



Tommy G. Thompson  
Governor

# WISCONSIN REGULATORY DIGEST

A Publication of the  
**EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
 PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS**

**Volume 8, No. 1**

**MAY, 2000**

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**New Credential Holder Query**

Be sure to check out the Department's new credential holder query feature on the Internet. You will find it at <http://www.drl.state.wi.us>.

By accessing this site you will be able to verify whether an individual or business entity holds or has held a license in any of the professions regulated by the Department. You will also find a list of the licensed employees under each business entity.

**Board Member Information**

Governor Thompson Appoints New Board Members  
 Dennis Cerreta, Waukesha, has been appointed to the Architects Section as a professional architect member. He is president of Cerreta Group Architects and Acting County Architect of Waukesha County. Mr. Cerreta has been appointed by the Governor to serve until July 1, 2003.

Terry Richard, Middleton, has been appointed to the Professional Engineers Section as a professional engineer member. Dr. Richard is a professor with the University of Wisconsin-Madison, Department of Mechanical Engineering. He has been appointed

**Contents**

New Credential Holder Query ..... 1  
 Board Member Information ..... 1  
 Current Registration Statistics ..... 2  
 Complaint Statistics ..... 2  
 Architects Section News ..... 2  
 Landscape Architects Section News ..... 4  
 Professional Engineer Section News ..... 4  
 Designer Section News ..... 5  
 Land Surveyors Section News ..... 5  
 Disciplinary Actions ..... 5  
 Telephone Directory and Miscellaneous ..... 6

by the Governor to complete the term vacated by Dr. Frank Fronczak. Dr. Richard's term will run until July 1, 2001.

Rick VanGoethem, Green Bay, has been appointed to the Land Surveyors Section as a professional member, replacing John Margitan. Mr. VanGoethem is a full-time instructor in the Associated Degree Program in Civil Engineering Technology with the Northeast Wisconsin Technical College. Mr. VanGoethem has been appointed by the Governor to serve until July 1, 2003.

#### Two Board Members Complete Their Terms

Lisa Kennedy, Milwaukee, resigned from the Architect Section after almost 4 years of service as a professional member.

John Margitan, Minocqua, served a four-year term on the Land Surveyors Section as a professional member.

Members of the Board wish to recognize and commend these Board members for their dedication and years of service to the Board and the citizenry of Wisconsin.

#### **Current Registration Statistics**

(As of May 3, 2000)

Architects	4,662
Landscape Architects	399
Professional Engineers	18,979
Designers	932
Land Surveyors	1,443

#### **Complaint Statistics**

##### Complaints Received in 1999

Architects – 24
Designers – 1
Professional Engineers – 27
Landscape Architects – 2
Land Surveyors – 12

NOTE: The number of complaints closed, below, includes complaints received prior to 1999.

##### Complaints Closed After Screening

Architects – 27
Designers – 1
Professional Engineers – 29
Landscape Architects – 2
Land Surveyors – 9

##### Complaints Closed After Investigation

Architects – 7
Designers – 1
Professional Engineers – 8

Landscape Architects – 0

Land Surveyors – 4

##### Complaints Closed With Discipline

Architects – 2

Designers – 0

Professional Engineers – 2

Landscape Architects – 0

Land Surveyors – 2

#### **ARCHITECTS SECTION NEWS**

##### Section Meeting Dates Remaining in 2000 -

May 10, July 12, September 13, November 1.

All meetings are held at 1400 East Washington Avenue, Madison, WI. Meetings are open to the public.

##### Technology

Technology as it relates to architecture (among other things!) can be characterized in the following 2 ways: acceleration and change. We simply cannot know what is yet to happen or how changes will impact what we do or how soon. There are a multitude of ways in which technology will affect us. Let's just look briefly at areas of education and the signing of documents by registrants.

An alternative to traditional 4-, 5-, or 6-year education will be achieved through "long distance learning." That method will most likely be used for continuing education and even for professional degree courses. Part of the reason will be to achieve consistency among states. Some accredited schools in California are already doing this!

The use of electronic signatures is on the rise and must involve safeguards and procedures to accommodate states or jurisdictions which require "wet" signatures. For example, the Silicon Valley Network in California, together with the AIA, have developed a "Smart Permit" technology, which allows design professionals to "digitally sign" documents and send them securely over the Internet. The digital signature will be in the form of a "certificate" that identifies the user and his or her license status and is bound to a computer file with a password, smartcard or a thumbprint scanner. The U.S. Senate has approved digital stamping legislation that gives electronic contracts the same force of law as paper-and-pen contracts. The House passed its own version of the bill last fall. In fact, recently, President Clinton signed important legislation with a digital signature.

Therefore, in order to understand what's happening, we need to accept and even energetically, embrace the impact and enormity of changing technology in our work. There's much more to come!

## **NCARB To Examine Current Practices In Architecture**

What does it mean to be an architect today? The National Council of Architectural Registration Boards (NCARB) has begun an in-depth study of the profession that will reveal trends and state-of-the-art practices in architecture. This "Practice Analysis" study involves 4 major research components: focus groups, work observations, critical incident interviews, and a survey of 4000-architects. The results from these research components will be analyzed to determine the knowledge, skills, and abilities required to perform the functions of an architect. NCARB expects the information gathered from this study to have a major impact on the areas tested by the Architect Registration Examination. Furthermore, the results can help architectural schools shape their curriculums to better position their students to enter the workforce.

Individuals from within the field of architecture and in related professions participated in focus groups, held over a 4-day period in the fall of 1999 in Chicago. More than 110 architectural professionals, educators, interns, consulting engineers, landscape architects, interior designers, building officials, clients, contractors, liability carriers, lenders, and attorneys from throughout the United States participated in the process.

Work observations are now being conducted in six firms recognized as leaders in their particular aspect of the profession. Researchers are studying firms in the areas of office practice, "green architecture," the application of technology, the breadth of technology, international practice and scope of practice. Critical incident interviews with the principals of 12 to 15 firms will be completed this winter, and a survey form is expected to be mailed to 4,000 architects nationally in early summer.

NCARB is charged by its bylaws to conduct a practice analysis at least every seven years. The last fully independent study was undertaken in the early 1980's. That document was reviewed and updated twice, once in 1989 and once again in 1993. Results of the current study are expected to be in draft stage by October 2000 and published in early 2001.

For more information on the Practice Analysis, contact Mark McKechnie, Director, Professional Development for NCARB at 202/783-6500.

### Interns

Roger Roslansky and Karen Sathoff, as well as staff members attended the Wisconsin Chapter of the American Institute of Architects (AIA) Intern Development Program (IDP) Workshop. Russ LaFrombrois, AIA, facilitated the workshop giving the audience an overview of the NCARB program and

deferring questions on Wisconsin programs to the board members and staff. The workshop allowed students, as well as concerned employers and mentors an opportunity to field questions they had. The most frequently-asked questions were how to keep track of supervised experience and how to document experience at a time when there are fewer supervisors or supervisors not willing to verify experience. The recommendation is that all experience must be frequently documented. Questions regarding the Wisconsin experience requirements can be directed to the board office at 608-266-5511, Extension 42. Mr. LaFrombrois can be reached by email at [russl@eadp.com](mailto:russl@eadp.com).

### **IDP Workbook Simplifies Training Documentation**

Ask any intern what they need to improve their IDP experience and the response is usually "Less paperwork!" Recording daily experiences in the 16 IDP Training Areas can be time-consuming if done using a paper-and-pencil approach. This can lead to documentation delays that only compound the problem when IDP Training Unit Reports are due.

NCARB has created a record-keeping tool designed to simplify the paperwork. The IDP Training Unit Workbook uses an Excel spreadsheet format for recording hours on a daily basis. The Workbook converts hours into Training Units and cumulatively tracks time daily, weekly and multi-weekly. This provides an at-a-glance way for interns and their supervisors to assess strong and weak training areas. Each Workbook consists of 18 weekly Training Unit Logs—with a total of 10 Workbooks. This provides enough space to record an entire internship!

The Workbook may be downloaded directly from the NCARB web site: [www.ncarb.org/idp/idpworkbook.html](http://www.ncarb.org/idp/idpworkbook.html).

### **Use of the Title "Intern Architect"**

The Architect's Section spent a considerable amount of time discussing the use of the title "Intern Architect" and determined that the use of the term "intern architect" would be too confusing to the public. The public would assume that an individual working in an architect's office would be qualified to perform architectural work. The Section felt that such confusion is inconsistent with its charge to protect the health, safety and welfare of the citizenry of Wisconsin.

The National Council of Architectural Registration (NCARB), at its annual meeting in June, 1999, passed Resolution 99.3 which allows the use of the title "Intern Architect" or "Architectural Intern" when certain educational and Intern Development Program (IDP) standards or criteria are met. NCARB continues to study this title issue, most recently via a "Collateral Internship Task Force" which gave its first interim

report in December 1999. The report included the following objectives and recommendations:

In order to increase the prestige of emerging architects, to clearly define steps in the professional development process, and to clarify roles and legal responsibilities to the public, the following titles should be adopted by all collateral organizations:

- Architecture Student – before graduation from an NAAB/CACB accredited program.
- Graduate Architect – upon graduation from an NAAB/CACB accredited program.
- Architect-In-Training – upon passing Part “A” of the Architect Registration Examination.
- Architect – upon passing Part “B” of the Architect Registration Examination and licensure.

There will be continued discussion at the national level concerning this.

## **LANDSCAPE ARCHITECTS SECTION NEWS**

### Section Meeting Dates Remaining in 2000 -

August 9, October 4.

All meetings are held at 1400 East Washington Avenue, Madison, WI. Meetings are open to the public.

### Examinations

At the beginning of January 2000, a group of licensed landscape architects convened in Raleigh NC to determine cut scores and to grade the LARE exam administered in December.

Since the exam was recently revised in compliance with the task analysis study, it was decided that cut scores would be determined for each administration. This process runs concurrent with the grading sessions and only involves the vignette sections of the exam. Cut score committee members have no knowledge of the grading criteria being used, so their decisions can be unbiased and objective, another step in CLARB’s efforts to make the exam process as fair as possible.

### Fernholz Addresses Students

Jay Fernholz, Landscape Architect Section Chair and Joint Board Chair, addressed the student annual meeting of ASLA (LABASH) which was held at the University of Wisconsin-Madison, from March 2-5, 2000. As part of CLARB’s Outreach 2000 Initiative, Clarence “Buck” Chaffee, CLARB Executive Director, and John Carman, Region II Director and Chair of the

Outreach 2000 Committee, addressed the students on the importance of licensure. The Committee’s aim is to make students and employers aware of the need to expose recent graduates to the breadth of tasks that make up the practice of the profession.

## **PROFESSIONAL ENGINEER SECTION NEWS**

### Section Meeting Dates Remaining in 2000 -

July 7, September 1, November 10.

All meetings are held at 1400 East Washington Avenue, Madison, WI. Meetings are open to the public.

The Professional Engineers and Land Surveyors Sections are members of the National Council of Examiners in Engineering and Surveyors (NCEES). It is through participation in NCEES that the Sections are able to have input into the national examinations required for professional engineer and land surveyors’ registrations in Wisconsin. In addition, the organization provides the service of coordinating submission of applicant’s credential records between states on behalf of the applicant. The Sections send representatives to both the central zone and annual meetings. The Central Zone Meeting will be held in Dearborn, Michigan May 4-6, 2000 and the annual meeting will be held in Chicago, Illinois, on August 2-5, 2000. Harvey Shebesta will be the delegate to the zone and annual meetings.

What follows is an update of administrative accomplishments of NCEES. This update (edited) was prepared by Executive Director, Betsy Brown.

Examinations remain our number one priority, and the quality of these exams continues at the highest level. Exam committees and staff are working on future exams and the transition to the breadth and depth format is on schedule. Our scoring department released 35 score rosters for the October 1999 exam to Member Boards within the 12-week goal. We released the remaining 19 rosters within 13 weeks. Turnaround time for processing exam-scoring appeals remains at a very high level. We processed approximately 80% of all appeals within our 6-week goal, and more than half of those (56%) within 4 weeks.

Our [Records Department](#) is active and vital. More than 85% of all record transmittal requests are completed within 5 working days, while nearly 90% of new applications and completed records are processed within 3 days.

Our Customer Service Department continues doing an excellent job with nearly 100% of all publication orders processed and fulfilled within one working day.

The Council's Web site is attracting nearly 16,000 visitors per month. We have recently made some changes to our home page to make navigation of our site even easier. This includes the addition of a Frequently Asked Questions button and a site map button to aid visitors who like a visual layout of information.

One of the Council's newest programs is the Intern Tracking Program. This is a pilot program created by the Member Board Administrators Committee in an effort to enhance the engineering profession and improve communication between the NCEES and potential PE candidates. This program is in its second year of existence. It offers engineer interns the opportunity to hold a record with NCEES free of charge, documenting work experience and references in preparation for the PE examination.

Over the past year, the Intern Tracking Program has shortened turnaround time in contacting PE candidates expressing interest in the Intern Tracking Program, and made available an electronic copy of the intern application so that candidates can receive and fill out the application more easily.

Future goals of the Intern Tracking Program include proposing incentives for PE candidates to respond to the intern tracking surveys and to stay in the program for the full 4 years of internship. In addition, the program would like all contact with candidates to be electronic, from the initial contact to the final stages of preparation for the PE examination.

#### **DESIGNER SECTION NEWS**

##### Section Meeting Dates Remaining in 2000-

July 20, October 19.

All meetings are held at 1400 East Washington Avenue, Madison, WI. Meetings are open to the public.

#### **LAND SURVEYORS SECTION NEWS**

##### Section Meeting Dates Remaining in 2000 -

June 1, October 5.

All meetings are held at 1400 East Washington Avenue, Madison, WI. Meetings are open to the public.

#### **DISCIPLINARY ACTIONS**

**ALBERT P. RUGG**

**ENGINEER**

**RUGG & KNOPP, INC.**

**NEW BERLIN WI**

**REVOKED**

Performed professional engineering which did not comply with an acceptable standard of practice.

Lack of ability to discharge the duty owed to clients. Lack of knowledge of the fundamental principles of the profession. Failed to maintain competency in the current practices and methods applicable to the profession. Prepared deficient plans, drawings, maps, specifications or reports. Effective 11/12/99. Sec. 443.08(2),(3),(5), Stats. RL 8.03(1),(2)(a)-(c),(3)(b)-(d), 8.09 Case #LS9911122ENG

**PAUL N. SMITH,**

**LAND SURVEYOR**

**ADMINISTRATIVE**

**ATHELSTANE WI**

**INJUNCTION**

In September, 1998, he filed a survey map which he prepared after his land surveyor license was revoked on 2/2/97. Effective 6/4/99. Secs. 443.02 and 443.18, Stats. Case #LS9905132RAL Case #LS9905132RAL

**KENNETH LEROY BUTTS**

**ARCHITECT**

**BELL CANYON CA**

**LIMITED/COSTS**

On 11/19/93, the Kentucky board imposed discipline against his license on the grounds he affixed his seal to architectural plans not prepared by him. On 1/26/99 the Colorado board revoked his license based upon the Colorado action. And on 3/12/98 the Utah board imposed discipline against his license based on the Kentucky and Colorado actions. Effective 9/8/99. Sec. 443.11, Stats. A-E 8.03(3) Case #LS9906161ARC

**CHARLES D NOVAK**

**ARCHITECT**

**ROSEMOUNT MN**

**LIMITED/COSTS**

On 9/25/96, the Nevada board imposed discipline against his license based upon allegations that he had affixed his seal and signature to plans which were not prepared by him or under his direct supervision. On 4/15/97, the Minnesota board revoked his license because he knew or should have known that a signature was forged or improperly placed on structural plans. On 12/28/97, the Iowa board suspended his license based upon the Iowa discipline. On 6/5/98, the Arizona board revoked his license based upon the Minnesota discipline. Effective 11/10/99. Case #LS9909021ARC

**ROBERT EDWARD BRADY**

**ENGINEER**

**MIDDLEVILLE MI**

**SURRENDER**

The North Carolina board imposed discipline against his license. Performed services outside his area of competence, affixed his signature to work not done under his direct supervisory control or responsible charge, and failed to properly sign, seal and date documents. The Kentucky board imposed discipline against his license. This action was based on the North Carolina discipline. Effective 1/14/2000. A-E 8.03(3) Case #LS0001141ENG.

Department of Regulation and Licensing  
Examining Board of Architects, Landscape Architects  
Professional Engineers, Designers and Land Surveyors  
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# REGULATORY DIGEST

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## Telephone Directory

The Division of Business Licensure & Regulation has a menu telephone system which is designed to more efficiently direct the caller to the appropriate section. The telephone number for staff is:

**(608) 266-5511**

After dialing this number you are asked to press various extensions. For the following requests, please press numbers as noted:

<b>Applications Forms</b>	<b>Press 11</b>
<b>Complaints Against Licensees</b>	<b>Press 12</b>
<b>Application Processing &amp; Requirements</b>	<b>Press 42</b>
<b>Whether A Person is Licensed</b>	<b>Press 442</b>

## Verifications

Requests for verifications of license, sent to other states must be in writing. **The cost is \$10.** Please make out check or money order to the Department of Regulation and Licensing.

## Visit the Department's Web Site

[www.drl.state.wi.us](http://www.drl.state.wi.us)

Send comments to [dorl@drl.state.wi.us](mailto:dorl@drl.state.wi.us)

Copies of Regulatory Digest on the Web.

## Wisconsin Statutes and Code

Copies of the Wisconsin Statutes and Administrative Code Relating to the Regulation of Architects, Landscape Architects, Professional Engineers, Designers and Land Surveyors can be ordered from the Department. Include your name, address, county and a check payable to the Department of Regulation and Licensing in the amount of \$5.28. The latest edition is dated February, 1999.

## Change of Name or Address?

Please photocopy the mailing label of this digest, make changes in name or address, and return it to the Department. Confirmation of changes is not automatically provided.

**WIS. STATS. S. 440.11 ALLOWS FOR A \$50 PENALTY TO BE IMPOSED WHEN CHANGES ARE NOT REPORTED WITHIN 30 DAYS.**

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