to candidates on Thursday, November 12. The demo exam is a three-hour practice exam designed to give candidates exposure to all six divisions of the ARE, with new tools and features, including a digital whiteboard and new functionality for breaks. The new tools and features will launch in mid-December.
- Completed all user testing events for the online proctored delivery of the ARE in advance of the online proctoring option going live Monday, December 14.
- Examination Committee reviewed the progress of the online proctoring launch and established plans to address completing cut score recommendations to the Board of Directors as soon as possible after the launch.
- Item Development Subcommittee continued to review and finalize newly authored items.
- Forms Assembly Subcommittees finalized examination forms that will go live with the online proctoring option launch.
- Business Continuity Work Groups continued their efforts to author the final remaining items necessary for secure storage of one form for each division of the ARE.



NCARB's Education Committee met virtually to focus on each of its four charges.

EXPERIENCE + EDUCATION

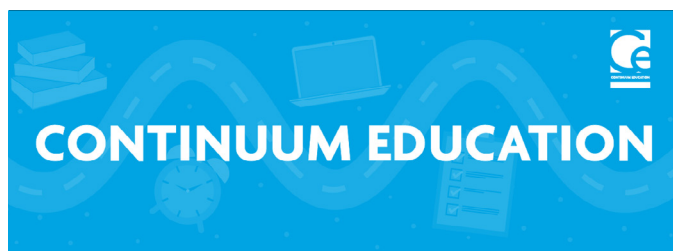
- Program Continuum Advisory Collaborative held discussions related to their charge on fairness in licensure.
- Education Committee worked in four small groups focusing on each of the four charges related to critical and creative thinking about current and future components of architectural education.
- Ethics Case Study Work Group completed drafts of ethics-focused continuing education courses and conducted peer review.
- The Think/Re-Think Tank Alumni met for the first time and had discussions on the effects of the pandemic and provided feedback on updates to the ARE and online proctoring.
- Deployed updated continuing education platform with the ability to offer more interactive courses.
- Launched the Architectural Experience Program® (AXP®) Portfolio training course as part of the Continuum Education Program. AXP Portfolio supervisors are now required to complete this course prior to reviewing and approving their candidate's portfolio to document completion of the AXP.
- Certification Alternatives Review Team (CART) participated in a training focused on the new *2020 NCARB Education Standard*. The *NCARB Education Standard* defines the subject areas architects must address when building an NCARB Certificate Portfolio to obtain NCARB certification under the Education Alternatives for Certification.
- CART completed their review of and proposed modifications to the lists of credible exhibits an architect may include in a NCARB Certificate Portfolio demonstrating their evidence of learning in relation to the subject areas of the *Education Standard*.
- Interiors Task Force reviewed Classification of Instructional Programs (CIP) Codes definitions for architecture, interior architecture, and interior design. Discussions included the importance of the current ambiguity in the language of these CIP Codes as they are used to define academic education programs.
- Released two new Continuum Education courses:
 - [Historic Preservation Part III: How to Plan, Design, & Construct the Preservation Project](#) (1.75 HSW LU)
 - [AXP Portfolio Supervisor Training](#) (0.5 HSW LU)

INFORMATION SYSTEMS

- Partnered with the Examination, Administration, and Customer Service teams to complete systems integration enabling candidates to redeem a \$50 stipend toward a webcam to prepare for online proctoring.
- Conducted mandatory annual cybersecurity awareness program for all NCARB staff. This comprehensive security training covered social engineering, remote work protection, and next generation antivirus mitigation. These efforts minimize risk from cyber-attacks and phishing attempts.
- Licensing System customers now have the ability to upload documentation for moral character affirmative responses directly to initial, renewal, and reinstatement applications.

MARKETING & COMMUNICATIONS

- Announced the release of the new ARE demo exam and other video resources to licensure candidates. Also moderated an NCARB Live to highlight the new tools and strategies for taking a test starting December 14. The live broadcast had over 1,000 attendees, and a recording of the webinar has over 1,700 views.
- Met with the team from NOMA to continue progress on the *Baseline on Belonging* report, focused on identifying programmatic/firm culture impediments to licensure, based on a joint survey conducted by the organizations earlier this year. The first report will be focused on the experience phase of the licensure process.
- Began development of possible resolutions based on committee charges. The Board of Directors will review the resolutions in January, and draft resolutions will be released to the membership in late-January/early February.
- Provided staff support for the Futures Collaborative.
- Think/Re-Think Tank Alumni will be serving as a focus group on a variety of topics over the next few months.
- Reminded Certificate holders about upcoming continuing education deadlines and promoted NCARB's Continuum Education courses.
- Supported the Committee Summit's registration process, branding, and leadership presentations.
- Began work behind the scenes to migrate to a new version of our website content management system. Over the next few months, the team will be cleaning up and reorganizing some sections of the website to better highlight important information.



NCARB promoted continuing education courses to architects as year-end CE deadlines approach.

NCARB UPDATE

DECEMBER 2020/JANUARY 2021 ISSUE

IN THIS ISSUE:

FY21 RESOLUTIONS

NCARB's Board of Directors has shared a packet of draft resolutions with membership for review and discussion prior to NCARB's Regional Summit in March. The drafts will be finalized in April and voted on at the June Annual Business Meeting.

[READ MESSAGE FROM THE CEO](#)

THANKING OUR VOLUNTEERS

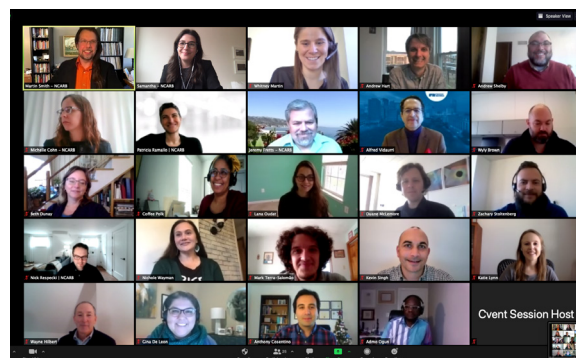
Over 100 NCARB volunteers met virtually as part of NCARB's December Committee Summit, and additional volunteers continue to collaborate on their charges and work toward wrapping up FY21 efforts. We are grateful for your efforts, especially during these times.

[READ MORE](#)

STRATEGIC PLAN IN ACTION

At the January Board of Directors meeting, the Board explored the implementation of NCARB's 18-month-old Strategic Plan and how the structure has helped shape programs and initiatives.

[READ MORE](#)



Volunteers from 10 NCARB committees and task forces met virtually as part of December's annual Committee Summit to collaborate on joint charges.

MESSAGE FROM THE CEO

Dear Colleagues,

With December a shorter month for many as folks took much-needed time away, we've combined our December and January Updates. The two months combined saw a heightened focus on finalizing draft resolutions for the Board of Directors to review in late-January. The resolutions package included three resolutions postponed from last year's Annual Business Meeting (including a *Certification Guidelines* adjustment clarifying education information, sunset of an interior design resolution, and a makeover of NCARB's *Model Law and Regulations* document), two resolutions from the Diversity Collaborative proposing governance changes regarding Board of Directors service, an "omnibus" resolution to sunset outdated older resolutions, an adjustment to the *Certification Guidelines* regarding foreign license candidates for certification, and an adjustment to Member Board dues. The Board also released Resolution 2021-01, which would amend our *Bylaws* to allow electronic voting at NCARB business meetings, for member consideration at a special meeting to be held in May.

These eight draft resolutions will now be issued to the Member Boards for initial feedback running through the March Regional Summit, and then be reconsidered for amendment and approval at the April Board meeting. The approved final drafts will be issued for consideration in advance of the late-June Annual Business Meeting.

Our Board is hopeful that the hard work undertaken by volunteers over the past two years, along with the years leading up to these resolution drafts, will result in a very full and exciting annual meeting in June.

Along with finalizing resolution drafts, many of our key committees and task forces convened to interact regarding joint charges in December for the annual Committee Summit. The virtual format provided fresh opportunities for special guests to observe and contribute while maintaining a rigorous schedule.

Despite the challenges of the pandemic and the pressing needs of their practices, our hundreds of volunteers continue to focus on our evolving programs and services. A mid-year review of committee progress with President Calvani and staff liaisons indicated that these volunteers are grappling with thorny issues and complex problems impacting the relevance and value of reasonable regulation. Resolving these issues will yield a more comprehensive, contemporary, and inclusive approach to protecting the public.

We are sensitive to the sacrifice of time made by our volunteers. With the pandemic negating the feasibility of face-to-face meetings, volunteer work frequently can be in conflict with business and personal obligations. Further, health and safety concerns have curtailed our ability to fully enhance the volunteer experience by providing opportunities for networking, relationship development, and the dividends of on-site interaction over multiple days.



CEO Armstrong engages with NCARB employees during January's all-staff meeting.

CEO OUTREACH

NCARB COMMITTEE SUMMIT

December 4-5

CALIFORNIA BOARD MEETING

December 11

INTERORGANIZATIONAL COUNCIL ON REGULATION (ICOR) CEO MEETING

December 18

- In addition to NCARB, ICOR's members are the National Council of Examiners for Engineering and Surveying (NCEES), the Council of Landscape Architectural Registration Boards (CLARB), and the Council for Interior Design Qualification (CIDQ).

MICHIGAN BOARD OF ARCHITECTS MEETING

January 13

FEDERATION OF ASSOCIATIONS OF REGULATORY BOARDS (FARB) ANNUAL FORUM

January 29-31

- Moderated breakout session panel on streamlining and regulatory changes.
- Participated in Executive Board open session with attendees.

As we adjust to the challenges of virtual meetings, we plan to provide extra time for our committees to finish their current work. Accordingly, we will issue a call for next year's volunteers in early-March. Those teams will start convening after July 1, and we are planning for an enriched experience that sustains our commitment to **go further**.

With best wishes,

Mike

Michael Armstrong
Chief Executive Officer

SENIOR LEADERSHIP EXTERNAL ENGAGEMENT

NCARB COMMITTEE SUMMIT

December 4-5

- President Robert M. Calvani, FAIA, NCARB, hosted the virtual FY20 Committee Summit, where 10 committees and task forces collaborated to advance joint charges. All members of the Board of Directors attended the summit either in the roles of committee/task force chair, BOD liaison, or observers rotating through the day-and-a-half of plenary and break-out sessions.



President Calvani met with NCARB's Responsible Charge Task Force during the annual Committee Summit.

FARB EXECUTIVE BOARD MEETING

December 18

SIX COLLATERAL EXECUTIVES MEETING

December 18

- In addition to NCARB, the architectural collaterals include the Association of Collegiate Schools of Architecture (ACSA), the American Institute of Architects (AIA), the American Institute of Architecture Students (AIAS), the National Architectural Accrediting Board (NAAB), and the National Organization of Minority Architects (NOMA).

AIAS FORUM

January 5-8

AIA MICHIGAN

January 13

NCARB COMMITTEE CHECK-INS

January 14

- President Calvani and CEO Armstrong held briefing sessions with committee staff liaisons on the progress of FY21 committee charges.

NCARB BOARD OF DIRECTORS MEETING

January 21-23

- The Board of Directors held a three-day meeting focused on strategic planning and other generative discussions; collateral relations; inclusion, equity, and diversity; FY21 resolutions and several financial matters. Look for the January 2021 BOD Brief for more details.

- The Board engaged with CIDQ leadership during the meeting.
- CLARB staff joined the NCARB Board meeting to discuss recent governance changes.

ICOR LEADERSHIP MEETING

January 25

- President Calvani, President-elect Alfred Vidaurri Jr., FAIA, NCARB, AICP; Second Vice President Bayliss Ward, NCARB, AIA; CEO Armstrong; and Council Relations Vice President Josh Batkin attended the annual leadership meeting of ICOR with counterparts from CIDQ, CLARB, and NCEES to discuss regulatory issues and Member Board support.

FARB FORUM

January 29-31

VIRTUAL OUTREACH

CONFERENCES

- Architecture Boston Expo | December 2-3

AIA/PROFESSIONAL PRESENTATIONS

- AIA Houston: Latinos in Architecture Committee | December 14
- AIA Houston: Latinos in Architecture Committee (in Spanish) | January 11
- AIA NOVA ARE Prep 2021 | January 20
- NYC Department of Design and Construction | January 21
- AIA UK - Part 1 | January 21
- AIA UK - Part 2 | January 28

UNIVERSITY PRESENTATIONS

- Princeton University - Faculty Presentation | January 22
- Mississippi State University | January 22
- New School of Architecture & Design | January 22
- Polytechnic University of Puerto Rico | January 28

UPCOMING VIRTUAL OUTREACH

UNIVERSITY PRESENTATIONS

- University of Memphis | February 3
- Ohio State University | February 4
- Illinois Institute of Technology | February 8
- University of Idaho | February 10
- Andrews University | February 10
- Cal Poly SLO | February 12
- Prairie View A&M University | February 15
- University of Kentucky | February 17
- University of Oklahoma | February 22
- University of Houston | February 24

AIA/PROFESSIONAL PRESENTATION

- AIA Richmond | February 16

NCARB SOCIAL

THIS MONTH'S FEED



@SpecifierMagCSI

NCARB and ACSA launch digital arch. curricula for professional practice community.

<https://buff.ly/3pulXYo>. #architecture @NCARB @ACSAUpdate



@NSBAIDRD

Is your New Year's resolution to get registered? Now's your chance to register for any of the licensing exams! Registration is open for the @NCIDQexam and RD Exam. Taking the @NCARB #ARE5? You can now register for remote proctoring. #resolutions2021



@BlackSpectacles

Did you hear, @NCARB's exam changes & online proctoring are LIVE!



@PatrickChopson

Being a good @NCARB #mentor involves being pushy about getting your aspiring professionals to log their hours. #licensure is key to success! #Architect #architecture

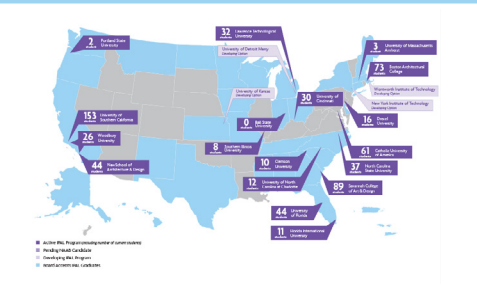
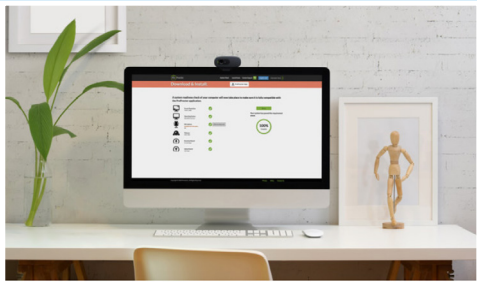
Testing Jurisdiction	Rolling Clock
Integrated Path to Architectural Licensure Candidate	Practice Management will expire on 1/26/2026 What is this?
Exam Overview	Sche
✓ Practice Management	Pass 1/26/2021
Project Management	
Programming & Analysis	
Project Planning & Design	
Project Development & Documentation	
Construction & Evaluation	
@Jacknauf	
One down, five to go! #ncarb #are #are50 #architecturestudent #architecturalintern #notly #aia	

**JOIN THE CONVERSATION ON
SOCIAL MEDIA!**



NCARB IN ACTION

KEEP UP WITH WHAT'S NEW



NCARB IN THE NEWS

- **ArchDaily:** [10 Tips for Taking ARE 5.0](#)
- **Zippa:** [Experts Weigh In On Current Architecture Job Market Trends](#)
- **Boston Magazine:** [Architect Greg Minott Wants to Make Boston's Design Scene More Diverse](#)
- **CommArch:** [NCARB Launches Career Resource for Aspiring Architects](#)
- **Building Enclosure:** [Architecture Exam Launches Online](#)

NCARB PRESS

- [Ball State University Joins IPAL Initiative](#)
- [NCARB Now Offers Training Courses for AXP Supervisors](#)

TOP BLOG POSTS

- [The Journey to Licensure for One of Nevada's Newest Architects](#)
- [ARE 5.0 Exam Navigation: Tips, Tricks, and More!](#)
- [What to Expect on Test Day](#)

NCARB STRATEGIC PLAN

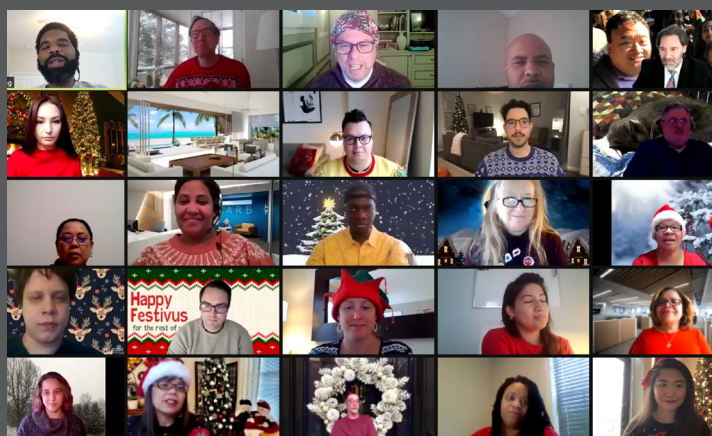
The effectiveness and value of the 18-month-old Strategic Plan was reviewed by the Board of Directors at their January meeting. Their engagement with our strategic consultant included a chart of organizational achievements organized by the plan's objectives, a feedback session on the sustainability of key goals into the future, and a review of how the plan fits within NCARB's "hierarchy of plans" ranging from budgets and departmental work plans to business plans and aspirational "North Star" goals articulated by departmental leaders.

Program Highlights: Linking Strategy to Execution					
Program and Service Excellence	Awareness in the Architecture Community	Stakeholder Systems, Tools, and Resources	Data Analysis and Thought Leadership	Advocacy Support, Outreach, and Influence	Future Focused Research & Development
<ul style="list-style-type: none"> Online proctoring for the ARE International reciprocity opportunities (APEC, US/UK, MRA) Fairness in Licensure study Ethics: FY21 volunteer workgroup 	<ul style="list-style-type: none"> Licensure Advisory Forum engagements Launch of ProPEL with ACSA Baseline on Belonging Survey efforts with NOMA Member Board Pipeline Project Think Tanks 	<ul style="list-style-type: none"> Member Board Chairs/Executives Leadership Summit Expedited transmittal process for initial licensure Continued enhancements to Licensing System Redesign / expansion of CE catalog 	<ul style="list-style-type: none"> CEO Op-Ed on four-year degree Staff North Star visioning exercises Fairness in Licensure studies NCARB by the Numbers Lineup CE auditing system Diversity Collaborative 	<ul style="list-style-type: none"> K-12 Initiative Board engagement with external organizations (collaterals and ICOR organizations) Partnerships with ACSA, AIAS, NOMA, and ICOR members ARPL 	<ul style="list-style-type: none"> Futures Collaborative Advocacy research Analysis of Practice Continued growth in NOMA data partnership NBTN enhancements Boyer Study

The Board explored how recent NCARB initiatives fall within the objectives outlined in the Strategic Plan.

ORGANIZATIONAL DEVELOPMENT AND OFFICE LIFE

- In December, the staff's Quality of Life committee helped host a virtual edition of the annual all-staff "Winterfest" Celebration, which featured awards, prizes, and a trivia contest. An amazing array of ugly sweaters provided a new angle on staff style.
- The Inclusion, Diversity, Equity, and Agility (IDEA) staff team met with our internal consultant firm, Big Tent, to design the framework for a staff-wide audit regarding organizational culture. The audit, to be conducted through a survey, focus groups, and follow-up analytics, will inform future training, awareness initiatives, elements of a refreshed Employee Handbook, and overall behaviors to overcome bias and promote opportunities regarding staff-to-staff engagement.
- The Quality of Life Committee hosted a virtual mural for posting quotes and other items of interest to celebrate Martin Luther King Day.
- The Organizational Health Team promoted the concept of interdepartmental collaboration in its latest newsletter, featuring the team who worked on the launch of the online proctoring option for the Architect Registration Examination® (ARE®).



NCARB staff celebrate during a virtual version of the annual "Winterfest" Celebration.

DEPARTMENT UPDATES

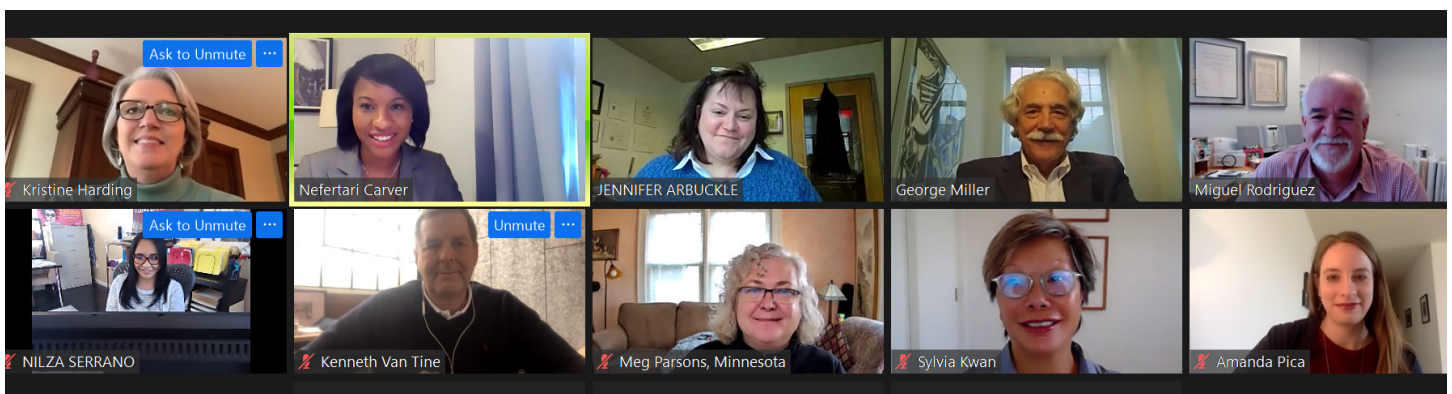
Learn all about the projects, collaborations, initiatives, and events that the seven NCARB departments have accomplished or focused on this month.

ADMINISTRATION

- Provided logistical support for the virtual Committee Summit.
- Celebrated the retirement of NCARB's longest serving staff member, Earl Baine. Earl completed 51 years of exceptional service to NCARB before retiring in December. We wish Earl all the best in his retirement!
- Launched budget planning for FY22.
- Completed the registration site for the Regional Summit.
- Ongoing talent acquisition efforts to fill vacancies in several departments.

COUNCIL RELATIONS

- Supported the planning and execution of the virtual 2020 Committee Summit. The summit was attended by over 100 volunteers and included time for discussions on joint charges.
- Hosted a webinar on NCARB and NOMA's joint Baseline on Belonging study. A recording is available for members on the [Member Board Community](#).
- Hosted Council Hours for Member Board Executives. Recordings are available on the [Member Board Community](#).



NCARB's Diversity Collaborative met as part of NCARB's annual Committee Summit.

COUNCIL RELATIONS (CONT)

- The Regional Leadership Committee is planning for the virtual 2021 Regional Summit, which will be held on March 4-5, 2021. Members received a save the date from their regional chairs and executives.
- The Member Board Executives (MBE) Committee is planning for the virtual 2021 MBE Workshop, which will be held on March 3, 2021.
- Released an [annual advocacy report](#).
- Finalized a legislative engagement plan for 2021.
- Hosted a webinar for AIA components regarding ARE online proctoring.
- Supported the leadership's ICOR engagement and the CEO's Michigan Board visit.
- Recruited for assistant vice president vacancies.
- Facilitated NCARB's engagement in the AIAS Forum.
- Helped plan and facilitate NCARB's significant input into the annual FARB Forum.
- Tracked the start of 2021 state legislative sessions and engaged with the Alliance for Responsible Professional Licensing (ARPL).
- Supported planning for the 2021 MBE Workshop and Regional Summit.

CUSTOMER RELATIONS

- Note to readers: Should you need an immediate response for a Customer Relations service issue, please remember to contact one of the Customer Relations managers at MemberResources@ncarb.org. Your dedicated points of contact will respond to your message immediately.
- Represented NCARB at the virtual Architectural Boston Expo (ABX) to answer attendee questions about NCARB services and programs.
- Customer Relations continues to partner with our Member Boards and Information Systems Department to improve the transmittal process for Member Boards and customers. Our thanks to Ohio MBE Shannon Himes and North Carolina MBE Cathe Evans for piloting an expedited transmittal process for initial licensure. Final updates are underway based on their feedback, with an expected release to other Member Boards coming soon.
- Effective, March 2021, the use of the form 155 to report initial licensure will officially sunset. State registration, previously reported on this form, is to be reported through the Online License Verification system, which can be accessed through the Member Resources portal, where the transmittal is [accessed](#). The Online License Verification System launched more than two years ago and significantly reduces time and other impediments to the reciprocal licensure process. We are happy to provide support for Member Boards making this transition. Archived copies of Form 155 will continue to be included in reciprocal licensure packets for the time being.
- Questions about the NCARB Disciplinary Database? Please contact MemberResources@ncarb.org for more details about using the database, a demonstration, or service support. Details regarding actions taken by Member Boards and supporting documentation may be found in this database.

EXAMINATION

- Launched the online proctoring option and new exam forms on December 14, 2020.
- ARE volunteers completed additional item writing and review efforts, wrapping up their final homework assignments for the calendar year.
- The Program Continuum Advisory Collaborative, the Think Tank/Re-Think Tank Alumni group, and the Responsible Charge Task Force participated in Committee Summit.
- Launched a new online proctoring support tool, known as a “test run.” This tool allows candidates the ability to schedule a 30-minute appointment and complete all the necessary systems checks and testing area evaluation with a live proctor prior to their ARE appointment.
- The Examination Committee worked with NCARB’s psychometricians to review early exam results from each division of the ARE to ensure a fair cut score recommendation to the Board of Directors. The earliest division, Practice Management, had its scores released in late-January, and the remaining divisions are expected to be released in early-February. Information about the updated cut score process can be found on the [NCARB Blog](#).
- Monitored the ongoing delivery of the ARE. Approximately 20 percent of all ARE administrations are now being delivered via online proctoring.
- The Forms Assembly Subcommittee completed its efforts for this fiscal year by finalizing the quality assurance review of two additional forms for each division of the ARE.
- Business Continuity Exam Work Groups finalized their item writing efforts, allowing their work to advance to its final stage of coordinating development of pilot forms for use in the case of a major security breach.



NCARB launched a new [test run resource](#) in January, allowing candidates to confirm that their testing setup meets the requirements for online proctoring before their appointment.

EXPERIENCE + EDUCATION

- The Program Continuum Advisory Collaborative collaborated with the Futures Collaborative during Committee Summit to discuss topics for future research and key issues that a future licensure framework will need to solve; collaborated with Think/Re-Think Tank Alumni to discuss pinch points and topics related to equity in the licensure process.
- The Experience Committee discussed experience setting opportunities in the Architectural Experience Program® (AXP®) and their relevance to the current AXP tasks. The committee also met virtually to continue their work evaluating current experience opportunities in AXP.
- Education Committee members discussed outcomes of recent research related to assessing educational achievement; health, safety, and welfare (HSW) related education; the current state of professional practice education; and analysis of a hypothetical four-year degree path to licensure.
- Interiors Task Force members attending Committee Summit collaborated with the Think Tank/Re-Think Tank Alumni to hear candidates’ and recently licensed architects’ experiences working with interior designers; collaborated with the Licensure Advisory Forum to understand impressions and interests among allied organizations in reasonable regulation, including interior designers; and collaborated with the Incidental Practice Task Force to discuss/consider any interest or need to develop definitions of incidental practice to include interior design. Discussions will continue as the task forces work on their joint charges.



NCARB’s Interiors Task Force and Licensure Advisory Forum collaborate virtually during the Committee Summit.

EXPERIENCE + EDUCATION (CONT)

- The 2020 NCARB Education Standard became effective on January 6, 2020. The *Education Standard* is used to evaluate the educational background of individuals who do not have a degree from a NAAB-accredited program—typically those pursuing licensure or certification as a foreign applicant, or those pursuing NCARB certification through the Education Alternative.
- Received 30 NCARB Certificate Portfolios from applicants pursuing NCARB certification through the Education Alternative. Applicants made eligible for this process under the previous *NCARB Education Standard* were given a November deadline to submit their portfolio, or the option to meet the requirements of the new *Education Standard*. The Certification Alternatives Review Team (CART) evaluators are currently reviewing the portfolios for compliance with the previous *Education Standard*.
- Ball State University has been added as a new IPAL program.
- Coordinated with NAAB to identify applicable changes to the requirements of the NAAB's Education Evaluation Services for Architects (EESA) to align with the new *Standard*.
- Collaborated with the Information Systems and Marketing & Communications teams to launch the new NCARB Certificate Portfolio online system and applicant guide in response to the implementation of the 2020 *NCARB Education Standard*.
- The Ethics Case Study Work Group submitted final drafts of their case studies for editorial review.
- Launched the new AXP Supervisor Training course, worth 1.5 HSW learning units (LU), on www.ce.ncarb.org. This course explains NCARB's requirements for AXP supervision, as well as practical and ethical considerations for supervisors and mentors. The course also examines unconscious biases in the workplace and how they may affect candidates' professional development. This course is available free to anyone with a My NCARB account.
- In addition to the supervisor course, launched one additional new Continuum Education course: Planning for Sustainable Development Part I, worth 2.25 HSW LU.
- In collaboration with the architectural collaterals, released two new resources for [pre-collegiate students](#) and [counselors](#). These two booklets provide an introduction to the profession of architecture and the path to licensure, and will be utilized by all six collaterals in outreach.
- Collaborated with AIAS student-appointed Architect Licensing Advisors on the development and delivery of two presentations at AIAS's first virtual AIAS Forum. One presentation was on the basics of path to licensure, and one focused on busting myths about the value of licensure and NCARB.



YOUR GUIDE TO

**A CAREER IN
ARCHITECTURE.**

NCARB and our collateral partners worked together to create booklets for students and school guidance counselors providing an overview of a career in architecture.

INFORMATION SYSTEMS

- Delivered key elements for the new online proctoring option for the ARE, including integrating the option with core NCARB systems, facilitating the prepaid card rebate for a webcam for online candidates, creating additional candidate notifications, and coordinating a new exam delivery survey.
- The North Dakota State Board of Architecture will be implementing NCARB's Licensing System, joining the Louisiana State Board of Architectural Examiners in utilizing this system to enhance and streamline the board licensing process.
- Our Licensing System has been migrated to a new platform which improves the deployment, scalability, and management of the product.
- Recent upgrades to cloud-based cyber security protection have caught over 300,000 potential harmful activities, including over 150,000 malware items.
- Prepared the annual snapshot of NCARB data to be used in the upcoming *NCARB by the Numbers* publication.
- Implemented a series of small optimizations for NCARB's data warehouse that will support more frequent refreshes of information used in visualizations and analytics.
- Exam candidates will now receive a reminder email three days prior to their scheduled appointment.
- New deficiency standards for the Certificate Portfolio launched on January 6.
- In collaboration with the Examination team, launched the test run feature, giving candidates the ability to test their computers and workspaces with a live proctor prior to their exam date.
- Infrastructure team is overseeing security updates to ensure users are able to continue to work securely while remote.



Learn more about NCARB's work in FY20 in our [Annual Report!](#)

MARKETING & COMMUNICATIONS

- Released the [FY20 Annual Report](#), providing a review of NCARB's work during the last fiscal year.
- The Think Tank/Re-Think Tank Alumni Group and Futures Collaborative attended the virtual Committee Summit, sharing feedback and exploring joint areas of focus with other volunteer groups.
- Worked with cross-departmental team to launch the online proctoring option for the ARE and communicate the launch to candidates, members, and other key stakeholders.
- Developed resources to help candidates prepare for the launch, including several [videos](#), an [accommodations guide](#), and an [online testing setup guide](#).
- Moderated an NCARB Live webinar providing tips and answering questions about the online proctoring launch and related exam changes. The live broadcast had over 600 attendees, and the recording of the webinar has over 900 views.
- Continued development of possible resolutions based on committee charges. The Board of Directors will review the resolutions in January, and draft resolutions will be released to the membership in late-January/early-February.
- Reminded Certificate holders about upcoming continuing education deadlines and promoted NCARB's continuum education courses.
- Collaborated with NOMA to prepare the experience report of the Baseline on Belonging study for release in February, and presented at the FARB Annual Forum regarding the joint project.
- Developed a plan for a special meeting of membership in May, intended to help set the stage for a smoother resolutions and amendment process for the June Annual Business Meeting.
- Worked with E+E to promote the release of a new continuing education course for AXP supervisors.

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[A Warm Farewell to Marta Zaniewski](#)

Regional Summit Update

The following is on behalf of the Regional Leadership Committee:

We hope this communication finds you and your families safe and well. We are writing on behalf of the Regional Leadership Committee (RLC) to inform you that after careful consideration and weighing all options, the RLC has decided to host the 2021 Regional Summit in a virtual format in early-March 2021.

Considering the circumstances of the coronavirus pandemic and travel restrictions imposed on executives and board members by some state governments, the committee felt that a fully virtual summit was the best way to proceed to maintain the safety of everyone involved and to maximize opportunities for participation.

*The committee is working hard to plan an engaging summit, which takes full advantage of a virtual platform to allow for collaboration within and across regions. We invite you to share your perspectives about what topics you would like to see covered at Regional Summit by **completing this [brief survey](#) by November 24.***

We regret that we will not see each other in person, but protecting everyone's safety is the top priority. We hope that circumstances will improve so that we can all be together in person again very soon!

PCC/MBE Survey

The 2020-2021 Member Board Executives Committee (MBEC) and the Professional Conduct Committee (PCC) have been assigned joint charges by President Robert M. Calvani, FAIA, NCARB, to provide recommendations on how to define "discipline" in relation to what actions are entered into the Disciplinary Database, as well as define what constitutes "administrative violations" (or infractions) that would not warrant potential disciplinary action.

As part of this charge, we ask that you please respond to this [survey](#) no later than **February 15, 2021**. Responses are requested from individual professional members, public members, and Board Executives. The survey should take 10-20 minutes to complete.

Background

NCARB Record holders and Certificate holders are required to adhere to the Council's professional conduct policies. Language regarding professional conduct can be found in the [NCARB Bylaws](#), [Professional Conduct Committee: Rules of Procedure](#), [Policy for the ARE: Exam Candidate Conduct](#), and [Certification Guidelines](#). These policy documents are also available on NCARB's website.

Many organizations with credentialing or certificate programs have professional and/or ethical conduct requirements. In addition, there are policies and procedures related to addressing professional conduct that define discipline, define administrative violations, minor infractions, and outline disciplinary sanctions.

NCARB reviews disciplinary actions entered into the Disciplinary Database by Member Boards. Disciplinary actions by Member Boards may be flagged for review by the PCC when there is an indication of a potential violation of NCARB's professional conduct policies. Possible professional conduct violations are also brought to the PCC in connection to the Council's exam policies (such as an exam security breach), NCARB Certificate renewals, whistleblower reports, and NCARB staff engagements with Record or Certificate holders.

We'd like to thank you in advance for assisting the MBEC and PCC in addressing the joint charges. Please do not hesitate to contact MBEC Chair Emily Cronbaugh at emily.cronbaugh@wyo.gov or PCC Chair Nate Baker at nbaker@integratedarc.com if you have any questions.

Online Proctoring Update

Online proctoring and the related exam changes are scheduled to launch on December 14, 2020. Candidates were reminded on November 12 about the new exam format and were encouraged to practice using the new digital whiteboard through our updated [demo exam](#), available through their My NCARB account.

Additionally, we've created several free resources to help candidates best prepare for the upcoming launch of online proctoring and familiarize themselves with changes to the exam's navigation, tools, and timing. Keep in mind, upcoming exam changes will impact all exam appointments—whether candidates are taking the ARE online or at a test center—starting on December 14.

Updated Demo Exam—Including Digital Whiteboard

Through the whiteboard, candidates can add text, create shapes, and sketch. We recommend that candidates become familiar with the functionality of the new whiteboard tool before taking the updated exam. The [updated demo exam](#) also features 75 practice items, a three-hour testing duration, and all the updated navigation features and tools candidates will see when testing from December 14 onward, including the new digital whiteboard.

They should also make sure to test the new break feature in the demo exam. When candidates indicate they are ready to take a break, they'll be directed to the Exam Summary screen, where they'll have the chance to review and return to any seen items before beginning their break. Once candidates return from their break, any seen items—whether answered or incomplete—will be locked, and they won't be able to revisit them.

The full-length demo exam isn't scored, but candidates can find answers to many of the sample items in the [ARE 5.0 Handbook](#). Candidates can check out the [ARE 5.0 Online Community](#) to discuss all of the sample items.

ARE 5.0 Test Prep Videos

To help candidates make the most of all the exam changes, we've updated our ARE 5.0 Test Prep video series, available free on [YouTube](#). Watch our updated [ARE 5.0 Navigation](#) and [ARE 5.0 Strategies](#) videos to get a walk-through of all the updated exam features.

We've also created a new [digital whiteboard video](#) featuring an in-depth review of how to use the new whiteboard tool, with tips on making the most of its features and functionality. In addition, we've updated the videos on each of the [six ARE 5.0 divisions](#) to include the latest information, including the new exam timing details and latest suggested references.

Member Board and Candidate Engagement

NCARB has hosted several webinars tailored exclusively for members that are available on the [Member Board Community](#). During the most recent webinar, members were provided with a final overview and update on the online examination delivery option, including more information on the technology, candidate experience, and safety measures. Watch the latest [webinar](#).

Candidates also got the chance to join NCARB for a [live webinar](#) on November 17, where questions related to the demo exam, key testing strategies, and upcoming exam changes were answered by our staff experts.

A Warm Farewell to Marta Zaniewski

After more than three successful years, during which she led efforts to launch and mature a new advocacy program at NCARB, Assistant Vice President of External Engagement Marta Zaniewski will depart the Council on November 20, 2020, to join the American Institute of Certified Public Accountants (AICPA) as their vice president of state regulatory and legislative affairs.

Marta joined NCARB and immediately supported Member Boards in efforts to navigate an increasingly challenging regulatory/legislative environment. Her tenure is marked by creating and executing a plan to work with Member Boards to engage policymakers, strengthening relationships with external partners, and developing first-of-its-kind alliances that have given NCARB and its Member Boards a seat at the table to join the national conversation about the value of licensure. In her new position at AICPA, she will continue to work with the Council through her leadership role on the Alliance for Responsible Professional Licensing (ARPL). We all wish her a warm farewell in her new endeavor!

For questions on advocacy related issues, please reach out to Vice President of Council Relations Josh Batkin at jbatkin@ncarb.org, or Manager of Advocacy and External Engagement Maurice Brown at mbrown@ncarb.org.

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Online Proctoring and ARE Changes Update

The updates to the Architect Registration Examination® (ARE®) 5.0 and the option to test via online proctoring officially launched on December 14. Candidates can now schedule an online proctored exam in [My NCARB](#) or reschedule an existing in-person appointment to be taken online. Keep in mind, these [exam changes](#) will apply to all future exam appointments, even if candidates are testing in person.

Scheduling an Appointment

Whether a candidate is scheduling an in-person or online appointment, they may notice some changes to the scheduling process, but the basics are the same. To schedule a new appointment, candidates should navigate to the “Exams” tab in their NCARB Record, purchase a seat credit, and select “Schedule” next to the division they would like to book. They can then follow the steps [outlined in this article](#) to complete the process.

Rescheduling an Existing Appointment

Candidates can also reschedule an existing exam appointment and, if desired, switch delivery methods. To reschedule, candidates can navigate to the “Exams” tab in My NCARB and select “Reschedule” under the previously scheduled appointment they’d like to change. From there, they’ll select a delivery method and then follow the same scheduling steps as above. As a reminder, rescheduling fees are waived through December 31, 2020, and will be reinstated at a reduced rate starting January 1, 2021. NCARB will continue absorbing its internal administrative cost for rescheduled appointments. It is anticipated that the reduced rates will remain in place for the foreseeable future.

Preparing for an Online Proctored Exam

Before candidates schedule an online proctored exam, they should [review the requirements](#) for setting up an online proctored testing space, and [watch our video](#) on how to prepare for the check-in process. In addition, Prometric provides a helpful video on [what to expect during an appointment](#). Candidates who can’t meet the requirements for testing online should plan to test in person.

Candidates testing from a computer with a firewall or antivirus software or from a Mac may need to [take additional steps](#) to prepare for their online proctored appointment. To facilitate the ID verification portion of the check-in, candidates should use an external webcam that can autofocus.

Requesting Exam Accommodations

NCARB is committed to making sure the ARE is equitable and accessible, which is why we work with our testing partners to provide accommodations for individuals with disabilities or temporary medical conditions. Download our new [one-page guide](#), which walks candidates through requesting an accommodation whether they're testing online or in person—[learn more](#).

Receiving a \$50 Prepaid Card

To help offset the cost of purchasing an external webcam, NCARB is offering all candidates a one-time, \$50 prepaid card the first time they schedule an online proctored appointment. [Learn more](#) about the prepaid card and how candidates will receive it.

Regional Summit: Save the Date

On behalf of the Regional Leadership Committee (RLC), we invite you to save the date for the virtual Regional Summit on March 4-5, 2021. The RLC will incorporate feedback from the membership and lessons learned from past virtual events to develop a program that is engaging, informative, and allows for collaboration within and across regions.

The RLC is working to finalize the agenda over the next several months and looks forward to sharing more information, plus registration details in mid-January. While we regret not being able to meet in person, protecting everyone's health and safety remains our top priority. We hope that circumstances will improve so that we can all be together in person again very soon.

For questions, please reach out to your regional executive or the Council Relations team at council-relations@ncarb.org.

Committee Summit Recap

In early-December, 119 volunteers representing 10 committees attended the virtual 2020 NCARB Committee Summit. The two-day meeting provided volunteers with the opportunity to engage with members of other NCARB committees, task forces, and work groups. Over the span of two days, committees discussed shared topics of interest, collaborated on joint charges, and engaged with the wider NCARB community.

During the summit, President Robert Calvani, FAIA, NCARB, offered remarks and provided an update on the work of the Council's volunteer committees. Hear President Calvani's remarks, plus additional recordings on the [Member Board Community](#).

Thank you to all our volunteers for their time, dedication, and work at this year's summit. For questions, please reach out to the Council Relations team at council-relations@ncarb.org.

Webinar Recordings

Our Fall Webinar Series wrapped up in December, ending our monthly series that started in October. Thank you to all our presenters for their informative presentations, as well as all those who attended or watched the recordings via the [Member Board Community](#). Explore our past webinars:

Deep Dive Into the Professional Conduct Committee: During this webinar, attendees learned more about the role of NCARB's Professional Conduct Committee. Presenters included Mississippi Member Board Executive John Cothron and Legal Counsel George Constantine. [Watch now.](#)

Online Proctoring Implementation, Security, and Upcoming Transition: During this webinar, attendees were provided a final overview and update of the online examination delivery option—which launched on December 14—including more information on the technology, candidate experience, and safety measures. Presenters included Vice President of Examination Jared Zurn and Assistant Vice President of Examination Joan Paros. [Watch now.](#)

NCARB/NOMA Survey Deep-Dive: During this webinar, attendees learned more about a survey NCARB and the [National Organization of Minority Architects](#) (NOMA) partnered on to explore candidates' experiences while pursuing licensure. With over 5,000 responses gathered from a pool of 70,000 professionals, the data gathered will help inform conversations about specific areas of disparity in education, experience, examination, firm culture, and career development. Presenters included Vice President of Marketing & Communications Andrew McIntyre and Digital Marketing Specialist Wintana Berhane. [Watch now.](#)

We are continually working to improve our resources for Member Board Members (MBMs) and Executives. Please provide NCARB with [feedback or suggested topics](#) you would like to see featured in future webinars. Stay tuned for upcoming webinar announcements in the new year.

For questions or feedback, please reach out to the Council Relations team at council-relations@ncarb.org, or send us a [direct message](#).

PCC/MBE Survey

The FY21 Member Board Executives Committee (MBEC) and Professional Conduct Committee (PCC) have been assigned joint charges by President Calvani to provide recommendations on how to define “discipline” for purposes of what actions are entered into the Disciplinary Database and to define what constitutes “administrative violations” (or infractions) that would not warrant potential disciplinary action.

As part of this charge, we ask that you please complete this [survey](#) no later than **February 15, 2021**. We also encourage participation from individual design professional members, public members, and board executives. This survey should take approximately 10-20 minutes to complete.

Background

NCARB Record holders and Certificate holders are required to adhere to NCARB professional conduct policies. Language regarding professional conduct can be found in the [NCARB Bylaws](#), [Professional Conduct Committee: Rules of Procedure](#), [Policy for the ARE: Exam Candidate Conduct](#), and [NCARB Certification Guidelines](#). These documents are all readily available on NCARB's [website](#).

Many organizations with credentialing or certificate programs have professional and/or ethical conduct requirements. As such, there are policies and procedures related to addressing professional conduct that define discipline, administrative violations, minor infractions, and outline disciplinary sanctions.

NCARB reviews disciplinary actions entered into the NCARB Disciplinary Database by Member Boards. Disciplinary actions by Member Boards may be flagged for review by the PCC when there is any indication of potential violations to NCARB professional conduct policies. Possible professional conduct violations are also brought to the PCC in connection to the Council's exam policies (e.g., an exam security breach), NCARB Certificate renewals, whistleblower reports, and NCARB staff engagement with Record or Certificate holders.

Thank you in advance for your assistance as the MBEC and PCC address the joint charges. Please do not hesitate to contact MBE Committee Chair Emily Cronbaugh at emily.cronbaugh@wyo.gov or PCC Chair Nate Baker at nbaker@integratedarc.com if you have any questions.

Advocacy & External Engagement Update

FY20 End-of-Year Report

NCARB's Advocacy and External Engagement team is excited to share our recently published End-of-Year Report for Fiscal Year 2020. Now available on the [Member Board Community](#), we encourage you to take a moment and read about our efforts from the past year. Within the report, you'll find highlights on legislative activities, a commitment to study the public perception of licensure, as well as [Alliance for Responsible Professional Licensing](#) (ARPL) related accomplishments. We also outline emerging trends and challenges moving forward into 2021 and beyond. Feel free to contact us for additional information and details regarding the report.

Legislative Update

Despite interruptions to regular legislative operations due to the COVID-19 pandemic, several jurisdictions have begun to pre-file bills. Our [legislative and regulatory tracking tool](#) allows you to monitor architect-related legislation across the country with ease. As we move closer to 2021 legislative sessions, we anticipate further attention on professional and occupational licensing.

The Council Relations team will continue to support your efforts with a wide range of available resources and tools, including talking points, legal expertise, data, leave-behinds, and other related services. Below are some updates on existing legislation, and highlights from new bills we have seen so far. As always, we will continue to monitor their statuses and inform you of any pending developments.

- Michigan: Among other jurisdictions that have proposed legislation to provide additional accommodations to members of the military, the Michigan Legislature recently introduced several related bills. Governor Gretchen Whitmer [hailed the package of bills](#) in a recent press release.
 - [Michigan House Bill 6329](#) | [Michigan Senate Bill 1223](#): These companion bills would provide an additional pathway to reciprocal licensure for specific members of the military community. It would require the Department of Licensing and Regulatory Affairs to issue a reciprocal license to an out-of-state applicant, under certain conditions. While similar to other military-related bills we have seen, this legislation would provide certain reciprocal licensing authority to the overarching regulatory agency rather than retain complete authority with the board.
 - [Michigan House Bill 6330](#): This bill would waive initial licensure fees for members of the military community.
 - [Michigan Senate Bill 1222](#): This bill would clarify the process of issuing temporary licenses. It would require the Michigan Department of Licensing and Regulatory Affairs to issue a temporary license under certain conditions.
- [Ohio Senate Bill 246](#): Introduced on November 26, 2019, this recently amended bill would require the Ohio Board of Architects to issue a license to an out-of-state applicant under a new reciprocal licensure pathway, while still meeting certain criteria. It would complicate an already streamlined path to licensure and would confuse future applicants. Ohio Senator Kirk Schuring, who is also chair of the Senate General Government and Agency Review Committee, contacted NCARB for comments. Working alongside the Ohio Board, NCARB provided a written testimony to the review committee. Within the testimony, we highlight Ohio's straightforward reciprocity system and address the bill's potential unintended consequences. We will continue to follow the committee's discussion on the proposed bill.
- [Wyoming Draft 21LSO-0135](#) | [Wyoming Draft 21LSO-0040](#): While these bills are still drafts and not officially introduced, we'd like to bring them to your attention. The Wyoming Corporations, Elections & Political Subdivisions Interim Committee recently met to discuss the proposed legislation. We are working alongside the Wyoming State Board of Architects & Landscape Architects to provide resources and support, if necessary.
 - Wyoming House Bill 21LSO-0135 is similar to other "universal licensure" bills and would also provide additional accommodations to members of the military community. This bill had significant support from the Wyoming military community and the Department of Defense. We anticipate similar efforts in other jurisdictions moving forward into 2021. This bill would require the Wyoming Board to issue a license to a military spouse if the spouse is licensed in another state. It would modify the board's current authority that requires a military spouse's license to be "substantially equivalent," among other criteria. Additionally, the bill would allow temporary licenses for qualified military spouses to be extended from 120 days to three years.
 - Wyoming House Bill 21LSO-0040 would allow the board to waive or modify examination or continuing education requirements, under certain conditions.

Council Relations Update

With bittersweet sentiment, we must share that after more than five years with the Council, and the last three years as assistant vice president of Council Relations, Nefertari Carver will be leaving NCARB at the end of the year.

Nefertari has been such a key part to NCARB's success, building a great team and leading a broad range of efforts dedicated to supporting our members and volunteers, including:

- Serving as the key liaison to our Member Boards, designing an engagement program that enables NCARB to develop resources and services to help boards accomplish important public health, safety, and welfare responsibilities
- Leading NCARB's board pipeline effort to develop a more diverse pool of MBMs for state governors to appoint to licensing boards
- Being an integral part of the planning and execution of several of our major meetings like MBE Workshops, Regional Summits, Committee Summits, Member Board Chairs/Executives Leadership Summits, and Annual Business Meetings
- Orchestrating the volunteer appointment process, working with staff liaisons, executive leadership, and the Board president-elect to help design diverse and effective committees

In the new year, Nefertari will be joining a global strategy, communications, and philanthropic consulting firm, working with CEOs and corporations to leverage their resources to benefit society. She has been a trusted partner and a joy to work with, and we will greatly miss her contributions. We wish her well as she moves on to her exciting new role.

For questions, please reach out to Vice President of Council Relations Josh Batkin at jbatkin@ncarb.org.

Welcome New Members

We would like to welcome the following new members:

- Tonie Esteban joined the Oregon Board as an architect member.
- Eileen Vitelli joined the District of Columbia Board as an interior designer member.
- Robert Alter joined the District of Columbia Board as a landscape architect member.
- Kimberly A. Kurtenbach joined the Illinois Board as an architect member.

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FY22 NCARB Board of Directors Nominations and Elections

On behalf of the Credentials Committee, which is charged with overseeing elections for the NCARB Board of Directors (BOD), we are pleased to share information for those interested in seeking office on the FY22 BOD. We recognize that a decision to run for NCARB's BOD is not made lightly and have made several changes this year to make the process more transparent and accessible.

The [Policy for Elections of the NCARB Board of Directors](#) includes information on campaigning and the nomination and elections process. Anyone interested in seeking office is highly encouraged to carefully review the *Bylaws*, the Policy for Elections of the NCARB Board of Directors, and the [NCARB Elected Leadership Roles & Responsibilities](#) documents, as they contain all of the information needed.

If you are interested in learning more about the qualifications and elections process, the Credentials Committee will be hosting a forum on February 18, 2021, from 3–4 p.m. ET for interested members. [Register for the upcoming forum.](#)

To be responsive for the virtual environment, the Credentials Committee will be hosting several opportunities for candidates to engage with membership leading up to the election at the June Annual Business Meeting (ABM). More details will be shared in the coming weeks.

Individuals interested in running for the officer positions of secretary, treasurer, second vice president, first vice president/president-elect, and public director are encouraged to announce their candidacy and submit their candidate statements to Vice President of Council Relations Joshua Batkin at jbatkin@ncarb.org by Friday, February 19, 2021, so that their information can be made available to attendees during the Council's Regional Summit from March 4–5, 2021.

Please note, there is not a formal declaration deadline. Anyone may announce their intent to run for these officer positions any time before nominations close on the morning of the day of elections during the ABM. For questions, please reach out to Joshua Batkin at jbatkin@ncarb.org.

2021 Regional Summit

The FY21 Regional Leadership Committee (RLC) is pleased to invite you to the 2021 Regional Summit, which will be held virtually on the afternoons of March 4–5, 2021. As the second largest gathering of NCARB members, the annual Regional Summit is planned and executed by regional representatives on the RLC. The RLC has incorporated feedback from past virtual events to create an agenda that is engaging, informative, and allows for collaboration within and across regions.

The 2021 Regional Summit agenda has been carefully planned to highlight key areas of significance for your board, and offer more opportunities for engagement and collaboration both for and between regions. In addition, attendees at the Regional Summit will preview draft resolutions to be voted on during the 2021 NCARB ABM and hear from candidates for the FY22 NCARB BOD, enabling each region to be better prepared to represent its members as we shape the future of architectural regulation.

All Member Board Members and Executives, as well as board staff, are encouraged to attend this important meeting to provide perspectives from your jurisdiction that influence the direction of regional and national policy. [Make sure to register for the event.](#)

Member Board Executives Workshop

The Member Board Executives (MBE) Committee will be hosting this year's virtual 2021 MBE Workshop on March 3, 2021. This year's MBE Workshop agenda has been carefully planned to address key areas of significance to the MBE community—such as identifying opportunities to improve processes, exploring mentorship and its impact, and understanding how to leverage NCARB's tools and services to more effectively manage your licensees.

This year's MBE Workshop and Regional Summit will be held virtually. **Please [register](#) for the event by February 26, 2021.** The MBE Workshop is open to MBEs, board staff, and legal counsels only. After you register, NCARB will provide you with further instructions on how to access the virtual event hub.

Call for NCARB Volunteers – Update

As we continue to navigate the pandemic and its impacts, we also wanted to provide you with an update on our upcoming volunteer cycle. This year, NCARB will be accepting open applications for volunteers to serve on committees for the upcoming fiscal year (from July 1, 2021, through June 30, 2022) during the month of March.

In previous years, we've begun accepting applications in late-January. However, to allow committees to make additional progress on this year's charges and provide further flexibility to all volunteers, we've pushed back this year's call for volunteers.

So, please be on the lookout for that announcement next month. Whether you are a new volunteer or an experienced volunteer, we continue to welcome and encourage your participation as we aim to build diverse and inclusive committees. We hope you can join us!

FY20 Annual Report

Fiscal Year 2020 was a time of unprecedented change. But thanks to the ongoing commitment of our members, volunteers, and staff, NCARB has much to celebrate from the last fiscal year—despite the challenges brought on by world events.

Throughout the year, NCARB focused on serving the needs of our members and customers, evaluating our programs and services, and preparing for the future. With the help of the entire architecture community, NCARB remained committed to data-driven research, expanded opportunities for collaboration, and pursued continuous improvement.

Inside our report you will find:

- A timeline of our key efforts throughout the fiscal year, from July 2019 to June 2020.
- An update on our services and initiatives based on our refreshed Strategic Plan's six measurable objectives.
- Volunteer reports featuring highlights from our Board of Directors, committees, and regions.

An overview of NCARB's organizational structure, business updates, the current *NCARB Bylaws*, and financial statements. [View the full report.](#)

For questions, please reach out to the Council Relations team at council-relations@ncarb.org.

Special Meeting

The NCARB BOD has called a Special Meeting on May 12-14, 2021, so that the membership can consider and vote on a resolution that amends the *NCARB Bylaws* to permit remote meetings. Voting on this resolution early would allow it to be implemented ahead of the June ABM and allow the Council to more efficiently conduct its business in June.

Background

Recent events have highlighted more than ever the need for NCARB services and processes to be adaptable for unforeseen circumstances—including the governing structure outlined in the *NCARB Bylaws*. Iowa law, under which the Council is incorporated, permits member meetings to be conducted by telephone and/or video-based meeting tools only if specifically authorized by the articles of incorporation (articles) or bylaws of an organization. Currently, neither NCARB's Articles nor its *Bylaws* include such an authorizing provision. [Resolution 2021-01](#) creates that option.

Adding this section to the *Bylaws* does not change the BOD's preference for in-person meetings as the standard approach to conduct membership business. In-person Annual Business Meetings and other special meetings of the Council offer invaluable opportunities to share information, connect, and hear from the membership beyond just what the *Bylaws* require. However, the need to be able to conduct the Council's most basic business each fiscal year, which includes voting on resolutions and electing the BOD, is essential to keeping the Council running no matter the circumstances.

Currently, this year's ABM is expected to be conducted as a hybrid meeting, blending in-person and virtual attendees, to accommodate those who will not yet be allowed to or are ready to travel. To accomplish this, the vote is being scheduled so the requested change can be in place prior to consideration of other resolutions and elections at the ABM. Having this provision in place will allow the Council to take advantage of electronic tools to make voting, potential amendments, or other actions a more seamless and efficient experience for the membership.

We hope that you will take the time to review and discuss this resolution with your fellow board members. More information on how this special meeting will be conducted will be available closer to the dates. If you have any questions in the meantime, please contact the Council Relations team at council-relations@ncarb.org.

FY21 Resolutions

At the NCARB Board of Directors January Meeting, the Board decided to move forward eight draft resolutions for membership consideration and discussion. These resolutions are separate from Resolution 2021-01 mentioned above. These resolutions will remain a draft until the Board decides in April if they will need any revisions and/or be added to the agenda of the Annual Business Meeting in June 2021. All eight resolutions were shared with membership in early-February, and can be found on the [Member Board Community](#).

Please note: There is no Resolution 2021-A because the Board has already considered that resolution and decided to move it forward as Resolution 2021-01 at the special meeting in May 2021. Resolutions with letter names are drafts, and then become numbered resolutions after the Board has officially voted to move them forward to the membership.

We hope that you will take the time to review and discuss these resolutions with your fellow board members. We look forward to receiving your feedback and answering questions during the upcoming Regional Summit.

NCARB Launches Get on Board Initiative

NCARB's "Get on Board" initiative is partnering with licensing boards, external organizations, and appointing authorities to advocate and encourage more diverse representation on jurisdictional licensing boards to reflect the communities they serve. The Council's primary goals are to ensure appointing officials for jurisdictional licensing boards have a diverse slate of qualified candidates to choose from, raise awareness on the importance of serving, and encourage members from traditionally underrepresented groups to seek out these opportunities.

The Get on Board initiative is also partnering with various national and state organizations to broaden its outreach and help spread the word about upcoming and current board opportunities.

If you have any questions or want to learn more about this initiative, please contact the Council Relations team at council-relations@ncarb.org.

ARE Update

We are pleased to share that the updated cut scores for all six Architect Registration Examination® (ARE®) 5.0 divisions have been set, and score reports were released to candidates on Friday, February 5, 2021. Moving forward, candidates will have the option to view provisional scores at the end of each exam.

Based on early results, pass rates have risen slightly for five divisions and decreased slightly for one division. Early findings also reveal that candidates generally perform equally well, whether testing online or in person. Updates to the exam's timing have also been positive, with candidates taking advantage of the flexible break option, as well as spending less time answering some questions—like the new three-option multiple choice—and more time answering complex questions that require calculations. Additionally, performance on questions that require calculations has not dropped, and in the majority of cases, it's increased slightly. These initial findings demonstrate that the exam's latest updates help ensure the ARE is a test of competency, not speed.

How We Can Help With Technical Issues

We're sorry that the recent increase in technical issues is causing additional stress and uncertainty for candidates. Unfortunately, NCARB—along with other organizations who use the same testing software—has seen an increase in reported technical issues (now up to about 13 percent). These issues range from error messages that don't impact the exam delivery, to more serious interruptions that prevent a candidate from completing their exam. Monitoring and addressing these issues continues to be a top priority for NCARB, and we are actively working with our vendors to resolve them as soon as possible. If a candidate experiences a technical issue, please share these steps so we can log their incident and provide next steps:

1. Immediately notify the test center administrator or online proctor
2. Contact NCARB in writing within 15 days

If a candidate was unable to complete the exam due to a major technical issue, we will work with them to reschedule the division at no cost. For questions, please reach out to the Council Relations team at council-relations@ncarb.org.

Legislative Update

With most legislative sessions currently underway, we would like to inform you of a few developments. The Council Relations team is prepared to support your efforts with resources and tools, including talking points, data, leave-behinds, and other related services. Our [legislative and regulatory tracking tool](#) allows you to monitor architect-related legislation across the country at ease. As always, we will continue to monitor these bills and inform you of any pending developments.

Universal Licensure: A continuing theme we have seen in several jurisdictions is “universal licensure” or “universal recognition.” This type of legislation seeks to require a board to issue a license to an individual who was granted a comparable license in another state. The intent is often to improve interstate mobility and build on workforce development initiatives. While the applicant would still be required to meet certain criteria, this broad-brush approach to legislation does not adequately consider the specifics of individual professions or the authority of our Member Boards. So far, we have seen a variety of universal licensure proposals in jurisdictions, including [Wyoming](#), [Kansas](#), and [Mississippi](#). The NCARB Council Relations team has engaged with each of these boards to help monitor developments, plus provide resources and support.

Alliance for Responsible Professional Licensing

In response to increasing legislative challenges to professional licensing, state members across the [Alliance for Responsible Professional Licensing](#) (ARPL) have expressed interest in creating state ARPL groups. Creating a version of ARPL within your state will strengthen your ability to collaborate with other ARPL members on strategies to protect and promote strong licensing systems. We have developed a guide on how to get started, along with a few things to consider as you create your group. Find more information on [forming your state's ARPL](#).

Member Feedback

NCARB currently has two open surveys that require input from our Member Boards. Please read below for more information on each, including respective due dates.

- **Survey of Registered Architects: Due February 12**
- **[PCC/MBE Joint Survey](#): Due February 15**

Survey of Registered Architects

Every year, NCARB collects data on the number of registered architects from our Member Boards. This information is included in our annual data publication, *NCARB by the Numbers*, and highlights the valuable role that licensing boards play in ensuring the health, safety, and welfare of the public.

In late-January, an email was sent to all MBEs requesting information about in-state licensees and reciprocal licensees. If you're an MBE and haven't responded yet, please do so before February 12, 2021.

If you did not receive an email, please contact the Council Relations team at council-relations@ncarb.org.

PCC/MBE Joint Survey

The 2020-2021 Member Board Executives Committee (MBEC) and the Professional Conduct Committee (PCC) have been assigned joint charges by President Robert Calvani, FAIA, NCARB, to provide recommendations on how to define “discipline” for purposes of what actions are entered into the Disciplinary Database and to define what constitutes “administrative violations” (or infractions) that would not warrant potential disciplinary action.

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Thank you in advance for your assistance as the MBEC and PCC address these joint charges. Please do not hesitate to contact MBE Committee Chair Emily Cronbaugh at emily.cronbaugh@wyo.gov or PCC Chair Nate Baker at nbaker@integratedarc.com if you have any questions.

Upcoming Events

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

- **March 3, 2021:** MBE Workshop – [Register Now](#)
- **March 4–5, 2021:** Regional Summit – [Register Now](#)
- **May 12–14, 2021:** FY21 Resolution Special Meeting
- **June 24–26, 2021:** Annual Business Meeting

Welcome New Members

We would like to welcome the following new members:

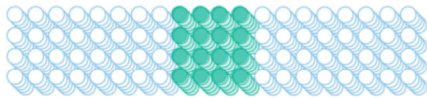
- Adam Barr joined the Wisconsin Board as their new Member Board Executive
- Stephen “Steve” Bubanovich joined the Missouri Board as an engineer member
- Amy D. Strauss joined the Missouri Board as an engineer member
- Robert Greer joined the Missouri Board as an architect member

In this issue: Score reports released, new data about the online exam, and how we can help with technical issues.

EXAM DATA

400

ADMINISTRATIONS REQUIRED
per division to set a cut score



20%

OF ALL EXAMS TAKEN ONLINE

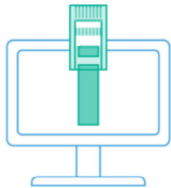
PASS RATES

HAVE RISEN SLIGHTLY
for five divisions in early testing



NO DIFFERENCE

IN CANDIDATES' PERFORMANCE:

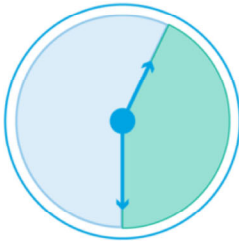


WHEN
TESTING ONLINE
versus in person



WHEN USING THE
WHITEBOARD TOOL
versus scratch paper to answer questions

CANDIDATES ABLE TO SPEND
MORE TIME
ON COMPLEX QUESTIONS



+1.5 MINUTES
AVERAGE TIME CANDIDATES USE
*when answering calculation questions
and case studies*



13%
OF CANDIDATES REPORTING
TECHNICAL ISSUES

Cut Scores Set for All Exam Divisions

The [updated cut scores](#) for all six ARE® 5.0 divisions have been set, and score reports have been released. Starting tomorrow, candidates will have the option to view provisional scores at the end of each exam. Thank you to all the candidates who were part of the early testing process!

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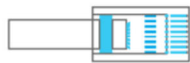
- Immediately notify your test center administer or online proctor
- [Contact us](#) in writing within 15 days
- If you were unable to complete the exam due to a major technical issue, we will work with you to reschedule the division at no cost

ARE Prep and Troubleshooting Tips

TECH TIPS

To prepare for exam day, schedule a 30-minute test run appointment and practice using the whiteboard tool through NCARB's demo exam.

DO



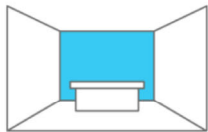
**ETHERNET
INTERNET CONNECTION**
(at least 3 mpbs)



**EXTERNAL
AUTOFOCUS WEBCAM**

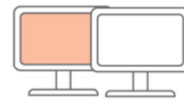


**EXTERNAL MOUSE
AND KEYBOARD**

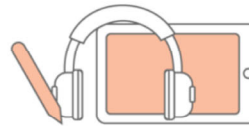


**PRIVATE AND "CLEAN"
TESTING SPACE**

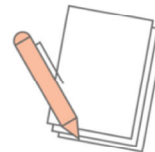
DON'T



**DUAL MONITORS
OR DOCKING STATION**



**HEADPHONES, STYLUS
PENS, OR TABLETS**



PEN OR PAPER

[Proctoring Requirements](#) and keep these helpful tips in mind.

- Schedule a free, 30-minute test run before your exam appointment through your NCARB Record to confirm you meet online testing requirements
- Practice using the whiteboard and navigation tools through our 75-question [demo exam](#)
- Make sure your [external webcam](#) can automatically focus on your ID up close
- Adjust the volume up before your appointment, since [headphones](#) aren't permitted
- Download and install [Prometric's ProProctor](#) app before your appointment
- Watch our step-by-step guide to setting up an [online testing space](#)
- Post your questions (and study tips!) on the [ARE 5.0 Community](#)

**National Council of
Architectural Registration Boards**

1401 H Street NW Suite 500
Washington, DC, 20005



Hi Candidate,

NCARB would like to update you regarding the ongoing delivery of the Architect Registration Examination® (ARE®) 5.0.

NCARB continuously monitors exam delivery performance, including all reported technical issues. Our ongoing audit has identified an uptick in the number of technical issues reported since the updated exam launched. However, our test delivery vendors have confirmed that this increase in technical issues is not isolated to the ARE, as it is impacting candidates across multiple programs. Currently, around 13 percent of ARE candidates are reporting technical issues, including both in-person and online exams. These “technical issues” range from a simple error message that may appear on screen and needs to be cleared before continuing, to more serious interruptions when the exam stops responding completely and must be restarted. NCARB has made it clear to our vendors that this performance level is unacceptable. We are working with our vendors to identify and resolve the cause of these issues as quickly as possible.

Should you experience a technical issue with the exam, please report it to the test proctor and to us by contacting our Customer Relations team at ncarb.org/contact, so that we can address your situation as necessary and include an assessment of your incident in our system diagnosis and refinement.

We know that technical issues can be stressful and distracting—especially under pressure—even if they do not impact your ability to complete the exam administration. Please report any technical issue you experience both to Prometric during your appointment, and to NCARB after your appointment. NCARB will continue to use all candidate-reported data and work with our vendors to identify and troubleshoot all exam delivery issues.

Thank you for sharing your feedback.

[National Council of Architectural Registration Boards](https://ncarb.org)

1401 H Street NW Suite 500
Washington, DC, 20005



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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

President/Chair of the Board Robert M. Calvani, FAIA, NCARB, virtually convened the winter session of the FY21 Board of Directors meeting on January 21 – 23, 2021. During the meeting, the Board engaged with leadership from the Council for Interior Design Qualification (CIDQ) and the Council of Landscape Architectural Registration Boards (CLARB) as well as with an equity, diversity, and inclusion (EDI) consultant to discuss opportunities identified during focus groups recently conducted with Council members. The Board also discussed performance on the Council's Strategic Plan, met with the investment advisors, and conducted a blue-sky session to identify opportunities and risks for further discussion and future study.

The Board set the passing score for one division of the Architect Registration Examination® (ARE®), approved a recommendation from the Professional Conduct Committee (PCC) to reinstate a previously revoked NCARB Certificate, established a “special membership meeting” to take place in May 2021, and approved Resolution 2021-01 to be presented during the special meeting. The Board also approved the release of eight additional draft resolutions for Member Board consideration. In other actions, the Board passed an amendment to the Council's agreement with its Lineup® subsidiary, updated the Council's investment policy, approved several funding requests, and discussed developing a slate of nominees to the board of directors for the National Architectural Accrediting Board (NAAB).

President Calvani and CEO Michael Armstrong updated the Board on recent and upcoming activities including the agenda for the March 2021 Regional Summit and plans for a hybrid Annual Business Meeting that will provide full engagement for both in-person and virtual attendees. Treasurer Jon Alan Baker, FAIA, NCARB, LEED AP, reported on the state of the Council's financial funds, and Secretary/NCARB liaison to the Lineup® Board of Directors (NCARB's for-profit subsidiary) Kenneth R. Van Tine, AIA, NCARB, LEED AP, provided a financial update on subsidiary activities. The Board also provided feedback regarding a Credentials Committee proposal to increase transparency for Board elections.

The Executive Committee met the day before the Board meeting to review financial outcomes and trends for the first six months of the fiscal year and to engage with the investment advisors for the annual review of the Council's investment strategy. The committee also developed recommendations related to financial actions to be proposed for Board consideration.

Generative and Strategic Discussions

NCARB strategic consulting partner—Jay Younger, President and CEO of McKinley Advisors—led the Board of Directors through an assessment of NCARB's Strategic Plan performance including review of two metric dashboards and a summary of current special initiatives executing on the plan. Younger indicated that the plan provides a necessary framework while the goals of facilitating licensure, fostering collaboration, and maximizing value are sufficiently broad, providing flexibility for the organization to adapt to changing environments while simultaneously serving as a catalyst for identifying new opportunities and priorities.

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Program Highlights: Linking Strategy to Execution

Program and Service Excellence	Awareness in the Architecture Community	Stakeholder Systems, Tools, and Resources	Data Analysis and Thought Leadership	Advocacy Support, Outreach, and Influence	Future Focused Research & Development
<ul style="list-style-type: none"> Online proctoring for the ARE International reciprocity opportunities (APEC, US/UK MRA) Fairness in Licensure study Ethics: FY21 volunteer workgroup 	<ul style="list-style-type: none"> Licensure Advisory Forum engagements Launch of ProPEL with ACSA Baseline on Belonging Survey efforts with NOMA Member Board Pipeline Project Think Tanks 	<ul style="list-style-type: none"> Member Board Chairs/Executives Leadership Summit Expedited transmittal process for initial licensure Continued enhancements to Licensing System Redesign / expansion of CE catalog 	<ul style="list-style-type: none"> CEO Op-Ed on four-year degree Staff North Star visioning exercises Fairness in Licensure studies <i>NCARB by the Numbers</i> Lineup CE auditing system Diversity Collaborative 	<ul style="list-style-type: none"> K-12 Initiative Board engagement with external organizations (collaterals and ICOR organizations) Partnerships with ACSA, AIAS, NOMA, and ICOR members ARPL 	<ul style="list-style-type: none"> Futures Collaborative Advocacy research Analysis of Practice Continued growth in NOMA data partnership NBTN enhancements Boyer Study

A sample of recent NCARB initiatives sorted by the Strategic Plan objective they support.

President Calvani facilitated a “What If” blue-sky session focused on opportunities and risks, building off of a study conducted by the Board of Directors in the previous fiscal year. A key theme that emerged was promotion of NCARB alternative paths to support underrepresented populations and those without resources for an accredited degree. Topics included emphasizing the role of community colleges, seeking collaborative clarification on the role of interior designers, enhancing firm outreach, and designing an architectural census, as well as new opportunities for continuing education that meet health, safety, and welfare criteria.

Diversity, Inclusion, and Board Governance

The thread of elevating the commitment to diversity, inclusion, and equity in the volunteer leadership context was woven throughout several other Board activities including the discussion with Younger, an engagement with CLARB, resolutions from the Diversity Collaborative, and a session with consultant Effenus Henderson, President and CEO of HenderWorks, Inc. and Co-Director of the Institute for Sustainable Diversity and Inclusion. Henderson’s services were included as part of NCARB’s sponsorship of the National Organization of Minority Architects (NOMA). He provided feedback to the Board regarding his facilitation of recent focus groups composed of Member Board Members from underrepresented groups, along with results of an EDI “best corporate practices” survey he issued to the Board.

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Henderson outlined several areas of focus for future Board efforts including: identifying and mentoring individuals as candidates for state licensing boards; helping provide diverse candidate slates for Member Board appointments; recruiting diverse candidates for critical access points in NCARB's governance structure; examining gaps in governance structure, processes, and practices and providing ways to close those gaps; building outreach to influence future leaders to participate in NCARB activities; and developing a more intentional approach highlighting why there is a need to have increased diversity in the governance structure.

Collateral Regulatory Organization Engagement

CIDQ President Aandra Currie Shearer, President-elect Scott MacMeekin, and CEO Thom Banks joined the Board for an inaugural conversation acknowledging current joint efforts and future opportunities between the two organizations, which jointly share support for many of the same Member Boards and a mutual mission to protect the public. CIDQ is a member of the Interorganizational Council on Regulation (ICOR) along with NCARB, the National Council of Examiners for Engineering and Surveying (NCEES), and CLARB, as these organizations jointly support a number of multi-disciplinary boards and share a common mission. Discussion topics included scope of practice and joint efforts stemming from the NCARB Interiors Task Force to compare analyses of practice and test specifications from each organization. Following the engagement, the Board agreed to continue growing the partnership with CIDQ including exploring how the role of CIDQ could be elevated within the advocacy arena.

CLARB CEO Matthew Miller and Chief Strategy Officer Veronica Meadows presented on the results of CLARB's recent governance restructure initiative. The restructure was designed to address a shrinking leadership pool, leadership diversity, and deliver an agile, balanced governance structure that can adapt to meet changing needs while maintaining focus on smart regulation of landscape architects.

The Board of Directors discussed a slate of nominees to be submitted for a seat on the NAAB's board of directors to fill a seat that will be vacated in October by former Utah Member Board Member Jeanne R. Jackson, FAIA, NCARB, LEED AP. The Board will make a final decision on the list of nominees to be submitted in early-March.

Resolutions

The Board of Directors approved *Resolution 2021-01: NCARB Bylaws Amendment—Remote Meetings* for release to Member Boards. The Board also approved holding a special meeting of the membership in May 2021 to take action on this resolution so that the resolution is implemented ahead of the June Annual Business Meeting.

When passed, this resolution will allow electronic voting on resolutions and elections during the June Annual Business Meeting. Currently, Iowa law, under which the Council is incorporated, allows meetings to be conducted in this manner only if permitted within the Council's Articles of Incorporation or *Bylaws*. Currently, neither document permits remote meetings.

Secretary Van Tine submitted eight additional draft resolutions, which the Board cleared for initial release for membership review. These resolutions, released in early-February, will be introduced during the March Regional Summit. Feedback from Member Boards will be considered by the Board of Directors during the April 2021 Board meeting, at which time the Board will determine the final resolutions to be released for the June 2021 Annual Business Meeting.

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The eight draft resolutions include:

- Three resolutions that were previously planned for the FY20 Annual Business Meeting: *NCARB Certification Guidelines Amendment – Qualifications for Education Alternative*; *Sunset of Resolution 2000-1 (Opposition to Interior Design Licensing)*; and the *Amendment and Restatement of the NCARB Legislative Guidelines and Model Law/Model Regulations*
- A *Certification Guidelines Amendment* to address unintended impediments for foreign architects pursuing the foreign alternative path to certification
- An *omnibus resolution* to sunset several historical resolutions that are out of alignment with current Council policies and practices
- Two *governance adjustment resolutions* submitted by the Diversity Collaborative Task Force
- A *Member Board dues reduction resolution* to reduce dues from \$6,500 to \$1,000; and further, to change the *Bylaws* requirement for three-year notice about Member Board dues changes to apply only to dues increases so that the dues reduction can be implemented on July 1, 2021

FY21 Annual Business Meeting

CEO Armstrong and NCARB's Vice President of Marketing & Communications Andy McIntyre presented early concepts for holding a hybrid Annual Business Meeting in June 2021. Pending the passage of Resolution 2021-01 (above), the goal of the hybrid meeting would be to ensure that attendees can engage in debate, put forward motions, and take action on resolutions and elections in real time whether attending in person or online.

Acknowledging that the experience will be different from years past, Armstrong noted that the hotel contract provides that business sessions can take place with strict social distancing rules within an over-sized ballroom for in-person attendees and that audio-visual enhancements can provide an improved experience for online attendees. However, he stressed that travel to and attendance at these events would be promoted as optional for in-person participation based upon the safety parameters expressed by health experts and by participants themselves, including staff. He cautioned that research is in early stages and that it is expected that some extracurricular events will likely not take place due to the need to protect the health and safety of in-person attendees. Staff will continue to work with President Calvani and the Board of Directors before final decisions are made.

Committee Recommendations

The Board of Directors considered three committee recommendations:

- **Examination Committee:** The Board of Directors approved the committee's recommendation to set the passing score for the Practice Management division of the ARE based on statistical analysis conducted by the Council's examination vendor and review by the committee. Scores for all divisions of the ARE have been on hold since the launch of updates on December 14, 2020, which included the option to test via online proctoring. Scores for the Practice Management division were released to candidates following the Board meeting.

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In a follow-up call on February 2, the Board approved the committee recommendations for the remaining five divisions. Scores for these divisions will be released on Friday, February 5, 2021, and provisional score reporting will return to the test centers on Saturday, February 6, 2021. More information about this process can be found in [a detailed explanation on NCARB's blog](#).

- **Professional Conduct Committee:** The Board approved the committee's recommendation to reinstate a previously revoked NCARB Certificate.
- **Credentials Committee:** The Board provided guidance on a Credentials Committee recommendation that will allow for more transparency in elections for the NCARB Board of Directors.

Finances

Treasurer Baker and NCARB's investment advisors reported on the healthy state of the Council's Short-term and Strategic Reserve funds. CEO Armstrong also reported that the Operating Fund is within Board-defined target allocations and reviewed financial activities for the first six months of the fiscal year. All indications are that as a result of adopting a "minimized expenses budget" effective July 2020, and even with reincorporating some additional expenditures in September 2020, financial outcomes for FY21 will exceed budget allocations by at least \$2 million—largely due to ongoing travel restrictions and better-than-expected customer service demands. Armstrong reminded the Board that the FY21 budget was adopted in June 2020, in the first quarter of the pandemic when all test centers were closed. The approved budget included 18 percent reductions in original revenue and expense projections as a hedge against unknown ramifications of the pandemic. Following these reviews, the Board of Directors made several financial decisions:

- Approved investment advisor-recommended changes to target asset allocations of the Council's Strategic Reserve portfolio
- Released Strategic Reserve funds to reinstate delayed initiatives including the Analysis of Practice, a partnership with the American Institute of Architects (AIA) to update the Boyer study, and funds for consultants for data analytics and a staff compensation benchmark study
- Released operating funds for previously frozen staff benefits
- Revised the cost-sharing agreement with Lineup® LLC, NCARB's for-profit subsidiary
- Released the next round of funding from Strategic Reserves for Lineup®

Reports

To provide more time for generative and strategic activities, President Calvani reduced time spent on reports to the Board, noting that all reports were included in pre-reading materials. Separately, Calvani provided additional insights on recent external engagements, noting that he had attended the fall **Licensing Advisors Retreat Week** and that he had spent a day with CEO Armstrong and committee staff liaisons during the week preceding the Board meeting for updates on the current state of committee charges.

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He also reported that he had held an inaugural meeting with the American Indian Council of Architects and Engineers; attended virtual annual meetings of NOMA, CIDQ, and the American Institute of Architecture Students (AIAS). Additionally, he participated in annual engagements with the NAAB and Association of Collegiate Schools of Architecture (ACSA) boards of directors, joined by President-elect Alfred Vidaurri, Jr., FAIA, NCARB, AICP; Second Vice President Bayliss Ward, NCARB, AIA; and CEO Armstrong.

Armstrong reported on pending services for customers and Member Boards, including an expedited transmittal process for initial licensure candidates; upcoming Member Board engagements; and enhancements to the Council's media outreach strategy and priorities, as well as the planned approach to the 2021 legislative season.

Hi Lea,

I am writing in follow up to contact you had with Rebecca Powers about the effort to get the University of Alaska, Fairbanks qualified and functioning as a Pearson VUE (PV) "Test Center Selects" offering the PE and PS exams.

Bill Schnabel, P.E., Dean of the College of Engineering and Mines (cc'ed here) has taken on the task of championing the effort to get UAF qualified as a PV Selects test center that can offer the NCEES PE and PS exams.

Would you be so kind as to provide the appropriate person at PV with contact information for Dr. Schnabel?

Also, any support that NCEES can provide which facilitates UAF's approval from PV is appreciated.

Let me know if there is any additional support that the Alaska AELS Board can provide.

Thank you,

John

John Kerr, PLS, Chair
Alaska Board of Architects, Engineers, and Land Surveyors.

c. 907.529.5959

o. 907.338.7878

www.SurvBase.com

From: William Schnabel [<mailto:weschnabel@alaska.edu>]

Sent: Friday, December 4, 2020 2:48 PM

To: John B. Kerr <John.Kerr@survbase.com>; fafleagle@alaska.edu

Cc: lstrickland@ncees.org; Elizabeth Johnston <lise.johnston@ieee.org>; Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>; Johnston, Elizabeth T. <elizabeth@designalaska.com>; Miller, Chris <ChrisM@designalaska.com>

Subject: Re: NCEES PE/PS Exam Administration - PV Test Center Selects - University of Alaska Fairbanks - Contact

Hi John and All;

I am copying the various folks who have been in email contact regarding hosting the PE exams on the Fairbanks campus at UAF. I have some good news to report.

Faith Fleagle manages exam services at UAF eCampus, and is a great point of contact for questions (fafleagle@alaska.edu).

Faith recently worked it out with Pearson Vue such that they can offer computer-based PE exams in Fairbanks now and in the future. At present, they can only manage 2 slots at a time due to COVID restrictions. Post-COVID, they'll be able to handle 4 slots with their current setup. This doesn't seem like too much of a problem for tests that are offered year round, but could be an issue for computer-based tests that are only offered on a single day. Also, they can host exams that are still being offered via pencil and paper -- although it does look like all of them are scheduled for conversion to computer over the next several years. Faith, feel free to chime in and correct me if I got any of this wrong.

Anyway, it sounds like the lines of communication are open, and we are in business.

Thanks to all for helping bring this issue to the fore, and thanks to Faith for helping find a solution. Feel free to contact Faith if you have other questions.

Best,
-Bill

From: Neal, Sara J (CED) <sara.neal@alaska.gov>
Sent: Thursday, February 4, 2021 4:00 PM
To: Lea Strickland <lstrickland@ncees.org>
Subject: FW: NCEES PE/PS Exam Administration - PV Test Center Selects - University of Alaska Fairbanks - Contact

Hello Lea,

I know that UA Fairbanks has opened two spots to use for CBT PE Exams. The email below indicates that there could be pencil and paper exams there as well. Are any spots available for the pencil and paper PE or SE April 2021 exams?

Thank you for your help with this

Sara Neal

Licensing Examiner

Board of Registration for

Architects, Engineers and Land Surveyors

From: Lea Strickland [mailto:lstrickland@ncees.org]
Sent: Thursday, February 4, 2021 12:37 PM
To: Neal, Sara J (CED) <sara.neal@alaska.gov>
Subject: RE: NCEES PE/PS Exam Administration - PV Test Center Selects - University of Alaska Fairbanks - Contact

Yes! We offer the paper and pencil exams at UA Fairbanks every April and October; Faith Fleagle is our Chief Proctor. This April and October will be the last time paper exams are offered there; all exam disciplines except Structural Engineering (SE) exams will be converted to CBT after 2021. We will offer the SE exams in Anchorage until they convert, probably in 2024 or 2025.

Lea Strickland
Exam Administration Services

NCEES

T: 800-250-3196

ncees.org

From: [NCEES Meetings Department](#)
To: [Powers, Rebecca J \(CED\)](#)
Subject: Invitation to the State of the Council Meetings
Date: Tuesday, February 9, 2021 10:45:23 AM

NCEES email banner 590 px DRAFT



Dear Rebecca:

You are invited to the upcoming **State of the Council Meetings**.

Beginning in March, NCEES will hold a series of monthly State of the Council meetings. These virtual events will help prepare board members and member board staff for the annual meeting in August and provide important updates about other NCEES initiatives.

Registration is now open for the first three scheduled meetings. [Links to register for the meetings or to decline this invitation follow the information below.](#) Please RSVP by Tuesday, March 2, 2021.

Upcoming schedule

Wednesday, March 3

2:00–3:00 p.m. EST

Registration information will be announced for the virtual zone interim meetings. Learn how we plan to help prepare member boards for the zone and annual meetings through a series of video podcasts that will be available to view on demand in April. We will also share other NCEES news, including information about the 2021 annual meeting.

Wednesday, April 7

2:00–3:00 p.m. EDT

Get updates from NCEES headquarters. Learn about the recent release of video podcasts with committee and task force chairs, and how boards will use these to prepare for the zone meetings. We will announce who is running for zone offices and show you where to learn more about the candidates. Also, hear how you can help honor the 2020 and 2021 zone service award recipients this year.

Wednesday, May 5

2:00–3:00 p.m. EDT

Join us to learn what occurred at the Central and Southern Zone interim meetings, including election results, and what to expect at the upcoming Northeast and Western Zone meetings. We will also share other Council updates and what to expect at the upcoming State of the Council meetings.

Other details

Registration—All members, associate members, emeritus members, member board administrators, and NCEES past presidents are invited to attend. Although registration is complimentary, you still need to register online to participate in the sessions.

Latest version of Zoom—NCEES will be conducting these sessions through Zoom, which can be used on a desktop or other mobile device. Make sure you have the latest version of Zoom installed on the device that you will be using to join the meetings. More information, including instructions and videos, are available [here](#). You can also go to <https://zoom.us/test> to join a test meeting, ensuring that you are ready to participate.

Zoom meeting links—Once you have completed your online registration, you will receive a meeting confirmation email. Within approximately 15 minutes, Zoom will send separate confirmation emails with a unique link for you to join each session. The meeting links cannot be shared with others; they are unique to you.

Add to your calendar—We recommend that you open each email from Zoom and click the “add to calendar” button appropriate for your computer or device. This will convert each webinar to your time zone and save it, including the unique link, to your calendar. We encourage you to keep the confirmations for reference.

Recordings—If you miss any one of the sessions, a recording of it will be available on MyNCEES the next day. Find the recordings on the State of the Council page within Board Resources.

Register or decline

Please respond by clicking [Yes](#) to register or [No](#) to decline.

The YES and NO options above may not appear as hyperlinks, but if you hover your cursor over the text, you will see that each is a clickable link.

We hope your schedule will permit you to attend these meetings. If you have any questions, please contact us at meetings@ncees.org.

We look forward to your response.

Sincerely,
Meetings Department
NCEES
meetings@ncees.org

email footer



If you no longer want to receive emails from Meetings Department, please [Opt-Out](#).





NTSB Recommendations and You

The National Transportation Safety Board (NTSB) is an independent federal agency charged with investigating and determining the probable cause of transportation accidents. We do not make regulations, but we do issue recommendations to organizations such as yours when we discover shortcomings in the transportation system that increase the risk of accidents. **As a result of our investigative activities, we have issued one or more safety recommendations that we believe you can act on to improve transportation safety.**

Why did the NTSB issue my organization a safety recommendation?

We issue safety recommendations to organizations that can bring about change to reduce the risk of accidents, either through their direct role in the transportation industry, their legislative or regulatory authority, or the significant influence they have among others in the industry. We believe your organization is able to make or influence such changes.

What does the NTSB expect of safety recommendation recipients?

First and foremost, we encourage you to promptly take the recommended action to improve safety. Because we're eager to see recommendations implemented before more accidents occur, we follow recipients' efforts to implement each recommendation. We ask that you update us any time you achieve a significant milestone in your progress toward implementing the attached recommendation(s), or at least annually. We will provide feedback on your efforts by classifying each recommendation as open or closed, acceptable or unacceptable.¹ Information about your actions associated with your recommendation(s) is available at our [website](https://www.nts.gov) so that the public can see our combined efforts to improve transportation safety.

¹ For a full description of our safety recommendation classifications, see the [Status Explanation](#) page on our website.

What should our response to the NTSB include?

Please respond to us within **90 days (30 for urgent recommendations)** explaining the specific actions you have taken or intend to take in response to the safety recommendation(s), and propose a timeline for completion. We understand organizations today are faced with competing priorities and limited resources, which can make implementing our recommendations a challenge. If, for any reason, you are not able to take the recommended action, or if you believe an alternate action would be more appropriate for your organization, please explain why. When you respond, please provide an e-mail address for future communications. We will review your response and provide feedback.

What if my organization doesn't believe the recommended action is the best way to improve safety?

We base our recommendations on the evidence, facts, and circumstances of the accidents we investigate. Sometimes industry leaders identify ways to attain the same safety objective more efficiently, and we encourage recipients to share their ideas with us. In these cases, we will evaluate the alternate means of achieving the safety objective and provide feedback. We believe safety is a collaborative effort, and we're happy to work with your organization to set goals and make improvements.

Why does the NTSB expect us to take action, even though our organization wasn't responsible for the accident that resulted in the safety recommendation?

Our goal is to prevent accidents. Often, the factors we identify as causing or contributing to an accident are not unique—they represent common practices or situations that may be accidents waiting to happen. In such instances, we may make recommendations intended to raise the minimum standard for safety throughout the industry.

How do we contact the NTSB to provide updates or obtain further information?

Please contact us electronically at executivesecretariat@ntsb.gov. If you wish to send us supporting documentation that, with your response, exceeds 10 megabytes, please contact us at the same e-mail address for instructions.

You can also reach our Safety Recommendations staff at **(202) 314-6290** (please ask to be directed to the Safety Recommendations Division).

NTSB | National
Transportation
Safety Board
www.nts.gov

We look forward to working with you to prevent accidents and save lives!



Office of the Chairman

National Transportation Safety Board

Washington, DC 20594

October 24, 2019

The Honorable Michael J. Dunleavy
Governor of Alaska
State Capitol
Third Floor
PO Box 110001
Juneau, AK 99811-0001

Dear Governor Dunleavy:

The National Transportation Safety Board (NTSB) is an independent federal agency charged by Congress with investigating every civil aviation accident in the United States and significant accidents in other modes of transportation—railroad, highway, marine, and pipeline. We determine the probable cause of the accidents and issue safety recommendations aimed at preventing future accidents. In addition, we carry out special studies concerning transportation safety and coordinate the resources of the federal government and other organizations to assist victims and their family members affected by major transportation disasters.

We are providing the following information to urge the State of Alaska to act on the safety recommendation in this letter because we believe your organization can help reduce the risk of future accidents. For more information about the NTSB and our recommendation process, please see the attached one-page summary.

This letter provides information about our September 24, 2019, report *Overpressurization of Natural Gas Distribution System, Explosions, and Fires in Merrimack Valley, Massachusetts, September 13, 2018*, NTSB/PAR-19/02. The details of this accident investigation and the resulting safety recommendations may be found in the attached report, which can also be accessed at <http://www.nts.gov>.

As a result of this investigation, we identified the following safety issues:

- Adequacy of natural gas regulations
- Project documentation
- Constructability review
- Project management
- Risk assessment

- Safety management systems
- Licensed professional engineer approval of natural gas projects
- Emergency response

Accordingly, the NTSB makes the following safety recommendation to the 31 states that allow exemptions to professional engineer approval and stamping for natural gas infrastructure projects, including the State of Alaska. Additional information regarding this recommendation can be found in the noted section of the report.

- Remove the exemption so that all future natural gas infrastructure projects require licensed professional engineer approval and stamping. (P-19-16) (See section 3.4.)

The NTSB is vitally interested in this recommendation because it is designed to prevent accidents and save lives. We would appreciate a response within 90 days of the date of this letter, detailing the actions you have taken or intend to take to implement this recommendation. When replying, please refer to the safety recommendation by number (for example, P-19-16). We encourage you to submit your response to ExecutiveSecretariat@ntsb.gov. If your reply, including attachments, exceeds 20 megabytes, please e-mail us at the same address for instructions on how to send larger documents. Please do not submit both an electronic copy and a hard copy of the same response.

Sincerely,

A handwritten signature in blue ink, reading "Robert L. Sumwalt, III". The signature is fluid and cursive, with a horizontal line extending from the end.

Robert L. Sumwalt, III
Chairman



National Transportation Safety Board

Washington, DC 20594

Office of the Chairman

February 12, 2021

The Honorable Michael J. Dunleavy
Governor of Alaska
State Capitol, Third Fl.
PO Box 110001
Juneau, AK 99811

Dear Governor Dunleavy:

We recently examined exemptions to engineering licensure laws to learn whether and how Safety Recommendation P-19-16 is being implemented, both to ensure that the traveling public is provided the highest level of safety and to identify creative solutions that might be shared with others. We issued this recommendation to the state of Alaska on October 24, 2019, as a result of our accident report concerning a series of structure fires and explosions caused by the overpressurization of a natural gas distribution system in the Merrimack Valley, Massachusetts.

P-19-16

Remove the exemption so that all future natural gas infrastructure projects require licensed professional engineer approval and stamping.

We normally expect actions to address our recommendations to be completed within 3 to 5 years. It has now been over a year since this recommendation was issued, and we have not received any additional information regarding your state's actions to implement it. We would appreciate receiving a response from you within 90 days regarding actions that Alaska has completed or planned to address this recommendation. Pending our receipt of an update, Safety Recommendation P-19-16 remains classified "Open—Await Response."

Please update us at ExecutiveSecretariat@ntsb.gov regarding your actions to address this recommendation, and do not submit both an electronic and a hard copy of the same response.

Sincerely,

A handwritten signature in blue ink that reads "Robert L. Sumwalt, III".

Robert L. Sumwalt, III
Chairman

Enclosure
Safety Recommendations and You Brochure

cc: Ms. Rebecca Powers
Executive Administrator
Alaska State Board of Registration
for Architects, Engineers, and Land Surveyors

State Board of Registration for Architects, Engineers, and Land Surveyors

	Appointed	Reappointed	Expires
Jennifer Anderson <i>Civil Engineer</i>	03/01/2018		03/01/2022
Robert (Bob) Bell <i>Land Surveyor</i>	03/01/2020		03/01/2024
Catherine Fritz - Secretary <i>Architect</i>	03/01/2016	03/01/2020	03/01/2024
Jeff Garness <i>Engineer Other Than Those Listed</i>	03/01/2020		03/01/2024
Elizabeth Johnston – Vice-Chair <i>Electrical/Mechanical Engineer</i>	03/01/2017		03/01/2025
John Kerr – Chair <i>Land Surveyor</i>	03/01/2013	03/01/2017	03/01/2021
Jeff Koonce <i>Architect</i>	03/01/2013	03/01/2017	03/01/2021
Loren Leman <i>Civil Engineer</i>	03/01/2020		03/01/2024
Luanne Urfer <i>Landscape Architect</i>	07/01/2013	07/07/2017	03/01/2021
Fred Wallis <i>Mining Engineer</i>	03/01/2016	03/01/2020	03/01/2024
Bruce Magyar <i>Public Member</i>	12/15/2020		03/01/2022

Addition

12 AAC 36.066. VERIFICATION OF LAND SURVEYOR WORK EXPERIENCE. (a) In support of an application for examination or registration as a land surveyor, an applicant shall arrange for verification of the work experience ~~required for eligibility for the fundamentals of land surveying examination and~~ as required in 12 AAC 36.065 to be submitted to the board. Verification of work experience must be on a form prescribed by the board and must be completed and submitted directly to the board by the licensed employer who is verifying the applicant's experience.

AELS Board's Mission is to protect the public health, safety, and welfare through regulation of the practice of architecture, engineering, land surveying, and landscape architecture by ...

1. Ensuring that those entering these professions in this state meet minimum standards of competency, and maintain such standards during their practice; and

Support license mobility by following national standards

Prepare university students for licensure

- *Encourage licensing preparedness through UAA and UAF Engineering programs.*
- *Encourage Alaskan architecture and landscape architecture students to become licensed in Alaska.*

Maintain an effective outreach program

- *Clarify the path to licensure for each discipline*
- *Share outreach program with license holders, licensure candidates, legislators, allied professions.*

Provide Administrative Support

- *Collaborate with Department to stabilize staffing and address institutional knowledge loss.*
- *Collaborate with Department to address meeting locations and outreach program challenges.*

2. Enforcing the licensure and competency requirements in a fair and uniform manner.

Protect HSW through effective Regulations

- *Analyze and update regulations to simplify and maintain standards of the 3 Es (Education, Experience, Examination).*
- *Enforce regulations with prompt and thorough investigations.*

Collaborate with design professionals

- *Listen to, and address regulatory concerns.*
- *Interact with professional organizations on HSW matters.*

Maintaining Competency through Continuing Education

- *Update CE regulations to reflect model law*
- *Simplify CE reporting forms and licensee CE record keeping*

Provide Administrative Support

- *Empower staff through regulation changes to administer simple applications without Board review.*
- *Modify regulations to accept NCEES application files*
- *Increase access to legal support*

OBJECTIVES

1. Ensuring that those entering these professions in this state meet minimum standards of competency, and maintain such standards during their practice; and

2. Enforcing the licensure and competency requirements in a fair and uniform manner.

STRATEGIES

- a. Support license mobility by following national standards*
- b. Prepare university students for licensure*
 - *Encourage licensing preparedness through UAA and UAF Engineering programs.*
 - *Encourage Alaskan architecture and landscape architecture students to become licensed in Alaska*
- c. Maintain an effective outreach program*
 - *Clarify the path to licensure for each discipline*
 - *Share outreach program with license holders, licensure candidates, legislators, allied professions.*
- d. Provide Administrative Support*
 - *Collaborate with Department to stabilize staffing and address institutional knowledge loss.*
 - *Collaborate with Department to address meeting locations and outreach program challenges.*

- a. Protect HSW through effective Regulations*
 - *Analyze and update regulations to simplify and maintain standards of the 3 Es (Education, Experience, Examination).*
 - *Enforce regulations with prompt and thorough investigations.*
- b. Collaborate with design professionals*
 - *Listen to, and address regulatory concerns.*
 - *Interact with professional organizations on HSW matters.*
- c. Maintaining Competency through Continuing Education*
 - *Update CE regulations to reflect model law.*
 - *Simplify CE reporting forms and licensee CE record keeping.*
- d. Provide Administrative Support*
 - *Empower staff to administer simple applications without Board review.*
 - *Modify regulations to accept NCEES application files.*
 - *Increase access to legal support.*

OBJECTIVES

1. Ensuring that those entering these professions in this state meet minimum standards of competency, and maintain such standards during their practice; and

2. Enforcing the licensure and competency requirements in a fair and uniform manner.

STRATEGIES

a. Support license mobility by following national standards

b. Prepare university students for licensure

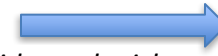
- *Encourage licensing preparedness through UAA and UAF Engineering programs.*
- *Encourage Alaskan architecture and landscape architecture students to become licensed in Alaska*

c. Maintain an effective outreach program

- *Clarify the path to licensure for each discipline*
- *Share outreach program with license holders, licensure candidates, legislators, allied professions.*

d. Provide Administrative Support

- *Collaborate with Dep't. to stabilize staffing; address institutional knowledge loss.*
- *Collaborate with Dep't. to address mtg locations & outreach program challenges.*



Develop and schedule at least 1 outreach project per discipline, per year, then complete an outreach report on each event.

a. Protect HSW through effective Regulations

- *Analyze/update regulations to simplify and maintain standards of the 3 Es.*
- *Enforce regulations with prompt and thorough investigations.*

b. Collaborate with design professionals

- *Listen to, and address regulatory concerns.*
- *Interact with professional organizations on HSW matters.*

c. Maintaining Competency through Continuing Education

- *Update CE regulations to reflect model law.*
- *Simplify CE reporting forms and licensee CE record keeping.*

d. Provide Administrative Support

- *Empower staff to administer simple applications without Board review.*
- *Modify regulations to accept NCEES application files.*
- *Increase access to legal support.*

OBJECTIVE 1. Ensuring that those entering these professions in this state meet minimum standards of competency, and maintain such standards during their practice; and

STRATEGIES

a. Support license mobility by following national standards when updating *statutes*, regulations, and policies.

b. Prepare university students for licensure by

- *encouraging licensing preparedness at UA engineering and land surveying programs.*
- *encouraging Alaskan architecture students to become licensed in Alaska.*
- *encouraging Alaskan landscape architecture students to become licensed in Alaska.*

c. Maintain an effective outreach program

- *Clarify the path to licensure for each discipline*
- *Share outreach program with license holders, licensure candidates, legislators, allied professions.*

d. Provide Administrative Support

- *Collaborate with Department to stabilize staffing and address institutional knowledge loss.*
- *Collaborate with Department to address meeting locations and outreach program challenges.*

2021 PLANNED ACTIONS

a. Review proposed regulatory issues/proposals for consistency with relevant NCARB, NCEES, and CLARB standards.

b. Send congratulatory letter to UA engineering and land surveying graduates.

c. Develop and schedule at least 1 outreach project per discipline, per year, then complete an outreach report on each event.

d. Identify administrative tasks that the Board can assist with while a new Executive Director is selected and oriented to the job.

OBJECTIVE 2. Enforcing the licensure and competency requirements in a fair and uniform manner.

STRATEGIES

a. Protect public HSW through effective *statutes* and regulations

- *Analyze/update regulations to simplify and maintain standards of the 3 Es.*
- *Enforce regulations with prompt and thorough investigations.*

b. Collaborate with design professionals

- *Listen to, and address regulatory concerns.*
- *Interact with professional organizations on HSW matters.*

c. Maintaining Competency through Continuing Education

- *Update CE regulations to reflect model law.*
- *Simplify CE reporting forms and licensee CE record keeping.*

d. Provide Administrative Support

- *Empower staff to administer simple applications without Board review.*
- *Modify regulations to accept NCEES application files.*
- *Increase access to legal support.*

2021 PLANNED ACTIONS

- a. 1. Complete the regulation update project.
2. Draft statute changes identified in 2019 (in bill form) and obtain a bill sponsor.

- b. Meet with architectural and engineering societies to address proposed interior design licensing bill.

- c. 1. Study existing continuing education problems, and draft regulation changes to address.
2. Develop improved CE audit reporting forms.

- d. 1. Identify statute and regulation changes that are necessary to empower staff to perform some level of application review/approval.
2. Draft regulation change to accept NCEES application files.

Alaska AELS Board Outreach Project Report

Event: ASPE Presentation & Discussion of AELS Board Purpose & Issues

Date Held: December 2, 2020

Location: Fairbanks ASPE chapter organized the event that was held virtually via Zoom.

Description of Event: This event featured a powerpoint presentation of the organization and purpose of the Alaska AELS Board, and included discussion on a variety of board related topics including continuing education requirements, enforcement issues, and statute/regulation change processes.

The presentation was led by AELS Board Chair, John Kerr. Other Board members that contributed to the presentation were Jennifer Anderson and Catherine Fritz. Additionally, Board member Elizabeth Johnston, who is a member of the Fairbanks ASPE chapter, participated in the event.

Volunteer Hours: Preparation for the event required approximately 2 hrs from AELS Board Chair to refresh the powerpoint that had been previously used for a similar event.

Four AELS Board members attended the event and contributed to the presentation, donating 4 hours (total).

Cost: There was no cost to the AELS Board for participation in this event.

State of Alaska

2021 HOLIDAY

CALENDAR

State Holidays

Date	Holiday
01/01/2021	New Year's Day
01/18/2021	MLK Jr.'s Birthday
02/15/2021	Presidents' Day
03/29/2021	Seward's Day
05/31/2021	Memorial Day
07/04/2021	Independence Day (observed 07/05/2021)
09/06/2021	Labor Day
10/18/2021	Alaska Day
11/11/2021	Veterans' Day
11/25/2021	Thanksgiving Day
12/25/2021	Christmas Day (observed 12/24/2021)
01/01/2022	New Year's Day (observed 12/31/2021)

Please refer to appropriate collective bargaining unit agreement for more information regarding holidays.

 Holiday



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DECEMBER

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