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LOUISIANA STATE BOARD OF ARCHITECTURAL EXAMINERS

State Intern Development Program Coordinator

Quarterly Report

Prepared for March 16, 2012. The following report summarizes the activities and planning efforts of the State IDP Coordinator between December 2011 and March 2012.

1 LA IDP Forum 2012

Forum complete. Proceedings in progress w/ anticipated publication date June 1, 2012. The post-evaluation survey is attached.

Forum

QUICK FACTS

Total Funding: $12,000; LSBAE - $7,000, AIA LA - $6,000

Average Cost Per Participant (not including proceedings): $147.00

Total Participants Registered: 100

Total Participants Attending: 75

2 participants were ill, office related emergency, and the remaining were no-shows

Percent distribution of participants - Louisiana AIA Chapters and Out of State, 7 of the 8 Louisiana AIA Chapters Represented

AIA Southwest (3%)

AIA South Louisiana (15%)

AIA Shreveport (3%)

AIA New Orleans (24%)

AIA Monroe (4%)

AIA Louisiana Coastal (3%)

AIA Central Louisiana (0%)

AIA Baton Rouge (39%)

Out-of-State ((11%) - Washington, DC; Dallas, TX; Houston, TX; Montgomery, AL; Atlanta, GA

Professional and Intern participation from 22 Louisiana firms

Professional and Intern participation from 3 out-of-state firms

Student participation from 4 schools (LSU, LA Tech, SUSA, Tulane)

Participant Representation:

3 LSBAE Board Members

2 MBE's (Louisiana and Alabama)

4 IDP Educator Coordinators (LSU, ULL, SUSA, LA Tech)

2 State IDP Coordinators (Louisiana and Texas)

3 Deans/Directors (LSU, ULL, Tulane)

Louisiana State Representative (Scott Simon, District 74)

National - AIAS Vice President; NCARB Assistant Director IDP

State - AIA LA President; AIA LA Vice President District B; AIA LA Immediate Past

President; AIA LA Executive Director
Local - AIA Southwest Associate Director; AIA South Louisiana President; AIA Baton Rouge Architectural Education Committee Chair

2 IDPAC (Intern Development Program Advisory Committee)

Spring meeting March 31 - April 2, 2012, in Detroit, MI. Agenda includes a special joint meeting with the NCARB Internship Committee on Monday, April 2, to review the current academic internship opportunities offered by schools of architecture.

3 LA IDP Auxiliary Coordinators

Goal: To identify and engage auxiliary coordinators across the state. Position description attached.
Confirmed: Ray Tse, Chenevert Architects, Baton Rouge, LA
Potential: Matt Baker, Abell + Crozier Architects, Lafayette, LA

4 Firm Outreach for Interns

AIA LA prepared a list of all Louisiana firms (288) organized by Chapter. The LA State IDP Coordinator is developing a program to visit firms across the state with the assistance of auxiliary coordinators, once identified. This initiative is scheduled to begin mid-summer, early fall.

5 NCARB IDP NEWS

Rollover to IDP 2.0

On 3-5 April 2012, NCARB will implement the final phase of IDP 2.0. This phase will include new experience categories and areas, simplified experience settings, and an enhanced electronic system to report IDP experience. IDP 2.0 is the most significant update to the Intern Development Program (IDP) since its inception in the 1970s.

Resources Available: Rollover Guide, Calculator (attached), Interactive Chart - Categories and Areas, Rollover Webcast. Visit http://www.ncarb.org/News-and-Events/News/2012/02-IDP20-Tools.aspx

6 UPCOMING EVENTS

IDP Coordinators Conference, July 27-28, 2012, Chicago, IL
2012 AIA Louisiana Design Conference, September 26-28, 2012, Lafayette, LA

Respectfully submitted,

Marsha R. Cuddeback.

Marsha R. Cuddeback, AIA, LEEP AP BD+C
State Intern Development Program Coordinator

Louisiana IDP Forum 2012 Evaluation

1/2

1) Your role is best described as which of the following?

- ○ Student
- ○ Intern
- ○ Professional (Licensed Architect)
- ○ Administrator (Dean or Director)
- ○ IDP Coordinator (State or Educator)
- ○ NCARB MBE or Staff
- ○ Other

Please tell us how satisfied or dissatisfied you were with the following.

2) How satisfied were you with the Forum materials provided?

- ○ Very Dissatisfied
- ○ Dissatisfied
- ○ Satisfied
- ○ Very Satisfied

3) Overall, how satisfied were you with the speakers/presenters?

- ○ Very Dissatisfied
- ○ Dissatisfied
- ○ Satisfied
- ○ Very Satisfied

4) Overall, how satisfied were you with the Forum facilities?

- ○ Very Dissatisfied
- ○ Dissatisfied
- ○ Satisfied
- ○ Very Satisfied

5) How many sessions did you attend? (NCARB IDP Update, IDP Outstanding Firms, Career Paths Panel, Team Challenge Workshop, Firm Presentation)

- ☐ NCARB IDP Update
- ☐ IDP Outstanding Firms

- [ ] Career Paths Panel
- [ ] Team Challenge Workshop
- [ ] Firm Presentation

2/2

6) Overall, did you feel the length of Forum sessions were too long, just about right, or too short?

- ○ Too long
- ○ Just about right
- ○ Too short

Please tell us how much you agree or disagree with the following statements.

7) The content of Forum sessions was appropriate and informative.

- ○ Strongly Disagree
- ○ Disagree
- ○ Agree
- ○ Strongly Agree

8) The Forum was well organized.

- ○ Strongly Disagree
- ○ Disagree
- ○ Agree
- ○ Strongly Agree

9) What kinds of sessions would you like to see included at future Forums?

10) Would you recommend this Forum to others?

- ○ Yes
- ○ No
- ○ Don't Know

intern development program

COORDINATORS

Auxiliary Coordinator for the Intern Development Program (IDP)
Position Description

I. Eligibility

An Auxiliary Coordinator should be at least one of the following:

1. An architect licensed in a US jurisdiction or Canadian province.
2. An NCARB Record holder who has completed IDP.
3. An NCARB Record holder who is participating in IDP.
4. An individual interested in assisting interns pursuing licensure as an architect.

II. Appointment

Auxiliary Coordinators are self appointed individuals.

III. Term

There are no term limits, however a 3 year maximum term is recommended.

IV. Role

1. Advise interns of their eligibility to establish an NCARB Record and assist them with the application process by ensuring they have worked with the appropriate persons to submit the required documentation to establish an *IDP Eligibilty Date*.
2. Serve as the information resource on the required components of licensure (education, experience, & examination) for emerging professionals.
3. Provide emerging professionals with the information necessary for the transition from internship to licensure within the context of state regulatory requirements, reciprocity, and NCARB certification.

V. Responsibilities

The following is expected of Auxiliary Coordinators:

1. Regularly attend and/or participate in IDP Coordinator training and development programs outlined in section VI. Support and Resources.
2. Communicate with NCARB to maintain a thorough understanding of the IDP requirements, objectives and resources.
3. Communicate with NCARB to maintain a thorough understanding of the Architect Registration Examination® (ARE®) requirements, objectives and resources.
4. Communicate with the state licensing board to maintain a thorough understanding of state registration requirements and procedures.
5. Communicate with NCARB to maintain a thorough understanding of NCARB certification requirements, objectives, and resources.
6. Communicate and collaborate with NCARB and IDP support networks (including AIAS chapters, IDP State and Auxiliary Coordinators, local and national AIA components, YAF and NAC groups, state registration boards, etc.) to strengthen awareness of the required components of licensure and its importance among emerging professionals.

VI. Support and Resources

IDP Auxiliary Coordinators are provided the following:

1. An invitation to attend an annual IDP Coordinators Conference.
2. NCARB training materials such as "Career Building Blocks" programs.
3. AIA National training materials such as "Mentoring Essentials" programs.
4. Staff support from NCARB for assistance with understanding NCARB program requirements and processes.
5. Staff support from AIA for assistance with understanding AIA programs and opportunities.
6. Access to IDP Coordinator web based information sharing site.

IDP

Category A. Design and Construction Documents

1. Programming
Minimum Training Hours Required: 83

2. Site and Environmental Analysis
Minimum Training Hours Required: 83

3. Schematic Design
Minimum Training Hours Required: 100

4. Engineering Systems Coordination
Minimum Training Hours Required: 120

5. Building Cost Analysis
Minimum Training Hours Required: 83

6. Code Research
Minimum Training Hours Required: 120

7. Design Development
Minimum Training Hours Required: 100

8. Construction Documents
Minimum Training Hours Required: 1,000

9. Specifications and Materials Research
Minimum Training Hours Required: 120

10. Document Checking and Coordination
Minimum Training Hours Required: 83

Category B. Construction Contract Administration

11. Bidding and Contract Negotiation
Minimum Training Hours Required: 83

12. Construction Phase—Office
Minimum Training Hours Required: 120

13. Construction Phase—Observation
Minimum Training Hours Required: 120

Category C. Management

14. Project Management
Minimum Training Hours Required: 120

15. Office Management
Minimum Training Hours Required: 83

Category D. Related Activities

16. Professional and Community Service
Minimum Training Hours Required: 83

Other Related Activities

Supplementary Education (Elective)

IDP 2.0

Category 1. Pre-Design 0
Core Minimum Hours Required for Pre-Design: 200

A. Programming 0
Core Minimum Hours Required: 40

B. Site and Building Analysis 0
Core Minimum Hours Required: 40

C. Project Cost and Feasibility 0
Core Minimum Hours Required: 40

D. Planning and Zoning Regulations 0
Core Minimum Hours Required: 40

Category 2. Design 0
Core Minimum Hours Required for Design: 1,000

A. Schematic Design 0
Core Minimum Hours Required: 100

B. Engineering Systems 0
Core Minimum Hours Required: 100

C. Construction Cost 0
Core Minimum Hours Required: 100

D. Codes and Regulations 0
Core Minimum Hours Required: 100

E. Design Development 0
Core Minimum Hours Required: 200

F. Construction Documents 0
Core Minimum Hours Required: 1,000

G. Material Selection and Specification 0
Core Minimum Hours Required: 100

Category 3. Project Management 0
Core Minimum Hours Required for Project Management: 120

A. Bidding and Contract Negotiation 0
Core Minimum Hours Required: 100

B. Construction Administration 0
Core Minimum Hours Required: 100

C. Construction Phase Observation 0
Core Minimum Hours Required: 100

D. General Project Management 0
Core Minimum Hours Required: 100

Category 4. Practice Management 0
Core Minimum Hours Required for Practice Management: 100

A. Business Operations 0
Core Minimum Hours Required: 50

B. Leadership and Service 0.00
Core Minimum Hours Required: 50

Example
If you have earned the required core minimum hours required in an existing training area or category prior to the implementation of the final phase of IDP 2.0, you will be exempt from having to satisfy the new core minimum hour requirement in the corresponding experience area or category for IDP 2.0.

Satisfied
If you have earned in an existing training area or category exactly the new core minimum hour requirement in the corresponding area or category for IDP 2.0, you will be credited with having "satisfied" the new requirement.

Experience must be in the "submitted" or "approved" status in the e-EVR prior to noon EDT 3 April 2012, and must be subsequently validated and approved in accordance with the rules of the IDP.

All experience is subject to review and evaluation by NCARB for compliance with the program. If NCARB determines that "submitted" or "approved" experience was entered or was not earned in compliance with the program, then the intended will be required to complete the program requirements in compliance with IDP 2.0.

This is a tool to help you with the rollover to IDP 2.0 and is for informational purposes only. Please use the e-EVR to submit actual hours. Download The Intern's IDP 2.0 Review Guide for official rules, or visit the IDP 2.0 section on NCARB's website for more information.

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