



OSBAE NEWSLETTER

FALL 2022

Oregon State Board of Architect Examiners
205 Liberty Street NE, Suite A
Salem, OR 97301
(503) 763-0662
www.osbae.com

CONGRATULATIONS TO OUR NEW EXAM REGISTRANTS

OSBAE is pleased to announce that the following individuals successfully gained registration by examination in Oregon between April 5 and October 6, 2022.

ANDREA D. ALLEN SIS	PAUL D. KURTH
CHASE ASHLEY	SERENA LIM
STEPHANIE J. BALBIN	HEATHER MCGINN
JERICO A. BANKSTON	AMANDA K. MORGAN
TUDOR C. BERTEA	THOMAS A.O. MOSS
LINDSAY A.N. CHANG	LUKE B. RALSTON
KURT J. CHIUSOLO	WHITNEY B. RANSON
JAMES CHRISMAN	EMILY G. RIST
ANDREA C. DIEDRICH	MATTHEW A. ROLSTON
DANIEL EDDIE	JACOB ROSE
JENNIFER ENDOZO	KIRILL S. RYADCHENKO
MAUREEN FAUL	MATTI E. SJOBLUM-CHAMBERS
JESUS ARMANDO FERNANDEZ	SAMUEL H. SLACK
ROBERT T. FERRY	FEARN S. SMITH
LEE C. GEORGETON	KATELYNN N. SMITH
KATHARINE GILBERT	KIRSTEN L. SOLBERG
ELISE MARIE GRESKA HERBERHOLZ	NICOLETTE G. STAUFFER
DANIEL L. KAVEN	EVAN R. STRAVERS
KATHRYN KILTY	AVERY C. WATTERWORTH
KELLI M. KIMURA	ADAM P. WHALEN
SCOTT C. KITZROW	PAUL D. WOLFE
JAI KUMARAN	KAYLA M. ZANDER



ARCHITECT EMERITUS

Congratulations to the following individuals who applied for and were granted an “Architect Emeritus” certificate! These individuals are allowed to use the Architect Emeritus title but may not practice architecture in Oregon nor use the title “Architect.” For more information regarding Architect Emeritus requirements please see [OAR 806-010-0130](#).

CYNTHIA L. BANKEY
DENNET W. LATHAM

STEVEN J. PAYNE
DOUGLAS R. WALTON



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OREGON ADMINISTRATIVE RULE REVISIONS

Please note that the Oregon State Board of Architect Examiners recently proposed updates to some of the rules in Chapter 806. If approved, the revised rules will be effective January 1, 2023. The changes were made to remove exceptions to NCARB Portfolios, update references to NCARB guidelines, and update recognized jurisdictions language.

This rulemaking was proposed to remove barriers to registration in OAR 806-010-0010(2) and (4) by removing the exceptions to NCARB's Architectural Experience Portfolio (AXP) and the NCARB Certificate Portfolio. The AXP Portfolio is designed for unlicensed individuals who need to complete the experience component for initial registration and cannot complete AXP through hourly reporting. Through the AXP Portfolio, experienced designers can use examples of work to satisfy the AXP. This method is designed for individuals in the AEC field – such as designers and project managers – who have put their licensure goals on hold due to career, personal, or economic reasons.

For registration by reciprocity, the Board currently accepts the Two Times AXP path of the education alternative. The Certificate Portfolio is for individuals who do not qualify for Two Times AXP. To qualify for the Certificate Portfolio, individuals must have at least three years of continuous licensure for the last three consecutive years in any U.S. jurisdiction without disciplinary action, and any education other than a four-year degree with significant coursework in architecture. Removing the exceptions to these portfolios will help eliminate unnecessary barriers to registration.

This rulemaking also recommends updating date reference(s) to NCARB's guidelines and updates the verbiage regarding recognized jurisdictions.

The rule changes are available [on our website](#) under Statutes, Administrative Rules & Reference Manual for Building Officials, which also includes a link to the full version of Chapter 806.

NCARB'S FREE PRACTICE EXAMS

NCARB now offers free Architect Registration Examination® (ARE®) practice exams to all licensure candidates! While this resource was previously only available to those with active exam eligibilities, candidates can now access these practice exams at any time to help prepare for their next steps on the path to licensure. For more information, please visit [NCARB's page](#) on the free practice exams.



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DO YOU NEED TO RENEW YOUR REGISTRATION?

If your **individual** registration ends in an EVEN number, your registration expires December 31, 2022.

All **firm** registrations expire annually on January 31.

Registrations must be renewed by the end of established grace period deadlines (March 1, 2023 for *Individuals*; April 1, 2023 for *Firms*) to lawfully continue practicing architecture and offering architectural services in the state of Oregon.

Completing a renewal requires the registered architect or the firm representative to answer legal questions and certify under penalty of perjury that the information supplied is truthful and accurate.

Renewal season opens for *Individuals* November 8, 2022; *Firm* renewal season opens December 13, 2022. An email will be sent on opening day to the email address on record. The email will contain all the information, including a PIN, necessary to log in to the Online Renewal System and complete your renewal. Note: a new PIN is issued with each renewal, your PIN from a previous renewal will not be valid.

WHAT YOU CAN DO to prepare...

- ◇ Update your contact information when it changes to ensure receipt of renewal emails. *Individuals* may update contact information on our website at any time. To check and/or change it go to www.osbae.com, click on the Address Changes tab, and enter the requested information to log in. *Firms* may update contact information by going to www.osbae.com, clicking on the Applications and Forms tab, then completing and submitting a Contact Information Change Form. This form must be signed by the Firm representative.
- ◇ Mark your calendar for November 8 (individual registrants) and/or December 13 (firm registrants). If your registration is up for renewal and you do not receive an email from architectboard@osbae.oregon.gov then check your junk mail or spam folder. You may also go to our website after the renewal season opens to request your renewal PIN.





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HOW TO SURVIVE A CONTINUING EDUCATION (CE) AUDIT

- Complete **24 HEALTH, SAFETY, AND WELFARE (HSW)** hours of CE before your current registration expires
 - CE may **not** be rolled over from one registration period to another
- Get your CE records in order before renewing your registration
 - Obtain a certificate of completion for each course or if you are an AIA member, ensure every course appears on your AIA transcript
 - Check each certificate or AIA transcript for “HSW”
- **CAREFULLY READ AND UNDERSTAND** the CE questions when completing your renewal and pay attention to the dates; contact us if you have any questions!
- **BE HONEST** when answering the CE questions; untruthfulness may result in disciplinary action, such as a civil penalty!
- **RETAIN** the following records:
 - Certificates of completion that include the minimum required information per [OAR 806-010-0145\(6\)\(a\)](#)
 - AIA transcript in lieu of certificates of completion
- Note the following types of records are **NOT** acceptable proof of CE:
 - Personal logs, spreadsheets, non-AIA transcripts
 - Proofs of course registration
 - Course descriptions
- If you experience a medical hardship that prevents you from completing 24 HSW hours, notify the Board immediately and be prepared to provide a letter certified by a medical doctor, or other information requested by the Board
- Review and understand [OAR 806-010-0090 Renewal of Registration](#) and [OAR 806-010-0145 Continuing Education](#)
- If your registration expires December 31, 2022, here are the questions you’ll be asked when you renew your registration. Make sure you **ANSWER THEM CORRECTLY!**
 - I have met the continuing education requirements as outlined in OAR 806-010-0145. If this is not my first renewal, I have completed or will complete a minimum of 24 hours of continuing education in health, safety, and welfare by December 31, 2022.
 - *If you have completed, or will complete, 24 hours of HSW CE by **December 31, 2022**, or if this is your first renewal, the response to this question would be YES and the answer to the next question would be NO*
 - I will meet the continuing education requirements by the end of the second grace period as outlined in OAR 806-010-0090, which means I will complete a minimum of 24 hours of continuing education in health, safety, and welfare by March 1, 2023, and will automatically pay the late continuing education fee with this renewal.



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WHAT'S MY TITLE?

Question: When may an employee of a firm that provides architectural services in Oregon use the title "Architect," or a title that includes a derivative of the word "architect," if the employee is not an architect registered with OSBAE?

Answer: Never!

Pursuant to ORS 671.020(1), no person may use the title of Architect or any other title tending to indicate that the person is practicing architecture in Oregon without first registering as an architect with OSBAE. Because each state has different rules regarding the use of the title Architect, and because firms often practice in multiple jurisdictions with employees in one state supporting a firm's services in another state, the restriction in Oregon may be a challenge for some individuals and firms to understand and implement. This article is meant to help navigate Oregon's rules.

No person engaged in the practice of architecture in Oregon, or engaged in services or activities that might be construed or understood to constitute the practice of architecture in Oregon, may call themselves an architect or use any title that includes a derivative of the word "architect" unless that person holds an active registration with OSBAE. Accordingly, unregistered employees of architecture firms that provide architectural services may not use titles in Oregon such as:

- Architect in Training
- Architect, Architectural, or Architecture Intern
- Architectural Designer
- Architectural Draftsperson
- Architecture or Architectural Associate
- Associate Architect
- Design Architect
- Graduate Architect
- Interior Architect

Please note these are just examples, it is not an all-inclusive list!

As an example of how Oregon's rules on the use of the Architect title might affect an architectural firm practicing in more than one jurisdiction, Washington State currently allows unregistered persons to use the title "architectural associate" under certain circumstances (RCW 18.08.310). An architectural associate in a Washington firm that is providing architectural services in Oregon cannot use the title architectural associate in Oregon unless the person is an architect registered with OSBAE. Oregon's rule, not Washington's, applies in Oregon.

For more information on the use of these titles please see our statutes and rules or contact us.



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THANK YOU, DICK ALEXANDER!

OSBAE gratefully acknowledges Dick Alexander who served on the Board as a Public Member from 2014 to 2022. Dick was an extremely dedicated Board member whose lifetime experience as an attorney representing architects, contractors, and others in the construction and design arena gave him insight that has been invaluable to the Board. By raising thoughtful questions and listening to the perspectives of others Dick led the Board toward fair and well-balanced decisions. Dick's dedication to the State of Oregon is truly laudable and his perspective and contributions to the Board will be deeply missed.

STAY CURRENT WITH OSBAE!

Keep your email address and other contact information current with OSBAE to receive your communications from our Board for your renewal information and PIN, current information on rule changes, newsletters, and more. Not only will you receive important updates, you'll also be following the rules! State rules require that you notify us of any changes within 60 days, so keep that information current!

OUR TEAM

Board Members

Don Eggleston, Chair
Erica Ceder, Vice-Chair
Katherine Austin
Heidi Bertman
Tonie Esteban
Mark Jacobsen, Public Member
Vacant, Public Member

Staff

Lisa Howard, Executive Director
Shelly Coffey, Fiscal Analyst
Mari Karnowski, Registration Specialist
Gary Linnebach, Investigator



Protecting the public health, safety, and welfare through the registration and regulation of the practice of architecture and provision of architectural services in Oregon



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IN MEMORIAM

The Board and staff extend condolences to the families and friends of those who have honored the architect profession.

- ❖ Glenn W. Bethune, Texas
- ❖ Joachim Carl Grube, Oregon
- ❖ Dana C. Ing Crawford, Oregon

If you know of a person who should be recognized in this section, please notify us at architectboard@osbae.oregon.gov.

SUBSCRIBE TO OSBAE NEWS

Would you like to receive news from the Oregon State Board of Architect Examiners (OSBAE)?

If you are not a currently registered architect or architectural firm with OSBAE, then you may not receive newsletters, rulemaking notices, and other updates from the Board.

By subscribing to this [list](#) you will receive that information.

STAFF UPDATES

We wish to extend our congratulations and gratitude to our Registration Specialist, Cheryl Johnson, who retired August 17th. Cheryl's dedication, excellent service, and strong work ethic has had a significant impact on Oregon's architects since 2009. Her service to OSBAE is truly laudable and we will miss working with her!

We also wish to congratulate Mari Karnowski! Mari has been with the Oregon State Board of Architect Examiners since 2018 and was recently promoted from Executive Assistant to Registration Specialist. Mari is a devoted and personable member of our team who also provides excellent service. Her attention to detail and fantastic sense of humor is a perfect fit for her new role.

**CONGRATULATIONS
CHERYL & MARI!!!**

