

California Architects Board
Board Meeting
February 26, 2026





Board Members

Ron Jones, President
Robert C. Pearman, Jr.,
Vice President
Victoria Brash, Secretary
Tian Feng
Leonard Manoukian
Kasheica McKinney
Amanda Steidlmayer
Fuad Sweiss
Charles "Sonny" Ward, III

NOTICE OF PUBLIC MEETING

**The California Architects Board (Board) will meet at
10:00 a.m., on Thursday, February 26, 2026**

College of the Desert
43-500 Monterey Ave
Applied Sciences Building, Room AS 106
Palm Desert, CA 92260

AGENDA

10:00 a.m. to 2:00 p.m.
(or until completion of business)

ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA.

- A. Call to Order / Roll Call / Establishment of a Quorum
- B. President's Procedural Remarks and Board Member Introductory Comments
- C. Public Comment on Items Not on the Agenda

The Board may not discuss or act on any item raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).

- D. Review, Discussion, and Possible Action on November 6, 2025, Board Meeting Minutes
- E. Update from the Department of Consumer Affairs (DCA) and Discussion of Same
- F. Presentation on the Architecture Program at College of the Desert – Marina Acosta and Bert Bitanga
- G. Update and Discuss National Council of Architectural Registration Boards (NCARB)
 - 1. Update and Discuss Education, Experience and Examination Committee Meetings

(Continued)

2. Update on NCARB Operations – Mike Armstrong, CEO, NCARB
 - a. 2026 Draft Resolutions – 2026-A Mutual Recognition Agreement with the Architects Registration Board; 2026-B Amendment and Restatement of Policies Passed by Membership; 2026-C Certification Guidelines Amendment – Expanding Access to the NCARB Certification
 - b. Competency Standard for Architects
 - c. Artificial Intelligence and the Practice of Architecture

- H. Update and Discussion on Board Committees
 1. January 15, 2026, Regulatory and Enforcement Committee Meeting
 2. January 30, 2026, Landscape Architects Technical Committee (LATC) Meeting
 - a. Consideration of, Discussion and Possible Action on Proposed Amendments to California Code of Regulations (CCR), Title 16, Division 26, Article 1, section 2611 (Abandonment of Application)
 3. February 19, 2026, Communications Committee Meeting

- I. Executive Officer’s Report and Discussion: Board’s Administration / Management, Examination, Licensing, and Enforcement Programs

- J. Legislative Update
 1. Discussion Regarding Pending Legislation That Impacts the Board or its Licensees, Which May Include AB 1796 (Jackson) Licensed Commercial Interior Designers Practice Act

- K. Regulations Update
 1. Consideration of, Discussion, and Possible Action on Proposed Addition of CCR, Title 16, Division 2, Article 2, section 109.05 (Architect-in-Training) and Amendments to Article 7, section 144 (Fees)

- L. Discussion and Possible Action Regarding Future Board Meeting Dates

- M. Closed Session - Pursuant to Government Code sections 11126(a)(1) and (c)(3), the Board Will Meet in Closed Session to:
 1. Deliberate and Vote on Disciplinary Matters
 2. Approve November 6, 2025, Closed Session Minutes
 3. Perform the Annual Evaluation of its Executive Officer

- N. Reconvene in Open Session

- O. Adjournment

All times are approximate and subject to change. The meeting may be cancelled or shortened without notice. Any item may be taken out of order to accommodate speaker(s) and/or to maintain quorum. The meeting will be adjourned upon completion of the agenda, which may be at a time earlier or later than posted in this notice. In

accordance with the Bagley-Keene Open Meeting Act, all meetings of the Board are open to the public.

The Board plans to webcast the meeting on the Department of Consumer Affairs' website at <https://thedcapage.blog/webcasts>. Webcast availability cannot be guaranteed due to limitations on resources or technical difficulties. The meeting will not be cancelled if webcast is not available. Meeting adjournment may not be webcast if adjournment is the only item that occurs after a closed session.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Board prior to it taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Board, but the Board President may, at their discretion, apportion available time among those who wish to speak. Individuals may appear before the Board to discuss items not on the agenda; however, the Board can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125 and 11125.7(a)).

A person who would like more information about the meeting or needs a disability-related accommodation or modification to participate in the meeting may ask questions about the meeting or make a disability-related accommodation request by contacting:

Person: Nailea Cortez

Telephone: (916) 575-7236

Email: Nailea.Cortez@dca.ca.gov

Telecommunications Relay Service: Dial 711

Mailing Address:

California Architects Board

2420 Del Paso Road, Suite 105

Sacramento, CA 95834

Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

Meeting notices and related materials are available online at:

<https://cab.ca.gov/about/meetings> (Government Code section 11125(a)).

Protection of the public shall be the highest priority for the Board in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount (Business and Professions Code section 5510.15).



DRAFT MEETING MINUTES CALIFORNIA ARCHITECTS BOARD

November 6, 2025
Sacramento, CA

ITEMS ARE PRESENTED IN THE ORDER THEY WERE DISCUSSED, AS SOME
ITEMS WERE TAKEN OUT OF ORDER

A. CALL TO ORDER / ROLL CALL / ESTABLISHMENT OF A QUORUM

On November 6, 2025, Board President Ron Jones called the meeting to order at 10:03 a.m. and Secretary Victoria Brash called the roll.

Board Members Present

Ron Jones, President
Robert Pearman, Vice President
Victoria Brash, Secretary
Tian Feng (arrived at 10:15 a.m.)
Amanda Steidlmayer
Fuad Sweiss
Charles "Sonny" Ward

Six members of the Board present constitutes a quorum; a quorum was established.

Landscape Architects Technical Committee (LATC) Members Present

Jon Wreschinsky, Committee Member

Board Staff Present

Laura Zuniga, Executive Officer
Jesse Laxton, Assistant Executive Officer
Kourtney Fontes, Administration Manager
Alicia Kroeger, Enforcement Manager
Kimberly McDaniel, LATC Program Manager
Marccus Reinhardt, Licensing Manager
Timothy Rodda, Regulations Manager
Nailea Cortez, Human Resources Liaison
Michael Sganga, Lead Enforcement Analyst

DCA Staff Present

Suzanne Balkis, Budget Manager
Elizabeth Coronel, Strategic Planning Manager
Luke Fitzgerald, Budget Analyst
Michael Kanotz, Attorney III
Susan Kilcrease, Legislative Analyst

Bryce Penney, Television Specialist
Sam Singh, Attorney III
Matthew Wainwright, Legislative and Regulatory Manager

Guests Present

Jerry Dohn, Petitioner
Sheronda L. Edwards, Deputy Attorney General
Eric Sawyer, Administrative Law Judge
Brian Soublet, Retired Chief Deputy Director, Chief Counsel, California Department of Motor Vehicles
Mark Teer, CEO, Black Spectacles

B. PRESIDENT’S PROCEDURAL REMARKS AND BOARD MEMBER INTRODUCTORY COMMENTS

President Jones opened the meeting and stated that all motions and seconds will be repeated for the record and votes on motions will be taken by roll call.

Public Comments: There were no public comments.

C. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Mark Teer commented that his company, Black Spectacles, helps candidates on their journey to achieve their architecture license. He stated that candidates have expressed test anxiety as part of their exam experience and asked how to inquire whether the Board would publish screenshots of the exam interface for the general public. President Jones directed the Executive Officer to review the item raised and place the matter on the agenda of a future meeting.

D. UPDATE FROM THE DEPARTMENT OF CONSUMER AFFAIRS (DCA) AND DISCUSSION OF SAME

Susan Kilcrease presented the DCA update which included new appointments to the DCA executive team and a reminder about the mandatory trainings for Board Members.

Public Comments: There were no public comments.

E. BUDGET UPDATE FROM THE DCA BUDGET OFFICE AND DISCUSSION OF SAME

Budget Analyst Luke Fitzgerald summarized the Board’s expenditure projections and fund condition statement included in the meeting materials. Mr. Fitzgerald and Budget Manager Suzanne Balkis answered questions posed by members of the Board.

Public Comments: There were no public comments.

F. HEARING ON PETITION FOR REDUCTION OF PROBATION – JERRY DOHN

Jerry Dohn (C-21996) petitioned for reduction of probation. Board members asked questions and went into closed session to deliberate.

P. CLOSED SESSION (11:25 a.m.)

RECONVENE OPEN SESSION (12:35 p.m.)

A quorum was established with seven members present: President Jones, Members Pearman, Brash, Feng, Steidlmayer, Sweiss and Ward.

G. PRESENTATION AND DISCUSSION ON ARTIFICIAL INTELLIGENCE AND REGULATORY OVERSIGHT OF AN EMERGING TECHNOLOGY – BRIAN SOUBLET, RETIRED CHIEF DEPUTY DIRECTOR, CHIEF COUNSEL, CALIFORNIA DEPARTMENT OF MOTOR VEHICLES

President Jones stated that the Board is considering potential benefits and risks of artificial intelligence to the practice of architecture and how it serves the public interest. He explained that other agencies have already engaged this conversation and introduced Brian Souble, Retired Chief Deputy Director, Chief Counsel, California Department of Motor Vehicles.

Brian Soublet shared his experience regulating emerging technologies at the California Department of Motor Vehicles and answered questions posed by members of the Board.

Public Comments: There were no public comments.

H. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON AUGUST 21, 2025, BOARD MEETING MINUTES

Charles Ward moved to approve the August 21, 2025, minutes.

Victoria Brash seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Pearman, Steidlmayer, Sweiss and Ward voted in favor of the motion. Motion passed 7-0.

I. UPDATE AND DISCUSS NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS (NCARB)

1. Update and Discuss Education, Experience and Examination Committee Meetings

Ms. Zuniga stated that she and Vice President Pearman are currently on the Credentials Committee, which will hold a webinar soon to discuss the elections process for next year. Tian Feng provided an update on the upcoming meetings of the WCARB Executive Committee and NCARB Board of Directors.

Public Comments: There were no public comments.

J. UPDATE AND DISCUSSION ON BOARD COMMITTEES

1. October 21, 2025, Landscape Architects Technical Committee (LATC) Meeting

a. Review, Discuss, and Possibly Take Action on LATC Recommendation Regarding Approval of the UC Los Angeles Extension Certificate Program

Ms. Zuniga presented an update on the October 21, 2025, LATC meeting and answered questions posed by members of the Board. Jon Wreschinsky explained that the LATC is in full support of approval of the UCLA Extension Landscape Architecture Program for another accreditation period of six years. He stated that the Program is in the process of filling its vacant director position with a licensee. Mr. Feng commended the LATC visiting team volunteers for their thorough review of the Program.

Tian Feng moved to approve the UCLA Extension Landscape Architecture Program for a period of six years.

Charles Ward seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Pearman, Steidlmayer, Sweiss and Ward voted in favor of the motion. Motion passed 7-0.

K. EXECUTIVE OFFICER'S REPORT AND DISCUSSION: BOARD'S ADMINISTRATION / MANAGEMENT, EXAMINATION, LICENSING, AND ENFORCEMENT PROGRAMS

Ms. Zuniga reported on the Board's upcoming outreach events, regulation changes, examination statistics, and enforcement activity. Ms. Zuniga answered questions posed by members of the Board.

Public Comments: There were no public comments.

L. LEGISLATIVE UPDATE

Ms. Zuniga presented summaries of AB 667, AB 671, AB 742, AB 759, AB 1341, and SB 641. Ms. Zuniga answered questions posed by members of the Board.

Public Comments: There were no public comments.

M. REGULATIONS UPDATE

1. Consideration of, Discussion, and Possible Action on Proposed Amendments to California Code of Regulations (CCR), Title 16, Division 2, Article 1, section 103 (Delegation of Certain Functions)

Timothy Rodda explained the proposed amendments to 16 CCR 103 (Delegation of Certain Functions). Mr. Rodda answered questions posed by members of the Board.

Robert Pearman moved to approve the proposed regulatory text for Section 103, direct staff to submit the text to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested.

If the Board does not receive any comments providing objections or adverse recommendations specifically directed at the proposed action or to the procedures followed by the board in proposing or adopting the action, during the 45-day comment period, and no hearing is requested then the Board authorizes the Executive Officer to take all steps necessary to initiate the rulemaking process, make any technical or nonsubstantive changes to the package, and adopt the proposed regulations at Section 103 as noticed.

Charles Ward seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Pearman, Steidlmayer, Sweiss and Ward voted in favor of the motion. Motion passed 7-0.

N. DISCUSSION AND POSSIBLE ACTION REGARDING FUTURE BOARD MEETING DATES

The Board discussed future Board and Committee meeting dates.

Public Comments: There were no public comments.

O. ELECTION OF BOARD OFFICERS

Mr. Ward stated that the slate proposed by the Nominations Committee is Ron Jones, President; Robert Pearman, Vice President; and Victoria Brash, Secretary.

Charles Ward moved to elect the Nominations Committee's recommended slate as listed, Ron Jones, President; Robert Pearman, Vice President; and Victoria Brash, Secretary.

Fuad Sweiss seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Pearman, Steidlmayer, Sweiss and Ward voted in favor of the motion. Motion passed 7-0.

P. CLOSED SESSION - Pursuant to Government Code sections 11126(c)(3), the Board Will Meet in Closed Session to:

- 1. Deliberate and Vote on Disciplinary Matters**
- 2. Approve February 20, 2025, closed session minutes**

N. ADJOURNMENT

The meeting adjourned after closed session.

MEMORANDUM

TO: Member Board Members, Member Board Executives, and Regional Officers

FROM: Miguel A. Rodriguez, FAIA, NCARB, NOMA
NCARB Secretary/Treasurer

DATE: January 29, 2026

SUBJECT: 2026 Draft Resolutions for Consideration

At the NCARB Board of Directors January 2026 Meeting, the Board voted to move three resolutions to the membership for discussion and feedback. These three resolutions will remain as drafts until the Board of Directors' final review in April, when the Board will decide the final content of the resolutions they wish to move forward to the membership for consideration at the June 2026 Annual Business Meeting.

All three draft resolutions are enclosed in this packet.

Resolution 2026-A would replace the existing Mutual Recognition Agreement (MRA) between NCARB and Architects Registration Board (ARB) in the United Kingdom. The amended MRA would eliminate post-licensure experience requirements as a qualification and allow acceptance of pathways outside of the standard path to NCARB certification.

Resolution 2026-B would update six policies previously passed by the membership to reflect current terminology and practice. This resolution also creates a single membership document with all the policies for clarity, consistency, membership accessibility, and ease of future review. In addition, it would sunset two additional policies that have been incorporated into other official documents and are duplicative, or are no longer necessary.

Resolution 2026-C would update the *NCARB Certification Guidelines* to add an alternative to the Examination Requirement for the NCARB Certificate for architects licensed through historic exams. This will allow architects who were licensed through a jurisdiction-specific process of satisfying the NCARB paper-

and-pencil exam to seek NCARB certification if they have been in good standing, building on previous guidelines amendments.

Next Steps

We hope that you will take the time to review and discuss these draft resolutions with your fellow board members. We look forward to receiving your feedback and answering questions during the upcoming Regional Summit. Again, these drafts will undergo further discussion by the Board in April. At that time the Board will review Member Board feedback in determining the final composition of resolutions they determine should be forwarded for a membership vote at the June Annual Business Meeting.

In the interim, please feel free to contact me at secretary@ncarb.org if you have any questions or would like to discuss further.

Enc:

- Draft Resolutions to be Acted Upon at the 2026 Annual Business Meeting



NCARB

Draft Resolutions
to be Acted Upon at the
2026 Annual Business Meeting

JANUARY 2026

National Council of Architectural Registration Boards
1401 H Street NW, Suite 500
Washington, DC 20005
202/783-6500
www.ncarb.org

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DRAFT

FY26 Draft Resolutions Overview

At the January Board of Directors Meeting, the Board reviews proposed resolutions and determines which resolutions they would like to move forward to the membership for consideration. These resolutions are still considered drafts and are shared with Member Boards and regions so they can provide feedback at the Regional Summit each spring. The Board will make final decisions on which resolutions to put forward at the Annual Business Meeting at the April Board Meeting.

This packet includes three draft resolutions (plus related supporting documentation as appropriate).

Resolution 2026-A: Mutual Recognition Agreement With the Architects Registration Board (ARB)

This resolution would replace the existing Mutual Recognition Agreement (MRA) between NCARB and the U.K.'s Architects Registration Board (ARB). The amended MRA will allow acceptance of pathways outside the standard path to NCARB certification, and will align this MRA with the current MRAs with Canada and Australia/New Zealand. Appendix A includes the amended MRA.

Strategic Plan Objective:  Program and Service Excellence

Resolution 2026-B: Amendment and Restatement of Policies Passed by Membership

This resolution updates six of the remaining policies passed via the resolution process and recommends that an additional two resolutions be sunset. The six remaining policies will be incorporated into a new official document for ease of future review and tracking. Appendix B includes the restated policies.

Strategic Plan Objective:  Program and Service Excellence

Resolution 2026-C: Certification Guidelines Amendment – Expanding Access to the NCARB Certificate

This resolution proposes an update to the requirements for certification in the *NCARB Certification Guidelines* to include an alternative to the Examination Requirement for the NCARB Certificate for architects licensed through historic exams. This will allow architects who were licensed through a jurisdiction-specific process of satisfying the NCARB paper-and-pencil exam to seek NCARB certification if they have been in good standing, building on previous guidelines amendments.

Strategic Plan Objective:  Program and Service Excellence

Strategic Plan Objective:  Program and Service Excellence

RESOLUTION 2026-A

TITLE: Mutual Recognition Agreement With the Architects Registration Board (ARB)

SUBMITTED BY: Council Board of Directors

WHEREAS, the Board of Directors has established a priority to identify ways to assist architects licensed in a U.S. jurisdiction in obtaining reciprocity for international practice; and

WHEREAS, the process to obtain a license in the United Kingdom is significantly similar to the process to obtain a license in the United States insofar as applicants satisfy prescribed competencies required for licensure; and

WHEREAS, the International Qualifications Evaluation Work Group, composed of volunteer subject-matter experts, has thoroughly assessed the competencies required for licensure set by the Architects Registration Board (ARB) and determined significant correlation exists between the competency requirements in United Kingdom and the United States; and

WHEREAS, staff representatives from NCARB and ARB have successfully negotiated an agreement that is mutually satisfactory to the leadership of each organization; and

WHEREAS, pursuant to the *NCARB Bylaws*, Article V, Section 12, all written international and/or foreign agreements entered into by the Council shall be subject to ratification by majority vote of the Member Boards (28 votes) at an Annual Business Meeting.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED, that the Mutual Recognition Agreement between the National Council of Architectural Registration Boards, representing the 55 architectural licensing boards of the United States, and the Architects Registration Board in the United Kingdom be and hereby is ratified and approved as published in Appendix A in these resolutions.

FURTHER RESOLVED, that upon the approval of this MRA by a majority of the Council Member Boards, such change will become effective no earlier than 60 calendar days after the execution of the Agreement.

FINANCIAL IMPACT:

- No financial impact.

SPONSORS' STATEMENT OF SUPPORT:

The proposed *revised* Mutual Recognition Agreement (MRA) between the National Council of Architectural Registration Boards (NCARB) and the Architects Registration Board (ARB) expands opportunities for U.S. and U.K. architects, enabling them to establish professional connections, seek work, and perform services as a licensed architect in the other country. This *revised* MRA is in its final form and will be signed by NCARB and ARB following ratification by the Member Boards. Once approved and signed by all parties, the MRA will take effect by 2027 and supersede all prior agreements between the two organizations.

The new terms negotiated for the NCARB/ARB MRA represent a strategic evolution in NCARB's approach to certification and licensure, prioritizing competency-based standards and removing barriers unrelated to professional qualifications. This evolution supports architects with diverse licensure paths and reflects NCARB's commitment to fostering a globally connected profession while maintaining rigorous standards for licensure.

Key changes in the new agreement include:

1. Accepting architects who obtained their NCARB Certificate or U.K. license through various routes, including alternative qualifications and international architect pathways (except for another MRA).
2. Removing requirements that do not impact professional competency development, such as those related to citizenship/permanent residency status or the location of the applicant's principal place of practice.

MRAs enable licensing boards to bring international architects—who may already contribute to projects within their jurisdiction—under formal regulatory oversight. This approach strengthens adherence to local laws, building codes, and ethical standards, providing a mechanism to enforce compliance and safeguard public health, safety, and welfare. At the same time, MRAs empower NCARB Certificate holders to expand their practices globally, unlocking new markets and professional opportunities. Facilitating licensure across borders allows architects licensed in participating U.S. jurisdictions to contribute their expertise to international projects, fostering collaboration and promoting the exchange of best practices while upholding high professional standards.

After implementation, participating Member Boards may grant licensure to U.K. architects issued an NCARB Certificate through this Agreement and meeting the requirements outlined in the MRA. To ensure a smooth rollout, NCARB will contact each Member Board following ratification to confirm their participation in the Agreement. NCARB shall maintain an electronic list of participants available publicly that is updated each time a new Participant is added or removed.

Comparative Analysis of Competency Requirements

The terms of NCARB-ARB MRA are based on the alignment of competency requirements for licensure established by the relevant regulatory entities in each country. NCARB's International Qualification Evaluation Work Group (IQEW) conducted a detailed comparative analysis of the competency requirements at the point of licensure. While acknowledging that the methods used to establish and assess those competencies may differ, the evaluation identified a strong correlation between the professional competencies required for practice in both countries. The IQEW is confident that United Kingdom's rigorous and standardized licensure process ensures a competency level for U.K. architects comparable to that of architects holding an NCARB Certificate in the U.S.

The comparative evaluation assessed alignment between:

- A. Requirements for licensure as an architect in the U.S.
 - *NCARB Competency Standard for Architects*
- B. Requirements for licensure as an Architect in U.K.
 - ARB UK General Criteria

NCARB's International Relations team, tasked with negotiating the detailed requirements of the MRA on behalf of NCARB, approached the process with an understanding that trust between organizations and individuals is essential to success. This understanding recognizes the significance of setting aside organizational differences in international discussions and reflects a commitment to mutual respect and professional equity between the parties involved.

The Role of NCARB Certificate

The NCARB Certificate serves as the foundation for facilitating domestic and international licensure through all MRAs. It is a prerequisite for U.S. architects to benefit from an MRA and is issued to incoming applicants upon satisfactory completion of the process. NCARB certification signifies that an architect has met the qualifications established in the *Certification Guidelines* and accepted by the Member Boards. To achieve NCARB certification, architects must meet the certification requirements outlined in the *Certification Guidelines*. For architects who do not meet these standard requirements, the *Certification Guidelines* provides alternative pathways.

Each pathway to NCARB certification and licensure in the United Kingdom, including non-traditional ones, was thoroughly presented and discussed between the two organizations. Following successful negotiation, the MRA between NCARB and ARB adopts an "all-inclusive" approach, enabling architects meeting eligibility requirements to seek licensure and certification in the other country, regardless of how they obtained their NCARB Certificate or their license in the United Kingdom.

The Alternative Requirements for Certification of an Architect Licensed in a U.S. Jurisdiction and the Requirements for Certification of an Architect Credentialed by a Foreign Registration

Authority, as outlined in the *NCARB Certification Guidelines*, were considered and accepted. This includes the Education Alternative to NCARB Certification (both the Two Times AXP and NCARB Certificate Portfolio options), Education Evaluation Services for Architects (EESA)-NCARB Evaluation Report, and the International Architect Path to Certification. Respectively, this Agreement accepts the additional pathways for licensing of architects established by the ARB.

Architects whose license in their home country was obtained by means of another MRA will not be eligible for reciprocity under this Agreement, which is consistent with NCARB's current MRAs.

The credible standards and consistent expectations for initial licensure, developed over many years and supported by robust regulatory procedures, enabled NCARB and ARB to negotiate this Agreement. Rather than dissecting individual components, the new MRA recognizes and respects each country's well-established and rigorous path to licensure.

ADVOCATES:

- Policy Advisory Committee
 - Chair: Michael G. Kolejka, NCARB, AIA, LEED AP, Arizona Member Board Member
 - Pedro Luis Alfaro Jr., RA, AIA, CAAPPR, SAP, Puerto Rico Member Board Member
 - Mary McClenaghan, AIA, NCARB, Pennsylvania Member Board Member
 - Jill Lewis Smith, AIA, NCARB, Kentucky Member Board Member
 - Julie Hildebrand
 - Keith Robinson
 - Catherine M. Monte Carlo, North Carolina Member Board Executive
 - Brian M. Kelly, AIA, NCARB, Nebraska Member Board Member
- International Qualifications Evaluation Work Group
 - Mohammad Ashjaei, OAA, AIA, NCARB
 - Yin Ching (Jaime) Chan
 - Nikhilesh Korde
 - Mark R. McKechnie, AIA NCARB
 - Leopoldo Robledo Jr., AIA, NCARB, LEED AP
 - Terance B. White, AIA, NCARB

RESOURCES:

- Appendix A: Mutual Recognition Agreement between the National Council of Architectural Registration Boards and the Architects Registration Board

Strategic Plan Objective:  Program and Service Excellence

RESOLUTION 2026-B

TITLE: Amendment and Restatement of Policies Passed by Membership

SUBMITTED BY: NCARB Board of Directors

WHEREAS, the Board of Directors has charged various committees to review all policies and official documents that may need to be updated in preparation for recommendations related to updates to the licensure process; and

WHEREAS, the Policy Advisory Committee recommends that six previously passed policies by NCARB's membership be updated to reflect current terminology and restated for clarity and future tracking and two additional resolutions be sunset; and

WHEREAS, resolutions of substantive matters that NCARB's membership have passed by resolution may only be changed by an absolute majority of vote of the Council Member Boards (28 votes) with such changes becoming effective at the time specified in this Resolution.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED, that the National Council of Architectural Registration amends and restates the following resolutions into *NCARB Policies Passed by Membership*, the full text of which is attached hereto as Appendix B:

- Resolution 1995-17: Annual Administrators' Workshop
- Resolution 1996-02: Centralized Disciplinary Action Data Base
- Resolution 2002-05: NCARB Goal of Universal Acceptance of Certificate
- Resolution 2003-07: Allowance for President and First Vice President
- Resolution 2003-15: Publishing of Comprehensive and Unabridged NCARB Accrual Basis Financial Statements on NCARB "Members' Only" Web Page Quarterly
- Resolution 2007-12: Continuing Education Credit for NCARB Activities

FURTHER RESOLVED, that the National Council of Architectural Registration Boards sunsets the following resolutions:

- Resolution 1999-06: Satisfying Training Requirements
- Resolution 2002-07: Support for Seeking Financial Assistance to Defray International Activities

FURTHER RESOLVED, that upon the approval of the foregoing resolution by a majority of the Council Member Boards, such resolution will become effective immediately

FINANCIAL IMPACTS:

- This resolution has no financial impact, as all policies are active policies that the Council has been following since the membership passed them.

SPONSORS' STATEMENT OF SUPPORT:

Between 2021-2024, the Policy Advisory Committee completed a multi-year review of policy resolutions passed by the membership to identify policies or positions that no longer aligned with current Council practices or philosophy. While the majority of these policies were sunset by the membership during this timeframe, the Policy Advisory Committee at the time recommended that eight policies not be sunset.

This year, the committee reviewed the remaining active policies passed by resolution as part of a larger charge to review all official policy documents ahead of potential changes to the licensure process through the Council's Pathways to Practice initiative. In addition, since all remaining active policy resolutions were last reviewed in 2021, they also reviewed the resolutions for housekeeping updates and alignment with current policies and practices.

The committee has recommended that six policy resolutions remain within the membership purview and two policies be sunset. In addition, it has recommended that the remaining policies be updated to reflect current terminology and practice and condensed into one membership document for clarity, consistency, membership accessibility, and ease of future review.

Two policy resolutions are recommended for sunset. These policies have either been incorporated into other official documents and are duplicative or are no longer necessary. The full copy of these resolutions are in Appendix C for reference.

Advocates:

- Policy Advisory Committee
 - Chair: Michael G. Kolejka, NCARB, AIA, LEED AP, Arizona Member Board Member
 - Pedro Luis Alfaro Jr., RA, AIA, CAAPPR, SAP, Puerto Rico Member Board Member
 - Mary McClenaghan, AIA, NCARB, Pennsylvania Member Board Member
 - Jill Lewis Smith, AIA, NCARB, Kentucky Member Board Member
 - Julie Hildebrand
 - Keith Robinson
 - Catherine M. Monte Carlo, North Carolina Member Board Executive
 - Brian M. Kelly, AIA, NCARB, Nebraska Member Board Member

RESOURCES:

- Appendix B: *NCARB Policies Passed by the Membership*
 - This is the amended and restated policy document with all policies via the resolution process for membership reference.

- Appendix C: NCARB Policies Passed by the Membership – Updated Compared to Original
 - This document includes the original resolutions passed for all eight remaining policies, including the two recommended for sunset.

DRAFT

Strategic Plan Objective:  Program and Service Excellence

RESOLUTION 2026-C

TITLE: *Certification Guidelines* Amendment – Expanding Access to NCARB Certification

SUBMITTED BY: NCARB Board of Directors

WHEREAS, the Board of Directors charged the Policy Advisory Committee with evaluating impediments to obtaining an NCARB Certificate caused by historic jurisdictional variations in ARE requirements and develop a path that increases access to the NCARB Certificate while maintaining the validity of the credentialing decision through a combination of years of practice and absence of disciplinary action; and

WHEREAS, the Policy Advisory Committee has recommended that the Requirements for NCARB Certification in the *NCARB Certification Guidelines* be amended to include an alternative to the Examination Requirement for the NCARB Certificate for architects initially licensed prior to 1997; and

WHEREAS, the Requirements for Certification in the *NCARB Certification Guidelines* may only be changed by an absolute majority vote of the Council Member Boards (28 votes), with such change becoming effective at the time specified in this resolution.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED, that Section 2.5 in the *Certification Guidelines* be amended by the addition of paragraph C. as indicated below:

“2.5 Alternatives to the Examination Requirement

If you fail to meet the examination requirement for certification identified in Section 1.5, you may still be certified in the following circumstances:

- A. If your license was based in whole or in part on having passed previous examination equivalents, you are deemed to have passed the corresponding divisions of the ARE. See the *ARE Exam Equivalency Guide* for a table of these qualifying equivalents.
- B. If your examination deficiency arose from causes other than having failed a division of an examination under applicable NCARB pass/fail standards, and the deficiency is, in NCARB’s judgment, compensated for by your demonstration of competency in the deficient area.
- C. If you were originally licensed prior to 1997 through a pre-computer-based jurisdiction examination method and:
 - Are an architect in good standing in a U.S. jurisdiction,

- Have no disciplinary action for a period greater than 5 years,
- Have no disciplinary action within the previous 5 years, and
- Have maintained a license for at least 10 consecutive years.”

FURTHER RESOLVED, the ARE Exam Equivalency Guide will be updated by the NCARB Board of Directors to reflect this change.

FURTHER RESOLVED, that upon the approval of the changes by absolute majority vote of the Council Member Boards, such changes will become effective September 1, 2026.

FINANCIAL IMPACT: Neutral budget impact

ADVOCATES:

- **Policy Advisory Committee**
 - Chair: Michael G. Kolejka, NCARB, AIA, LEED AP, Arizona Member Board Member
 - Pedro Luis Alfaro Jr., RA, AIA, CAAPPR, SAP, Puerto Rico Member Board Member
 - Mary McClenaghan, AIA, NCARB, Pennsylvania Member Board Member
 - Jill Lewis Smith, AIA, NCARB, Kentucky Member Board Member
 - Julie Hildebrand
 - Keith Robinson
 - Catherine M. Monte Carlo, North Carolina Member Board Executive
 - Brian M. Kelly, AIA, NCARB, Nebraska Member Board Member

SPONSORS’ STATEMENT OF SUPPORT:

This resolution addresses longstanding inequities resulting from historical examination variances, scoring practices, and jurisdictional licensing practices. It ensures that architects who have been licensed and practicing responsibly for decades are not unduly burdened by outdated or inconsistent examination and scoring structures, while preserving the integrity and rigorous standards required for NCARB certification.

Background

Over the course of NCARB’s history, jurisdictions have utilized a variety of examination formats and processes to determine a passing score on a division of the registration exam. Prior to 1997, when the Architect Registration Examination was delivered via paper-and-pencil, jurisdictional boards independently administered and determined the passing threshold for candidates within their jurisdiction.

Prior to 1997, the NCARB Board of Directors in collaboration with psychometric consultants, recommended to each jurisdiction a passing score threshold for each exam division. At the time, the recommendation was reported that a numerical scaled score of 75 or higher should be considered passing and scores of 74 or below as failing.

Each jurisdiction retained discretion over what constituted a passing score and some jurisdictions adopted localized standards. Some candidates received score consideration for various reasons (e.g., military veterans, native born, or educated individuals within a jurisdiction, etc.) and were informed they passed

the division for purposes of licensure within their jurisdiction even though their initial scaled score was below 75. As a result, these individuals that received score consideration met the standards required for licensure in their jurisdiction but remain “exam deficient” under NCARB’s current certification standards.

It is important to recognize that these architects were licensed in good faith by their jurisdictions, have practiced competently, and remain in good standing as architects today.

Individual score consideration at the jurisdictional level was eliminated when NCARB implemented computer-based testing in 1997 and began reporting all scores as pass/fail based on a nationally established cut score.

Since the era of the nine paper-and-pencil divisions, a series of exam evolutions over the past several decades have significantly altered exam structure and content. These alterations make it extremely burdensome for long-licensed architects to retest on a previous single division’s content for which their initial jurisdiction applied a standard outside of NCARB’s guidance. As an example, a licensed architect who is currently considered exam-deficient based on their 1995 scaled score on only one of nine divisions of the then-current exam would now be required to take four of the six divisions of ARE 5.0 to earn the NCARB Certificate.

FY25 Draft Resolution Appendices

- Appendix A: Mutual Recognition Agreement between the National Council of Architectural Registration Boards and the Architects Registration Board
- Appendix B: NCARB Policies Passed by the Membership
- Appendix C: NCARB Policies Passed by the Membership – Updated Compared to Original



MUTUAL RECOGNITION AGREEMENT
between the
NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS
and the
ARCHITECTS REGISTRATION BOARD
as executed

November XX,
2025

The National Council of Architectural Registration Boards (NCARB)
representing the architectural licensing boards of the 50 United States,
the District of Columbia, Guam, Commonwealth of the Northern Mariana Islands, Puerto Rico,
and the U.S. Virgin Islands.

AND

The Architects Registration Board (ARB)
the statutory regulator of architects in the United Kingdom.

*This **Mutual Recognition Agreement** has been designed to recognize the professional credentials and qualifications of architects licensed or registered in the United States of America and its territories (referred to herein collectively as the US. or United States), and the United Kingdom (UK.) and to support their mobility by creating the opportunity to practice beyond their borders.*

More specifically, the purpose of this Agreement is to facilitate the registration of an architect licensed in a participating US. jurisdiction as a United Kingdom architect; and the licensing of a United Kingdom architect as an architect in a US. jurisdiction that participates in the Agreement.

WHEREAS, NCARB drafts model laws and regulations for U.S. jurisdictions and Member Boards to consider adopting for the regulation of the practice of architecture; promulgates recommended national standards for education, experience, and examination for initial licensure and continuing education standards for license renewal to its 55 Member Boards; and establishes the education, experience, and examination requirements for the *NCARB Certificate* in support of reciprocal licensure within the United States;

WHEREAS, the Architects Registration Board is the authoritative body established by section 1 of the Architects Act 1997 (UK) that has the statutory responsibility in the UK for prescribing the qualifications and experience required for the purposes of entering the UK Register, and for registering, monitoring and disciplining all architects in the UK;

WHEREAS, the NCARB Member Boards are empowered by state/territorial statutes to regulate the practice of architecture and/or the use of the title architect in their respective jurisdictions, including establishing the requirements for licensure and license renewal to ensure the standards of competency and professional conduct are met;

WHEREAS, the ARB is empowered by statutes to regulate the profession of architecture in the United Kingdom, including establishing education, experience, and examination/assessment requirements for registration and registration renewal to ensure the standards of competency and professional conduct are met;

WHEREAS, the standards, protocols, and procedures required for the practice of architecture within the United States and the United Kingdom have benefitted from many years of effort by NCARB and ARB;

WHEREAS, NCARB is the national organization supporting individual state and territory licensing authorities in the United States, and the ARB has the necessary statutory authority for the negotiation of mutual recognition agreements for architects with similar foreign authorities;

WHEREAS, while acknowledging the differences between the systems in place in the United States and the United Kingdom, there is nonetheless significant and substantial equivalence between the regulatory systems for licensure/registration and recognition of the rights and obligations of architects licensed/registered to practice in the United States and the United Kingdom;

WHEREAS, NCARB and ARB are recognized by the profession as mature and sophisticated facilitators of licensure/registration to which the utmost full faith and credit should be accorded, and both seek to support reciprocal licensure/registration in the respective jurisdictions supported by NCARB and ARB;

WHEREAS, any architect actively engaging or seeking to engage in the practice of architecture in the United States or the United Kingdom must be licensed or registered with an applicable governmental or regulatory authority, must comply with all practice requirements of the applicable licensing or registration authority, and is subject to all

governing legislation and regulations of the applicable authority and jurisdictions in which the architect is licensed or registered;

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NOW THEREFORE, NCARB and ARB (collectively, the "Parties" and each a "Party") agree as follows:

1. PARTICIPANTS IN LICENSURE/REGISTRATION RECIPROACITY

NCARB shall be responsible for maintaining a current list of NCARB Member Boards that provide licensure/registration reciprocity in accordance with the terms of this Agreement (each, a "**U.S. Participant**"). Following the ratification of this Agreement by the NCARB Member Boards, NCARB shall provide ARB with an initial list of Participants, and NCARB shall maintain an electronic list of Participants available publicly that is updated each time a new Participant is added or removed.

This Agreement shall be implemented in accordance with the *Mechanisms for the Implementation*, attached hereto as Appendix I and incorporated herein by reference.

2. ELIGIBILITY REQUIREMENTS

1. Architects who are able to benefit from the provisions of this Agreement must obtain and continue to have at all times lawful authorization to work in the Locality in which the architect is licensed/registered (i.e., the United States or the United Kingdom—each, a "Locality").
2. Architects shall not be required to establish citizenship or permanent residency status in the Locality in which they seek licensure/registration under this Agreement.
3. Architects must provide proof of current and valid licensure/registration in good standing from the ARB or a Participant.
4. Architects who have been licensed/registered by means of a program recognizing architect credentials from a foreign country of either the United States or the United Kingdom, or other foreign reciprocal licensing/registration agreement, are not eligible to benefit from the provisions of this Agreement.
5. Each Party to this Agreement and each Participant reserves the right to apply compensation measures or licensing/registration criteria as may be necessary before licensing/registration is granted within their respective jurisdictions.

3. CONDITIONS

Each Party to this Agreement and each Participant reserves the right to apply additional requirements and fees for certification or licensing as may be necessary before certification, licensing, or registration is granted within their respective jurisdictions. Additional requirements shall be consistent with those applied to domestic architects and limited to the unique aspects of practice and/or regulation.

Applicants must satisfy the certification and licensure/registration requirements established by NCARB and ARB and in place as of the Effective Date to be licensed/registered through this Agreement. Each Party shall promptly notify the other Party in writing of any modifications to the certification, licensure programs, or registration requirements by NCARB or ARB. Such modifications will not apply to this Agreement unless representatives of each Party agree to do so in writing, which agreement shall not require further approval by NCARB or its Member Boards.

A. U.S. Architect to ARB

Upon application, the ARB agrees to register as an architect in the United Kingdom any

U.S. architect who:

1. meets the eligibility requirements listed in Section 2 and 3A of this Agreement; and
2. is currently licensed in good standing by one or more U.S. Participants, as confirmed by NCARB based on checks of relevant records, and
3. holds a current *NCARB Certificate*; and
4. successfully completes any additional jurisdiction-specific requirements for registration as specified by ARB; and
5. pays all applicable fees as imposed by ARB

[[[B. United Kingdom Architect to U.S. Participant

Upon application, NCARB shall issue an *NCARB Certificate* to any United Kingdom architect registered by the ARB meeting the eligibility requirements listed above in Section 2 of this Agreement.

Upon application, a Participant will license/register as an architect in its respective jurisdiction any United Kingdom Registered Architect who:

1. meets the eligibility requirements listed in Section 2 of this Agreement; and
2. has secured ARB-prescribed qualifications issued by schools of architecture in the United Kingdom at Part 1, Part 2 and Part 3 level;
3. holds a current *NCARB Certificate* issued pursuant to this Agreement;
4. is currently licensed/registered in good standing by the ARB, as confirmed by the ARB following checks on an architect's disciplinary record; and
5. successfully completes any additional jurisdiction-specific requirements for licensure/registration as specified by the Participant.

4. DATA PRIVACY

1. For the purposes of this Section 5:

"Data Protection Laws" means as applicable, (i) the UK Data Protection Act 2018, (ii) the General Data Protection Regulation EU 2016/679 as implemented into UK law (**UK GDPR**) and all other applicable laws and regulations relating to the processing of personal data and privacy, including statutory instruments (each as amended, updated and superseded from time to time).

"Data Security Breach" means a breach or breaches of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, the Protected Data.

"Data Subject Request" means an actual or purported request, notice or complaint made by, or on behalf of, a data subject in accordance with the exercise of rights granted pursuant to the Data Protection Laws in relation to the data subject's Protected Data.

"Disclosing Party" means the Party which is disclosing Protected Data to the other Party.

"Particulars" means the description of the Protected Data, data subjects and details of the transfer and sharing of the Protected Data amongst the Parties, as set out in Appendix III.

"Purpose" means the fulfilment and facilitation of this Arrangement, including the recognition and movement of architects in accordance with Section 3 of this Agreement.

"Protected Data" means the personal data to be processed by the Parties in relation to this Agreement.

"Receiving Party" means the Party that is receiving Protected Data from the other Party.

"UK IDTA" means the UK International Data Transfer Agreement for the transfer of personal data to third countries as approved by the United Kingdom and set out in Appendix IV in its current form, but which may be amended and updated in accordance with this Section 5.

The terms **"process"**, **"processing"**, **"controller"**, **"personal data"**, **"data subject"** and **"supervisory authority"** shall have the meanings given to them in the Data Protection Laws.

2. The Parties agree and acknowledge that each Party will act as an independent controller with respect to the Protected Data.
3. Each Party will comply with its respective obligations under the Data Protection Laws to the extent applicable, and will use reasonable endeavours to ensure that it does not act in a way to cause another Party to breach any of its obligations under the Data Protection Laws.
4. Each Party will implement appropriate technical and organisational measures to safeguard Protected Data against any Data Security Breach. Such measures shall be proportionate to the harm which might result from any such Data Security Breach (and having regard to the nature of the Protected Data in question).
5. The Parties will process the Protected Data in accordance with the Particulars set out in Appendix III.
6. The Receiving Party will only access Protected Data necessary and in accordance with the Purpose and shall process Protected Data for the Purpose (and in accordance with this Arrangement, except with the prior written agreement of the Disclosing Party or where applicable law strictly requires).
7. Each Party will promptly notify any other Party (within at least five (5) working days) if it receives a complaint or request relating to the other Party's obligations under the Data Protection Laws (other than a Data Subject Request, which is addressed below). On receipt of a notice under this Section 5.7, each Party will provide the other Party with reasonable co-operation and assistance in relation to any such complaint or request.
8. The Parties acknowledge that the processing of Protected Data may be subject to restrictions and requirements in addition to those set out in this Agreement (including but not limited to contractual restrictions, transfer risk assessments and supplementary measures) (**"Specific Requirements"**). Each Party will notify any other Party with access to the relevant Protected Data of any such Specific Requirements. The Parties will use all reasonable endeavours to make sure the relevant Protected Data is processed in accordance with the Specific Requirements, and will provide each other with reasonable co-operation and assistance in the undertaking of the Specific Requirements.

9. In relation to Data Subject Requests:

- a) Each Party will ensure that it protects the rights of data subjects under the Data Protection Laws and agrees to promptly notify the other relevant Party in writing (within at least five (5) working days) if it receives a Data Subject Request for personal data of a data subject that the other relevant Party is a controller of.
- b) Each Party agrees that the Data Subject Request will be dealt with by the Party in receipt of the Data Subject Request, and that the other Party will provide all reasonable co-operation and assistance in relation to any Data Subject Request to enable the Party in receipt of the Data Subject Request to comply with it within the relevant timescale set out in the Data Protection Laws.

10. Each Party will notify the other Party without undue delay after becoming aware of any Data Security Breach affecting Protected Data and in any event no later than 72 (seventy-two) hours after becoming aware of the Data Security Breach.

11. Each Party shall provide reasonable assistance to the Party affected by the Data Security Breach in the event that such Party is required to notify a relevant supervisory authority, other regulator and/ or affected data subjects.

12. International data transfers:

- a) It is acknowledged and understood that the operation of this Arrangement necessitates the transfer of personal data (or personal information) from the UK to the United States (the "**Restricted Transfer**")
- b) The Parties will work together in good faith to ensure that any Restricted Transfers are only made in accordance with the requirements of the Data Protection Laws.
- c) The UK IDTA will apply to the Restricted Transfer, with NCARB acting as the **Data Importer** and ARB acting as a **Data Exporter**.
- d) If the UK IDTA is updated by the UK Government (as relevant), the Parties shall promptly enter into any updated and amended form of the UK IDTA as required, unless the Parties agree that another mechanism under Data Protection Laws can be relied upon to provide adequate protection to the Protected Data or if the United States is considered adequate by the UK Government.
- e) If the UK IDTA ceases to be valid, whether by a decision of a court of competent jurisdiction or the UK Government (as relevant), the Parties will co-operate in good faith to ensure that any continued UK Restricted Transfers are compliant with the Data Protection Laws.

13. Each Party agrees to only process the Protected Data for as long as reasonably necessary for the Purposes. Nothing in this Section 5 will prevent a Party from retaining and processing Protected Data in accordance with any statutory retention periods applicable to that Party.

14. Where one Party interacts with any relevant supervisory authority (whether proactively, for example to review a data protection impact assessment or reactively, for example, in response to an inquiry from the supervisory authority) related to the processing of Protected Data, the other Party will provide such information and assistance as is reasonably required to assist in such interactions.

15. In the event that any enforcement action is brought by a relevant supervisory authority or in the event of a claim brought by a data subject against any Party, in both instances relating to the processing of Protected Data, the relevant Party will promptly inform the other Party about any such action or claim and will co-operate in good faith with the other Party with a view to resolving it in a timely fashion.
16. If during the term of this Agreement, the Data Protection Laws change in a way that this Section 5 is no longer adequate or appropriate for compliance with the Data Protection Laws, the Parties agree that they shall negotiate in good faith to review this Section 5 in light of the current Data Protection Laws and amend this Section 5 as appropriate.
- 17. Data Use Restrictions: Artificial Intelligence and Machine Learning**
- 18. 1. Definitions**
19. For the purposes of this Section, the following definitions shall apply:
20. a. **"Shared Data"** means all data, information, results, materials, and associated documentation, in any format, provided or made accessible by the Disclosing Party to the Receiving Party under this Agreement, regardless of whether such data is marked as "Confidential" or "Proprietary."
21. b. **"AI System"** means any machine learning model, large language model (LLM), neural network, generative artificial intelligence system, or other computational system designed to derive, generate, predict, or create new content, data, or models.
22. c. **"Training"** means the process of using the Shared Data to develop, train, fine-tune, pre-train, validate, test, modify, or otherwise enhance any AI System or its underlying algorithms.
- 23. 2. Absolute Prohibition on AI/LLM Training**
24. a. **Prohibition of Use.** Notwithstanding any other provision in this Agreement, the Receiving Party is expressly and unequivocally prohibited from using, incorporating, or permitting any third party to use or incorporate the Shared Data, in whole or in part, directly or indirectly, for **Training** any **AI System**.
25. b. **Scope of Prohibition.** This prohibition applies to all forms of AI System, including:
26. i. Generative AI Systems (e.g., Large Language Models, Generative Adversarial Networks);
27. ii. Proprietary, commercial, or third-party hosted AI Systems; and
28. iii. AI Systems developed solely for internal, non-commercial, or research purposes.
29. c. **No Derivative Works for Training.** The Receiving Party shall not create, or permit the creation of, any derivative work, aggregated dataset, or anonymized version of the Shared Data for the purpose of circumventing this prohibition on Training.
- 30. 3. Purpose Limitation and Remedial Action**
31. a. **Limited Use.** The Shared Data shall be used **strictly and solely** for the specific research purpose(s) set forth in the Research Plan or Scope of Work attached hereto as Schedule [Insert Schedule Letter/Number] and for no other purpose whatsoever.
32. b. **Input Prohibition.** The Receiving Party shall not input, upload, or otherwise transmit any Shared Data into any commercially available or publicly accessible AI System (e.g., third-party LLM tools, cloud-based AI services) where such input could reasonably result in the Shared Data being retained, stored, or used by the provider of the AI System for its own purposes, including, but not limited to, Training or product improvement.
33. c. **Remedies for Breach.** Any breach of this Section shall constitute a material breach of this Agreement. In addition to all other remedies available at law or in equity, the Disclosing Party shall have the right to immediately terminate this Agreement, demand the return and certified destruction of all Shared Data, and seek injunctive relief. The Receiving Party shall indemnify and hold harmless the Disclosing Party against any and all losses, claims, and liabilities arising from or related to the unauthorized use of the Shared Data for Training an AI System.

5. LIMITATIONS

1. Nothing in this Agreement limits the ability of a Participant or the ARB to refuse to license/register an architect or impose terms, conditions, or restrictions on their license/registration as a result of complaints or disciplinary or criminal proceedings relating to the competency, conduct, or character of that architect where such action is considered by the Participant or ARB, as applicable, necessary or desirable to protect the

public interest, or otherwise in accordance with the jurisdiction's applicable laws and regulations.

2. Nothing in this Agreement limits the ability of NCARB to refuse the issuance or withdraw an *NCARB Certificate*, or impose terms, conditions or restrictions on their benefits to an architect as a result of complaints or disciplinary or criminal proceedings relating to the competency, conduct, or character of that architect where such action is considered by NCARB necessary or desirable to protect the public interest, health, safety, or welfare, or otherwise in accordance with NCARB's applicable disciplinary procedures.

3. Nothing in this Agreement limits the ability of any Party or any Participant to seek appropriate verification from an applicant or an applicable Participant of any matter pertaining to the foregoing or the eligibility of an applicant under this Agreement. The Parties acknowledge and understand that disclosure of such information sought by a Party or Participant may be subject to applicable law or confidentiality obligations, or both, which may restrict or prevent the disclosure of certain information related to complaints, investigations, and/or disciplinary matters.

4. This Agreement relates only to the licensing of architects, and the Parties note that the governments of or within their respective Localities will have distinct requirements related to matters outside the scope of this Agreement, including without limitation requirements related to immigration and access to the employment marketplace, and the Parties and the Participants may be unable or unwilling to intervene in or advise on such matters.

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6. METHODS OF IMPLEMENTATION

Representatives of the Parties may work together, without further organizational approval, to establish common rules and procedures necessary for the consistent application, administration, implementation, and monitoring of the provisions in the Agreement (collectively “**Methods of Implementation**”). Decisions about the Methods of Implementation shall be reached through consensus of the Parties’ authorized representatives. Each Party retains the right to make decisions independently concerning their internal rules and additional requirements, provided such decisions do not conflict with the Agreement or the Methods of Implementation. If a Party determines that a Method of Implementation conflicts with an internal rule or requirement, the Party will promptly notify the other Parties in writing, and the Parties will work in good faith to modify the relevant Method of Implementation as needed.

7. MONITORING COMMITTEE

A Monitoring Committee is hereby established to monitor the performance of each Party to this Agreement to ensure the effective and efficient implementation of this Agreement.

The Monitoring Committee shall be comprised of two staff members and no more than three additional individuals appointed by NCARB, and two staff members and no more than three additional individuals appointed by ARB. The Committee shall convene at least one meeting (by phone, video conference, or in person) in each calendar year, and more frequently if circumstances so require.

The Committee shall adhere to the terms of the *Mechanism for Monitoring Committee* guidelines, which is attached hereto as Appendix II and incorporated herein by reference.

8. AMENDMENT

This Agreement may be amended only with the written consent of NCARB and ARB. Each Party shall ratify the amended Agreement in accordance with the Party’s applicable rules.

9. ENTIRE AGREEMENT

Each Party acknowledges that they have read this Agreement, understand it, and agree to be bound by its terms, and further agree that it is the entire agreement between the Parties hereto and it supersedes all prior agreements, written or oral, relating to the international reciprocity of architecture licenses/registrations between the Localities that are the subject matter hereof.

10. NO ASSIGNMENT

No Party to this Agreement can assign its rights under this Agreement without the prior written consent of NCARB and ARB.

The Parties agree that a reference to an individual State, Provincial, or Territory Board includes a reference to any entity, board, or regulator that assumes the role and responsibility to regulate an architect registered by that individual State, Provincial, or Territory Board under the relevant legislation, and that a restructure of an individual Board will not be deemed an assignment under this Agreement.

11. WITHDRAWAL;DISPUTE RESOLUTION

Should any dispute between ARB and NCARB arise in relation to this Agreement that cannot be settled through negotiations between the Parties within 60-days, the Parties shall attempt to

Appendix A: MRA between NCARB and ARB

resolve the matter by mediation, or another form of alternative dispute resolution as may be agreed upon by the Parties prior to resorting to litigation.

Any Participant may withdraw its participation. NCARB shall promptly notify ARB in writing of all withdrawals.

In the event of withdrawal, all licenses/registrations and any *NCARB Certificate* granted to architects pursuant to this Agreement shall remain valid as long as all registration and renewal obligations are maintained and all other generally applicable licensure/registration requirements are met or unless registration is revoked pursuant to the rules of NCARB, ARB, or the relevant Participant, as applicable.

12. TERMINATION

NCARB or ARB may invoke termination of this Agreement with 90-days of written notice to the other Party to this Agreement and all Participants.

In the event of termination, all licenses/registrations and any *NCARB Certificates* granted to architects pursuant to this Agreement shall remain valid as long as all registration and licensure renewal obligations are maintained and all other generally applicable licensure/registration requirements are met by the licensee/registrant or unless the registration/license is revoked pursuant to the rules of NCARB, ARB, or the relevant Participant, as applicable.

13. PERIODIC REVIEW This agreement shall be subject to periodic review. The first periodic review will commence no later than three years after the Agreement has come into force, or more frequently as necessary or desirable. These reviews will include consideration as to what additional qualifications could be included within the scope of the Agreement.

14. ENTRY INTO FORCE

This Agreement shall come into force (the “Effective Date”) no fewer than 60 days after such time as (i) all the NCARB Member Boards ratify this Agreement at a duly called meeting at which a quorum is present and (ii) both NCARB and ARB sign this Agreement, so long as such conditions are met on or before XXXXX, 2026, or as mutually extended by the NCARB Board of Directors and ARB.

SIGNATURES

NCARB

ARB

President
Edward Marley, FAIA,
NCARB, LEED AP

November XX, 2025

Chief Executive and
Registrar
Hugh Simpson

November XX, 2025

Chief Executive Officer
Michael J. Armstrong

November XX, 2025

Witness, Chair
Alan Kershaw

November XX, 2025

Appendix A: MRA between NCARB and ARB

Witness, Vice President, Council Relations
Joshua Batkin November XX, 2025

Witness, Director of Governance & International
Emma Matthews November XX, 2025

Witness, Assistant Vice President, Council Relations
Maurice Brown November XX, 2025

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APPENDIX I

**MECHANISMS FOR THE IMPLEMENTATION
Of the
MUTUAL RECOGNITION AGREEMENT
between the
NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS
(NCARB)
and the
ARCHITECTS REGISTRATION BOARD (ARB)**

November XX, 2025

Whereas NCARB and ARB have agreed to and signed a Mutual Recognition Agreement dated XX XXX, 2025 (the "Agreement"), the following terms of reference will govern the implementation of the Agreement. Capitalized terms used and not otherwise defined have the meanings given in the Agreement.

1. Mechanisms for Dialogue and Administrative Co-Operation

NCARB and ARB will put into place mechanisms and procedures, which will include:

- 1.1 Establishing the rules and procedures necessary for the application, maintenance, and monitoring of the provisions of this Agreement.
- 1.2 Establishing communication mechanisms so that architects within the participating jurisdictions will understand the rights and obligations they will have to meet when they are granted a license or registration to practice their profession in a foreign country.
- 1.3 A means to resolve differences in interpretation of the mechanisms for the implementation of this Agreement. Any proposed changes or irreconcilable disputes must be presented to NCARB and ARB for resolution.
- 1.4 Developing an agreed-upon process to address noncompliance with the Agreement by a Party to this Agreement and a mechanism for rescission of participation rights of a noncompliant Party to this Agreement if necessary. NCARB will be responsible for the official list of NCARB Member Boards that are Participants.
- 1.5 Additional tasks as determined by the Monitoring Committee or as mutually requested by NCARB and ARB.

2. Mechanisms for Application

- 2.1 The point of contact for information for the United States is NCARB and for United Kingdom is ARB.
- 2.2 Once established and operational, actual applications shall be processed within a reasonable period of time from receipt of a completed application.
- 2.3 The Parties mutually agree and are authorized by the Agreement to utilize a secure document management system, the selection of which shall be a joint decision. The chosen document management system shall be employed to facilitate efficient communication and the secure exchange of documents and information related to the Agreement.

2.4 Documentation forms to be used by local jurisdictions to certify an applicant's registration/licensure status shall be in uniform format and in English.

3. Application Process

3.1 Eligibility

To be eligible to benefit from this Agreement an architect must meet the requirements of Section 2 of the Agreement.

3.2 Application

The applicant must:

- 3.2.1 File an application and pay the required fees.
- 3.2.2 Secure the appropriate forms from the relevant authority (i.e., NCARB or ARB) which will confirm that the applicant's qualifications are within the scope of this Agreement.

3.3 Transmittal of Required Documentation

For purposes of this Section 3.3, "Required Documentation" means the specific official documentation necessary for a Party or Participant to be able to confirm that an applicant meets the applicable requirements set forth below.

U.S. Architects to ARB:

NCARB will transmit to ARB a copy of the architect's application for mutual recognition, *Evaluation of Record and Council Certification issued by NCARB. These documents will confirm that the architect certified by NCARB is licensed by a Participant and meets the requirements for NCARB Certification and is in good standing.*

U.K Architects to NCARB

ARB will transmit to NCARB a copy of the architect's application for mutual recognition in a U.S. Participant to the Agreement, *and a Compliance Certificate, issued by ARB. The Compliance Certificate will confirm that the UK architect is registered with ARB, holds ARB-prescribed qualifications issued in the UK, and is in good standing.*

3.3. Conditions

Upon application, applicants must meet the conditions of Section 3 of the Agreement.

4. Disciplinary Sanctions

4.1 NCARB and ARB, respectively, will use reasonable efforts to timely inform the other Party if any architect granted licensure or registration pursuant to this Agreement is subject to any disciplinary action that results in revocation or suspension of the architect's license or registration.

4.2 ARB and each Participant will have the authority to determine whether and to what extent the action will have further effect within their respective jurisdiction.

Appendix B: NCARB Policies Passed by the Membership

This document, effective June 2026, includes additional polices passed by the membership via the resolution process. It supersedes the previous resolutions included in Resolution 2026-B.

The resolutions and policies outlined in this document were established by the membership through the resolution process and would require a vote of the membership to be changed or sunset.

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Advocacy

This set of policies provides direction to Council from the membership on the acceptance of NCARB programs and services:

NCARB Goal of Universal Acceptance of the NCARB Certificate

The Council will seek to ensure that a holder of the NCARB Certificate will be registered by every Member Board as qualified to practice architecture in the Member's jurisdiction without further evaluation of the Certificate holder's underlying credentials. (Adopted June 29, 2002; Amended June 27, 2026)

Financial

This set of policies provides additional direction from the membership as it relates to financial matters of the Council:

Allowance for the President and Vice President

The Council will provide a suitable allowance for the President and Vice President. Such allowances may be adjusted by the Board of Directors from time to time and shall be included as a line item in the budget, as well as in the quarterly financial statements. (Adopted June 28, 2003; Amended June 27, 2026)

Comprehensive and Unabridged NCARB Accrual Basis Financial Statements

The Council shall post quarterly comprehensive and unabridged NCARB Accrual Basis Financial Statements, with all footnotes, to its membership portal so that Member Boards may stay informed about the activities and financial conditions of NCARB. (Adopted June 28, 2003; Amended June 27, 2026)

Membership Resources

This set of policies provides additional direction from the membership on resources and activities to the Council to support Member Boards:

Member Board Executive Workshop

The Council will hold an annual workshop for Member Board Executives. (Adopted June 24, 1995; Amended June 26, 2026)

Centralized Disciplinary Database

The Council will develop and maintain a disciplinary database, allowing Member Boards to access disciplinary actions taken by other Member Boards. The database should include the name of the person disciplined and the reporting Member Board. (Adopted June 29, 1996; Amended June 26, 2026)

Volunteers

This set of policies provides additional direction from the membership on Council volunteers:

Continuing Education Credit for NCARB Activities

NCARB Member Boards accept service on NCARB Advisory Committees, task forces, and other volunteer opportunities when designated as HSW qualifying, and the Council will report those hours to the American Institute of Architects (AIA) or other Member Board-accepted entities for record-keeping purposes.

(Adopted June 23, 2007; Amended June 26, 2026)

Appendix C: NCARB Policies Passed by the Membership (Updated Compared to Original)

This document, effective June 2026, includes additional polices passed by the membership via the resolution process. It supersedes the previous resolutions included in Resolution 2026-B.

The resolutions and policies outlined in this document were established by the membership through the resolution process and would require a vote of the membership to be changed or sunset.

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Advocacy

This set of policies provides direction to Council from the membership on the acceptance of NCARB programs and services:

NCARB Goal of Universal Acceptance of the NCARB Certificate

Updated (June 27, 2026)	Original (June 29, 2002)
The Council will seek to ensure that a holder of the NCARB Certificate will be registered by every Member Board as qualified to practice architecture in the Member's jurisdiction without further evaluation of the Certificate holder's underlying credentials.	RESOLVED, that this Council seek to ensure that a holder of the NCARB Certificate will be registered by every Member Board as qualified to practice architecture in the Member Board's jurisdiction without further evaluation of the Certificate holder's underlying credentials.

Financial

This set of policies provides additional direction from the membership as it relates to financial matters of the Council:

Allowance for the President and Vice President

Updated (June 27, 2026)	Original (June 28, 2003)
The Council will provide a suitable allowance for the President and Vice President. Such allowances may be adjusted by the Board of Directors from time to time and shall be included as a line item in the budget, as well as in the quarterly financial statements.	RESOLVED, That NCARB continue the practice of providing a suitable allowance for the President and First Vice President. Such allowances, as determined by the Board from time to time, shall continue to be included as a line item in the budget as well as in the quarterly budget reports of NCARB which are furnished to the Member Boards.

Comprehensive and Unabridged NCARB Accrual Basis Financial Statements

Updated (June 27, 2026)	Original (June 28, 2003)
The Council shall post quarterly comprehensive and unabridged NCARB Accrual Basis Financial Statements, with all footnotes, to its membership portal so that Member Boards may stay informed about the activities and financial conditions of NCARB.	RESOLVED, NCARB shall post quarterly on the "Members-only" section of the NCARB web page the comprehensive and unabridged <u>NCARB Accrual Basis Financial Statements</u> , as they exist at the time with all of the footnotes, so that Member Boards may stay completely informed about the activities and financial condition of NCARB.

Membership Resources

This set of policies provides additional direction from the membership on resources and activities to the Council to support Member Boards:

Member Board Executive Workshop

Updated (June 27, 2026)	Original (June 24, 1995)
The Council will hold an annual workshop for Member Board Executives.	RESOLVED, that the Council Board be directed to schedule annually a workshop for member board administrators

Centralized Disciplinary Database

Updated (June 27, 2026)	Original (June 29, 1996)
The Council will develop and maintain a disciplinary database, allowing Member Boards to access disciplinary actions taken by other Member Boards. The database should include the name of the person disciplined and the reporting Member Board.	RESOLVED, that NCARB develop and maintain and periodically distribute, electronically or by other means, to its member boards a list of all disciplinary actions taken by member boards. This list shall identify the person disciplined and the member board which took the action. A member board seeking detailed information respecting the disciplinary action should contact the disciplining board.

Volunteers

This set of policies provides additional direction from the membership on Council volunteers:

Continuing Education Credit for NCARB Activities

Updated (June 27, 2026)	Original (June 23, 2007)
NCARB Member Boards accept service on NCARB Advisory Committees, task forces, and other volunteer opportunities when designated as HSW qualifying, and the Council will report those hours to the American Institute of Architects (AIA) or other Member Board-accepted entities for record-keeping purposes.	RESOLVED, That NCARB Member Boards accept service on NCARB committees and task forces (when designated by NCARB as HSW eligible) as fulfilling the continuing education requirements for Member Boards, and that NCARB report those contact hours to AIA for record keeping purposes.

Recommended for Sunset:

Resolution 1999-06: Satisfying Training Requirements

“RESOLVED, that a candidate for certification who successfully completes the Council training requirements for certification shall be treated as having satisfied those training requirements notwithstanding subsequent changes in Council training requirements.”

Resolution 2002-07: Support for Seeking Financial Assistance to Defray International Activities

“RESOLVED, that the Member Boards of NCARB support the Council Board of Directors' efforts to obtain financial support from the federal government and other sources to defray the costs of considering, entering into and carrying out agreements with other nations and international organizations to facilitate the international practice of qualified architects.”



Committee Members
Robert C. Pearman Jr., Chair
Leonard Manoukian, Vice Chair
Robert Chase
Nilza Serrano
Steven Winkel

NOTICE OF TELECONFERENCE MEETING

The Regulatory and Enforcement Committee (Committee) of the

**California Architects Board will hold a meeting at the
meeting location below and via Webex Events
pursuant to Government Code section 11123.5(b)**

1:00 p.m., on Thursday, January 15, 2026

Department of Consumer Affairs
2420 Del Paso Road, Suite 105
Front Conference Room
Sacramento, CA 95834

NOTICE AND AGENDA

1:00 p.m. to 5:00 p.m.
(or until completion of business)

DISCUSSION AND ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA.

- A. Call to Order / Roll Call / Establishment of a Quorum
- B. Chair's Procedural Remarks and Committee Member Introductory Comments
- C. Public Comment on Items Not on the Agenda

The Committee may not discuss or act on any item raised during this public comment section, except to decide whether to refer the item to the Committee's next Strategic Planning session and/or place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).

- D. Review and Possible Action on May 8, 2025, Committee Meeting Minutes
- E. Enforcement Program Update

(Continued)

F. Update on 2025-2028 Strategic Plan Objectives which may result in a recommendation to the Board:

1. Evaluate the Board's fine structure and update regulations as necessary to increase fines to discourage practice violations.
2. Determine whether statutory changes are necessary to clarify licensed architects are required to submit plans for local approval and what architects can do to eliminate confusion and protect consumers.
3. Research and amend regulations as necessary to ensure relevancy with current technologies and practices.
4. Pursue legislation to update the Business Entity Report Form (BERF) to include more information about the management control of businesses.
5. Provide additional training to subject matter experts (SMEs), board members, and staff to strengthen enforcement decisions and recommendations.

H. Adjournment

The time and order of agenda items are subject to change at the discretion of the Committee Chair and may be taken out of order. The meeting will be adjourned upon completion of the agenda, which may be at a time earlier or later than posted in this notice. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Committee are open to the public.

The Committee plans to webcast the meeting on its website at www.cab.ca.gov. Webcast availability cannot be guaranteed due to limitations on resources or technical difficulties. The meeting will not be cancelled if webcast is not available. Meeting adjournment may not be webcast if it is the only item that occurs after a closed session.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Committee prior to it taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Committee, but the Committee Chair may, at their discretion, apportion available time among those who wish to speak. Individuals may appear before the Committee to discuss items not on the agenda; however, the Committee can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125 and 11125.7(a)).

This meeting is being held via WebEx Events. The meeting is accessible to the disabled. A person who would like more information about the meeting or needs a disability-related accommodation or modification to participate in the meeting may ask questions about the meeting or make a disability-related accommodation request by contacting:

Person: Katie Wiley
Telephone: (916) 471-0762
Email: katie.wiley@dca.ca.gov
Telecommunications Relay Service: Dial 711

Mailing Address:

California Architects Board
2420 Del Paso Road, Suite 105
Sacramento, CA 95834

Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

Protection of the public shall be the highest priority for the Committee in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount (Business and Professions Code section 5510.15).

The California Architects Board, (CAB) will hold a meeting in person at the location above and via WebEx Events. Information to Register/Join Meeting for Members of the Public via WebEx: To access the WebEx event, attendees will need to click the following link. Instructions to connect to the meeting can be found at the end of this agenda.

To access the Webex event, attendees will need to click the following link and enter their first name, last name, email, and the event password listed below:

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=m53cc0ff034ff9bdf1e52b600faf135a4>

If joining using the link above
Webinar number: 2482 310 9200
Webinar password: CAB115

If joining by phone
+1-415-655-0001 US Toll
Access code: 2482 310 9200
Passcode: 222115

Members of the public may, but are not obligated to, provide their names or personal information as a condition of observing or participating in the meeting. When signing into the WebEx platform, participants may be asked for their name and email address. Participants who choose not to provide their names will be required to provide a unique identifier, such as their initials or another alternative, so that the meeting moderator can

identify individuals who wish to make a public comment. Participants who choose not to provide their email address may utilize a fictitious email address in the following sample format: XXXXX@mailinator.com.



Architect's Business Entity Report Form

Business and Professions Code (BPC) Section 5558 of the Architects Practice Act requires each person holding an architect license to file with the California Architects Board (CAB) the name and address of the entity (individual, firm, corporation, or limited liability partnership) through which they provide architectural services. **CAB must be notified immediately of any and all changes in your Business Entity Report by submitting a new report.**

INDIVIDUAL'S NAME AS LICENSED (PLEASE PRINT)	LICENSE NUMBER
	C -

I do not currently provide architectural services, but I am aware that I am required to provide an updated Business Entity Report to CAB immediately if that changes.

I provide architectural services through the following business entity.

I am in management control* of the services provided through the following business entity.

I **no longer** provide architectural services through the following business entity, and wish to disassociate from it.

* California Code of Regulations (CCR), title 16, section 134(c)(2) defines "management control" to mean general oversight of the professional services offered and provided by the business entity. CCR 134 requires that any person that uses the term architect or architecture in their business name or description of services must have an architect in management control and in responsible control of all professional services.

Business Entity Name and Address

NAME OF BUSINESS ENTITY (INDIVIDUAL, FIRM, CORPORATION, OR LIMITED LIABILITY PARTNERSHIP)

Note: Name and address of the business entity should be the exact business name and address through which services are offered and provided.

STREET ADDRESS OF BUSINESS ENTITY

CITY	STATE	ZIP CODE
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DATE OF INITIAL LICENSED AFFILIATION WITH THIS BUSINESS ENTITY

DATE OF DISASSOCIATION FROM THIS BUSINESS ENTITY, IF APPLICABLE

AREA CODE TELEPHONE NUMBER

PRIOR TO SIGNING THIS FORM, REVIEW ALL INFORMATION.

Original signature required. I certify and declare under penalty of perjury under the laws of the State of California that all of my representations on this form are true, correct, and contain no material omissions of fact to the best of my knowledge and belief.

SIGNATURE	DATE OF SIGNATURE
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Remember to keep your Address of Record current. If you have recently moved or wish to change your Address of Record, contact CAB for a Change of Address form at (916) 574-7220 or on the Web site www.cab.ca.gov.



2026: Updated Business Entity Report Form

Business and Professions Code (BPC) Section 5558 requires licensees to file with the California Architect's Board (Board) their current mailing address, email address, and the proper and current name and address of the entity through which they provide architectural services. For purposes of this section, "entity" means any individual, firm, corporation, or limited liability partnership.

Notification of Management Control

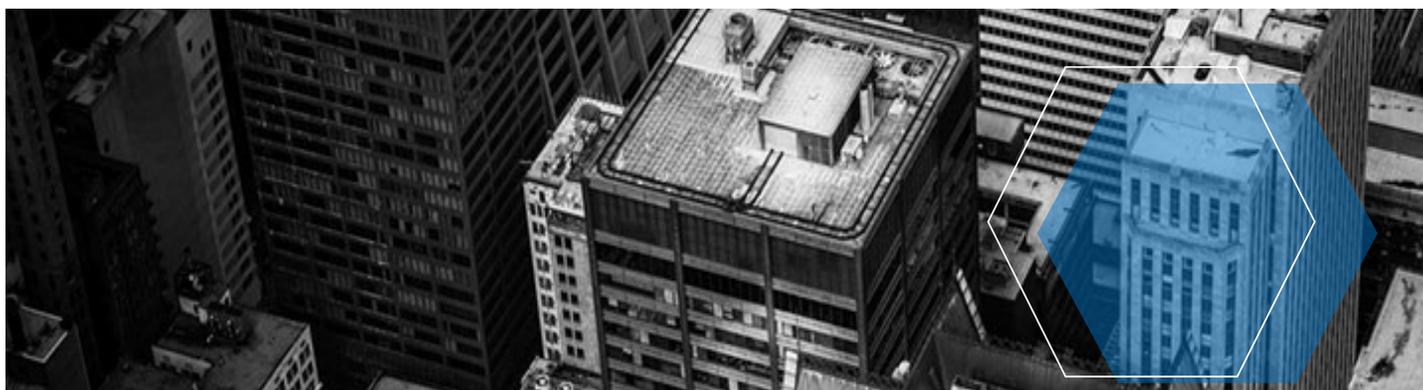
Effective January 1, 2026, the Business Entity Report Form (BERF) has been updated with an option to notify the Board if you are in management control* of services provided through the reported business entity.

**California Code of Regulations (CCR), title 16, section 134(c) defines "management control" to mean general oversight of the professional services offered and provided by the business entity.*

Advertising Architectural Services

If a business includes in its name or description of its services the term "architect," "architecture," or "architectural," or any abbreviation or confusingly similar variation thereof, that business must have a licensed architect in management control of the professional services that are offered and provided by the business and who is also an owner, part-owner, officer, or an employee of the business. (CCR § 134, subs. (a).) Additionally, all of the professional services offered by that business must be offered and provided by or under the responsible control of a licensed architect. (CCR § 134, subs.(b).) This includes structures, such as single-family residences, that would otherwise be exempt from licensing requirements under BPC section 5537.

If an architect allows their name to be used by such a business without being in management control of all their professional services, the owner of the business is subject to citation under BPC section 5536 and CCR section 134, while the architect is subject to disciplinary action under BPC section 5582.1 and CCR section 151.



**Need a
copy?**

If you need a copy of the BERF, you can download the form from the Forms page of the Board Web site at www.cab.ca.gov/forms or call the Board at (916) 574-7220. The Board must be notified immediately of any and all changes in your BERF by submitting a new report after any change. Please print, sign, and mail the completed BERF to the Board at 2420 Del Paso Road, Suite 105, Sacramento, CA 95834 or email it to cab@dca.ca.gov.



**NOTICE AND AGENDA OF
TELECONFERENCE MEETING
Landscape Architects Technical Committee**

**The following
Members will
Appear Virtually:**

- Pamela S. Brief, Chair
- Martin Armstrong, Vice Chair
- Susan M. Landry
- Patricia M. Trauth
- Jon S. Wreschinsky

***Action may be
taken on any***

***item listed on
the agenda.***

**The Landscape Architects Technical Committee
(LATC or Committee) will hold a meeting
at the meeting location below and via Webex Events
at 10 a.m., on January 30, 2026**

Department of Consumer Affairs
2420 Del Paso Road, Suite 105
Front Conference Room
Sacramento, CA 95834

**This teleconference meeting is being held pursuant to Government Code
section 11123.5 (b) via teleconference with a physical location**

Join Webex Meeting: <https://dca-meetings.webex.com/dca-meetings/j.php?MTID=mc888db89017e261d6c287f56dec04546>

**If joining using the link above
Webinar number: 2489 462 8680
Webinar password: LATC130**

**If joining by phone
+1-415-655-0001 US Toll
Access code: 2489 462 8680
Passcode: 5282130**

Additional instructions for participating in the meeting by WebEx are located after the end of the agenda.

AGENDA

10 a.m. to 5 p.m.
(or until completion of business)

DISCUSSION AND ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA.

- A. Call to Order – Roll Call – Establishment of a Quorum
- B. Chair’s Procedural Remarks and Committee Member Introductory Comments
- C. Public Comment on Items Not on the Agenda

The Committee may not discuss or take action on any item raised during this public comment section, except to decide whether to refer the item to the Committee’s next Strategic Planning session and/or place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).

- D. Department of Consumer Affairs (DCA) Update and Discussion
- E. DCA Budget Office LATC Budget Update and Discussion
- F. Review, Discussion, and Possible Action to Approve October 21, 2025, LATC Meeting Minutes
- G. Program Manager’s Report
 - 1. Committee’s Administrative/Management, Examination, Licensing, and Enforcement Programs Update and Discussion
 - 2. Review, Discuss, and Possible Action to Make a Recommendation to the Board Regarding Strategic Plan Item California Supplemental Examination Practice Exam
- H. Update and Discussion on Council of Landscape Architectural Registration Boards (CLARB) Current Events and Committees
- I. Regulations Update and Discussion

1. Consideration and Possible Action for a recommendation to the California Architects Board Modified Proposed Regulatory Language to Amend CCR Title 16, Division 26, Article 1, Section 2611 (Abandonment of Application)

J. Review, Discussion, and Possible Action Regarding Future Committee Meeting Dates

K. Adjournment

Action may be taken on any item on the agenda. The time and order of agenda items are subject to change at the discretion of the Committee Chair and may be taken out of order. The meeting will be adjourned upon completion of the agenda, which may be at a time earlier or later than posted in this notice. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Committee are open to the public.

FOR OBSERVATION ONLY: WEBCAST: The LATC plans to webcast this meeting on the Department of Consumer Affairs' website at <https://thedcapage.blog/webcasts> Using the Webcast link will allow only for observation with closed captioning. Webcast availability cannot, however, be guaranteed due to resource limitations or technical difficulties. The meeting will not be cancelled if Webcast is unavailable. If you wish to participate, please plan to participate via the Webex option listed above.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Committee prior to taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Committee, but the Committee Chair may, at their discretion, apportion available time among those who wish to speak. Individuals may appear before the Committee to discuss items not on the agenda; however, the Committee can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125 and 11125.7(a)).

A person who would like more information about the meeting or needs a disability-related accommodation or modification to participate in the meeting may ask questions about the meeting or make a disability-related accommodation request by contacting:

Person: Heather Davis

Telephone: (916) 575-7235

Email: Heather.Davis@dca.ca.gov

Telecommunication Relay Service: Dial 711

Mailing Address:

Landscape Architects Technical Committee

2420 Del Paso Road, Suite 105

Sacramento, CA 95834

Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

Due to potential technical difficulties, please consider submitting written comments by January 20, 2026, to latc@dca.ca.gov for consideration.

For further information prior to the meeting, please contact:

Person: Heather Davis

Telephone: (916) 575-7235

Email: Heather.Davis@dca.ca.gov

Mailing Address:

Landscape Architects Technical Committee

2420 Del Paso Road, Suite 105

Ssacramento, CA 95834

Meeting notices and related materials are available online at:

https://www.latc.ca.gov/about_us/meetings/ (Government Code section 11125(a)).

Protection of the public shall be the highest priority for the Committee in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount (Business and Professions Code section 5620.1).

AGENDA ITEM H.2.a: Consideration of and Possible Action on Proposed Amendments to California Code of Regulations (CCR), Title 16, Division 26, Article 1, section 2611 Abandonment of Application

Summary

California Code of Regulations (CCR) section 2611 Abandonment of Application provides that an incomplete application for the California Supplemental Exam (CSE) shall be considered abandoned if the applicant does not take the CSE within three years.

This proposal updates section 2611 to increase the timeframe for the abandonment of a CSE application from three years to five years to align with the timeframe for the abandonment of a Landscape Architecture Registration Examination (LARE) application and the Landscape Architects Technical Committee (LATC) retention schedule.

Action Requested

Approve the proposed regulatory text for section 2611, direct staff to submit the text to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested.

If the Board does not receive any comments providing objections or adverse recommendations specifically directed at the proposed action or to the procedures followed by the board in proposing or adopting the action, during the 45-day comment period, and no hearing is requested then the Board authorizes the Executive Officer to take all steps necessary to initiate the rulemaking process, make any technical or non-substantive changes to the package, and adopt the proposed regulations at Section 2611 as noticed.

Attachments

1. 16 CCR section 2611 (Proposed Text)

DEPARTMENT OF CONSUMER AFFAIRS
CALIFORNIA ARCHITECTS BOARD
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
PROPOSED REGULATORY LANGUAGE
Abandonment of Application

Legend:	Added text is indicated with an <u>underline</u> . Omitted text is indicated by (* * * *) Deleted text is indicated by strikeout .
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Amend section 2611 of Division 26 of Title 16 of the California Code of Regulations to read as follows:

§ 2611. Abandonment of Application

(a) An applicant whose license application is incomplete, or for which additional information is requested, shall be deemed to have abandoned their application if they have not submitted all required documents, data, information, and license fees, and complied with applicable criminal history record check requirements, pursuant to Section 144 of the Code by the date that is one year after the date of their notification that their application is incomplete or requesting additional information.

(b)(1) An applicant whose eligibility application for the Landscape Architect Registration Examination (LARE) or the California Supplemental Examination (CSE) is incomplete shall be deemed to have abandoned their application if they have not submitted all required documents, data, information, and required fees by the date that is one year after the date of their incomplete application notification.

(2) An applicant whose eligibility application for the LARE or the CSE has been accepted shall be deemed to have abandoned their application if:

(A) For the LARE, they have not taken a section of the examination within five years from the date their eligibility letter was issued, or five years have passed since the last date on which the applicant took a section of the examination, whichever is later.

(B) For the CSE, they have not taken the examination within ~~three~~five years from the date their eligibility letter was issued, or five years have passed since the last date on which the applicant took the examination, whichever is later.

(c) Any application submitted after the abandonment of a former application shall be treated as a new application and shall include all required information and accompanying materials that would be submitted by a first-time applicant, regardless of whether the information or materials were previously included in their former application. An abandoned application shall be retained in the candidate file, as defined in Section 2611.5, until the candidate file is purged pursuant to that section.

Note: Authority cited: Section 5630, Business and Professions Code. Reference:
Sections 144, 5650, 5653 and 5675, Business and Professions Code.



**Committee Members
Appearing Virtually:**
Fuad Sweiss, Chair
Ron Jones
Kasheica McKinney
Amanda Steidlmayer

NOTICE OF TELECONFERENCE MEETING

**The Communications Committee (Committee) of the
California Architects Board will hold a meeting at the
meeting location below and via Webex Events
pursuant to Government Code section 11123.5(b)**

10:00 a.m., on Thursday, February 19, 2026

The physical location provided for this meeting is:

California Architects Board
2420 Del Paso Road, Suite 105
Conference Room 114
Sacramento, CA 95834

To access the Webex event, attendees will need to click the following link and enter their first name, last name, email, and the event password listed below. Instructions to connect to the meeting can be found at the end of this agenda.

[Click here to join the meeting](#)

If joining using the link above

Webinar number: 2491 647 9158

Webinar password: CAB219

If joining by phone

+1-415-655-0001 US Toll

Access code: 2491 647 9158

Passcode: 222219

Members of the public may, but are not obligated to, provide their names or personal information as a condition of observing or participating in the meeting. When signing into the Webex platform, participants may be asked for their name and email address. Participants who choose not to provide their names will be required to provide a unique identifier, such as their initials or another alternative, so that the meeting moderator can identify individuals who wish to make a public comment. Participants who choose not to provide their email address may utilize a fictitious email address in the following sample format: XXXXX@mailinator.com.

(Continued)

NOTICE AND AGENDA

10:00 a.m. to 12:00 p.m.
(or until completion of business)

DISCUSSION AND ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA.

- A. Call to Order / Roll Call / Establishment of a Quorum
- B. Chair's Procedural Remarks and Committee Member Introductory Comments
- C. Public Comment on Items Not on the Agenda

The Committee may not discuss or act on any item raised during this public comment section, except to decide whether to refer the item to the Committee's next Strategic Planning session and/or place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).

- D. Update on 2025-2028 Strategic Plan Objectives which may result in a recommendation to the Board:
 - 1. Expand outreach and communications to educate the public regarding the Board's role and resources.
 - 2. Enhance communication to improve overall engagement with licensees and the public.
 - 3. Increase collaborative student outreach to shape an inclusive and representative licensee population.
 - 4. Educate the public about when licensed architects are required and what architects can do.

E. Adjournment

The time and order of agenda items are subject to change at the discretion of the Committee Chair and may be taken out of order. The meeting will be adjourned upon completion of the agenda, which may be at a time earlier or later than posted in this notice. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Committee are open to the public.

The Committee plans to webcast the meeting on the Department of Consumer Affairs' website at <https://thedcapage.blog/webcasts>. Webcast availability cannot be guaranteed due to limitations on resources or technical difficulties. The meeting will not be cancelled if webcast is not available. Meeting adjournment may not be webcast if it is the only item that occurs after a closed session.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Committee prior to it taking

any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Committee, but the Committee Chair may, at their discretion, apportion available time among those who wish to speak. Individuals may appear before the Committee to discuss items not on the agenda; however, the Committee can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125 and 11125.7(a)).

This meeting is being held via Webex Events. A person who would like more information about the meeting or needs a disability-related accommodation or modification to participate in the meeting may ask questions about the meeting or make a disability-related accommodation request by contacting:

Person: Nailea Cortez

Telephone: (916) 575-7236

Email: Nailea.Cortez@dca.ca.gov

Telecommunications Relay Service: Dial 711

Mailing Address:

California Architects Board

2420 Del Paso Road, Suite 105

Sacramento, CA 95834

Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

Meeting notices and related materials are available online at:

<https://cab.ca.gov/about/meetings> (Government Code section 11125(a)).

Protection of the public shall be the highest priority for the Committee in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount (Business and Professions Code section 5510.15).

Quarterly Report of the Executive Officer

Administrative/Management

The Board met in Sacramento on November 6 and will meet in Palm Desert on February 26.

The Landscape Architects Technical Committee (LATC) met in Oakland on October 21 and by teleconference on January 30.

Newsletter

The Fall issue of the California Architects newsletter was distributed in October.

Budget

The Board's fund condition will be discussed at the May 2026 Board meeting.

Business Modernization

The Business Modernization Project has entered into Maintenance and Operations, and the Board and LATC will continue to work with DCA staff on further functionality.

Outreach

In October, posters were distributed to California architecture schools explaining recent changes to California Code of Regulations (CCR), Title 16, sections 116 and 117, relating to paths to licensure.

Board staff are making an effort to reach out to California Community Colleges to explain the importance of having a license, the Board's licensure process and updates, and reinforce the knowledge that there is a pathway that will work for them.

Upcoming outreach includes:

03/05/26 – Southwestern College, Chula Vista

04/08/26 – Citrus College, Glendora

Staff will be reaching out to additional California Community Colleges that expressed interest in future presentations.

Personnel

Tirzah Phipps was hired as an Enforcement Analyst for CAB.

Reynaldo Castro returned to CAB and filled the vacant Examination Technician position.

Thomas Choi was hired as a Cashier for CAB and LATC.

Social Media

CAB and LATC's social media account information is noted in the chart below.

CAB	Posts Oct. – Dec.	Followers 12/31/25	LATC	Posts Oct. – Dec.	Followers 12/31/25
Bluesky	5	35	Bluesky	2	15
Instagram	5	1,591	Instagram	202	517
LinkedIn	5	758	LinkedIn	46	1,877
X	12	1,359	X	0	288
Facebook	5	486			

Regulatory Proposals

Architects

CCR Section 109 (Application Extension). The proposed change will specify the method by which candidates request an extension to their eligibility period should they be impacted by a state of emergency.

At its February 20, 2025 meeting, the Board approved the language and delegated the authority to the EO to adopt the regulation, provided no adverse comments were received during the public comment period, and to make minor technical or non-substantive changes, if needed. The regulatory package was submitted to the Department on April 2, 2025. During this review, substantive clarity concerns were raised about the language, which were then approved by the Board at its June 5, 2025 meeting. The package was submitted to OAL for initial noticing. The 45-day comment period began on June 27, 2025 and ends on August 11, 2025. No comments were received. The completed package was submitted to the Director on September 2, 2025 and was approved on September 15, 2025. It was submitted to Agency the same day.

Status: Complete. Effective April 1, 2026.

CCR Section 109.1 (Retired License). The proposed change will state that a retired license cannot be reinstated until at least one year has passed since the license has been retired, and to reinstate the license, proof of continuing education must be submitted.

At its June 5, 2025 meeting, the Board approved the language and delegated the authority to the EO to adopt the regulation, provided no adverse comments were received during the public comment period, and to make minor technical or non-substantive changes, if needed. The regulatory package was submitted to the Department on July 2, 2025. Staff worked with the

Department's Regulation Unit to finalize the documents and they were submitted to the Director on September 9, 2025. The package was submitted to OAL for initial noticing. The 45-day comment period began on October 31, 2025 and ended on December 18, 2025. No comments were received. The completed package was submitted to the Director on January 8, 2026.

Status: Awaiting Director and Agency review and upon completion, then will submit to OAL.

CCR Section 103 (Delegation of Certain Functions). The proposed change will clarify the Board's delegated enforcement authority to include the assistant executive officer, an interim or an acting executive officer should the office of the Board be without an executive officer.

At its August 21, 2025 meeting, the Board discussed the proposed language and requested additional clarification before it would approve the language. At its November 6, 2025 meeting, the Board reviewed and approved the updated language and delegated the authority to the EO to adopt the regulation, provided no adverse comments were received during the public comment period, and to make minor technical or non-substantive changes, if needed. The regulatory package was submitted to the Department on December 23, 2025. Staff worked with the Department's Regulation Unit to finalize the documents, and they were submitted to the Director the same day. The Director approved the package, and it was sent to Agency for approval on December 29, 2025.

Status: Awaiting Agency review and upon completion, then will submit to OAL.

CCR Section 111 (Review of Applications). The proposed change will update the Board's communication regarding timelines for applications and examination results. This also consolidates similar application processes into relevant sections.

At its August 21, 2025 meeting, the Board approved the language and delegated the authority to the EO to adopt the regulation, provided no adverse comments were received during the public comment period, and to make minor technical or non-substantive changes, if needed. The regulatory package was submitted to the Department on September 26, 2025. Staff worked with the Department's Regulation Unit to finalize the documents, and they were submitted to the Director on December 17, 2025. The Director approved the package, and it was sent to Agency for approval on December 22, 2025.

Status: Awaiting Agency review and upon completion, then will submit to OAL.

Landscape Architects - None

Licensing and Examination Program

Architects

Performance data for the Architect California Supplemental Examination (CSE) and Architect Registration Examination (ARE) 5.0 for California candidates during the second quarter of FY 2025/26 are presented in Tables A, B and C.

Table A
Architect CSE Examinee Performance: October 1 – December 31, 2025

Candidate Type	Pass	Rate	Fail	Rate	Total Examinees
Instate First-time	82	65%	45	35%	127
Instate Repeat	33	53%	29	47%	62
Reciprocity First-time	38	70%	16	30%	54
Reciprocity Repeat	16	52%	15	48%	31
Total	169	62%	105	38%	274

Table B
California ARE 5.0 Examinee Performance by Division: October 1 – December 31, 2025

ARE Division	Pass	Rate	Fail	Rate	Total Exams
Construction and Evaluation	142	55%	115	45%	257
Practice Management	160	48%	176	52%	336
Programming and Analysis	133	51%	128	49%	261
Project Development and Documentation	119	51%	114	49%	233
Project Management	154	59%	109	41%	263
Project Planning and Design	123	45%	151	55%	274

Table C
California and NCARB ARE 5.0 Performance Comparison: October 1 – December 31, 2025

ARE Division	CA Pass	Natl. Pass	▲%
Construction and Evaluation	55%	61%	-6%
Practice Management	48%	52%	-4%
Programming and Analysis	51%	58%	-7%
Project Development and Documentation	51%	55%	-4%
Project Management	59%	61%	-2%
Project Planning and Design	45%	46%	-1%

▲% is the difference in the California and national (NCARB) performance.

Landscape Architects

Performance data for the Landscape Architect California Supplemental Examination (CSE) and Landscape Architect Registration Examination (LARE) for California candidates during the second quarter of FY 2025/26 are presented in Tables D, E, and F.

**Table D
Landscape Architect CSE Examinee Performance: October 1 – December 31, 2025**

Candidate Type	Pass	Rate	Fail	Rate	Total Examinees
First-time	28	90%	3	10%	31
Repeat	11	92%	1	8%	12
Total	39	91%	4	9%	43

**Table E
California LARE Examinee Performance by Section: Summer July 28 – August 13, 2025**

LARE Section	Pass	Rate	Fail	Rate	Total Examinees
Inventory, Analysis, and Project Management	44	64%	26	36%	70
Planning and Design	42	67%	21	33%	63
Construction Documentation and Administration	35	74%	10	26%	45
Grading, Drainage, and Stormwater Management	25	47%	30	53%	55

**Table F
California and CLARB Performance Comparison: Summer July 28 – August 13, 2025**

LARE Section	CA Pass	Natl. Pass	▲ %
Inventory, Analysis, and Project Management	64%	64%	0%
Planning and Design	67%	66%	1%
Construction Documentation and Administration	74%	79%	-5%
Grading, Drainage, and Stormwater Management	47%	52%	-5%

▲ % is the difference in the California and national (CLARB) performance.

Enforcement

Architects

The most common violations have stayed consistent over the past four years, and are as follows:

- Misuse of the term “Architect”
- Practice without a license/device
- Continuing Education Audit Incompliance
- Written contract violations
- Signature/Stamp on plans and unauthorized practice
- Negligence or Willful Misconduct

**Table G
Architects Complaints and Enforcement Actions**

Category	Current Quarter		Prior Quarter		FY 25 26
	Oct.	Dec. 2025	Jul.	Sep. 2025	
Complaints					
Received	79		100		179
Opened	79		100		179
Closed	76		108		183
Average Days to Close	101		84		90
Pending	217		215		219
Citations					
Issued	22		39		61
Final	28		35		63
Continuing Education Citations					
Issued	18		38		56
Final	17		28		45
Discipline					
Pending Attorney General	4		3		4
Final	1		1		1

Landscape Architects

**Table H
Landscape Architects Complaints and Enforcement Actions**

Category	Current Quarter		Prior Quarter		FY 25 26
	Oct.	Dec. 2025	Jul.	Sep. 2025	
Complaints					
Received	2		11		13
Opened (Reopened)	2		11		13
Closed	1		11		12
Average Days to Close	77		22		50
Pending	6		7		6
Citations					
Issued	0		0		0
Final	0		0		0
Discipline					
Pending Attorney General	0		0		0
Final	1		0		0

LATC’s most common violations mirror the Board’s with the exception of continuing education, signature/stamp on plans, unauthorized practice, and negligence or willful misconduct. LATC does not typically see egregious violations and more commonly receives complaints regarding the Rules of Professional Conduct and the standards of practice within the profession.

The most common violations within the practice of landscape architecture have stayed consistent over the past four years, and are as follows:

- Misuse of the term “landscape architect”
- Practice without a license
- Written contract violations
- Rules of Professional Conduct violations

Enforcement Actions

Architects

Jose Martinez (San Diego - The Board issued a one-count citation with a \$1,500 administrative fine to Jose Martinez, an unlicensed person, dba Taller de Arquitectura, LLC, for alleged violations of Business and Professions Code section 5536(a) and California Code of Regulations section 134(a).

On or about December 4, 2019, Martinez, doing business as Taller de Arquitectura, LLC, executed a contract with Mr. H. R. (client) to provide preliminary design drawings and construction documents for a second story bonus room on top of an existing garage for a fixed fee of \$8,000 for the residential project located in El Cajon, California. Martinez's contract includes the business name Taller de Arquitectura LLC. Martinez did not provide the services agreed to in the contract.

Martinez's company Facebook and LinkedIn profiles used the business name "Taller de Arquitectura, LLC," which is translated to "Architecture Workshop." His email address contained the abbreviation "arch."

The Board contacted Martinez about his violations and he failed to make all of the corrections requested.

Martinez's business name, contract, email address, and online profiles wherein he described his services as "Arquitectura" and included "arch" in his email are devices that might indicate to the public that he is an architect or qualified to engage in the practice of architecture in California. Such conduct constitutes violations of Business and Professions Code section 5536(a) and Title 16, California Code of Regulations section 134(a). Martinez paid the fine, satisfying the citation. The citation became final on August 17, 2025.

Clark Remington (Thousand Oaks) - The Board issued a one-count citation with a \$1,000 administrative fine to Clark Remington, an unlicensed person, dba Clark Remington Construction, for alleged violations of Business and Professions Code sections 5536(a) and California Code of Regulations section 134(a).

On or about January 27, 2024, the Board received a complaint alleging possible violations of the Architects Practice Act regarding a residential project located in Palisades, California. On October 24, 2023, the Remington had entered into a contract entitled "Architectural Agreement" with Ms. J.S. (client) to provide design services for elevation plans and to walk the plans through the permit process for a fixed fee of \$50,000. The contract also stated, "Architectural administration (architectural supervision) can be obtained from this office on an hourly basis." Remington never produced the plans.

Remington's YouTube profile contained videos referring to himself as an "architect."

Remington's contract and YouTube profile wherein he used the title of "architect" and described his services as "Architectural," are devices that might indicate to the public that he is an architect or

qualified to engage in the practice of architecture in California. Such conduct constitutes violations of Business and Professions Code section 5536(a) and Title 16, California Code of Regulations section 134(a). The citation became final on September 30, 2025.

Erika Navas (Studio City) - The Board issued a one-count citation with a \$1,500 administrative fine to Erika Navas, an unlicensed person, dba Infinity Concept Builders, Inc., for alleged violations of Business and Professions Code sections 5536(a) and California Code of Regulations section 134(a).

On or about February 11, 2025, the Board received a complaint alleging possible violations of the Architects Practice Act (Act) regarding a residential project located in Santa Ana, California. On or about May 13, 2025, the Board received a second complaint regarding a residential project located in Granada Hills, California. Both complaints claimed that Navas failed to provide the agreed upon services and failed to answer phone calls and emails.

Around the same time, Navas' company website offered knowledge of "architecture" in California and commercial design services which are not exempt from licensing requirements. Navas' profile on the City of Los Angeles Department of Building and Safety (LADBS) website listed her as an "Architect." Navas' company Yelp profile was categorized under "Architects" and offered "Architectural" services, and stated, "We offer all pre-construction services, architectural plans, blueprints, permit expediting, 3D Renderings, construction administration, detailed cost estimates, legalization. custom home building, custom renovations and additions," "ranging from residential to commercial." Navas' company Instagram profile called her an "Architectural Designer" and offered "Architecture" services.

Navas failed to reply to the Board's requests for information and corrections.

Navas' company website and online profiles, wherein Navas used the titles of "Architect" and "Architectural Designer," described her services as "Architecture" and "Architectural," and offered commercial services which require a license are devices that might indicate to the public that Navas is an architect or qualified to engage in the practice of architecture in California. Such conduct constitutes violations of Business and Professions Code section 5536(a) and Title 16, California Code of Regulations section 134(a). The citation became final on October 12, 2025.

Catie T. Vuong (Westminster) - The Board issued a one-count citation with a \$2,000 administrative fine to Catie T. Vuong, an unlicensed person, dba Artwave Design Studio, for alleged violations of Business and Professions Code sections 5536(a) and California Code of Regulations section 134(a).

On or around January 23, 2024, Vuong entered into a contract with Ms. A.T.N. (client) offering to provide design services for a residential project located in South El Monte, California. Vuong promised to provide an "architectural set" for an accessory dwelling unit (ADU) for a fixed fee of \$7,000. The contract also promised to "...provide a standards of care equal to, or superior to, care use by Architect's similar to ARTWAVE on similar project ..." Vuong was paid an initial deposit of \$2,000.

Vuong failed to reply to the Board's requests for information and corrections.

On November 16, 2023, the Board had issued a previous two-count citation with a \$2,000 administrative fine to Vuong for similar violations of Business and Professions Code section 5536(a). The first citation was not paid. The new citation became final on October 25, 2025.

Landscape Architects - None

**AGENDA ITEM J: Discuss and Possible Action on AB 1796 (Jackson):
Licensed Commercial Interior Designer Practice Act**

Summary

Existing law:

1. Establishes the California Architects Board (Board).
2. Establishes, until January 1, 2027, a structure for the certification of interior designers by the California Council for Interior Design Certification (CCIDC), a nonprofit organization, by obtaining a stamp from the council that identifies them as a certified interior designer, and makes it an unfair business practice for any person to represent or hold themselves out as a certified interior designer without a valid certification.
3. Authorizes the CCIDC to issue a commercial designation to a person who meets specified requirements.

This bill:

1. Provides for the licensure and regulation of commercial interior designers by the Board.
2. Expands the composition of the Board to 11 members, by including one licensed commercial interior designer.
3. Exempts architects, land surveyors, licensed contractors and professional engineers from the bill's requirements.
4. Defines "commercial interior design" to include offering or furnishing, or being responsible for, or in control of, the planning, design, and oversight of interior spaces, in part or in whole, in buildings and structures in California in a manner complying with generally applicable codes and regulations. This may include any of the following related to interior spaces or environment as part of a construction project:
 - A) Investigation, evaluation, consultation and advice.
 - B) The preparation of plans, specifications, documentation and assistance in the governmental review process related to the functional and aesthetic arrangement of interior spaces, including the preparation of commercial interior instruments of services.
 - C) The selection and specification of materials, finishes, fixtures and furniture.
 - D) The coordination of the work with technical and special consultants.
 - E) The administration of contracts and observation of construction.

5. Specifies that the bill does not prohibit the use of the title “interior designer” on the part of a person not licensed under this chapter, provided that person does not represent themselves as, or used the title of “licensed commercial interior designer.”
6. Requires the use of a written contract and requires the use of a stamp to seal instruments of services.
7. Establishes disciplinary provisions for violations of the bill’s requirements.
8. Authorizes unspecified fees to carry out the provisions of this bill.

Comments:

This issue has previously been discussed by the Board during its last sunset review. A proposal to license commercial interior designers was discussed at that time but was not included in legislation. The Board did not previously take a position. In its Sunset Review responses, to the issue raised about the potential impacts of regulating an additional design profession the Board stated, “If the Board is given authority to regulate only one portion of the interior design field over others, the Board believes that could create confusion for consumers and building and safety departments... If the state chooses to expand regulation of additional design professionals, the Board suggests a review or study of the possible licensee population, to determine the staffing needs and necessary fee structure.”

AB 1796 is sponsored by the International Interior Design Association.

Implementation/ Technical Concerns – This bill does not have a delayed implementation date, so it would take effect January 1, 2027, if passed by the Legislature and signed by the Governor. The Board would need to conduct a fee study and adopt regulations in order to be able to implement the requirements, which it could not do by the effective date. Additionally, the bill appears to license commercial interior designers and specifies that it does not apply to interior designers. However, the definition of commercial interior design is broad and does not appear to be limited to commercial work.

Action Requested

No specific action is requested.

Attachments

AB 1796 bill text

ASSEMBLY BILL

No. 1796

Introduced by Assembly Member Jackson

February 10, 2026

An act to amend Sections 5510, 5510.1, 5514, 5515, 5515.5, 5526, 5528, 5601, 5602, 5801, 5801.1, and 5811.1 of, to add Section 5811.2 to, and to add Chapter 3.8 (commencing with Section 5700) to Division 3 of, the Business and Professions Code, and to amend Section 8014 of the Civil Code, relating to professions and vocations, and making an appropriation therefor.

LEGISLATIVE COUNSEL'S DIGEST

AB 1796, as introduced, Jackson. Licensed Commercial Interior Designer Practice Act.

Existing law, until January 1, 2027, establishes a scheme for the certification of interior designers by the California Council for Interior Design Certification, a nonprofit organization, by obtaining a stamp from the council that identifies them as a certified interior designer, and makes it an unfair business practice for any person to represent or hold themselves out as a certified interior designer without a valid certification. Existing law also authorizes the council to issue a commercial designation to a person who satisfies specified requirements. Under the existing scheme, a certification under those provisions expires in 2 years unless renewed in a specified manner.

Existing law, the Architects Practice Act, establishes the California Architects Board, consisting of 10 members, in the Department of Consumer Affairs to license and regulate the practice of architecture.

This bill would authorize the council to issue a commercial designation to a certified interior designer or qualified applicant only

until _____, 2027, and would instead provide for the licensure and regulation of the practice of commercial interior design, as defined, by the board. The bill would add a member to the board who is a commercial interior designer, and would specify that the commercial interior designer member's term begins and expires on unspecified dates. The act would require the board to determine eligibility requirements, including examination and education requirements necessary for licensure. The bill would make it a misdemeanor, punishable by an unspecified fee or by imprisonment in a county jail, or both, to engage in certain acts, including engaging in the practice of commercial interior design without a license. By creating new crimes, the bill would impose a state-mandated local program. The bill would exempt professional engineers, architects, land surveyors, and licensed contractors from the bill's provisions governing commercial interior design. The bill would require any stamp used by a licensed commercial interior designer to be of a design authorized by the board and would prescribe the information contained in the stamp. The bill would establish requirements for commercial interior instruments of service, as defined, and would prohibit a public entity from accepting commercial interior instruments of service submissions from an individual who is not a licensed commercial interior designer. By imposing requirements on local agencies, the bill would impose a state-mandated local program. The bill would prescribe acts that are subject to discipline by the board and the manner of discipline, and would specify conditions of renewal and expiration of a license. The bill would require the board to fix certain fees relating to licensure at specified and unspecified amounts, to be deposited into the California Architects Board Fund, a continuously appropriated fund, and would authorize the board to create subaccounts within the fund, as specified. By adding a potential source of revenue to a continuously appropriated fund, and by authorizing increased expenditure of moneys from a continuously appropriated fund for a new purpose, this bill would make an appropriation. The bill would also make an appropriation by requiring funds for the initial establishment and support of the regulatory activities affecting licensed commercial interior designers to be advanced from the General Fund. The bill would make other related and conforming changes to the Architects Practice Act and the provisions governing interior designers.

Existing law allows a design professional, as defined, to claim a lien on certain works of improvement, as specified.

This bill would include licensed interior designers in the definition of “design professional” for purposes of the above-referenced lien provisions.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that with regard to certain mandates no reimbursement is required by this act for a specified reason.

With regard to any other mandates, this bill would provide that, if the Commission on State Mandates determines that the bill contains costs so mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

Vote: $\frac{2}{3}$. Appropriation: yes. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

- 1 SECTION 1. (a) The Legislature finds and declares as follows:
- 2 (1) In California there are roughly 7.5 billion square feet of
- 3 existing commercial buildings.
- 4 (2) More than 100,000,000 square feet of commercial buildings
- 5 are newly constructed across California and this does not account
- 6 for the remodeling of existing space, which sometimes only needs
- 7 a designer.
- 8 (3) The number of individuals who utilize commercial buildings
- 9 is significant, but difficult to approximate. In 2023, California had
- 10 18,400,000 employed people, the highest in the United States.
- 11 About 88% of employed Californians, or roughly 16,200,000
- 12 people, work onsite, occupying commercial space on a daily basis.
- 13 This number does not capture those Californians who visit or pass
- 14 through commercial buildings to conduct tasks or business.
- 15 (4) Commercial space includes, but is not limited to, hospitals,
- 16 schools, college campuses, museums, retail stores, and airport
- 17 terminals.
- 18 (5) Thirty-one jurisdictions across the nation regulate the
- 19 profession of interior design, including 29 states, the District of
- 20 Columbia, and Puerto Rico.
- 21 (b) Given the quantity and scope of commercial interior design
- 22 space in California, the regulation of commercial interior designers
- 23 would ensure a reliable standard of practice, directly benefiting

1 and protecting many Californians who work, study, visit, and
 2 convalesce in these spaces.

3 SEC. 2. Section 5510 of the Business and Professions Code is
 4 amended to read:

5 5510. There is in the Department of Consumer Affairs a
 6 California Architects ~~Board~~ *Board*, which consists of ~~10~~ *11*
 7 members.

8 Any reference in law to the California Board of Architectural
 9 Examiners shall mean the California Architects Board.

10 This section shall remain in effect only until January 1, 2029,
 11 and as of that date is repealed. Notwithstanding any other law, the
 12 repeal of this section renders the board subject to review by the
 13 appropriate policy committees of the Legislature.

14 SEC. 3. Section 5510.1 of the Business and Professions Code
 15 is amended to read:

16 5510.1. The Legislature finds and declares that it is the mandate
 17 of the board to regulate the practice of ~~architecture~~ *architects and*
 18 *commercial interior designers* in the interest and for the protection
 19 of the public health, safety, and welfare. For this purpose, the board
 20 shall delineate the minimum professional qualifications and
 21 performance standards for admission to and practice of the
 22 profession of ~~architecture~~. *architecture pursuant to this chapter*
 23 *and commercial interior designers pursuant to the Licensed*
 24 *Commercial Interior Designer Practice Act (Chapter 3.8*
 25 *(commencing with Section 5700)).* The board shall establish a fair
 26 and uniform enforcement policy to deter and prosecute violations
 27 of this chapter or any rules and regulations promulgated pursuant
 28 to this chapter to provide for the protection of the consumer.

29 SEC. 4. Section 5514 of the Business and Professions Code is
 30 amended to read:

31 5514. (a) The membership of the board shall be composed of
 32 ~~10~~ *11* members, five of whom shall be ~~architects~~ *architects, one*
 33 *of whom shall be a commercial interior designer*, and five of whom
 34 shall be public members.

35 ~~The~~
 36 (b) ~~The five professional architect~~ members of the board shall
 37 be selected from architects in good standing who have been
 38 licensed and in practice in this state for at least five years at the
 39 time of appointment, all of whom shall be residents and in practice
 40 in California.

1 The

2 (c) *The public members of the board shall not be licensees of*
3 *the board.*

4 ~~This section shall become operative on January 1, 1988.~~

5 (d) *The first appointed commercial interior designer member*
6 *of the board shall have had an active National Council for Interior*
7 *Design Qualification Certification for at least five years at the*
8 *time of appointment, and shall be a resident and in practice in*
9 *California. After licensure for commercial interior designers is*
10 *established, the one commercial interior designer member of the*
11 *board shall have been in good standing, licensed, a resident, and*
12 *in practice in California for at least five years at the time of*
13 *appointment.*

14 SEC. 5. Section 5515 of the Business and Professions Code is
15 amended to read:

16 5515. (a) Every person appointed shall serve for four years
17 and until the appointment and qualification of their successor or
18 until one year has elapsed since the expiration of the term for which
19 they were appointed, whichever occurs first.

20 (b) No person shall serve as a member of the board for more
21 than two consecutive terms.

22 (c) Vacancies occurring before the expiration of the term shall
23 be filled by appointment for the unexpired term.

24 (d) Each appointment shall expire on June 30 of the fourth year
25 following the year in which the previous term expired.

26 (e) The Governor shall appoint three of the public members and
27 ~~the five~~ *six* licensed members qualified as provided in Section
28 5514. The Senate Rules Committee and the Speaker of the
29 Assembly shall each appoint a public member.

30 SEC. 6. Section 5515.5 of the Business and Professions Code
31 is amended to read:

32 5515.5. (a) Notwithstanding Section 130 or 5515, the following
33 provisions shall apply:

34 (1) Of the three licensed ~~members~~ *architects* appointed by the
35 Governor whose terms commence on July 1, 2013, the term of two
36 members shall expire on June 30, 2017, and the term of one
37 member shall expire on June 30, 2019.

38 (2) Of the two licensed ~~members~~ *architects* appointed by the
39 Governor whose terms commence on July 1, 2014, the term of one

1 member shall expire on June 30, 2018, and the term of the other
 2 member shall expire on June 30, 2020.

3 (3) The term of the public member appointed by the Governor
 4 that commences on July 1, 2014, shall expire on June 30, 2019.

5 (4) Of the two public members appointed by the Governor whose
 6 terms commence on July 1, 2016, the term of one member shall
 7 expire on June 30, 2020, and the term of the other member shall
 8 expire on June 30, 2021.

9 (5) *The term of the licensed commercial interior designer*
 10 *appointed by the Governor that commences on July 1, _____, shall*
 11 *expire on June 30, _____.*

12 (b) Except as provided in subdivision (a), this section shall not
 13 be construed to affect the application of Section 130 or 5515 to
 14 the terms of a current or future member of the board.

15 SEC. 7. Section 5526 of the Business and Professions Code is
 16 amended to read:

17 5526. (a) The board shall adopt rules and regulations governing
 18 the examination of applicants for licenses to practice architecture
 19 *and commercial interior design* in this state.

20 (b) The board may, by rule or regulation, adopt rules of
 21 professional conduct that are not inconsistent with state or federal
 22 law. Every person who holds a license issued by the board shall
 23 be governed and controlled by these rules.

24 (c) The board may adopt other rules and regulations as may be
 25 necessary and proper.

26 (d) The board may, from time to time, repeal, amend, or modify
 27 rules and regulations adopted under this section. No rule or
 28 regulation shall be inconsistent with this chapter.

29 (e) The board shall adopt, by regulation, a system as described
 30 in Section 125.9 for the issuance to a licensee of a citation and a
 31 system as described in Section 148 for the issuance of an
 32 administrative citation to an unlicensed person who is acting in
 33 the capacity of a licensee or registrant under the jurisdiction of the
 34 board.

35 (f) The adoption, repeal, amendment, or modification of these
 36 rules and regulations shall be made in accordance with Chapter
 37 3.5 (commencing with Section 11340) of Part 1 of Division 3 of
 38 Title 2 of the Government Code.

39 SEC. 8. Section 5528 of the Business and Professions Code is
 40 amended to read:

1 5528. (a) The board may select and contract with necessary
 2 architect *and commercial interior design* consultants who are
 3 licensed ~~architects~~ to assist it in its enforcement program on an
 4 intermittent basis. The architect *and commercial interior design*
 5 consultants shall perform only those services that are necessary to
 6 carry out and enforce this chapter.

7 (b) For the purposes of Division 3.6 (commencing with Section
 8 810) of Title 1 of the Government Code, any consultant under
 9 contract with the board shall be considered a public employee.

10 SEC. 9. Section 5601 of the Business and Professions Code is
 11 amended to read:

12 5601. (a) Within 10 days after the beginning of every month,
 13 all fees collected by the department for the month preceding, under
 14 the provisions of this chapter, shall be paid into the State Treasury
 15 to the credit of the California Architects Board Fund.

16 (b) *The board may create subaccounts within the California*
 17 *Architects Board Fund, as needed, for the purpose of ensuring*
 18 *that moneys within the fund are equitably apportioned among the*
 19 *architect and commercial interior design professions and do not*
 20 *exceed the reasonable regulatory costs of the board pursuant to*
 21 *this chapter and Chapter 3.8 (commencing with Section 5700).*

22 SEC. 10. Section 5602 of the Business and Professions Code
 23 is amended to read:

24 5602. The money *collected pursuant to this chapter and* paid
 25 into the California Architects Board Fund, which is hereby
 26 continued in existence, shall be used in the manner prescribed by
 27 law to defray the expenses of the board in carrying out and
 28 enforcing the provisions of this chapter.

29 SEC. 11. Chapter 3.8 (commencing with Section 5700) is added
 30 to Division 3 of the Business and Professions Code, to read:

31
 32 CHAPTER 3.8. LICENSED COMMERCIAL INTERIOR DESIGNER
 33 PRACTICE ACT
 34

35 Article 1. Definitions
 36

37 5700. This chapter may be cited as the Licensed Commercial
 38 Interior Designer Practice Act.

39 5701. For the purposes of this chapter, the following definitions
 40 apply:

1 (a) “Board” means the California Architects Board.

2 (b) (1) “Commercial interior design” includes offering or
3 furnishing, or being responsible for, or in control of, the planning,
4 design, and oversight of interior spaces, in part or in whole, in
5 buildings and structures in California in a manner complying with
6 generally applicable codes and regulations. This may include any
7 of the following related to interior spaces or environments as part
8 of a construction project:

9 (A) Investigation, evaluation, consultation, and advice.

10 (B) The preparation of plans, specifications, documentation,
11 and assistance in the governmental review process related to the
12 functional and aesthetic arrangement of interior spaces, including
13 the preparation of commercial interior instruments of service.

14 (C) The selection and specification of materials, finishes,
15 fixtures, and furniture.

16 (D) The coordination of the work with technical and special
17 consultants.

18 (E) The administration of contracts and observation of
19 construction.

20 (2) “Commercial interior design” does not include any of the
21 following:

22 (A) The practice of a professional engineer, as defined in Section
23 6701, or the practice of a professional land surveyor, as defined
24 in Section 8701.

25 (B) Services that constitute the practice of architecture, as
26 defined in Section 5500.1, except as otherwise provided in this
27 chapter.

28 (C) Services that constitute the practice of a structural engineer,
29 as described in Section 6763.

30 (D) Changes to the construction classification of the building
31 or structure according to the California Building Standards Code.

32 (c) “Commercial interior instruments of service” means the
33 designs, drawings, and specifications that establish the scope of
34 commercial interior design to be constructed, the standard of
35 quality for materials, workmanship, equipment, and construction
36 systems, and the studies and other technical reports and calculations
37 prepared in the course of the practice of commercial interior design.

38 (d) “Construction observation services” means periodic
39 observation of, or visits by a licensed commercial interior designer
40 or their agent to, the site of a work of improvement to determine

1 general compliance with the commercial interior instruments of
2 service submissions. However, “construction observation services”
3 does not mean the superintendence of construction processes, site
4 conditions, operations, equipment, or personnel, or the maintenance
5 of a safe place to work or any safety in, on, or about the site.

6 (e) “Immediate and responsible direction” means the commercial
7 interior designer does both of the following:

8 (1) Instructs any person in the preparation of a commercial
9 interior instrument of service, unless the person is any of the
10 following:

11 (A) A licensed commercial interior designer.

12 (B) An architect licensed pursuant to Chapter 3 (commencing
13 with Section 5500).

14 (C) A civil or structural engineer registered pursuant to Chapter
15 7 (commencing with Section 6700).

16 (2) Exercises the same judgment and responsibility in reviewing
17 all stages of the design documents and other phases of the work
18 as required by law, and which would normally be exercised if the
19 commercial interior designer personally performed the required
20 tasks.

21 (f) “Licensed commercial interior designer” means a person
22 who is licensed under this chapter.

23 (g) “Licensed contractor” means a person licensed under Chapter
24 9 (commencing with Section 7000).

25 (h) “Professional engineer” means a person who practices or
26 offers to practice professional engineering as described in Section
27 6701.

28 (i) “Professional land surveyor” means a person who practices
29 or offers to practice land surveying, as described in Section 8701.

30 (j) “Responsible control” means the amount of control over the
31 content of all commercial interior instruments of service during
32 their preparation that is ordinarily exercised by licensed commercial
33 interior designers applying the required professional standard of
34 care.

35
36 Article 2. Administration

37
38 5705. (a) The board is vested with all of the functions, duties,
39 powers, purposes, responsibilities, and jurisdiction concerning the
40 practice of commercial interior design under this chapter.

1 (b) Pursuant to this chapter, the board shall exercise the
2 following functions, powers, and duties:

3 (1) Conduct or authorize examinations to ascertain the fitness
4 and qualifications of applicants for licensure and issue a license
5 to those who are found to be fit and qualified.

6 (2) Prescribe rules and regulations for a method of examination
7 of candidates. The board shall designate as its examination for
8 licensure as a commercial interior designer the National Council
9 for Interior Design Qualification Examination.

10 (3) Conduct hearings on proceedings to revoke, suspend, or
11 refuse to issue licensure.

12 (4) Promulgate rules and regulations required for the
13 administration of this chapter.

14

15 Article 3. Application of Chapter

16

17 5710. (a) The board shall determine eligibility requirements,
18 including, but not limited to, examination and education
19 requirements necessary for licensure pursuant to this chapter. The
20 board shall give special consideration to national examinations,
21 but is not precluded from prescribing the examination and
22 educational requirements specified in former Section 5811.1, as
23 that section read on December 31, 2026.

24 (b) The board may also prescribe relevant continuing educational
25 requirements, taking into account the cost to individual licensed
26 commercial interior designers.

27 5711. (a) It is a misdemeanor, punishable by a fine of not less
28 than ____ dollars (\$____) nor more than ____ dollars (\$____) or
29 by imprisonment in a county jail not exceeding six months, or by
30 both that fine and imprisonment, for a person to do any of the
31 following without possessing a valid, unrevoked license as
32 provided in this chapter:

33 (1) Engage in the practice of commercial interior design.

34 (2) Use the titles or terms “licensed commercial interior
35 designer” or “licensed commercial interior design,” or any other
36 titles, words, or abbreviations that would imply or indicate that
37 they are licensed under this chapter.

38 (3) Use the stamp of a licensed commercial interior designer,
39 as provided in Section 5720.

1 (4) Advertise or put out a sign, card, or other device that might
2 indicate to the public that they are a licensed commercial interior
3 designer or qualified to engage in the practice of commercial
4 interior design.

5 (b) A licensed commercial interior designer with a valid license
6 may stamp, seal, and submit commercial interior instruments of
7 service to the authorities having jurisdiction.

8 (c) A licensed commercial interior designer shall not advertise
9 any services that they are not legally permitted to perform,
10 including architecture or engineering services or using the title
11 “architect” in any form.

12 (d) This chapter does not prevent or restrict any of the following
13 activities:

14 (1) The employment by a commercial interior designer
15 association, partnership, or corporation furnishing interior design
16 services for remuneration of any person who is not a licensed
17 commercial interior designer to perform services in various
18 capacities as needed, provided that the person does not represent
19 themselves as, or use the title of, “licensed commercial interior
20 designer.”

21 (2) Use of the title “interior designer” on the part of a person
22 not licensed under this chapter, provided that person does not
23 represent themselves as, or use the title of, “licensed commercial
24 interior designer.”

25 (3) The practice, services, or activities of any person licensed
26 in this state under any other law who is engaging in the profession
27 or occupation for which they are licensed or otherwise legally
28 permitted to engage in.

29 (4) Professional services limited to the design of kitchen and
30 bath spaces or the specification of products for kitchen and bath
31 areas in residential settings.

32 (5) The ability of a licensed commercial interior designer to
33 supervise their own projects.

34 5712. (a) A licensed commercial interior designer shall use a
35 written contract when contracting to provide professional services
36 to a client pursuant to this chapter. That written contract shall be
37 executed by the licensed commercial interior designer and the
38 client, or the client’s representative, prior to the licensed
39 commercial interior designer commencing work, unless the client
40 knowingly states in writing that work may be commenced before

1 the contract is executed. The written contract shall include, but
2 not be limited to, all of the following items:

3 (1) A description of the project for which the client is seeking
4 services.

5 (2) A description of the services to be provided by the licensed
6 commercial interior designer to the client.

7 (3) A description of any basis of compensation applicable to
8 the contract and the method of payment agreed upon by both
9 parties.

10 (4) The name, address, and license number of the licensed
11 commercial interior designer, the name and address of the client,
12 and the project address.

13 (5) A description of the procedure that the licensed commercial
14 interior designer and the client will use to accommodate additional
15 services and contract changes, including, but not limited to, changes
16 in the description of the project, in the description of the services,
17 or in the description of the compensation and method of payment.

18 (6) A description of the procedure to be used by either party to
19 terminate the contract.

20 (7) A statement identifying the ownership and use of commercial
21 interior instruments of service prepared by the licensed commercial
22 interior designer.

23 (8) A statement in at least 12-point type that reads, "Licensed
24 commercial interior designers are licensed and regulated by the
25 California Architects Board located at 2420 Del Paso Road, Suite
26 105, Sacramento, CA 95834."

27 (b) This section does not apply to any of the following:

28 (1) Professional services rendered by a licensed commercial
29 interior designer for which the client will not pay compensation.

30 (2) An arrangement as to the basis for compensation and manner
31 of providing professional services implied by the fact that the
32 licensed commercial interior designer's services are of the same
33 general kind that the licensed commercial interior designer has
34 previously rendered to and received payment from the same client.

35 (3) If the client knowingly states in writing after full disclosure
36 of this section that a writing that complies with the requirements
37 of this section is not required.

38 (4) Professional services rendered by a licensed commercial
39 interior designer to a professional engineer registered to practice
40 engineering under Chapter 7 (commencing with Section 6700), a

1 land surveyor licensed under Chapter 15 (commencing with Section
2 8700), an architect licensed under Chapter 3 (commencing with
3 Section 5500), or a contractor licensed under Chapter 9
4 (commencing with Section 7000).

5 5713. (a) As used in this section, the word “person” includes
6 any individual, firm, partnership, general corporation, professional
7 corporation, or limited liability partnership, as authorized by the
8 Corporations Code.

9 (b) As used in this section, the terms “business entity” and
10 “collaboration” include employer and employee relationships, joint
11 ventures, partnerships, general corporations, and consulting
12 relationships formed by written agreement in which the licensed
13 commercial interior designer provides immediate and responsible
14 direction of commercial interior design services.

15 (c) This chapter does not prevent a licensed commercial interior
16 designer from forming a business entity or collaborating with
17 persons who are not licensed commercial interior designers,
18 provided that any licensed commercial interior designers’
19 professional services that are provided through that entity or
20 collaboration are offered and provided under the responsible control
21 of a licensed commercial interior designer, or licensed commercial
22 interior designers, and in accordance with the provisions of this
23 chapter.

24 (d) (1) A business entity organized as a general corporation
25 may include in its name any or all of the following:

26 (A) A fictitious name.

27 (B) The name of one or more licensed commercial interior
28 designers.

29 (C) The term “licensed commercial interior designer,” the term
30 “licensed commercial interior design,” or a variation of the terms
31 “licensed commercial interior designer” and “licensed commercial
32 interior design.”

33 (2) Nothing in paragraph (1) shall limit a business entity
34 organized as a general corporation from including in its name any
35 other word or name that is not otherwise prohibited by law.

36 (3) Notwithstanding paragraphs (1) and (2), a business entity
37 organized as a general corporation shall not include in its name
38 the term “professional corporation.”

39 (e) This chapter does not prevent a corporation from furnishing
40 or supplying by contract licensed commercial interior design

1 services, as long as any licensed commercial interior designers’
2 professional services are offered and provided under the responsible
3 control of a licensed commercial interior designer, licensed
4 commercial interior designers, or those design professionals exempt
5 from this chapter pursuant to Section 5715.

6 5714. Nothing in this chapter shall preclude any activities listed
7 in the definition of a “certified interior designer” in former Section
8 5800, as it read on December 31, 2026, if that person does not
9 represent themselves or their services in any manner prohibited
10 by this chapter.

11 5715. Professional engineers registered to practice engineering
12 under Chapter 7 (commencing with Section 6700), land surveyors
13 licensed under Chapter 15 (commencing with Section 8700),
14 architects licensed under Chapter 3 (commencing with Section
15 5500), and contractors licensed under Chapter 9 (commencing
16 with Section 7000) are exempt from this chapter. However, they
17 may not use the title “licensed commercial interior designer” unless
18 they hold a license as required in this chapter.

19
20
21

Article 4. Seal and Certification

22 5720. (a) (1) Any stamp used by a licensed commercial
23 interior designer under this chapter shall be of a design authorized
24 by the board and shall, at a minimum, bear the licensee’s name,
25 their license number, the legend “Licensed Commercial Interior
26 Designer,” and the legend “State of California,” and shall provide
27 a means of indicating the renewal date of the license.

28 (2) The licensed commercial interior designer shall affix the
29 signature, current date, date of license expiration, and seal to the
30 first sheet of any bound set or loose sheets of commercial interior
31 instruments of service used as contract documents between parties
32 to the contract or documents prepared for the review and approval
33 of any governmental or public authority having jurisdiction by that
34 licensed commercial interior designer or under that licensed
35 commercial interior designer’s responsible control.

36 (3) The sheet of commercial interior instruments of service in
37 which the seal is affixed shall indicate those documents or parts
38 thereof for which the seal shall apply.

39 (b) A licensed commercial interior designer shall not sign and
40 seal commercial interior instruments of service that were not

1 prepared by or under the responsible control of the licensed
2 commercial interior designer, except in the following
3 circumstances:

4 (1) A licensed commercial interior designer may sign and seal
5 those portions of the commercial interior instruments of service
6 submission that were prepared by or under the responsible control
7 of a person who holds a license under this chapter, and who has
8 signed and sealed the documents, if the licensed commercial
9 interior designer has reviewed in whole or in part those portions
10 and has either coordinated their preparation or integrated them
11 into the work.

12 (2) A partner or corporate officer of a professional design firm
13 registered in this state who has professional knowledge of the
14 content of the commercial interior instrument of services
15 submissions and intends to be responsible for the adequacy of the
16 commercial interior instruments of services submissions may sign
17 and seal commercial interior instruments of service submissions
18 that are prepared by or under the responsible control of a licensed
19 commercial interior designer who is in the regular employment of
20 the professional design firm.

21 (c) The licensed commercial interior designer exercising
22 responsible control under which the commercial interior
23 instruments of service submissions or portions of the commercial
24 interior instruments of service submissions were prepared shall be
25 identified by name and California license number.

26 (d) If engineering, structural engineering, or licensed land
27 surveying services are required in association with a project being
28 performed by a licensed commercial interior designer, the
29 documents that have already been properly sealed by a licensed
30 professional engineer, licensed structural engineer, or licensed
31 land surveyor may be compiled by a licensed commercial interior
32 designer. Each design professional shall seal the respective
33 documents and shall not seal a document that was not prepared
34 under the design professional's responsible charge. For all other
35 projects, engineering, structural engineering, or land surveying
36 services shall be procured separately from the licensed commercial
37 interior designer.

1 Article 5. Commercial Interior Instrument of Service
2 Submissions
3

4 5725. (a) (1) All commercial interior instruments of service
5 submissions intended for use in this state shall be prepared and
6 administered in accordance with standards of reasonable
7 professional skill and diligence. Care shall be taken to reflect the
8 requirements of state law and, if applicable, county and municipal
9 ordinances in the submissions. In recognition that commercial
10 interior designers are required to be licensed for the protection of
11 the public health, safety, and welfare, submissions shall be of such
12 quality and scope, and be so administered, as to conform to
13 professional standards.

14 (2) An officer, board, commission, or other public entity that
15 receives commercial interior instruments of service submissions
16 shall not accept for filing or approval any commercial interior
17 instruments of service submissions from an individual who is not
18 licensed under this chapter and is not otherwise licensed in this
19 state to prepare the plans and specifications.

20 (3) (A) A licensed commercial interior designer who seals and
21 signs commercial interior instruments of service submissions is
22 not responsible for damage caused by subsequent changes to, or
23 uses of, those commercial interior instruments of service
24 submissions if the subsequent changes or uses, including changes
25 to uses made by state or local agencies, are not authorized or
26 approved in writing by the licensed commercial interior designer
27 who originally sealed and signed the commercial interior
28 instruments of service submissions.

29 (B) The stamp and seal of commercial interior instruments of
30 service that relate to the design of a project does not impose a legal
31 duty or responsibility upon the person signing the commercial
32 interior instruments of service to observe the construction
33 undertaken to create the commercial interior design. However, this
34 subparagraph does not prohibit a licensed commercial interior
35 designer and a client from entering into a contractual agreement
36 that includes a mutually acceptable arrangement for the provision
37 of construction observation services. This subparagraph does not
38 modify the liability of a licensed commercial interior designer who
39 undertakes, contractually or otherwise, the provision of
40 construction observation services for rendering those services.

1 (b) No person may use a licensed commercial interior designer's
2 commercial interior instruments of service without the consent of
3 the licensed commercial interior designer in a written contract,
4 written agreement, or written license specifically authorizing that
5 use.

6 (c) A licensed commercial interior designer shall not
7 unreasonably withhold consent to use their commercial interior
8 instruments of service from a person for whom the licensed
9 commercial interior designer provided the services. A licensed
10 commercial interior designer may reasonably withhold consent to
11 use the commercial interior instruments of service for cause,
12 including, but not limited to, lack of full payment for services
13 provided or failure to fulfill the conditions of a written contract.

14
15 Article 6. Discipline

16
17 5730. (a) The board may, upon its own motion, and shall, upon
18 the verified complaint in writing of any person, investigate the
19 actions of any licensed commercial interior designer, and may
20 suspend for a period not exceeding one year, or revoke, the license
21 of any licensed commercial interior designer who is guilty of any
22 one or more of the acts or omissions constituting grounds for
23 disciplinary action under this chapter.

24 (b) (1) An accusation against a licensed commercial interior
25 designer shall be filed within three years after the board discovers,
26 or through the use of reasonable diligence should have discovered,
27 the act or omission alleged as the ground for disciplinary action
28 or within six years after the act or omission alleged as the ground
29 for disciplinary action, whichever occurs first. However, with
30 respect to an accusation alleging a violation of subdivision (f), the
31 accusation may be filed within three years after the discovery by
32 the board of the alleged facts constituting the fraud or
33 misrepresentation prohibited by subdivision (f).

34 (2) If any accusation is not filed within the time provided in this
35 subdivision, no action against a licensed commercial interior
36 designer shall be commenced under this article.

37 (c) Any proceeding for the suspension or revocation of licensure
38 under this chapter shall be conducted in accordance with the
39 provisions of Chapter 5 (commencing with Section 11500) of Part

1 1 of Division 3 of Title 2 of the Government Code. The board shall
2 have all of the powers granted in that chapter.

3 (d) (1) A suspended license is subject to expiration and shall
4 be renewed as provided in this chapter, but that renewal does not
5 entitle the licensed commercial interior designer, while it remains
6 suspended and until it is reinstated, to engage in the activity to
7 which the license relates, or in any other activity or conduct in
8 violation of the order or judgment by which it was suspended.

9 (2) A revoked license is subject to expiration as provided in this
10 chapter, but it may not be renewed. If it is reinstated after its
11 expiration, the licensed commercial interior designer, as a condition
12 precedent to its reinstatement, shall pay a reinstatement fee in an
13 amount equal to the renewal fee in effect on the last regular renewal
14 date before the date on which it is reinstated, plus the delinquency
15 fee, if any, accrued at the time of its revocation.

16 (e) The fact that the licensed commercial interior designer is
17 practicing in violation of this chapter constitutes a ground for
18 disciplinary action.

19 (f) The fact that the licensed commercial interior designer has
20 obtained the license by fraud or misrepresentation, or that the
21 person named in the license has obtained it by fraud or
22 misrepresentation, constitutes a ground for disciplinary action.

23 (g) The fact that the commercial interior designer is
24 impersonating a licensed commercial interior designer or former
25 licensed commercial interior designer of the same or similar name,
26 or is practicing under an assumed, fictitious or corporate name,
27 constitutes a ground for disciplinary action.

28 (h) The fact that the licensed commercial interior designer has
29 aided or abetted in the practice of commercial interior design for
30 any person not authorized to practice commercial interior design
31 under this chapter constitutes a ground for disciplinary action.

32 (i) The fact that the licensed commercial interior designer has
33 been guilty of fraud or deceit constitutes a ground for disciplinary
34 action.

35 (j) The fact that the licensed commercial interior designer has
36 been guilty of negligence or willful misconduct constitutes a
37 ground for disciplinary action.

38 (k) The fact that the licensed commercial interior designer has
39 been guilty of gross incompetence constitutes a ground for
40 disciplinary action.

1 (l) The fact that the licensed commercial interior designer has
2 affixed their signature or their stamp to, or has permitted the use
3 of their name on, plans, drawings, specifications, or other
4 instruments of service that have not been prepared by that designer
5 or under their immediate and responsible direction, or has permitted
6 their name or signature or stamp to be used for the purpose of
7 assisting a person who is not a licensed commercial interior
8 designer to evade the provisions of this chapter, constitutes a
9 ground for disciplinary action.

10 (m) The conviction of a felony in connection with the practice
11 of licensed commercial interior design is a ground for disciplinary
12 action. The record of a conviction shall be conclusive evidence
13 thereof.

14 (n) The fact that the licensed commercial interior designer has
15 had disciplinary action taken by any public agency for any act
16 substantially related to the qualifications, functions, or duties as a
17 commercial interior designer constitutes a ground for disciplinary
18 action.

19 (o) A plea or verdict of guilty or a conviction following a plea
20 of nolo contendere made to a charge of a felony is deemed to be
21 a conviction within the meaning of this article. The board may
22 order the license suspended or revoked, or may decline to issue a
23 license, when the time for appeal has elapsed, or the judgment of
24 conviction has been affirmed on appeal or when an order granting
25 probation is made suspending the imposition of sentence,
26 irrespective of a subsequent order under the provisions of Section
27 1203.4 of the Penal Code allowing the person to withdraw their
28 plea of guilty and to enter a plea of not guilty, or setting aside the
29 verdict of guilty, or dismissing the accusation, information, or
30 indictment.

31 5731. (a) (1) A licensed commercial interior designer shall
32 report to the board in writing within 30 days of the date the licensed
33 commercial interior designer has knowledge of any civil action
34 judgment, settlement, arbitration award, or administrative action
35 resulting in a judgment, settlement, or arbitration award against
36 the licensed commercial interior designer in any action alleging
37 fraud, deceit, negligence, incompetence, or recklessness by the
38 licensed commercial interior designer in the practice of commercial
39 interior design if the amount or value of the judgment, settlement,
40 or arbitration award is five thousand dollars (\$5,000) or greater.

1 (2) The report required by paragraph (1) shall be signed by the
2 licensed commercial interior designer and shall set forth the facts
3 that constitute the reportable event. If the reportable event involves
4 the action of an administrative agency or court, the report shall set
5 forth all of the following:

- 6 (A) The title of the matter.
- 7 (B) The court or agency name.
- 8 (C) The docket number.
- 9 (D) The claim or file number.
- 10 (E) The date on which the reportable event occurred.

11 (3) The licensed commercial interior designer shall promptly
12 respond to oral or written inquiries from the board concerning the
13 reportable event, including inquiries made by the board in
14 conjunction with licensure renewal.

15 (4) Failure of a licensed commercial interior designer to comply
16 with this subdivision shall be grounds for disciplinary action.

17 (5) A licensed commercial interior designer who fails to comply
18 with this subdivision may be subject to a civil penalty of not less
19 than one hundred dollars (\$100) and not more than one thousand
20 dollars (\$1,000) as an intermediate sanction imposed by the board
21 in lieu of revoking the license. A licensed commercial interior
22 designer who knowingly and intentionally fails to comply with
23 this subdivision may be subject to a civil penalty of up to twenty
24 thousand dollars (\$20,000) as an additional intermediate sanction
25 imposed by the board in lieu of revoking the license.

26 (b) (1) Within 30 days of payment of all or any portion of a
27 civil action judgment, settlement, or arbitration award described
28 in subdivision (a) against a licensed commercial interior designer
29 in which the amount or value of the judgment, settlement, or
30 arbitration award is five thousand dollars (\$5,000) or greater, any
31 insurer providing professional liability insurance to that licensed
32 commercial interior designer or licensed commercial interior design
33 entity shall report to the board all of the following:

- 34 (A) The name of the licensed commercial interior designer.
- 35 (B) The claim or file number.
- 36 (C) The amount or value of the judgment, settlement, or
37 arbitration award.
- 38 (D) The amount paid by the insurer.
- 39 (E) The identity of the payee.

1 (2) Within 30 days of payment of all or any portion of any civil
2 action judgment, settlement, or arbitration award described in
3 subdivision (a) against a licensed commercial interior designer in
4 which the amount or value of the judgment, settlement, or
5 arbitration award is five thousand dollars (\$5,000) or greater, any
6 state or local governmental agency that self-insures the licensed
7 commercial interior designer shall report to the board all of the
8 following:

9 (A) The name of the licensed commercial interior designer.

10 (B) The claim or file number.

11 (C) The amount or value of the judgment, settlement, or
12 arbitration award.

13 (D) The amount paid by the insurer.

14 (E) The identity of the payee.

15 (c) The reporting requirements in subdivisions (a) and (b) shall
16 apply if both of the following apply:

17 (1) A party to the civil action, settlement, arbitration award, or
18 administrative action is or was a sole proprietorship, partnership,
19 firm, corporation, or state or local governmental agency in which
20 a licensed commercial interior designer is or was an owner, partner,
21 member, officer, or employee.

22 (2) A licensed commercial interior designer in responsible
23 control of the portion of the project that was the subject of the civil
24 judgment, settlement, arbitration award, or administrative action.

25 (d) Notwithstanding any other provision of law, a licensed
26 commercial interior designer shall not be considered to have
27 violated a confidential settlement agreement or other confidential
28 agreement by providing a report to the board as required by this
29 section.

30 (e) The board may adopt regulations to further define the
31 reporting requirements in subdivisions (a) and (b).

32
33 Article 7. Issuance of Licenses and Revenues

34
35 5735. (a) (1) A license issued under this chapter shall expire
36 no more than two years after the issuance date. The expiration date
37 of the original license shall be set by the board in a manner to best
38 distribute renewal procedures throughout each year.

39 (2) To renew an unexpired license, the licensed commercial
40 interior designer shall, on or before the expiration date of the

1 license, apply for renewal in a form and manner prescribed by the
2 board, and pay the renewal fee prescribed by this article.

3 (3) The renewal form shall include a statement specifying
4 whether the licensed commercial interior designer was convicted
5 of a crime or disciplined by another public agency during the
6 preceding renewal period and that the designer's representations
7 on the renewal form are true, correct, and contain no material
8 omissions of fact, to their best knowledge and belief.

9 (b) Within 10 days after a judgment by a court of this state that
10 a licensed commercial interior designer has committed a crime or
11 is liable for any death or personal or property injury or loss caused
12 by the license holder's fraud, deceit, negligence, incompetency,
13 or recklessness in practice, the clerk of the court that rendered the
14 judgment shall report this to the board.

15 (c) Except as otherwise provided in this chapter, a license that
16 has expired may be renewed at any time within five years after its
17 expiration on filing of an application for renewal on a form
18 prescribed by the board, and payment of all accrued and unpaid
19 renewal fees. If the license is renewed more than 30 days after its
20 expiration, the licensed commercial interior designer, as a condition
21 precedent to renewal, shall also pay the delinquency fee prescribed
22 by this article. Renewal under this section shall be effective on the
23 date on which the application is filed, on the date on which all
24 renewal fees are paid, or on the date on which the delinquency fee,
25 if any, is paid, whichever occurs last. If so renewed, the license
26 shall continue in effect until the date provided pursuant to
27 paragraph (1) of subdivision (a) of this section that next occurs
28 after the effective date of the renewal, unless the license is renewed
29 again.

30 (d) A license that has been expired for five years or more is
31 nonrenewable and shall not be renewed, restored, reissued, or
32 reinstated. An individual with a nonrenewable license shall not
33 engage in the practice of commercial interior design until the
34 individual applies for, and the board issues the individual, a new
35 license.

36 (e) The board shall provide the authorities having jurisdiction
37 with information about the practice and profession of licensed
38 commercial interior design.

1 5736. (a) The fees prescribed by this article for licensed
2 commercial interior designer applicants and licensed commercial
3 interior designers shall be fixed by the board as follows:

4 (1) The fee for an original license may not exceed ____ dollars
5 (\$____), except that, if the license is issued less than one year
6 before the date on which it will expire, then the fee shall equal 50
7 percent of the fee fixed by the board for an original license. The
8 board may, by appropriate regulation, provide for the waiver or
9 refund of the initial licensure fee where the license is issued fewer
10 than 45 days before the date on which it will expire.

11 (2) The fee for a duplicate license shall not exceed ____ dollars
12 (\$____).

13 (3) The renewal fee for a license shall not exceed ____ dollars
14 (\$____).

15 (4) The penalty for failure to notify the board of a change of
16 address within 30 days from an actual change in address shall not
17 exceed fifty dollars (\$50).

18 (5) The delinquency fee shall be 50 percent of the renewal fee
19 for the license in effect on the date of the renewal of the license,
20 but not less than ____ dollars (\$____) nor more than ____ dollars
21 (\$____).

22 (b) The fees specified in subdivision (a) shall not exceed the
23 reasonable regulatory costs of the board related to administering,
24 implementing, and enforcing this chapter.

25 (c) Within 10 days after the beginning of every month, all fees
26 collected by the board for the preceding month under this article
27 shall be paid into the State Treasury to the credit of the California
28 Architects Board Fund.

29
30 Article 8. Funding

31
32 5740. (a) Funds for the initial establishment and support of
33 the regulatory activities under this chapter shall be advanced from
34 the General Fund.

35 (b) Within 45 days of when this chapter becomes operative, the
36 Director of Finance shall determine an amount of the advance from
37 the General Fund to the California Architects Board Fund to
38 implement this chapter.

1 (c) Funds advanced pursuant to this section shall be appropriated
2 to the board as necessary to implement this chapter and shall occur
3 no later than 45 days from the enactment date of this chapter.

4 5741. Moneys paid into the California Architects Board Fund
5 pursuant to Section 5736 shall be used to defray the reasonable
6 costs and expenses of the board in carrying out and enforcing this
7 chapter and to repay the funds advanced from the General Fund
8 pursuant to Section 5740.

9 SEC. 12. Section 5801 of the Business and Professions Code
10 is amended to read:

11 5801. A Certified Interior Designer may obtain a stamp from
12 the council that shall include a number that uniquely identifies and
13 bears the name of that Certified Interior Designer and identifies
14 the individual as ~~either a Certified Interior Designer or a Certified~~
15 ~~Interior Designer with commercial designation if the Certified~~
16 ~~Interior Designer has met the requirements pursuant to paragraph~~
17 ~~(2) of subdivision (a) of Section 5811.1. The stamp certifies that~~
18 ~~the Certified Interior Designer has provided the council with~~
19 ~~evidence of meeting the education, experience, and examination~~
20 ~~requirements pursuant to Section 5811.1: one of the following:~~

21 (a) *A Certified Interior Designer, if the applicant has provided*
22 *the council with evidence of meeting the education, experience,*
23 *and examination requirements pursuant to Section 5811.1.*

24 (b) *Until _____, 2027, a Certified Interior Designer with*
25 *commercial designation, if the Certified Interior Designer or*
26 *applicant has meet the requirements pursuant to Section 5811.2.*

27 SEC. 13. Section 5801.1 of the Business and Professions Code
28 is amended to read:

29 5801.1. The procedure for the issuance of a stamp by the
30 council under *subdivision (a) of Section 5801*, including the
31 examinations recognized and required by the council, shall be
32 subject to the occupational analyses and examination validation
33 required by Section 139 every five to seven years.

34 SEC. 14. Section 5811.1 of the Business and Professions Code
35 is amended to read:

36 5811.1. (a) (1) The council may issue a *Certified Interior*
37 *Designer certification pursuant to subdivision (a) of Section 5801*
38 *to any applicant who provides satisfactory evidence that they meet*
39 *all of the requirements of this chapter and who complies with the*
40 *bylaws, rules, and procedures established by the council.*

1 ~~(1)~~

2 (2) In order to obtain a certification, an applicant shall submit
3 an application as provided by the council and provide the council
4 with satisfactory evidence that they meet all of the following
5 requirements:

6 (A) Passage of an interior design examination approved by the
7 council.

8 (B) Any of the following education and experience pathways:

9 (i) The person is a graduate of a four- or five-year accredited
10 interior design degree program, and has two years of diversified
11 interior design experience.

12 (ii) The person has completed a three-year accredited interior
13 design certificate program, and has completed three years of
14 diversified interior design experience.

15 (iii) The person has completed a two-year accredited interior
16 design program and has completed four years of diversified interior
17 design experience.

18 (iv) The person has at least eight years of interior design
19 education, or at least eight years of diversified interior design
20 experience, or a combination of interior design education and
21 diversified interior design experience that together total at least
22 eight years.

23 (C) All fees required by the council, as described in subdivision
24 (e) of Section 5811, have been paid.

25 ~~(2) The council may issue a commercial designation to a
26 Certified Interior Designer or qualified applicant who, in addition
27 to the requirements in paragraph (1), passes additional interior
28 design courses and examinations, as determined to be required by
29 the council.~~

30 ~~(b) (1) Any certificate under this chapter~~ *The certificate for a*
31 *Certified Interior Designer under subdivision (a) of Section 5801*
32 shall be subject to renewal every two years in a manner prescribed
33 by the council, and shall expire unless renewed in that manner.
34 The council may provide for the late renewal of a registration.

35 (2) The council may require Certified Interior Designers to
36 complete continuing education specific to the practice of interior
37 design each two-year certification cycle.

38 SEC. 15. Section 5811.2 is added to the Business and
39 Professions Code, to read:

1 5811.2. (a) (1) The council may issue a commercial
2 designation to a Certified Interior Designer or qualified applicant
3 who provides satisfactory evidence that they meet all of the
4 requirements of this chapter and who complies with the bylaws,
5 rules, and procedures established by the council.

6 (2) In order to obtain a commercial designation, a Certified
7 Interior Designer or qualified applicant shall submit an application
8 as provided by the council and provide the council with satisfactory
9 evidence that they meet all of the following requirements:

10 (A) Passage of an interior design examination approved by the
11 council.

12 (B) Any of the following education and experience pathways:

13 (i) The person is a graduate of a four- or five-year accredited
14 interior design degree program, and has two years of diversified
15 interior design experience.

16 (ii) The person has completed a three-year accredited interior
17 design certificate program, and has three years of diversified
18 interior design experience.

19 (iii) The person has completed a two-year accredited interior
20 design program and has four years of diversified interior design
21 experience.

22 (iv) The person has at least eight years of interior design
23 education, or at least eight years of diversified interior design
24 experience, or a combination of interior design education and
25 diversified interior design experience that together total at least
26 eight years.

27 (C) All fees required by the council, as described in subdivision
28 (e) of Section 5811, have been paid.

29 (b) In addition to the requirements in subdivision (a), the
30 Certified Interior Designer or qualified applicant shall pass
31 additional interior design courses and examinations, as determined
32 to be required by the council.

33 (c) The council may issue a commercial designation to a
34 Certified Interior Designer or qualified applicant only until ____,
35 2027. On and after ____, 2027, a Certified Interior Designer with
36 an active commercial designation shall not have that stamp
37 renewed.

38 SEC. 16. Section 8014 of the Civil Code is amended to read:

39 8014. "Design professional" means a person licensed as an
40 architect pursuant to Chapter 3 (commencing with Section 5500)

1 of Division 3 of the Business and Professions Code, licensed as a
2 landscape architect pursuant to Chapter 3.5 (commencing with
3 Section 5615) of Division 3 of the Business and Professions Code,
4 *licensed as a commercial interior designer pursuant to Chapter*
5 *3.8 (commencing with Section 5700) of Division 3 of the Business*
6 *and Professions Code*, registered as a professional engineer
7 pursuant to Chapter 7 (commencing with Section 6700) of Division
8 3 of the Business and Professions Code, or licensed as a land
9 surveyor pursuant to Chapter 15 (commencing with Section 8700)
10 of Division 3 of the Business and Professions Code.

11 SEC. 17. No reimbursement is required by this act pursuant to
12 Section 6 of Article XIII B of the California Constitution for certain
13 costs that may be incurred by a local agency or school district
14 because, in that regard, this act creates a new crime or infraction,
15 eliminates a crime or infraction, or changes the penalty for a crime
16 or infraction, within the meaning of Section 17556 of the
17 Government Code, or changes the definition of a crime within the
18 meaning of Section 6 of Article XIII B of the California
19 Constitution.

20 However, if the Commission on State Mandates determines that
21 this act contains other costs mandated by the state, reimbursement
22 to local agencies and school districts for those costs shall be made
23 pursuant to Part 7 (commencing with Section 17500) of Division
24 4 of Title 2 of the Government Code.

O

**AGENDA ITEM K: Discuss and Possible Action on Proposed
Regulatory Text Amendments for CCR, title 16,
division 2, article 2, section 109.05 (Architect-in-
Training) and article 7 section 144 (Fees)**

Summary

Assembly Bill (AB) 759 (Valencia, Chapter 380, Statutes of 2025) creates Business and Professions Code sections 5500.2, 5587, and 5587.5 which establish the Architect-in-Training (AIT) title and the Board's authority to implement it. The AIT title sections become effective on January 1, 2027, and currently expire on January 1, 2037. This delayed implementation provides the Board with time to establish the regulations and procedures to obtain and enforce the AIT title.

The AIT title does not provide candidates with any additional authority to perform architectural services but is still a protected title. Candidates who wish to use the title must apply with the Board, have passed at least one division of the Architect Registration Examination (ARE), and have a licensee supervisor who is in responsible control of the candidate's work. The AIT title is only valid for four years, but candidates can reapply one time if they have taken and passed at least one additional ARE division during the time they held the title. Candidates will have the ability to move their title into an inactive status.

Board staff worked with the Department's budget office to complete a fiscal impact analysis to determine Board costs (Attached). Although staff time results in a cost of approximately \$150, Board staff recommend a fee of \$100 to cover most of the associated costs. Staff expect a delayed implementation and are actively working on a Budget Change Proposal (BCP) for additional staff to assist with the upcoming workload.

Action Requested

Approve the proposed regulatory text for Sections 109.05 and 144, direct staff to submit the text to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested.

If the Board does not receive any comments providing objections or adverse recommendations specifically directed at the proposed action or to the procedures followed by the board in proposing or adopting the action, during the 45-day comment

period, and no hearing is requested then the Board authorizes the Executive Officer to take all steps necessary to initiate the rulemaking process, make any technical or non-substantive changes to the package, and adopt the proposed regulations to Sections 109.05 and 144 as noticed.

Attachments

1. 16 CCR sections 109.05 (Architect-in-Training) and 144 (Fees) Proposed Language
2. AB 759
3. Fiscal Impact Analysis – Architect-in-Training

Department of Consumer Affairs
Title 16. California Architects Board

PROPOSED REGULATORY LANGUAGE
Architect-in-Training

Legend:	Added text is indicated with an <u>underline</u> . Omitted text is indicated by (* * * *) Deleted text is indicated by strikeout .
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Create Section 109.05 of Article 2 of Division 2 of Title 16 of the California Code of Regulations as follows:

§ 109.05 Architect-in-Training Applications.

(a)(1) To be eligible for authorization to use the Architect-in-Training (AIT) title, a candidate (“candidate”) who is “active in the examination process,” in accordance with California Code of Regulations (CCR) Section 109(a)(3), shall:

- (A) Meet the requirements set forth in subdivision (a) of Section 5500.2 of the code,
- (B) Have passed an examination within the past four years, and
- (C) Submit a completed application to the Board that includes the nonrefundable fee specified in CCR Section 144 and all of the following information:
 - (i) Candidate’s full legal name (Last Name, First Name, Middle Name, and (if any) Suffix),
 - (ii) Candidate’s Board identification number,
 - (iii) Candidate’s National Council of Architectural Registration Boards (NCARB) record number,
 - (iv) Candidate’s social security number or individual taxpayer identification number,
 - (v) Candidate’s mailing address and email address,
 - (vi) Candidate’s telephone number,
 - (vii) Responsible supervisor’s name,
 - (viii) Responsible supervisor’s mailing address and email address,
 - (ix) Responsible supervisor’s telephone number, and
 - (x) Responsible supervisor’s license number.

(2) The California licensed architect responsible for supervising the candidate (“responsible supervisor”) shall:

(A) Not be on probation, and

(B) Not have had a citation issued by the Board within the prior three years.

(C) Submit the following information:

(i) Responsible supervisor’s name,

(ii) Responsible supervisor’s license number,

(iii) Candidate’s full legal name, and

(iv) A statement acknowledging the conditions set forth in subsection (a) of Section 5587.5 of the code.

(b) Upon meeting the requirements of this section, the Board shall authorize the candidate to use the AIT title for a period of four years.

(c) Upon the expiration of the AIT title, candidates may apply one additional time to reinstate the title as set forth in subsection (f) below.

(d) A candidate who has not met the requirements as set forth in subsection (a) shall be notified and have the opportunity to submit additional information to meet the eligibility requirements.

(e) The holder of an AIT title must notify the Board within 30 calendar days if their responsible supervisor changes. The notification must include the following information listed below.

(1)The following information shall be submitted by the candidate:

(A) Candidate’s full legal name (Last Name, First Name, Middle Name, and (if any) Suffix),

(B) Candidate’s Board identification number,

(C) Candidate’s NCARB record number,

(D) Prior responsible supervisor’s name and license number,

(E) Replacement responsible supervisor’s name and license number,

(F) Replacement responsible supervisor’s mailing address and email address,

(G) Replacement responsible supervisor’s telephone number, and

(2) The following information shall be submitted by the replacement responsible supervisor:

- (A) Replacement responsible supervisor's name,
- (B) Replacement responsible supervisor's license number,
- (C) Candidate's full legal name, and
- (D) A statement acknowledging the conditions set forth in subsection (a) of Section 5587.5 of the code.

(f) A candidate who has been approved to use the AIT title may request that the title be placed into an inactive status by submitting a written request to the Board with the following information:

- (1) Candidate's full legal name (Last Name, First Name, Middle Name, and (if any) Suffix),
- (2) Candidate's Board identification number,
- (3) Candidate's NCARB record number,
- (4) A statement that the candidate is requesting to place their AIT title into an inactive status, and
- (5) An acknowledgement that they will not use the AIT title during this time of inactivity.

(g) An inactive AIT title may be reactivated by following the instructions below.

(1) The following information shall be submitted by the candidate:

- (A) Candidate's full legal name (Last Name, First Name, Middle Name, and (if any) Suffix),
- (B) Candidate's Board identification number,
- (C) Candidate's NCARB record number,
- (D) Responsible supervisor's name and license number,
- (E) Responsible supervisor's mailing address and email address,
- (F) Responsible supervisor's telephone number, and
- (G) A request that their inactive status be updated to active status.

(2) The following information shall be submitted by the responsible supervisor:

- (A) Responsible supervisor's name
- (B) Responsible supervisor's license number,
- (C) Candidate's full legal name, and

(D) A statement acknowledging the conditions set forth in subsection (a) of Section 5587.5 of the code.

(h) A candidate may apply to the Board a second time to use the AIT title when the following conditions have been met:

(1) The candidate has taken and passed an additional division of the ARE within the four years immediately preceding this application,

(2) The candidate has a responsible supervisor, and

(3) The candidate submits an application to the Board as required by subsection (a)(1)(C).

(i) An AIT authorization is subject to suspension or revocation for violations set forth in Section 5587 of the code. The holder of the AIT title shall receive notice and an opportunity to respond in an informal review. The suspension period set forth in the notice or the revocation will be considered final 30 days after issuance of the initial notice or immediately upon the issuance of a final decision after an informal hearing. The responsible supervisor will receive a copy of the notice and decision. If the Board chooses to pursue discipline against the licensee, Section 5560 et seq of the code shall apply.

(j)(1) Sections (a) and (e) shall remain in effect only until January 1, 2033.

(2) Sections (b), (c), and (d) shall remain in effect only until January 1, 2037.

(3) All AIT titles issued that could extend beyond January 1, 2037 shall be dated as expiring January 1, 2037.

Note: Authority cited: Sections 5526 and 5500.2, Business and Professions Code.

Reference: Sections 144, 5526, 5500.2, 5587, and 5587.5 Business and Professions Code.

Department of Consumer Affairs
Title 16. California Architects Board

PROPOSED REGULATORY LANGUAGE
Architect-in-Training

Legend:	Added text is indicated with an <u>underline</u> . Omitted text is indicated by (* * * *) Deleted text is indicated by strikeout .
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Create Section 144 of Article 7 of Division 2 of Title 16 of the California Code of Regulations as follows:

§ 144 Fees.

- (a) The application fee for reviewing a candidate's eligibility to take any or all division(s) of the Architect Registration Examination (ARE) is one hundred dollars (\$100) for applications submitted on or after July 1, 1999.
- (b) The application fee for reviewing a reciprocity candidate's eligibility to take the California Supplemental Examination is one hundred dollars (\$100).
- (c) The fee for the California Supplemental Examination is one hundred dollars (\$100).
- (d) The fee for an original license is four hundred dollars (\$400). If the license is issued less than one year before the date on which it will expire, the fee is two hundred dollars (\$200).
- (e) The biennial renewal fee is four hundred dollars (\$400).
- (f) The delinquency fee is one hundred dollars (\$100).
- (g) The fee for a duplicate certificate is twenty-five dollars (\$25).
- (h) The fee for a retired license is one hundred fifty dollars (\$150).
- (i) The fee for a license certification prepared by the Board is forty dollars (\$40).
- (j) The fee for the Architect-in-Training application is one hundred dollars (\$100).

Note: Authority cited: Sections 5500.02 and 5526, Business and Professions Code.
Reference: Sections 5500.02 and 5604, Business and Professions Code.

Assembly Bill No. 759

CHAPTER 380

An act to add and repeal Sections 5500.2, 5587, and 5587.5 of the Business and Professions Code, relating to professions and vocations, and making an appropriation therefor.

[Approved by Governor October 6, 2025. Filed with Secretary
of State October 6, 2025.]

LEGISLATIVE COUNSEL'S DIGEST

AB 759, Valencia. Architects: architects-in-training.

Existing law, the Architects Practice Act, establishes the California Architects Board within the Department of Consumer Affairs for licensing and regulation of persons engaged in the practice of architecture, and defines the term “architect” for those purposes. That act requires an applicant for licensure as an architect to, among other things, take an examination. The act imposes various fees on licensees and applicants for a license, which are deposited in the California Architects Board Fund, a continuously appropriated fund.

This bill would authorize a person to apply to the board and obtain authorization to use the title “architect-in-training” after they have been identified as a candidate for licensure by the board and certain requirements are met, including that they successfully passed at least one division of the above-described examination. The bill would require, before the board approves an authorization to an applicant to use that title, the licensed architect who will be responsible for supervising the applicant while using the title to submit to the board a form agreeing to be responsible for the work to be performed by the applicant while using the title, as specified, and require a person using the title, if the licensed architect responsible for supervising the person while using the title changes, to notify the board of the change within 30 days of the change, as specified. The bill would authorize a person using the title, during any period in which the person is not under supervision of a licensed architect, to request the board to place their authorization to use the title on inactive status, as specified.

The bill would prohibit the use of an abbreviation or derivative of that title, other than “AIT,” and would prohibit a person from using that title to independently offer or provide architectural services to the public. The bill would authorize the board to disclose a person’s authorization to use that title to a member of the public upon request. The bill would provide that the use of that title in violation of these provisions may constitute unprofessional conduct and subject the user of the title to administrative action, including denial of a license. The bill would authorize the board to charge a reasonable fee to evaluate whether a person meets the requirements

to use the title “architect-in-training.” By increasing moneys deposited into a continuously appropriated fund, the bill would make an appropriation.

The bill would authorize a person to use the title “architect-in-training” for no more than 4 years after approval by the board. The bill would authorize a person to apply to the board and obtain authorization to use the title “architect-in-training” a 2nd time if the person has passed a division of the above-described exam in the 4 years immediately preceding the person’s application. The bill would prohibit a person from applying to the board to use the title “architect-in training” on or after January 1, 2033.

The act authorizes the board, upon its own motion, and requires the board, upon the verified complaint in writing of any person, to investigate the actions of any architect. In this regard, the act authorizes the board to temporarily suspend or permanently revoke the license of any architect who is guilty of, or commits one or more of, certain acts or omissions constituting grounds for disciplinary action under the act, including the conviction of a crime substantially related to the qualifications, functions, and duties of an architect by the holder of a license.

This bill would authorize the board, upon its own initiative or upon the receipt of a complaint, to investigate the actions of any person using the title “architect-in-training” as described above, and to make findings for those purposes. In this regard, the bill would authorize the board to suspend or revoke an active authorization to use the title “architect-in-training” for certain reasons, including that the person using the title committed any act of fraud, deceit, or misrepresentation in obtaining the authorization to use that title.

The bill would specify that a licensed architect who is responsible for supervising a person using the title “architect-in-training” as described above is subject to disciplinary actions for any violations of the act committed by the person using that title within the course and scope of their employment.

The bill would make its provisions operative on January 1, 2027, and would repeal its provisions on January 1, 2037.

Appropriation: yes.

The people of the State of California do enact as follows:

SECTION 1. Section 5500.2 is added to the Business and Professions Code, to read:

5500.2. (a) A person may apply to the board and obtain authorization to use the title “architect-in-training” once they have been identified as a candidate for licensure by the board and both of the following requirements are met:

(1) The applicant successfully passed at least one division of the examination described in Section 5550.

(2) The applicant submits to the board the name and license number of the licensed architect who will be responsible for supervising the applicant while using the title “architect-in-training”.

(b) (1) Before the board approves an authorization for an applicant to use the title “architect-in-training,” the licensed architect who will be responsible for supervising the applicant while using the title shall submit to the board a form, as determined by the board, agreeing to be responsible for the work to be performed by the applicant while using the title.

(2) (A) If a licensed architect responsible for supervising a person while using the title “architect-in-training” changes, the person using the title shall, within 30 days of the change, notify the board of the change and the name and license number of the subsequent licensed architect who will be responsible for supervising the person while using the title.

(B) (i) Notwithstanding Section 5587, a person using the title “architect-in-training” may, during any period in which the person is not under supervision of a licensed architect, request the board to place their authorization to use the title on inactive status.

(ii) The board may reactivate an authorization made inactive pursuant to clause (i) upon receipt of the name and license number of the subsequent licensed architect who will be responsible for supervising the applicant while using the title. The board shall not require a person seeking reactivation to reapply or pay an additional fee for those purposes.

(c) An abbreviation or derivative of the title “architect-in-training,” other than “AIT,” shall not be used.

(d) A person shall not use the title “architect-in-training” to independently offer or provide architectural services to the public.

(e) Notwithstanding any other law, the board may disclose a person’s authorization to use the title “architect-in-training” to a member of the public upon request.

(f) The use of the title “architect-in-training” in violation of this section may constitute unprofessional conduct and subject the user of the title to administrative action, including, but not limited to, citation, discipline, including any disciplinary action pursuant to Section 5587 or any regulation adopted by the board related to this section or Section 5587, and denial of a license.

(g) The board may charge a fee, not to exceed the reasonable cost to the board, to evaluate whether a candidate meets the requirements to use the title “architect-in-training.”

(h) (1) A person may use the title “architect-in-training” for no more than four years after approval by the board.

(2) A person may apply to the board and obtain authorization to use the title “architect-in-training” a second time if the person has passed a division of the exam described in Section 5500 in the four years immediately preceding the person’s application.

(i) A person shall not apply to the board to obtain authorization to use the title “architect-in-training” on or after January 1, 2033.

(j) This section shall become operative on January 1, 2027.

(k) This section shall remain in effect only until January 1, 2037, and as of that date is repealed.

SEC. 2. Section 5587 is added to the Business and Professions Code, to read:

5587. (a) The board may, upon its own initiative or upon the receipt of a complaint, investigate the actions of any person using the title “architect-in-training” pursuant to Section 5500.2, and make findings for those purposes.

(b) The board may suspend or revoke an active authorization to use the title “architect-in-training” approved pursuant to Section 5500.2 for any of the following reasons:

(1) There is no longer a licensed architect responsible for supervising the person using the title “architect-in-training,” regardless of who ended the supervisory arrangement.

(2) The person using the title “architect-in-training” committed any act of fraud, deceit, or misrepresentation in obtaining the authorization to use that title.

(3) The person using the title “architect-in-training” violated any provision of this chapter or any regulation adopted by the board related to this chapter, or aids or abets any person in the violation of this chapter or those regulations.

(c) This section shall become operative on January 1, 2027.

(d) This section shall remain in effect only until January 1, 2037, and as of that date is repealed.

SEC. 3. Section 5587.5 is added to the Business and Professions Code, to read:

5587.5. (a) A licensed architect who is responsible for supervising a person using the title “architect-in-training” pursuant to Section 5500.2 shall be subject to disciplinary actions for any violations of this chapter committed by the person using that title within the course and scope of their employment.

(b) This section shall become operative on January 1, 2027.

(c) This section shall remain in effect only until January 1, 2037, and as of that date is repealed.

California Architects Board Architects-in-Training - CA Code of Regulations 144 (Workload Costs)			
Workload Tasks	Per Application	Minutes Per Application	OT
Application received and reviewed	1	10	10
Cashiering - prepare trial balance	1	10	10
Verify completion of exam	1	10	10
Verify supervisor agreement and suitability	1	15	15
Issue AIT license in IT systems database	1	15	15
Respond to inquiries, monitor applications and other admin duties	1	30	30
Notification of authorization	1	5	5
Minutes per Classification			95
Hours by Classification			1.58
Costs by Classification			\$131
Total Costs:			\$131

OT: Office Technician @ \$83/hr (includes DCA Distributed Administration)

AGENDA ITEM L: REVIEW OF FUTURE BOARD MEETING DATES

Summary

A schedule of planned meetings and events for 2026 are provided to the Board.

<u>Date</u>	<u>Event</u>	<u>Location</u>
May 8	LATC Meeting	TBD
May 21	Board Meeting	Sacramento
August 20	Board Meeting	TBD
November 12	Board Meeting	Sacramento

AGENDA ITEM M: CLOSED SESSION – PURSUANT TO GOVERNMENT CODE SECTIONS 11126(a)(1) AND (c)(3), THE BOARD WILL MEET IN CLOSED SESSION TO:

1. Deliberate and Vote on Disciplinary Matters
2. Approve November 6, 2025, Closed Session Minutes
3. Perform the Annual Evaluation of its Executive Officer