



# Colorado State Board of Architect Examiners

# ArchitectNews

Winter 2004

Volume 13

## Remember?

By Duane Boyle, Board President, Architect

Remember back in high school when you were trying to figure out what career you wanted to pursue? You got this notion that being an “architect” would not only be interesting, but cool! After all that talk with the school counselors and then trying to find a university that had architecture as a program, you decided to go for it.

Remember all those long hours back in college that ran into long nights, that ran into days and days of never ending work with near impossible to achieve expectations? And this while your business-major roommates seemed to be able to get through their work so much faster and move on to college fun. All that because you wanted to be an architect.

Remember those first weeks and years as an intern? The work hours, the hours spent learning and studying for the exams, the daunting company ladder, and of

course, the salary. All that because you wanted to be an architect.

Remember sitting through the interminable exams? Then questioning how well you did, and speculating whether you would have to go through it all over again?

Remember getting the letter that said, “PASS?” After that unbelievably long road and all that you’d struggled through, you accomplished your objective: you became an architect with a license to practice what you worked so hard for. You only needed to use that sought-after credential to help you maximize your personal and professional goals.

After all those years of investing time, energy, and money toward meeting the goal of becoming an architect, it is amazing how many architects do not remember to renew their license so they can remain

*(Continued on page 4)*

## Are Your Project Architects Really Architects?

**Don't mislead your clients, the public, or your own employees**

By Karen L.W. Harris, Board Vice President, Architect

The Colorado State Board of Examiners of Architects expends surprising time and energy at its meetings resolving a problem that should be easily identified and corrected by all current and aspiring architects. That is, the correct use of the term Architect.

A person cannot be called an architect, nor practice architecture, in any state until he or she has been licensed to do so by that state.

A startling number of applications for initial licensure (both new and reciprocal) include examples of Colorado project experience where the applicants declare their role to have been “Project Architect.” The excuse given for this error is all too often that their employers assign that term to their job descriptions. This explanation shows not only an important lack of understanding by the applicant, but also

*(Continued on page 5)*

*Bill Owens, Governor*

*Richard F. O'Donnell,  
Executive Director, Department  
of Regulatory Agencies*

*Rosemary McCool, Director,  
Division of Registrations*

### Board Members

*President*

Duane A. Boyle, Architect

*Vice President*

Karen L. W. Harris, Architect

*Secretary*

Nicholas A. Jovene, Jr.,  
General Contractor

James H. Bradburn, Architect

Charles F. Brenner, Architect

Daniel Sandoval,  
Public Member

Linda T. Smith, Public Member

### Board Staff

*Program Director*

Angeline C. Kinnaird

*Administrative Assistant*

Sarah Segall

### Board Counsel

*Assistant Attorney General*

Jennifer Carr

### Board Address

1560 Broadway, Suite 1300  
Denver, Colorado 80202  
Telephone: 303/894-7801  
Fax: 303/894-7790

### Board Website Address

[www.dora.state.co.us/architects](http://www.dora.state.co.us/architects)

### Inside This Issue...

### On Page ...

“News for ARE Examinees”

2

“Board ‘People’ News”

3

“Update on the Division of Registrations”

3

New Board Policies

4-5

## Have You Renewed Your License Yet?

The previous licensing period ended July 31, 2003. By this time, many of you have renewed your license. But many of you have not, because you have forgotten or you changed your mailing address without informing the Board and you didn't receive a renewal form.

Please help out your fellow architects by asking them if they've renewed their license, and if not, encourage them to take care of it by contacting the Board office at 303/894-7801. The status of any professional's license may be checked by going online to the Board's website, [www.dora.state.co.us/architects](http://www.dora.state.co.us/architects), clicking on the "Search the Automated Licensure System Online—ALISON" link at the bottom of the homepage, and following the instructions.

The renewal fee is \$55. Effective this licens-

ing period, there is a \$15 late fee charged to all those whose renewal fees were postmarked after August 1, 2003. As before, there is a six-month grace period ending January 31, 2004 to allow architects to continue to renew without further application. After January 31, 2004, if your license is expired and you wish to practice, you will need to complete a reinstatement application that can be found online at [www.dora.state.co.us/architects/reinstatement.pdf](http://www.dora.state.co.us/architects/reinstatement.pdf).

Please note that representing oneself as an architect or stamping plans with an expired license is a violation of the practice act and in such circumstances, the Board will take disciplinary action. Refer to page 5 for information on the Board's new policy in this regard.



## Moving?

It's imperative that you notify the Board office of your new address when you move so that we can keep you informed. It's also required by law! Send us your new address in writing by mail, fax or email to  
1560 Broadway,  
Suite 1350,  
Denver, Colorado  
80202  
FAX: 303/894-  
7790  
Email: [architects@dora.state.co.us](mailto:architects@dora.state.co.us)

## News for ARE Examinees

### Licensees: Please Forward to Those Who Need to Know!

#### Changes in the ARE

The National Council of Architectural Registration Boards (NCARB) conducted an in-depth analysis of the practice of architecture in 2000. The Architecture Practice Analysis Study, utilizing a survey that was disseminated to over 4,000 practitioners, serves as the foundation for an improved examination. The final report, published in January 2001, validated the format and content of the current examination, while also identifying some areas that could be strengthened.

In February 2004, the Architect Registration Examination (ARE) incorporates the first of these evolutionary improvements. Additional changes are anticipated in two-year intervals until the goals of the Practice Analysis are achieved. This is not a major overhaul of the exam. Rather, it is intended to introduce more recent topics into the test while adjusting some of the emphases in content. These modifications should not dramatically impact the way candidates prepare for the exam. But candidates who have not yet completed all nine divisions of the ARE are encouraged to compare the old and the new specifications.

In general terms, the content of the examination remains constant. However, in an effort to eliminate redundancy, some content areas

are shifting; a few areas are being strengthened; and, a few new content areas are being introduced. As a result, the number of multiple-choice questions in each division is being reduced and two graphic vignettes are being eliminated.

View the test specification information on the Council's website at [www.ncarb.org/are](http://www.ncarb.org/are).

#### New ARE Rescheduling Fee

On July 1, 2003, NCARB implemented a \$35 rescheduling fee for ARE candidates. The fee, payable only by credit card, is assessed each time candidates change previously scheduled appointments. In addition, candidates must select their future appointment date when they call to notify the Prometric Candidate Service Call Center of the schedule change.

Appointment rescheduling must take place no later than 12:00 noon Eastern Time on the third business day before the scheduled appointment (Saturday is considered a business day). If a candidate fails to arrive for a scheduled appointment or attempts to reschedule without giving the required notice, the candidate will forfeit the entire test fee. More information about the fee and the policy changes is available in the ARE section of the NCARB website at [www.ncarb.org](http://www.ncarb.org).

## Board "People" News

### Board Members

Bertram Bruton, who served several terms on the Architects Board for over 20 years, completed his last term in February 2003. The Board appreciates his many years of service.

Replacing Bert Bruton on the Board is James H. Bradburn of Fentress Bradburn Architects LLC, a well-known architectural firm in the metro Denver area.

### Board Staff

Robert Longway, Program Administrator of the Architects Board from 1998 to 2002, retired in March 2003 after nearly 30 years of employment with the State of Colorado. The Board wishes him well.

Angeline C. Kinnaird became Program Director of the Architects Board in September 2002. As part of the reorganization of the Division of Registrations referred to in last year's newsletter, the Architects Board was grouped with the other programs that Ms. Kinnaird manages, the Board of Registration for Professional Engineers and Professional Land Surveyors and the Colorado Passenger Tramway Safety Board.

Ms. Kinnaird joined the Division of Registrations in 1994 after ten years working in the design/construction industry as a marketing professional with several types of companies, including architectural, engineering, real estate

development, and construction. She also served for five years as a public member of the Engineers/Land Surveyors Board from 1987-92.

Wilma Bartel, who worked for the Board as the Administrative Assistant, took a position as a Licensing Specialist in the newly centralized Office of Licensing within the Division of Registrations last summer. If you had the occasion to need Wilma's help, you know that her incredible customer service and attention to detail has been missed.

Sarah Segall joined the Board staff this month as Administrative Assistant and brings a strong background to the position. Her experience includes providing legal support services as a paralegal and coordinating the operations of a county planning office. We welcome her and look forward to her contributions!

### Board Counsel

Mark Held, who acted as the Board Attorney for several years, died of cancer on December 17, 2002.

Jennifer Carr was recently appointed as an Assistant Attorney General in the Office of the Attorney General and is the Board's Counsel. Previously, she worked for the firm of Rothgerber, Lyons and Johnson.

## Legislative Updates

In the 2003 Legislative session, the Landscape Architect sunrise bill was unsuccessful because in the view of the Legislature, the case for a need to protect the public from harm was not made.

During the 2004 Legislative session, the sunset review of the Board of Registration for Professional Engineers and Professional Land Surveyors will be held. If you are interested in following the process, you may find information electronically at [www.leg.state.co.us](http://www.leg.state.co.us). The bill is HB04-1115 and has been assigned to the House Business Affairs and Labor Committee.

## Update on the Division of Registrations

The Division of Registrations is the umbrella agency within the Colorado Department of Regulatory Agencies that provides administrative support to the Architects Board along with more than thirty other licensing programs, such as those for Doctors, Engineers, Plumbers, etc. As highlighted in the last newsletter, the Division has been going through a major effort to upgrade its licensing database system and concurrently centralize and standardize duplicative functions throughout the Division. The purpose of this endeavor, called "Project T: Transformation" was to make all of our business processes more efficient and provide you

with enhanced customer service.

The transition has included the relocation of personnel into centralized areas, the reconfiguration of workspace, the implementation of a myriad of new processes, the conversion of data into the new licensing system, and, of course, a learning curve for the entire division. We hope that if you had any interaction with us during this time that these changes were transparent, but you may have witnessed some of our "challenges" and we appreciate your patience through this period.

In the next several months, the Division will

*(Continued on page 5)*

## File Notice of Life Safety Claims with the Board

### Notice to Business Owners!

### New DORA Regulatory Notice Email System

The Department of Regulatory Agencies' new Regulatory Notice email system provides business owners with the ability to effortlessly track and comment on proposed state regulations *before* they take effect. After signing up at the Office of Economic Competitiveness and Regulatory Reform website ([www.dora.state.co.us/oecrr](http://www.dora.state.co.us/oecrr)), participants will receive an email when a proposed regulation has been submitted in the specified industry. The email provides several key items: a link to the proposed rule, details about the hearing (time, location, etc.) and the submitting agency's contact information. The DORA Regulatory Notice email system helps to hold state government more accountable for its actions, and empowers Coloradans to become more involved in the regulatory process. Sign up for DORA Regulatory Notice today!

Recently, the Board reviewed the provision within its statute that requires architects to notify the Board of any life safety claims made against them. Many are unaware of this requirement. Therefore, the Board would like to remind you of your obligation to comply with this portion of the law and request that when you provide such information to the Board that you provide as much specificity about the nature of the claim as possible.

For your reference, the following is the section of the law at issue:

**12-4-117. Notification to board.** Each architect shall notify the board of any action or arbitration in which claims regarding the life safety of the occupants of the building are made. Such notification shall be made within ninety days of notice to the architect of such action or arbitration.

Due to the variety of ways to interpret the term "life safety," the Board drafted a policy to define its meaning with regard to the statute for clarity in knowing when a licensee is required to file with the Board.

#### 50-9 Notification to board of any action or arbitration concerning life safety claims

It is the opinion of the Board of Examiners of Architects that life safety includes, but is not necessarily limited to the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, and safety to life and property from fire and other hazards.

If you would like to review any of the statutes, rules or policies of the Architects Board, log onto [www.dora.state.co.us/architects](http://www.dora.state.co.us/architects).



### Remember? ...Continued

*(Continued from page 1)*

an architect. Having been on the Board for some time now, I am surprised how many of us overlook the need to renew the symbol of all that hard work: our license to practice as an Architect.

The excuses always seem to be related to one of the following:

1. I simply forgot.
2. It is not my fault. I moved and the renewal notice did not get forwarded to my new address
3. It is not my fault. My firm pays the fee for me and, for whatever reason, our bookkeeper did not pay it.

I have even heard former architects explain that keeping a license active was too much of a financial burden. It seems to me that the low fee, currently \$55.00 for two years, to keep an Architect's license active is one of today's greatest investments and a small price to pay for maintaining one's livelihood.

It is always possible to forget once. The problem is that some people have a history of forgetting. And regardless of the scenario, it is *your* responsibility to make sure that your fee is

paid and paid on time. It is also *not* the responsibility of the Board to find you or give you repeated notices that your license is near expiration.

***If your license is expired, there is one result and it is simple: you are not an architect; you cannot call yourself an architect; you cannot advertise as an architect; and, you cannot mislead anyone to think that you are an architect.***

It makes no sense to work so hard and so long to attain a very significant goal by any measure, and let something so simple as the failure to pay a state fee mess it all up.

So...

- **Remember** that you are able to practice architecture in Colorado by virtue of your license.
- **Remember** that it is up to **YOU**, and **you** alone, to ensure that you can continue to practice architecture in Colorado.
- **Remember** to pay your fee on time!

## Are Your Project Architects Really Architects? ...Continued

*(Continued from page 1)*

reflects poorly on the firms that they represent.

The Board has observed that some of the worst offenders in this practice are large, well-known firms in the state. Misrepresenting the professional status of project personnel tarnishes a firm's reputation and misleads clients and the public. Moreover, these are the very firms that should be closely mentoring their staff and promoting the value of the profession and the license.

If the misuse of the term "architect" is an attempt by the firm to bill an individual at a higher rate, that practice is deceitful and unethical. If the practice is an attempt at reward or incentive, what message is instead given to

those who have worked so hard to attain licensure, and to those who see no obvious reason to put forth the effort? If the policy is simply an indication of a lack of care or a lack of knowledge, how does this reflect upon the professionalism of the firm?

This may seem to some to be of minor importance, but it is a strong indicator of disregard and a lack of respect for the license and the profession. It also reinforces the idea that aspiring to licensure is of little value. For the Board, the recurring problem represents time and effort that could be better spent working to protect the public, educate the profession and improve the competency of the licensees whom it represents.

## Practicing with an Expired License Results in Board Action

As Board President Duane Boyle writes in the front-page column of this newsletter, individuals practicing with expired licenses are a recurring matter for the Board. Similar circumstances for those in other professions regulated by programs in the Division of Registrations have, until recently, been treated differently. In light of the changes associated with Project T: Transformation described in the "Update on the Division of Registrations" article on page 3, and the associated effort to increase the level of consistency across the Division of Registrations in how various professions are treated, the Board recently adopted a policy to come into alignment with the Division's approach to such cases. Please be apprised of the new policy shown below.

### 10-6 Disciplinary Action Regarding Expired Licenses

It is the policy of the Colorado Board of Examiners of Architects to take disciplinary action when the board finds that a licensee practiced architecture with a lapsed license.

If a licensee fails to renew a license to practice architecture by the license expiration date, a penalty fee will be due upon renewal of the license. From the date of expiration, a licensee will have 60 days within which to renew a license during which the license will be deemed active. 60 days after expiration of the license, the license will be deemed to have lapsed.

If the board finds that a licensee practiced with a lapsed license for a period of 60 days up to one year, it is the policy of the board to issue a letter stating that the board does not endorse such behavior. If the board finds that a licensee practiced with a lapsed license for more than six months, the licensee must apply for reinstatement of the license pursuant to the requirements in Board Rule 100.605-Renewal/Reinstatement Procedure. If the board finds that a licensee practiced with a

lapsed license for a period of one to two years, it is the policy of the board to issue a Letter of Admonition, which is a disciplinary action recorded on the license history. The board may levy a fine in addition to a Letter of Admonition, or such other disciplinary action as the board deems appropriate.

## Division of Registrations Update...Continued

*(Continued from page 3)*

be tackling the last phase of the transformation to make online transactions available, e.g. license renewals, changes of address and the ability to check the status of an application. That means that during the next renewal cycle in 2005 you will be able to complete that task electronically.

As we move toward completion of Project T and beyond, some Board policies and processes may change in order to streamline functions across the Division, as well as increase the level of consistency in how various professions are treated. In the end, we hope you will be able to witness improvements in timeliness, automation, access to information, and ease of interaction with the Board and the Division.

## Change in Next Newsletter

It is the policy of the Division of Registrations that all disciplinary actions of a board be published routinely in its newsletter. For unknown reasons, this hasn't been done by the Architects Board in past issues. This is notice that beginning with the next newsletter, the Board will publish all final disciplinary actions taken by the Board, including respondents' names, that have occurred since the publication of this newsletter.

## ADDRESS CHANGE? Let Us Know!

Licensee name \_\_\_\_\_  
Last Name Jr./III First Middle

License number \_\_\_\_\_

Current home address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Current business address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Employer \_\_\_\_\_

Business telephone ( ) \_\_\_\_\_ Home telephone ( ) \_\_\_\_\_

Preferred mailing address:  Home  Business

Signature \_\_\_\_\_ Date \_\_\_\_\_

MAIL TO: Board of Examiners of Architects  
1560 BROADWAY, SUITE 1350  
DENVER, CO 80202

or FAX TO: 303/894-7790

or Email TO: architects@dora.state.co.us

Registrants who do not notify the Board in writing within 30 days of a change of address may be subject to disciplinary action.

COLORADO BOARD OF EXAMINERS  
OF ARCHITECTS  
1560 Broadway, Suite 1300  
Denver, CO 80202

PRSR STD  
U.S. POSTAGE

**PAID**

Denver, CO  
PERMIT # 738