



SC Architect

LLR A newsletter published by the South Carolina Board of Architectural Examiners

April 2008

From the Administrator's Desk



This is my annual plea that you complete your continuing education prior to renewing your license. Every year, by random audit, we find individuals who have not completed the required 12 hours of CE even though they checked on the renewal form they had done so. (See Disciplinary Actions) I hope your name does not end up on the Disciplinary Actions list this year. Renew late if you must, but don't renew until you have completed the required 12

hours.

The Board continues to provide funding to Clemson University's School of Architecture through the Architects Education and Research Fund established several years ago and funded by a portion of your renewal fee. The funding provides IDP enrollment fees for fourth-year students and the full IDP fee for graduate students. There are no strings attached; the fees are paid directly to NCARB for all students who wish to take advantage of this offer. The Board also provided \$25,000 again this year to the library at the School of Architecture for materials directly related to architecture. These materials, in various media formats, bolster Gunnin Library's collections and directly benefit architecture students. As a licensed architect, you also have access to the Gunnin Library.

The Department of LLR's current policy with regard to unlicensed practice is to issue a Cease and Desist Order to the individual or firm. This policy covers draftsmen, residential designers who refer to themselves as "architectural designers" or a similar title, and to South Carolina residents who do not renew their licenses to practice architecture after a reasonable period of time following the deadline. If you retire or move, please notify the Board office of your new address. If our records indicate you live in South Carolina but have not renewed your license after a period of months, we will issue a Cease and Desist Order. If you are the only licensed architect in your firm, we will also issue a Cease and Desist Order to the firm until the issue is resolved. Please feel free to contact us if you have any questions. Recently issued Cease and Desist Orders are posted on the [Web site](#).

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Tips For The Upcoming Renewals

- If you have not actually completed the required 12 hours, do not renew online affirming that you have done so. If you renew online affirming that you have completed 12 hours, when in fact you have not, you may be sanctioned by the Board. (Please refer to Section 40-1-110(1)(a)). Please complete the hours and then renew your license, even if you do it after the June 30 deadline and have to renew

late.

- Double check that you have correctly answered all questions.
- You may renew online as late as June 30 without paying a late fee, giving yourself extra time for getting continuing education.
- You may check the Web site to ensure your license was renewed by going to licensee lookup <https://verify.lronline.com/LicLookup/LookupMain.aspx>. On the drop down box click on "architect" and follow the instructions.

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Individual Renewals

It will soon be time to renew your South Carolina individual architectural license for 2008-2009. The Board no longer renews licenses by mailing you a renewal form to complete and return. We offer a paper-free renewal process that will be available online **AFTER** May 1, 2008. Payment is by credit card (no administrative fee will be charged). Detailed information on the electronic renewal process will be mailed in April.

Because we will mail the renewal information, it is critical that we have your current address and e-mail address. Please e-mail address changes to archbd@llr.sc.gov prior to April 20, 2008.

In order to renew your South Carolina license, you must have completed at least 12 hours of continuing education between July 1, 2007, and June 30, 2008. However, continuing education activities completed after July 1, 2006, which were not needed for credit for last year's renewal, will also be accepted. A minimum of 8 CE hours must include the study of relevant technical and professional architectural subjects related to safeguarding life, health, property and promoting the public welfare. A maximum of 4 CE hours may consist of elective topics related to any other area in the practice of architecture. Of course, all 12 hours may be in health/safety/welfare topics. For more information on continuing education, please go to our Web site at www.llr.state.sc.us/POL/Architects/

NOTE: DO NOT renew electronically UNTIL you have actually attended or completed the event. Planning to attend an activity prior to June 30 is unacceptable.

When you renew online, there are questions you must answer. Please read them carefully and answer them truthfully. You are solely responsible for your answers to these questions. Even if someone else completes the renewal electronically - you will be held accountable for the information provided.

Please do not send documentation of your continuing education. If you are selected for random audit at the end of the renewal period, you must submit proof of attendance at the activities you claim. Noncompliance or falsely stating on the electronic renewal form that you have completed the required continuing education will result in disciplinary action, including monetary fines.

We look forward to your continuing practice in South Carolina and trust the electronic renewal process will be convenient and easy to use. As always, we welcome your comments.

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Emeritus Architects

What are the qualifications? You must be at least 65 years old, you must have been licensed as an architect for 10 consecutive years in any jurisdiction, and you must be retired from active practice. "Retired from active practice" means "not engaging or offering to engage in the practice of architecture," as defined in Section 40-3-20 of the Architectural Registration Laws.

As an Emeritus Architect, you cannot consult, you cannot serve as an expert witness, you cannot advise clients, design or perform any work that could be defined as architecture.

If you are interested in becoming an Emeritus Architect, you may make that change on the renewal form or you may contact us. If you know someone who qualifies but who is not currently licensed (and therefore will not receive this newsletter), please alert him or her. When you become an Emeritus Architect, you will retain the same South Carolina license number, you will receive all publications and notices, and you may use the title "Emeritus Architect."

There is a check-off on the renewal form to indicate that you wish to change from active status to Emeritus status. The annual fee for in-state Emeritus architects is \$30; for out-of-state Emeritus architects, the fee is \$40. You are NOT required to obtain continuing education to change to Emeritus status or to retain your Emeritus status.

The Board will send you a letter acknowledging your status, but it will not send you a "license."

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Disciplinary Actions

Final [disciplinary actions](#) taken by the Board since publication of the last newsletter may be viewed on the Board's Web site. While the Board staff makes every effort to include all final actions, some may have inadvertently been omitted. Documents on the Web site are in PDF format; if you need a "true copy," or if you need a copy of an action not posted on the Web site, please contact [Melissa Jones](#). Please note that disciplinary actions taken prior to July 2004 are not on the Web site, but copies may be obtained by contacting Jones. She can be reached at jonesm@llr.sc.gov or by phone at (803) 896-5147.

You will notice that the Board is issuing Orders to Cease and Desist from the practice of architecture, or the offer to practice architecture, to individuals who are not licensed in South Carolina. Violations of a Cease and Desist Order are handled by the South Carolina Administrative Law Court, and fines may be levied by that Court.

www.llr.state.sc.us/POL/Architects/index.asp?file=Final%20Orders.htm

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Are 4.0 - The New Architect Registration Examination



The Architect Registration Examination is changing for the better. In July 2008, NCARB will launch ARE 4.0. The latest version of the exam updates and improves the current format by combining graphic and multiple-

choice content. ARE 4.0 integrates the exam format while emphasizing the problem-solving skills architects regularly use in day-to-day practice.

For candidates currently in the process of taking ARE 3.1, there will be a one-year transition period (July 2008 until July 2009) to complete the exam. Anyone who has not passed all divisions of ARE 3.1 by June 2009 will be transitioned to ARE 4.0. Candidates who have not taken or passed any divisions by May 2008 will take ARE 4.0. If you have questions about your exam status, please contact Alice Richardson by email at Richardsona@llr.sc.gov or by phone at (803) 896-4408.

The Council has continuously worked toward improving ARE's content, delivery, grading and administration. The evolution to ARE 4.0 has been guided by the 2001 Practice Analysis survey conducted by NCARB that provided a comprehensive analysis of the architecture profession.

Benefits of ARE 4.0:

- Seven divisions instead of nine
- Reduced number of trips to the test center
- Better assessment of your knowledge, skills and abilities
- Condensed subject matter—study for a subject all at once
- Integration of multiple choice and graphic content
- Slightly less testing time

For more information on this examination transition, go to NCARB's Web site at www.ncarb.org and check it regularly for updates. In the future, the site will offer free exam preparation guides for downloading.

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Legislation

The Board has initiated proposed changes to the statutes for legislative approval. At this writing, H. 4783 is the only bill in the Legislature, but a companion bill in the Senate will also be filed. You can access the proposed changes on the Web at www.llronline.com/pol/architects.

Look for "Proposed Legislation" in the Board News box. The Legislature's Web site is www.scstatehouse.net.

A number of the changes are directly related to interns and their interest in taking the ARE prior to completion of IDP, as well as their request for an appropriate title such as "intern architect." We hope the proposed changes will be supported by interns.

Below is a guide to the changes (also posted on the Web). We welcome your feedback, and if you support these changes, please contact your legislator and express your support. We also welcome your questions. Please contact Administrator Jan Simpson at simpsonj@llr.sc.gov.

SUMMARY OF PROPOSED CHANGES

Board of Architectural Examiners
Title 40, Chapter 3

Section 40-3-20(11) : Adds a definition that will allow individuals who have completed an accredited architecture degree, who are enrolled in the Intern Development Program (IDP) and who are employed by an architecture firm to call themselves "intern architect." Currently, Section 40-3-30 prohibits the use of the word "architect" by anyone who is not licensed as an architect in South Carolina. Interns statewide (and nationally) have pushed for a title that more appropriately identifies and clarifies their status. A poll of southeastern states found that South Carolina is the only state that does not currently allow the term "intern architect" to be used.

Section 40-3-115: Increasingly, work is being performed by nonlicensed individuals, sometimes to the detriment of clients. The Board is limited to issuing Cease and Desist Orders to such individuals but there is no meaningful way to

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sanction an unlicensed person.

Section 40-3-120: Increases the maximum fine from \$10,000 to \$20,000.

Section 40-3-240:

Subsection (A) clarifies that application fees are nonrefundable. (housekeeping item)

Subsection (C) allows interns enrolled in—and actively participating in—IDP to begin taking the Architect Registration Examination (ARE). This is a big change that interns fully support and have petitioned the Board to allow. Current law requires completion of the IDP program before applying to the Board to be eligible to take the ARE. Nationally, this is a growing trend. Nine states allow it with many other states indicating they will work toward law changes to allow this.

Section 40-3-250:

Subsection (A): The continuing education requirement for license renewal remains at 12 hours annually but the change would require that all 12 hours be obtained in health, safety and welfare-related topics. Current requirements are for 8 of the 12 hours to be in health or safety-related topics, while 4 hours may be in practice related topics.

Subsection (E): Housekeeping change to strengthen compliance requirements for architects whose renewal forms are audited for CE compliance.

Section 40-3-280: The proposed change will allow use of electronic seals. (This change does not mandate use of electronic seals.) Increasingly, permitting authorities require submittal of plans by electronic means. South Carolina's Uniform Electronic Transmittal Act covers use of electronic signatures, but this section allows use of electronic seals.

Section 40-3-290: These changes attempt to clarify the language in this section and to clarify the instances when the services of an architect are NOT required. Subsection (B) "carves out" the practice of engineering and other legally recognized professions. In other words, engineers licensed in SC who might perform incidental architectural services for an engineering project are exempt from licensure.

Subsection (C) clarifies buildings that do not need to be designed by architects. Subsection (1) adds specific farm buildings and limits human habitation to ten persons.

Subsection (2) removes outdated Code references (Standard Building Code is no longer used).

Subsection (3) also removes outdated Code references. The generic phrase "state-adopted building code" is used instead of a specific Code name that may later be changed or deleted. The SC Building Codes Council adopts building codes.

Section (D) was added to clarify the need for an architect when alterations or additions are made to buildings. This language should aid building officials in plan reviews and clarify for building owners and others when the services of an architect are required for protection of the public's health, safety, and welfare.



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Continuing Education -A Change In Requirements After July 2008

South Carolina's continuing education requirements for license renewal include a minimum of 8 hours of activities in topics related to health, safety and welfare (HSW). An additional four hours may be in architecture-related topics, for a total of 12 hours.

The Board has noted that some providers award HSW credits for coursework, tours and/or seminars that do not meet the definition of HSW under South Carolina rules.

Effective July 1, 2008, and for all renewal cycles thereafter, please ensure that continuing education activities claimed for CE credit for license renewal in South Carolina meet the requirements. In the past, the Board has accepted AIA transcript designations of activities as HSW or non-HSW. However, beginning July 1, 2008, the Board will no longer accept without question all activities labeled as HSW. Please be prepared to provide evidence that claimed activities meet South Carolina requirements:

C. Requirements.

- (1) Each South Carolina Registered architect shall complete a minimum of twelve continuing education hours of structured course study each fiscal year.
- (2) Structured course study shall consist of participation in education activities presented by individuals or groups qualified by professional, practical, or academic experience to conduct courses of study.
- (3) Topics for the twelve continuing education hours shall meet the following requirements:
 - (a) A minimum of eight continuing education hours shall include the study of relevant technical and professional architectural subjects related to safeguarding life, health, property, and promoting the public welfare.
 - (b) A maximum of four continuing education hours may consist of elective topics related to any other area in the practice of architecture.
- (4) Each registrant shall submit, on a form provided by the board, a signed affidavit attesting to the fulfillment of continuing education requirements during the preceding period of one fiscal year ending June 30. Carry-over of a maximum of twelve continuing education hours for one year is permitted.
- (5) Each affidavit may be subject to audit for verification of compliance with

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requirements. Registrants shall retain proof of fulfillment of requirements for a period of one year after submission in the event the affidavit is selected for audit.

(6) The Board may disallow claimed credit for continuing education hours. The registrant shall have one hundred eighty calendar days after notification of disallowance of credit to substantiate the original claim or earn other continuing education credit which fulfills minimum requirements.

D. Noncompliance and Sanctions. Failure to fulfill the continuing education requirements or to file the required annual report, properly completed and signed, shall be considered a violation of the Architectural Registration Law.



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Architects And Architectural Firms Listed On Web Site!

Architects and architectural firms currently licensed in South Carolina are listed on the Licensee Lookup Web site. You can use this lookup to make sure that your license is up-to-date. This site is updated daily.

The Web site address is www.llr.state.sc.us/POL/Architects/. Look under licensee lookup. If you believe a firm or individual was recently licensed but you are unable to locate them on this site, please e-mail us at Richardsona@llr.sc.gov or call us at (803) 896-4408.

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Newly Registered Architects

Congratulations to the following individuals who recently passed the Architect Registration Examination:

Grayson Thompson, Beaufort
William T. Kirby, Jr., Greenville
Adam L. Rohaly, Mt. Pleasant
Hillary B. Andren, Greenville
Losse F. Knight, Mt. Pleasant
Kimberly A. Kraft, Charleston
Joy C. Fernandez, Seattle WA
Wade L. Gatlin, Charleston

We welcome them as newly licensed architects!!

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Moving? Be Sure To Notify The Board

A change of address form can be completed on the web at www.llr.state.sc.us/POL/Architects/. Click on "Applications/Forms," then click on Change of Address Form. The Board cannot accept address changes over the telephone.

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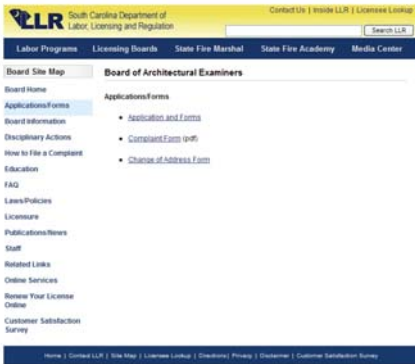
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Applications Available on the Web

You can now download Board applications and instructions on the web. These forms can be accessed on the [Web site](#).

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The S.C. Department of Labor, Licensing and Regulation is pleased to provide various publications in portable document format (PDF). You will need Adobe Reader to view and print these publications.



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Board Staff

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Melissa D. Jones, Program Assistant

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Office Hours

8:30 a.m. – 5 p.m. Monday – Friday

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Important Dates

2008 Board of Architecture Meeting Dates

May 7, 2008
September 16, 2008
November 13, 2008

The Board office will be closed for the following state holidays:

Friday, May 9, 2008
Monday, May 26, 2008
Friday, July 4, 2008
Monday, September 1, 2008
Tuesday, November 11, 2008
Thursday, November 27, 2008
Friday, November 28, 2008
Thursday, December 25, 2008
Friday, December 26, 2008

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Board Members

- Stephen A. Russell, Chairman
- W. Barry Jenkins, Vice Chair
- V. Stokes Browning, Secretary
- Dennis S. Ward, Member
- Jose R. Caban, Member
- Tom Johnson, Esq., Public Member

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